



VISION IN ACTION 2013

Corporate Social Responsibility Report

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LEADERSHIP

Message from Our CEO



Robert King Humanscale Founder and CEO

A typical approach to sustainability is to do less bad, sometimes going as far as aiming to have a net zero effect. This is a commendable undertaking, requiring significant effort — but we should aim even higher. We believe we have to go beyond harm reduction to making a positive impact on the world.

Humanscale has always believed in doing more with less, so we are continually working to reduce our impacts. For example, our chairs use the sitter's weight as a counterbalance to the backrest to replace a complex mechanism, which minimizes the amount of material used and the impacts of production and shipping.

At the same time, we actively seek to increase our positive contributions. Our products are, of course, designed to keep people healthy. We spend a great deal of time and effort engaging and educating

our supply chain and holding them accountable for more sustainable practices. We've partnered with the World Wildlife Fund (WWF) and the Cambodian government to protect and restore over 1.5 million acres of rich ecosystem in Cambodia's Eastern Plains that had been decimated over the years by commercial hunters and loggers.

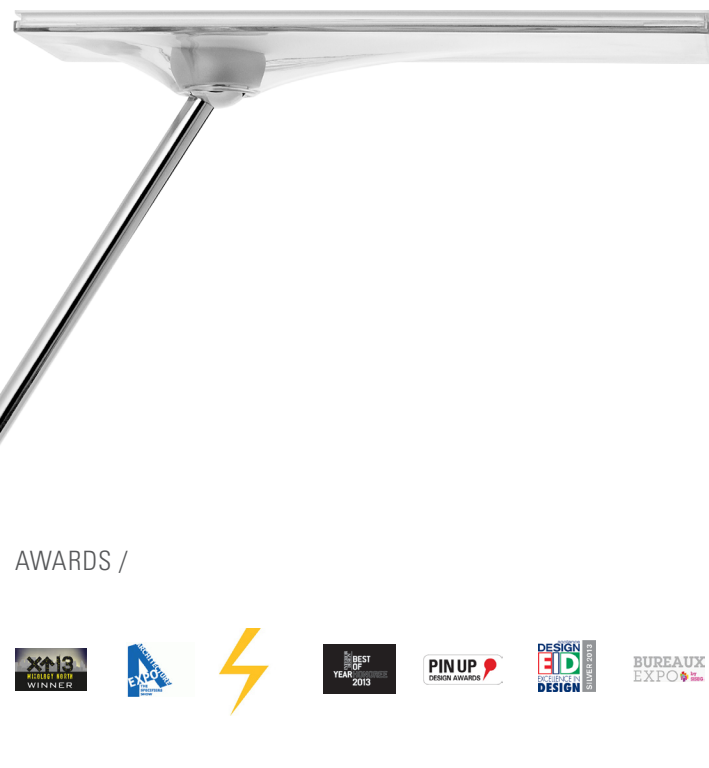
While we are proud of the steps already taken, we know that there is a lot more work ahead of us. We know that everything we do has an impact. As we continually reduce harmful effects and build on beneficial contributions, we aim to have an overall positive impact. I welcome you to read about our progress in 2013 and where we're headed in the coming years.

ABOUT US

Humanscale is the leading designer and manufacturer of ergonomic products for the office and home.

Our award-winning solutions—including seating, task lighting, keyboard supports, monitor arms, height-adjustable tables and more—create safe and comfortable work environments for computer users, minimizing the risk of discomfort and injury.

We develop products that will stand the test of time—both functionally and aesthetically—while consuming as little of the Earth’s limited resources as possible.

