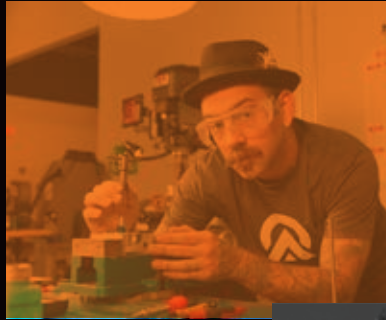


TriNet's 2022 Environmental, Social and Governance Report





Burton M. Goldfield
(he/him/his)
President and
Chief Executive Officer (CEO)

“People matter at TriNet. From the small and medium-size businesses we serve to our incredible colleagues and the communities where we live and work, we are laser-focused on supporting people. This includes an ongoing commitment to the social and environmental factors that impact all of us. Our commitment is demonstrated in TriNet’s second annual Environmental, Social and Governance Report, where we spotlight the evolution, growth and leadership of our ESG efforts and our company. I am pleased with what we have accomplished and encouraged by the progress we are making. And I am grateful to our colleagues, who once again have shown their passion and dedication for supporting people in everything we do.”



Samantha Wellington
(she/her/hers)
Executive Vice President,
Business Affairs, Chief Legal
Officer (CLO) and Secretary

“I am both excited and proud to share TriNet’s second annual ESG report with our stakeholders. ESG is more than compliance and letters, it is our focus on the environment in which we all live, our impact on our colleagues, customers and the communities in which we live and work, the structures we put in place to ensure appropriate cognizance and protection of all stakeholders, and the accountability we apply to measure ourselves against our goals. These are things that all of us at TriNet care about, regardless of how the activity is categorized. The work presented in our second annual ESG report is foundational to our company and collecting all the detail and presenting it in report form has again been completed by a cross functional team of TriNet colleagues: our second annual report is powered by their passion and commitment to TriNet and our stakeholders. I look forward to continuing on this journey and getting to report on the results we will continue to achieve as one TriNet team.”

About This Report.

It's all about people.



TriNet's second annual Environmental, Social and Governance (ESG) Report highlights our dedication to expanding environmental, social and governance focus areas beyond what we reported in our inaugural report. This year's report includes updates to metrics reported last year and highlights additional efforts we've taken to advance TriNet.



Among the themes that consistently emerged as we developed this report were the company's **evolution** and **leadership**. These themes not only guide how we approach our business, but also how we approach our ESG efforts. We've had some incredible opportunities for growth since our [last report](#).

We feel that the company's **evolution** is exemplified by two acquisitions that we finalized this year. In February, we acquired Zenefits, now called [TriNet Zenefits](#), a leading SaaS-based human capital management (HCM) solution, which expanded TriNet's technology product offering and furthers our position as a leading human resources services provider for small and medium-size businesses (SMBs).

And then, in September, we acquired Clarus R+D Solutions LLC ([Clarus R+D](#)), an industry-leading,

service and expertise-driven, fintech solutions company that simplifies the R&D tax credit process for SMBs and further demonstrates our commitment to our customers and stakeholders. Choosing to add both TriNet Zenefits and Clarus R+D to the TriNet product offering demonstrates our commitment to powering the success of SMBs.

Our ESG program has evolved as well. This year, we started building a framework on the foundation we established last year with our inaugural report. When we started this journey, we envisioned how we would develop our ESG approach at TriNet in a programmatic way. We've targeted certain business units within TriNet to see how ESG principles can help to evolve the company.

We exhibited **leadership** by establishing programs and hosting events for SMBs aimed at helping them thrive and build success in today's business environment. We held our third annual award-winning **TriNet PeopleForce** conference and provided additional guidance and inspiration to SMBs with other events such as our **inaugural Small Business Week Summit** and **TriNet PeopleForceX** events. The events focused on business resiliency, transformation agility and innovation for SMBs.

This year, TriNet became a founding national member of the **Small Business Digital Alliance** (SBDA), a co-sponsorship agreement reached in February 2022 between the U.S. Small Business Administration (SBA) and Business Forward, Inc., a non-profit working with 250,000 small business leaders across the U.S. in support of innovative and market-based solutions to our country's biggest challenges, focused on policies promoting America's economic competitiveness.

Since its launch in May of 2021, TriNet has been a founding member and participant of **the TIME'S UP Care Economy Business Council**. Complexity in state laws around access to healthcare creates complexity for our SMB customers, so in March TriNet signed **the Human Rights Campaign's and Freedom for All Americans' business statement opposing anti-LGBTQ+ state legislation** and we joined hundreds of other major corporations as part of **the Human Rights Campaign's Business Coalition for the Equality Act**. This is a coalition of leading U.S. employers that support the Equality Act and proposed federal legislation that would provide the same basic protections to LGBTQ+ people as are provided to other protected groups under federal law. It is the largest business coalition to ever come together in support of legal LGBTQ+ equality.

Continuing the theme of a commitment to equity and taking action on matters that impact our SMB customers around access to healthcare, we offered our customers assistance in understanding the impact of the U.S. Supreme Court's landmark decision

in *Dobbs v. Jackson Women's Health Organization*. We produced a microsite with both created and curated resources designed to help SMBs navigate the impact of the decision on their employees. We also offered webinars, open to all SMBs—whether TriNet customers or not—to explain the new healthcare landscape and address questions that were top of mind for SMBs in the wake of the decision. We rolled out a new product line called Enrich™ that, among other things, allows our clients to offer their employees and eligible dependents reimbursements for travel to obtain medical care that is not available to them locally.

This year we also made public our previously internal **Guidelines for Commenting on High Profile or Sensitive Issues**. We did this because we are proud of the intentional and mindful approach that we take when leveraging the power of our corporate voice, and we wanted to not only ensure all of our stakeholders understand our approach, but also recognized that we could help other companies as they navigate the oftentimes complex landscape of the corporate voice.

A few things to note as you read this report:

- We've divided this report into "Environmental," "Social" and "Governance" segments. However, some ESG-related topics are not purely environmental, social or governance-related matters. Therefore, you'll find "ESG Spotlights" throughout the report that highlight certain matters which overlap thematically.
- Unless otherwise noted, the data we provide is current through June 30, 2022. We do not intend, and have no obligation, to update any of the data in this report.

As we did last year, TriNet used the **Sustainability Accounting Standards Board (SASB)** framework to guide us in the development of this report.

- Since TriNet's completion of its acquisitions of Zenefits and Clarus R+D occurred in 2022 and we do not have at least one full year of integrated data, the data in this report does not include information from TriNet Zenefits or Clarus R+D unless specifically noted.
- This report may include forward-looking statements about our business and our ESG plans, initiatives and objectives, any of which may change. Please see our full statement about our use of [forward-looking statements](#).

We hope this report provides insight and inspiration to our stakeholders and serves as a valuable resource. If you have any comments or observations, we'd love to hear from you. Please reach out to us at TriNetESGReport@trinet.com with your feedback.

Thank you,

The TriNet Team



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An Ongoing Focus on Sustainability and Opportunity for Our Stakeholders

Our Services

TriNet provides SMBs with a comprehensive set of HR solutions. To free SMBs from HR complexities, we offer access to human capital expertise, benefits, risk mitigation and compliance, and payroll, all enabled by industry-leading technology.

Our comprehensive set of products fits the needs of a broad range of SMBs. TriNet's PEO (professional employer organization) product is a full-service HR solution that operates with a co-employment model which helps to mitigate employment related risk for our clients. TriNet PEO is an all-in-one HR solution, tailored by industry, and features both personalized service delivery as well as leading-edge technology. TriNet Zenefits is our leading SaaS-based human capital management (HCM) product purpose-built for SMBs to enable people operations. TriNet is also increasing value to our SMB customers with solutions that go beyond core HR. For example, in September 2022, TriNet acquired Clarus R+D, a company dedicated to simplifying the R&D tax credit process.

Empowering customers to determine the depth of their experience by selecting from a menu of product offerings is our intentional design for the evolution of our business as we focus on powering the success of SMBs.

Since our founding in 1988, TriNet has served and continues to serve, thousands of SMBs. Our PEO business ended 2021 with approximately 16,300* clients and we finished Q3 of 2022 with 351,839** worksite employees, primarily in the U.S. In 2021, we processed \$55 billion in payroll and payroll taxes for our clients. The addition of TriNet Zenefits means that at the end of Q3 of 2022 we also had 247,375** HCM users.



* As of December 31, 2021. See our Annual Report on Form 10-K for more information.

** As of September 30, 2022. See our Quarterly Report on Form 10-Q for more information.

Our leadership team understands the importance of inspiring all colleagues to foster an enduring company that serves its customers well and makes a positive impact on our stakeholders. TriNet's mission, vision and core values serve as our compass in supporting our stakeholders—our customers, vendors, colleagues, the communities in which we operate and our stockholders.

Our Mission and Vision

At TriNet, our mission is to power the success of small and medium-size businesses by supporting their growth and enabling their people. We rally around a shared vision of becoming the most trusted advisor to SMBs by harnessing the power of scale.



OUR CORE VALUES



Lead With the Customer

We are successful when our customers are successful. Our customers' interests are at the core of our decisions and at the center of everything that we do. To us, practicing good corporate citizenry means listening to the needs of our customers and being responsive to them through relevant actions. Such action may include offering new services, taking a public position or standing together with them to problem-solve through certain complex issues. The world is growing more complex every day. We are committed to providing innovative tools, resources and expertise to our SMB customers so they can focus on what they do best. Our governance practices help us operate efficiently for our customers and with the high ethical standards on which our customers rely. Through thoughtful governance practices, we strive to build a sustainable and stable partnership with our customers and our stakeholders. Moreover, we fortify an enduring relationship with our customers by focusing on protecting the security and privacy of the data entrusted to us, which enables them to pursue their goals.

Stand Together

TriNet strives to bring together people of diverse backgrounds, who have different lived experiences and ideas to create better outcomes. We work to foster a sense of belonging among our corporate employees—our colleagues—through our **belonging and diversity, equity and inclusion** (DEI) programs, **colleague resource groups** (CRGs) and our colleague **Appreciation Hub**.

Act With Integrity

We seek to lift our stakeholder communities, establish sustainable processes for our planet and do the right thing. TriNet employs a [Code of Business Conduct and Ethics](#) as well as Standards of Performance and Conduct to provide guidance to our colleagues on how to uphold and promote our mission, vision and core values. We also provide our customers with tools, educational materials and best-practice guidance to help them serve their employees and customers well. Our [Vendor Code of Conduct](#) defines high ethical standards that our vendors commit to follow. Additionally, the frameworks utilized in our integrated and proactive risk management program reinforces our commitment to the security and integrity of the data entrusted unto us.

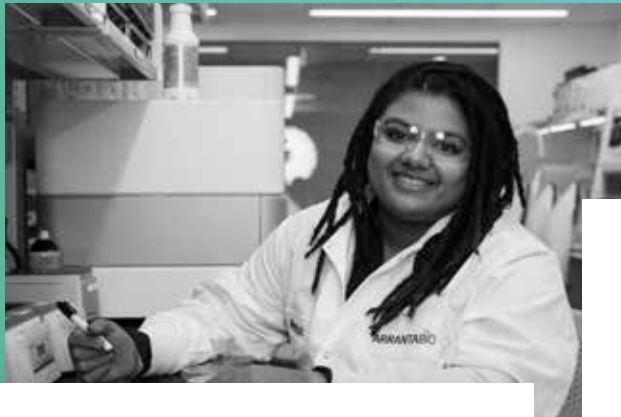


Make an Impact

In addition to our work helping SMBs succeed, the [TriNet Foundation](#), our donor-advised fund, donates to nonprofit organizations that support our [Corporate Social Responsibility](#) vision to improve humanity through creating, expanding, and amplifying volunteerism and giving efforts in support of these nonprofit organizations. We gladly devote time, energy and resources towards this vision because we are passionate about entrepreneurial development.

We continue to move our company forward with intention to maximize the impact of our efforts on our stakeholders. We strategize ways in which we can purposefully improve our position with respect to these issues. Our ESG program has also fueled conversations to refresh or review existing policies such as our [Policy Against Harassment and Discrimination](#) and our [Regulatory Affairs Policy](#), as well as create new policies such as our [Environmental Policy](#) and [Human Rights and Labor Standards Policy](#). Furthermore, we impact the SMB community through thought-leadership, helping them to see what they may not have previously considered to add value to their employee base and more effectively compete for talent. Our [Guidelines for Commenting on High Profile or Sensitive Issues](#) serves to define the appropriate role (if any) of our corporate voice when major events impact our society.





Be Incredible

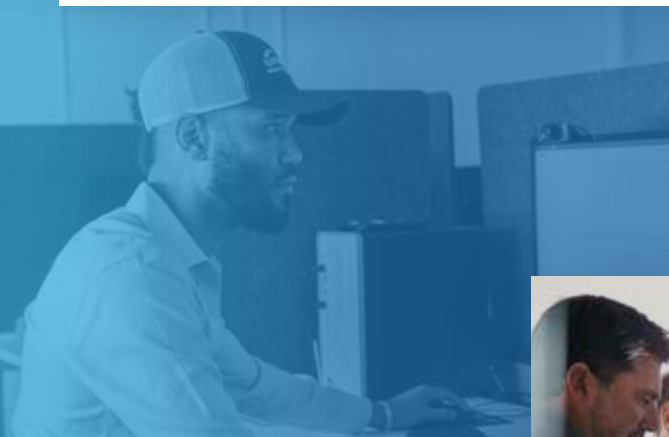
We invest in developing relationships with our stakeholders and strive to further diversity, equity and inclusion efforts and lead by example. We have and continue to develop green programs and practices to do our part in combating climate change. Our solutions strive to advance both the SMB workplace and the communities and environments in which we operate. We innovate to accomplish the extraordinary, all while cultivating a culture that maintains integrity in our efforts to earn and preserve the trust of our stakeholders.



Our core values are the ties that bind; regardless if you're in Finance, Legal, Marketing or the Executive Leadership team, these are our mutual accountabilities to each other and our customers. Being on the Talent Acquisition team, these are our guiding principles when sourcing talent and are essentially non-negotiables in order to be a corporate citizen of TriNet.



— **Cynthia Perez,**
Executive Director,
Talent Acquisition



SUPPORTING A SUSTAINABLE WORLD

In operating as an enduring company, we are conscious of how weaving in sustainable practices today will contribute to TriNet continuing to thrive in the future.

We noted the following in our inaugural report and it is worth repeating—we can't support people if the planet we live on isn't preserved. We've taken steps this year to make incremental improvements in our eco-practice and this section will highlight some of that work.



We all have a part to play in the stewardship of our planet. From innovative ways to reduce paper paychecks to ensuring our vendors share our passion for environmental protection, TriNet truly approaches its business with a mind toward sustainability. As leader of the “Environmental” group for TriNet’s second ESG report, I am proud to have the opportunity to detail the incredible things, big and small, that TriNet does in this regard.



— **Annmarie Liermann**,
Senior Counsel, Employment,
ESG Report Environmental
Track Leader

Commuting/Travel

Creating Opportunities

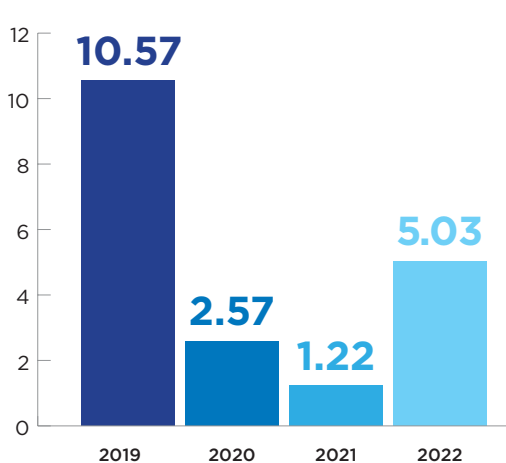
When the pandemic had us all dispatched to our homes, we discovered that teamwork and productivity could be maintained without daily, in-person attendance at an office. Both before and during the pandemic, TriNet invested in productivity tools to enable colleagues to work from home and avoid the carbon emissions inherent in commuting to and from the office. In 2022, our approach to business travel is nothing like it was before the pandemic. Technology has made many face-to-face meetings unnecessary. For us, this has resulted in untraveled miles on the roads and in the air, avoided nights in hotels and ultimately less greenhouse gas emissions.

By policy, TriNet limits colleagues’ permissible travel to that which has significant value for our business and for which remote communication technologies are inadequate to the task at hand.

Of course, the COVID-19 pandemic had a huge effect on business travel—not only for ourselves but for our clients and prospects. Given the restrictions of the pandemic, the number of miles flown by our colleagues was understandably and predictably lower in 2020 and 2021 than in 2019.

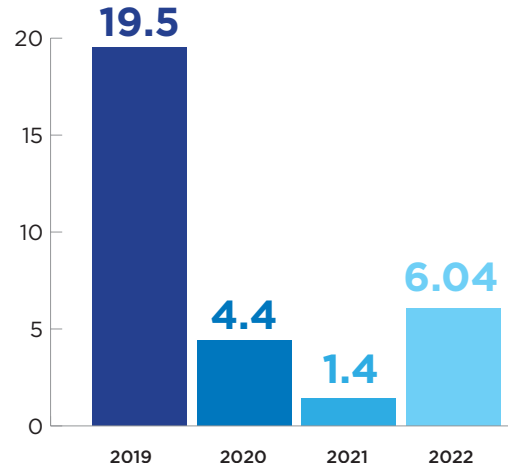
However, our 2022 air miles travelled is trending toward being half that of our 2019 miles, the last full year before the pandemic. This is the case even with our acquisition of TriNet Zenefits, as we now have colleagues in India and work with companies in Poland and the Philippines, which has meant that we have had some travel to distant international destinations. Our 2022 hotel nights stayed is trending toward being less than one-third of the nights stayed in 2019. This reflects how our approach to business travel and air travel in particular has changed. More than ever, we look at business travel as an option of last resort used only when our many e-conferencing and collaboration tools cannot obviate the need for an in-person meeting or event. These lessons have meant that we are far more intentional with our dedicated ‘in person’ time, and will result in much less greenhouse gas emissions from flights or ground transportation than in pre-pandemic times and reduction in the carbon emissions inherent in hotel stays.

Miles Flown*



* In the millions. 2022 figures are extrapolated through year-end based on first-half 2022 data.

Hotel Nights Stayed*



* In the thousands. 2022 figures are extrapolated through year-end based on first-half 2022 data.

Paper Paycheck Reduction

TriNet continues to promote alternatives to paper paychecks. The number of paper paychecks issued by TriNet exceeded 700,000 in 2019, which by 2021 was significantly reduced to slightly more than 400,000.

