

SitOnIt • Seating®



Sustainability Policy

As an industry innovator, executive management views sustainability as essential to its core business and as an opportunity for both improvement and growth. In this respect, the company's Sustainability Policy covers the following environmental, economic and social issues:

Environmental Management Policy

Exemplis is committed to environmental leadership. We are dedicated to improving our environmental performance and to reducing water, air, land and health impacts. Our approach includes implementation of pollution prevention measures and continuous improvement; as well as compliance with all local, state, and national environmental regulations at a minimum.

Design for Environment

Reducing environmental impacts of our products begins with our new product development process. All new products or major design modifications on existing products go through our Design for Environment process which seeks to incorporate energy and water efficiency, renewable, recycled, recyclable and biodegradable materials and to account for end of life impacts.

Design for Durability / Upgradeability

Exemplis products are engineered to achieve the highest levels of durability and upgradeability. Our products are designed to have a long and useful life and are manufactured to withstand repeated service, repair and handling. To facilitate maintenance, servicing and reassembly; replaceable components are standard features of the products we manufacture, making them easy to refurbish and upgrade for multiple uses by the original or future users.

Energy Policy

Exemplis is committed to improving energy conservation and efficiency which includes reducing our overall energy consumption and greenhouse gas emissions. It is our policy to continuously improve upon and regularly monitor our energy performance; acting in accordance with all current and future local, state, and national legislation required of our operations in this area. We will set objectives and targets directly related to energy conservation, which will be reviewed at least annually. To hold ourselves accountable to these internal goals, we will be transparent with our performance metrics, reporting our performance to our stakeholders through publicly available, voluntary reporting outlets.

Solid Waste Management

Exemplis has implemented a Zero Waste-to-Landfill goal. We will continuously work to achieve this goal by employing waste reduction and recycling strategies that will, over time, divert all waste from our manufacturing operations from being sent to the landfill.

Chemical Management

Exemplis is committed to reducing the human and ecosystem health impacts of our products and processes through regularly evaluating our chemical management and hazard communication plans. We will continuously evaluate and monitor the chemicals used in our facility and maintain current Safety Data Sheets through an electronic filing system. Using this process, we will build a chemical inventory system to identify and track all existing chemicals within and leaving our facility, as well as all purchased chemicals that are not currently in our system.

Transportation

Exemplis is committed to reducing transportation related emissions through idling reductions, carrier selection, and reductions in unnecessary intercompany movement. Attention is given to environmental criteria when selecting 3rd party carriers for inbound and outbound products and materials.

Social Responsibility Policy

Exemplis demonstrates its belief in being a good corporate citizen by constantly looking for ways to reaffirm the beneficial social impact of our operations locally and globally. We are committed to maintaining high social responsibility principles; we act vigilantly to be as fair as possible with our customers, employees and our manufacturing partners and to be a benefit to the communities in which we operate.

Corporate Ethics

We understand the importance of credibility and trustworthiness to our success as a business. All officers and employees of Exemplis are expected to conduct their business affairs in accordance with all applicable laws of the United States and observe the highest standards of business ethics; acting with integrity while considering the impact of our decisions on our stakeholders. This policy will be regularly communicated to all employees.

Insider Trading

Exemplis is a privately held company. As such, there are no requirements to publicly disclose any information regarding our business or financial results. As a policy, we prohibit the unauthorized disclosure and misuse of any confidential, proprietary or nonpublic information by any officer, employee or associate of the company who acquired such information in the course of his or her service with the company.

Receipt of Gifts

To avoid conflicts of interest, or the appearance thereof, Exemplis prohibits the receipt of gifts beyond a reasonable amount. Any gifts exceeding \$25 received by an employee from any current or potential vendor, associate, or customer, regardless of its nature, must be reported to the head of the organization. Gifts, excluding normal gratuities for services rendered, should never be in the form of cash.

Health & Safety

Exemplis is committed to accident prevention and will do everything possible to protect the health and safety of our employees. We will comply with legislated health and safety requirements as outlined by the Occupational Safety and Health Administration (OSHA) laws and regulations to maintain a safe workplace. In fulfilling this commitment, we will strive to eliminate all foreseeable hazards that may result in actual or potential threats to our employees' and our company's well-being.

