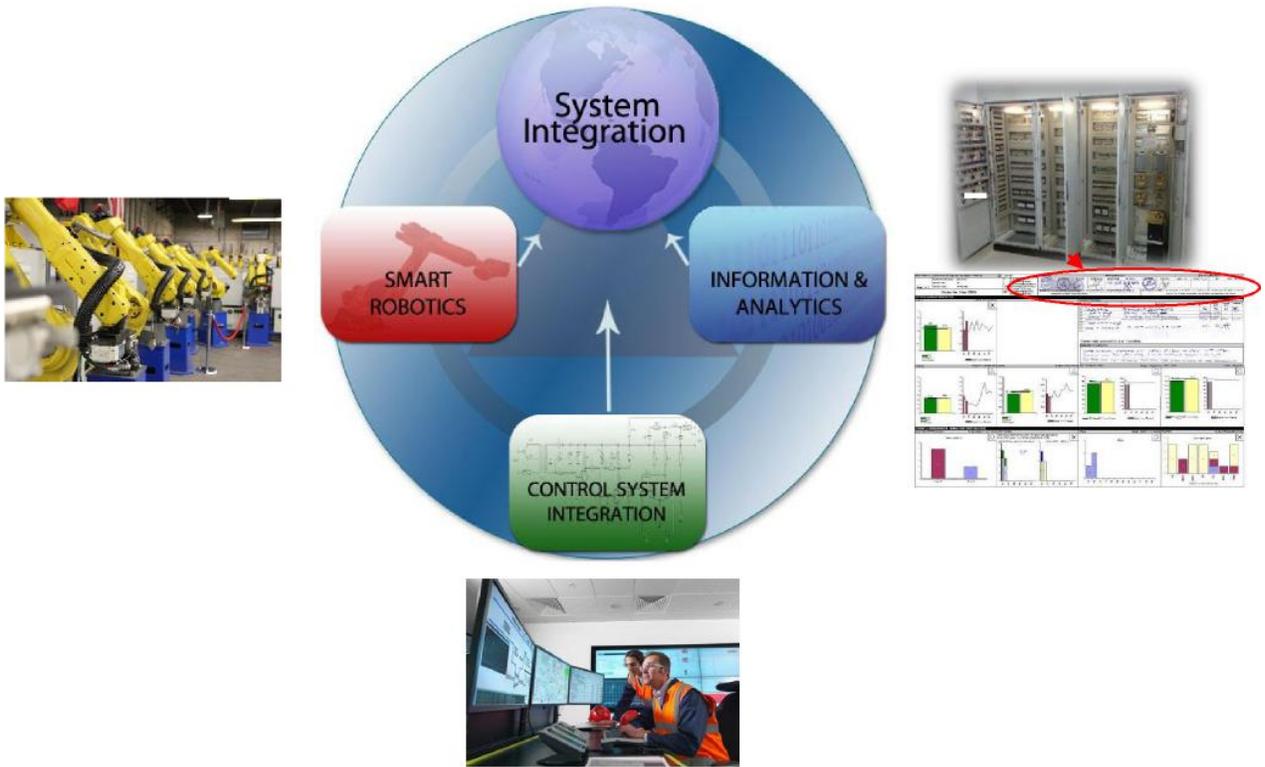


Corporate Social Responsibility Plan

2018

INTRODUCTION

JMP Engineering Inc. (JMP) is a privately owned, engineering services company founded in 1987 in London, Ontario, Canada. With fourteen business units across the U.S. and Canada, focusing on Fortune 500 manufacturers and producers (or medium and large companies). We provide engineering services and turnkey solutions in the areas of control system integration, smart robotic applications, and information solutions.





Message from Scott Sawyer

President

Our values and beliefs are at the heart and soul of everything we do, what we stand for, and most importantly, where we are going – they are the bedrock upon which we build our future. The values you see above are a set of principles which capture the spirit, philosophy, and day-to-day business practices of our company – they represent the JMP way. They are not new values, but rather a reinforcement of long-held company principles that underscore our relationships with clients, employees, industry organizations, and business partners.

It's under these guiding principles that we not only manage our day-to-day business practices, but to also create a fulfilling environment to work in. A fulfilling environment requires encouragement – encouragement of each employee to reach out, volunteer, and give back to their community.

CORPORATE SOCIAL RESPONSIBILITY (CSR) STRATEGY

Our employees throughout North America enrich lives every day through business and community activities. At JMP, we help people and businesses realize their full potential by continually redefining what is possible. With our breadth of knowledge and depth of experience across various industries, we are able to recommend innovative solutions and generate positive business outcomes for our customers.

As we continue to grow, our goal is to positively enrich the lives of the majority of the world's population. There will be passion in our accomplishments and the by-product wealth will be shared into our communities.

JMP's Corporate Social Responsibility plan focuses on five areas:

- Compliance
- Governance
- Safety & Wellness
- Philanthropy
- Environmental Responsibility



Compliance

JMP ensures compliance with the law while conducting business throughout the world. JMP policies, which are outlined in our employee handbook and our Health & Safety manual, are designed to ensure that our employees conduct their work activities in accordance with applicable laws. Employees diligently educate themselves throughout their various project assignments to ensure they meet or exceed compliance standards.

Past Initiatives

- All new hires sign off on various company and legal documentation, including but not limited to the employee handbook, Health & Safety manual, workplace violence and harassment policy, accessibility act, and payroll documents.
- The Joint Health & Safety Committee meets at least quarterly to review accident/incidents, and identify health and safety issues in the workplace that should be addressed.
- Awareness training for all employees bi-annually at annual and mid-year reviews.
- RIA certified member
- CSIA certified member

2018 Action Items

- Renewal of memberships with PEO, APEGA, and Texas Board of Professional Engineers

Recertification CSIA



Excellence
in Manufacturing
Consortium



Governance

We rely on our employees to uphold JMP's values and follow the policies and procedures set out by the company. Employees are encouraged to share new ideas and best practices for continuous improvement.