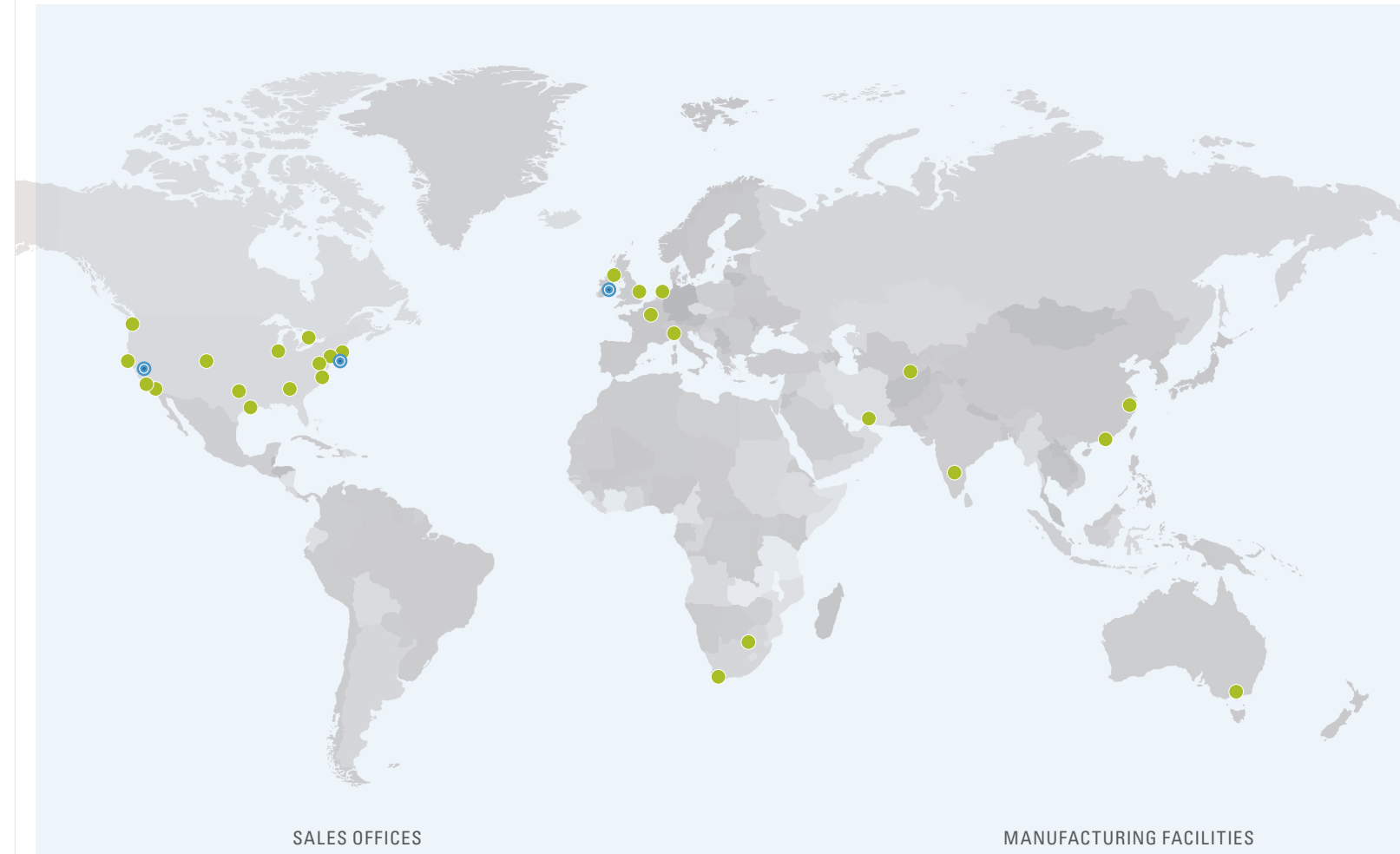


AWARDS /



OUR IMPACT

With more than 800 employees, Humanscale is a global company. Our sales offices are located across the world and we have manufacturing facilities on nearly every continent.



- | | | | | |
|---------|------------------|-----------|-----------|------------|
| Atlanta | Los Angeles | Bangalore | Amsterdam | Fresno |
| Boston | Mexico City | Beijing | Dublin | Dublin |
| Chicago | New Jersey | Hong Kong | London | Piscataway |
| Dallas | New York | Melbourne | Milan | |
| Denver | Philadelphia | Malaysia | Paris | |
| Houston | San Diego | Shanghai | Prague | |
| Itasca | San Francisco | Singapore | Dubai | |
| | Toronto | | | |
| | Washington, D.C. | | | |

Humanscale is guided by the principles of performance, simplicity and beauty.

Humanscale abides by a philosophy that good design achieves more with less. When a design solves a functional problem as simply and elegantly as possible, the resulting form will be honest and timeless.

The most beautiful things in the world are found in nature, and nature demonstrates the simplest, most efficient means of operation. Humanscale embraces this approach in all of its designs.



Everything we do
has an impact.
We're aiming to
make it a good one.

