



**THE BERNARD GROUP**

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SMARTPRESS

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**2023**

# **SUSTAINABILITY REPORT**

This report contains the progress we've made toward reaching the Sustainable Development Goals (SDGs). Specific references to each goal are described on pages 32 and 33.



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# CEO's Letter

In this annual CSR report, we are proud to share our progress and highlight our dedication to creating value for our customers and stakeholders, while making a meaningful difference in the community. Corporate Social Responsibility is integrated throughout The Bernard Group's operations, and this year, we've continued to build upon our years of work and investment to achieve even higher goals:

## Workplace

- Continued our focus on employee engagement and development
- Achieved 82% participation in employee engagement survey, with an overall score of 4.22
- Reached a record of 4,100 hours of employee professional development training through our TBG Academy program
- Fostered an environment of teamwork, collaboration and belonging through engaged management and training
- Continued to build our talent pipeline through acquisition efforts, including career fairs, mentoring programs and leadership development programs

## Community

- Partnered with community organizations to fight hunger and meet the needs of at-risk children, teens and women
- Organized community volunteering opportunities for our employees, resulting in hundreds of hours served

## Environment

- Focused on replacing virgin plastic packaging with sustainable options
- Created a closed-loop recycling stream for our magnet material
- Sourced and tested the most sustainable options for materials and packaging and converted customers to these options

## Stakeholders

- Increased our EcoVadis score
- Continued to measure and report our emissions

I'm proud of the progress we made this past year and the many opportunities ahead to continue delivering meaningful impact. We look forward to further fostering a positive and empowering work environment for our employees, serving our clients and supporting our community in 2024 and beyond.

Sincerely,



Matthew Hanson, CEO



# About The Bernard Group



We strive to provide our clients with a world-class product, and more importantly, world-class service. We have a creative, driven, entrepreneurial culture that's leading the way for the print and display industry.

The Bernard Group (TBG) is a visual merchandising company with expertise in design and production. We print brilliant digital graphics on many different types of media and also design and build displays on which clients merchandise their products.



**Employee-owned**  
Over 850 employee owners



**Established in 1999**  
Five production facilities  
in the Minneapolis metro area



**Responsible manufacturing**  
EcoVadis Platinum, ISO 14001

The Bernard Group is the parent company of their online division Smartpress, along with Smartpress Managed Services and Smartpress Storefronts.





# How We Partner: Company Overview

## PROCESS



## TEAM



# Facilities

We take pride in our production facilities and ensure the health and wellbeing of all of our employees.

The Bernard Group is located in Chanhassen, MN. We have over **570,376** square feet in five facilities that house services including:

- fixture manufacturing
- large and small format
- print production
- wood shop
- metal fabrication
- plastic fabrication
- temporary materials structural design
- strategic and creative conceiving
- engineering
- product development
- planning and project management
- global partner management
- sourcing
- estimating
- color management
- testing lab
- assembly and finishing
- kitting
- installation management
- warehousing/inventory management
- shipping
- web-based ordering



The Bernard Group Value:

**“PASSION  
FOR  
EXCELLENCE”**

To bring superior  
quality at breathtaking  
speed in the most  
demanding of  
environments.

# Global Reach Company Overview

The Bernard Group's U.S.-based fabrication facilities are located in the Minneapolis metro area. Our state-of-the-art facilities house small/large format printing, plastic/wood/metal fabrication, graphic/fixture design, engineering, warehousing, fixture assembly, kitting and logistics.

Additionally, we have global partners to meet your timing, budget or quantity needs.



Minnesota

New York

Atlanta, GA

Seattle, WA

Portland, OR

Mexico

China

## INTRODUCTION

# Our Mission & Purpose

We exist to wow our clients with service and products that are the best in the world. Period. Providing this level of service to our clients must be met with an equal amount of passion for collaborating and serving our teammates. We operate in a manner that is environmentally sustainable and socially responsible.

We **believe** in working  
for something bigger  
than ourselves...

*...and we **believe** it should be stunning.*

**Our purpose as a company is to build inclusive and diverse teams of stars that serve their individual clients inside a culture that allows them to realize these great motivators. In doing so, we're able to sustain the passion that's required to wow our clients and each other, on each and every project.**

We believe we are all inherently hardwired to:

Work for something  
bigger than ourselves

Be in relationship  
with each other

Take ownership  
of our work

Have the freedom  
to make decisions



## INTRODUCTION

# TBG's Core Values



### **WOW**

Wow is our first company value by intention.

