

SUSTAINABILITY 2022 REPORT

RFA Engineering

RFA
ENGINEERING



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The RFA Sustainability Initiative Project is about more than creating plans and metrics. It is about creating a Sustainable future for RFA and its clients with World Class Engineering Services for a small business.

Although RFA is not registered as a small business, it has never had an employee count greater than 500 prior to 2022. This blends with our clients and culture of quality over quantity while maintaining healthy and sustainable growth as well as diversified services.

CORPERATE SUSTAINABILITY

2022 Snapshot

Reputation

Large OEM Partner 10 consecutive Years (13'-22')
2014 & 2017
Supplier of the Year

Talent

Top tier talent with ~50% of departures hired by Client station

Compliance

Continually adapting onsite model to meet requirements

Service

Engineering resources trained by RFA to match project assignments

Cost

Accurate & Competitive billing provided transparently.

Delivery

On-site supervision to quickly address needs & meet deadlines

Quality

Guaranteed project delivery with approved metrics tracking system

Flexibility

Dedicated staff willing to flex and supported by offsite resources

Innovation & Sustainability

Delivering on new processes, efficiencies and multiple patents
2018 & 2020 Innovation Award



Corporate Sustainability



Social Responsibility & Sustainability



Social responsibility is becoming increasingly important for businesses as consumers and clients are becoming more aware of the impact that companies have on society and the environment. Social responsibility is an essential aspect of RFA Engineering's success. It refers to the ability of our organization to take into account the social and environmental impacts of our activities, while also contributing positively to society. Our Key Performance Indicators (KPIs) measure our progress towards these specific goals. When it comes to social responsibility, there are several KPIs that we use to evaluate our performance.

These include: Engagement and Volunteerism, Talent & Development, Health & Safety, and DEI (Diversity, Equity, and Inclusion) Initiatives

By tracking these KPIs, our company can monitor our progress toward social responsibility goals and make adjustments where necessary. This not only benefits society and the environment, but it can also improve our company's reputation, productivity, and success.

Social Responsibility Sustainability

Strategic Outreach

01

Engage in strategic outreach to the community utilizing a variety of sources to maximize the agency's engagement and diversify organizations served.

Ensure a welcoming, accessible, and inclusive opportunity for all employees to engage in the community.

02

Opportunity

Administer fair and systemic approach to choosing organizations to engage with. Diverse causes are represented in programming.

Diversity

03

Evaluate programs, process, and barriers that may deter employee participation. Continue to enforce initiatives to prevent actions that diminish effort of equal opportunity.

04

Evaluate & Enforce

Utilize Feedback

05

Use Employee feedback to update and improve company social sustainability engagement initiatives.

Raise awareness of efforts, opportunities available, and importance by maintaining sites, pages, or shareables readily available to employees and management.

06

Visibility

Monitor

07

Continued tracking of volunteer hours, donations collected, employee engagement, and organizations served.

Review KPI's annually

08

Review

OUR GOALS

Strategic Outreach



Opportunity



Diversity



Evaluate & Enforce



Utilize Feedback



Visibility



Monitor



Review



OUR ACTION

Virtual and in-person events

97 Employee Engagements

5 Organizations represented

Surveys and emails sent to employees-
multi-review process for events planning

Yearly review of employee feedback to
drive next years choices

Reaching long-term goals
in short sprints

Sustainability Committee and Events
Planning Committee- 3,611 hours tracked

KPI's reviewed by
sustainability team yearly.

Key Performance Indicators (KPI's)

	Number	Status	Points
Strategic Outreach	1	✓	3
Opportunity	2	✓	3
Diversity	3	✓	3
Evaluate & Enforce	4	✓	3
Utilize Feedback	5	✓	3
Visibility	6	☐	2
Monitor	7	✓	3
Review	8	✓	3
		Total Points	23
	KPI Status: On-Track	Total Points	95.8%

*24 pts possible

PROBLEM AND SOLUTION



GOAL

DESCRIPTION

ACTION

Engagement & Volunteerism

Company sponsored engagement events.



Alzheimers 5k, St. Jude's Thrift Store, Resources Unite School Drive, Teddy Bear Toss Toy Collection, Safe Ally Training.

Talent Development

Developing current employee skills and engagement of talent development for future hires.



Team events and competitions. Online training and back to school initiatives. Meeting with College Clubs and STEM Organizations.

Health & Safety

Protection of employee health and safety.



Live updates and health information on employee health portals. Front line 3-D printing and flexibility continued. Safety portal and team.

DEI Initiatives
(Diversity, Equity and Inclusion)

Collective efforts to create a culture that values differences, promotes fairness and equality, and ensures that everyone feels welcomed and included.



