

RETTEW's Sustainability Policy

RETTEW is committed to minimizing our impact on the environment. One way we realize this commitment is through our sustainability policy that outlines the steps RETTEW is taking to remain an eco-friendly community partner. This policy—which includes things like calculating our company's carbon footprint and making efforts to reduce that footprint—contributes to our purpose to improve the quality of life for the communities, clients, and employees we serve.

Fuel Consumption

With seven offices, RETTEW uses a significant amount of gasoline traveling from office to office and meeting to meeting. Reducing our fuel consumption would not only reduce our carbon emissions but would save RETTEW and our clients significant amounts of money. To reduce fuel consumption, RETTEW pledges to:

- Increase the use of existing teleconferencing and virtual meeting technologies
- Schedule smart and carpool
- Use automotive GPS to detect the shortest route to our destination
- Buy the most economical gasoline recommended by the automobile manufacturer
- Establish a 27-mile-per-gallon highway requirement on all corporate-sponsored automobiles by 2011.

Power and Energy Consumption

Reducing electricity use is one of the simplest ways we can all help the environment. To reduce power and energy consumption, RETTEW employees commit to:

- Turning off lights in our offices if we will be away for more than 15 minutes
- Turning off our computers and monitors every night
- Unplugging our electronics before leaving the office for several days.



Paper Consumption

RETTEW has seen a decline in paper consumption in the past few years—a trend we plan to continue. We attribute these improvements to increasing use of our internal network, relying more on Adobe PDF for distribution of reports and publications, adding scan-to-PDF capabilities on our copiers, and using built-in document review features. To reduce paper consumption, RETTEW employees will:

- Increase the use of CADD electronic review software
- Develop best practices for electronic document distribution and review
- Ask ourselves “Do we really need to print that?” before printing documents
- Use paper that is SFI®-certified, FSC-certified, or recycled.

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RETTEW
We answer to you.