Webster's Dictionary defines wow as: To overwhelm with delight and amazement.

WE AGREE.

### **OWNERSHIP**

Ownership of our company makes each co-owner 100% accountable.

An ownership culture and the freedom associated with it brings top talent to TBG.

We have proven that top talent on the front lines, given the ability to make decisions, will consistently trump a top-down management style.



### **PASSION FOR EXCELLENCE**

It is quickly realized by new hires who have prior experience in our industry that this value is indeed central to our culture.

We often hear from them how our quality is superior and the speed in which we do it is breathtaking.

It's a demanding environment but very satisfying to those with the right DNA.

### **THE ART OF TEAMS**

We believe teams of top talent with clear objectives will consistently outperform centralized control.

We put a great amount of energy into building skilled and diverse teams to handle our most challenging pursuits.

It's the difference between being average and being great.

## INTRODUCTION

# TBG's Approach to Corporate Social Responsibility

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**The Bernard Group is committed to operating in a responsible and sustainable manner and creating positive social change in our community.**

Our corporate policies support the Global Compact's 10 Principles and Sustainable Development Goals (SDGs), which provide a framework for the governance of TBG. We are committed to understanding, integrating and monitoring our social, environmental and economic impact to enable us to contribute to society's wider goal of sustainable development. This commitment has become ingrained in our core values, and we aim to demonstrate these responsibilities through our actions and within our corporate policies.



### Commitment & Vision

- Provide our clients with high-quality and socially-responsible solutions
- Partner with our customers and suppliers to achieve a shared vision of sustainability
- Manage and reduce the impact that our work has on the environment
- Seek ways to give back to the communities in which we live and work
- Continually update our policies, procedures, training and offerings to reflect the most current information, technologies and programs best suited for the customers we serve

## INTRODUCTION

## Focus Areas

The impacts of our business operations fall into multiple categories and affect different stakeholders. TBG has developed a multidimensional approach to achieve our vision. This commitment has become ingrained in our core values, and we aim to demonstrate these responsibilities through our actions and within our corporate policies.

The four categories shown below represent our areas of CSR and the performance highlights associated with them:

Workplace



Stakeholders



Community



Environment



## INTRODUCTION

# Focus Areas: Workplace

Our success depends on the success of our employees. We provide them with meaningful work, opportunities for professional growth and to be part of a talented team of people who care.

### 2023 Performance Highlights

- Conducted our sixth annual Gallup employee engagement survey with 82% participation (698 employees participated versus 646 in 2022) and an overall score of 4.22 (+0.11 from 2022).
- Identified talent pipelines in our talent acquisition efforts:
  - Hosted 15 interns from eight different colleges throughout the summer
  - Continued partnership with Minnetonka High School SAIL program
  - Participated in a variety of career fairs, including onsite at our corporate location
  - Continued to partner with local high schools and other community organizations to expand our talent pipelines
- Continued to provide a variety of opportunities to our employees for learning and development through our TBG Academy in the following areas. Employees spent 4,100+ hours focused on professional development:
  - Ownership Academy
  - Leadership Academy
  - Functional Academy
  - Wellbeing Academy
- Rolled out Unconscious Bias training to all employees to support a culture in which employees feel that they belong and are included and valued for their unique perspective.
- Formalized a Mentoring Program that was piloted across the organization to support the development of employees and leaders in communication, leadership, networking and teamwork, both personally and professionally.
- Provided Total Rewards statements to our employees demonstrating the value of the total benefits package.
- Created an inspirational video showcasing our Leadership Values in action from leaders across the company. The video highlights various leaders talking about each of our six How We Lead core competencies and how they use them day to day.
- Employee Experience:
  - Hosted a variety of both company-wide and team-specific events to continue to foster a work environment of teamwork, collaboration and belonging
  - Offered a variety of social clubs for employees to participate in over the summer months, such as gardening, running and walking.