Inclusiveness


Following US Equal Opportunity Employment laws and regulations, during hiring, training, retention, promotion, and firing of employees; Exemplis will not discriminate on the basis of race, ancestry, place of origin, color, ethnic origin, citizenship, creed, sex, sexual orientation, gender identity, gender expression, age, marital status, family status or disability. Exemplis is committed to treating all of its employees and associates with dignity and respect; encouraging collaboration, teamwork and the active involvement of all employees.


Labor and Human Rights

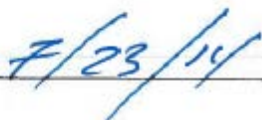
It is our policy to protect and respect the basic human rights of our employees and associates. Exemplis commits to providing decent work hours, wages, and conditions as well as upholding all local, national, and global regulations prohibiting forced, compulsory, and child labor.

Community Involvement

Exemplis will seek out activities that contribute to the community in which we operate. Activities may include volunteerism, donations, and sponsorship opportunities, among others. We will make every effort to involve our employees in these decisions and encourage their participation.



Signed By


CEO


Date

SIT ON IT/IDEON

Manufactured in Anaheim, California

COMPLIANCE

We engage with governments at many different levels to comply with regulations that ensure the health and safety of our customers and employees.

ANSI/BIFMA

We use testing devised by the Business and Institutional Furniture Manufacturer's Association (BIFMA), which creates a common basis for evaluating safety, durability, and structural adequacy of furniture products. Every five years the testing criteria are reviewed by the American National Standards Institute (ANSI), the national body that oversees U.S. manufacturing integrity guidelines.

All SitOnIt chairs must pass tests that meet or exceed [ANSI/BIFMA \(PDF\)](#) requirements.

CALIFORNIA PROPOSITION 65

We comply with The Safe Drinking Water and Toxic Enforcement Act, California Proposition 65. That means that all products shipping to a California destination are labeled with a standard warning regarding the more than 800 chemicals that the California Office of Environmental Health Hazard Assessment (OEHHA) lists as a carcinogen or a reproductive toxicant, including many common, everyday elements found in businesses of all kinds and sizes.

EQUAL OPPORTUNITY

We follow US Equal Opportunity Employment laws and regulations during hiring, training, retention, promotion, and firing of employees, and will not discriminate on the basis of race, ancestry, place of origin, color, ethnic origin, citizenship, creed, sex, sexual orientation, gender identity, gender expression, age, marital status, family status or disability. We are committed to treating all of our employees and associates with dignity and respect; encouraging collaboration, teamwork and the active involvement of all employees.

GREENGUARD

All SitOnIt Seating and IDEON products have been tested and certified by the GREENGUARD Environmental Institute and have met the rigorous criteria required by GREENGUARD Gold in accordance with the Collaborative for High Performance Schools (CHPS) and the Leadership in Energy and Environmental Design (LEED) Building Rating System.

OSHA

SitOnIt Seating is committed to accident prevention and will do everything possible to protect the health and safety of our employees. We comply with legislated health and safety requirements as outlined by the Occupational Safety and Health Administration (OSHA) to maintain a safe workplace. In fulfilling this commitment, we will strive to eliminate all foreseeable hazards that may result in actual or potential threats to our employees' well-being.

HEALTHIER HOSPITALS

The Healthy Interiors goal of the Safer Chemicals Challenge requires participating hospitals to ensure that 30 percent of the annual volume of furnishings and furniture purchases (based on cost) eliminate the use of formaldehyde, perfluorinated compounds, polyvinyl chloride (PVC), antimicrobials, and all flame retardants.

All SitOnIt Seating and IDEON products meet the Safer Chemicals Challenge 2.0 of the Healthier Hospitals (December 2015), when configured as follows:

- Products must be ordered with SitOnIt Seating/IDEON textiles. Several textiles from our textile partners may not qualify, nor can we assume responsibility for Customer Owned Materials (COM).
- Products must not be ordered with the CAL133 option.

CALIFORNIA TECHNICAL BULLETIN 117-2013 (TB 117-2013)

All SitOnIt Seating products meet the requirements of California Technical Bulletin 117-2013.