To facilitate further reduction of paper paychecks, in October 2021, we introduced a new pay card with streamlined, paperless registration and administration, as a payment option for all worksite employees and TriNet colleagues.

This new offering is an electronic payroll delivery service that makes it easier for users to receive wages electronically and manage their finances, particularly for those employees who do not have a traditional bank account. Each pay period, TriNet deposits employees' wages into their FDIC-insured pay card account and users can access those funds using a vendor check or pay card. Using this service saves paper, prevents greenhouse gas emissions from transportation of paper checks and makes access to funds easier. Learn more about our pay card efforts in our [ESG Spotlight #1](#).



Real Estate and Facilities

With fewer colleagues returning to our offices than originally planned, TriNet has reconsidered its property footprint over the past year. We continued to eliminate unused real estate, an effort that was initiated in 2021. Between October 2021 and July 1, 2022, we closed offices or released floors of office space in Florida, North Carolina, New York, Georgia, Colorado, Nevada and California. In total, since October 2021, TriNet has eliminated 132,233 square feet of office space. This is space for which TriNet no longer uses power for heating, cooling, lights or powering appliances, including refrigerators and printers.

The reduction in office space also required the disposition of hundreds of items of office furniture, which TriNet sought to recycle in an environmentally friendly manner. For example, as a result of the Denver, Reno, Lake Mary, and New York office closures, we diverted a total of 51,500 pounds of recyclable material and donated 77 pieces of workplace furniture. We also resold furniture allowing 150 chairs and several other pieces of furniture, including workstations, refrigerators and microwaves to be reused rather than find their way to landfill.

TriNet continues in its commitment to leasing in buildings that practice energy efficiency measures and sustainable operations. We also consider energy efficiency in our interior design and construction projects.

Since October 2021
TriNet has eliminated

132,233

square feet of office
space.



Recycling and Usage Reduction

Promoting Recycling Through Signage

Recycling can be a challenge in a company like ours, with multiple offices each subject to the recycling rules of different municipalities. Adding to the challenge is that colleagues often have familiarity with rules in the communities where they reside which in some cases differ from the rules of our office locations. In other cases, colleagues lack meaningful experience in recycling altogether. For example, some of our offices offer municipal composting, which may not be offered in colleagues' home cities. As a result of these challenges, one of our offices received notification from the local recycler that the contents of our recycling bins were not properly sorted.

So, this year we renewed our efforts to educate our colleagues on what should go in each bin. To that end, we made and posted signs at the bins of our most visited offices with depictions of the items that should go into each bin. Each sign was tailored to the requirements of that office's municipal recycling and composting rules, and each depicts items commonly discarded in the workplace such as newspapers, take-out cartons and coffee cups. Even small ways to optimize our waste management can make a difference.



Indoor bin labels featured on this page are from StopWaste, a public agency reducing waste in Alameda County, CA. Please visit stopwaste.org for more information or ideas!



In a desire to try and leave a better world for future generations, I make every effort to recycle proper items. My favorite thing is to always use reusable shopping bags versus the store's plastic bags, fewer bags and less waste. I am thankful TriNet is thinking about sustainability and implementing 'green' efforts. I look forward to seeing how we evolve our approach over the next few years!



— **Sabine Cioto,**
Lead Client Benefits Consultant

Compostable Utensils

This year, in an effort to minimize single-use plastic products in our workplace, we introduced compostable utensils where municipal composting is available. Considering that we used nearly 50,000 plastic utensils in our headquarters office alone in 2019, and even acknowledging our reduced office presence, we anticipate that these efforts will help keep plastic utensils out of our landfills in the coming year.



Alternatives to Waste

Everyone loves their morning office coffee, but we don't love the daily pounds of plastic waste generated by the use of certain coffee pods. So, we came up with two solutions:

- At our Dublin corporate office, which offers municipal composting, we introduced compostable coffee pods that still offer the wide variety of coffees that our colleague population expects
- At two other frequently visited offices, we contracted with a company to wash and recycle reusable coffee pods—colleagues simply drop them into a special recycling box rather than the trash

These improvements will not only result in less plastic waste from our offices, but also demonstrate sustainable practices our colleagues can integrate into their home kitchens.



As someone who prefers sustainable solutions in my personal life, I am thrilled with TriNet's efforts to raise awareness about environmental and sustainability opportunities. Whether we are launching an educational series on sustainability that is accessible to everyone, promoting recycling and use of compostable utensils, driving efforts to reduce paper paycheck usage, or implementing our Environmental Policy, TriNet is creating the foundation for goals within our ESG program while helping the environment, focusing on stakeholder expectations, and bettering the world.



— **Kelly Tuminelli**,
Executive Vice President, Chief
Financial Officer,
Executive Sponsor, Women @ Work
CRG



Environmental Awareness Through Education

Teaching, Training and Targeting From Within

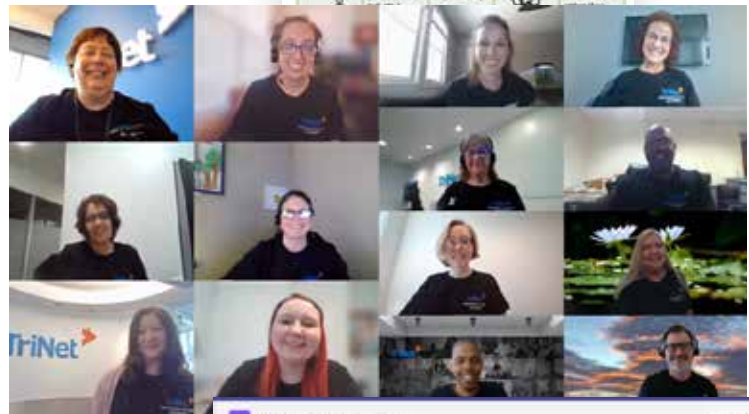
In its second year of existence, the TriNet **Green Team**, one of our **CRGs**, drives environmentally focused ideas for personal and business activity emphasizing awareness, sustainability, environmental justice and equity. One of the main goals of the group is to reduce the environmental costs of doing what we do at TriNet by reducing power usage, reducing work-related travel and commuting, and focusing on reduce, reuse and recycle initiatives.

The Green Team inspires green living with fun challenges. In conjunction with an article detailing ways to live greener around the holidays, the CRG sponsored a green gift challenge, encouraging colleagues to submit photos of presents to their loved ones that encouraged a greener lifestyle; entries included electronic concert tickets, green living products, even home-made presents. For Earth Week in April 2022, the Green Team held events discussing the effect of soil degradation and green cleaning and encouraged colleagues to participate in greener activities throughout the week, marking them off a bingo card and sharing the results with the CRG. And in July 2022, the Green Team hosted the Plastic-Free July Challenge, educating colleagues on ways to use less plastic and encouraging them to share how they did so on the Green Team's intranet page.

In the spirit of sharing and driving forward environmentally focused ideas, the Green Team maintains a very active team chat about various green issues. Members share their ideas, thoughts and concerns about environmental issues such as plastic over-abundance and the freecycle—or online donation—economy. All members are encouraged to contribute to the discussion and start a conversation on any environmental issue that matters to them.

For this year's **BUILD Week**, our internal virtual DEI conference, the Green Team hosted a talk on the environmental impact of clothing production with an author and activist, which was open to all TriNet colleagues. Following that presentation, several colleagues shared thoughts on how their shopping habits would change after the discussion.

Later this year, the Green Team plans to host in-person events, including hikes and trail or beach clean-ups, and to continue to encourage environmental volunteerism in our communities.



Colleague Educational Series

TriNet wants to keep green issues and simple sustainable lifestyle changes top of mind for its colleagues. To that end, the Green Team publishes articles on green issues on our intranet. We started in September 2022 with an article introducing a series on the fundamental elements—earth, air, water, fire and wood. Members of the Green Team will write articles tying into each of the elements and use those themes to guide sharing of related information. These articles are available to all TriNet colleagues and serve to bring awareness while encouraging change.



Celebrating Our Clients' Focus on Sustainability

Starting with Earth Week 2022, TriNet has featured some of our incredible clients' exemplary environmental practices via social media in hopes of encouraging other SMBs to follow suit.

During Earth Week, TriNet:

- Published an interview with the CEO of a custom home and cooling company who talked about how their company helped homeowners reduce energy usage by 25% to 75% with more modern HVAC systems, insulation and other improvements in support of their mission to take all homes off fossil fuels
- Featured a 3D printer company that takes recycling to the next level by printing with shredded plastic waste
- Published an interview between TriNet's CEO and the COO and cofounder of a high-end handbag company who discussed the company's approach to sustainability, with many parts of their brick and mortar store made from recycled materials and the nylon linings for their bags made from recycled plastic water bottles

Inspiring environmental habits doesn't begin or end with Earth Week. Following the interest in the Earth Week series, TriNet has selected a green-focused customer to feature in our social media posts each month. During our National Small Business Week Summit in May 2022, we featured an organic, plant-based and carbon-neutral restaurant and a business that developed a solution to food insecurity by bringing the farm, not just the food, to communities that otherwise cannot grow food. We also spotlighted a company that creates garments from responsibly made textiles shipped in compostable packaging. We do this to inspire other businesses to think creatively about how they too can integrate sustainability into their products and business practices.



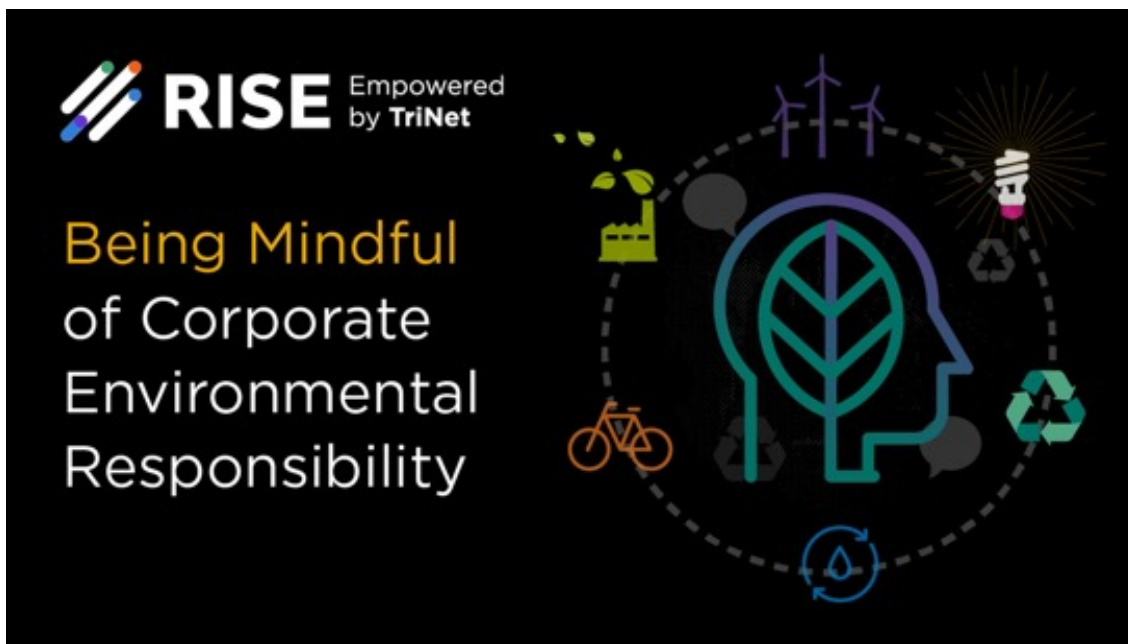
Introducing some compostables or reusables may seem like small changes, but we realized that we can't all be perfectly zero waste. We can, however, make slight changes to be lower waste, even if imperfectly, and those changes can be impactful not only in the aggregate but could introduce lower waste concepts to colleagues.



— **Melissa Shimizu**,
Sr. Counsel, Benefits Compensation
and Compliance

Shining a Light on Workplace Sustainability

Our **Rise** platform is an external facing collection of content that celebrates voices from the workplace. Following last year's success of our **DEI focused vignette series**, this year we sought to educate our customers and other SMBs on workplace environmental issues in a new series of vignettes designed to spur SMBs to think more about environmental sustainability. The first vignette detailed various options for businesses to participate in **corporate environmental responsibility** (CER). The second vignette will focus on the SEC's proposed environmental disclosure rules and what those might mean to SMBs.



ESG SPOTLIGHT #1

Sometimes the areas of environmental, social and governance overlap in interesting ways. This is the case with our Environmental Policy, our Vendor Code of Conduct, our Swag for Good program, our vendor diversity program and our pay card offering. Because these areas of focus for TriNet touch on various aspects of our ESG commitment, we highlight them here together.

Environmental Policy

TriNet is committed to conducting its operations in a manner that is environmentally aware and aligns with our core values. We also understand that an environment that is cared for is necessary for the betterment of our stakeholders and society. As such, we have published an [Environmental Policy](#) that details our commitment to practice responsible corporate citizenship, engage in sustainable activities and promote stakeholder awareness.



ESG SPOTLIGHT #1

Procurement

Vendor Code of Conduct

In December 2021, TriNet implemented our [Vendor Code of Conduct](#). This code describes TriNet's expectations for vendors, suppliers, contractors, consultants, agents and their employees when conducting business with TriNet. TriNet developed the vendor code in 2021 and began distributing it to and implementing it with our vendor partners in the first quarter of 2022.

The environmental sustainability section of the code demonstrates our awareness that our choices as a business impact the environment and that we expect our vendors to bring a similar awareness. Under the code, our vendors commit to operate in an environmentally responsible manner, strive to minimize adverse impact on the environment and to comply with all environmental laws, regulations and standards in the countries in which they do business. Our vendors must also agree to comply with, amongst other things, the Organisation for Economic Co-operation and Development Due Diligence Guidance for Responsible Supply Chains of Minerals from Conflict Affected and High-Risk Areas.

The vendor code calls upon our vendors to embrace TriNet's core value of Acting with Integrity, to join in our commitment to maintaining employment, labor and contracting standards, and to enhancing diversity, equity and inclusion as well as environmental sustainability. The vendor code requires applicable vendors to meet specified governance criteria, requiring a safe and secure workplace and respectful employment practices that are humane, decent and fair. Finally, the vendor code requires vendors to create a system for their own employees to raise concerns internally and also establishes a process for vendors to notify us if they believe that a TriNet colleague has not been acting in compliance with the law, ethical business practices or TriNet's core values.

The vendor code further asks vendors to report periodically on their investments and subcontracting activities involving small and socioeconomically diverse suppliers, as well as those owned by minorities, women, the disabled, veterans and LGBTQ+ individuals and other small businesses.

Vendor adherence to the code is so important to TriNet that we make compliance with it a part of our vendor contracts. The vendor code supplements the agreements that TriNet has with our vendors. The code is also available for any current or potential vendors to review at any time on our website.



We choose to do something because we care about people and our environment. We expect our vendors to do the same. I'm proud of the focus TriNet has on vendor selection and support of our environmental goals.



— **Suzette Hendrick**,
Executive Director, Procurement

ESG SPOTLIGHT #1

Swag for Good

As TriNet strives to do good, we like to highlight other companies that share this mindset. To that end, we work to fill our company store with merchandise from companies that are environmentally conscious and those who give back to communities in need. Our company store includes hats made from recycled plastic bottles, tote bags from a company that provides school meals to kids with every purchase, blankets from a manufacturer who donates products to those in need, ethical and sustainable fashion manufacturers and products that fund projects supporting the Earth and its communities.



TriNet Company Store Mission

To provide TriNet colleagues access to quality company-branded merchandise—from vendors that are environmentally sound and socially conscious wherever possible—and get it in front of the desired audience.

Vision

To do good as we share the TriNet brand through consciousness about who we work with and what we put into the world.

Diversity Among Vendors and Suppliers

TriNet recognizes the importance of supplier diversity and is committed to ensuring that it is an integral part of our strategic sourcing and procurement processes. Our Supplier Diversity Program not only focuses on the inclusion of diverse businesses when we bid out projects but also takes into account the diverse businesses with which our vendors work.

We:

- Actively seek certified suppliers owned and operated by historically underrepresented groups
- Ensure the inclusion of diverse suppliers as part of TriNet's strategic sourcing and procurement process
- Report on supplier diversity to both internal and external partners

We review relevant data on a monthly basis and seek input from industry leading resources on ways to improve our program. Our baseline survey in 2021 found that we had partnered with some key diverse suppliers but also showed us there was room for improvement. In our program's second year, we have established key monthly reporting, ensured all vendors are aware of our vendor code and we are working with our vendors to understand their own diversity programs. Our efforts contribute to the economic and social vitality of our communities and enhance TriNet's leadership role in our industry.

ESG SPOTLIGHT #1

New and Improved Pay Card Offering

Improving on an earlier version of this program, TriNet has empowered a segment of our stakeholders, our colleagues and worksite employees, by putting decision-making in their hands. The earlier version of our pay card program required our clients to opt into the pay card program and manually distribute plastic cards from their offices to participating worksite employees. Now, any colleague or worksite employee can opt to be paid by pay card from TriNet's platform or mobile app, either exclusively or in combination with another method of payment, and the pay card is mailed directly to the colleague or worksite employee. From there, funds are electronically deposited by TriNet into employees' FDIC-insured pay card accounts each pay day. The pay card issuer's mobile app contains functionality for, amongst other purposes, budgeting, paying bills and saving, and provides fraudulent account activity alerts.

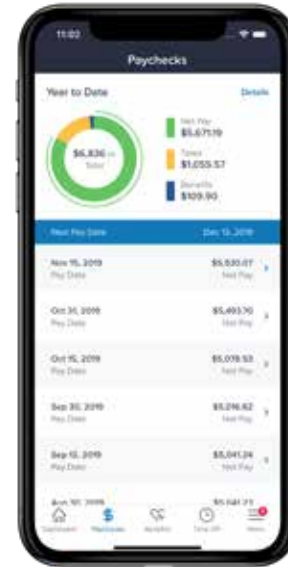
Compared to paper checks, payment by pay card has the following environmental and security advantages for our worksite employees and colleagues:

- Less paper used to print checks and mail in envelopes
- Avoidance of the carbon emissions necessary to transport each check from our distribution center to the employees
- Elimination of the possibility that a paper check and thus payment to an employee would be delayed by a severe weather event (which are becoming more frequent with climate change)
- No chance of payment being lost in the mail or delayed in an employer's office
- Impossibility of a check being fraudulently cashed
- Immediate availability of the funds to pay card users, without the need for further action from them such as obtaining the check and depositing it with a bank or check cashing business

With a focus on reducing our paper usage, we promoted this program at the outset especially to those worksite employees who had still opted to receive paper checks in October 2021.

The response to this program was enthusiastic as the number of users adopting the new pay card has continued to rise since its introduction. By May 1, 2022, the number of employees receiving a paper paycheck declined 12.65%.* We understand a variety of factors could be attributed to this decrease. Even so, we hope to see this trend continue. Considering that many employees receive between 24 and 27 checks per year, adoption of the new pay card by more users results in significant paper reduction.

