



OFFECCT

*Sustainable
development*

We take our future seriously

At OFFECCT we believe that no matter what the emissions are every company can and should make a difference. To minimize our environmental influence we have implemented green working methods to support our daily workflow. We do this by sustainable development and by constantly testing new, innovative and eco-friendly materials. We strive continuously to make products that are lifecycle based and at the same time re-use materials to minimize our emissions.

Business Travel Policy

At OFFECCT we use public transportation whenever that is possible. Company cars should be environmentally friendly. We prompt all our employees to ride a bike to work, if possible. We are also in the process of measuring our travel mileage to better understand the size of our ecological footprint.

Environmental Policy

Our Company shall by constant improvements, prevent and minimise negative influence from the production processes, products, transportation and other activities. This means that demands are put both on us and our suppliers.

At OFFECCT, we work continuously to minimise waste and use of materials. This promotes efficient use of resources and energy. To great extent we use renewable materials in our production and by energy efficient working methods we try to reduce our emissions of greenhouse gases. Our environmental policy and declarations reflects the situation of today and points out a direction for tomorrow. These documents are renewed continuously, pending new facts.

Green headquarters

In the year 2005 OFFECCT moved to new headquarters in Tibro, Sweden. The facilities are equipped with low energy lamps, local spring water, energy timers, attendance sensors on machinery and lightning, plus stations for recycling.

We evaluate all our purchases from an environmental standpoint and our aim is to make our offices as green as possible through small but important steps and actions.

We are donating to the Children's Rainforest Organisation for every set of the Amazonas nesting tables sold. Our investment has so far led to 188.878 sqm of the Amazonas Rainforest being turned into nature reserves.



Our surroundings

It's important to us that all components that are used as parts in our products are manufactured under fair working conditions and by environmental friendly suppliers. Our aim is to have all associated parties environmentally certified according to ISO-14001.

We choose to work in close, long lasting and developing business relationships. We try to influence our surroundings to implement green initiatives and develop more sustainable products and services that can be part of our production. An example is Protech Green® an environmentally friendly chromium-plating.

To develop our sustainable work even further within the areas of social responsibility we cooperate with both companies and non-profit organisations. One example is the non-profit environmental organisation Children's Rainforest where parts of the proceeds from the Amazonas nesting tables goes to protect the rainforests in Middle- and South America.

Human rights

Social responsibility is highly valued at OFFECCT and it is a prerequisite that we as well as our suppliers work according to the international human rights law. We are totally against child labour and adhere to The United Nations' 1989 Convention on the Rights of the Child. Our purchasing department have the responsibility to control and make sure that all suppliers follow these laws.

Products and material

We strive to manufacture products and use materials that will minimize our negative impact on the environment and to be safe to use from a public health perspective. To great extend we use renewable resources and today a large part of our collection bear the Swedish Swan eco-label.

Ethics in animal holding

OFFECCT is in favour of ethics in animal holding. Our principle supplier of leather uses only the leather that is classified as a by-product from the meat production industry. Where down and feather products are used we have guaranteed certificates and veterinary statements that the down has been taken from animals that are not live.



Our personnel – a valuable asset

Our company's success is dependant on well educated and motivated employees. We have reached our position due to their work. Our employees are highly appreciated for their contributions and therefore we are dedicated to their wellbeing and personal development. We do this in many different ways.

Investing in personal development

One objective is to promote, offer and facilitate education and training for our employees. Educational needs are mapped to meet both individual internal needs as well as market needs. By investing in personal development, education and training both company values and financial results are being strengthened.

Feedback

Happy employees make a happy company. To be able take advantage of valuable ideas among our personnel we perform regular employee surveys related to our common daily work. The anonymous surveys are evaluated objectively and the results are sent through the management team to respective leaders for action and necessary changes.

Communication

Fast, flexible and positive has always been part of OFFECCT's core values and company culture. Therefore it's important that all employees are informed about immediate events and changes. This is effectively achieved through intranet, weekly meetings and closed circuit TV broadcasting.

Health and physics

We cooperate with a strategic partner for all HR-questions related to health. We find it important to apply a holistic approach to health, physics and the connection to the workplace. Through our partner we offer different health support functions together with medical, physical and psychological examinations. All employees are invited to make individual healthprofiles and have opportunities to take part in different physical activities. OFFECCT also supplies a yearly "keep-fit" allowance in our efforts to improve our common health status.

Equal opportunity

OFFECCT is committed to give all employees equal opportunities regardless of nationality, gender, psychological or physical disabilities, marital status or sexual orientation. We do our outmost to offer our employees a healthy and positive working environment free from all types of discrimination.

Equal pay for equal work

Our salary system is based on the fundamental values that female and male employees have equal pay for equal work.

Responsibility – the customer is always number one

We believe in transparency. Both ways. By this we hope to establish a good relationship and long term trust amongst our customers. The customer is, simply put, always at the centre of our attention.



Feedback

Customer satisfaction is measured on a yearly basis on all our markets by way of an external website to secure an objective result. The management team takes part and the marketing director is responsible to follow up on the results and act upon them when necessary.

Service

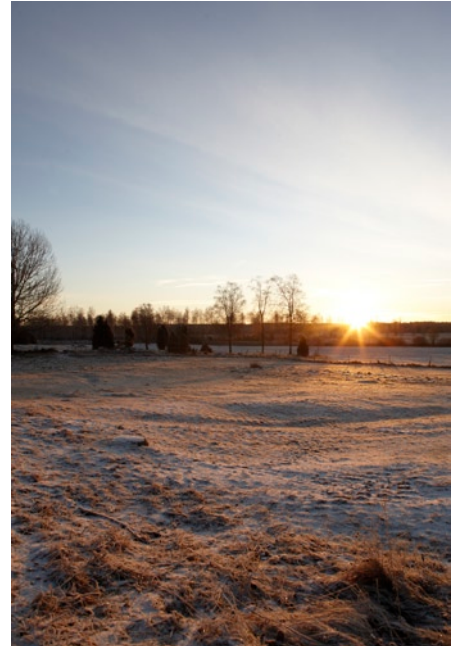
Our customers shall have easy access, be able to give feedback and raise their opinions. We welcome all contacts, questions and suggestions on how we can improve. Our Customer Service is well educated and qualified to answer all types of questions and to give thorough answers, no matter what the subject. In our aim to deliver the best possible solution to each individual client, Customer Service is trained to have the most updated knowledge of the products and services available.

Responsible marketing

All information about products, prices and campaigns is clear and transparent without hidden supplements. This information is available online for our business partners with the purpose to facilitate well-founded and fast decision making based on client needs.

Our special product council protects originality and design and makes sure that no infringement takes place of other copyrighted ideas or designs.

Finally we are convinced that sustainable development will be reached best by taking our responsibility and minimise the impact of activities on the environment. By doing so we can provide a future for coming generations and make it possible for them to satisfy their upcoming needs on this planet.



With kind regards
OFFECCT AB

A handwritten signature in black ink, appearing to read 'Kurt Tingdal'. The signature is fluid and cursive.

Kurt Tingdal
CEO and Marketing Director

OFFECCT

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