## INTRODUCTION

## Focus Areas: Workplace

### Future Focus:

- Conduct our seventh annual Gallup employee engagement survey:
  - Complete manager-led interactive action planning sessions based on feedback
- Continue to identify talent pipelines in our talent acquisition efforts:
  - Continue to offer a robust internship program for college students
  - Continue partnership with Minnetonka High School SAIL program
  - Participate in both on-site and off-site career fairs
  - Continue partnership with local high schools and other community organizations to expand our talent pipelines
- Employee Development:
  - Revamp our Onboarding program for new hires to ensure a successful experience over the first year of employment
  - Roll out suggested learning paths, along with standard development tools to all employees
- Continue to provide a variety of opportunities to our employees for learning and development through our TBG Academy in the following areas:
  - Ownership Academy
  - Leadership Academy
  - Functional Academy
  - Wellbeing Academy
- Employee Experience:
  - Continue to host a variety of both company-wide and team-specific events to continue to foster a work environment of teamwork, collaboration and belonging
  - Continue to offer clubs over the summer months for employees to participate in



## INTRODUCTION

# Focus Areas: Stakeholders

### Performance Highlights

- Achieved top 1% Platinum status with EcoVadis (a CSR evaluation company) for the third year in a row, which is the highest possible rating awarded in the EcoVadis sustainability assessment
- Increased our score to 79 in the EcoVadis assessment
- Included environmental and social clauses into supplier contracts
- Submitted our Communication On Progress to the United Nations Sustainable Development Goals (SDGs)
- Increased supplier participation into our sustainable procurement program
- Continued to provide excellent customer solutions, including an ethical supply chain, sustainable materials, sustainable innovations and quantified metrics
- Expanded suppliers completing sustainability assessments



### Future Focus

- Increase our score with EcoVadis
- Continue to provide leading-edge sustainable materials and packaging options to our clients
- Increase supplier participation in our Sustainable Procurement Program to ensure an ethical and sustainable supply chain
- Conduct on-site supplier environmental and social audits
- Lead the industry in minimizing our environmental impacts
- Encourage and educate our vendor partners to align their business practices with our Corporate Social Responsibility program

## INTRODUCTION

## Focus Areas: Community

### Performance Highlights

- Continued to fight hunger and meet the needs of at-risk women and children in the local community
- Raised over \$110,000 for three of our charity partners at our fifth annual charity Golf Open
- Employees participated in our employee garden. They were given a plot to plant vegetables and herbs of their choice, with all excess produce donated to a local food shelf.
- Hosted a clothing drive for Dress For Success, a nonprofit charity. Employees donated over 30 bags of clothing, shoes, handbags and accessories to disadvantaged women to help them achieve career advancement, career stability and economic sustainability.
- Hosted a food packing event with TBG employees at Feed My Starving Children. Employees packed 35,856 meals that were sent to families in need in Haiti.
- Partnered with Haven Housing, a local women's homeless shelter. We donated funds to help one of their housing facilities make the residents' rooms feel more like home with upgraded essentials such as bedding, blankets and towels.
- Supported Hope House by donating funds to this local shelter that supports local homeless youth
- Partnered with Kids In Need Foundation to host a Backpack Build Event. Employees packed 350 backpacks full of school supplies and donated the backpacks to a local elementary school.
- Partnered with a local charity, Neighbors Inc., and sponsored five families in need. Employees formed five teams to purchase and wrap Christmas gifts for disadvantaged children.
- Partnered with Operation Christmas Child. Employees packed shoe boxes full of items and gifts for children in need across the globe.
- Hosted a food drive for People Reaching Out to People (PROP). Employees donated food items to this local food shelf.
- Partnered with the SAIL Program at a local high school to provide training and employment opportunities
- Hosted a toy drive for Toys For Tots. Employees donated toys to children in need in the Minneapolis area.