In addition, we renewed promotion of this new pay card in Q3 2022, extolling the green as well as security virtues of pay cards over paper checks. Accordingly, we hope to see adoption of this new pay card increase during the remainder of the year and into the start of 2023.



* Compared against the total number of individuals receiving paper checks in October 2021.

CORE VALUES BROUGHT TO LIFE

Our **core values** drive what we do. Nothing encapsulates our core values quite like our marketing campaign revolving around the concept that people matter, which is not only a marketing theme but also a call to action and a reminder that what we do impacts thousands of lives every day.

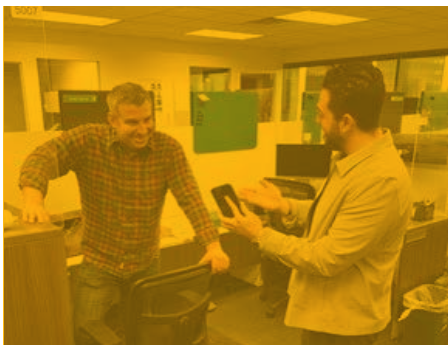
Our values drive us to improve the lives of our colleagues and those in our communities as we pursue our mission to power business success for SMBs by supporting their growth and enabling their people.



Leading the Social section workstream of this 2022 ESG Report has been an incredible privilege and learning journey. The project has exemplified the One TriNet culture through genuine collaboration and care. Since joining TriNet the week we went public in 2014, I have passionately pursued and celebrated our mission and vision for SMBs. We are dedicated to sharing our authentic selves and making a positive impact--and I look forward to doing more together on the road ahead.



— **Megan Midkiff**,
Talent Acquisition Manager,
People Team, ESG Report Social
Track Leader



Leading Together

We understand that part of our core value of Standing Together offers us the opportunity to *lead together*.

Business Coalition for the Equality Act

In 2022, TriNet joined the Human Rights Campaign's Business Coalition for the Equality Act. This is a coalition of a leading group of U.S. employers that support the Equality Act, federal legislation that would provide the same basic protections to LGBTQ+ people as are provided to other protected groups under federal law. The care and concern we have for our colleagues and customers are critical to how TriNet operates each day and we continue to take pride in doing what's right.



HUMAN
RIGHTS
CAMPAIGN
FOUNDATION™

Human Rights Campaign's Business Statement on Anti-LGBTQ+ State Legislation

2022 has seen an alarming increase in proposed anti-LGBTQ+ state legislation. Alongside the Human Rights Campaign and Freedom For All Americans, TriNet signed onto the Business Statement Opposing Anti-LGBTQ+ State Legislation. This statement addresses the wave of discriminatory bills being introduced in states across the country while calling on lawmakers to protect the rights of LGBTQ+ people everywhere. We believe that all people should be able to feel safe and comfortable to bring their whole, authentic selves to every part of their lives. By becoming a signatory, we continue to show that belief that aligns with our core values, particularly the values of [Stand Together](#), [Act with Integrity](#) and [Make an Impact](#).



The bills being introduced into state houses across the country that single out LGBTQ+ individuals do not benefit business, particularly the small and medium-size businesses that we serve. We believe that they increase complexity adding nuances that any business, but specifically a small or medium-sized business operating across state lines, will find difficult to navigate. The care and concern TriNet has for its stakeholders is a foundational element of our company's core values which support our vision of becoming the most trusted advisor to small and medium-size businesses by harnessing the power of scale.



— **Samantha Wellington**,
Executive Vice President, Business Affairs, Chief Legal Officer and Secretary,
Co-Executive Sponsor, TNET Pride CRG
Executive Sponsor, Black Employee Network CRG

Care Economy Business Council

The pandemic highlighted the workplace challenges faced by caregivers. As a leader in human resources, TriNet felt it important to be part of the thought leadership discussions around caregiving solutions and that such solutions be tied to HR best practices. TriNet is a founding member and participant of the TIME'S UP Care Economy Business Council. The council is made up of large corporations, small businesses, entrepreneurs and investors focused on ensuring that the issues associated with the requirements of care are front and center for legislators.



Small Business Week Summit

TriNet held its first annual Small Business Week Summit which included informational sessions with powerful small business thought leaders and conversations with innovative small business owners. Over the course of four days, many different topics were covered related to strengthening small businesses, including finance, HR innovation, new ways of working and the ultimate HR know-how.



“At TriNet we pride ourselves on helping small businesses achieve success,” said TriNet president and CEO Burton M. Goldfield. “Entrepreneurs and the people who work for them take incredible risks and now, more than ever, they need the insight and resources to arm them as they move forward. This is what the TriNet Small Business Week Summit aims to provide.”

— **Burton M. Goldfield,**
President & CEO, TriNet

Small Business Digital Alliance

Underscoring our commitment to SMBs, TriNet has joined the Small Business Digital Alliance (SBDA). The SBDA is a public-private co-sponsorship between the U.S. Small Business Administration (SBA) and Business Forward, Inc., a nonprofit organization working with small business leaders in support of policies promoting America's economic competitiveness. The alliance focuses on connecting entrepreneurs with critical, free digital tools and resources to start and expand their businesses to scale for success, including in the burgeoning e-commerce economy. They also commit to supporting our nation's growing small business sector and seek to provide access to free digital tools, briefings, panels and trainings to reach new markets, collaborate, find diverse talent and improve operations.



ESG SPOTLIGHT #2

This year, the ESG team partnered closely with internal stakeholders to identify opportunities to create and launch new policies and refresh existing policies. Earlier in this report, we noted the implementation of our first **Environmental Policy** to help guide our efforts in environmental stewardship. Additionally, we've demonstrated our commitment to human rights and fair working conditions by creating a policy that reaffirms how we've historically operated, and we updated our **Policy Against Harassment and Discrimination**.

HUMAN RIGHTS AND LABOR STANDARDS POLICY Respecting the human rights and dignity of all persons throughout our global operations, our supply chain and the communities in which we operate is fundamental to our practices. TriNet values compliance with universal standards of labor rights and recognizes how they are fundamental in promoting those global human rights. These key components can be found within our **Human Rights & Labor Standards Policy**.

POLICY AGAINST HARASSMENT & DISCRIMINATION TriNet is committed to providing a safe and respectful work environment free from unlawful harassment, discrimination and retaliation. We work to maintain a workplace that fosters positive working relationships. [Read our policy](#).



Focusing on Communities

We embrace the opportunity to lead with a mindset of doing incredible things together in order to *Make an Impact* in the communities we serve.

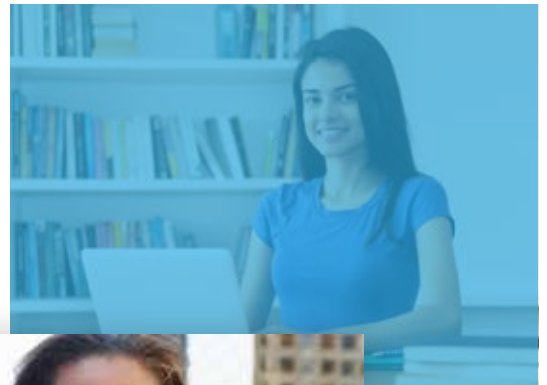
Corporate Social Responsibility

With the TriNet Corporate Social Responsibility program, we broaden our reach beyond SMBs to foster lasting and positive impact on our colleagues, our customers and the communities in which we operate. The program is supported by executive sponsors who provide strategic planning and operational oversight and is composed of two components: TriNet Foundation and TriNet Volunteers.

The TriNet Foundation

The TriNet Foundation, a donor-advised fund of TriNet, supports our Corporate Social Responsibility program through charitable giving. We strive to improve humanity through creating, expanding and amplifying volunteerism and giving.

During the foundation's inaugural year in 2021, we donated to Black Girl Ventures and Hire Heroes USA. This year, the foundation's most recent donation recipient was StartOut.



Black Girl Ventures

Black Girl Ventures Foundation (BGV)* is a nonprofit that creates access to capital, capacity and community for Black and Brown women-identifying founders. BGV identifies, disrupts and directs financial and social capital to entrepreneurs by creating access to equality in funding and relationship building, allowing founders to scale their businesses so that they can create intergenerational wealth.



Hire Heroes USA

Hire Heroes USA is a nonprofit organization that empowers U.S. service members, veterans and spouses to succeed in the civilian workforce.* Hire Heroes USA offers individualized career coaching, professionally written resumes, mentoring, workshops, a job board, career fairs and more to tens of thousands of job-seeking veterans and military spouses annually. Funded exclusively through public donations and private grants, their services are always free to clients.



StartOut

Founded in 2009, StartOut is the largest national organization to support LGBTQ+ entrepreneurs.** Its mission is to accelerate the growth of the LGBTQ+ community to drive its economic empowerment, building a world where every LGBTQ+ entrepreneur has equal access to lead, succeed and shape the workforce of the future. StartOut helps aspiring LGBTQ+ entrepreneurs start new companies; supports current entrepreneurs as they grow and expand their existing businesses; and engages successful entrepreneurs as role models and mentors on its online portal and through targeted events nationwide.



* The TriNet Foundation donated to this organization in 2021.

** The TriNet Foundation donated to this organization in 2022.

Making an Impact: Nurturing Our Ecosystem

Our Corporate Social Responsibility Program isn't focused solely on transactional relationships with nonprofits. We seek to influence ongoing impact through volunteerism and becoming part of an enduring ecosystem that helps both nonprofits and the SMB community thrive—whether it's rolling up our sleeves and volunteering, extending opportunities to share the stage at our marquee conference, TriNet PeopleForce, or bridging connections to help benefit the SMB community. Here are just a few examples of how we've done that recently:



Following The TriNet Foundation's 2021 donation to **Black Girl Ventures** (BGV), many colleagues volunteered to work on an exciting BGV opportunity. On **February 24**, BGV held their 2022 Customer Discovery Blitz during which BGV alumni were matched to a group of TriNet volunteers and one facilitator. Each BGV alumna pitched their business idea, followed by feedback from volunteers. The event was a success, with BGV Alumni members obtaining valuable feedback to use when bringing their products and services to market.

In May, **TriNet's second annual BUILD Week** provided numerous opportunities for colleagues to not only participate for their own enrichment, but also help to enrich the lives of others. TriNet Volunteers hosted two sessions during BUILD Week in partnership with Kynd Kits, in which TriNet colleagues volunteered more than 245 hours to produce kits:

- Career Readiness: 114 colleagues made care packages for participants who are seeking new careers. These tools will help guide the organization's clients through resume creation and interview preparation to support economic empowerment.
- Financial Literacy: 131 colleagues created Financial Literacy kits and care packages that will help youth with foundational financial education.



Following The TriNet Foundation's 2021 donation to **Hire Heroes USA** in **March 2022**, TriNet Volunteers partnered with them to launch a variety of virtual mentoring opportunities for colleagues to work with a veteran or military spouse. Volunteers were able to review resumes, portfolios and professional social media profiles, discuss job search best practices and entrepreneurship, conduct mock job interviews and prepare to negotiate salary after a job offer. Hire Heroes USA also presented information about the specific needs of veterans during **BUILD Week**.



Along with TriNet Foundation's donation to **StartOut** this year, we are commencing a volunteer engagement with them that extends opportunities to all TriNet colleagues to continue engaging and mentoring the LGBTQ+ community.

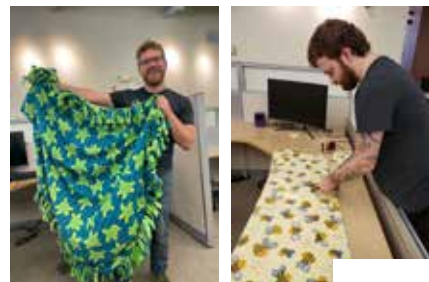
This fall, TriNet continued to partner with **Kids In Need Foundation** to launch the Supply A Teacher Program. TriNet Volunteers ambassadors nominate teachers in schools in our local communities to receive much needed supplies to start off the school year on the right foot—lessening the burden of purchasing supplies out of their own pocket. Supplies were recently donated to 320 teachers at 15 schools for 24 students. In addition, TriNet Volunteers encourages colleagues to send in handmade well-wish cards for students to be included in the supply boxes for teachers to hand out to students in need of encouragement throughout the year. Since 2021, we've distributed over 600 well wish cards to students.



I am thrilled to be working for a company that helps others. Whether it is through assisting our clients claim beneficial tax credits or giving back to our community, we are always looking for ways to support others.



— **Sybil Robinson**,
Partner Account Executive,
Clarus R+D



Throughout the year, **TriNet Volunteers** highlights our colleagues who volunteer in their local communities through quarterly “Small Acts of Kindness” articles. In this series, colleagues’ volunteer activities are highlighted while reminding all colleagues of volunteer hours available and encouraging them to volunteer and share their stories.

While metrics that include our Clarus R+D colleagues will be included in future reports, we’d like to highlight some incredible volunteer work done by the team this year because we think it helps to show just how connected in mission and actions our two companies are. Clarus colleagues formed a volunteer committee that focuses on opportunities to give back to their local community. Clarus colleagues worked closely with a charity that is known for providing temporary homes, support and access to medical care for families of children who are receiving treatment from local medical facilities. The team focused on three core initiatives to help this charity: blanket-making (these incredible colleagues obtained materials, crafted, created and washed blankets for the children living in the charity’s temporary space), donating funds through recycling efforts and collecting pop tabs from aluminum cans to help the charity raise funds from aluminum recycling centers. This was an entirely colleague-led initiative and the broader TriNet team is thrilled to have new colleagues who are inspired to stand together with those in need.



Focusing on Our Customers

Providing the optimal support that our customers require to achieve their goals continues to be of utmost importance to us. Our success is linked to the success of our customers so our core value of Leading with the Customer starts with what we can offer to them. We continue to evolve and grow, rolling out innovative ways to help our clients attract, retain and empower talent to pivot and thrive in a fluid business environment. In fact, one of our organizational priorities is to explore opportunities to expand our value proposition to meet the needs of customers where they currently are and where they will be.

Helping Our Customers Adapt to an Evolving Environment

During the COVID-19 pandemic, TriNet rapidly implemented the Family and Medical Leave Act (FMLA) expansion, emergency paid sick leave and relevant tax credits for our customers. Businesses must continue to work swiftly in these times of change and TriNet's online platform is updated to not only respond to current events, but to identify what will be needed for clients' continued success. With TriNet Mobile's upgrade this year, we responded to customers' needs for more flexibility and on-the-go access to better empower new hires to be able to efficiently complete core onboarding tasks from the palm of their hand. These features included the ability to set up login information, complete Form I-9 and Form W-4 information, and set up pay options.

The impact of COVID-19 continues to challenge individuals and businesses alike and TriNet remains focused on keeping colleagues and customers up to date. TriNet's COVID-19 Preparedness Center is updated consistently for the public to have a central place for guidance. On June 24, 2022, the U.S. Supreme Court delivered its decision on *Dobbs v. Jackson Women's Health Organization* and in so doing, overturned the 1973 ruling of *Roe v. Wade*. We want to help ensure our clients are kept informed about what this could mean for them as an employer. As such, we created a microsite that will make it easier to find important resources, including state-by-state requirements and leave considerations, to help support clients and our worksite employees in a post-Dobbs environment.



TriNet brings together a diverse group of individuals with a wide array of skills and experience and offers us the opportunity to make a difference in the lives of others. Supporting customers is at the center of what we do and is one of the most rewarding things about working at TriNet.



— **Marla Cussen,**
Director, Benefits Consulting

Supporting Our Customers

Our customers benefit when we focus on providing scalable solutions. We take the lead in areas that we have an aptitude for and are relied upon by our customers. We navigate, understand and translate the ever-changing landscape of local, state and federal regulations to provide the incredible SMBs we support the freedom to prioritize their focus on other areas. The amount of time and resources that are needed for businesses to be able to learn and correctly implement mandates, especially related to public health matters, is costly. TriNet provides those services while sharing thought leadership with our customers through on-demand webinars, instructional videos and informational blogs on current events.

Moreover, offering HR solutions and payroll services means that our customers need help at all hours of the day, every day of the year. Our Connect360 interaction model offers our customers support beyond traditional 9-to-5 hours, access to subject matter experts and the ability to track submitted inquiries on the TriNet platform, and enables us to deliver on our “follow the sun” service support model for our customers.



TriNet is also incredibly proud of acquiring Zenefits as of February 2022, a leading SaaS-based human capital management (HCM) solution purpose-built for SMBs to enable people operations. TriNet and TriNet Zenefits colleagues work together as one powerful, dynamic team to continue to lead with the customer. The TriNet Zenefits team expands our presence beyond the U.S. and Canada—and we now have colleagues in India!

In addition, in September 2022, we acquired Clarus R+D, which helps SMBs take advantage of the research and development tax credit, one of the largest tax incentives available to U.S. businesses. Clarus R+D’s cutting-edge, cloud-based software platform, coupled with the deep expertise of its professional services team, delivers access, compliance and clarity for federal and state R&D tax credits saving businesses valuable time.

Clarus R&D and TriNet share a culture of creating value and optimizing access to cash flow for our customers. Since its founding in 2016, Clarus R&D has secured approximately \$250 million in tax credits for its customers. Combining these tax credits with our existing TriNet credit programs, nearly \$500 million in savings will be returned to our customers by early 2023. This does not include the approximate



Meeting our customers where they are is core to how we at TriNet think about shaping and evolving our business. Success to us means we are proactively arming our clients with both the wisdom and the tools they need to grow and thrive, irrespective of macroeconomic trends and across economic cycles.



— **Sam Davies,**
Director, Strategy, Corporate
Development

\$1.9 billion in paycheck protection program loan forgiveness that we helped TriNet customers secure.

These acquisitions demonstrate the way we think about the critical role that we play in the growth and success of our customers, always looking to meet our customers where they are to ensure we remain a part of their critical ecosystem; supporting their growth and enabling their people.

Historically Underrepresented Businesses

TriNet's Historically Underrepresented Businesses (HUB) program is intended to assist our client companies founded or run (or both!) by underrepresented populations in the business community. This includes persons of color, women, the differently abled, veterans and the LGBTQ+—or those organizations that have a stated mission of funding, coaching, educating or working with such businesses. The program utilizes TriNet's SMB ecosystem to help HUB communities connect with each other and access valuable resources. Our program is built upon four pillars: Education, Mentorship, Access to Capital and Government Programs Awareness.