Our plan is to minimize the negative impacts while we maximize the positive contributions until we tip the balance to an overall positive impact.

In this report, we discuss the ways in which we do both.

DESIGN FOR THE ENVIRONMENT

Our approach to product development is measured and calculated. We employ a “stage-gate process” in which we follow a product design from concept all the way through the post-manufacturing phase.

PROCESS /

CONCEPT

In order to maximize our positive impact, we discuss and analyze sustainability matters at every stage.

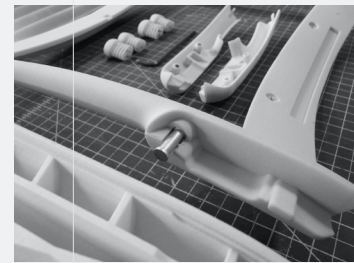


During the “concept” phase, we identify ways we can simplify the product in order to minimize the negative impact it will have on the environment. We also determine how long the product will be used (three years, 10 years, etc.) and ascertain how much material will be necessary in order to maintain the product over that period of time, ensuring that we do not overtax resources.

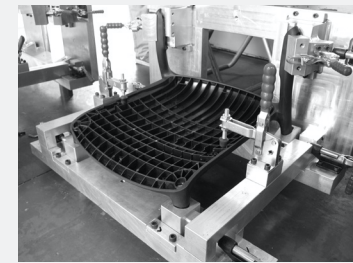
REFINEMENT



In the “refinement” stage, we review materials and even innovate on the available materials to make sure we are using the most sustainable ones. We also remove features at this stage, further simplifying the product.



ENGINEERING



The “engineering” phase invites us to minimize the amount of material and, since engineers have visibility to how commonly certain materials are recycled in the United States, they can make better choices about healthy materials.

PRE-PRODUCTION



During the “pre-production” phase, we work with vendors to find out how efficiently they are using materials and whether they have used any materials with high recycled content. At this point in the process, we also finalize the sustainability metrics for the product.