### Future Focus

- Expand our charitable giving beneficiaries
- Support the local community projects that meet the needs of disadvantaged people
- Provide meaningful work to people in our community





## INTRODUCTION

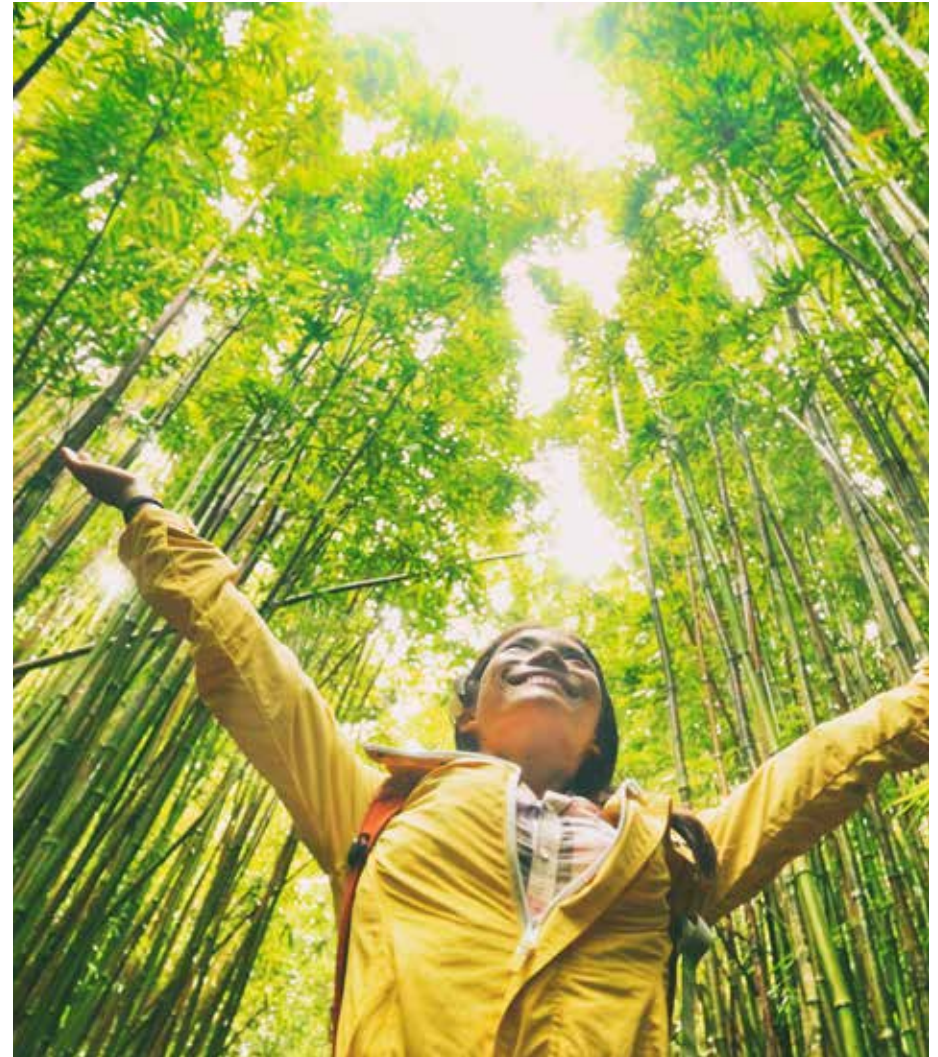
# Focus Areas: Environment

### Performance Highlights

- Diverted 673 tons of waste from the landfill
- Maintained our "Green Power" partnership with the EPA (Environmental Protection Agency)
- Publicly reported Scopes 1 and 2 emissions data to the EPA
- Offset 100% of our facilities' Scopes 1 and 2 emissions
- Measured our facilities' Scope 3 emissions
- Set reduction target for Scopes 1, 2, and 3 emissions
- Maintained ISO 14001 Environmental certification
- Maintained our Environmental Management System that allows for consistent implementation of our environmental initiatives
- Created a closed-loop recycling stream for our magnet material

### Future Focus

- Attain FSC Chain Of Custody certification by 2025 to meet client requirements and to lessen our impacts on the environment
- Develop a standard operating procedure for a product take-back program for clients who are unable to recycle certain POS and/or materials at the store level
- Continually improve our recycling program by adding additional waste streams to either recycle, re-use or add to the circularity program