37% of 2022 RFA Candidate pool identified as diverse.

Continued Support of Employee Efforts

Live Health Updates on Employee Portal

Resource Donation- DBQ Schools

Thank you frontline workers & Volunteers!

Thank you for your service and sacrifice during this difficult time.

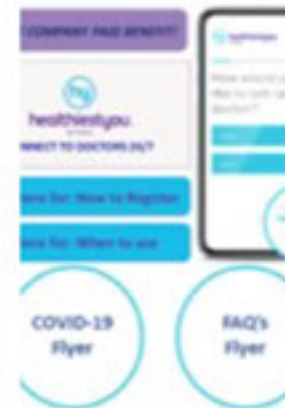


Employee Spotlight

We would like to recognize the efforts of our employees helping their communities. Making masks, delivering food, and creating solutions for health providers, your efforts make a difference!

Left are photos from just a few employees contributing to the Dubuque area.

3D printed couple masks to be covered with N95 filters, and 3-shaped mask holding hooks designed and printed by Scott Schwering. Masks made by several employees to be donated to local hospitals- pictured Mackenzie Koehler.

-Teddy Bear Toss Night- Hockey for a Cause



RFA ENGINEERING
TEAM RFA ENGINEERING OVERDUKE

ALZHEIMER'S 5K & HALF MARATHON

With 50 registrations, the Dubuque RFA team entered a age group top three finish!

The race raised over \$5,000 through all registrations and donations.

What an amazing way to start a Saturday and support all the RFA team members who donated and those who loved!



College and STEM Organization Involvement

Volunteer and Fundraising Events

Riverview Volunteer of Year- Increased Awareness

Environmental Sustainability



Our environmental sustainability KPIs (Key Performance Indicators) measure, evaluate, and track our company's environmental impact and performance over time. These KPI's measure Responsible Conservation, Energy Reduction & GHG's, Education & Advocacy, and Waste Elimination. By tracking our environmental sustainability KPI's, we can identify areas where our organization can reduce environmental impact and improve overall performance. This can lead to cost savings, improved reputation, and a reduced risk of regulatory non-compliance. Additionally, investing in sustainable practices can lead to benefits such as increased employee engagement and client outcomes.

PROBLEM AND SOLUTION



GOAL

DESCRIPTION

ACTION

Responsible Conservation

To ensure that we are operating in an environmentally and socially responsible manner.



Tracking and visibility of stats on waste elimination, GHG's, and recycling/reprocessing.

Energy Reduction & GHG's

Increasing energy efficiency, using renewable energy sources such as solar and wind power, and implementing policies and practices that promote sustainable living.



Decreased outputs from upgrades. RFA looks at new energy saving technologies when replacing equipment and maximizing recycling of electronics waste.

Education & Advocacy

Teaching individuals about the impact of human activities on the environment, and how to reduce that impact through sustainable practices



Promotion of 2nd hand company apparel, company gift of recycled reusable cups for personal and office use. Decor of repurposed materials.

Waste Elimination

Identifying and removing unnecessary or inefficient practices and processes in order to reduce waste and improve efficiency.



Utilization of fountains for plastic elimination. Avoid paper use with DocuSign change. Recycling of old electronic equipment.

Green House Gas Reduction & Waste Reduction

Providing engineering services whether onsite or in-house presents a relatively “fixed” variable of consumption. RFA looks at new energy saving technologies when replacing equipment and maximizing recycling of electronics waste. Outputs from recent upgrades, remodels, and policies shown below.

Sustainability Data 2021 -2022 Data July 1, 2021 – July 1, 2022

GHG Summary

Monitor Replacement: 1.1 Metric tons CO2 equivalent
Laptop Replacement: 0.7 Metric tons CO2 equivalent
Softphone Implementation: 0.3 Metric tons CO2 equivalent
Printer Consolidation: 5.6 Metric tons CO2 equivalent
Electronics Recycling: 3.9 Metric tons CO2 equivalent
Hybrid Work Model Savings: 54 Metric tons CO2 equivalent

