



## Stantec COVID-19 Corporate Response & Business Continuity Capabilities

### Stantec Pandemic Leadership and Response Plan

#### Corporate Pandemic Response Leadership

Stantec's Pandemic Committee (a working group established years ago by the executive leadership of the organization) has been actively monitoring the spread of COVID-19, securing guidance from global and local health authorities, and providing regular updates to employees through a situation news hub on Stantec's internal communications platform (The Lens).

The Committee is a diverse group of experts ranging from operational and safety leaders to a public health toxicologist who works in Stantec's environmental services practice. Members of Stantec's executive leadership team hold designate positions on the committee while utilizing its recommendations to implement initiatives within the organization. The Committee's objective is to execute the Company's standing Pandemic Response Plan on both a companywide and localized basis to:

- Protect the health of our employees
- Provide for the continuity of activities essential to the business
- Minimize the disruption to clients, customers, employees, and services.

#### Stantec's Pandemic Response Plan

By following the plan, Stantec's Pandemic Committee is providing support to employees and business operations to service clients through several precautionary efforts including:

- Business continuity and remote working resources
- Daily employee communications
- Travel restriction and sanctions, domestically and abroad
- Precautionary quarantine requirements
- Office safety and sanitation protocols
- Potential exposure restrictions (event/conference \cancellations)
- Safety medical/testing guidance where relevant

### **Business Continuity and Client Support**

To continue supporting our clients' needs throughout this event, Stantec's Pandemic Response Plan utilizes several key approaches and strategies:

#### Technology – Remote Working

Stantec employees have several options for working remotely from home:

**Corporate Laptop Users:** Seventy-five percent of Stantec employees have a corporately managed laptop with Global Protect VPN installed and can simply take their laptop home and connect securely to our corporate network through their home internet connection.

**Desktop PC Users:** Employees who have a desktop PC in the office and a personal Windows PC or Mac at home, have the option to connect from their personal device at home directly to their office desktop PC and remotely control it.





social distancing, utilizing virtual meeting platforms, and returning home if displaying any respiratory illness symptoms. Additionally, employees are currently not permitted to attend industry conferences or sizeable gatherings as a precautionary measure.

– To effectively monitor conditions, communicate, and provision appropriate measures, the Pandemic Response Plan also provisions Local Crisis Management Teams (with regional leadership and support teams in communication; human resources; IT; and health, safety, security, and environment) to address the needs of specific regions and markets where Stantec employees work. This provides real-time support and communication.

– Stantec's Pandemic Committee utilizes a variety of media to connect with employees and answer emerging questions. The Company has a fully functional internal digital hub which provides employees with document resources, FAQs, and recent updates from leaders.

These measures will remain in place and expand as the Pandemic Committee continues to meet and to collect additional information. All employees are urged to follow guidelines and utilize resources to protect themselves, their colleagues, and their communities while providing continued service to clients. Stantec has also reminded employees that there are Employee and Family Assistance Programs available in many countries in which we operate. Local HR representatives are also available to help, while our

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