## INTRODUCTION

## 2023 Core Value Overview of Achievements

	ENVIRONMENT	WORKPLACE	STAKEHOLDERS	COMMUNITY
<b>WOW</b>	Green Energy Partner of the Environmental Protection Agency	Identified talent pipelines in our talent acquisition efforts	Increased our EcoVadis sustainability rating to 79	Raised over \$110,000 for three local charities by hosting our fifth annual Golf Open
<b>OWNERSHIP</b>	Offset 100% of our Scopes 1 and 2 emissions	Employees spent 4,100+ hours focused on professional development	Replaced virgin plastic packaging by sourcing materials that are recycled, recyclable or sustainably sourced	Donated 350 backpacks filled with school supplies to a local elementary school
<b>PASSION FOR EXCELLENCE</b>	Created a closed-loop program for our magnet material	Developed a Mentoring Program to support the development of employees and leaders	Signatory of the United Nations Global Compact and align with their 10 Principles	Hosted a clothing drive for employees to donate used professional clothing to Dress For Success, a women's back-to-work program
<b>THE ART OF TEAMS</b>	Maintained ISO 14001 Environmental Certification	Conducted an annual Gallup Employee Survey with 82% participation	Increased ESOP stock value	Hosted a food packing event for Feed My Starving Children - employees packed 35,856 meals for families in need in Haiti

# WORKPLACE

A modern office scene with three people collaborating at a wooden desk. A man in a plaid shirt is working on a laptop while two women look on. The office has large windows, potted plants, and framed art on the wall.

WORKPLACE

# Workplace

**We strive to attract the best talent.**  
**Our people are the heart of The Bernard Group,**  
**and our accomplishments are a direct result**  
**of the talented professionals who work here.**

We continue to look for ways to be an excellent workplace and empower our employees by providing safe, healthy working conditions, fair labor practices, an inclusive work environment free from discrimination, intimidation and harassment and equal opportunities for growth and advancement so they can achieve significant results for our customers.

The following pages highlight three key areas: learning and development, employee engagement and health and wellbeing.





## WORKPLACE

## Inspiring Growth

We provide effective learning paths for employees that represent a range of skills and abilities. We provide access to LinkedIn Learning, which provides a wide variety of courses that benefit every role. We have also found that courses viewed on LinkedIn Learning can add value to personal development goals as well, such as managing stress, cultivating mental agility and time management.

We also provide all employees with Clifton Strengths Assessments. Our goal is to help everyone realize what they are naturally good at and how that can be applied both personally and professionally. When we tap into our natural talents, we improve our personal engagement and enhance our quality of life. We encourage our managers to share each team member's individual strengths, how they complement others on the team and how each team member can contribute based on their natural talents.



**We encourage employees to take time for their personal development and learning. This year we introduced TBG Academy, which includes a learning and development focus in the following areas:**

- **Ownership Academy**
- **Leadership Academy**
- **Functional Academy**
- **Wellbeing Academy**

**We believe that where there is learning and development, there is innovation and performance.**



## WORKPLACE

# Inspiring Growth: Leadership Development

**TBG is committed to developing our leaders. We believe that having strong leaders can reduce employee turnover, promote accountability, improve problem solving and clarify job roles, which all have a huge impact on our overall success.**

To begin developing our leadership program, we included the following:

- How We Lead - A training that ensures leadership competencies and behaviors align with the core values that define what a successful leader looks like
- Fundamentals of Leadership - A training program for a people leaders
- What Do Leaders Do - The next level of training, which complements the fundamentals
- Incorporate enhanced training on the recruitment process and interview skills training
- Incorporate additional training for continuous improvement for production leaders



## WORKPLACE

## Employee Engagement

We believe that increased engagement levels lead to happier employees, higher productivity, lower absenteeism and lower turnover. We have an Employee Engagement Team that is dedicated to creating an environment that encourages engagement and results in even more valuable experiences for our customers and prospects.

We conduct annual Gallup engagement surveys to gain insight from employees on how satisfied they are with their job, if they know what's expected of them, if they have the tools they need to do their job, what improvements they would like to see and what management could do better. We then have our managers lead sessions with their employees to create action plans to focus on for the year.



Employee Garden



Employees participating in a charity golf tournament



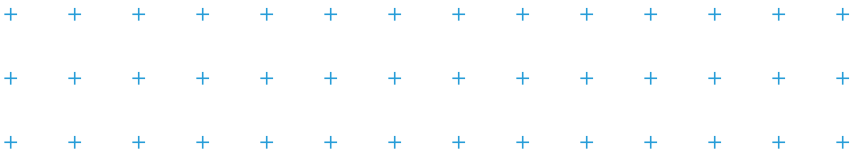
Employees enjoying a team outing

WORKPLACE

# Employee Health & Wellbeing



At TBG, we invest in our employees’ health and wellness because we know they are our greatest asset. That’s why we offer benefits to enhance our employees’ quality of life, with packages that include major medical, dental, vision and life insurance. Through the TBG Academy, our Wellbeing Academy offers employee assistance and wellness programs, and we support a healthy work-life balance by providing paid holidays and paid time off.