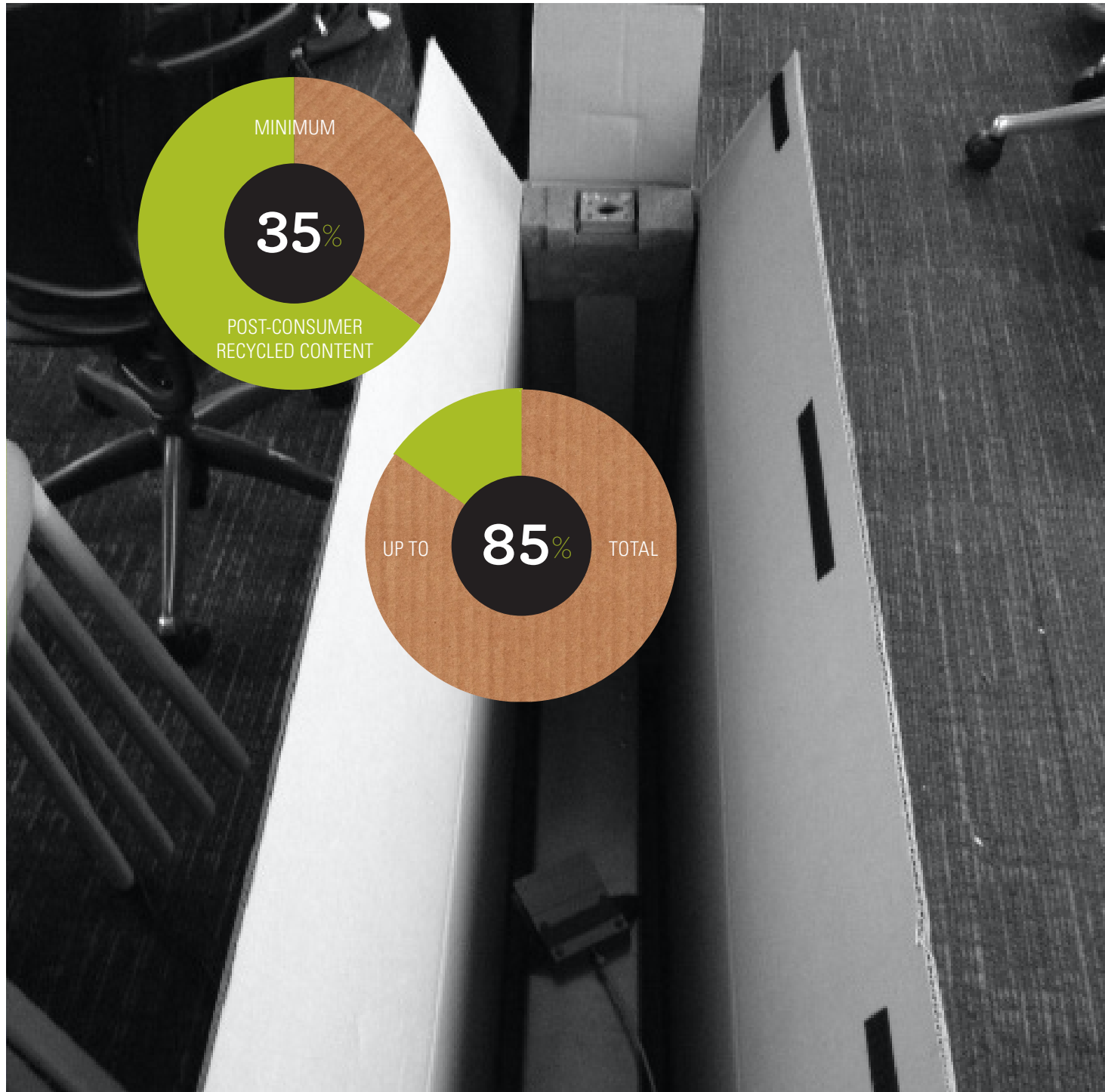
PRODUCTION



Finally, in the “production” phase, we begin to obtain certifications for the product and make any last minute changes to the materials used, all the while being certain to use the least harmful contents.

PACKAGING

Our laser-like focus on minimizing our impact does not end with the product development process. We also take into consideration the product's packaging and how we may use materials more wisely.

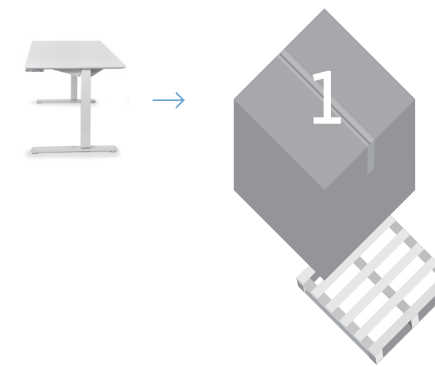


CASE STUDIES /

FLOAT PACKAGING

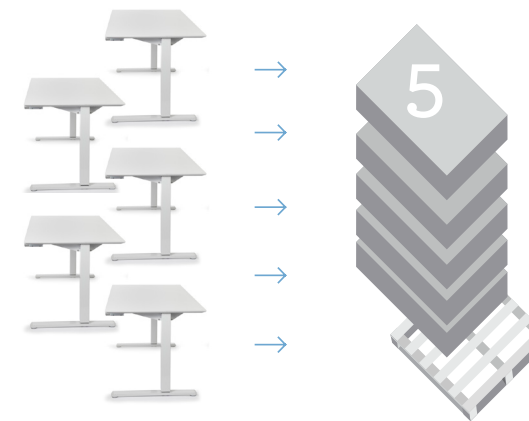
Through innovation, we have minimized the impact of shipping one of our most popular products.

Originally, our Float table was packaged in large, unwieldy boxes.



Only one table fit on each pallet, which required excessive energy and increased shipping costs.

We analyzed new ways in which we could package the Float table, and discovered that we could do so with an 80% reduction in packaging.



The result?

Now, instead of fitting one table per pallet, there is enough room for five.

BLANKET-WRAPPED CHAIRS



When customers order chairs from us, they always have the option to receive the products wrapped in blankets.

One of our customers who selected blanket-wrapping asked us to calculate the amount of carbon dioxide emissions that would be avoided as a result of using blankets, rather than boxes.

The customer purchased 3,640 chairs and the delivery location was 260 miles from the factory. Not only did the blanket-wrapped chairs allow for more chairs to be shipped in one trailer and reduce the weight of the shipment, they also eliminated the need for cardboard altogether.

The result?

A whopping 32.28 tons of carbon dioxide emissions from shipping and cardboard production were avoided, for an 86% reduction compared to standard shipping.

