

2023 ANNUAL

SUSTAINABILITY REPORT

*We believe in people – and in creating
strong communities for them to live in.*



SPECIALIZED SUSTAINABILITY

A MESSAGE FROM

JACQUELINE BARTON, SHRM-CP

PRESIDENT & FOUNDER

Since founding Specialized Staffing over 20 years ago, our mission has been to "empower individuals through meaningful work that leads to fuller lives, stronger organizations, and richer communities." As we consider the legacy we are building for future generations, this mission will continue to be the driving force that defines our company and guides our path forward.

In our ever-evolving industry, we must have an unwavering commitment to our social and environmental responsibilities to contribute to the future culture, climate, and career opportunities we envision for those to come. To that end, we shifted our focus internally to identify areas of immediate improvement, and long-term goals that allow us to better serve our staff, clients, and communities.

In 2022, we started our journey to achieving carbon neutrality by reviewing key data around utilities, paper/toner consumption, and CO2 emissions from staff commuting and travel. This provided a baseline for us to set a goal of a 10% reduction year-over-year as we work towards our larger goal of neutrality. It also allows us to lead by example and encourage our clients to evaluate their own sustainability efforts.

Our commitment to career development, diversity, equity, inclusion, and human rights has always been a point of pride for us – our people are the backbone of our company and we do not take that for granted. However, we recognize even the strongest commitments grow stale without reevaluation and refinement. With that in mind, we have reviewed, updated, and republished all policies and programs centered around training, advancement, human rights, and legal requirements before offering employment. We have also taken steps to make reporting discrimination more easily accessible for all internal staff, as well as external associates placed at client locations.

While we are proud of our efforts, our sustainability journey is an ongoing, company-wide priority that will grow and evolve as necessary. What will not change, however, is our commitment to continuous improvement as we expand and refine our business practices and offerings.

Thank you for joining us on our journey as we work to be the leading and most respected staffing service in our communities!

Sincerely,

Jacqueline Barton

Jacqueline Barton, SHRM-CP
President & Founder



“

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”





PUTTING OUR ACTION WHERE OUR HEART IS

MISSION, VISION, & VALUES

We believe in people – and in creating strong communities for them to live in.

As an organization, we are committed to rolling up our sleeves and delving into local needs – wherever those needs present themselves. We believe in giving and we know the good it can do, for individuals, communities, and the world at large.

MISSION STATEMENT

Specialized Staffing Solutions empowers individuals through meaningful work that leads to fuller lives, stronger organizations and richer communities.

VISION STATEMENT

For Specialized Staffing Solutions to be the leading and most respected staffing service in the communities we serve. To be valued as a trusted advisor by our clients, associates, and business partners.

CORE VALUES

VOLUNTEER



Our time, talent & resources

ACCOUNTABILITY



As we pursue our aspirations

LEGACY



To impact others' lives

UNBEATABLE



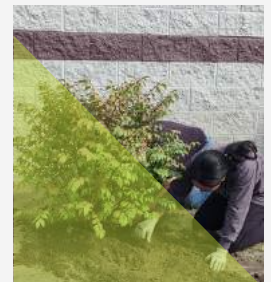
As we collaborate & compete

EXTRAORDINARY



In all we do

SUSTAINABILITY



As we build for future generations



SUSTAINABILITY JOURNEY

STEPS TAKEN





STEPS TAKEN – ENVIRONMENTAL RESPONSIBILITY

By implementing innovative and sustainable practices, fostering a culture of environmental responsibility, and embracing cutting-edge technologies, these proactive measures are paving the way toward a greener, more sustainable future.

IMPLEMENT VIRTUAL CONFERENCING PLATFORM



Virtual meetings
& collaboration



Reduced travel
between locations

IMPLEMENT NEW APPLICANT TRACKING SOFTWARE (ATS)



Remote
application &
onboarding
process



Reduced paper
consumption



Reduced travel to
SSS locations

INSTALL WATER FILTRATION SYSTEMS



Eliminated single-use
plastic bottles & cups at
all locations

STEPS TAKEN – ENVIRONMENTAL RESPONSIBILITY



ENVIRONMENTALLY FRIENDLY TRAVEL



Implemented Ride-Share program in all markets



Ensure office locations are situated along frequently used public transportation lines

WASTE REDUCTION



Recycle all paper through Shred-It program



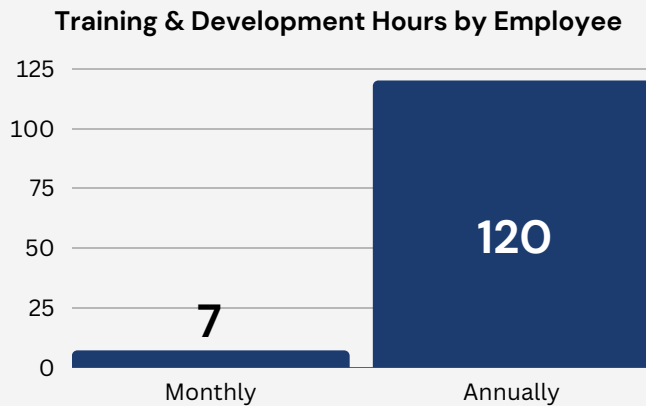
Restore, repurpose, and/or recycle all technology and equipment



STEPS TAKEN – SOCIAL RESPONSIBILITY

In today's interconnected and socially-aware society, the understanding of social responsibility has emerged as a fundamental pillar of ethical and sustainable living. Acknowledging the undeniable impact of our actions on the well-being of individuals and communities, efforts to promote social responsibility has been our focus in all markets.