## TOTAL REWARDS

Providing Total Rewards that are important to our employees is a major focus of our senior leaders, managers and HR team.

The value of working for a company goes beyond pay and insurance, and TBG is committed to continuing to evaluate and elevate our Total Rewards to provide meaningful and competitive total compensation for employees.

Periodically, we conduct Employee Total Rewards Surveys and analyze responses to ensure future Total Rewards meet the needs of the majority of our employees. We also formed a benefits committee made up of cross-functional leaders to help evaluate health insurance and other benefits.



## WORKPLACE

# Employee Health & Wellbeing

### EMPLOYEE ASSISTANCE PROGRAM

TBG established an all-employee assistance program, offering employees and their families personal counseling, family and caregiving guidance, safety and crisis planning resources, self-improvement tools, life-learning opportunities and chronic-conditions support. TBG is committed to providing our employees with tools, information and services that help manage everyday challenges and their wellness for life.

### HUMAN RIGHTS

We support and respect the promotion and protection of human rights within our operations, value chains and communities where we operate. We also comply with the employment laws in every location in which we do business. It's essential that our business partners (suppliers, vendors, contractors, consultants and other providers of goods and services) uphold these same standards. We will not knowingly do business with those who do not comply with local employment laws.

### GIVING VOICE TO EMPLOYEE CONCERNS

We proactively attract world-class talent because we recognize our employees' contributions to our success and position as an industry leader. We value each of our employees, as illustrated by our long-standing commitment to fairness and equity in the workplace and our efforts to foster an atmosphere of inclusion. However, even productive and skilled employees might encounter work-related concerns.

For those employees, our 24-hour anonymous Ethics Helpline offers the opportunity to report work-related problems confidentially and without fear of retaliation. These programs support the consistent and fair treatment of employees, improve communications and encourage a positive workplace. Although some reports require no action, we investigate and resolve employee suggestions, questions and concerns to help us maintain our commitment to ethics and integrity in all that we do. Area managers and human resources business partners typically serve as facilitators to resolve employee concerns. This provides employees the opportunity to bring employment issues and concerns to the attention of management and/or human resources, ensures communication between the parties involved and facilitates the prompt resolution of workplace problems and disputes.



## WORKPLACE

# Key Performance Indicators: Workplace

Indicators		2021	2022	2023	2024 Target	
<b>Employee Engagement</b>	Percentage of employees who participated in the employee engagement survey	87% (626/719)	84% (646/765)	82% (698/850)	N/A *	*We cannot state a goal due to continued employee growth. All employees are encouraged to participate.
	Overall score	4.06	4.11	4.22	4.25	
<b>Benefits</b>	% of employees covered by benefits	67% (499)	69.7% (577)	70.6% (636)	N/A *	*We cannot state a goal as not all eligible employees choose to enroll in healthcare benefit plans (they may receive benefits through their spouse/partner, etc.).
	% of employees participating in 401K	62.8% (469)	62.7% (521)	67.2% (604)	70%	
	% of employee shareholders	72% (538/746)	82% (679/827)	86% (774/901)	N/A *	*We cannot state a goal. As our business grows and we add headcount, the number of shareholders will decrease due to the rise in headcount.
<b>Voluntary Employee Attrition</b>	Rolling 12 month average turnover	14.5%	11.48%	10.3%	13%	We had previously provided voluntary AND involuntary in this number. We are updating 2023 and previous to be just voluntary as called out in column A.
<b>Career Management &amp; Training</b>	Number of internal promotions or career change opportunities	70	171	150	N/A *	*We cannot state a goal. The actual number of opportunities for advancement may vary year to year. We encourage employees to continue to grow and develop in their career within the company.
	Number of training hours employees received to improve professional and personal skills	2151	2795	4196.5	4500	