PRODUCTION FACILITIES

In 2013, 79% of all our product sold worldwide went through our two production facilities in North America. Since they have the largest impacts of our operations, we're paying closest attention to how they perform.

PISCATAWAY

Our main production facility has been located in Piscataway, NJ for more than 10 years. It houses many of the manufacturing and assembly activities, as well as a number of office activities.

2013 saw an 8% increase in production over the baseline year

FRESNO

In 2012, we moved our operations in Fresno a short distance to a larger facility. The new facility is larger, and we have been continually increasing production quantities.

2013 saw a 15% increase in production over the baseline year.

CALCULATING OUR NUMBERS/

The amount of impact we had this year

We keep track of the direct measure of each attribute, but to help give us context, we also look at our impact two other ways.

How this compares to an average year

To understand if we're improving, we compare ourselves to our historical performance, calculated as an average of the previous three years. This tells us the absolute reduction or absolute increase.

How efficiently we're using precious resources

We know that reducing our impact simply by reducing our production isn't a feat to be celebrated. We aim to do more with less, and reduce our impact even as we increase our production. To understand if we're becoming more efficient, we normalize the absolute increase/decrease to the production amount of a baseline year. This lets us understand our normalized reduction/increase.

WASTES AND RECYCLING

We prefer to look at the big picture when we're considering our sustainability efforts.

We even review the amount of waste content and recycled content we produce at our facilities.

We want to send as little to landfill as possible, while increasing the percentage of recycled content.

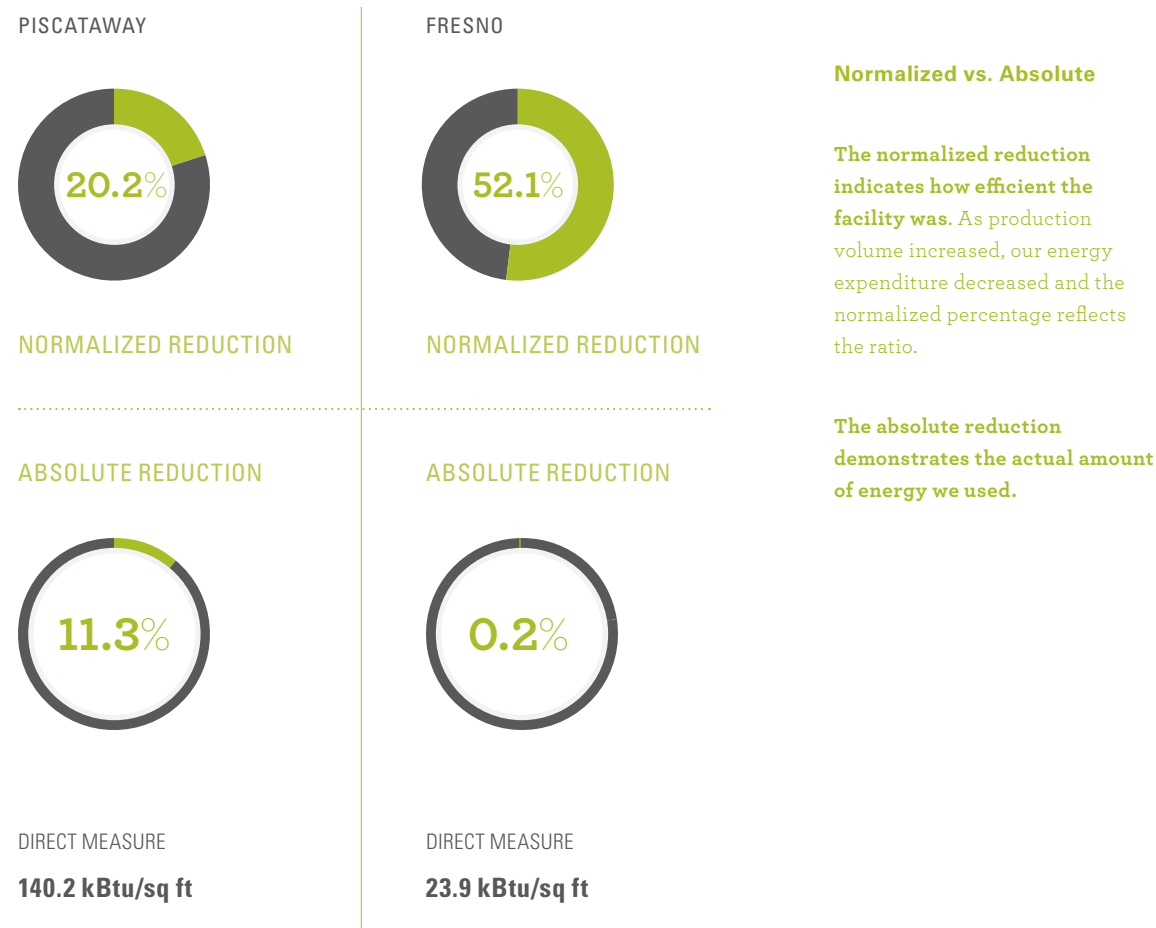
Ultimately, we strive to see an overall decrease in the amount of waste content produced.



