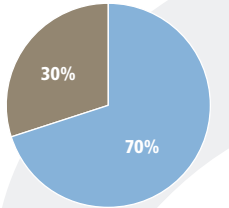


4P's – Sustainable Design Loop

Total of Recycled Content

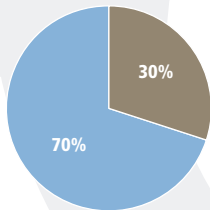


- Pre & Post Consumer 30%
- New Material 70%

PROCESSING

- Scrap metal recycled off-site
- Powder paint reclaimed on-site
- Waste water is recycled off-site
- Certain textiles sent as technical & biological nutrients to other manufacturing processes

Post-Consumer Material

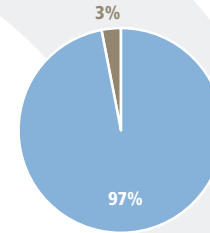


- Post-Consumer 70%
- Pre-Consumer 30%

PROCUREMENT

- 100% recyclable steel
- 100% pre-consumer MDF
- Water based adhesives emit negligible VOCs
- Recyclable fabrics

Breakdown of Products Materials

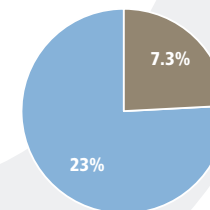


- Steel 97%
- Other 3%

PRODUCTION

- Notable improvements made to the paint line to conserve energy
- Powder paint emit negligible VOCs
- Chemical free fabrics
- Adhesives emit negligible VOCs

Recycled Content of Cardboard



- Pre-Consumer 7.3%
- Post-Consumer 23%

Office Specialty

1. OS Filing & Storage offers custom configurations along with endless finish options, and are designed with durability and the environment in mind
2. OS Filing & Storage can apply to LEED credits through its proactive sustainable practices with respect to its product life cycle
3. OS Filing & Storage meets BIFMA X7.1 standards for low-emitting office furniture and is GREENGUARD Certified
4. All Office Specialty products are backed by our limited lifetime warranty
5. OS Filing & Storage products are Cradle to Cradle (C2C) Silver Certified

PACKAGING

- Up to 100% of cardboard made from recycled content
- Honeycomb packaging is biodegradable
- Printing ink is water soluble
- 100% recyclable stretch wrap