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# President's Statement

#### » 102-14

As Quadra proudly continues its commitment to environmental viability and social responsibility, I am pleased to present Quadra's 10th annual sustainability report. During the 2021 fiscal year our team continued to face many challenges related to Covid 19 risks, unpredictable weather events and disruptions in the supply chain. I am extremely proud of the resilience, adaptability, creativity and caring displayed by the entire Quadra family to take care of our partners and team members.

At Quadra, our people have always been at the heart of our success. We chose to have our team members develop our purpose statement, expressing "Why" our people strive for the best and always go the extra mile. We are pleased to share our why statement; We put people first so that together we can reimagine the possibilities. We truly feel this is who we are when we are at our best.

During the year, we invested in the development of our 5-year strategic plan, our Vision 2026. Through this process, our commitment to sustainability and the 2030 Sustainable Development Goals (SDG) has been further reinforced. Sustainable business practices have long been a priority for our family business, including safe and responsible operations and processes, supporting our people and the communities in which we operate and in contributing to the technical development and commercialization of sustainable alternative chemistries and technologies.

As part of our strategy, we continued to develop additional digital platforms to strengthen our business. We implemented the first phase of our Transportation Management System. Once fully deployed, this system will not only improve our efficiency but also contribute to our sustainability by enhancing our ability to track and minimize our carbon footprint related to transportation.

Health, Safety and Diversity remain a priority for our company. To help support our employees during challenging periods, we launched an online mental health platform to provide tools and access to live online care. In its second year, our Diversity, Equity, and Inclusion Committee continued to educate and inform our team members and were integral in creating our new Diversity & Inclusion policy.



This year, our executive commitment to support Indigenous communities has progressed in several ways. We enacted an official Indigenous Mission Statement that established a precedent for how we intend to move forward. This statement was derived through the adoption of UNDRIP and the Truth and Reconciliation Commission of Canada: Calls to Action. We have supported Indigenous economic development from formalizing shared benefits agreement in our resource's projects, supporting Indigenous businesses and choosing to commission artwork by local Yukon Indigenous artist, Eugene Alfred, to be displayed in our Canadian offices.

During this year, we have observed a strengthened commitment by industry to reduce Greenhouse Gas emissions. Quadra strives to be a partner to in assisting our customers toward in achieving these important objectives. We have for many years tracked our sales of Green and Better Choice products, and this year we reached 15.9% of our total sales from these sustainable chemistries. We have also dedicated additional resources to continue expanding this, including participating in carbon capture and other innovative technologies.

As we continue along our path towards progression with the UNGC: 17 Sustainable Development Goals we remain excited by the potential ways for Quadra to support our partners and communities as we reimagine the possibilities together.

Anne Marie Infilise President



#### » 102-1 to 102-10 & 102-45

Established in 1976, Quadra Chemicals Ltd. is a privately-owned company incorporated in Canada and is a leading provider of specialty and commodity chemicals, ingredients, and services across Canada. Quadra offers coast-to-coast Canadian market coverage with 7 distribution facilities and over 40 additional stocking locations. Quadra services the following industries: Energy / Oil & Gas, Mining, Industrial Process Industries, Chemical Manufacturers, Food Ingredients, Pharmaceutical & Supplements, Cosmetics & Personal Care. We are proud to be ranked 11th on the Top 100 Chemicals Distributors in North America. We are also very pleased to retain our Platinum Status as one of Canada's Best Managed Companies since 2003, as well as again being recognized as one of Canada's Great Workplaces by Great Place to Work® Canada.

Established in 2016, Quadra Chemicals Inc. is a privately-owned company incorporated in the United States and is a leading provider of specialty and commodity chemicals services. We offer over 1600 products to the industries we service in the markets across the United States, from fourteen third-party stocking locations. Quadra services the industries of Oil & Gas, Mining, and Pulp & Paper.

In 2019, Quadra acquired Plus Pharma in Vista California, enabling the establishment of Quadra Ingredients in the United States to service from our Vista warehouse and six third-party stocking locations across the country. Industries serviced are Food Ingredients, Pharmaceutical & Supplements, Cosmetics & Personal Care.

Quadra Chemicals Ltd Head Office 3901 F.X. Tessier Vaudreuil-Dorion, Québec Canada J7V 5V5

Quadra facilities are located in North America with an office located in Shanghai, China.



Quadra distributes to manufacturers, industrial operators, and institutions from multiple market segments across North America, including the following:

#### Chemical

- Case and CartonSealing / Labelling
- » Chemical Manufacturing
- » Cleaning and Formulating
- » CASE (Coatings, Adhesives, Sealants, Elastomers)
- » Construction
- » Flexible Packaging
- » Chemical Manufacturing
- » Gas Processing
- » Household, Industrial, and Institutional Cleaning
- » Major Chemicals
- » Metal Treatment and Galvanizing
- » Mining and Smelting

- » Oil and Natural Gas Production
- » Oilfield Chemicals
- » Packaging Adhesives
- » Petrochemical Processes
- » Pool and Spa
- » Protective Coating Solutions
- » Product Assembly
- » Pulp and Paper
- » Refining and Upgrading
- » Rubber Industrial and Automotive
- » Soil Remediation
- » Soluble Fertilizer and Agriculture
- » Water Treatment

#### Ingredients

- » Animal Nutrition / Pet Nutrition
- » Bakery
- » Bars and Cereals
- » Beverages
- » Blending
- » Confectionary
- » Dairy
- » Meat, Poultry, and Seafood
- » Nutritional Supplements
- » Prepared Foods
- » Personal Care and Cosmetics
- » Pharmaceutical
- » Sports Nutrition

As of September 2021, Quadra employed 431 people in North America and 4 people in a regional office in Shanghai, China. Quadra also employed five student interns during 2021.

Quadra employs 40% women and 60% men.

There is no collective bargaining agreement for employees.



#### » 102-50 to 102-56

This is the tenth consecutive year that we have issued the Global Reporting Initiative (GRI) Report. This report has been prepared in accordance with the GRI Standards: Core Option and covers the period between October 1st, 2020 to September 30th, 2021.

It includes a GRI Content index, referencing the UNGC principles as well as alignment with the 2030 Sustainable Development Goals (SDGs).

Throughout the report, GRI Standards Disclosure Numbers are identified directly above the relevant text, with applicable UNGC and SDG references. In some cases, responses are incorporated by reference and linked directly from the content index. External assurance was not obtained for this report.

This year's Sustainability Report integrates our third Communication on Progress (COP) as part of Quadra's participation in the UN Global Compact.

Quadra has policies and internal practices to enhance and provide assurance about the accuracy of the report. For instance, internal and second-party audits are conducted on many of Quadra's key activities including safety, health, and environmental performance, financial accounting, and compliance with the Quadra Code of Business Ethics.

Should you have any questions regarding our Sustainability Report or its contents, please do not hesitate to contact Julianna Piccolo, Sustainability Analyst at sustainability@quadra.ca



Quadra's sustainability policy encapsulates our overall vision and strategy as it relates to the material aspects that affect us and our society in terms of economic, social, and environmental impacts.

It is as follows: Quadra aims to achieve the highest possible standards of sustainability through our operational activities and outreach to the broader community. To reach this objective, Quadra will continue to assess and improve the environmental impact of our operations, our supply chain, social and employment practices.

## Environmental Impact

Quadra strives to reduce the environmental footprint of operations using the following measures:

- » Minimize risk by strict observance to the Responsible Distribution® Canada and NACD protocols
- Continuous compliance with all applicable environmental regulations
- Reducing energy consumption by increasing efficiency of energy use
- Lowering waste generation through recycling and waste reduction initiatives
- Decreasing greenhouse gas footprint through carbon reduction initiatives
- Continuing to improve on green purchasing practices

# Supply Chain

Quadra will continue to develop a more sustainable supply chain through the following actions:

- » Making sustainability programs a key part of our supplier assessment
- Deploying our Supplier Code of Conduct to the supply chain to help manage risk of human rights abuse, corruption and environmental degradation in our supply chain
- Updating and expanding Green Products and Better Choice product offerings and promote sustainable chemistry
- Assessment and ranking of carriers based on established sustainability criteria; choosing greener carriers whenever possible

### Social Responsibility

Quadra will continue to be involved with community, industry organizations and charitable projects. This involvement may include, but is not limited to:

- Ongoing support for charitable organizations
- Maintaining an active and participatory role in Responsible Distribution® Canada (previously known as Canadian Association of Chemical Distributors); following the Principles of Responsible Distribution® Code of Practice
- Building strong relationships with other individuals, organizations and communities that share our values

### Employment Practices

Fully engaged employees are very important to implementation of sustainability initiatives. Quadra will continue to create an atmosphere conducive to an open dialogue about health and safety:

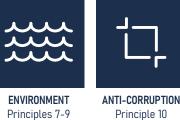
- Regular publication of company sustainability newsletter
- Recognition of use of sustainable means of transportation, such as cycling, public transit, and carpooling
- Reimbursing employees enrolled in fitness and weight management programs through the Wellness Plan

#### **UN Global Compact**



Principles 1, 2





**Sustainable Development Goals** 

AND WELL BEING



CONSUMPTION ECONOMIC CONDITIONS



Quadra subscribes and endorses the following Charters:

### Responsible Distribution® Canada

We are a major contributor to the articulation of Responsible Distribution® Canada Code of Practice, which is the Canadian chemical distribution industry's voluntary initiative through which companies, through their national associations, work together to continuously improve their health, safety and environmental performance and to communicate with stakeholders about their products and processes.



The Responsible Distribution® Canada ethic helps industries to operate safely, profitably and with due care for future generations.

### United Nations Global Compact (UNGC)

In 2019, Quadra became a member of the United Nations Global Compact (UNGC) to further its commitment to sustainable practices. We already adopted the 10 principles of the UNGC to develop our Supplier Code of Conduct. Our sustainability initiatives are driven by the material areas affecting our organization and its stakeholders. We are now articulating the progress of our initiatives along the lines of their contribution to the 17 Sustainable Development Goals.

### National Association of Chemical Distributors (NACD)

The National Association of Chemical Distributors (NACD), established in 1971, is an international association of chemical distributors and their supply-chain partners. Member companies process, formulate, blend, re-package, warehouse, transport, and market chemical products for over 750,000 customers.