We launched our program in May 2021 with our Education pillar in association with an organization that has a venture capital and not-for-profit arm supporting the HUB community. This year, we expanded our focus and launched a webinar series on topics of interest to the HUB community. We are also developing a mentor/mentee program that links underrepresented founders, leaders and aspiring entrepreneurs in our client ecosystem who want to participate. This pillar will aim to develop a network of participating leaders who can engage in roundtable discussions and provide access to thought-leadership. We are also building an external site to share curated government programs we believe would be helpful to our client base.

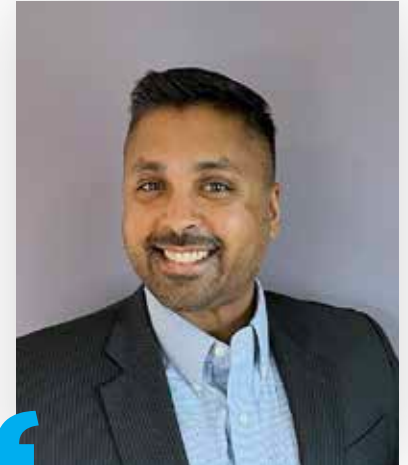
Focusing on Our People

We fully believe our people are our greatest asset. So, it's crucial to us that our colleagues are enabled to drive business success—and have good opportunities for personal growth and development, access to training and benefits, feel supported and are engaged.

Employee Development and Growth Opportunities

We put a lot of effort into supporting a culture of learning. We appreciate that everyone's learning and development journey is personal, so our programs are configurable to meet each individual's needs. We offer live, virtual, on-demand and self-directed learning with opportunities to watch, read, listen, discuss, debate, experiment and practice.

We offer creative and effective ways for our colleagues to learn and evolve in areas of interest to them and take control of their own career journeys. We do all this based on a strategy for developing people that is purpose-driven, performance-oriented and principles-led.



I believe the entrepreneurial spirit is one that brings an incredible ability to conjure an idea and drive it to existence through intention, strategy, grit and the support of many hands. TriNet celebrates and amplifies this spirit in the small and medium-sized business community and the founders and the employees who make up that community. In my role, I have the opportunity to learn from leaders who understand the importance of elevating founders from all background and supports those entrepreneurs who might benefit from a little help. I am very fortunate to be part of the magic that happens at TriNet.



— **Mathew Ted Thomas**,
Chief of Staff, Legal, Risk,
Government Affairs and Compliance,
ESG Program Lead,
Historically Underrepresented
Businesses Program Lead

Colleague Onboarding

Our onboarding program is refined to boost engagement while aligning new colleagues with goals and TriNet's culture. Our comprehensive onboarding portal outlines step-by-step guidance for leaders and new colleagues for the first month of employment and beyond that, based on specific department or colleague needs, may include virtual live instructor-led sessions on new hire orientation, health and wellness tips or service model and systems overviews. For some departments, this is followed by functional learning journeys, peer mentoring, additional virtual e-learning courses and on-the-job development. Onboarding survey results confirm our program's success and colleague engagement.

Skills Development

We continue to see increases in the demand for skill development courses for our colleagues. Our Talent Management team's skill development program had a 17% increase in year-over-year course offerings between 2020 and 2021. Based on the 35% increase in year-over-year utilization between 2020 and 2021, TriNet increased its course offerings by 29% in the first-half of 2022. TriNet also continues to enhance our colleague learning experience by offering thousands of free skills courses, certification prep classes, aspire learning journeys for technology and skills benchmarking assessments within our Learning Management System (LMS).



Team Building

Team-building workshops promote employee engagement, boost company culture, and lead to increased collaboration and improved communication. Our team-building offerings are primarily virtual and support the growth and development of interpersonal relationships promoting alignment, communication, strengths and trust, resulting in increased performance and productivity. We have experienced an increase in demand for a variety of reasons, including the virtual environment, a desire for teams to gather in-person onsite and word-of-mouth promotion. This has led to a 57% increase year-over-year in the number of sessions delivered.*



CORE Training

Our comprehensive, required in-house curriculum, Compliance, Operations, Regulatory, Ethics (CORE) training annually re-educates all of our colleagues on the laws, regulations and company policies that apply to their area of business and responsibilities. These trainings are approximately four hours and are designed to develop, maintain and improve operational readiness. CORE training includes topics like our [Code of Business Conduct and Ethics](#), privacy, data and information security, and PEO business acumen.

New hires receive an additional layer to these trainings during our robust onboarding program.

* Percentage compares workshops delivered as of September 30, 2021 and September 30, 2022.

57%

increase in team-building workshops delivered year-over-year.*

Colleague Safety and Health in the Workplace

Facilitating colleague safety and health is paramount to TriNet. For example, since the beginning of COVID, our Risk Mitigation team has conducted—and continues to conduct—ergonomic assessments for internal colleagues, wherever they may work, which has likely resulted in preventing multiple cumulative trauma disorder (or repetitive motion disorders) related claims. To maintain physical safety, we also restrict access to TriNet facilities to authorized personnel and employ several security measures, including requiring visitors to sign-in, escorting visitors within TriNet facilities and utilizing an electronic physical access control system. In addition, here are just a few things we've established and continue to work on to keep our team safe and healthy:

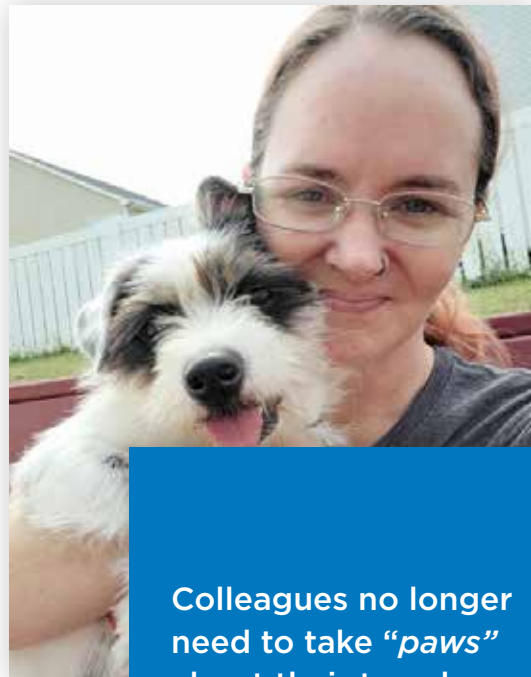
- Workplace Violence Prevention Program
- Injury and Illness Prevention Program
- Hazard Communication Program
- Emergency Action Plans
- Volunteer Emergency Response Team (VERT)
Floor Warden Training

Our Corporate Physical Security and Safety (CPSS) team is developing a new CORE Security Awareness course to bring additional awareness and underscore the importance of topics such as physical security, workplace safety, business continuity and disaster recovery. As we continue to evolve our health and safety programs to meet the needs of an evolving workplace and maintain compliance with relevant safety standards, the CPSS team is in the process of evaluating the scope of work required to implement a health and safety management system that is certified to the OHSAS 18001 or ISO 45001 standard.

When Life Happens

As noted in our 2021 ESG Report, our experience with the pandemic reinforced that a healthy workforce is fundamental to the company and our core values. TriNet continues to provide an additional 40 hours paid sick and family care leave to colleagues each calendar year to be used for illness for self or a family member as well as doctor appointments and well visits. This additional paid sick leave supplements the already generous paid time off (PTO) program we have in place. We also added subsidized caregiving services for all colleagues, where TriNet subsidizes 10 days of backup child or adult care.

In 2022, we added a new benefit and now also subsidize backup pet care. In addition, TriNet has many colleagues throughout the Southeast and in response to Hurricane Ian, TriNet established and began to administer a disaster relief program to provide reimbursement for certain expenses incurred because of the Hurricane. This disaster program is also intended to assist colleagues who may be impacted by future federally declared disasters.



Colleagues no longer need to take “paws” about their travel plans since TriNet now reimburses pet care.

Mental Well-Being

TriNet continues to communicate with colleagues regarding events that could impact their mental well-being. We regularly remind colleagues of the availability of our employee assistance program (EAP) in hopes of assisting colleagues with life challenges, increasing the program's usage and to destigmatize mental health issues. Consistent with this focus on well-being and equity, TriNet and our **CRGs** continue to serve as a supportive community for our colleagues. For example, the goal of our **TriNet Lighthouse CRG (TLC)** is to cast a guiding light for colleagues who may have shared experiences or ideas for coping with challenging times in a volatile, uncertain and ever-changing world.

The Sky's the Limit! Career Planning and Mentoring

We want colleagues to achieve their career goals and be able to access resources that support pathways for growth within TriNet. We are thrilled to report that 23% of the open positions we filled from January 1 through September 30 were filled by internal colleagues moving within the company.

To further support internal mobility, we are in our second year of the TriNet Colleague Mentoring Program. This program is available to all colleagues and is delivered in two journeys—formal and self-directed. Our formal program is enterprise-wide, pairing mentors and mentees based on the colleague's goals, with program guidelines on engagement during the term. The program includes a firm start and end date, specific checkpoints and learning opportunities throughout. We offer two cohorts over the course of each year and the program has sustained a 96% to 97% positive satisfaction score from participants.

Our informal, self-directed mentoring program is comprised of resources for colleagues to structure their own experience. Mentors and mentees can choose to identify their own partners leveraging our online internal mobility platform and assume responsibility for the success and continuation of the mentorship relationship.

This platform supports potential internal career matches for our colleagues, highlighting available opportunities within the company, based on their unique skills and competencies. We believe that as colleagues learn and grow within their current roles, they should be enabled to expand into new TriNet positions as their career passions develop throughout their tenure within the company.



Our internal mobility was

23%!

This represents the percentage of open positions from January 1 through September 30, 2022 that were filled by internal colleagues.

I started TriNet Lighthouse for Colleagues (TLC) in response to the increase in mental health issues brought on by the COVID-19 pandemic—after two years we have almost 200 members! My hope was to decrease stigma around mental health in the workplace while providing a safe space for colleagues to support each other through shared experiences. The greatest benefit I have seen is members willing to be vulnerable, which enhances connection and increases the likelihood that they'll find ways to help themselves from hearing others' stories.



— **Julie Koebel, MSW, CPCC,**
Executive Director, People Business Partner,
Co-Lead, TriNet Lighthouse for Colleagues (TLC) CRG

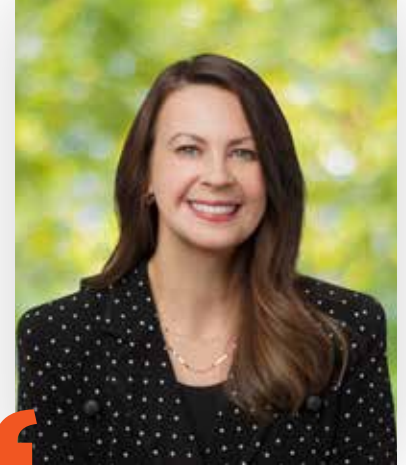
Listening and Learning Strategy

TriNet values that all colleagues have a voice and we encourage them to share their thoughts, feelings and ideas about the future of TriNet. Our listening strategy ensures multiple opportunities for colleagues to provide feedback across all levels of the company to keep a pulse on TriNet and to gain insight for actions. Our approach includes conducting a formal colleague engagement survey annually and facilitating roundtable conversations with leaders for candid dialogue around key topics that are top-of-mind for our colleagues in a transparent and informal setting.

Colleague Engagement

As noted in last year's ESG report, we leverage a third-party survey provider to administer and analyze our annual Colleague Engagement Survey (CES) to empower colleagues to anonymously share direct and candid feedback. TriNet considers this feedback not only a gift, but also vital for developing our action plans. We want to take intentional and meaningful steps after thoughtful review and consideration of our colleague feedback. Questions on the CES are based on Glint's professional and business services industry benchmarks* and best practices including questions on trust, company culture and work/life balance.

Our engagement efforts continue to build on the encouraging scores from the 2021 CES. TriNet launched our 2022 annual survey in August 2022 and saw an 83% completion rate—a 6% increase from last year, with an employee satisfaction (ESAT) score of 78% (four points higher than last year). As with prior surveys, we will further aggregate those results, review the more than 5,900 submitted comments and take appropriate action. This consistent annual approach enables TriNet to cement its culture of belonging, helping colleagues feel they are making a valued contribution to TriNet in the joint success of service to each other and our customers.



I'm excited to see TriNet's ESG efforts accentuate the many factors that are part of TriNet's core culture and business strategy. Creating a sense of belonging through diversity, equity and inclusion efforts, and creating a culture of compliance that includes all colleagues has always been part of our DNA. Monitoring the measurable impact of employee engagement through metrics allows us to focus on the strategic opportunities that provide the greatest positive impact. It's important to us to create a great place to work that provides colleagues with opportunities to learn, grow and feel empowered to enhance their TriNet experience.



— **Catherine Wragg**,
Chief People Officer,
Executive Sponsor, Women
of Color CRG

*Glint's 2020 benchmarking data for the "Professional and Business Services" industry.

Nurturing Our Leaders

Leaders are crucial to the success of our business and our colleagues. We provide our leaders with the resources to enable their teams and support our company strategies and core values. Our robust leadership development curriculum consists of formal courses, certified coaches, external experts, mentoring, informal cohorts and rotational programs, including shadowing and exposure at the executive levels. We also keep our leaders connected to company strategy by using weekly Manager Corner communications.

Building on programs launched in 2021, we've established internal leadership forums so our leaders can learn about key strategic initiatives directly from our executive leadership. We believe these conversations will nurture a sense of accountability with our leaders to help drive the company forward.

In the first half of 2022, we launched coaching circles, including one for new leaders and one for sales leaders, where colleagues come together with a certified coach to both receive group coaching and also learn coaching techniques to use with others. This fosters a safe learning environment to then leverage those capabilities with their teams.

Performance Development

Our performance development philosophy remains a balance of accomplishing annual corporate and individual goals along with demonstrating our core values. We have a formal review process and bi-annual cadence, however we also encourage frequent coaching and a constant feedback loop between managers and colleagues throughout the year.

Rewards and Recognition

If we see something good, we like to say something good. We enable and encourage all colleagues to celebrate and recognize each other's incredible work through TriNet's online company-wide recognition program, the Appreciation Hub. Colleagues actively extend thank you and other eCards, submit nominations for awards and grant points that are redeemable for merchandise through the hub's marketplace. Activity metrics in the first half of 2022 have already outpaced 2021 with over 27,000 award nominations and eCards distributed in the first six months of 2022!

Colleagues have sent over

27,000

award nominations and eCards in the first six months of 2022!

We also recognize colleague tenure in the company with service milestone awards. Our enhanced service award program launched on August 15, 2022, is available for colleagues based in the U.S. and Canada. This award includes a personalized digital yearbook and the ability to select a gift depicting the service anniversary year.

TriNet's Quarterly Recognition Awards Program empowers colleagues to nominate and acknowledge colleagues who exemplify our core values and One TriNet culture. Each quarter, the Incredible Heroes Awards honor individual contributors, teams and leaders who bring our core values to life, support our customers and colleagues with challenges, and make a meaningful impact.



Data for 01/01/22 to 06/30/22

Total Rewards at TriNet

TriNet recognizes that pay is only one of many considerations for new and existing talent in a competitive labor market, and that colleague retention is the key to our continued success. Our benefits and wellness program is an important element of compensation for our workforce retention efforts and demonstrates to our colleagues that we are committed to providing benefits that are an attractive part of their compensation. TriNet continually analyzes our benefits and wellness offerings and actively pursues ongoing enhancements.

Benefits

TriNet offers robust medical, dental and vision benefits and health care savings accounts. We offer paid sick and family leave, dependent care flexible spending accounts, life, disability, and AD&D* insurance and an employee assistance program (EAP). Spouses, domestic partners and dependents are eligible to participate in our health insurance offerings.

Our health and wellness benefits include:

- Health insurance
- Dental insurance
- Vision insurance
- Life insurance
- AD&D insurance
- Supplemental life insurance
- Supplemental AD&D insurance
- Employee assistance program (EAP)
- Health saving account (HSA)
- Dependent care flexible spending account (FSA)
- Healthcare flexible spending account (FSA)
- Short-term disability insurance
- Long-term disability insurance
- Pre-tax commuter benefits

Our voluntary benefits include:*

- Legal service plan
- Auto, home and renter's insurance
- Pet insurance
- Accident insurance
- Hospital indemnity insurance
- Critical illness insurance
- Personal excess liability insurance
- Individual disability insurance (IDI)
- Identity theft protection

Retirement and equity benefits include:

- Employee stock purchase plan
- 401(k) with company match

Paid leave benefits include:

- Paid personal time off
- Paid sick and family leave
- Volunteer time off
- 11 paid holidays and one floating holiday
- Parental leave
- Voting time off

* While TriNet is the single-employer sponsor of all its health and welfare benefit plans, these are voluntary benefits and are not ERISA-covered group health insurance plans.

Paid Sick and Family Care Leave

When our colleagues experience their own or a family member's illness, or decide to expand their family, we support them in ways that go beyond baseline legal requirements. In addition to our Paid Time Off policy, TriNet expanded the scope of our paid sick and family care leave. Now colleagues may take paid time off for a broader array of family care, including being available for children's educational activities such as attending individualized educational plan (IEP) meetings, school closures and adult care.

Paid Parental Leave Enhancements

Effective July 1, 2022, we enhanced our parental leave policy to provide an additional six weeks of paid pregnancy and childbirth-related medical leave, which adds to our previously established paid parental leave now providing up to 18 weeks total paid leave for birth parents. We also expanded the eligibility requirements for paid parental leave to start on day-one at TriNet. Colleagues are now eligible for six weeks of paid parental leave, starting on the first day of employment. After the first year of employment, colleagues will then be eligible for 12 more weeks of paid parental leave. This increased offering was also effective as of July 1, 2022, for the birth, adoption or foster placement of a child that occurred on or after May 1, 2022. Eligible colleagues include legal partners of the biological parent, following the birth, adoption or foster placement of a child, and we will provide more time if required by applicable law. Paid parental leave is provided in addition to PTO, sick and family care leave, and other paid leave provided by TriNet.

Health Advocacy

TriNet is also happy to provide additional resources via a health advocacy service that provides hands-on support for a variety of health and wellness issues. This resource is available to U.S.-based colleagues currently enrolled in a TriNet-sponsored medical plan and is also accessible for their spouse or domestic partner, dependents and even parents and parents-in-law, with no cost to colleagues. This advocacy service can help with navigating providers, plan coverage, the system and more. The service also provides specialized services that support people. For example, eligible LGBTQ+ colleagues can use this service to navigate through gender-affirming care, receive coming-out support (at home and work) and find LGBTQ+ friendly support groups for individuals and family members.



Words nearly cannot express how wonderful and amazing it is to work with TriNet. We're treated as family here, with unique needs and lives, and TriNet recognizes and supports these needs through things like sponsoring medical travel and providing gender transition guidelines. Speaking as co-lead of our [TNET Pride](#) CRG, these things may seem small, but are transformative. It's humbling and an honor to work for a company that isn't performative, but says that they care and actually proves it every step of the way.



