

REDUCE+REUSE+RECYCLE



At Indiana Furniture, we **REDUCED+REUSED+RECYCLED** long before it was the thing to do. We've been careful stewards of our resources for more than 100 years, simply because reducing waste made sense—for our business, and, as it turns out, for the people who produce and use our furniture, and for the earth we all share.

An ounce of prevention is worth a pound of cure. **Goal: Reduce waste to the landfill**

Reducing the millions of tons of waste that end up in landfills each year is one of the greatest environmental challenges we face. The surest way to reduce waste is to prevent it in the first place. So we buy responsibly; we reject unnecessary packaging; and we design, manufacture, and purchase with waste reduction top of mind.

Waste not. Want not. **Goal: Find innovative ways to reuse scrap materials**

Throwing away what could be put to good use offends our sensibilities. So we're always looking for new ways to put our offal to good purpose. We don't throw a single scrap away unless we cannot find a way to reuse, repurpose, or recycle it.

If something's worth doing, it's worth doing right. **Goal: Make products with longer life cycles**

One of the surest ways to reduce our impact on the planet is to make and buy things that last. This one's a natural for us. Our products are made with craftsmanship and attention to detail that are a part of our century-long legacy in wood manufacturing. We promote ease of assembly through modularity or component based construction methods for cost-efficiency and parts replacement that can be easily reused, repaired or reconfigured. Our products are backed by our 12-year warranty, which facilitates maintenance, servicing and reassembly.

What goes around comes around. **Goal: Reduce our carbon footprint**

Reducing the use of fossil fuels is the surest way to slow global climate change. To that end we're continually exploring and upgrading to new technologies that reduce our energy consumption—from ovens to lighting to heating and more. We source our materials locally, we manufacture expeditiously, and when we ship our products out, it's with intentional efficiency.

Be not toxic. **Goal: Eliminate hazardous chemicals and waste**

We've turned the corner on eliminating toxic chemicals from our plants, our processes, and our products. Our efforts have earned us coveted third-party certification for Indoor Air Quality and great marks from the EPA.

The best time to plant a tree is 20 years ago, the second best time is now. **Goal: Preserve our Natural Resources**

We believe in the value of green spaces – in fields, in forest, wherever it's found. That's why we use wood and veneers from sustainable sources.

Recovery Options

Indiana Furniture provides their customers environmentally friendly alternatives for disposing of furniture once it has met its useful life. We encourage and support every effort to recycle components within the product series and provide disassembly instructions which indicate recycling options for product components. The following is a guideline for typical materials that are used on Indiana Furniture's legacy product lines which can be recycled at local centers within your area:

| MATERIAL TYPE | FURNITURE COMPONENT | END-OF-LIFE OPPORTUNITY |
|-----------------------|-------------------------------|-------------------------|
| Wood - Particle Board | Casegood Component | Fuel for Energy |
| Wood - Fiberboard | Casegood Component | Fuel for Energy |
| Steel | Fasteners, Hardware, Controls | Metal Recycling |
| Paper | Product Instructions | Paper Recycling |
| Glass | Glass Hutch Doors | Glass Recycling |
| Cardboard | Corrugated Cartoning | Cardboard Recycling |

Indiana Furniture also recognizes that there are additional opportunities for a product after it reaches the useful life for some customers and may be a greater value for other organizations. We strongly encourage our customers to donate our legacy product lines to local charity programs, refinish or refurbish to extend the useful life of the product, or utilize our Extended Stewardship Program to achieve the greatest value of the product. Please contact an Indiana Furniture customer service representative for additional information on the Extended Stewardship Program.

Extended Stewardship Program

Indiana Furniture has partnered with Workflow Interiors, Inc of Waltham, MA, to provide a means for removal and disposal of our Indiana Furniture products. Through moves, growth or downsizing, all companies experience change. When this happens, Workflow Interiors provides removal and disposal or refurbishing services to both large and small corporations throughout the country, reducing waste and increasing savings to the client.

Workflow Interiors, Inc
460 Totten Pond Rd, Ste 100
Waltham, MA 02451

781.672.5800 Phone
781.672.5810 Fax

info@workflowinteriors.com
www.workflowinteriors.com

Extended Product Responsibility

Indiana Furniture designs casegood and seating products with components that can be remanufactured and/or the product series is modular and reconfigurable. These concepts allow our customers to replace components in the field or reconfigure the furniture to an alternative office set-up.

Indiana Furniture provides disassembly instructions for our product series. These instructions offer a guideline for product disassembly and identify recyclable components. The product disassembly can be accomplished with the use of standard tools (screwdriver and hammer), and require an average disassembly time of one hour per unit. Reference the product disassembly drawings for additional details.

Indiana Furniture also provides work instructions for the reconfigurable and modular product that are available in product brochures.