

ITB: 17-425-001-F

3.10: Environmental Requirements

Bidder: Artopex, Inc.

1. Environmental Policy - See attached documents titled "Sustainability" and "Artopex Commitment Towards the Environment"
2. Certifications - See attached ISO 14001:2004 certificate  
Also holds Greenguard Certifications - available upon request.

# Sustainability

Artopex



## Everything and Everyone



lamp guideline chair machine acoustic  
plastic

natural  
resources

furniture

fuel

tree

file cabinet



Everything



office

water

wood

iron

forest

hardware

transport

aluminium

ergonomic

expertise

woman animal man asia child

canada

worker

customer

supplier

united states

distributor

 Everyone

manufacturer

institution

technician

artist

representative

transportation

architect

government

designer

installer



Everything and everyone on one planet  
Everything and everyone under one roof

# A Responsible **Artopex**

Everything and everyone under one roof



# A Responsible **Vision**

Everything and Everyone under one roof

Remaining committed to protecting the environment; Artopex today relies on its recognized humanistic approach to broaden its scope of action towards sustainability.



By integrating social, economic and environmental dimensions into our business strategy in our role as a finished product manufacturer, we encourage the active participation of our partners in the deployment of the new sustainable economy.



Recognizing that EVERYTHING in our world unites to create a delicate balance, our mission is to include EVERYONE, to further reduce the effects of our activities on the ecosystems in keeping with a life cycle approach, while contributing to the wellbeing of our communities.



# A Responsible Policy

Everything and everyone under one roof

## ecosystem

*environment*

- environmental performance
- energy and climate

*social*

## humanity

- responsibility toward future generations
- quality of life for the masses
  - responsibility for supply chain and distribution network
  - education & partnership
  - health, security and ergonomic

*economic*  
product

- accountable business decisions
- design for sustainability
- responsible consumption
- ecotechnology





# A Responsible Policy

humanity



Responsibility towards future generations : as a private company we are proud to have built an environment conducive to the development of all stakeholders. We are committed to preserving those gains to benefit of future generations of this precious legacy built on the model of sustainability.

## Major Achievements:

- Company founded in 1980
- Solid growth control to ensure a stable and a viable business
- A private company standing apart the politics of economic profitability, such as the unsustainable stock markets
- Preparation for succession in place

# A Responsible Policy

humanity 

Quality of life for the communities : because of our concern for human rights, labour standards and the support of collective goals, we strive to contribute to the well-being and vitality of all communities.

## Major Achievements:

- Creation of employment both directly and indirectly
- Manufacturing facilities that meet the Employment Standards Legislation in Canada
  - Validation of the quality of sourcing locally and overseas
- Donations, sponsorships and mutual aid activities accounting for 1 to 2% of profits, with over 50% focusing on health sector organizations
- All operations consolidated within North America

# A Responsible Policy

humanity



Responsibility for supply chain and distribution network : it is our responsibility to see that each stakeholder considers the socioeconomic and environmental impact associated with our business relationship.

## Major Achievements :

- Building awareness among our suppliers
  - Building awareness among our dealers
- Building awareness among our architecture and designer community
- Building awareness among our end-users

# A Responsible Policy

humanity 

Education & Partnerships: we work to improve our understanding, to take nothing for granted and to share our knowledge with our partners helping us all to make better decisions.

## Major Achievements:

- Budget allocated for consultation with external experts
  - Ongoing training in sustainability both internally and externally
  - Member of the Committee on Environment for the Government of Canada
- Member of the sustainable development committee of Québec Manufacturers and Exporters
- Participation in the BIFMA Committee for Sustainable Development

# A Responsible Policy

humanity 

Health, safety and ergonomics : we continue to ensure the health and safety of our employees and the end users of our products.

## Major Achievements:

- Prevention Program for Health and Safety in the Workplace resulting in a reduction of more than 70% of accidents
  - Safety Prevention Week
- Integration of ergonomic concepts in product design (ex.: NOKI with access for individuals with limited mobility, elastic Latex membrane, multi adjustment features in each of the furniture collections)
- Ergonomic Certification of our chairs: Dotcom, Loveflex, Wingo

# A Responsible Policy

ecosystem 

Environmental Performance : for all of our manufacturing plants, we will maintain and further strengthen our Environmental Management System in accordance with ISO 14001

## Major Achievements:

- Laminated products and integrated systems manufacturing plants ISO 14001 certified (examples: recycling of over 91% of production waste over the last 4 years, 43% waste reduction, 81% of water consumption reduction; 59% reduction of the use of solvents for cleaning furniture)
- Wood furniture manufacturing plant in the process of certification for 2010
- Metal storage and chairs manufacturing plant working towards ISO 14001 certification for 2011

# A Responsible Policy

ecosystem 

Energy and Climate : with the objective of energy efficiency and balancing climate change, we manage our energy requirements for manufacturing and distribution of our products while in collaboration with our partners.

## Major Achievements:

- More efficient planning and scheduling of transportation to reduce travel time
  - Average age of 4 years for the transportation fleet to better improve energy performance
- Replacement of lighting systems in plants, reducing energy consumption by 16%
  - Over 85% of materials purchased locally
  - Inter-plant Carpooling Program
  - Use of less packaging

# A Responsible Policy

product



Accountable business decisions : as a manufacturer of finished products, our business strategy is to implement the triple bottom line of economic, social and environmental performance under the new mantle of sustainability.