RFA Total CO2 Emissions Reduction: 65.6 Metric tons CO2 equivalent

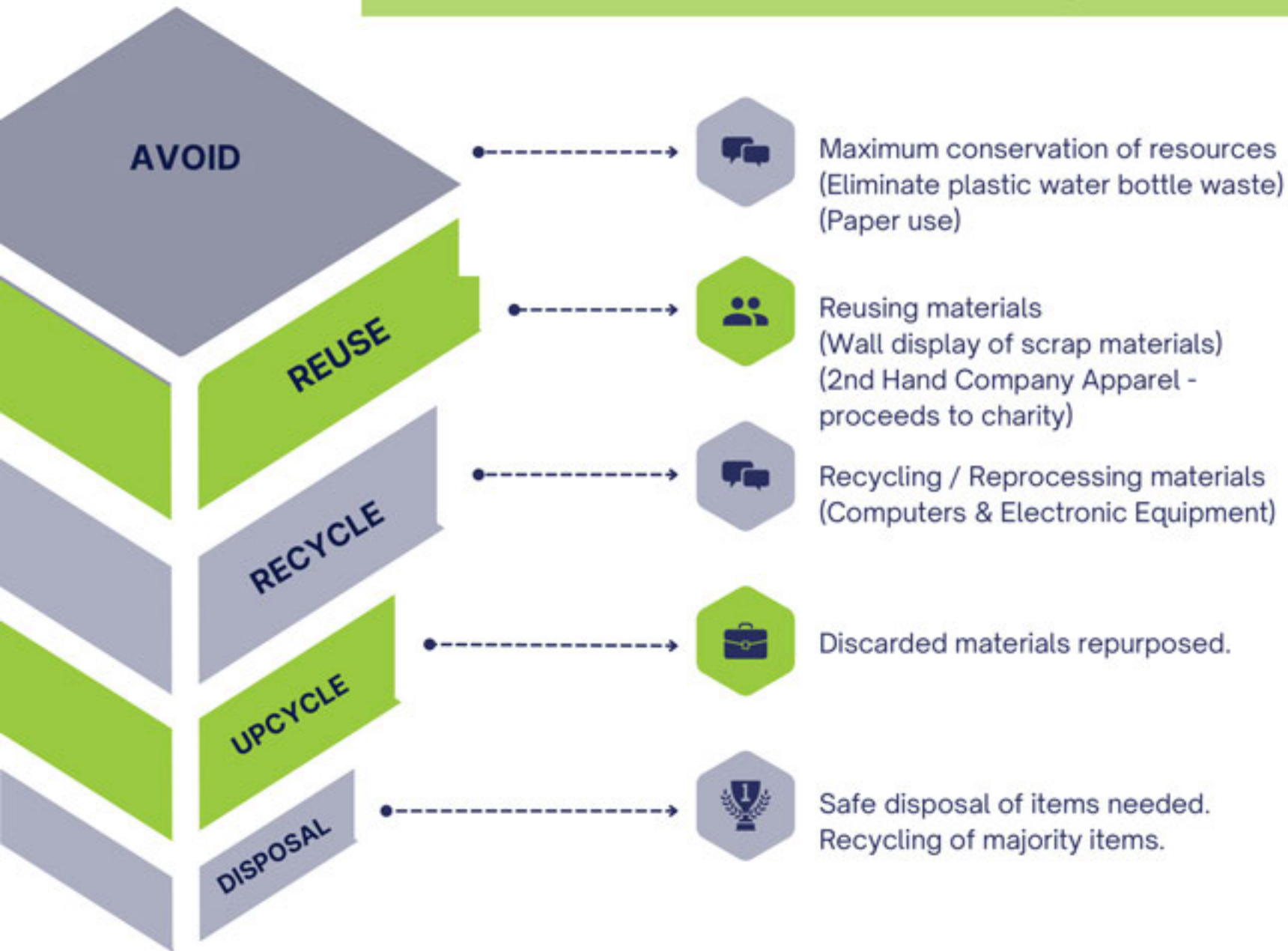
This is equivalent to greenhouse gas emissions from:



This is equivalent to CO₂ emissions from:



RFA Waste Hierarchy



DocuSign



Economic Sustainability



Our economic sustainability (KPI's) help assess the overall economic health of our organization, ensure organizational and employee development, diversification of work and employee base, lean stability, continued recognition of work, and develops repetitive retention of clients.

PROBLEM AND SOLUTION



GOAL

DESCRIPTION

ACTION

Development & Diversification

Expanding into new geographic markets, developing new products or services, or acquiring other businesses in complementary industries



Review and creation of new marketing materials to engage and interest larger demographics.

Repetitive Retention

Consistently maintaining a high level of customer loyalty.



Annual review of client retention and satisfaction.

Lean Stability

Maintain a stable and efficient workflow while minimizing waste.



Quality corporate review and revision of admin services.

Recognition

Acknowledgement of employee and clients going above and beyond. Support of employee efforts.



RFA awards to employee engagement most EPiC of the year and RFA Impact Award for employee contribution.