## WORKPLACE

# Key Performance Indicators: Labor and Human Rights

	Indicators	2021	2022	2023	2024 Target	
<b>Health &amp; Safety</b>	LTI frequency rate	2.65	4.68	4.84	0	
	LTI severity rate	N/A	56.84	121.09	0	
	Number of training hours eligible employees received on Health & Safety Procedures	453	817	203	850	
<b>Women</b>	Women as percentage of total employees	37.94% (283/746)	38.21% (316/827)	37.51% (338/901)	40%	
	% of women in executive positions (excluding board members)	22% (2/9)	22% (2/9)	20% (2/10)	20%	*We are not anticipating any changes to the Senior Leadership team.
	% of women within the organization's board	36% (2/6)	20% (1/5)	20% (1/5)	20%	*We are not anticipating any changes to the board.
<b>Minorities/ Vulnerable People</b>	Minorities	22% (165)	23% (192)	25% (227)	25%	
	Disabled employees	N/A	1.8%	1.44%	2%	
	Protected veterans	N/A	1.0%	.78%	1.0%	
	Minorities/vulnerable people in executive positions	0	0	0	N/A*	*We are not anticipating any changes to the Senior Leadership team.
<b>Child Labor, Forced Labor &amp; Human Trafficking</b>	Number of cases	0	0	0	0	

## WORKPLACE

## Key Performance Indicators: Labor and Human Rights (cont.)

<b>Diversity, Discrimination &amp; Harassment</b>	% of employees trained on Discrimination & Harassment	77%	91%	98%	100%	
	% of employees trained on Inclusion & Diversity	77%	91%	98%	100%	
	% of employees hired in 2022 that attended Respectful Workplace Training	N/A	100%	100%	100%	
<b>Social Dialog</b>	Collective Agreements	0	0	0	0	

## Key Performance Indicators: Business Ethics

	Indicators	2021	2022	2023	2024 Target
<b>Anti-Corruption / Anti-Bribery</b>	Percentage of eligible employees trained on corruption and bribery	91%	94%	100%	100%
	Number of reported cases of business ethics-related violations through whistleblower procedure	0	0	0	0
	Number of confirmed information security incidents	0	0	0	0
	Number of lawsuits against the company on business ethics related violations	0	0	0	0



The Bernard Group

# STAKEHOLDERS



## STAKEHOLDERS

# Responsibility Through Leadership

**We respect the interests of our external stakeholders—our customers, prospects, suppliers, partners, and the wider community—and we demonstrate our marketplace responsibility through leadership in quality, ethics and transparency.**

## ETHICS AND INTEGRITY

We are committed to acting ethically and with integrity in everything we do. Our dedication to integrity and ethical business practices permeates all levels of our company.

To ensure an ethical supply chain free from corruption and bribery, we conduct daily restricted third-party screenings on all suppliers through Descartes.

## OUR CUSTOMERS

We strive to provide our clients with a world-class product, and more importantly, world-class service. We aim to provide the most innovative customer solutions, including sustainable production processes, materials and an ethical supply chain.

Partnering with EcoVadis helps to improve the way we integrate the principles of CSR into our daily business initiatives to positively affect our communities and supply chain. This year we maintained a Platinum rating, which puts us in the top 1% of businesses in our industry.





STAKEHOLDERS

# Responsibility Through Leadership

## SUSTAINABLE PROCUREMENT

As stated in our environmental policy, we are committed to leading the industry in minimizing the impact of our activities on the environment.

We aim to continually improve the sustainability level of our supply chain by incorporating environmental and social clauses into our supplier contracts.

We utilize the EcoVadis platform to track and monitor our suppliers' activities and progress toward environmental and social programs with the goal of demonstrating continuous year-over-year improvement.

This program provides our suppliers with a sustainability scorecard and tools for benchmarking to improve their sustainability practices.

We believe that this methodology increases transparency, encourages collaboration and facilitates ongoing improvement.