— **Heaven Knight**,
Manager, Technology
Operations Center
Co-Lead, TNET Pride CRG

Gender Transition Guidelines

This year we published TriNet's Gender Transition Guidelines, which are intended to help alleviate the stress a transitioning colleague may experience. These guidelines were created with input from members of the [TNET Pride CRG](#) and we anticipate these guidelines will help all involved in the process with content such as:

- Gender transition overview
- Guidance for transitioning colleagues, managers and People Team business partners
- Processes colleagues can take to be supportive and supported in a transition
- Overview of potential colleague concerns

Transitioning is deeply personal for each person affected and we hope these guidelines will make it easier for colleagues working with another colleague who is contemplating or undergoing transition to be aware of important topics and processes around transitions that impact the workplace. This document helps facilitate "open door" conversations and is an important part of our core value of Stand Together, as well as our efforts around belonging and inclusion.

Stipends for Travel Necessary for Medical Care

Effective July 6, 2022, TriNet is assisting any colleague with up to \$4,000 in reimbursement of travel expenses, should travel be required to access medical care not legally available to them within 100 miles of their home.

In July of 2022, we announced the launch of Enrich™, a revolutionary product line that empowers our customers to expand the benefits available to their employees. The first two products released were Enrich Access, which allows TriNet customers to offer tax-free travel reimbursements to their employees for medical care received far from their home, and Enrich Adopt, which allows TriNet customers to offer their employees tax-favored reimbursements for expenses incurred during the adoption process. In September, we launched Enrich Learn, which allows TriNet customers to offer tax-optimized educational assistance to their employees. During Hurricane Ian, we made Enrich Disaster Relief available to our customers wishing to provide tax-optimized support to their impacted employees.

“TriNet believes that benefits, including access to healthcare and family planning services, are essential to attract and retain world class employees for many SMBs. Equitable access to healthcare is a key part of our expertise and the value that we bring to our customers.”

— **Samantha Wellington**,
Executive Vice President, Business Affairs, Chief Legal Officer and Secretary of TriNet

Fostering Health & Work-Life Balance

TriNet continues to enhance its wellness program that rewards colleagues with “wellness points” for completing healthy behaviors such as annual physicals, attending webinars, meditation sessions, physical activity challenges, volunteering and ergonomic reviews. Colleagues can redeem wellness points for many different items, including gift cards, fitness trackers and even electronics.

As part of TriNet’s ongoing commitment to wellness, we have teamed up with a renowned weight loss program to offer a digital subscription at no cost to U.S. benefit-eligible colleagues through December 31, 2022.* Program enrollment has reached 900 colleagues who have logged 537 net pounds lost as of July 1, 2022. We are also pleased to implement optional Wellness Wednesday sessions once a month, with a certified holistic health coach. Our coach shares a blog post on the topic of wellness and each month hosts a 30-minute live guided mindfulness session. The goal is to help each colleague build their own mindfulness toolkit so they can become the greatest version of themselves.



As of July 1, a total of 15,355,162 wellness points have been redeemed for an equivalent of \$91,792 worth of rewards.*

Our individual and team step challenges are especially popular. Our CEO, Burton M. Goldfield, loves to engage in our walking challenges and Kathy Bailey, Senior Administrative Coordinator in our Admin Services group loves to compete with him! They sure keep each other on their toes.

A total of 451 colleagues participated in the 2022 Incredible Race Team Challenge, completing more than 125 million steps. Of those, 363 participants achieved the 150k step milestone. We stand together by stepping together!



No Meeting Days is another company initiative designed to ensure colleagues are working sustainably and allow themselves time for a recharge. No Meeting Days are designated, with a company-wide calendar placeholder, for the last Friday of every quarter. As the name implies, all colleagues are encouraged to refrain from scheduling any meetings on these days.

No Meeting Days originated from our commitment to civic engagement. The first No Meeting Day was implemented during an election year to help colleagues take time off to vote. Colleagues found the experience so beneficial, we integrated the concept as a regular event; showing our willingness and dedication to taking opportunities to be better *wherever* we may find them!

* Participating colleagues are subject to applicable tax reporting and withholding by TriNet.

Financial Wellness

We offer a 401(k) plan with a company match of up to 4% of the colleague's eligible compensation. The company match vests in real time as the colleague invests—not just quarterly or annually. Of the eligible colleague population, our data shows that 93.74% participate in our 401(k) program.

In addition, we also provide colleagues access to the following financial wellness benefits:

- Access to financial planning services, meetings with financial advisors and health savings accounts (HSAs) which can pay for medical care during retirement
- Company ownership opportunities for all eligible colleagues through our Employee Stock Purchase Plan (ESPP)
- Learning programs to support colleagues in understanding and utilizing the TriNet benefit offerings that support their financial wellness

We understand a mentally, physically and financially stable colleague is good for us and for society. In addition, we hope that our efforts to provide access to health, mental, financial and nutritional education and support show how much we value our colleagues.

Meeting Colleagues Where They Are

In November 2021, TriNet's Women of Color (WOC) CRG concluded a seven-session women and wealth series entitled "Women Starting from Behind," presented in a comfortable and safe setting for discussing the subject matter. The series focused on creating a roadmap to build wealth through investing, the importance of security in retirement and the importance of an individual recognizing their worth. With sensitivity to the fact that planning both short- and long-term action can be overwhelming, each participant completed assignments to help develop their plan. This series was a key opportunity for WOC to support its members and by extension, their communities, by creating awareness and understanding of the impact and value of building generational wealth. WOC hopes to host another financial literacy segment in 2023.



At TriNet we understand that what we do is more than payroll and HR. What we do helps our colleagues and worksite employees focus on what matters: the ability to pay their mortgage and get care for a sick child. We also help them focus on the future, thinking about how to set up a college fund or how to plan for their own retirement. This is why we say that People Matter. It's at the core of everything we do. It's who we are.



— **Alex Warren,**
SVP Customer Experience,
Member, TriNet Retirement
Plan Committee,
Co-Executive Sponsor, TNET
Pride CRG

Belonging: Diversity, Equity and Inclusion

At TriNet, building a culture of belonging is critical to the success of our business. TriNet's diversity, equity and inclusion (DEI) vision is to nurture a culture where colleagues feel they belong, their individual needs are supported and they're inspired to bring their authentic selves to work. Together, we focus efforts on growing awareness, strengthening understanding and progressing practices to support an equitable, inclusive and diverse workplace. It takes purposeful effort from all our colleagues to achieve this vision. 2021 was a pivotal year for our focus on increasing intention and transparency in our culture, grounded in our TriNet core values and our "One TriNet" culture—a system of shared assumptions, values and beliefs that guide how we behave.

Our DEI journey is based on a framework that was built upon foundational principles that we use to align all our DEI work, while supporting three pillars of execution. This framework outlines what we hope to achieve and why it's essential. Perhaps most importantly, it guides our journey by informing our specific annual goals and initiatives tied to our DEI strategy.

While we recognize that many companies use diversity as a metric to measure equality, our guidepost is inclusion and belonging. It's about a fundamental shared purpose to which everyone can subscribe.

TriNet's 2022 DEI Goals



DEI Education and Awareness

Commitment to Learning

DEI-related events and communications help raise awareness and understanding. Examples include intranet posts on history and cultural topics, gamified learning, recipe sharing, colleague spotlights and featured guest speakers. Some of the many DEI-related curriculum and events we support include:

Monthly DEI celebrations such as Black History, Women's History, Asian Pacific Heritage, National Hispanic Heritage and Pride, as well as specific days including Juneteenth, Pride Day, Cinco De Mayo, Earth Day, Transgender Day of Visibility, National Purple Heart Day and more

Coffee talks where colleagues can speak about designated DEI issues such as cancel culture, ageism, gender identity and other pertinent topics—these events were attended by 415 colleagues in the first half of 2022

Colleagues are also able to build awareness on various topics through our podcast series, TriNet Talks, featuring both internal and external guests

Our DEI skill development curriculum continues to expand, with recent focus areas including Fostering Belonging, Allyship in Action, Cultivating Your Happiness and Dilemmas and Diverse Perspectives

We communicate with our colleagues about DEI programs, initiatives, strategy, framework and goals through our internal DEI site

We launched our [Diversity, Equity, Inclusion and Belonging at TriNet](#) external site in 2022 reflecting our commitment and focus on driving a culture of belonging at TriNet

Our CRGs host membership meetings and all-colleague events that bring awareness to colleagues regarding various DEI topics

Sharing Thought Leadership With Our Customers

TriNet continues to pave the way for SMBs to create a diverse, equitable and inclusive work environment by shining a spotlight on these important issues. We strive to do that in part through the TriNet DEI Series, a series of stories that we launched in March 2021 on our [Rise](#) platform, a dynamic digital hub where voices from the workplace come together to share inspirational stories and on-the-ground perspectives that shape the future of work. Users can journey through illustrative stories and scenario-based outcomes involving issues such as building diversity in the workforce, equity and equality and unconscious biases to provide tangible examples of what it means to foster a diverse, equitable and inclusive workplace.

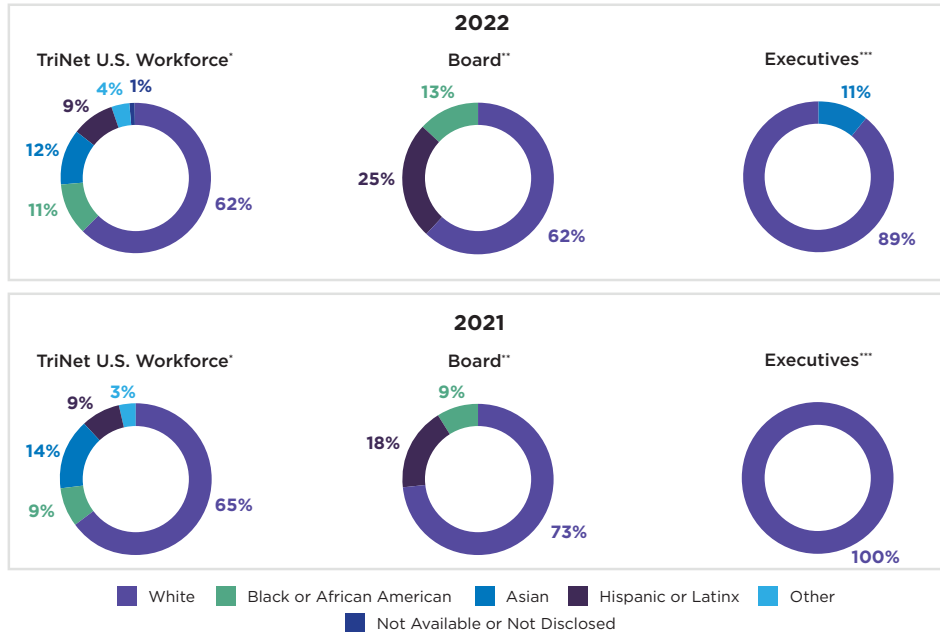
Women CEOs and founders are featured in SHEconomics, an original series co-produced by TriNet and Radivision. Moderated by best-selling author of Brotopia, Emily Chang, each of the eight episodes explores the journeys of female trailblazers, the roadblocks they've overcome and where they're headed next. This platform provides SMBs new perspectives and learnings on growing their businesses.

Embracing Diversity

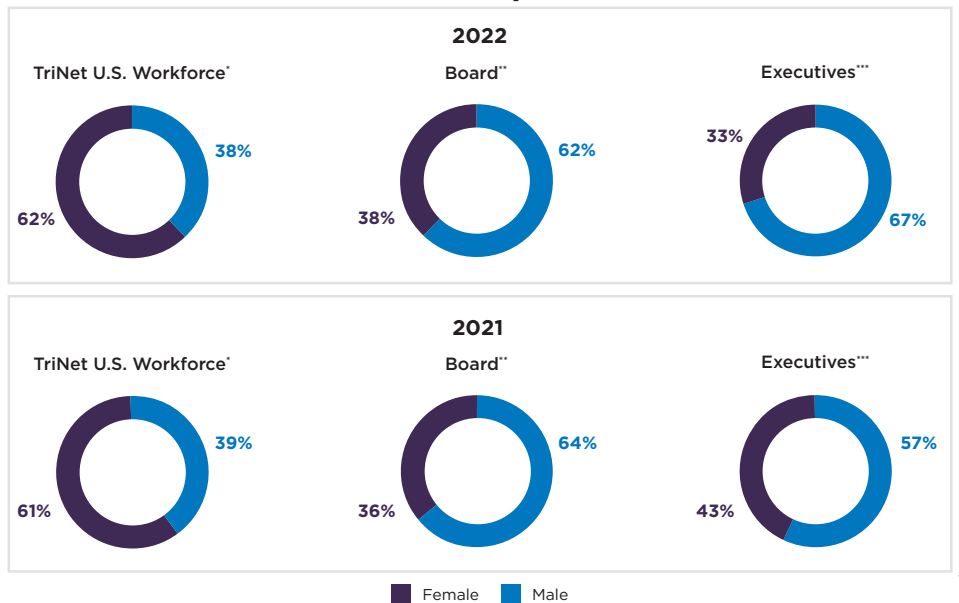
TriNet continues to reinforce a culture of belonging – from honoring and recognizing Employment Disability Awareness Month to encouraging colleagues to notify others of their pronouns through internal profiles and email signatures. We continue to strongly invest in driving our efforts on equity and inclusivity.

The charts below represent the gender and racial composition of our board, our executive team and all other positions. We recognize the gender composition data is represented in a binary format; this classification format aligns with the SASB disclosure standards that we referenced when developing this report.

Racial/Ethnic Composition



Gender Composition



* Percentages based on data derived from TriNet and is representative of composition data as of September 30 for the year specified. Percentages do not include board or executive management data. These percentages do not include colleagues from our 2022 acquisitions.

** Percentages representative of non-executive director composition data as of September 30 for the year specified.

*** Percentages based on data derived from TriNet and is representative of composition data as of September 30 for the year specified. Percentages do not include board or non-executive management data. This graph includes the CEO and reflects executive leadership reporting directly to the CEO. These percentages do not include leaders from our 2022 acquisitions.

† Percentages may not total 100 due to rounding

TriNet BUILD

TriNet continues to encourage belonging and hosted its internal annual virtual DEI conference, BUILD Week, in May 2022. BUILD stands for Belonging, Unity, Inclusion, Learning and Diversity. The week-long conference schedule was organized into distinct tracks of education, exposure and experience related to DEI and like last year, BUILD offered over 40 sessions. Throughout the week, colleagues had the opportunity to engage in conversation, learn from one another and hear different perspectives from experts, clients, leaders, notable DEI experts and each other.



Advancing Women in Leadership Initiative

TriNet launched an initiative in 2022 to assist women with leadership skill development. Our 2022 advancing women in leadership pilot program includes 10 colleagues. The program presents a unique opportunity for participants to join a six-month leadership coaching program that includes bi-weekly group coaching sessions, accountability touchpoints and on-demand resources—all geared to support their continued growth goals and leadership skills.

Leadership Development Rotational Program

As noted in our 2021 ESG Report, we developed our DEI Leadership Rotational Program, pairing colleagues with a business leader or member of the executive leadership team to serve as that person's chief of staff for a period of time. This program serves to facilitate a process to provide visibility and development for diverse leaders, increase the diverse leader talent pool in our company, and create cohorts of rising leaders who can learn from each other while focused on specific topics that are relevant to their growth at TriNet. In fact, one such colleague has since transitioned to become executive director in our corporate benefits team and another is responsible for this report.

Colleague Resource Groups

Colleague resource groups (CRGs) are colleague-led, self-directed voluntary groups that offer opportunities to network internally, attract a diverse colleague base, provide an inclusive space for the sharing of ideas and business solutions critical to TriNet's success, and create opportunities for mentoring and career development. TriNet provides CRGs with a budget and encourages them to hold events open to CRG members allies, and anyone with an interest in the CRG. TriNet CRGs provide an outlet for ideas to become a reality and our CRGs have been driving meaningful change within the company.

Events held so far include coffee talks on issues of interest to those CRG communities, internal speed networking, cooking demonstrations, beach clean-up events and virtual book clubs. In addition to providing a safe space, TriNet's CRGs are utilized strategically for colleague development. We envision the CRGs to be woven into TriNet's tactical plans to achieve our long-term strategic goals. It is important to us that sponsorship of the CRGs at TriNet means that colleagues who take part can stretch beyond their normal skill sets to impact the company in new ways. Our intention is that the CRGs at TriNet create opportunities for colleagues to grow as individuals by developing their leadership, project management and cross functional engagement skills. We encourage colleagues to include impactful work done within a CRG and skillsets learned through work with a CRG into performance reviews.



It's an honor to be part of the journey to evolve our diversity, equity and inclusion strategy at TriNet. It's a pleasure working with our colleagues and seeing how our strategy directly contributes to their sense of belonging. I can't wait to see how we continue to grow in the years to come.



— **Treisha Kong-Rodney,**
DEI Manager, Talent Management
People Team

CRG Mission Statements



Asians@TriNet

To build an inclusive community and provide a support network focusing on career development, Asian cultural awareness, community outreach, and mentorship programs.



Black Employee Network (BEN)

To create a collaborative space for all TriNet colleagues to support the success of Black colleagues within the organization.



TNET PRIDE

To build colleague connections in a safe and courageous space. Empowering, supporting and celebrating our incredibly diverse LGBTQ+ community. We build community through educational events, volunteerism and giving.



TriNet Lighthouse for Colleagues (TLC)

To provide an inclusive community of belonging where colleagues across TriNet can support each other through a variety of mental health-oriented initiatives and educational events. The group provides resources to improve mental health, increase resiliency, and remove the stigma surrounding mental health issues.



Green Team

To provide similarly engaged TriNet colleagues a place to come together to share and drive forward environmentally focused ideas and living/business solutions, including awareness, sustainability, and environmental justice/equity.



Women of Color (WOC)

To build a high-trust professional network and community for Women of Color colleagues and their allies while cultivating a sense of belonging and engagement and serves as an inspiring forum to promote conversations and ideas that'll bring a diverse approach to challenges, drive innovation, growth, and Women of Color talent retention here at TriNet.



Juntos

To drive awareness within the Latino/Hispanic colleague community highlighting cultural identities to leverage experiences within TriNet.



Working Caregivers

To stand together as working parents and caregivers and utilize each other as support in a collaborative environment.



Women @ Work

To empower women through developing and strengthening their voices at TriNet.



Veteran Employee Team (VET) CRG

The mission of the Veteran Employee Team CRG is to provide a welcoming and collaborative group for veterans at TriNet and allies, to recognize those who served and their supportive military families, which offers experiences that support, guide and inform about various veterans' topics.