CAREER DEVELOPMENT & TRAINING – INTERNAL STAFF



SHRM Accreditation Program

Two internal staff members selected annually to pursue their SHRM accreditation

CAREER DEVELOPMENT & TRAINING – ASSOCIATES



Stay Interviews to provide feedback at key milestones & reduce turnover



Quality Checks during duration of assignment for continued support, feedback, and turnover reduction



Career/skill training offered through key partnerships in our markets



Employee of the Month/Year program for additional supervisor feedback and performance incentive



STEPS TAKEN – **SOCIAL RESPONSIBILITY**

PROGRAMS – ASSOCIATES



Investing in Your Future

Each year, one associate with exceptional attendance and performance is selected through a drawing process to receive a brand-new car, funds towards a new or existing mortgage, or funds towards a 529 Education Plan

BENEFITS & PROGRAMS – ALL EMPLOYEES



Medical, dental, vision, 401k, & PTO



Financial Wellness program offered in partnership with 1st Source Bank



Health & Wellness program with goals and annual physicals for tracking

SAFETY & HUMAN RIGHTS – ALL EMPLOYEES



Established internal safety committee to provide monthly safety communication and audit training



Evaluations at all worksites before placements to ensure safe working conditions



Incorporated EVerify into ATS for ease of ensuring legal requirements for placement



Regular audits and updates of human rights policies to ensure equal treatment and access to resources for all employees



Implemented online form to easily report discrimination directly to SSS leadership



STEPS TAKEN – **COMMUNITY ENGAGEMENT**

Embracing the responsibility we have as forward-thinking agents of change, we have taken concerted steps to engage with and contribute meaningfully to our markets. By volunteering and actively participating on boards/committees of community-based organizations, we are focused on weaving ourselves into the fabric of our communities, fostering trust, and nurturing a symbiotic relationship that extends far beyond traditional business transactions.

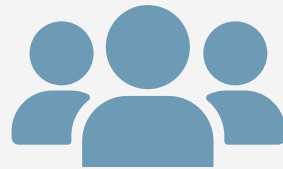
VOLUNTEER & CIVIC INVOLVEMENT



Internal Acts of Service program with annual volunteer activity goals per employee



Annual Day of Service in partnership with local clients for greater impact



Staff presence on boards/committees with local 501(c)(3) organization in all major markets



SUSTAINABILITY JOURNEY

ONGOING GOALS

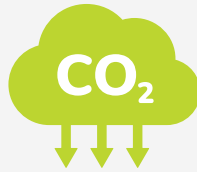




ONGOING GOALS – ENVIRONMENTAL RESPONSIBILITY

As a company committed to leaving a positive impact, we have set goals that lead the way toward a greener and more eco-conscious future. By integrating environmentally friendly practices into every aspect of our operations, we strive to minimize our ecological footprint and maximize our contributions to environmental preservation.

REDUCE CARBON CONSUMPTION



Reduce overall carbon consumption year-over-year by 10% on our journey to...



Achieve carbon neutrality

STEPS FOR CARBON REDUCTION



Replace lighting with energy-efficient LED bulbs once the current supply has been depleted



Update thermostats with smart technology for additional climate control based on locations with room for greatest improvement

ANNUAL REPORTING



Complete GRI standard reporting for better tracking of goals and progress



Achieve "Silver", and then "Gold" rating from EcoVadis



ONGOING GOALS – **SOCIAL RESPONSIBILITY**



Through innovation, collaboration, and empathy, we aim to be a catalyst for positive change, leaving a lasting legacy of meaningful contributions to society. Our goals encompass a holistic approach that embraces ethical business practices, career growth opportunities, and empowerment of the marginalized.

POLICIES & AUDITS



Increase audits of policies related to training/career development, human rights, personal time, family support, and benefits to bi-annually



Implement supplier code of conduct to amplify the reach and efficacy of our sustainability efforts through external relationships and partnerships



ONGOING GOALS – **COMMUNITY ENGAGEMENT**

As we look to the future, we are dedicated to fostering genuine connections with the communities in which we serve and operate, recognizing that they are our most valuable stakeholders. Our commitment to community engagement goes beyond philanthropy and mere gestures of support. Instead, we envision a dynamic and reciprocal relationship, where we actively listen, collaborate, and empower local voices to shape our decisions and initiatives.

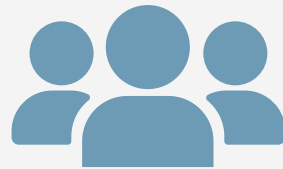
VOLUNTEER & CIVIC INVOLVEMENT



Achieve 100% staff participation and completion in internal Acts of Service program by meeting goal hours each year



Increase internal Day of Service program to bi-annually with additional client participation where appropriate



Increase staff presence on boards/committees with local 501(c)(3) organization with goal of 100% representation in all markets



Creating a lasting legacy for generations to come