Part of our brand promise is exceptional communication. Not only do we ensure we deliver exceptional communication to our customers, but we live it internally as well. Our employees know JMP's business strategy, and they can view executive level and divisional business plans, as well as company financials at any time. We believe that by being transparent with our employees, we can enrich our business operations and decision-making.

JMP Governance includes:

- CSIA provides guidance on fundamental business practices. These best practices cover all aspects of business including general management, human resources management, marketing, business development and sales management, financial management, project management, system development lifecycle, quality assurance management, and service and support.
- Corporate Handbook and H&S manual posted on our internal portal for all employees to access and review of these manuals at annual and mid-year reviews.
- Company meetings held monthly with rotating division updates, as well as executive team updates each month, including operations, sales, marketing, finance, HR, and a focused message from the President.
- Internal Project Management execution requirements based on the principles of PMI and incorporating the requirements of CSIA.
- Project management and system development lifecycle are reviewed bi-weekly to ensure adherence to process on all level B and C system integration based projects.
- Project lessons learned meetings to focus on continuous improvement, leadership, and best practices.
- Adherence to PM requirements are monitored bi-weekly and reported on during the monthly staff meeting.
- Each month, all employees review one foundational concept on which JMP was built to ensure everyone understands their significance.

2018 Action Items

- Annual internal audits conducted to ensure we are compliant in all aspects of our business



Safety and Wellness

JMP is committed to providing a safe and healthy, accident-free workplace for all employees. All employees are responsible for working in a safe manner. Our commitment to Health & Safety at JMP is reflected in our established policies and procedures. JMP's Joint Health and Safety Committee strives to raise awareness of health and safety issues in the workplace by identifying risks and making recommendations to eliminate or reduce those risks.

Previous and Ongoing Initiatives

- Dedicated Health and Safety Manager will ensure consistency and compliance across the organization.
- Mandatory Health and Safety training requirements are sent to employees during his/her onboarding to review and complete.
- A process has been developed whereby all accident or incident reports are sent to the employee's direct manager and to the Director of HR.
- A comprehensive benefit plan including an extensive Employee Assistance Program is offered to all employees.
- Fitness subsidy for employees.



Environmental Responsibility

In addition to providing a healthy and safe work environment, JMP recognizes our responsibility to protect the environment and practice conservation. We conduct our work in an environmentally responsible way, and have committed to reducing our overall impact.

Previous and Ongoing Initiatives

- Recycling stations in JMP offices
- Initiative for JMP offices to conserve paper
- Donating barely used office supplies to charity organizations
- JMP is helping companies through our offering of a comprehensive energy management solution. By treating energy like any other raw material, monitoring, targeting, reducing and reclaiming solutions allow for an immediate reduction in a company's monthly operating and maintenance costs and carbon footprint.

2018 Action Items

- Further reduce the use of paper by using e-filing systems and printing double sided when a hard copy is needed.
- In an effort to reduce energy, JMP engineers will look for opportunities to spec parts that use less energy in our designs.
- World Environment Day communication to raise employee awareness to take positive environmental action to protect nature and the planet Earth.



Philanthropic Initiatives

Each year, JMP donates a percentage of the previous year's profits to industry-related programs and causes that best represent our organization and align with our values as well as serve the individual communities in which we conduct our business.

Our philanthropic initiatives are structured in a way that engages employees and supports causes that are important to our organization as well as causes that are important to our employees. Our program provides employees with paid time-off to participate in community and charitable activities and financial support is provided through a three-tiered program.

Corporate Level – S.T.E.M

JMP directly supports educational and recreational programs and initiatives that foster and inspire student participation in science, technology, engineering, and mathematics. We target causes that promote our business interests by generating enthusiasm for Controls, Automation, and the Information industry while mentoring and supporting the next generation of engineers and scientific innovators.

We have proudly supported the following educational programs and organizations:

- FIRST Robotics Competitions
- Western Engineering - Discovery Western Summer Camps
- Ontario Professional Engineers Foundation for Education – Entrance Scholarships
- London Children's Museum – STEM Programs

Division Level – Community Engagement

Funds are allocated to each division which can be used to fund grassroots initiatives, organizations, and programs in their own communities. We encourage divisions to collaborate as a team on suggestions and for all to get involved. Community outreach enhances employee engagement, provides team building and networking opportunities, and strengthens our culture.

Employee Charitable Match Program

The Employee Charitable Match program was developed to support our employee's contributions to the organizations and causes that reflect their individual passions and values by matching their donations dollar for dollar (up to \$50/employee/year). Donations can be made to both registered, and non-registered charities. Donations can also be made to non-charity organizations such as sports teams, schools, community centres, religious groups, etc.

Employees also have the opportunity to take a day off each year with pay to participate in Not-For-Profit, Charitable or Community volunteer activities.

Previous and Ongoing Initiatives

Below, is a list of charities JMP and its employees have supported in the past:

- Cancer Society
- Heart & Stroke Foundation
- Diabetes Association
- Salvation Army
- Ronald McDonald House
- United Way



2018 Action Items

- Develop Charitable Employee Donation Match program which supports organizations and causes that reflect our employee's individual passions and values
- Provide employees with paid time-off to participate in community and charitable activities of their choice.
- Provide divisional -level funding to support grassroots initiatives, organizations, and programs in individual communities.