A member-voted condition of membership in the Association is a signed commitment to NACD Responsible Distribution®, which celebrated its 25th anniversary in 2016. Responsible distribution requires members to continuously improve performance in protecting health, safety, security, and the environment. All member companies are committed to product stewardship and responsible distribution in every phase of chemical storage, handling, transportation, and disposal.



#### **UN Global Compact**



Principles 1, 2



Principles 3-6



Principles 7-9



Sustainable Development Goals

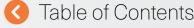


AND STRONG

INSTITUTIONS









10 Principles of the United Nations Global Compact for Our Supplier Code of Conduct



#### **WE SUPPORT**



» Principle 1	Businesses should support and respect the protection of internationally proclaimed human rights
» Principle 2	Make sure that they are not complicit in human rights abuses



**HUMAN RIGHTS** Principles 1, 2

Principle 3 Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining



Principle 4 The elimination of all forms of forced and compulsory labour

» **Principle 5** The effective abolition of child labour

» Principle 6 The elimination of discrimination in respect of employment and occupation

» Principle 7 Businesses should support a precautionary approach to environmental challenges



» Principle 8 Undertake initiatives to promote greater environmental responsibility

» Principle 9 Encourage the development and diffusion of environmentally friendly technologies

» Principle 10 Businesses should work against corruption in all its forms, including extortion and bribery



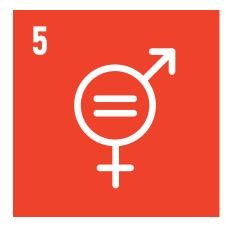
# SUSTAINABLE GALS



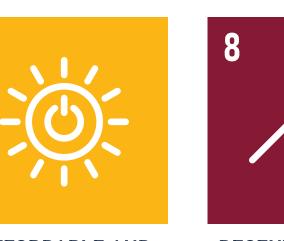
















**NO POVERTY** 

**ZERO HUNGER** 

**GOOD HEALTH** AND WELL BEING

QUALITY EDUCATION

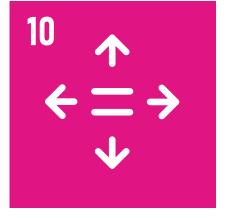
**GENDER EQUALITY** 

**CLEAN WATER AND SANITATION** 

AFFORDABLE AND **CLEAN ENERGY** 

**DECENT WORK AND ECONOMIC CONDITIONS** 

AND INFRASTRUCTURE







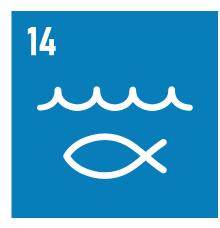
**SUSTAINABLE CITIES AND COMMUNITIES** 



**RESPONSIBLE** CONSUMPTION AND PRODUCTION



**CLIMATE ACTION** 



LIFE BELOW WATER



**LIFE ON LAND** 



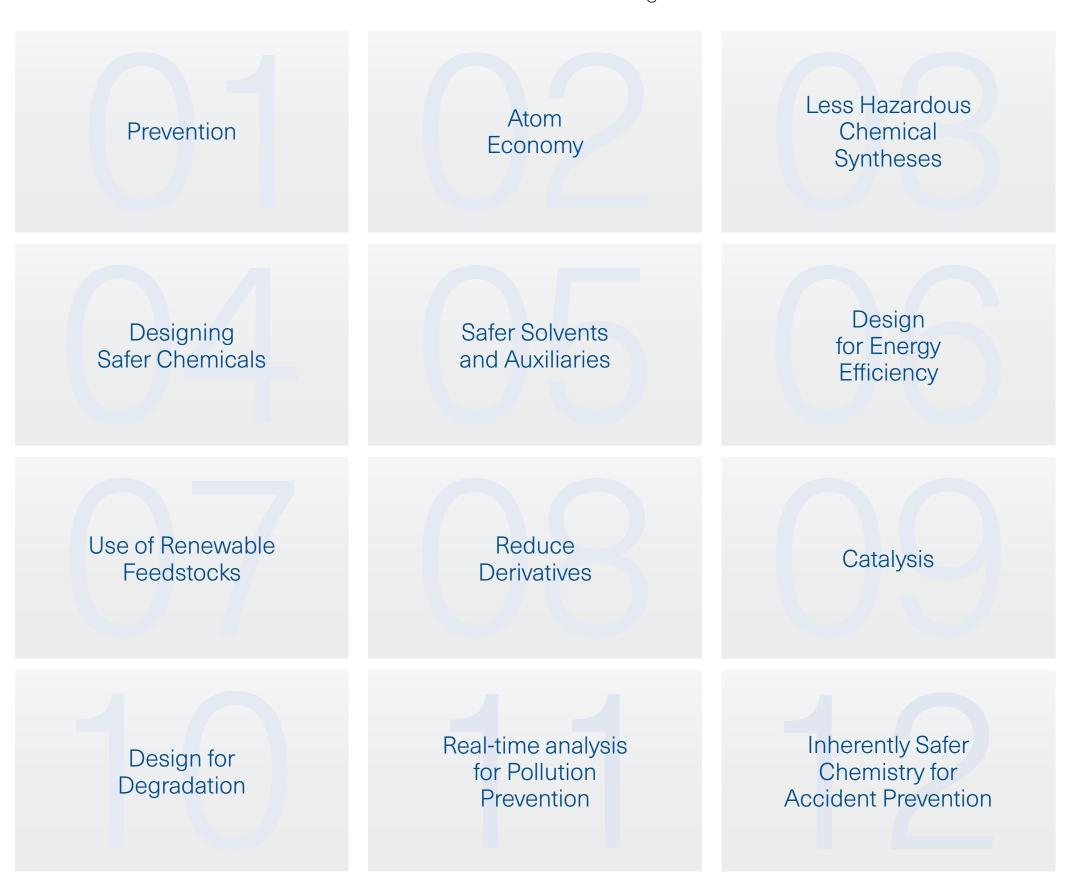
PEACE, JUSTICE AND STRONG **INSTITUTIONS** 



PARTNERSHIPS FOR THE GOALS



In 2015, Quadra adopted the 12 principles of Green Chemistry as the framework to assess attributes and validate claims of sustainable chemicals and ingredients.



GREEN CHEMISTRY: THEORY AND PRACTICE by Anastas and Warner (1998) "Fig.4.1" Twelve Principles of Green Chemistry p.30 © Paul T. Anastas and John C. Warner, 1998. By permission of Oxford University Press



We are active members of various industry associations including:

» RDC Responsible Distribution® Canada

(formerly CACD)

» CAC Cosmetics Alliance Canada

(formerly CCTFA)

» CIFST Canadian Institute of Food Science

and Technology

» CIM Canadian Institute of Mining

» ACS American Chemical Society

» **CMP** Canadian Mineral Processors

» RSPO Roundtable on Sustainable Palm Oil

» MAC Mining Association of Canada

» NACD National Association of

Chemical Distributors (USA)

» **DCAT** Drug Chemical & Associated Technologies

» CCAB Canadian Council for Aboriginal Business

» UNGC United Nations Global Compact

» RA Rainforest Alliance (Soon)

**UN Global Compact** 

**Sustainable Development Goals** 







Our sustainability program is guided by the materiality analysis we carried out. The areas covered were not sorted as per the GRI materiality drivers but rather as per stakeholders' input on subjects to address.

They are as follows:

- » Biodiversity
- » Customer Health & Safety
- » Diversity & Gender Parity
- » Employee Engagement
- » Energy & GHG Emissions
- » Ethics & Values
- » Greener Chemistry
- » Human Rights, Child & Forced Labour
- » Indigenous Rights

- » Local Community Outreach
- » Nanotechnology
- » Occupational Health & Safety
- » Product Stewardship
- » Regulatory Compliance
- » Responsible Supply Chain
- » Training & Education
- » Waste & Effluents
- » Water

# Restatement of Information; Changes in Reporting

#### » 102-48 and 102-49

This year Quadra is disclosing for both its United States and Canadian Operations.



Our material areas are as follows:

