

Environmental Policy

TriNet is committed to conducting its operations in a manner that is environmentally responsible and aligns with our Core Values.

Introduction and Scope

As a professional services organization powered by technology we have no manufacturing and limited distribution activities. Our approach to environmental stewardship therefore focuses on areas that are most material to our business. And, while the nature of our business means that we may not impact the environment as much as some businesses do, we nonetheless embrace the challenge to do what we can in furtherance of sustainability.

Sustainability Commitments

TriNet is committed to:

Practice Responsible Corporate Citizenship

- Meet or exceed all applicable environmental laws and regulations of the jurisdictions where we do business
- Identify, monitor, and measure the most material environmental impacts of our operations
- Establish targets to reduce our environmental impact and strive for continuous improvement

Act with Sustainability in Mind

- Integrate environmental impact as a factor in appropriate business decisions
- Reduce greenhouse gas emissions of our business activities and colleague commutes by effectively managing our approach to in office and remote work and monitoring business travel, assisted by the continued investment in tools designed to enhance remote collaboration
- Promote the conservation of natural resources through focusing on reducing energy and water use, waste reduction, and the purchase of materials containing recycled and/or renewable natural resources
- Reduce the carbon footprint of our unavoidable waste by purchasing reusable or compostable food ware, integrating new recycling and reuse options, and focused education on the municipal recycling available at our offices and in the areas where our colleagues live

- Limit unused office space by divesting interest in property where practical
- Integrate green building best practices in retrofits and build outs of office facilities (and, when the opportunity arises, select office space that incorporates green practices)
- Implement sustainable procurement practices by partnering with vendors who recognize the importance of reducing environmental impact from business operations and agree to our Vendor Code of Conduct

Improve Stakeholder Awareness of Environmental Issues

- Engage and educate our employees on environmental issues through a combination of employee communications regarding various green initiatives and an environmentally-focused employee resource group with members throughout our business
- Feature customers in our marketing who model exemplary green practices, with the goal of inspiring other small and medium business to do the same
- Promote the sharing of information and best practices with our stakeholders
- Collaborate with stakeholders, including our customers, to raise public awareness about the importance of a sustainable economy

Governance

TriNet's Chief Executive Officer has responsibility for this Environmental Policy. TriNet's Chief Compliance Officer has operational oversight of this Policy. Accountability for implementation of this Policy is shared among members of TriNet's Executive Leadership team. Every TriNet colleague is responsible for adherence to and compliance with this Policy.

Monitoring and Reporting

TriNet has several reporting mechanisms for colleagues and contingent workers to report concerns and potential violations of this Policy. TriNet monitors its operations for potential violations and takes prompt remedial action when violations occur. Remedial measures may include employment termination, or termination of vendor, supplier, or contingent worker contracts, as applicable.

Colleagues and contingent workers can report any incidents or concerns 24 hours per day, 7 days per week through the following methods:

- Email ethics@trinet.com
- Email our CCO directly at chiefcomplianceofficer@trinet.com, or
- Report online through our third-party Ethics Hotline portal: <https://trinet.gan-compliance.com/report>
- Report by phone: 800.307.3065