2022 Innovation with RFA



Pending Disclosures

Machine Integrated Compaction Sensing

Machine Relative Heading Adjustment for Grade Control

Antenna Cover



Completed Patents

Reverse Switch Activation Mechanism

Antenna Mounting System

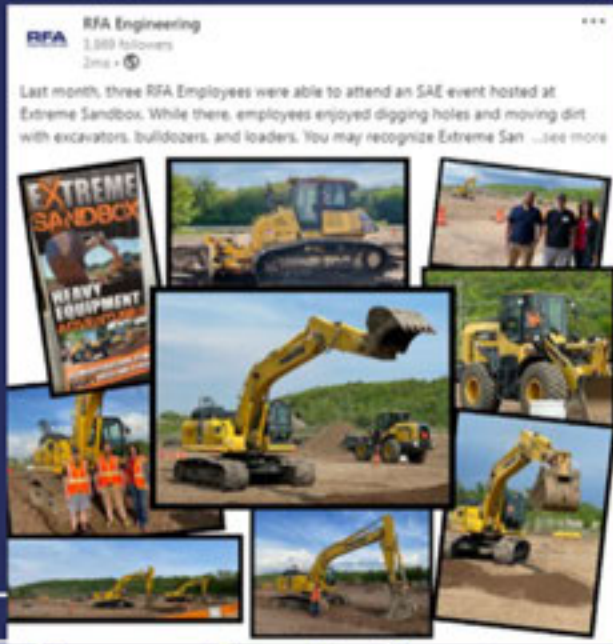


Innovation Submission Only

Diagnostic Software Wizard Builder

Value Proposition

184 Engineers hired by Client from RFA
(Direct since Nov. 2010)



01

OPERATOR TRAINING

Onsite Employees have access to machinery and undergo operator training certification – Extending invitation to in-house employees to participate in events like the “Extreme Sandbox” build the machine operation experience that allow RFA Engineers to deliver advanced product knowledge.



02



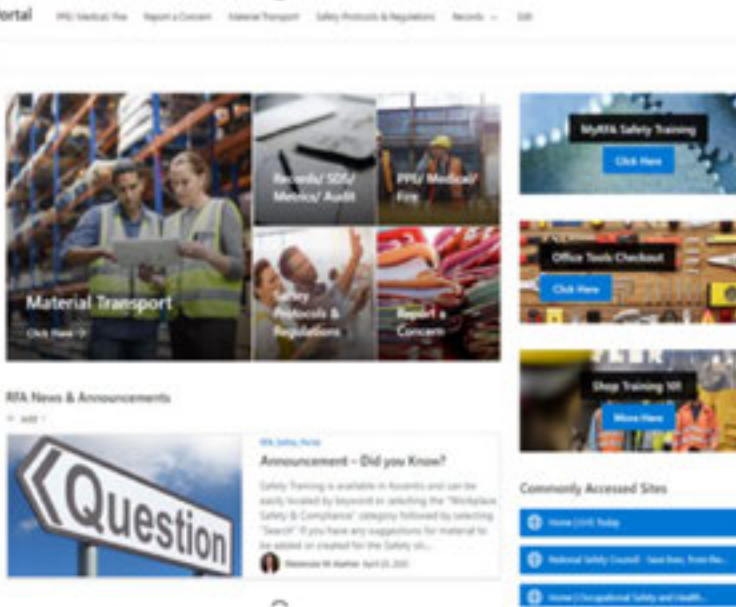
CONSISTANT CANDIDATES

RFA has provided a strong pipeline of talent to clients throughout the years that provides a significant value of employees entering the workforce fully trained and experienced with client products, systems, and culture.

REGULATORY/RISK REDUCTION



Mandatory monthly meetings of safety committee



A safety committee and enhanced Safety Portal available to all employees provide resources, training, and tracking to keep RFA

Employees safe and current with customer and industry requirements.