# Material Analysis

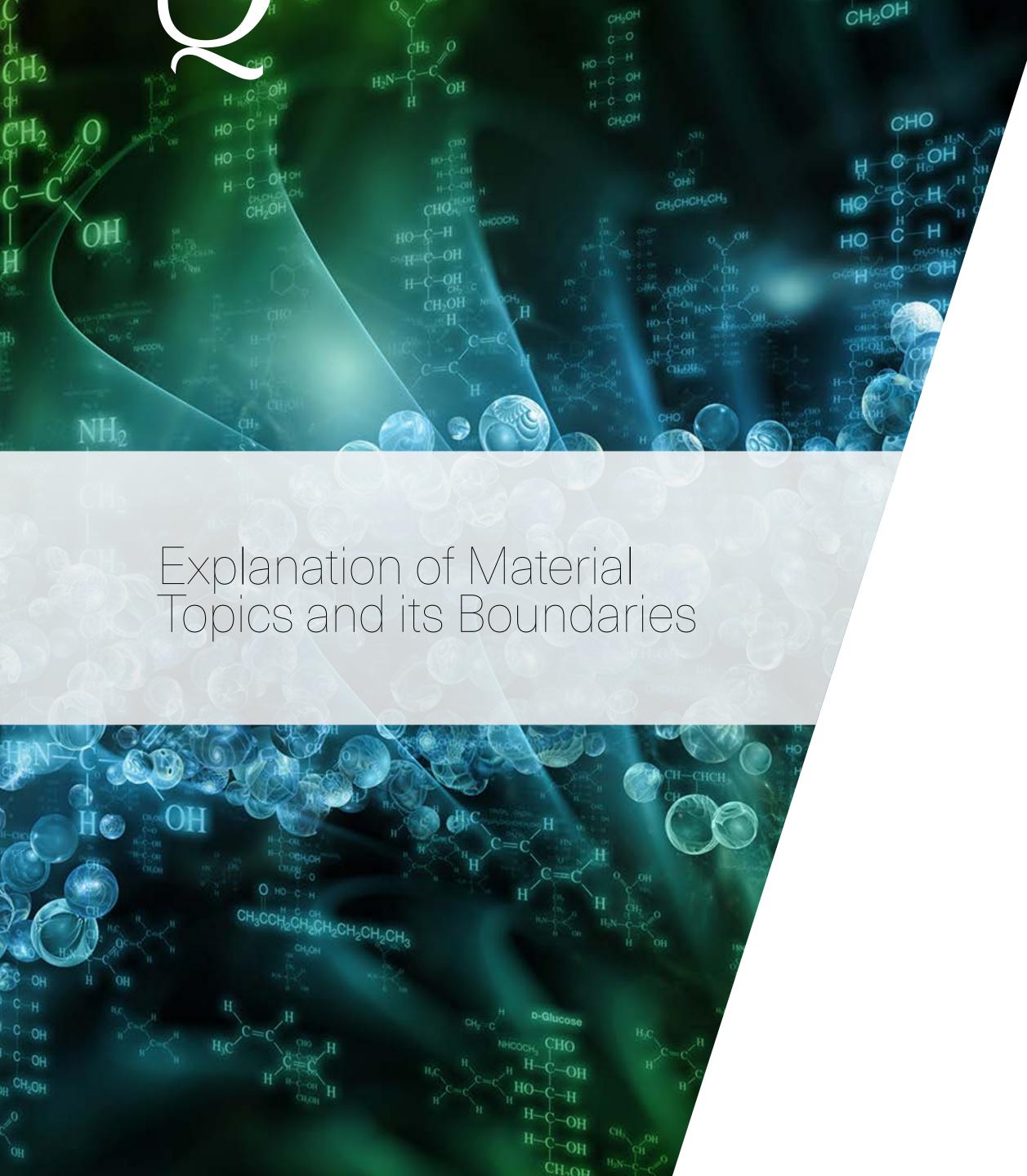
- » Water
- » Training & Education

- » Occupational Health & Safety
- » Ethics & Values
- » Regulatory Compliance
- » Human Rights & Child Labour
- » Employee Engagement
- » Responsible Supply Chain
- » Customer Health & Safety

- » Energy & Greenhouse Gases
- » Diversity & Parity
- » Waste & Effluents
- » Product Stewardship

- » Green Chemistry
- » Community Outreach

Importance to Quadra



#### » 103-1 to 103-3

The scope of this report covers all fully managed operations for the duration of the reporting period.

The boundary assessment concluded that most material aspects are only material within the organization.

The material aspects Quadra addresses are now linked to the UNGC principle they support, as described on this table.

Aspects	Material Area	UNGC Principles
Economic	Responsible Supply Chain	1 to 10
Environment	Green Chemistry	9
	Water	8
	Energy & Greenhouse Gases	8
	Waste & Effluents	7
Human Rights	Child & Forced Labour	1, 4, 5
	Diversity & Parity	1, 6
Labour Practices & Decent Work	Occupational Health & Safety	1
	Ethics & Values	1-2
	Employee Engagement	6
	Training & Education	1
Product Stewardship	Regulatory Compliance	7, 8
	Customer Health & Safety	8
Society	Society Community Outreach	1, 2

#### **UN Global Compact**



Principles 1, 2



Principles 3-6



Principles 7-9





# Stakeholder Engagement



# Stakeholder Groups; Identifying and Selecting Stakeholders, and Approaches to Stakeholder Engagement

» 102-40 and 102-42 to 102-43

## Partial Reporting

We have consulted our stakeholders: customers, suppliers, employees, industry associations, and communities where we operate.

Key stakeholder engagement areas are:

- » We work closely with our customers to address their current and future needs
- » We have ongoing long term and close relations with suppliers, so we can deliver high performance products
- » We have regular engagement with our employees on performance, policies and issues relating to meeting personal and business needs
- » We engage with neighbours close to all our operations about safety as required by the Responsible Distribution® Canada code of practice
- » We continuously engage with external organizations and interest groups to improve our understanding of the issues and opportunities stemming from sustainability
- » In 2018 we conducted a stakeholder survey with our employees, customers, suppliers and local communities, which focused on the issues addressed in our sustainability program. The outcome of the survey was used to determine the relevance and priorities of our Material Areas and update our Materiality Matrix

#### **Sustainable Development Goals**



#### Additional stakeholder engagement activities in 2021 included:

- » Employees: Feedback on Diversity and Inclusion aspects through a new permanent Diversity and Inclusion Committee
- » Customers: On an ongoing basis, we communicate Quadra's information and opportunities as it relates to sustainable chemistry
- » Suppliers: Each year, assessments are carried out for all new suppliers and on an ad hoc basis for existing suppliers as per guidelines
- » Continued deployment of Supplier Code of Conduct to all pillar suppliers
- » Local communities: ongoing engagement with community outreach and charities
- » Employees: ongoing and planned communications
- » Employee Health & Wellness program
- » Governments and regulatory bodies: ad hoc and planned regulatory assessment and reporting
- » Industry associations: contributing to the advancement of sustainable business practices
- » Academia: supporting the development and marketing of green chemistry



Key highlights of our latest stakeholder assessment are:

- » Occupational Health and Safety remains the number one concern to all stakeholders
- » Regulatory Compliance as our industry is highly regulated
- » Ethics and Values, as well as Human Rights are given more importance
- » Product Stewardship to ensure proper handling, usage and disposal as dictated by the Responsible Distribution® Canada Code of Practice
- » Sustainable Supply Chain to manage the triple bottom line
- » Waste and Recycling to minimize our environmental impact
- » Employee Engagement is our most important resource

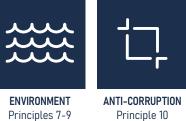
#### **UN Global Compact**



Principles 1, 2









DECENT WORK AND

ECONOMIC CONDITIONS



**Sustainable Development Goals** 







# Governance Structure

#### » 102-18

Quadra is governed by an Executive Committee, which is responsible for setting company strategy. This team consists of 30% women and 70% men. Three (3) members of the Executive Committee sits on the Board of Infilise Holdings Inc., which is the parent company. The company also has a Leadership Team, consisting of senior management representatives from across the various departments and business units. There are also several committees assigned for specific tasks, such as:

- » Risk Management
- » Wellness
- » Health and Safety
- » Sustainability
- » Diversity, Equity & Inclusion

# Values, Principles and Standards

» 102-16

Quadra Mission, Values, and supporting policies are as follows:

### Quadra's Mission Statement:

We are acknowledged as the Best Distributor in our selected markets in Canada and the United States, leading the market in innovative business solutions which improve the profitability of our customers and key suppliers.

#### **UN Global Compact**



Principles 1, 2



Principles 3-6



Principles 7-9







AND WELL BEING

**Sustainable Development Goals** 

EQUALITY









## Through partnership, teamwork and innovative business practices, we provide:

- » Superior value for our target customers by understanding their needs, applying our unique expertise and dedication to outstanding services.
- » Distinctive representation for our suppliers by aligning our capabilities to meet their objectives through our superior market knowledge, strong customer relationships, and national distribution infrastructure.
- » Growth opportunities for our employees and shareholders through sustained profitability.

#### Core Values

- » Safety
- » Integrity
- » Connected to our Customers, Suppliers, and Employees
- » Caring
- » Innovative
- » Entrepreneurial
- » Quick on our Feet
- » Having Fun

Quadra continues to ensure all employees adhere to the Code of Business Ethics. This Code reflects company values and outlines practices which employees are expected to follow.

#### The Code focuses on:

- » Zero tolerance policy concerning bribery and corruption;
- » Commitment to regulatory compliance;
- » Quadra's status of an equal opportunity employer and the discrimination policy;
- » Respect for human rights;
- Conduct activities in a manner that considers the environment and the community;
- » Non-disclosure of confidential business information:
- » Refraining from dealing with or supporting anyone who engages in forced or child labour;
- » Maintaining a secure working environment;
- » Substance abuse policy;
- » Anti-corruption.

All employees are expected to act in accordance with the Code.

## Diversity, Equity & Inclusion Policy

» Quadra was founded on and is committed to our Core Values and a philosophy which embraces and nurtures an inclusive culture and mindset. Our employees come from diverse communities and backgrounds and we are committed to offer all of our team a safe place to grow, be valued, and treated with respect and integrity. We hire the best candidate irrespective of gender, culture, ethnicity, religion, age or sexual orientation because we believe diversity is the source of innovation and creativity that fuels our competitive advantage.

# We also abide to the Responsible Distribution® Canada Code of Practice where the guiding principles are:

- » Distribute chemicals, chemical products and provide services in a safe and secure manner which protects people and the environment
- » Provide information about the hazards and associated risks of chemicals, chemical products and services distributed to customers, enabling them to use and dispose of these chemicals and chemical products in a responsible manner

- » Provide information about the hazards and associated risk of distribution activities to employees, contractors, transporters, visitors, sub-distributors and resellers, interested members of the community and emergency first responders
- » Make responsible distribution an early and integral part of the planning process leading to the introduction of new products
- » Apply this code to existing, modified and new chemicals, chemical products, services and facilities
- » Comply with all legal requirements, which affect its operations and products
- » Be responsive and sensitive to community concerns
- » Require, with due diligence, that sub-distributors meet the standards of this Code of Practice

#### **UN Global Compact**



Principles 1, 2

Principles 3-6



ENVIRONMENT

Principles 7-9



ANTI-CORRUPTION



AND WELL BEING



EQUALITY

Sustainable Development Goals



**ECONOMIC CONDITIONS** 





# Explanation of Whether and How the Precautionary Approach or Principle is Addressed by the Organization

#### » 102-11

At Quadra, the risk management (RM) process provides a broad approach to risk. It encompasses a program to continuously address all the organization's risk, including but not limited to, safety, hazards, operations, systems, and environment.

# Communication and Training on Anti-Corruption Policies and Procedures

#### » 205-2

Quadra continues to ensure all employees adhere to the Code of Business Ethics. This Code reflects company values and outlines practices which employees are expected to follow. The Code focuses on:

- » Zero tolerance policy concerning bribery and corruption;
- » Commitment to regulatory compliance;
- » Quadra's status of an equal opportunity employer and the discrimination policy;

### Respect for human rights:

- » Conduct activities in a manner that considers the environment and the community;
- » Non-disclosure of confidential business information;
- » Refraining from dealing with or supporting anyone who engages in forced or child labour;
- » Maintaining a secure working environment;
- » Substance abuse policy;

All employees are expected to act in accordance with the Code.