Abilities CRG

The Abilities CRG is envisioned to be a resource group for colleagues with both visible and invisible differences as well as their allies—to support and share experiences, build awareness in our TriNet community, and to have a place to discuss workplace and related caregiver challenges and opportunities.



Namaste-India CRG

To further promote an inclusive environment at TriNet by: 1) Providing members with the ability to share the rich Indian cultural heritage via ethnic events, 2) Offer culturally sensitive/relevant educational and professional development opportunities, 3) Effectively leveraging the Indian cultural diversity to champion innovation, creativity and to BE INCREDIBLE, and 4) Welcome allies and effectively engage them via learning, participation and input to foster a cohesive TriNet workforce.

In March 2022, we hosted our first annual CRG Open House to further educate and build awareness with our colleagues on the mission and purpose of our CRGs. More than 217 colleagues attended this four-day event with over 50% of those attendees becoming CRG members. We continue to see positive growth in our membership and the number of CRGs. As of June 2022, CRG options have grown over 30%—to 12 CRGs—and membership is up over 68% year-over-year. More than 758 colleagues are connecting with one another, mentoring, learning and taking an active role in supporting DEI efforts and driving change across the company.

Hiring and Retaining Diverse Talent

Because TriNet recognizes the value and importance of treating applicants, interns and colleagues in a fair, equitable and non-discriminatory manner, we are committed to principles of equal employment opportunity. As our 2021 report stated, we implemented language auditing software to remove bias in policy language and author gender-neutral job descriptions. Our recruiting tool allows our Talent Acquisition team to review masked resumes during the first step of the sourcing and selection process, to enable our team to source from a wider pool of talent and further mitigate bias. We also utilize a skills assessment with auto-grading that ranks candidates based on merit, not background (used as a data point in select roles). This embeds additional DEI levers in our fair and equitable selection process and we have maintained positive CSAT (candidate satisfaction) scores amongst our candidates.

Our colleagues are more inclined to produce incredible work when they feel like they belong—and part of that feeling of belonging comes from knowing that they are working in an environment where they are being treated fairly. We try to create such an environment by making a commitment to provide equal employment opportunities and ensuring our policies, programs and workplace support our DEI strategy.

We also engage our Total Rewards team to help identify accurate market pricing of jobs. Our career architecture framework supports ongoing pay equity analyses so we can fairly and equitably compensate our colleagues based on their role, their level of experience and skills for their geographic location. Additionally, TriNet uses our career development tool to facilitate career growth and internal mobility.

From an early career perspective, our 2020 and 2021 internship recruiting strategies were unprecedented for TriNet as we quickly pivoted to fully remote allowing for broader talent sourcing efforts unrestrained by location.

Our summer 2021 accomplishments included:

- Participating in 14 virtual career events—six of which were diverse universities with three of those being inaugural relationships
- Attending [National Association of Colleges and Employers \(NACE\)](#) meetings
- Networking with affinity groups and organizations, such as historically Black colleges and universities (HBCUs), Women in STEM, LGBTQ+ and neurodiverse communities



Don't know what 'neurodiverse' means? We got you! Learn about [neurodiversity](#) now.



Since the inception of our partnership with a recruitment process outsourcing (RPO) vendor, one focus has been to reinvigorate sourcing efforts to widen and diversify talent pools from which TriNet recruits and hires. Our vendor is continuously conducting market research to strengthen recruitment efforts to ensure diverse talent markets are included within TriNet's growing talent pools.



Accessing Diverse Talent

TriNet was a gold sponsor—and a significant presence—at the Women Impact Tech Accelerate conference held in San Francisco in March 2022. The event featured keynotes, panel discussions and breakout sessions, and helped to create dynamic conversations surrounding inclusion and innovation. TriNet sponsored a booth, two colleagues were featured on panels and information sessions, and several colleagues took the opportunity to network and build relationships. This was a great opportunity for TriNet colleagues, including the Talent Acquisition team, to meet members of the technology community. TriNet, alongside other well-known brands, also explored connections with career transition organizations like one that has developed a comprehensive transition program for athletes at all stages of their career, empowering them to transfer those skills into the appropriate business environments.

**Women Impact Tech
Accelerate San Francisco**
March 17, 2022



The Impact of Unconscious Bias in the Workplace
Time: 9:15a.m. PST

Rachel Beaulieu
Executive Director, Business Architecture and Data Governance



Professional and Caregiver—How to do it All
Time: 11:00a.m. PST

Natasha Vola
Vice President, Back Office Digital Transformation



Knowledge starts here.

Commitment to Communication

Our communication platforms are consistent in their messaging including The Source (our intranet hub), quarterly Company All-Hands meetings, All That Matters and Top of Mind blogs from our CEO, corporate emails and monthly leadership meetings. We're always seeking to connect with colleagues in new ways that resonate with them and facilitate direct communication within our company. These best practices fuel transparency, inform decision-making company-wide and empower colleagues to share crucial information with our leaders. This communication strategy throughout TriNet supports, and is consistent with, our approach to governance as it promotes informed oversight and mitigation of risk for our board and management. In this spirit, we're positioned to enhance interactions for colleagues, in late 2022, by launching three new avenues for engagement and dialogue with our president and CEO, Burton M. Goldfield:



Our new Ask Burton video series is designed for our CEO to respond to colleague questions about our business or anything else. Colleagues will be invited to ask their questions on a video call, for Burton to answer on The Source. Colleagues can listen on-demand at any time.



In July 2022, we launched an internal TriNet Financial Results call held each quarter, the day after we announce earnings. Colleagues are invited to join this 60-minute call where Burton discusses highlights of our latest financial results and colleagues can ask questions of our CEO and the leadership team.



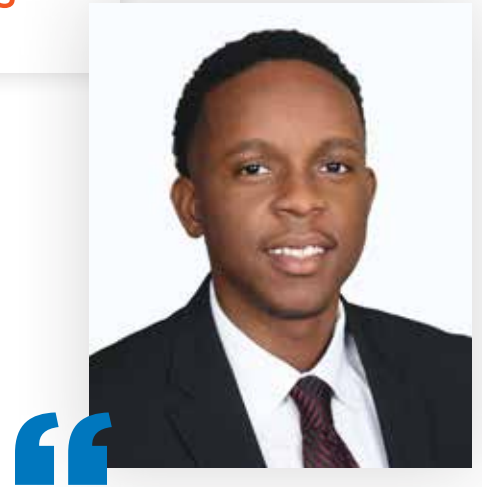
Brunch with Burton is a roundtable series designed for more personalized communication. A small number of colleagues are invited to join Burton for virtual, informal discussions about life at TriNet. These roundtables provide an opportunity to help break down organizational barriers and encourage our colleagues to get to know each other even better.

TriNet Votes

Empowering Colleagues to Participate

TriNet is committed to supporting our colleagues' civic engagement and encouraging them to vote. We have dedicated resources on our intranet site, including a robust non-partisan voting tool that provides registration information, as well as resources to learn about candidates and issues in various jurisdictions. We also feature colleague-written articles about the importance and impact of voting, such as the significance of mid-term elections. As of June 2022, we revised our Voting Time Off Policy to provide four hours of paid time off to vote on Election Day, or earlier, as well as to participate in the election process in a way that is meaningful to colleagues. We are also encouraging a "No Meeting Day" on Election Day, so colleagues can focus on fulfilling their civic duty. Throughout the months leading up to the election, we share additional resources, volunteer opportunities and election updates.

We also periodically post voting related articles on our external facing blog throughout the election season. Our most recent blog post was "Your Voice Matters: Supporting Your Employees in Using Their Voting Rights." The article gives external parties, including our customers, insights into empowering employees and encouraging them to use their voice and vote as well as the value of get-out-to-vote (GOTV) programs in general.



I am proud to work for an organization that takes pride in ensuring our colleagues get out and vote. It means a great deal that our CEO makes ESG a major priority. TriNet also ensures the work of TriNet Votes is front and center. Voting means a great deal to me, as my grandmother is a former NAACP president. She would take me out to our communities to pass out registration information and ensure community members were aware of voting deadlines. I am proud that through the TriNet Votes campaign the company I am a part of ensuring we motivate our colleagues to remain active in voting.



— **Paul Sheehy, III**,
Sr. HR Business Sales
Consultant,
Treasurer/Co-Lead, Black Employee
Network CRG

ESG SPOTLIGHT #3

At TriNet, we believe that protecting the personal information we collect and maintaining the security of our systems and data are central to our value proposition and our business. We recognize that our protection of data and respect for the privacy of personal data shows our commitment to society's expectation of privacy. Therefore, we are extremely focused on incorporating privacy and security awareness into our corporate culture.



Privacy Training

Being responsible data stewards is an organization-wide effort. TriNet has implemented trainings and other educational initiatives that are focused on the importance of protecting personal information. That is why TriNet colleagues are trained on best practices for dealing with ever-changing privacy requirements. This includes required annual training courses for TriNet colleagues, including those specific to the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the handling of sensitive information.

TriNet goes beyond required trainings to keep colleagues alert to privacy issues in everyday work and life. As part of this effort, TriNet celebrated International Data Privacy Day with a live and interactive session with colleagues highlighting current events and simple habits that can have a big impact on how data is handled. When colleagues can relate to real world and often personally impacting privacy issues, the connection to the importance of privacy-minded work is further ingrained.

Trust is vital to all of the individuals whose personal information we collect and one of the best ways to earn that trust is to keep their personal information private. At TriNet, we believe that privacy is at the foundation of trust and we strive to be a builder of trust.



— **Lisa Waggoner,**
Chief Privacy Officer

ESG SPOTLIGHT #3

TriNet participates in various privacy industry forums, including the International Association of Privacy Professionals (IAPP), with several staff holding privacy certifications.

Security Training

We invest in security education and awareness efforts to support a vigilant and mindful workplace culture. As a part of our annual security training, colleagues learn about up-to-date security requirements and best practices. TriNet also established a robust phishing training and awareness program that includes monthly phishing tests to increase colleague awareness on identifying and reporting suspicious emails.

We augment company-wide efforts with targeted training at multiple levels of the company. We conduct in-depth tabletop exercises and role-based technical security training based upon job responsibilities. Our approach to security is fun, accessible and engaging, as evidenced by our monthly security video series and games.

Privacy and Security By Design

Another way we embed privacy and security principles in our corporate culture is through the incorporation of such principles into the development of our technologies, processes, business environments and products. We prioritize and consider “the right thing to do” with data throughout the data life cycle.

From a privacy perspective, we integrate respect for individual privacy rights and proactively address privacy in the creation and operation of new products, systems and processes. Our goal is to embed privacy and security principles as part of the foundation of our products and services. We aim beyond meeting minimum requirements and instead strive for best practices and ethical treatment of the information entrusted to us.

From a security perspective, we collaborate with our colleagues to make sure security is a top priority when developing new products and technologies. We also utilize a secure software development cycle that is intended to prevent and/or detect security vulnerabilities. Moreover, we have developed security architecture standards and processes to support secure design and configuration of networks, network infrastructure and information systems.



Security at TriNet is focused on protecting our colleagues, customers, and communities in pursuit of zero harm, quality outcomes, and a high trustworthiness quotient.



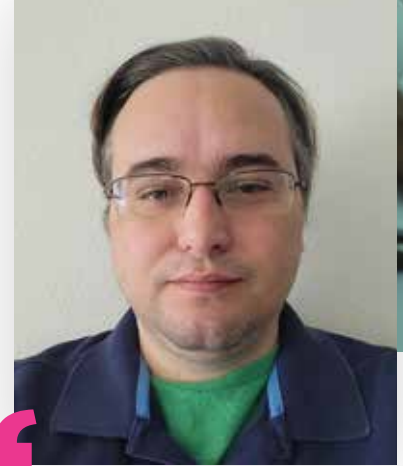
— **Timothy Torres,**
Chief Security Officer

ACTING WITH INTEGRITY— CORPORATE GOVERNANCE

TriNet recognizes that it is essential that we meet our corporate responsibilities to our stockholders and other stakeholders by establishing and maintaining appropriate, strong governance policies and practices.

Good governance is good for business. Our governance practices promote transparency, fair dealing and compliance with legal and regulatory requirements which in turn helps us maintain high ethical conduct and standards. These practices help guide us to achieving our company goals and are within our corporate DNA— one of our core values is to Act with Integrity.

So, how do we think about governance here at TriNet? Well, governance can touch on many different focus areas. In this report, we focus on the structure and composition of our board and its committees, our conduct and ethics, and important policies and practices that form our governance framework.



I have been honored to be asked to lead the Governance track again this year and am proud of the progress we have made since last year. We continue to expand and improve our governance processes and policies to help build a sustainable business for the future that will address our stakeholders' interests. I am genuinely excited to see how we can build on our existing achievements to further enhance our program in the future.



— **Matt Slack,**
Corporate Counsel, Tax & Corporate,
ESG Report Governance Track Leader



Assembling the Team

Our board of directors is made up of individuals with diverse experience, skill sets and backgrounds that reflect the needs of the customers we serve. We aim to select highly qualified candidates who, if appointed to the board, will be in a position to learn our business and make a positive impact as quickly as possible.

We have designed a formal process by which we select and on-board new directors. If a new candidate is under consideration for board membership, all then-current board members are given the opportunity to meet and speak with them, and they will meet with our CEO, CLO and other senior management. All new candidates undergo a full background check and complete a director questionnaire which inquires as to the candidate's directorships and positions with other companies, their potential relationship with our auditors their family members' relationships with TriNet and other potentially related parties and other questions designed to establish the candidate's independence under New York Stock Exchange (NYSE) rules and provide background and skill sets for consideration. In addition to considering functional skill set and experience when determining suitability for candidacy, we also consider matters that would add to the diversity of perspective around the board table such as gender, race, ethnicity, national origin, veteran status, disabilities, socio-economic status and sexual orientation.

Framework for Success

We provide our newly appointed directors with tools to learn about TriNet and our industry so they can add value at their first meeting. They meet with our senior executives to get more detail on what our processes are, the current topics that the board is working on and a briefing on the technical and legal aspects of their new role. They are given educational material that include:



These materials are available to all of our directors for quick reference when needed.

Independence of the Board

TriNet recognizes that prudent governance starts with independent directors on our board. Our board conducts regular reviews of its composition, the composition of its committees and the independence of each of our directors. Other than Burton M. Goldfield, by virtue of his position as our president and CEO, each of our directors is “independent” as defined under the listing requirements and rules of the NYSE.* In making this determination, our board considers the current and prior relationships that each non-employee director and their immediate family members have with TriNet and all other facts and circumstances the board deems relevant in determining their independence. As of the publication of this report, there are no family relationships among any of the current directors or any of our executive officers.

Board Composition

Our board chair is David C. Hodgson. Our board consists of three classes of directors, each serving a three-year term. A director whose term expires is eligible for re-election at our Annual General Meeting of Stockholders and gains re-election by a plurality of votes of the stockholders. Vacancies arising on the board before expiration of a term are generally filled by a candidate elected by the majority of the remaining directors.

We believe that our staggered board approach helps to ensure continuity in our board’s leadership. It also helps protect against opportunistic attempts to control or influence TriNet or to advance short-term agendas that deprive our stockholders of value. We believe these factors outweigh concerns expressed by certain proxy advisory firms that staggered boards reduce directors’ impact and accountability to stockholders.

Our board and each of its committees meet on at least a quarterly basis. In 2021, our board held six meetings with 100% attendance and 27 committee meetings. Non-management directors met in executive session, presided over by the board chair, four times in 2021.



As the Chair of TriNet’s Nominating and Corporate Governance Committee, I have a unique purview into the Committee’s work and how it embodies strong governance practices and ESG principles. Our Committee provides critical oversight to ensure we maximize the collaboration and contributions of current members of our Board while also building a pipeline of potential new Board members. Assembling a team of individuals who have a diversity of lived experiences, thoughts, and perspectives is a key priority. This ensures our Board is able to guide TriNet through various complex issues and opportunities that arise when providing value as partners to small and medium sized businesses across the country.

I am very proud that our Company understands the strategic advantage of a deliberate and engaged Board that has a focus on continuous improvement and development at all levels of leadership.



— **Ralph Clark,**
TriNet Board Member, Nominating and Corporate Governance Committee Chair, Compensation Committee Member

*NYSE Listed Company Manual, Rule 303A.02

Board Skills and Backgrounds

TriNet recognizes that diversity in experience, skill sets and personal backgrounds of members of our board are key to good governance. Currently, we have nine directors, including three directors who identify as female* and three directors from historically underrepresented communities.** Our directors have skill sets and backgrounds in the areas of:

Skills and Backgrounds Represented by Board of Directors

Financial Expertise, Literacy & Audit	Customer Experience
Banking & Capital Management	Investor Relations
Insurance Industry	Marketing
Corporate Governance	Strategic Planning
Technology	Not-for-Profit
	SMB Sector

Diversity in Leadership

Category/Section	Russell 3000 Average***	TriNet†
Board Size	9	9
Average Age	62	57
Gender (Male)	73%	67%
Gender (Female)	27%	33%
Average Tenure	8 years	5 years
Independence	81%	89%
Non-Management	N/A	8/9 members (89%)†
Underrepresented Communities**	N/A	33% (Current)†

* As defined in California Senate Bill No. 826 Corporations: Boards of Directors, signed September 30, 2018. While SB 826 has since been overturned, we use the definition therein for consistency with our previous ESG Report.

** Defined as "an individual who self-identifies as Black, African American, Hispanic, Latino, Asian, Pacific Islander, Native American, Native Hawaiian, or Alaska Native, or who self-identifies as gay, lesbian, bisexual, or transgender" under California Assembly Bill No. 979 Corporations: Boards of Directors: Underrepresented Communities, signed September 30, 2020. While AB 979 has since been overturned, we use the definition therein for consistency with our previous ESG Report.

*** Compared to Russell 3000 averages for 2022.

† As of September 30, 2022.

As you can see from the demographic information represented above, our board demonstrates the importance we place on diversity in leadership. We currently are below the Russell 3000 averages for age and tenure of board members, which we believe makes sense in the context of our growing company and our target customers. TriNet shows its commitment to diversity, equity and inclusion, but most importantly belonging, more than a third of our board is comprised of individuals who identify as female or are from historically underrepresented communities (or both). In addition to the considerable skill sets that our board members bring to the company, we believe that representation matters and that the demographics of our board are important for our colleagues when considering their sense of belonging at TriNet.