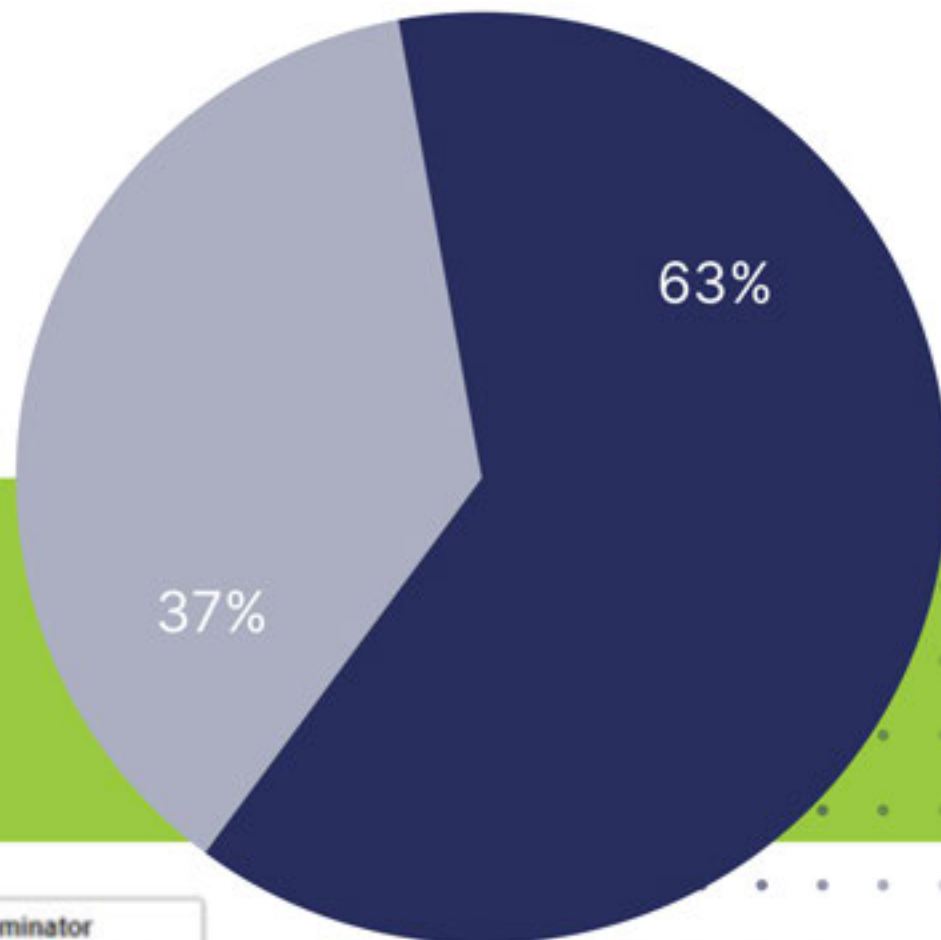
Numeric contribution



Identified as Diverse

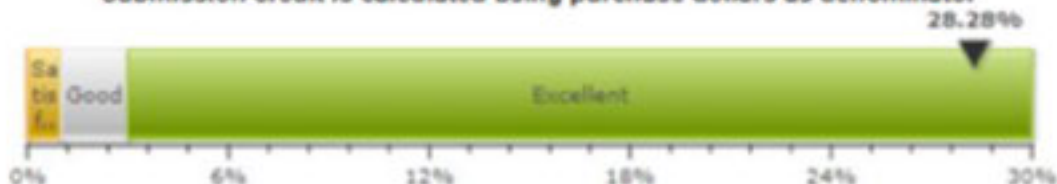


Did not identify as diverse or non-diverse



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Submission credit is calculated using purchase dollars as denominator



Excellent

This rating is based on submitted suggestions and can change if suggestion is later withdrawn or changed during review process.

Cost Savings

RFA has been committed to maximizing cost reduction submissions to help the bottom line at clients year after year.

Strategy & Gov- Sustainability



When it comes to sustainability, strategy and governance play a crucial role in ensuring that organizations are able to meet our goals and commitments. Our KPI's help ensure that sustainability is integrated into our organization's decision-making processes and that actions are being taken to address sustainability issues.

Overall, by tracking these and other KPI's related to strategy and governance sustainability, we can ensure that we are making progress towards sustainability goals, and as an organization we have the necessary structures and processes in place to drive continued progress.

PROBLEM AND SOLUTION



GOAL

DESCRIPTION

ACTION

Corporate Strategy & Mgt

Company wide policies, management, and overall business goals.



Hired outside consulting firm to review policies and procedures

HR Compliance

Ensuring that our organization's human resources policies and practices comply with the applicable laws and regulations



Monthly legal audit review and updates

Cybersecurity & IT

Design to protect computers, networks, and other devices from unauthorized access, damage, theft, and other cyber threats. It involves a range of measures, including firewalls, antivirus software, encryption, and access controls, to safeguard digital assets



Weekly review of cybersecurity and IT policies and practice

Supply Chain Logistics

Superior management of the flow of goods and services to clients.



Reviewed supplier services

Quality & Ethics

Standards that guide behavior, decision-making, and actions, with the aim of ensuring that its operations and products/services are of the highest quality and are conducted in an ethical and responsible manner



Updates and review quarterly of employee handbook and guidelines

Innovation

Novel creation and addition of design and ideas that benefit company and client.



Differentiated by innovation in the field. Innovation committee created and run.

Thank you

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