#### **UN Global Compact**



#### Sustainable Development Goals







# Sustainable Supply Chain

Our approach to supply chain management is designed to support our company core values, meet our customers' expectations, and to be consistent with our precautionary approach to managing business risk. We perform risk assessments of our supply chain, investigate potential high risks, and engage those suppliers identified as high risk to reduce the risk, or potentially remove the supplier.

Since 2017 we have had a Supplier Code of Conduct, aligned with the best practices of the 10 principles of the United Nations Global Compact.

Direct economic value generated and distributed including revenues, operating costs, employee compensation, donations and other community investments, retained earnings and payments to capital providers and governments Revenues

#### » 201-1

We are a private company and choose not to disclose our financial information.

# Financial Implications and Other Risks and Opportunities for the Organization's Activities due to Climate Change

#### » 201-2

The opportunities for Quadra due to climate change are of a commercial nature, where some of the products in our Green & Better portfolio enable carbon footprint reduction.





# Financial Assistance Received from Government

» 201-4

Our Quadra United States operations benefited from the Paycheck Protection Program established by the CARES Act, and implemented by the Small Business Administration with support from the United States Department of Treasury. This program provided small businesses with funds to pay up to 8 weeks of payroll costs including benefits.

Proportion of Senior Management Hired from the Local Community

» 202-2

100%.

# Portion of Spending on Local Suppliers at Significant Locations of Operation

» 204-1

Local procurement is always encouraged and constitutes a significant portion of our business.

**UN Global Compact** 



**Sustainable Development Goals** 



**Sustainable Development Goals** 









# Waste and Recycling

Waste and recycling were identified by Quadra's stakeholders as being one of the most important aspects of the organization's sustainability program.

Expired or damaged food products were previously disposed of as chemical waste. In 2012 partnerships were formed with pork producers which allowed Quadra to divert a portion of food waste for animal feed manufacturing. Quadra will continue to use these and other best practices to reduce environmental impact on landfills.

Quadra's recycling practices have been maintained at the same high level, with some recyclable materials being reused (such as stretch wrap, wood pallets, office paper, and electronics).

Quadra also continues to maintain a drum and tote reconditioning program.

# Greenhouse Gas Emissions

The reduction of corporate greenhouse gas (GHG) emissions is one of Quadra's top priorities. In 2021, return to office work meant more of our employees resumed commuting to and from the office. Many of our sales team returned to domestic and international travel as per government and health guidelines. Because of this, we noticed higher GHG emissions across the company than in 2020. Our goal for 2025, is to re-evaluate our main contributors for GHG emissions and implement strategies to lower our corporate footprint.

Our main contributor for direct emissions at Quadra is natural gas used to heat the facilities; electricity is the only source of indirect energy consumption. The following sites, owned and operated by Quadra, are included below:

- » Vaudreuil-Dorion, Quebec
- » Clairmont, Alberta

» Oakville, Ontario

» Burlington, Ontario

- » Edmonton, Alberta (4 locations)
- » Vista, California

» Delta, British Columbia





# Logistic Initiatives

Quadra's Logistics team continues to work at reducing the carbon footprint from transportation. Whenever possible, we move product by the most efficient means possible, look to maximize our payloads to reduce the number of shipments, and are continuously re-evaluating our dedicated truck delivery zones to make them more efficient.

We encourage our carrier partners to reduce the environmental footprint of operations by supporting the use of fuel-efficient vehicles, sustainable fuels and other fuel reducing measures such as:

- » Auxiliary power units
- » Aerodynamic devices
- » Engine upgrades/engine shutdown devices
- » Long Combination Vehicle (LCV)
- » Single wide based tires
- » Alternate fuels

Quadra continues to encourage its carriers to participate in the SmartWay® Transport Partnership, an innovative collaboration between public and private stakeholders with the shared goal of conserving fuel and reducing GHG emissions from the freight transportation supply chain.

# Energy

» 302-1 to 302-4

#### **Energy Consumption**

	2018	2019	2020	2021
Natural Gas Consumption, GJ	30,426	31,122	30,755	36,800
Electricity Consumption, GJ	9,467	9,959	8,894	10,253

We do not share our energy Intensity because as a private company, we do not disclose our financial data.

**UN Global Compact** 



Sustainable Development Goals







# Water

» 303-3

#### Water Consumption

	2017	2018	2019	2020	2021
Water Withdrawal (M³)	4,120	4,253	4,231	2,253	2,253

Partial Reporting

We use water in our operations for regular office usage, warehouse cleaning and product blending. We do not track our discharge vs. usage.

# Emissions

» 305-1 to 305-5

#### Operational Footprint Scope 1

	2017	2018	2019	2020	2021
Total Greenhouse Gas Emissions* (Metric Tons CO <sub>2</sub> e)	1,587	1,687	1,764	1,480	1,894

#### Operational Footprint Scope 2

	2017	2018	2019	2020	2021
Total Indirect Greenhouse Gas Emissions* (Metric Tons CO <sub>2</sub> e)	561	566	594	587	519

\*GHG emissions from energy use were calculated using the 2016 conversion values for each province provided by Environment Canada's Electricity Intensity Tables & Includes energy data from Oakville addition

#### Operational Footprint Scope 3

	2017	2018	2019	2020	2021
Employee Vehicle Travel (Metric Tons CO <sub>2</sub> e)	693	776	811	487	427
Air Travel (Metric Tons CO <sub>2</sub> e)	769	798	802	472	876

**UN Global Compact** 



**Sustainable Development Goals** 





WATER

**UN Global Compact** 



#### **Sustainable Development Goals**





RESPONSIBLE CONSUMPTION





# Effluents and Waste

» 306-2 to 306-4

Partial reporting

Throughout our operations, we disposed of in 2021:

- » 358 tons of product waste disposed in full accordance to legal requirements
- » 141 tons of food waste of which 5.5 tons were diverted from landfills for other applications

# Compliance

» 307-1

Monetary value of significant fines and total number of non-monetary sanctions for noncompliance with environmental laws and regulations

For 2021, 0\$

**UN Global Compact** 



**Sustainable Development Goals** 



AND SANITATION











At Quadra approximately 1 in 5 employees currently participate in either the local Joint Health and Safety Committees or the National Safety Steering Committee.

# Occupational Health and Safety

#### » 403-1 to 403-8

In 2021, we are reporting zero (0) lost time incidents, an immense improvement from 2020, showing the progress of implementing our H&S protocols and policies throughout our operations.

Occupational health and safety are consistently identified by all of Quadra's stakeholders as the single most important priority for the organization. Quadra aims to have a proactive safety culture. There is a strong focus on near miss reporting at each of Quadra's facilities. Quadra employees are encouraged to report near misses under Quadra's 'no blame culture'. This enables Quadra to take preventive action before the issues escalate to incidents or accidents. Quadra also measures other proactive leading indicators of health and safety performance.

Quadra has active Joint Health and Safety Committees at every facility, as well as a National Safety Steering Committee. Local committees meet each month to review health and safety activities at their local branch. The National Safety Steering Committee meets quarterly to share best practices and provide a forum for information to be shared across the organization. Approximately 20% of Quadra employees touch some aspect of the formulation of our strategy of safety. We take a collaborative and participatory approach to achieve the maximum buy-in we can from our employees. Representation from hourly operations, supervisory, office, and on-the-road staff as well as senior and middle management work within our team-based committees, including the Joint Health and Safety Committee. All employees have aspects of the EHS system in their personal goals which are formally reviewed at regular intervals throughout the year. Employees are incented to complete their personal safety goals as well as those of the overall company performance.

A series of activities have been organized to inform employees of health and safety topics specific to the Quadra workplace. Examples include presentations on ergonomics, stress management, safe driving, transport of dangerous goods, identifying near misses in the workplace, and safe use of fire extinguishers. Quadra also celebrates an Annual National Safety Day to recognize and celebrate safety excellence. At Quadra, approximately 1 in 5 employees currently participate in either the local Joint Health and Safety Committees or the National Safety Steering Committee. These employees are directly involved in determining the safety procedures and policies in the company. The Joint Health and Safety Committee at each branch regularly organize Safety 'Lunch and Learns' for staff. They are also involved in the incident/accident investigation process. Employees receive external safety training and are encouraged to attend safety conferences and tradeshows. Employees have access to online safety webinars and online training. This training is readily accessible to all staff based on interest and their role in the safety management within the company. Quadra's safety culture encourages all employees to actively participate in the company's safety effort.

#### **UN Global Compact**



LABOUR Principles 1, 2







**Sustainable Development Goals** 

Principles 3-6

Table of Contents



# Safety is Everyone's Responsibility

## Our Commitments to Company Health & Safety

Each Leadership Team update, regional update, and National Sales Meeting presentation opens with communicating Quadra's safety statistics and emphasizes Safety as one of Quadra's core values. Safety is the first topic discussed in presentations with Quadra customers and suppliers

Safety messages and reminders are regularly communicated with employees. The Regional Operations Managers at each Quadra facility sends emails concerning specific safety topics to all employees on a regular basis. In addition, the operations staff participate in a 'Toolbox Talks' series that aims to discuss and resolve operational safety issues affecting each branch. Safety performance is directly linked to the employee's annual goals. Furthermore, employees are sent a summary of Quadra Environmental Health and Safety statistics for each facility on a quarterly basis by the Health & Safety Advisor.

Quadra's Leadership Team (LT) gives very high priority to ensuring safety standards are measured, met, reported on, and maintained. LT Members sponsor the National Safety Steering Committee and play a key role in designing the overall safety strategy.

In the past year, Quadra has improved its 2021
Safety vision by implementing the Dupont Bradley
Curve. This curve highlights the progression from
a reactive safety culture with higher incident rates
to an independent safety culture with policies,
procedures, and teams to minimize incident rates.
Quadra is proud to be progressing toward the
independent and interdependent safety culture
with trained teams in each facility carrying out daily
safety tailgates, and employees taking responsibility
for their own actions in the workplace. From our
gap assessment in November/December 2021, we
have seen the positive impact this action plan has
cultivated in our workplaces and for the safety of
each employee.