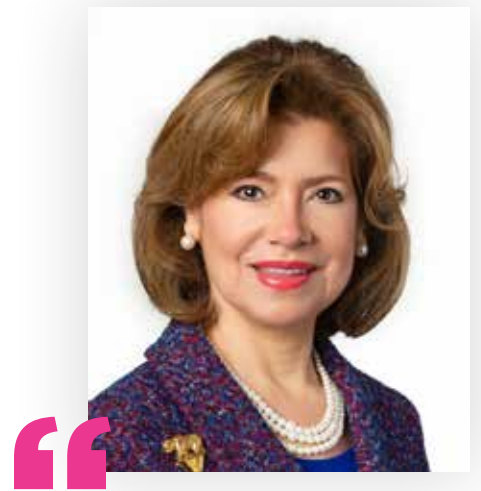
Board Performance Evaluation

To help maximize their effectiveness, our board and its committees undergo a comprehensive annual performance evaluation process, as required by our [Corporate Governance Guidelines](#). The Nominating and Corporate Governance Committee works directly with our chief legal officer to formulate our approach to the annual evaluation. As part of the evaluation, each year we review the latest legal requirements and consider best practices that may have been successfully adopted by other companies.

Role of the Board in Risk Oversight

One of our board’s key functions is informed oversight of our Enterprise Risk Management program. Our board administers this oversight function directly as well as through the board’s standing committees. Our officers are responsible for day-to-day management of the material risks that TriNet faces.

Our board receives periodic updates from our management and their independent advisors throughout the year regarding the risks that TriNet faces and reviews our enterprise risk management program at least annually. In addition, our committees meet periodically with our management and their independent advisors to review risks and risk management processes relevant to the committees’ respective areas of oversight. Our committees regularly report to the board.



Board Committees

Our board has several committees that guide the company’s management team and assist the board in specific areas. Board committees include Finance and Audit, Nominating and Corporate Governance, Compensation and Risk. Each of the committees is supported by their charters to help the members operate cohesively. Each charter lays out the committee’s purpose, membership requirements, responsibilities and procedures.

Per its charter, our Nominating and Corporate Governance Committee is responsible for overseeing our ESG program.

Our Board has established a Risk Committee that oversees TriNet’s Enterprise Risk Program and it is my privilege to Chair that Committee. Our TriNet management team focuses on the exploration, study, and implementation of best enterprise risk management practices and works to ensure appropriate governance at all levels of the organization. The company has been innovative and rigorous in building an enterprise risk program to support the business in its decision making.



— **Maria Contreras-Sweet**,
TriNet Board Member, Risk Committee Chair, and Nominating and Corporate Governance Committee Member

Board Allocation of Risk Considerations Among Committees

The Risk Committee

reviews the design of our enterprise risk management program and monitors our management’s operation of that program. Our Risk Committee also oversees the nature and level of risk appropriate for TriNet.

The Finance & Audit Committee

reviews our major financial risk exposures and management actions to monitor and control these exposures. It also monitors our compliance with legal and financial requirements and oversees the performance of our internal audit function.

The Nominating & Corporate Governance Committee

monitors the effectiveness of our corporate governance guidelines and oversees governance risks, such as director independence, conflicts of interest, insider trading and CEO succession.

The Compensation Committee

assesses and monitors risks (including incentives for excessive risk-taking) arising from the company’s compensation policies and practices, as well as risks related to organizational talent and development, DE&I practices and general management succession.

Stockholder Communications with the Board

Our board has adopted a [Stockholder Communication Policy](#), available to stockholders on our TriNet.com web page, that includes a formal process by which stockholders may communicate with the board or any of its directors. We also facilitate stockholder participation by giving our stockholders access to a live broadcast of TriNet's annual general meeting of stockholders, which we hold virtually in service of our environmental goals. The recordings of our annual meetings are also available for later viewing by any interested stockholder. In addition, our Investor Relations team regularly meets with institutional stockholders and proxy advisory firms to answer any questions regarding our annual and quarterly financial filings.

Board Engagement

In 2022, Burton M. Goldfield, a board member as well as our president and CEO, discussed diversity, equity and inclusion with Maria Contreras-Sweet, another board member, as part of TriNet's inaugural Small Business Week Summit. The recorded discussion was released for our colleagues to view and was also published publicly on our [Rise](#) platform. By participating in these kinds of events, our directors are able to share their passions and insights with our colleagues and interested stakeholders.

Policy and Governance Framework

TriNet is in the process of implementing a Policy Governance Framework that is intended to establish and describe an overall policy governance program aligned with the company's mission, vision, values and culture, and support governance best practices for TriNet. As conceived, the Policy Governance Framework will provide the overall structure and governance lifecycle under which all new or existing corporate-wide policies, standards and procedures will operate. In so doing, the Policy Governance Framework will establish consistent processes for the development, approval, publication, communication, implementation and periodic review of these corporate-wide documents under the oversight of TriNet's chief compliance officer and a centralized Policy Governance Committee within the company. We intend to complete our implementation of this framework over the balance of 2022.

Governance of Subsidiary Entities

TriNet has subsidiary entities that have different business functions. Last year, in order to maintain appropriate oversight of those entities, our company established a cross-functional subsidiary oversight committee that reports to our executive management team to help ensure that we follow a consistent approach across our company in the oversight, risk management and maintenance of our subsidiaries. This committee continues to meet on an ad hoc basis to review compliance and oversight of all of our subsidiary entities.

Corporate Governance Guidelines

Our [Corporate Governance Guidelines](#) put in place the necessary authority and best practices for our board to review and evaluate our business operations. The guidelines ensure that the board and its committees have the ability to exercise independence from management. The guidelines also are intended to align the interests of directors and management with those of our stakeholders. Our guidelines outline the requirements and processes for board composition and selection, board responsibilities, meetings and interaction with senior management. The guidelines also address CEO performance evaluation and succession planning as well as board committees.

Insider Trading Policy

TriNet has developed and implemented a robust Insider Trading and Nonpublic Material Information Policy that helps our directors, executives and other colleagues understand and comply with the complex rules prohibiting insider trading. The policy is designed to help its readers understand that violation of insider trading laws need not be intentional and can occur by sharing information with friends, family or others who then trade our stock. The policy establishes and defines blackout periods in connection with our quarterly financial filings and other corporate events during which colleagues and directors may not trade TriNet stock. In addition, for directors, executives and certain other individuals whose roles or activities may cause them to be aware of material nonpublic information about TriNet, the policy imposes more restrictive blackout periods as well as procedures for preclearing trades of TriNet stock.

TriNet periodically trains colleagues on how to comply with our policy and applicable insider trading laws and reminds colleagues about pending trading blackout periods to assist them in their understanding and compliance.

Regulatory Affairs Policy

TriNet has adopted a [Regulatory Affairs Policy](#) that directs TriNet's public policy interests, political donations and engagement with policymakers. It ensures that TriNet remains compliant with election laws. TriNet engages in public policy advocacy on issues that impact our business at the federal, state and local levels. We believe that participating in the legislative process helps advance the interests and protect our small business customers, customer worksite employees and corporate colleagues, and is an important part of responsible corporate citizenship.

The TriNet Regulatory Affairs team works closely with all of our business lines to manage legislative and political activities. This team is especially important because of the nature of the services we provide to our customers. It is imperative that we are part of the policymaking process to ensure we have a voice in order to advance our business and further support our colleagues, clients and our worksite employees. The TriNet Political Action Committee (PAC) supports our public policy goals at the federal and



Lobbying is a critical part of our democratic political process. Public officials cannot make fair and informed decisions without considering information from stakeholders. Our government relations team continues to grow our PAC and improve our external engagement to support TriNet and the SMBs we serve. I am inspired by our success to date and excited for our future engagement with policymakers.



— **Ralph Tyler,**
Director, Regulatory Affairs

state level. It extends TriNet's ability to educate and create new relationships with policy makers while ensuring TriNet's views are considered as lawmakers review proposals that impact our company and our clients. TriNet PAC contributions are strategically aligned with the company's business priorities and approved by a TriNet PAC board, which consists of a cross-section of our eligible colleague community. Contributions are strictly bi-partisan and driven by issues, not party affiliation.

The TriNet PAC reports its contributions to the Federal Election Commission (FEC), which can be found on the [FEC's website](#). A comprehensive list of [TriNet PAC's monetary disbursements](#) is available on the FEC website, as well.

Code of Business Conduct and Ethics

Our board has adopted a [Code of Business Conduct and Ethics](#) that applies to all of our colleagues, executive officers and directors, including those executive officers responsible for financial reporting. TriNet colleagues receive annual training on our code, which includes anti-bribery and anti-corruption training as well as other compliance and ethics-related topics. Colleagues are also required to reaffirm their commitment to the code each year.

Our board and our board committees receive periodic and incidental reports from our chief compliance officer, who is also our chief legal officer, and our internal audit department regarding any potential violations of the code, activity on our ethics helpline and any other complaints we may receive regarding potential ethics violations or violations of our financial and accounting controls or other audit matters. We disclose any amendments to this code, or any waivers of its requirements, on our website to the extent permitted or required by applicable SEC rules or NYSE requirements.

Through our code, TriNet colleagues are encouraged to speak up if they believe something is not right, and TriNet provides them with resources that they can use to do so confidentially and anonymously. TriNet makes clear through the code and its Non-Retaliation Policy that retaliation against any individual for raising such a concern is prohibited. Allegations of retaliation are investigated just as TriNet investigates other reports of wrongdoing.

In the event that a concern is raised through the ethics helpline about potential ethical violations or TriNet's financial controls, accounting or other auditing matters, TriNet's Business Conduct and Ethics (BC&E) team, which is a part of the company's Legal, Compliance, Regulatory and Risk department, will engage with the relevant internal stakeholders to evaluate and address the concern. For example, if the identified issue relates to financial controls or accounting concerns, the BC&E team will engage with TriNet's Internal Audit team to review the concern. In contrast, other allegations of impropriety or misconduct may be investigated directly by the BC&E team or TriNet's People Success team, within our corporate human resources function, depending on the nature of the allegation. In all instances, if an allegation is substantiated, TriNet will correct the issue and take appropriate disciplinary action against the colleagues who engaged in the misconduct. The investigations process is governed by a formal Investigations Policy that is managed by both the BC&E and People Success teams.

HOW TO SPEAK UP

If you have questions about our Code of Conduct or if you suspect a violation of the code or the law, you should:

- Email ethics@trinet.com
- Email our CCO directly at chiefcomplianceofficer@trinet.com
- Contact the Ethics Hotline and portal (anonymously if you wish)
- By phone at **800.307.3065**
- Online at trinet.gan-compliance.com/report

TriNet's code, along with our Conflict of Interest Policy, requires colleagues to identify and avoid conflicts of interest or potential conflicts of interest that might arise during their work. Such conflicts can include but are not limited to, interests that a colleague might have in companies doing business with TriNet, outside employment activities that a colleague might have apart from their TriNet position, or certain for-profit or non-profit board of directors service. If a colleague has an actual or potential conflict of interest, they are required to disclose that concern to TriNet's Business Conduct and Ethics team for further review and consideration, and comply with whatever determination the Ethics team reaches on the issue.

The code similarly places limitations on the types of gifts and entertainment that a colleague can give or receive from prospects, customers and vendors doing business with TriNet. In particular, the code prohibits colleagues from accepting gifts of cash or cash equivalents from such individuals or entities, and requires the disclosure of all gifts or entertainment received from a prospect, customer or vendor with a value greater than \$50. The code includes a similar disclosure requirement for all gifts and entertainment being provided to a prospect, customer or vendor with a similar value. In both instances, TriNet's chief compliance officer or the Business Conduct and Ethics team, as the CCO's designee, will review the gift or entertainment in question for consistency with the code, our core values, and legal and regulatory requirements.

We have also instituted a [Vendor Code of Conduct](#) to promote that our outside business partners act with integrity. To learn about our Vendor Code of Conduct, please refer to our ESG [Spotlight #1](#) above.

Addressing High Profile or Sensitive Issues

Companies are more regularly being asked to comment on current events that have a meaningful impact on their stakeholders. TriNet recognizes that, at times, these types of events have the power to alienate or unite society. To help us respond timely to these events with purpose and intent, we created and have now publicly published [TriNet's Guidelines for Commenting on High Profile or Otherwise Sensitive Issues](#).

The guidelines provide a framework for us to determine if a comment or statement should be made and the considerations for doing so. Generally, if an issue has no or little connection to our colleagues or our customers, then we would choose not to make any statement. We consider if the issue touches on our core values and expertise, the immediacy of the issue, what actual impact TriNet can make and how our stakeholders would likely perceive our position. We consider the potential impact to our brand, reputation and our stakeholders.

By having this framework in place, we promote consistency in what we respond to and how we respond. We also can thoughtfully analyze and address our stakeholders' concerns while minimizing the chance of alienating large groups. The guidelines also help us to manage and mitigate risk regarding the impact of these types of events and our response to them.

Making Compliance Accessible

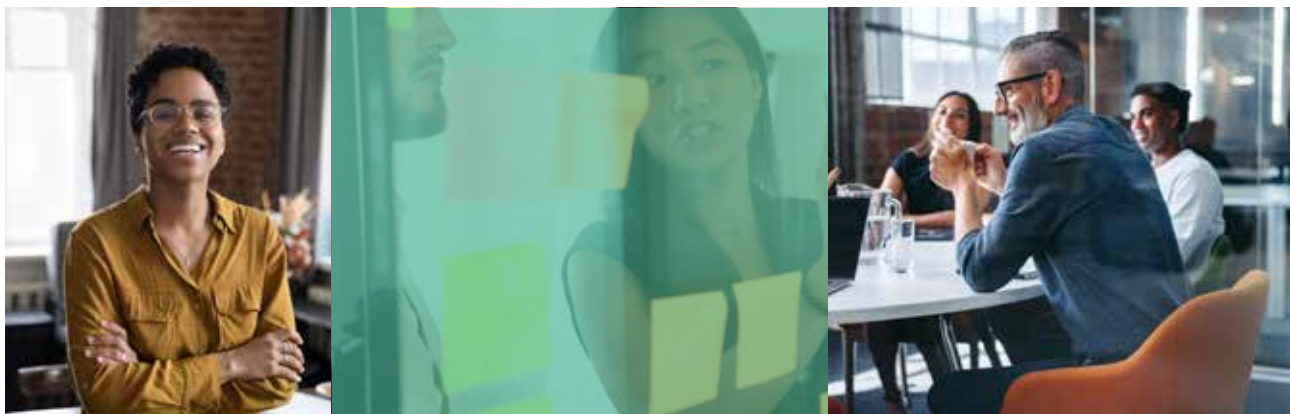
At their heart, effective compliance programs depend on people knowing what is required of them and, even more importantly, buying in to the responsibility of doing the right thing. That is why TriNet goes to great lengths to provide our colleagues access to compliance-related information that is easy to understand and, in plain language, outlines their role in upholding the company's governance policies and practices.

From a dedicated site on our internal company intranet to specific messaging on compliance-related news and events, our goal is that "doing the right thing" will be top of mind for colleagues, all the time. In addition to our regular internal messaging, each year the company celebrates Compliance and Ethics Week, with fun and creative "What Would You Do?" activities for colleagues across the company. For last year's Compliance and Ethics Week, we even introduced "Compliance Bear," our unofficial program mascot to help deliver the message in a relatable way.

Clear and consistent communication, engaging events and programs, and a flying bear mascot—all part of our ongoing effort to make compliance accessible for TriNet colleagues.

Looking to New Horizons

As TriNet continues to grow, our success depends in large part on how effectively and efficiently we can enter an expanding market by showcasing our business and sustainability practices as a responsible global citizen. Our current business and sustainability practices have been reviewed against the regulations, best practices and standards in the U.S. and relevant non-U.S. locations. Looking forward, TriNet continues to strengthen its business and sustainability practices including with respect to applicable country-specific regulations and standards.



Executive Compensation Philosophy and Objectives

Our executive compensation program is designed to attract and retain highly talented and experienced executives who possess the knowledge, skills and leadership that are critical to our success. The program ties executive compensation to overall company performance and the achievement of our strategic goals without promoting unnecessary risk taking. A large percentage of the compensation of our senior executive management is in the form of long-term equity awards and annual cash incentive awards, and therefore, most of the senior management's compensation is "at risk." By taking this approach, we incentivize and reward our senior executive management for achieving or exceeding strategic company goals and financial objectives.

In fact, of the objectives our leaders are focused on, one is to foster an inclusive, collaborative and engaged culture to deliver an outstanding colleague experience. This goal is a key factor in determining funding of our corporate bonus pool for our colleagues and likewise is a key factor in determining the at-risk component of our executive leader compensation. Some key levers for driving achievement against this goal include colleague communication, culture initiatives, colleague development and CRG engagement. Our colleague engagement survey scores serve as the measure to determine how the company assesses whether this goal has been met.

Our senior executive management typically do not receive any special grants beyond the regular cadence of granting annual or promotional awards.

Our Compensation Committee reviews our executive compensation program and policies at least annually in conjunction with the committee's compensation consultant. When reviewing executive compensation, our Compensation Committee considers individual executive experience and performance levels, the company's overall performance, market and survey data, our CEO's recommendations, except with respect to his own compensation, as well as other factors.

For more detailed compensation information, please refer to our [Proxy Statement for the 2022 Annual Meeting of Stockholders](#).

Responding to Regulatory Changes

The regulatory environment of our industry is constantly changing both for us and our clients. For example, in 2022 alone the SEC has proposed new disclosure requirements relating to climate change and emissions as well cybersecurity practices and incidents. Regulatory changes can occur at the federal, state and local level. Our board, its committees and company management, with the assistance of external consultants, legal advisors and our in-house team of regulatory experts, closely follow these and other regulatory developments that could affect our operations or our clients' operations, by engaging external consultants, legal advisors and our in-house team of regulatory experts. We believe that by doing this, we can adopt best practices to respond to changing regulations early. This allows us to better help our clients by providing timely guidance and helping ensure that we can support new regulatory programs that may benefit our small and medium-size business clients.

Voting Rights

Voting matters are presented to stockholders to vote on each year at our annual meeting of stockholders via our proxy statements filed with the SEC. Each stockholder of record is entitled to one vote for each share of common stock they own. The 2022 annual general meeting of stockholders was held virtually and the recording is currently available to the public. We believe holding virtual meetings facilitates more stockholder participation and also allows us to act in a manner that is consistent with our environmental objectives to limit unnecessary travel.

Enabling Trust Through Privacy and Security

Trust is the cornerstone of the services we provide our customers. Our desire to build—and continually reinforce—the trust of our customers is not limited to our direct interactions or our specific services. It extends to the understanding that, when partnering with TriNet, our customers provide highly sensitive information to us. As such, we view being transparent about the ways in which we use this information and protecting this information as paramount to our overall mission. That's why security and privacy play an integral role in the development and structure of our business operations and the services we provide. TriNet is committed to delivering an incredible experience to our customers, which requires us to meet their security and privacy expectations while focusing on compliance with regulatory requirements.

