

**PRIVATE AND CONFIDENTIAL**

**January 1, 2015**

Dear Klohn Crippen Berger Ltd. Employees:

As noted in KCB's Code of Business Conduct and Ethics, the success of the Company depends upon the integrity of its employees, the quality of its services and on the trust and confidence of everyone with whom it deals. The Code reminds us that in our business dealings, as in our everyday lives, it is important that we all conduct ourselves lawfully and ethically.

A [copy of the Code](#) is available on InfoDesk.

Please note that it is mandatory for all KCB staff to review this document. To indicate that you have read the Code, print off a hard copy of this document, sign it and return it either via PDF or inter-company mail to Human Resources in Vancouver. All acknowledgements (electronic or hard copy) must be received by Corporate Human Resources within two weeks of your start date.

If you have any questions with regard to the revised Code, contact your Business Unit Vice President, our [Corporate Ethics Officer](#) (Sharon Batchelor) or the undersigned.

Yours truly,

**KLOHN CRIPPEN BERGER LTD.**



Len Murray, P.Eng., P.E.  
President

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I acknowledge that I have read and understand KCB's Code of Business Conduct and Ethics.

\_\_\_\_\_  
Name (Printed)

\_\_\_\_\_  
Date (yyyy-mm-dd)

\_\_\_\_\_  
Signature