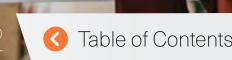
Senior management ensures each incident is effectively resolved and measures are taken to prevent similar incidents in the future. We have achieved significant progress in learning by sharing best practices and incident details nationally. The Leadership Team at Quadra directly participates in various Health and Safety inspections and procedures. Upper management is directly involved in championing the National Safety Steering Committee programs. The President conducts annual visits to each of the Quadra sites. The Leadership Team regularly reviews the company safety incident reports. This includes a quarterly review of the total incident/accidents for each facility which is shared nationally via Leadership Team Updates.

Quadra has established a detailed training matrix to ensure each employee receives adequate training to work safely. Employees are trained in their core competencies and receive mentoring and support to ensure they can carry out their role. The competency of each employee is regularly monitored through Quadra's job competency procedure, in addition to numerous third-party audits. A detailed job description created by the Human Resources, Operations, and Risk Management Teams ensures the activities and responsibilities of each candidate is properly outlined. This serves as a guideline for the training required for each employee and their role. An initial orientation plan introduces each employee to the overall safety policies of the company. During this orientation process, employees are made aware of Quadra's in-depth safety policies and procedures. This helps communicate to new candidates the importance and the role of health and safety within the organization.

In addition, all employees receive Workplace
Hazardous Materials Information System (WHMIS)
and Transportation of Dangerous Goods (TDG)
awareness training or full WHMIS and TDG training
program depending on their role and compliance
requirements. Initially, an employee is provided
training based on their specific job requirements.
For instance, an operational team member would
receive training on TDG, WHMIS, and forklift
operation and safety. As the responsibilities in a
position change, training is provided accordingly.

All training is initially determined by the Risk Management Team along with the employee's supervisor. The training received by an employee is documented and updated according to Quadra and government regulations. The training of each employee is reviewed regularly as part of their performance planning by managers within each department. Due to the serious nature of some products handled, employees are required to annually review all the procedures related to their specific role as well as review the corporate governance suite of procedures and policies. When the procedure has been reviewed an electronic signature is provided by the employee and a training record entered in the database. There are approximately 300 procedures at Quadra, with a significant portion related to effective training and safety in the workplace.

To ensure not only the safety of employees but also the safety of site visitors, Quadra has developed a comprehensive Site Safety Visitor Plan that includes site tour guidelines and site-specific tour checklist. With this plan, visitors are required to wear proper PPE, understand the layout, and exit points of the facility, and include qualified tour leaders. This initiative was propelled by the company's president and leadership committee.





## Safety in the Home Workplace

As a result of the COVID-19 pandemic, Quadra has embraced a hybrid working environment for staff in non-operational roles. Currently, 30% of employees are working remotely with another 50% working from our offices part-time, leaving 20% of support staff in our offices full time. Our safety management team regularly communicates safety tips via email to the entire company to ensure employees are considering the safety of their home environments.

# Occupational Health and Safety

#### » 403-9 to 403-10

#### Overview of Incidents and Accidents

	2017	2018	2019	2020	2021
Lost Time Injuries	1	3	5	2	0
Lost Time Frequency	0	0	1.48	0.59	0
Lost Days (Beyond the date of the incident)	0	0	16.5	6	0
First Aid Incidents	6	15	13	10	0
Vehicle Incident Rate (Frequency per million km driven)	1.2	1.875	0.96	1.59	0.68

# Key Topics and Concerns That Have Been Raised Through Stakeholder Engagement

#### » 102-44

Key highlights of our latest stakeholder assessment are:

- » Occupational Health and Safety remains the number one concern to all stakeholders
- » Regulatory Compliance and Quality as our industry is highly regulated
- » Implementing corporate Ethics and Values into daily business operations
- » Ensuring the importance of Human and Social rights is upheld
- Product Stewardship to ensure proper handling, usage and disposal as dictated by the Responsible Distribution® Canada Code of Practice
- » Sustainable Supply Chain to manage the triple bottom line
- » Waste and Recycling to minimize our environmental impact
- » Employee Engagement is our most important resource





# Labour Practices

# Employee Engagement

Employees are given an opportunity to provide their feedback to Quadra on a regular basis through surveys conducted as part of the Great Place to Work® program as well as through Leadership Team presentations and other engagement exercises. During the pandemic, we launched an internal pulse survey with open questions to the Executive Team during corporate video conference calls and regional "watercooler" sessions, a more casual context to strengthen social ties in the team.

# Diversity, Equity & Inclusion

#### Diversity

Quadra embraces and supports our employees' differences in age, ethnicity, gender, gender identity or expression, language differences, nationality or national origin, family or marital status, physical, mental and development abilities, race, religion or belief, sexual orientation, skin color, social or economic class, education, work and behavioral styles, political affiliation, military service, caste, and other characteristics that make our employees unique.

#### **Our Commitment**

Our commitment to diversity, equity and inclusion aligns with our core values and is reflected in our Business Code of Ethics Diversity, Equity & Inclusion are sponsored at the highest levels in the company and initiatives are applicable (but not limited to) our practices and policies on mobility, recruitment and selection; compensation and benefits; professional development and training; promotions; transfers; social and recreational programs; layoffs; terminations; and the ongoing development of a work environment built on the premise of equity that ensures:

- » Diversity is recognized as a business interest, with every level of the organization holding responsibility.
- » A permanent committee for Diversity, Equity & Inclusion was enacted to ensure Quadra's values continue to be embraced and translated into the best employment practices.
- » Communication is respectful between all employees regardless of title or level.
- » Insights of diverse groups are sought and welcomed; employees are not alienated or excluded because they don't fit into a set of cultural norms.

- » An environment where employees feel that their background and lifestyle do not affect perceptions of them as a professional or affect their opportunities for development and promotion.
- » Flexible working practices are available where appropriate, as there is an appreciation that not everyone can and will work the same hours or in the same way. This removes disadvantage and discrimination to participation in work.
- » The diversity of our workforce is visible at every level of the organization and in every business area.
- » Employees are aware of their own unconscious and conscious bias, attend diversity and inclusion awareness training and know how to ensure this does not manifest itself at work.
- » Internal fairness and pay equity process and certification.
- » An independent speak-up line to raise ethical noncompliances.

In respecting and valuing the diversity among our employees, and all those with whom we do business, managers and employees are expected to ensure that there is a work environment free of all forms of discrimination and harassment.





# A word from our Diversity, Equity & Inclusion Co-Chairs

Quadra has always had a 'people first philosophy" along with a commitment to Diversity, Equity and Inclusion in the workplace. This philosophy is guided by the company's Core values to create an inclusive and safe work environment that recognizes the value of diversity in the workforce.

When I first applied for a position at Quadra, I was a stay-at-home mom and had been absent from the workforce for over 10 years; a challenging time to find opportunities. Quadra recognized my potential and offered me a part-time opportunity in Inside Sales, providing me a flexible and safe environment to facilitate the process of re-entering the workforce, which resulted in many personal and professional successes. This would not have been possible without the support of great allies and role models that made me feel welcome and confident in a traditionally male dominated industry. Ten years later, I am a Professional Engineer in Alberta supporting the Canadian natural gas industry in a Business Development role.

It is rewarding to see how far Quadra is willing to go to create a safe and inclusive workplace for their employees to thrive and succeed. I am proud to be part of the DEI committee as our company sees our differences and values as two powerful differentiators. At Quadra, we celebrate people for their uniqueness so we can all share these experiences together and imagine the possibilities.

Ada Aponte

Co-Chair, DEI Committee



My partner Lisa and I have strong feelings surrounding social responsibility. We are parents of a transgender child as well as adoptive children in care. We are also home share providers in support of persons with developmental and intellectual disabilities, ensuring community inclusion.

We are still learning each day on how to become better allies—providing support, resources, and advocacy.

Quadra employees take great pride in living the Core Values, and the company has amassed a diverse group of people who genuinely care for each other and interact with utmost integrity and respect.

Quadra is committed to creating and maintaining safe space, in which Diversity & Inclusion is mindful and purposeful. Everyone deserves a voice, an opportunity to succeed, and to truly be equal.

As the Diversity, Equity and Inclusion Committee Co-Chair, I firmly believe we will continue to progress in the evolution of culture at Quadra. Working with our partners we will continue developing fundamental DEI awareness training for all employees, enabling us to become better allies. We have specific training requirements for leaders and the DEI Committee members to develop skills and the understanding required to be more resourceful, help alleviate inequities and provide consistent guidance for Quadra as we continue this journey.

Louie Maione

Co-Chair, DEI Committee



# Labour Practices

## Wellness

Quadra has established a comprehensive wellness plan. The plan encourages all Quadra employees to pursue an active and healthy lifestyle.

Quadra's wellness program is a leadership driven initiative. The Wellness Committee is comprised of members from each of the local branches and is chaired by a member of the Leadership Team. The members are chosen annually and new enrollment each year is strongly encouraged. The committee chooses a specific health topic to be discussed and highlighted for each month of the year. Monthly meetings are held between the members to decide the activities and themes. Different initiatives are organized in the workplace based on these themes. Some examples of the initiatives organized by the committee include seminars on nutrition labels and healthy eating, a wellness photo contest showing employees engaged in various physical activities, as well as an interbranch activity challenge. This year, we did a company-wide "steps challenge for charity" to have healthy fun while competing for a good cause. As a group we walked over

65,000,000 steps during a month-long period, and donated \$15,000 to charity as a result of reaching this milestone.

The committee also aims to educate employees of the various health assessment tools and services available through Quadra's benefits plan. This includes how to use our EAP/Wellness tools such as the Health Risk Assessment Tool. In addition, the committee has organized various initiatives that allow employees to remain active while at work. This includes on-site fitness classes during lunch hour, as well as running, cycling and walking groups. Each employee has a yearly \$600 spending account for wellness and sports gear.

Outside of the workplace, employees participate in various charitable activities in groups and teams. Webinars are being offered on different topics on a regular basis (how to improve balance, sleep tips, how to recognize and prevent burnout etc.). Since the Covid-19 pandemic confinement, we do a weekly "Wednesday Wellness Tip" broadcast, sharing best practices for a healthy and balanced life.

