

**We have an ongoing commitment to quality & durability,  
but we also have a responsibility to our environment.**

In our product & our practices we follow the 4 “Rs”...

### **Reduce – The first & most important step in protecting the globe.**

- By reducing our dependence on paper and cardboard means less trees are cut down; fewer plastic bags and Styrofoam packing blocks means more of our fossil fuels stay in the ground Whenever possible we eliminate unnecessary packing materials that will end up in our landfills.
- Almost all our products are flat or bulk packed; this reduces the shipping volume and thereby our carbon footprint.
- In our administration offices we encourage all our customers and suppliers to accept or send invoices, statements, flyers and communications via e-mail rather than mail or fax.
- To minimize consumption and maximize efficiency our natural gas and electricity use in all our facilities is monitored and set appropriately for our work schedule.

### **Reuse – Minimizes the footprint from waste collection & processing.**

- All used cardboard boxes, plastic bags, bubble wrap, foam packing block and chips in good condition are sorted and stored in our warehouse for reuse.
- All non-confidential single sided office scrap paper is used for internal scratch pads.

### **Recycle – Turns your waste into a new raw material.**

- Wherever it will not compromise strength or durability, our products are manufactured with recycled materials, further much of metals & plastics in our product is post-consumer recyclable.
- Any Cardboard boxes, paper, glass or aluminum that cannot be reused in our facilities are sent for recycling.

### **Replace – Fix it up instead of throwing it out.**

- All of our products are designed using easily replaceable parts; the need to discard aged or damaged products is nearly eliminated.

## **Certification of Compliance**

Our products have been tested by an outside authority and have shown to comply with or exceed the ANSI/BIFMA X7.1-2011 and the CDPH/EHLB/SM V1.1 standards for VOC emission levels.