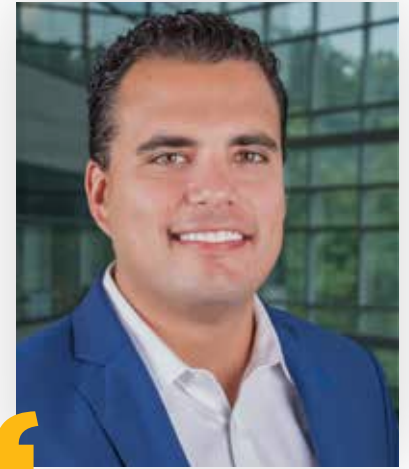
Our Privacy and Security teams—led by Chief Privacy Officer, Lisa Waggoner and Chief Security Officer, Timothy Torres—demonstrate a commitment to maintaining the confidentiality, integrity, availability and privacy of the information entrusted to us by our clients, worksite employees and colleagues.

Transparency and Disclosures

TriNet enables our customers to follow their dreams and build impactful companies through the delivery of industry-leading HR outsourcing services. Building trust with our customers is essential to the services we provide and that is why we believe we must be transparent about how we collect and use personal information. TriNet never sells personal information and we only collect and store personal information that is reasonably necessary to provide our services. The ways in which we process and handle the information we collect is described in our [Privacy Policy](#), which is updated at least annually.

Data Retention and Destruction

Data management is critical in our efforts to protect the privacy and security of the personal information we possess. Keeping personal information for longer than is needed not only burdens our systems, but it creates an environment that is ripe to be targeted by bad actors. That is why we only retain personal information provided to us for the time period that is reasonably necessary to provide the services for which it was collected or as required by law. To achieve these goals, we maintain and act in accordance with documented data retention and destruction guidelines.



Having the opportunity to support TriNet's privacy and security programs is one of the most fulfilling aspects of my role on the Data, Security, and Technology legal team. TriNet's privacy and security professionals recognize that their efforts underpin one of our most fundamental values: trust. We are excited to highlight the impactful work of these teams in our ESG report as we continue to strive to set the standard for how companies can add value by prioritizing their privacy and security initiatives.



— **Harrison Covall,**
Counsel, Data, Security, and
Technology,
ESG Report Privacy
and Security Track Leader

Safeguarding Protected Health Information

While TriNet believes that all personal information should be protected equally, we recognize that protected health information (PHI) carries with it specific regulatory obligations. HIPAA establishes the data privacy and security requirements for certain entities that interact with individuals' PHI. HIPAA mandates privacy and security protections for PHI and applies to individuals and entities that meet the definition of "covered entities" or "business associates" under HIPAA. As part of the services we provide, we may be required to interact with PHI. For this reason, our systems and processes focus on safeguarding the privacy and security of our colleagues' and worksite employees' PHI consistent with applicable federal and state laws. We have also developed and maintain a HIPAA compliance framework that guides us.

Responding to Changing Privacy and Security Laws/Regulations

In order to stay on top of the ever-evolving regulatory landscape related to privacy and security issues, TriNet has established a designated legal team that is focused on privacy and security regulation, risks and legal change, and is responsible for advising our privacy and security teams. Additionally, we leverage our in-house regulatory affairs team, along with our outside legislative advisors, to address emerging issues on both the state and federal levels. In the event that a new law or regulation imposes new obligations on TriNet, our cross-functional team of privacy, security and legal professionals work together to operationalize the requirements.

Enterprise Risk Management

Building upon our established risk management strategies, TriNet launched a comprehensive enhancement to our Enterprise Risk Management (ERM) program in 2021 and continues to enhance the program in 2022. In an effort to ensure coordination, consistency, economies of scale and continuous improvement of TriNet's current risk management practices, we're continuing to develop our ERM program with the intent to identify, prioritize, analyze and remediate important risks. Our ERM framework is based on industry standard, Committee of Sponsoring Organisations (COSO) Enterprise Risk Management, integrating with strategy and performance. The program is intended to foster a culture of risk awareness while advising and guiding TriNet in identifying new and emerging risks, interdependencies between risks and mitigation techniques. By creating such governance processes and building them into our culture, we envision enabling our leaders to better understand the areas of the business they oversee. This includes a risk lens to help them execute our vision by understanding the objectives we must achieve to move our strategic goals forward while mitigating and seizing opportunity in risk.

Our ERM program is meant to address risks that are specific to TriNet. On an annual basis we survey leaders, both quantitatively and qualitatively, throughout the company in an effort to obtain their unique perspectives on the risks that their teams face on a daily basis. We incorporate these



TriNet launched a comprehensive enhancement to our Enterprise Risk Management (ERM) program in 2021 and continues to enhance the program in 2022.



learnings into our overall enterprise risk analysis, which allows us to tailor our risk management strategies to the specific needs of our company.

For additional discussion of the risks that we believe significant to our business see [Item 1A. Risk Factors in TriNet's Annual 10K](#).

Information Risk Management

Within the broader ERM framework, TriNet has established a specific program tasked with the governance of risks associated with information held and protected by TriNet. The Information Risk Management (IRM) program is comprised of a cross-functional group of stakeholders that collaborate on managing information risk. The six core functions of the IRM program are:

- **Security:** Identifies, implements and maintains critical security capabilities to safeguard the confidentiality, integrity and availability of TriNet information
- **Privacy:** Responsible for the appropriate collection, protection, use and disclosure of personal information as governed by relevant laws, rules and regulations
- **Third-Party Risk Management:** Provides an understanding of risks associated with sharing TriNet information with third parties and the management of that risk
- **Data Governance:** Defines the strategy of availability, usability, integrity and security of data used by TriNet
- **Records Management:** Defines the desired behavior in the creation, use, retention and disposition of corporate records
- **Technology Operations:** Ensures governance and information risk protection requirements are developed, implemented and executed to achieve IRM objectives

Information Security and Privacy Framework

In order to specifically address our security and privacy risks, we have built an Integrated Risk and Control Framework (IRCF) that was developed with the specific intent of keeping information assets secure and preventing technology resources from unauthorized disclosure, modification, deletion and destruction. TriNet's IRCF is modeled on the internationally recognized National Institute of Standards and Technology (NIST) Cybersecurity Framework (CSF) and Privacy Framework which promotes information security, privacy and managing risk at TriNet.

Additionally, TriNet's program considers other industry standards such as:

NIST SP 800-53 Rev. 4—

Security and Privacy Controls for Federal Information Systems and Organizations

Cloud Control Matrix (CCM) v3.0.1

COBIT 5—

Control Objectives for Information and Related Technology

CIS Controls—

Center for Internet Security

American Institute of Certified Public Accountants (AICPA)

Trust Principles

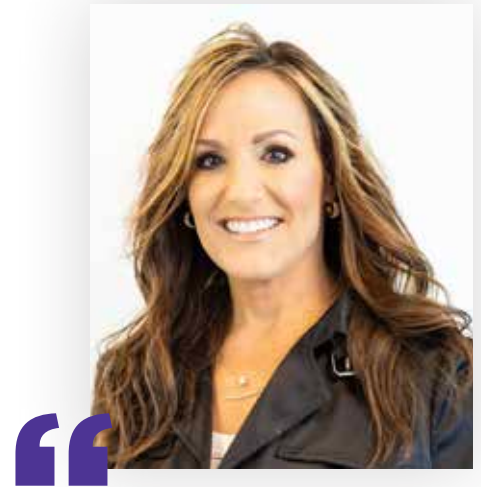
Security Strategy and Governance

The mission of TriNet's Security Program is to enable TriNet and client business success through a risk-based program that is intended to help ensure critical assets are safe, resilient and secure. The chief security officer (CSO) provides overall leadership, direction and guidance for the operation of TriNet's Security Program.

TriNet employs a defense-in-depth approach to protect our network, systems, users and information against internal and external threats. We also implement general information security requirements that are based on industry standards and best practices such as:

- Inventory of hardware and software assets
- Utilization of firewalls and intrusion detection and prevention systems
- Managed security service provider with managed detection and response
- Endpoint hardening with anti-malware, comprehensive logging and privileged access management
- Transport layer security with minimum 128-bit encryption
- Enterprise device management suite
- Regularly scheduled internal/external vulnerability scans and third-party penetration tests
- Patch management processes and tools
- Network and endpoint DLP configuration for devices
- Network activity logging and monitoring
- Periodic IT and cybersecurity risk assessments
- Role-based access via a least privilege model with ongoing privileged user access review

TriNet's Identity and Access Management program improves security through processes and tools to manage user access across all TriNet systems. The program capabilities include multi-factor authorization, centralized access management, access review and defined requirements for privilege access management and segregation of duties.



During my product demonstrations, the topic of security is almost always raised! Our prospects (and customers) are keenly aware of the significant importance for every business to ensure their information is secure. At TriNet, we are fortunate to be able to point to our considerable security efforts in order to address these concerns!



— **Robin Dunnigan,**
Lead Pre-Sales Engineer,
TriNet Zenefits

Business Resilience Management

TriNet's business continuity and disaster recovery capabilities have been developed with the objective of minimizing disturbances to the core business functions of TriNet and allowing for continued access to the TriNet platform and associated services by our customers. We recognize that it is critical to be able to continue operations if an incident affects mission-critical business units and systems. TriNet has aligned its Business Continuity Program to adhere to ISO 22301, the international standard for business continuity management.

The Business Continuity Program is a lifecycle that occurs in analysis, solution design, implementation, testing/acceptance and maintenance phases. The program is intended to:

- Ensure the safety and security of colleagues
- Provide an understanding of essential procedures, systems and personnel
- Ensure critical processes and essential personnel can continue operations or quickly return to operations after an unexpected outage

Each TriNet data center has the capability to serve as a primary site and is switched over periodically for testing and maintenance. TriNet servers are replicated using a multi-layered methodology and include one to two levels of redundancy to ensure 24/7 availability of business functions and data in the event of a loss of one or more servers. Primary system and data backups are completed daily and duplicated to tape libraries. Weekly, quarterly and annual tape archives are created and stored offsite.

Due to the use of this multi-layered methodology, TriNet strives to enable continuous system availability via low recovery time objective (RTO) and loss of any client data via low recovery point objective (RPO).

Physical and environmental security of TriNet facilities and facility locations is foundational to the protection of information assets and technology resources against unauthorized disclosure, modification, deletion and destruction.



To maintain market relevancy, our products must constantly evolve to meet our customers' needs. But evolution requires a delicate balance between leading change and maintaining investment and availability of existing tools. At TriNet, we value the trust that allows us to provide key services for our customers' most important asset—their people. This customer-centric culture drives us, in everything we do, from security and privacy by design, to highly resilient architectures, to essential procedures and business continuity plans that we test regularly, with the goal of continually earning and maintaining our customers' trust.



— **Jeff Hayward,**
Chief Technology Officer

OUR APPROACH: SASB STANDARDS

We leveraged the markers developed by the Sustainability Accounting Standards Board (SASB) to guide us in developing our 2022 ESG Report. SASB has developed industry-specific reporting recommendations, including accounting and activity metrics to guide businesses' public reporting. TriNet has taken efforts to follow SASB's reporting recommendations for companies categorized in the professional and commercial services industry—a category that resonates with us.

SASB has identified three topics as most germane to our industry classification and we've done our best to address these topics for our 2022 report. The three main SASB topics we've focused on are:

- Data security
- Workforce diversity and engagement
- Professional integrity

SASB Topics & Metrics Disclosure Index

TOPIC	WHAT WE'VE FOCUSED ON	OUR RESPONSE OR LINK TO THIS INFORMATION IN THE REPORT
Data Security	Description of TriNet's approach to identifying and addressing data security risks	<ul style="list-style-type: none"> • Enabling Trust Through Privacy and Security • Enterprise Risk Management • Information Risk Management • Information Security and Privacy Framework • Security Strategy and Governance • Privacy Training • Security Training • Privacy and Security By Design
	Description of policies and practices relating to collection, usage and retention of customer information	<ul style="list-style-type: none"> • Transparency and Disclosures • Data Retention and Destruction • Safeguarding Protected Health Information
	(1) Number of data breaches, (2) percentage involving customers' confidential business information (CBI) or personally identifiable information (PII), (3) number of customers affected	<p>Omitted. TriNet's rationale for omitting this metric from the report: TriNet has implemented information security measures, policies and standards that enable a holistic approach to the prevention, detection, response and mitigation of security incidents. All security incidents, including any data breaches, are handled according to TriNet's documented policies and procedures and any applicable laws or regulations. In the event that TriNet becomes aware of a security incident, we notify our clients promptly and impacted individuals are notified pursuant to applicable law or as otherwise appropriate. For security reasons, TriNet does not publicly disclose details regarding security incidents, except as required by SEC rules and guidance, however we provide a general discussion of Data Privacy and Security Risks, including security incidents, in our annual 10-K report.</p>

Continued on the next page.

TOPIC	WHAT WE'VE FOCUSED ON	OUR RESPONSE OR LINK TO THIS INFORMATION IN THE REPORT
<p>Workforce Diversity & Engagement</p>	<p>Percentage of gender and racial/ethnic group representation for (1) executive management and (2) all other employees</p>	<ul style="list-style-type: none"> • Racial/Ethnic Composition • Gender Composition
	<p>(1) Voluntary and (2) involuntary turnover rate for employees</p>	<p>Omitted. TriNet's rationale for omitting this metric from the report: TriNet does not disclose this information.</p>
	<p>Employee engagement</p>	<ul style="list-style-type: none"> • Colleague Engagement
<p>Professional Integrity</p>	<p>Approaches to ensuring professional integrity</p>	<ul style="list-style-type: none"> • Our Core Values • Employee Development and Growth Opportunities • Compliance, Operations, Regulatory, Ethics (CORE) training • Acting With Integrity— Corporate Governance • Assembling the Team • Framework for Success • Independence of the Board • Board Composition • Board Performance Evaluation • Role of the Board in Risk Oversight • Stockholder Communications with the Board • Policy and Governance Framework • Governance of Subsidiary Entities • Corporate Governance Guidelines • Insider Trading Policy • Regulatory Affairs Policy • Code of Business Conduct and Ethics • Vendor Code of Conduct • Addressing High Profile or Sensitive Issues • Making Compliance Accessible • Executive Compensation Philosophy and Objectives • Responding to Regulatory Changes
	<p>Total amount of monetary losses as a result of legal proceedings associated with professional integrity with brief description of the nature, context and corrective actions taken as a result of the monetary losses.</p>	<p>Omitted. TriNet's rationale for omitting this metric from the report: TriNet does not disclose this information, except as required by SEC rules and guidance.</p>

Activity Metrics

METRIC	OUR RESPONSE								
Number of employees by: 1) Full-time and part-time; 2) Temporary; and 3) Contract	<p>-Full-time colleagues (3,126)*</p> <p>-Part-time colleagues (14)*</p> <p>Number of individuals in the “Temporary” or “Contract” categories have been omitted. TriNet’s rationale for omitting these metrics from the report: TriNet does not disclose this information.</p> <p>* Data as of September 30, 2022. Data does not include colleagues from TriNet’s 2022 acquisitions.</p>								
Employee hours worked, percentage billable	Not applicable.								
Occupational Injuries and Illness: Total Recordable Case Incident Rates (TRCIR) (per 200,000 working hours)	<table border="1"> <thead> <tr> <th>2019</th> <th>2020</th> <th>2021</th> <th>2022</th> </tr> </thead> <tbody> <tr> <td>.78</td> <td>.11</td> <td>.20</td> <td>.071**</td> </tr> </tbody> </table> <p>**Trending incident rate as of June 30, 2022.</p>	2019	2020	2021	2022	.78	.11	.20	.071**
2019	2020	2021	2022						
.78	.11	.20	.071**						
Occupational Injuries and Illness: Colleague Fatalities	<table border="1"> <thead> <tr> <th>2019</th> <th>2020</th> <th>2021</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	2019	2020	2021	0	0	0		
2019	2020	2021							
0	0	0							

Use of Forward-Looking Statements

For purposes of our TriNet Environmental, Social and Governance Report (ESG Report), the terms “TriNet,” “the company,” “we,” “us,” and “our” refer to TriNet Group, Inc. and its subsidiaries. This report contains statements that aren’t historical and are predictive in nature or that depend upon or refer to future events, conditions, or otherwise contain forward-looking statements within the meaning of Section 21 of the Securities Exchange Act of 1934, as amended, and the Private Securities Litigation Reform Act of 1995. Forward-looking statements are often identified by the use of words such as but not limited to “ability,” “anticipate,” “believe,” “can,” “continue,” “could,” “design,” “estimate,” “expect,” “forecast,” “hope,” “impact,” “intend,” “may,” “outlook,” “plan,” “potential,” “predict,” “project,” “seek,” “should,” “strategy,” “target,” “value,” “will,” “would,” and similar expressions or variations intended to identify forward-looking statements. Examples of forward-looking statements include among others: the impact of the Zenefits and Clarus acquisitions on our operations and ability to better support our customers; impact and success of our Enrich product line; the impact of our environmental policies, programs and initiatives and our ability to continue them in the future ; the impact of our social policies, programs and initiatives and our ability to continue them in the future; the impact of our security and privacy policies, programs and initiatives and our ability to continue them in the future; the impact of our governance policies, programs and initiatives and our ability to continue them in the future; our ability to meet our goals and the resulting impact; the impact of expanding our workforce outside of the U.S.; the impact the policies, programs and initiatives described in this report will have, if any, on our financial performance and operations.

Important factors that could cause actual results, level of activity, performance, or achievements to differ materially from those expressed or implied by these forward-looking statements are discussed throughout this report and in the risk factors and other disclosures we provide in our most recent Annual Report on Form 10-K and our most recent Quarterly Reports on Form 10-Q filed with the U.S. Securities and Exchange Commission (SEC), and other periodic filings we make with the SEC. Any of these factors could cause our actual results to differ materially from our anticipated results.

Forward-looking statements are not a guarantee of future performance but are based on management’s expectations as of the date of this report and on assumptions that are inherently subject to uncertainties, risks and changes in circumstances that are difficult to predict. Forward-looking statements involve known and unknown risks, uncertainties and other factors that may cause actual results, performance, or achievements to be materially different from our current expectations and any past results, performance, or achievements. Given these risks and uncertainties, readers are cautioned not to place undue reliance on such forward-looking statements.

The information provided in this report is based on the facts and circumstances known at this time and any forward-looking statements made by us in this report speak only as of the date of publication. We undertake no obligation to revise or update any of the information provided in this report, except as required by law. Website references and hyperlinks are provided in this report for convenience only and the contents of such websites are not being incorporated into this report.

IMPACT STARTS WITH US

We are grateful to all colleagues who helped build our 2022 ESG Report. Many colleagues contributed time, data, insights and information to this report. To see all those who were part of the ESG working group—those who were directly responsible for putting this report together—please visit our [ESG Report website](#).