These initiatives ensure all employees have access to key information to promote the importance of leading a healthy lifestyle.

Quadra has been certified as a "Best Workplaces™" by Great Place to Work® Canada. A component of receiving this award includes assessing how employees perceive their company's wellness plan. The Wellness Committee, with the aid of the Leadership Team strives to continually improve the quality of the policy.

# Training and Education

Quadra carries out internal training through its Quadra University classes, developed in collaboration with Quadra senior management. The total number of hours of training in 2021 is 1,672. This is due to the Covid-19 confinement and work from home, where training was mostly focused on key health and safety procedures for our Operations Teams.

For the Business Services unit, predominantly male warehouse employees receive more training than office staff due to the potential hazards of their jobs which requires extensive safety awareness training. Customer Service employees are trained mainly "on-the-job" and this category of training is not formally tracked. For the Commercial unit, Procurement Specialists are also mainly trained "on-the-job" and is a predominantly female group. Technical

Service Engineers and Technical Account Managers, a predominantly male group, also attend various training courses and seminars throughout the year.

Many of our trainings are being offered and tracked in our HR system (Dayforce).

# Professional Development

All Quadra employees are engaged in regular career discussions, goal reviews, and performance evaluations.

Managers encourage an "open door" approach to discussions about professional goals to support employees' career progression and promote career development. All are asked to put a development objective in their annual objectives. We use psychometric tests +360 for onboarding, promotion, and succession etc. A Leadership curriculum with key competencies has been established.

Quadra also has an educational reimbursement policy that includes 100% reimbursement for all approved training, including books, software, and other materials.



# Employment

## » 401-1 to 401-3

## Total number and rate of employee turnover by age group, gender, and region

For Canada, rate of turnover under management control is 9.96%, consisting of 40% women and 60% men. The age group for our turnover split is as follows:

» 18-34 30.23% » 35-49 34.88% » 50+ 34.88%

For USA, rate of turnover under management control is 17.65%, consisting of 40% women and 60% men. The age group for our turnover split is as follows:

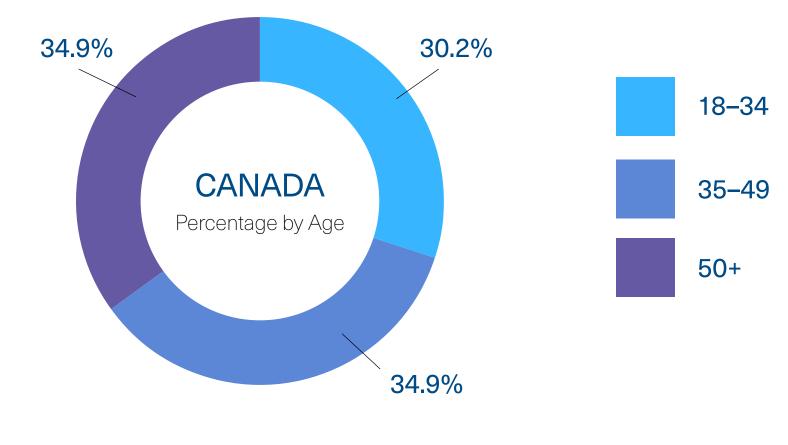
» 18-34 16.67% 33.33% » 35-49 50% » 50+

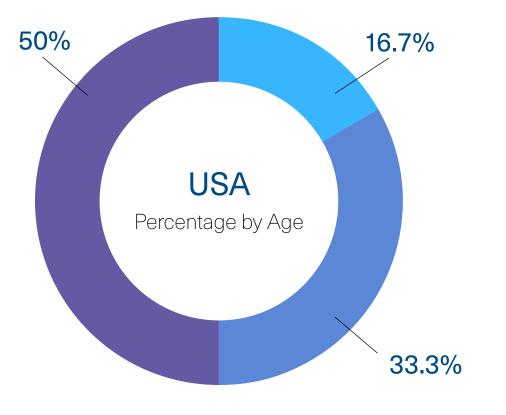
Benefits provided to full-time employees that are not provided to temporary or part-time employees

Employees working less than 22 hours per week.

Return to work and retention rates after parental leave, by gender

100% for all genders





## **UN Global Compact**



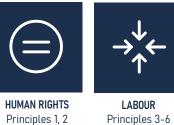
GENDER

**EQUALITY** 

**DECENT WORK AND ECONOMIC CONDITIONS** 

**Sustainable Development Goals** 

**UN Global Compact** 



**GOOD HEALTH** 

DECENT WORK AND AND WELL BEING ECONOMIC CONDITIONS

**Sustainable Development Goals** 





# Training and Education

## y 404-01 and 404-3

## Average Training Hours, by Department

Gender	Department							
	Commercial Team (Average training hours*)	Business Services Unit (Average training hours*)						
Male	4.5	15.2						
Female	3.5	12.6						

<sup>\*</sup>The average hours have been estimated in accordance with the GRI Indicator Protocols

# » 405-2

Diversity and Equal Opportunity

The ratio of basic salary and remuneration of women to men by employee category, by significant locations of operation, is in accordance with the Pay Equity Act (Section 76).

Quadra Chemicals Ltd. supports and abides by the Act.

**UN Global Compact** 



**Sustainable Development Goals** 



**UN Global Compact** 

Principles 3-6



EQUALITY









# Human Rights

# Procurement Practices

Quadra has a formal assessment process to evaluate all new product and service suppliers. Part of the audit includes completing a sustainability form identifying environmental practices and human rights protocols in place.

Furthermore, Quadra developed and enacted a Supplier Code of Conduct that we launched at the beginning of 2017. Our supplier code of conduct is aligned with the 10 principals of the United Nations Global Compact and is mandatory to our entire supply chain.

## Child Labour

## » 408-1

Operations and suppliers identified as having significant risk for incidents of child labour and measures have been taken to contribute to the effective abolition of child labour. Quadra conducts supplier risk assessments and does not engage in business with suppliers who do employ or are at a significant risk of employing child labour.

# Forced or Compulsory Labour

## » 409-1

Operations and suppliers identified as having significant risk for incidents of forced or compulsory labour and measures have been taken to contribute to the elimination of forced or compulsory labour. Quadra conducts supplier risk assessments and does not engage in business with suppliers who do employ or are at a significant risk of employing forced or compulsory labour.

#### **UN Global Compact**



Principles 1, 2

LABOUR

Principles 3-6



ECONOMIC CONDITIONS

**Sustainable Development Goals** 

## **UN Global Compact**



Principles 1, 2



Principles 3-6



**ECONOMIC CONDITIONS** 

**Sustainable Development Goals** 







# Rights of Indigenous Peoples

# Land Acknowledgment/Office Locations

## » 411

Respectfully, Quadra would like to acknowledge the Indigenous Lands across Canada in which our facilities and warehouses are located. These lands historically belonged to Indigenous communities which rightfully cared for these lands and embraced their culture and traditions for generations. Quadra takes pride in maintaining strong partnerships today with Indigenous Communities located across Canada and aspires to continue building strong reconciliation.

- » Delta, British Columbia office is located on Tsawwassen First Nations & Coast Salish Lands
- » Edmonton, Alberta office is located on Plains Cree (Nêhiyawak)
- » Calgary, Alberta office is located on Blackfoot Confederacy, Niitsitapi or Siksikaitsitapi land which is also shared with the Metis Region 3 apart of Treaty 7
- » Clairmont, Alberta office is located on Metis Lands apart of Treaty 8
- » Oakville, Ontario office is located on Mississauga of the Credit First Nations Land
- » Burlington, Ontario office is located on Mississauga of the Credit First Nations Land
- » Vaudreuil-Dorion, Quebec office is located on the ancestral lands of the Haudenosaunee Confederacy and Anishinaabe Territories

### **UN Global Compact**



Principles 1, 2



Principles 3-6



Principles 7-9



Principle 10









**Sustainable Development Goals** CONSUMPTION AND STRONG





# \_ocal Communities

Our Mission is to promote, strengthen and enhance the participation of Indigenous People in the industries we serve. This is achieved by fostering mutually beneficial and sustainable business relationships which reinforces meaningful engagement, capacity building and development of social economic opportunities.

# Operations with local Indigenous community engagement, impact assessments, and development programs

## » 413-1

As a leading distributor in the resource industry, Quadra understands the impact of operations on local communities' traditions, cultures, and ways of life. As a corporation, we believe it's imperative to foster and maintain strong partnerships with Indigenous communities and Indigenous-owned businesses on the territories in which we operate. Quadra chose to become an active member with the Canadian Council for Aboriginal Business (CCAB) which is integral to ensure strong and equal business opportunities. The mission of CCAB aligns with Quadra's ethical business practices of fostering sustainable relationships between First Nations, Inuit and Metis people.

From senior management to junior leaders, Quadra is involved in implementing the management of relationships with Indigenous communities. Quadra's President has adopted a corporate Indigenous Mission Statement that is aligned with the United Nations Declaration on the Rights of Indigenous peoples and the Truth & Reconciliation: 94 Calls to Action.

# Engagement with Indigenous Peoples

From implementation of our mission statement, Quadra has strengthened its approach to recognizing and respecting the rights of Indigenous Peoples. Quadra operates far beyond the conventional business approach and aspires to promote community economic develop through listening to the communities' needs. We treat each community with respect to their own individualized identity and through this we've been able to provide scholarship funding, support to locally owned Indigenous businesses, training, and education as it applies to the resource industry.

We believe the key to sustainable business is cultivating community and economic opportunities far beyond our presence in the community.

In 2021, Quadra enacted an Indigenous Development Committee with our mission statement becoming the guiding principle. This committee is responsible for carrying out agreements for greater consultation and engagement leading to mutually beneficial relationships. This committee currently is partnered with multiple mining companies, and their proximate communities such as Big Grassy First Nations and Selkirk First Nations. Through these partnerships Quadra has built trust, respect, and community prosperity.

Quadra welcomes new partnerships with Indigenous communities and will continue to strive for fair and equal negotiations to maintain a prosperous future.

