




Environmental Data

With operations across the U.S., as well as in Canada, the U.K., India, and the Philippines, we understand that reducing our environmental impact begins with responsibly managed facilities. We partner closely with our suppliers and associates in a number of ways to accomplish this, by seeking out green power sources, adhering to green building principles, offering robust waste diversion programs, providing more sustainable travel options for our associates, and more. When we invest in reducing our environmental footprint, we realize cost savings and improve the environmental health of our communities over the short and long term.

 Water Use	2013	2014	2015	2016	2017	2018	2019	2020
Water Use (KGALS)	289,844	273,870	218,150	199,756	-	-	416,254*	289,891

 Green Building	2013	2014	2015	2016	2017	2018	2019	2020
Certified Office Space (Sq Ft)	5,147,600	5,530,400	4,453,063	4,659,367	5,614,830	6,294,248	6,238,774	6,199,285

 Paper Sourcing	2013	2014	2015	2016	2017	2018	2019	2020
Total Paper Used (Tons)	52,103	65,102	59,904	59,448	60,622	84,991	74,806	44,952
Environmentally Preferred Paper (%)	73%	74%	79%	79%	90%	94%	95%	98.6%


**Materials
& Waste**

	2013	2014	2015	2016	2017	2018	2019	2020
Electronics Recycled (Tons)	417	473	303	467	419	400	408	169
Paper Recycled through Secure Shred (Tons)	4,764	4,356	3,194	3,595	3,042	2,991	3,429	1,802
Campus Landfill (Tons)	-	-	-	2,645	2,518	1,833	2,124	779
Campus Recycling, including shred (Tons)	-	-	-	1,214	1,530	1,163	1,518	707
Campus Compost (Tons)	-	-	-	413	566	1,137	1,452	417
Campus Food Donation (Tons)	-	-	-	52	23	16	16	11



Greenhouse Gas Emissions & Energy

	2013	2014	2015	2016	2017	2018	2019	2020
Net Scope 1 and 2 GHG Emissions (MT CO _{2e})	224,906	210,288	213,620	151,859	150 ¹	0 ¹	0 ¹	124,725
Gross ² Scope 1 and 2 GHG Emissions (MT CO _{2e})	224,906	210,288	213,620	151,859	184,437	170,695	156,166	124,725
Total Electricity (MWH)	454,245	452,037	426,593	404,274	414,164	398,886	375,125	333,792
Scope 3: Business Travel (MT CO _{2e})	32,030	29,557	32,022	51,630	0 ¹	0 ¹	0 ¹	8,644
Scope 3: Associate Commute (MT CO _{2e})	-	-	-	105,093	355 ¹	0 ¹	0 ¹	176,832 ³
Scope 3: Upstream Shipping Emissions (MT CO _{2e})	-	-	-	53,011	49,982	0 ¹	0 ¹	42,029
REC Purchases (MWH)	41,789	66,234	88,756	95,320	414,164	398,886	375,125	333,792
Carbon Offsets Purchases (MT CO _{2e})	-	-	-	-	177,000	260,000	200,000	-*

¹This number indicates carbon offsets were purchased.

²Gross emissions do not reflect carbon offsets. Scope 2 emissions are location-based.

³Beginning in 2020, we began accounting for Work From Home emissions.

*Effective 2020, carbon offsets will no longer be counted towards emissions reduction.