

Indiana Furniture Policies on Human Safety and Ecosystem Health

BIFMA Level, Section 7.1, 7.1.1, 7.1.2

Policy on monitoring, managing and improving employee safety and chemical monitoring to reduce toxic and hazardous chemicals.

- A. **Human Safety** – Indiana Furniture has established the **SAFETY** of our employees as our highest priority. As part of this focus, we shall meet or exceed all local, state and federal health and safety laws, regulations and other requirements, as we seek to protect the health and well-being of all of our employees, our communities and the global environment.

Rationale: Indiana Furniture's primary focus is on the safety and health of all of our employees, but also in the communities in which they live and our overall environment. As safer technologies are available, Indiana Furniture is one of the first to adopt them. As cleaner fuels and processes are available, Indiana Furniture switches to them.

We have led Southern Indiana and most of the United States in combustible dust control and explosion prevention. We shared our technology with all local manufactures to assist them in providing safer working environments for all local workers, not just our own.

Our primary focus is the safety of our employees. A Safety Engineer oversees all safety requirements, improvements, audits accidents and near-misses and provides corrective actions. This emphasis has led to a large reduction in annual accidents and reduced medical and insurance costs. Indiana Furniture has been recognized by our insurance carriers for safety improvements made to our facilities.

Employee morale and productivity have also improved with brighter, safer work cell layouts and the addition of lifting and turning devices to reduce employee stress and strains. Goals of our Lean Manufacturing events include making safety improvements to the works cells being audited.

Stretches have been designed for each department to alleviate stresses caused by the types of work performed in that department. Production plant employees perform these stretches four (4) times each day, while office employees are mandatory stretches in the morning and optional before beginning afternoon work.

We have employed myotherapy (deep tissue massage) therapists to visit each plant regularly to relax stressed muscles and tendons which might otherwise lead to a repetitive motion injury.

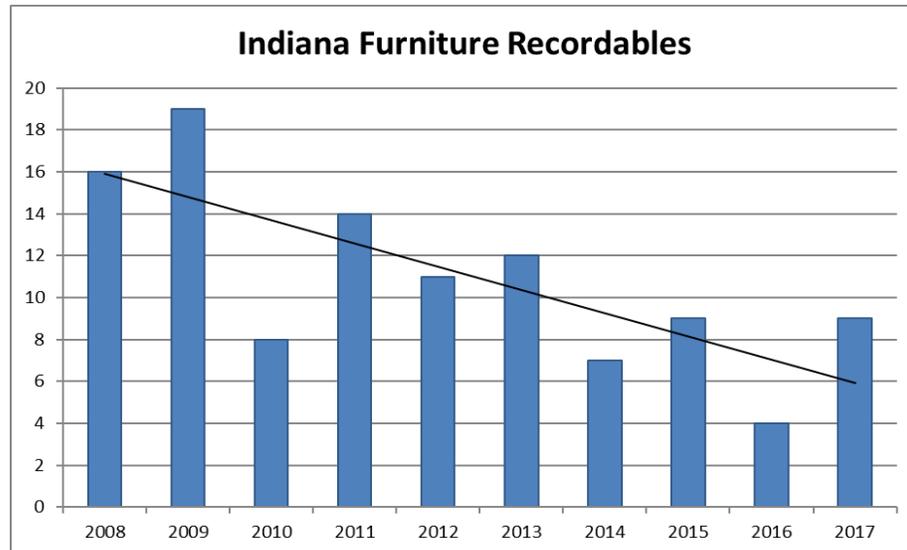
We have encouraged Indiana OSHA inspections, INSAFE safety certification visits from Indiana OSHA and have had several VPP (Voluntary Protection Program) visits as we seek Federal OSHA VPP safety certification for all facilities.

All employees are annually trained on our Safety Policies, OSHA Regulations, EPA and Indiana DEM (Indiana Department of Environmental Protection) regulations as well as HazMat (Hazardous material) regulations and procedures.

B. Compliance with Safety and Health Regulations

Indiana Furniture fully complies with OSHA 29 CFR 1910.

C. Plant Safety, Health and Environmental Improvements



D. Human Safety – Indiana Furniture has established the SAFETY of our employees as our highest priority. As part of this focus, we shall meet or exceed all local, state and federal health and safety laws, regulations and other requirements, as we seek to protect the health and well-being of all of our employees, our communities and the global environment.

Indiana Furniture will constantly strive to seek technology, materials, suppliers, processes and practices to reduce air and water pollution, hazardous waste, landfill waste and other impacts on our employees, local communities and global environment.

Our products shall be designed to use the smallest amounts of sustainable materials, processes to minimize our wastes and provided reconfigurability, repairability and recyclable options at the end of the product's useful life.

All materials and chemicals purchased by Indiana Furniture shall be screened for any chemical which may be harmful to our employees, our customers as well as the environment of our communities and the world.

Rationale: Indiana Furniture's Environmental policies start at each individual work cell, focusing on safety, housekeeping and health for all employees. Our housekeeping policies outlined by the 5S program of Lean Manufacturing, assures all employees a clean and safe workplace. Visitors to Indiana Furniture's facilities remark that they are the cleanest manufacturing facilities they have seen. Indiana Furniture was a leader in adopting UV (ultra-violet) cured finish processes to reduce solvent-borne finishing systems, and producing low-emitting furniture in six (6) series in two (2)

plants. This has reduced chemical exposure to our employees as well as provides a more durable, low-emitting product for our customers.

We monitor 100% of the chemicals in our raw materials, finish materials, solvents, process chemicals, cleaning agents and maintenance chemicals.

We monitor and manage our hazardous waste materials and processes with waste reduction goals.

Indiana Furniture has demolished several old plant buildings which contained asbestos to remove any possible exposure to asbestos and ensured that they were disposed of in the safest and proper means.