## **UN Global Compact**



## **Sustainable Development Goals**







AND PRODUCTION









# Local Communities

## » 413-1

## Community Involvement

At Quadra, we are proud of our community investment initiatives. In line with our Core Values, Quadra actively sponsors various initiatives to support many worthwhile causes within our local communities. Quadra employees are encouraged to make a difference and their initiatives are supported. In addition to corporate donations, each Quadra facility has a committee that is empowered to make donations locally which will benefit the charitable organizations in their region.



Our Employee Volunteer Program remained consistent with 2020, as each office location is responsible for their own charitable donation initiative. Our employees continued putting together care packages for the truck drivers delivering to our warehouses across Canada, to ensure food and beverage access when remote rest stations were closed following the pandemic. British Columbia suffered a devastating flooding event in November 2021, highways and remote communities were flooded with significant loses. Quadra supported the Princeton Baptist Church with a Flood Relief donation which directly funded community rebuilding, food and clothing access, and clean-up efforts.

- Number of employee volunteer events: 175
- Number of employees involved: 110
- Total hours of work: 525 hours of work
- Donations: \$84,047.48

## Responsible Distribution

Quadra holds environmental, health and safety management to be among our highest priorities. Through our participation in the 2021 initiative, we are committed to the safe, secure and efficient operation of our facilities, the health and safety of our employees and minimizing the environmental impact of our activities. Quadra aims to promote awareness of the chemical industry to the community, reduce the risk of emergency situations and promote safety by the sharing of best practices.

## You Be the Chemist®

Quadra is dedicated to promoting education and aims to engage the youth in sciences. Quadra proudly sponsors the 'You Be The Chemist®' program, a complimentary curriculummapped program. This program was developed by the United States based Chemical Education Foundation and is administered in Canada by RDC—Responsible Distribution® Canada (previously CACD). You Be The Chemist® aims



to promote science education by providing educators with a bilingual, free online resource. The intention is to stimulate the minds of young generations and encourage them to consider a career path in the chemical industry.

## Furthering Post-Secondary Education

Quadra supports an endowment scholarship in chemistry at Simon Fraser University, as well as the MBA medal scholarship at Concordia University, which focuses on science driven MBA students.



# Regional Initiatives

In addition to corporate donations, each Quadra facility has a committee that is empowered to make donations locally which will benefit the charitable organizations in their region. Regional initiatives are conscious decisions carried out by each location's Donations Committee to bring significant changes to targeted causes in communities across the country, engage employees, and promote good citizenship. Quadra's corporate donations mainly concentrate on causes which aid in health, education, well-being, and economic empowerment. Overall, Quadra supported a total of approximately 25 charitable donations across Canada in 2021.

## Quadra Ontario

The Burlington facility has been sponsoring Halton Women's Place for several years and is proud to be a "Safe Shelter Sponsor". Many Burlington employees also dedicate their own time to volunteer at the shelter and participate in events and fundraisers benefiting the shelter. Halton Women's Place is a safe house which aids women and children who are victims of abuse.

In 2021 we continued contribution to the Eva Rothwell Center to our supported causes. Their mission is to reduce the barriers felt by the community by providing social, educational, recreational, mental health and nutritional programming and services. Located in the heart of Hamilton's North End, Eva Rothwell Centre strives to provide the resources, support, and the tools needed for the betterment of the lives of the community. Our Burlington and Oakville employees also join twice a year to carry out volunteer days at the Food for Life and Food 4 KIDS foundations.

## Quadra Alberta

For the last ten years, our Edmonton facility staff has been volunteering with the Salvation Army. Along with the annual donation allocated by the Edmonton Donation Committee, personal donations are also given by the staff through gifts purchased and time committed to the Salvation Army Christmas Gift event.

The Alberta team also supports the Multiple Sclerosis walk and the <u>Uncles and Aunts</u> at Large, a mentor program for children. There is also Employee volunteer days at the Children's Cottage Society.

## Quadra Quebec

Since 1927, Tyndale St-Georges Community Centre has offered empowering, supportive programs and services to the community of Little Burgundy in South-West Montreal. Quadra has supported Tyndale for many years and is actively involved with this organization that is making a difference in the community.

Another major initiative that Quadra supports locally in Quebec is the Foundation de l'Hôpital du Suroît. The foundation received a commitment from Quadra to donate over a five-year period, with all the funds going towards projects that are aimed at improving the quality and accessibility of care at the hospital.

## Quadra United States

The Montgomery County Food Bank (MCFB) collects and distributes food and resources to those in need in our community. Our Houston team supports the MCFB through donations and volunteering at the Foodbank, packing food for distribution in the community.

## Quadra British Columbia

Quadra has partnered with Yo Bro Yo Girl, a Vancouver based youth Initiative that was started in 2009 as an outreach program for youth at risk of involvement in drugs, violence and gangs. Yo Bro Yo Girl's unique strength-based programs are designed to motivate and equip youth with the tools and resiliency to avoid drugs and violence, pursue education, and set positive goals for the future. Since 2018 we are the main sponsor of the first Yo Bro Yo Girl chapter in a First Nations Community: the Tsawwassen First Nations in Delta (BC).

# Operations with Implemented Local Community Engagement, Impact Assessment; Impact and Development Programs

» 413-1

100%

### **UN Global Compact**



**HUMAN RIGHTS** Principles 1, 2

## **Sustainable Development Goals**







GOOD HEALTH AND WELL BEIN



PARTNERSHIPS FOR THE GOALS

# Product Stewardship

# Sustainable Products and Services

Quadra's green chemistry portfolio consists of two product categories: Green Products and Better Choice Products. Both Green and Better Choice product assessments are based on globally recognized standards of Sustainability and the 12 principles of Green Chemistry.

# Regulatory Compliance and Quality Management

Quadra assures regulatory compliance through a dedicated in-house Regulatory Affairs department. All new products go through a rigorous regulatory approval process, with appropriate documentation and labels created as necessary. This ensures that products follow relevant environmental, product safety, transportation safety regulations and more specific Canadian and United States product application regulations such as food, personal care, and pharmaceutical requirements. Compliance for existing products is assured by on-going monitoring of relevant Canadian and United States legislation.

Quadra also closely follows various government initiatives to ensure ongoing regulatory compliance. In 2021, Quadra was not issued any fines or other non-monetary sanctions relating to noncompliance concerning the acquiring or use of its products. Furthermore, Quadra had no sanctions, of either monetary value or otherwise, brought against them for environmental, social, or any other impacts with regards to laws and regulations concerning Quadra's business practices.

Adherence to the Responsible Distribution® and NACD Codes of Practice is extremely important to Quadra. All Quadra facilities continue to be certified to these standards that cover Operations, Environment, Health and Safety practices. All Quadra distribution locations, except Clairmont (Alberta) and Oakville (Ontario), are ISO 9001 certified. Additionally, the Burlington and Vaudreuil are Good Distribution Practices (GDP) certified, with the Gold Standard rating.

Quadra completed its British Retail Consortium (BRC) Global Certification for our Vaudreuil, Burlington and Oakville facilities. BRC is an internationally recognized Standard which provides a report/certification that covers

a comprehensive scope in the areas of quality, hygiene and food safety.

Several key customers had requested Quadra undergo third-party sustainability assessments. As a result, Quadra is currently registered with two companies that monitor supplier sustainability performance: Sedex and EcoVadis.

Sedex (Supplier Ethical Data Exchange) is focused on the organization's responsible and ethical business practices, whereas EcoVadis emphasizes the company's quality programs and environmental record. EcoVadis also ranks all suppliers; Quadra has been a proud member since 2014.

## Customer Satisfaction

Quadra's superior customer service is key to our business. Quadra employs a Service Level Improvement Program (SLIP) to formally track, document, analyze and resolve any customer issues. All SLIPs are monitored by the National Customer Service Manager and the Director of Quality. A SLIP is only closed once the corrective or preventive actions have been identified and completed.

#### **UN Global Compact**



**Sustainable Development Goals** 











# Supplier Social Assessment

## » 414-1

Quadra carries out supplier risk assessments with all its new suppliers and has them sign our Supplier Code of Conduct, aligned with the 10 principles of the United Nations Global Compact.

The table below demonstrates the percentage of Quadra's suppliers who have established sustainability procedures:

	Environmental Procedures <sup>1</sup>	Human Rights Procedures <sup>2</sup>	Implemented Sustainability Program <sup>3</sup>
Yes	93.4%	94.3%	71.4%
No	6.6%	5.7%	28.6%

<sup>1.</sup> Referring to corporate policies and procedures in place to identify and control chemical releases to the environment.

In addition, all suppliers are evaluated annually based on their performance in the given calendar year. This evaluation is incident-driven and depends on the frequency and the severity of non-conformances, if any.



<sup>2.</sup> Referring to a process in place to ensure that the company is meeting or exceeding the requirements of local laws and "best practice" standards concerning labour rights, health, safety and basic human rights of all employees.

<sup>3.</sup> Referring to a formal corporate sustainability program implemented within the company.



# Customer Health and Safety

Product Service and Labelling, Marketing Communications, Customer Privacy and Compliance

## » 416-2

Total number of incidents of noncompliance with regulations and voluntary codes concerning health and safety impacts of products and services during their life cycle, by type of outcomes.

For 2021, none.

# Marketing Communications Laws and Standards

## » 417-3

Total number of incidents of noncompliance with regulations and voluntary codes concerning marketing communications, including advertising, promotion, and sponsorship by type of outcomes.

For 2021, none.

# Customer Privacy

## » 418-1

Total number of substantiated complaints regarding breaches of customer privacy and losses of customer data.

For 2021, none.

# Socioeconomic Compliance

## » 419-1

Monetary value of significant fines for noncompliance with laws and regulations concerning the provision and use of products and services.

For 2021, none.

