



NORCO PRODUCTS

ENVIRONMENTAL SUSTAINABILITY & CORPORATE RESPONSIBILITY

1. Environment & Community Investment

A. NORCO Products is dedicated to continue in its mission as an environmentally responsible manufacturer of office and classroom furniture. Our first priority is providing **Quality "Design Performance Furniture"** for today's classrooms at a competitive price. NORCO maintains a stringent purchasing policy of utilizing only vendors who are **Environmentally Certified** and meet the requirement for quality performance.

B. NORCO Products works with the local community in various ways. Involvement on Boards include: Rotary, Friends To Youth Missoula, Missoula Int'l Friendship Program, Exchange Club, Western Montana Fish & Game Association, and Montana Shooting Sports. Major Donors of: University of Montana, Missoula Children's Theater, Big Brothers Big Sisters, and DECA.

C. NORCO Products CEO has been honored with 'Outstanding Business Person, Missoula's Brightest Star' Award and regularly provides flags to local community parks.

2. Diversity in Hiring

A. NORCO Products abides by all State and Federal laws pertaining to fair employment practices and provides equal opportunity for advancement. Without exception, a non-discriminatory policy with regard to race, color, religion, sex, age, disability or national origin is strictly maintained. NORCO Products continues to be one of the largest employers in Missoula, Montana.

3. Recycle, Re-use, Energy Conservation, & Sustainability

A. NORCO Products is dedicated to being an environmentally responsible manufacturer of office and classroom furniture.

1. NORCO continually strives to make important, innovative improvements in manufacturing.

a. Implementation of new **environmentally friendly, non-toxic paint line** (2007)

b. Conservation of our natural resource water.

- Provide **all waste water to be eliminated through in-house evaporation system** (ensuring no environmental impact, with no waste water leaving the facility).
- Utilize only **environmentally friendly, non-toxic chemicals** in processing and production.

c. **Recycle all by-products**

- Steel and corrugated cardboard (Pacific Steel), wood pallets and scrap wood (Progress Tool & Die, Johnson Bros.)

2. Maintain efficient energy use regarding business equipment, lighting and heating.

a. Fluorescent lighting installed in plant and office

b. High-Intensity Discharge Lighting for outside of building

c. **Plant heated with waste steam from press and wash-line.**

d. Installation of **water-efficient plumbing** fixtures to include low-flow toilets, high efficiency shower heads, fluorescent lighting and toxic-free paint.

e. Standard office practices include the purchase of all "Energy Star" products.

f. **Reduce waste, reuse, and recycle all paper products and packaging material.**

3. Products are built to last, and will not break down or add to landfill waste.

4. NORCO Products is committed to utilizing vendors providing **Environmentally Certified Products:**

- Roseburg Lumber www.rfpco.com/lumber/cs.htm
- Lumber Products www.lumberproducts.com
- Pacific Steel www.pacific-recycling.com
- Sherwin Williams Paint www.sherwin-williams.com
- Doellken-Woodtape www.doellken-woodtape.com
- Formica Corporation www.formica.com
- Wilsonart International www.wilsonart.com

4. Ethical Standards

A. NORCO Products is dedicated to serving our customers and the public with the highest of ethical standards. Keeping and expanding the trust and goodwill of our customers, vendors, and the public is of the utmost importance to our company and employees.

5. Financial Responsibility

A. NORCO Products manufactures and sells quality products to assure the future of the company and continued employment opportunities in the local economy. If our products last longer than your needs require, NORCO strongly encourages donating furnishings to non-profit organizations in need.

6. Human Rights

A. It is our mission to treat our co-workers and our customers fairly and with respect. 40 hour work weeks, midday and two breaks are maintained. Overtime is always paid to all employees who elect to work above and beyond the standard schedule.

7. Safety

A. NORCO Products complies with the spirit and intent of the Federal Occupational Safety and Health Act in providing a safe and healthy work environment.

8. Customer Satisfaction

A. NORCO Products has been a leader and innovator in the field of school and office furnishings for over 40 years. NORCO commits to purchasing only U.S. made raw materials. NORCO maintains a 10 year warranty on all fully welded-unitized steel cabinets, a 15 year warranty on all welded-fixed height tables and a 5 year warranty on ALL additional products.

9. Product Manufacturing

All NORCO Products furnishings are designed, manufactured, assembled, and shipped at our facility in Missoula, Montana.

10. Miscellaneous Examples of Efficiency & Environmental Responsibility

A. Plywood decking material used in volume truck load shipments is re-delivered directly to schools for use in Wood Shop classes.

B. Excess cardboard packaging material used in volume truckload shipments is bundled and returned to NORCO Products for reuse or sent to local recycling centers.

C. School Furniture requested to be shipped in Full Truck Load Capacity only.

1. Eliminates the need for excessive packaging material
2. More fuel efficient than (LTL) Less Than Truckload Shipment.
3. Safer mode of transport, avoid freight damage

NORCO PRODUCTS GREEN INFORMATION

1000 SERIES PANEL BASE DESKS

MATERIAL

PANELS

RECYCLED CONTENT

Environmentally sound, manufactured from reclaimed materials. These products include particleboard and MDF based products.

EDGE BAND

LEED Compliant-ABS Edgebanding and Door Handles composed of plastic by-products.

CONFERENCE TABLES

MATERIAL

PANELS

RECYCLED CONTENT

Environmentally sound, manufactured from reclaimed materials. These products include particleboard and MDF based products.

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WELDED FRAME S TABLES-MODULAR TABLES

MATERIAL

TABLE TOPS

RECYCLED CONTENT

Environmentally sound, manufactured from reclaimed materials. These products include particleboard and MDF based products.

EDGE BAND

LEED Compliant-ABS Edgebanding composed of plastic by-products.

DOOR HANDLES

Recyclable.

STEEL FRAME

Angle iron is composed of recycled material.

CASTERS

Casters are recycled phenolic resins and plastic by-products.

15 YEAR WARRANTY: Quality designed products built to last and not to be a factor in landfill waste.

This product may last longer than its original need, and yet still has a lifetime of service. Encourage product to be reused through donation.

MOBILE CABINETS

MATERIAL

PANELS

RECYCLED CONTENT

Environmentally sound, manufactured from reclaimed materials. These products include particleboard and MDF based products.

EDGE BAND

LEED Compliant-ABS Edgebanding and Door Handles composed of plastic by-products.

DOOR HANDLES

Recyclable.

STEEL FRAME

Angle iron is composed of recycled material.

If the cabinet gets damaged it will not be a factor in landfills.

Quality frame design is built to last and accept replacement panels, doors, and casters.

CASTERS

Casters are recycled phenolic resins and plastic by-products.