## Major Achievements:

- Establishing an organizational structure with a plan to oversee Sustainable Development
- Recipient of three 2009 Mercuriades awards: Market Development, Productivity Improvement, Business of the Year
- Named one of the 50 best managed companies in Canada in 2008 and 2009
- Sustainability report to be completed by June 2011



# A Responsible Policy

product



Design for sustainability : when designing our products, we will promote concepts characterized by greater social and environmental balance throughout their life cycle without compromising the competitiveness of the products.

## Major Achievements:

- The quality of product development, services and manufacturing in plants certified ISO 9001 increased the lifespan of our products
- Use of a minimum of materials in the construction of furniture without compromising the quality of the finished product
  - Selection of ecoresponsible materials (example: surface with recycled cardboard honeycomb, acoustic panel with formaldehyde-free insulation and FSC-wood core, eco-intelligent fabric)

# A Responsible Policy

product 

Design for sustainability (continued) :

Major Achievements :

- Use of recycled materials (fabric 100%, steel 60%, wood derived 60%) and recyclable materials (90%)
- Designs allowing for easy disassembly (examples : knockdown furniture, chairs and panels with removable slipcovers)
- Elimination of the manufacturing of some prototypes by using R&D 3D modeling
  - GREENGUARD certified products
  - Recycling, reduction and reuse of packaging materials
  - FSC certified wood (Forest Stewardship Council) available
    - Formaldehyde free particle board available

# A Responsible Policy

product 

Responsible consumption: a perspective beyond the cost of acquisition, we will promote the commercialization of value-added products by demonstrating the long-term costs associated with the product's entire life cycle.

## Major Achievements:

- Offering products and solutions that take into account cost of acquisition, transportation, distribution, use, reuse, maintenance and disposal
- Offering products and solutions that take into account the social and environmental costs behind the selling price
- Offering products and responsible solutions whose cost is higher than alternatives not as responsible

# A Responsible Policy

product 

Ecotechnology: we continue to invest in efficient, high performance manufacturing equipment promoting the sustainability of our business and that of our partners.

## Major Achievements:

- Investments of more than \$ 7 million for manufacturing equipment and CAD-CAM technology over the past 3 years
  - Clean, efficient equipment for increased productivity
- Energy saving equipment using renewable energy (hydropower)
  - Contribution to the development of high tech manufacturing equipment with our suppliers
- Helping to develop the expertise of our employees and the local companies in the technology of advanced manufacturing

# Everything and Everyone



## ARTOPEX COMMITMENT TOWARDS THE ENVIRONMENT

We can make a difference ...

Sustainability is a growing community and industry priority that cannot be ignored. In order to do its part, Artopex has undertaken initiatives within its plants, offices and community. In addition to maintaining legal compliance to all applicable environmental legislations and regulations, Artopex is committed to:

### **Reduce the risk of accidents that could cause water, air and ground contamination**

- By continually researching new procedures and raw materials that are more respectful of the environment.

### **Reduce the quantity of residual waste**

- By recycling over 90% of our scraps: wood, laminate, sawdust, paper, plastic, aluminium, steel and cardboard.
- By involving our employees in our recycling program.

### **To not increase the costs associated with energy consumption**

- By observing a energy consumption surveillance program.
- By ensuring the maintenance of our buildings:
  - The inefficient windows have been changed;
  - The airtightness of our roofs has been ensured;
  - The plant lighting has been changed to less energy consuming lighting, doubling the lighting power with energy savings of 16%.
  - The employees have been trained and given responsibilities regarding the energy consumption surveillance program.

### **Reduce the effect of certain gases on the ozone layer and greenhouse effect**

- By reducing the use of harmful aerosols
- By using a CFC free air conditioning system.
- By powering all of our facilities and equipment with hydro-electricity, leaving a minimal footprint on the environment.

### **Improving our quality of life and that of our neighbours**

- By respecting all the laws and regulations in place at the various levels of government.

### **Analysing the environmental aspects of our products**

- By developing an environmental profile of each of our products.



# Certificate of Registration



Certificate Number  
8138-3

Initial Certification Date  
November 27, 2006

Certificate Issue Date  
December 21, 2009

Certificate Expiry Date  
December 21, 2012



The following organization's environmental management system has been assessed and registered by Intertek Testing Services NA Ltd. as conforming to the requirements of:

## ISO 14001:2004

**Organization:**

### Artopex Inc.

Pro-Meubles inc. : 800, Vadnais Street, Granby, Québec, J2J 1A7, Canada

Pro-Systèmes APX inc. : 1050, industriel boulevard, Granby, Québec, J2J 1A4, Canada

**The Environmental Management System is applicable to the management of the environmental aspects related to:**

The management of environmental aspects linked to product, service, activities as well as the manufacturing process of furniture and acoustical panels.

In the issuance of this certificate, Intertek assumes no liability to any party other than to the Client, and then only in accordance with the agreed upon Certification Agreement.

A handwritten signature in black ink, appearing to be a stylized name.