## **UN Global Compact**



#### **UN Global Compact**



### **Sustainable Development Goals**



### **UN Global Compact**



### **UN Global Compact**



## Sustainable Development Goals





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### **Sustainable Development Goals**





General Disclosures		UNGC	SDG
102-14	President's Statement		
102-1	Name of Organization		
102-2	Primary brands, products and services		
102-3	Location of organization's headquarters		
102-4	Countries of operation		
102-5	Nature of ownership and legal form		
102-6	Markets served		
102-7	Scale of the organization		
102-8	Workforce by employment type, contract, region and gender		
102-9	Describe the organization's supply chain		
102-10	Significant changes in operations		
102-45	Entities included in consolidated financial statements		
102-50	Reporting Period		
102-51	Date of most recent previous report		
102-52	Reporting Cycle		
102-53	Contact point		
102-54	Claims of reporting in accordance with the GRI Standards		
102-55	Content Index		
102-56	Policy regarding external assurance for the report		
102-15	Key Impacts, Risks and Opportunities	1, 7, 9, 10	3, 8, 12
102-11	Explanation of risk management		
102-12	Subscription to or endorsement of external charters/principles	1 to 10	16–17
102-13	Membership of associations	9	17
102-46	Process for defining report scope		
102-48	Effect of any re-statements		
102-49	Significant changes to reporting scope and boundary		



Management Approach		UNGC	SDG
102-47	Material Aspects included in report		
103-1	Material topics and boundaries	1 to 10	
103-2	Management approach and its components - see management approach in relevant sections		
103-3	Evaluation of management approach - see management approach in relevant sections		
102-40	List of stakeholder groups engaged by business		17
102-42	Basis for identification and selection of stakeholder groups		17
102-43	Approaches to stakeholder engagement		17
102-44	Key topics and concerns raised	2, 7, 10	8, 10, 12, 16
102-18	Governance structure of the organization	6	
102-16	Existence of values, principles and standards	1 to 10	3, 5, 8, 10
102-11	Precautionary Principle or approach		
205-2	Employees trained in anti-corruption policies and procedures	10	16



Economic		UNGC	SDG
201-1	Direct economic value generated and distributed		
201-2	Financial implications, risks, opportunites from climate change		
201-4	Financial assistance received from government		
202-2	Proportion of senior management hired from the local community	6	8
204-1	Proportion of spending on local suppliers at significant locations of operation		12

Environment		UNGC	SDG
	Energy		
302-1	Energy consumption within the organization	7	12, 13
302-2	Energy consumption outside the organization	7	12, 13
302-3	Energy Intensity	7	12, 13
302-4	Reduction of Energy Consumption	7	12, 13
	Water		
303-3	Water withdrawal	7	6, 12, 14
	Emissions		
305-1	Direct greenhouse gas emissions (scope 1)	7	12, 13
305-2	Energy indirect greenhouse gas emissions (scope 2)	7	12, 13
305-3	Other indirect greenhouse gas emissions (scope 3)	7	12, 13
305-4	Emissions Intensity	7	12, 13
305-5	Reduction of GHG Emissions	7	12, 13
	Effluents and Waste		
306-2	Total weight of waste	7	6, 14, 15
306-3	Significant spills	7	6, 14, 15
306-4	Transport of Hazardous Waste	7	6, 14, 15
	Compliance		
307-1	Monetary value of significant fines		



Social		UNGC	SDG
	Occupational Health and Safety	1, 4	1, 4
403-1	Occupational health and safety management system	1, 4	1, 4
403-2	Hazard identification, risk assessment, and incident investigation	1, 4	1, 4
403-3	Occupational health services	1, 4	1, 4
403-4	Worker participation, consultation, and communication on occupational health and safety	1, 4	1, 4
403-5	Worker training on occupational health and safety	1, 4	1, 4
403-6	Promotion of worker health	1, 4	1, 4
403-7	Prevention and mitigation of occupational health and safety impacts directly linked by business relationships	1, 4	1, 4
403-8	Workers covered by an occupational health and safety management system	1, 4	1, 4
	Labour Practices		
401-1	Employee hires and turnover	6	6
401-3	Return to work and retention rates after parental leave, by gender	6	6
403-9	Work-related injuries	1, 4	1, 4
403-10	Work-related ill health	1, 4	1, 4
404-1	Training per year per employee	6	6
404-3	Employees receiving regular reviews by gender and employee category	6	6
405-2	Ratio of basic salary and remuneration of women to men by employee category, by significant location of operations	6	6
	Human Rights		
408-1	Operations at risk of incidents of child labour	2, 5	2, 5
409-1	Operations at risk of forced or compulsory labour	2, 4	2, 4
414-1	Supplier Social Assessment	1 to 10	1 to 10



Social		UNGC	SDG
	Local Communities		
411	Rights of Indigenous Peoples	1, 2	10, 11, 12, 17
413-1	Percentage of operations with local community engagement, impact assessments, and development programs	1	2, 3, 4, 5, 17
	Product Stewardship	9	6, 12, 14, 15
	Customer Health and Safety		
416-2	Noncompliance with regulations and codes for health and safety of products	10	12
417-3	Noncompliance to marketing communications laws and standards	10	
	Customer Privacy		
418-1	Substantiated complaints for breaches of customer privacy or data loss	10	16, 17
	Socioeconomic Compliance		
419-1	Monetary value of fines for regulatory noncompliance	10	16
	COP 2021	1 to 10	



# United Nations Global Compact COP 2021

United Nations Global Compact COP 2021, As a member of the UN Global Compact, Quadra commits to annually disclose information on activities and results related to the ten principles for human rights, labour, the environment, and anti- corruption. In 2020, Quadra reached targets set forth by the goals and sustainability objectives set in 2015. Currently, Quadra is working on assigning 2025 targets for each of our industries from mining, oil & gas to food ingredients and pharmaceuticals. Quadra understands each industry has unique objectives for sustainability and Quadra plans to develop industry specific targets for a 2025 Timeline. These targets will be organized around four pillars, stemming from our materiality assessment: Responsible Operations, Responsible Supply Chain, Green Chemistry and Ingredients Portfolio, and Community Outreach. The actions to meet these objectives support the 10 Global Compact principles, as illustrated in the activities covered more in depth in our 2022 GRI Sustainability Report.

## Human Rights

Principle 1: Businesses should support and respect the protection of internationally proclaimed human rights; and

Principle 2: make sure that they are not complicit in human rights abuses.

## Labour

Principle 3: Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;

**Principle 4:** the elimination of all forms of forced and compulsory labour;

Principle 5: the effective abolition of child labour; and

Principle 6: the elimination of discrimination in respect of employment and occupation.

## Environment

Principle 7: Businesses should support a precautionary approach to environmental challenges;

Principle 8: undertake initiatives to promote greater environmental responsibility; and

Principle 9: encourage the development and diffusion of environmentally friendly technologies.

## Anti-corruption

Principle 10: Businesses should work against corruption in all its forms, including extortion and bribery.

## Responsible Operations

Principle 1—Our objective for 2022 is to have no one injured year over year. Occupational Health and Safety is our primary Sustainability objective, and rightly designated as a fundamental human right. Our robust Health and Safety management system as described in this report resulted in many years with zero lost time incidents across our operations, however the last few years have seen an increase in incidents. This is due to our merger with CIC in 2017, a manufacturing operation, and the journey to onboard its team into Quadra Health and Safety culture. We are pleased to report the success of our efforts, having a reduction of more than 60% vs previous year, to two (2) lost time incidents for our entire operations in 2020.

# Responsible Supply Chain Partners

Principles 1 to 10—To further our Supplier Assessment process in 2018 we enacted a Supplier Code of Conduct aligned with the 10 principles of UNGC. Along with our Business Code of Ethics, the Supplier Code of Conduct serve as the ethical foundation of Quadra's business. Our objective is to have all our strategic suppliers sign our code or demonstrate equivalent policies. In 2021, we met 82% of that objective.

#### **UN Global Compact**



Principles 1, 2











# Green Chemistry and Ingredients Portfolio

**Principle 9**—Since 2011 Quadra is offering sustainable chemical and ingredient solutions to all sectors it services. Our early adoption of the 12 principles of Green Chemistry allowed us to bring rigor into the assessment of products sustainability attributes. We achieved our 2020 objective to have 15% of total sales from Green Chemistry, and in 2021 are pleased to report we had over 16% of sales from Green & Better Choice Products.

# Community Outreach

Principle 1—Our objective is to have a significant impact in the local communities where we operate. This objective has no time limit. Each office has a community outreach donation budget, and each employee has a paid day every year to engage in charitable activities. Our action centre mostly along article 25.1 of the Declaration of Human Rights, and our theme is "Everyone has the right to a standard of living adequate for the health and wellbeing of themselves and their family, including clothing, housing, medical care, necessary social services, and the right to security in the event of lack of livelihood beyond their control."

## UNGC and SDG

Our actions within these 4 material areas have impacts of varying degrees on the 2030 Sustainable Development Goals (SDG). We mapped them out as follows for we are currently developing our 2025 objectives along the lines of SDG metrics.

Material Area	Global Compact	Sustainable Development Goals													
		2 ((((	3 -\V\&		5 <b>—</b>	6	8	10 <u>↑</u> ÷ <u>+</u> ÷	1	12 G	13	14 ~~~	15	16	17
		ZERO HUNGER	GOOD HEALTH AND WELL BEING	QUALITY EDUCATION	GENDER EQUALITY	CLEAN WATER AND SANITATION	DECENT WORK AND ECONOMIC CONDITIONS	REDUCED INEQUALITIES	SUSTAINABLE CITIES AND COMMUNITIES	RESPONSIBLE CONSUMPTION AND PRODUCTION	CLIMATE ACTION	LIFE BELOW WATER	LIFE ON LAND	PEACE, JUSTICE AND STRONG INSTITUTIONS	PARTNERSHIPS FOR THE GOALS
Green Chemistry	Principle 9		3.9			6.3				12.4 12.6		14.1	15.1		
Responsible Operations	Principles 1, 2, 4, 5, 6, 7, 10		3.4 3.6 3.8 3.9	4.7	5.1 5.5 5.6c	6.3	8.5 8.7	10.2		12.4 12.6 12.8	13.2				
Responsible Supply Chain	Principles 7, 8, 9		3.9	4.7	5.1	6.3	8.5 8.7	10.3		12.4 12.5 12.6					
Community Outreach	Principles 3, 8, 9	2.1	3.5	4.7	5.1	6.6b				12.8		14.2	15.2		17.16 17.17





# Canada

**Burlington, ON** 

Calgary, AB

Delta, BC

**Edmonton, AB** 

**Grand Prairie, AB** 

Oakville, ON

Vaudreuil-Dorion, QC

# United States

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