Beyond our products, we also take care to use sustainable methods when it comes to our facilities.

This year, our goal was a 10% normalized energy reduction. In Piscataway, we achieved a 20.2% normalized reduction and 11.3% absolute reduction, while in Fresno, we achieved a 52.1% normalized reduction and 0.2% absolute reduction.

In addition, 20% of our electricity in our North American facilities came from wind power.



For greenhouse gas emissions, our goal was to reduce the normalized amount by 12%.

In fact, in Piscataway we did more than that. We saw a 32.4% normalized reduction and a 24.4% absolute reduction in greenhouse gases*. We also made great strides in Fresno, where we achieved a 21.3% normalized reduction and a 30.2% absolute increase in these emissions.



*Data calculated using the EPA Climate Leaders Simplified Greenhouse Gas Calculator

HEALTHY MATERIALS

Healthy materials, healthy products: We care about what goes into everything—it's what's inside that counts.

Choosing the best products to complement your life can be overwhelming and it's nearly impossible without the right information. At Humanscale, we believe it's essential to share as much information as we can about our products so users can assess their options and make informed decisions.

In late 2012, we were excited to see the launch of the Health Product Declaration (HPD) standard, which provides a transparent, understandable and standard format for material ingredients disclosure. An HPD is similar to a nutritional label, but for the products you use. It informs you about what the ingredients are in the products you purchase, so you can make healthy, informed choices. In 2013, we began identifying all ingredients in our products by working with suppliers at all levels. Our initial efforts focused on the Float height-adjustable table and the Diffrient Smart chair. We will expand the scope of our work to include all product lines.

SUPPLIER OUTREACH

To ensure we are doing everything we can to minimize our impact, we maximize our supplier outreach by influencing vendors to be more sustainable.

We have established goals with five of our strategic vendors (representing more than 40% of inventory purchases) and provided instructions on monitoring progress. Our suppliers have been third-party audited by level® to confirm they've met the goals that have been established. We believe that, by encouraging our vendors to set sustainability goals, we are broadening our positive impact and contribution.

COMMUNITY SERVICE

For Humanscale, it is not enough to simply have offices all over the world.

We want to enrich the communities that we serve, so we engage in volunteer efforts. From running races to raising funds for cancer to mentoring youth, our team members are committed to giving back.

A few days before Thanksgiving, our Marketing team visited the Community Kitchen and Pantry of West Harlem to serve dinner to the less fortunate. The pantry serves about 10,000 meals every month to New Yorkers in need, the majority of whom are women, children, seniors, the working poor and people with disabilities. Team members formed an assembly line, with some plating green beans, rice and stew, while others served bread and drinks, alongside the pantry's staff.

ANEW

When a customer's products are no longer useful to them, what can they do?

We partner with ANEW in order to help these clients responsibly dispose of their products. ANEW promotes environmental sustainability through reusing, repurposing and recycling office furniture. We've leveraged ANEW's helpful purpose in many instances this year, thereby giving new life to products and helping to reduce landfill. Through our partnership with ANEW, we've diverted 3.015 tons from landfill and 1.915 were recycled and 1.1 tons were donated to a local cause.

When Humanscale's Los Angeles office had five Liberty chairs that they no longer had use for, they worked with ANEW to find a new home for the products. ANEW matched the chairs with the Cabrillo Marine Aquarium, which is dedicated to marine research, education and conservation. "They love the chairs," said Becky Hammer, director of donor and recipient relations at ANEW. The partnership benefited all involved parties: Humanscale was able to "recycle" the chairs and the Cabrillo Marine Aquarium received "new" products to outfit their facility.

