

## COMMERCIAL FURNITURE SOLUTIONS PRODUCT STEWARDSHIP POLICY AND LIFECYCLE MANAGEMENT PLAN

Commercial Furniture Solutions CFS is committed to responsible life cycle management and the core principles of product stewardship and extended producer responsibility.

Our starting point is focused on extending overall product life and ensuring reuse and refurbishment wherever possible and appropriate for customers. This includes offering re-upholstery and refurbishment solutions that enable an effective second lease of life.

As a manufacturer, upholsterer and assembler of seating, CFS understands that corporate, social and environmental responsibility goes beyond the point of sale and warranty periods.

In conjunction with our logistics team, we will take back all certified products and recycle in the following ways.

### OUR PRODUCT STEWARDSHIP OPTIONS INCLUDE:

- Refurbishment of purchased certified products for possible reuse by existing customer or on-selling/ remarketing to new customers.
- On-selling or donation of certified products in existing condition to other commercial businesses or organisations charitable or otherwise.
- Disassembly of purchased certified products for component and/or materials reuse in new product manufacturing.
- Disassembly of certified products for materials recycling by approved operators/recycling companies.

### APPLICABLE CONDITIONS:

1. The customer shall bear the full costs of any activity associated with de-installation, collection and removal of products.
2. Standard labour rates (of the day) will be applied to any activity in order to deliver the client sanctioned product stewardship services.
3. The customer will be responsible for the safe removal of all power, data and communications cables/wiring prior to de-installing any products subject to product stewardship services. The customer shall bear the cost associated with undertaking such work.
4. Subject to agreement in writing by all parties, cost attribution other than that noted above can be negotiated between CFS and the customer.
5. The donation of product to social oriented or community based organisation must be conditional upon acceptance of these products by these organisations prior to the implementation of this agreement.
6. Any and all proceeds arising from any of the product stewardship services specified above remain under the control of CFS.

Commercial Furniture Solutions will endeavour to constantly improve its Product Stewardship activities in line with current industry and government policies.

Commercial Furniture Solutions will also strive to be innovative and offer its customers obvious practical benefits associated with managing end of life commercial seating.