We strive to create a more comfortable place to work for our clients and employees alike, but we also want our employees to be healthy.

We've developed initiatives and incentives for employees to keep healthy and thrive while working with us. The following are a few ways in which we are creating a healthier place to work:

Healthy Discount Program – Employees are incentivized to maintain their health and obtain regular check-ups and blood work from their doctors.

Smoking Cessation Program – We have a support community for our employees who are trying to kick their smoking habit.

Yoga – In our Piscataway facility, we conduct yoga classes to enrich the mind, body and soul of our employees.

To ensure we are held to the highest standards, Humanscale seeks out third-party certifications and various memberships, helping to guide our sustainability efforts.

CERTIFICATIONS



level® - Communicating the impacts of furniture products, level is a multi-attribute sustainability standard and third-party certification program.



SCS Indoor Air Quality Gold – Created to demonstrate the health and safety of an indoor environment, SCS Indoor Air Quality Gold requires products to meet strict indoor air quality chemical emission limits.



GREENGUARD – Similar to SCS Indoor Air Quality Gold, GREENGUARD certification provides assurance that products designed for use in indoor spaces meet strict chemical emission limits, contributing to the creation of healthier interiors.



Forest Stewardship Council (FSC) – The Forest Stewardship Council (FSC) certifies that products come from responsibly managed forests that provide environment, social and economic benefits.



LEED offices/showrooms – Many of our locations are LEED certified, which reflects the best-in-class building strategies and practices that went into creating the space.

MEMBERSHIPS



EPA SmartWay – As a partner of EPA SmartWay, we are committed to moving products in the cleanest and most efficient ways possible.



U.N. Global Compact – As a member of the U.N. Global Compact, we align our operations and strategies with the 10 universally accepted principles in the areas of human rights, labor, environment and anti-corruption with the aim of benefiting economies and societies everywhere.



U.S. Green Building Council – The U.S. Green Building Council works with individuals and companies to create healthy, efficient buildings. It is the administrators of LEED credits.



Carbon Disclosure Project – The Carbon Disclosure Project is the only global system for companies and cities to measure, disclose, manage and share vital environmental information, with the goal of helping them take action to reduce their impacts.

Humanscale has been working with the World Wildlife Fund (WWF) and the Cambodian government to conserve 1.5 million acres of Cambodia's rich biological diversity and to reintroduce displaced wildlife.



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WWF's program to renew parts of the ecosystem and help rebuild the lives of park rangers in remote Cambodia started in 2002.

While Founder and CEO Robert King, has been involved with WWF for more than 10 years, Humanscale has officially been supporting the Cambodia efforts since 2008. The program focuses on the Eastern Plains of Cambodia in the Phnom Prich Wildlife Sanctuary and the Monduliri Protected Forest, and began developing after the Khmer Rouge guerilla warfare ended in 1999 with a peace deal. "A lot of people don't realize how devastated Cambodia was, physically," said Charlie Sheerin, WWF director of strategic philanthropy.

They built ranger stations and hired and trained new rangers. Humanscale has helped provide salaries to hire additional community rangers, funding for training, support for constructing ranger stations and digging wells, solar panels and assistance to advisors so the project can be run professionally.

"It's helping to rebuild the lives of rangers, which is a huge undertaking. Rangers didn't exist before we got there, and they had no formal or academic training previously," said Charlie "Humanscale has been the driving force of this project for the past five years."

As well as supporting rangers, the focus of the program is to preserve one of the last wild places on the planet. The program supports the livelihood of species such as sarus cranes, crocodiles, wild water buffalo, sun bears, baboons and other monkeys, leopards, green peafowl, gaurs, elephants and elds deer. Specifically, a central goal of the program is to reintroduce tigers into the area.

In 2007, the last tiger was sighted in the area and just last year the team received agreement from the Cambodian government to begin bringing tigers back into the area. The plan is to reintroduce tigers so that over time between 50 and 100 tigers can be in these parts. To put this into perspective, there are as few as 3,200 tigers in the wild globally, which makes WWF's efforts significant.

"Pollution is nothing but the resources we are not harvesting. We allow them to be dispersed because we've been ignorant of their value."

R. Buckminster Fuller, Futurist

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