## STAKEHOLDERS

## Key Performance Indicators: Sustainable Procurement

Indicators		2021	2022	2023	2024 Target	
<b>Sustainable Procurement</b>	Percentage of targeted suppliers who have signed the supplier code of conduct	0%	0%	100%	100%	
	Percentage of targeted suppliers with contracts that include clauses on environmental, labor and human rights requirements	0%	0%	100%	100%	
	Percentage or number of targeted suppliers covered by a CSR assessment	100%	50%	49%	75%	
	Percentage of suppliers covered by a CSR on-site audit	0%	0%	0%	20%	
	Percentage or number of all buyers who received training on sustainable procurement	100%	100%	100%	100%	
	Percentage of audited/assessed suppliers engaged in corrective actions or capacity building	25%	13%	12%	40%	
<b>Supplier Diversity</b>	Percentage of diverse suppliers	N/A	1%	1%	20%	
	Percentage of new, diverse suppliers onboarded	N/A	N/A	0	10%	
	Percentage of diverse supplier spend	N/A	11%	9%	15%	

## STAKEHOLDERS

# Responsibility Through Leadership

## SUSTAINABLE DEVELOPMENT GOALS (SDGs)

We have aligned our operations and strategies with United Nations Global Compact's 10 Principles and Sustainable Development Goals on the environment, business ethics and labor and human rights. This partnership not only benefits our company internally, but also our work toward internationally recognized goals.

### Our Goals and How We're Contributing:



End poverty in all its forms everywhere (See pages 15,17,24,35-38)



End hunger, achieve food security and improved nutrition and promote sustainable agriculture (See pages 15,17,24,35-38)



Ensure healthy lives and promote wellbeing for all at all ages (See pages 12-13,15,17,19-25)



Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all (See pages 12-13,15,17,20-21,25-27,38)



Achieve gender equality and empower all women and girls (See pages 8,12-13,15,17,19-21,24-27)



Ensure availability and sustainable management of water and sanitation for all (See pages 48,54,55-56)



Ensure access to affordable, reliable, sustainable and modern energy for all (See pages 14, 16-17,40-42,44-48,53-56)



Promote sustained, inclusive and sustainable economic growth, full of productive employment and decent work for all (See pages 12-15,17,19-27,38)

## STAKEHOLDERS

# Responsibility Through Leadership

### Our Goals and How We're Contributing (Continued):



Build resilient infrastructure, promote inclusive and sustainable industrialization and foster innovation  
(See pages 4-10,14,17, 40-42,44-56)



Reduce inequality within and among countries  
(See pages 8,10,12-15,17, 19-21,24-27,29-30,35-38)



Make cities and human settlements inclusive, safe, resilient and sustainable  
(See pages 8,10, 12-17, 23-24, 29,35-38,40-53)



Ensure sustainable consumption and production patterns  
(See pages 10,16-17,29-31, 40-56)



Take urgent action to combat climate change and its impacts (See pages 16-17, 40-56)



Conserve and promote sustainable use of the oceans, seas and marine resources for sustainable development  
(See pages 16-17, 40-56)



Protect, restore and promote sustainable use of terrestrial ecosystems, sustainably manage forests, combat desertification, halt and reverse land degradation and halt biodiversity loss  
(See pages 16-17, 40-56)



Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels  
(See pages 8-10,17,19,25-27,29)



Strengthen the means of implementation and revitalize the global partnership for sustainable development  
(See pages 10,14,17,32-33)







## COMMUNITY

## TBG Gives Back

Charitable contributions, in-kind donations and volunteerism directly correlate with improving quality of life and making the world a better place. As part of our charitable giving initiative, we support multiple nonprofit organizations that mirror our core values. The following are some of the contributions we make to the communities in which we operate, as well as the contributions of our employees and their families:

### 5th ANNUAL TBG GOLF OPEN

TBG hosted its fifth annual charity golf tournament benefiting three local charities:



Employees volunteering

## COMMUNITY

# TBG Gives Back

### DRESS FOR SUCCESS

TBG hosted a clothing drive for Dress For Success, a nonprofit charity. Employees donated over 40 bags of clothing, shoes, handbags and accessories to disadvantaged women to help them achieve career advancement, career stability and economic sustainability.

### FEED MY STARVING CHILDREN

TBG hosted a food packing event where nearly 100 of our employees participated in packing 35,856 meals for children in Haiti. These meals will feed 98 children for one year.

### HAVEN HOUSING

TBG donated funds to this women's homeless shelter that offers a safe environment where women can stabilize, heal and work to overcome histories of abuse, chemical dependency, homelessness, incarceration, etc. This year we partnered with them to furnish one of their housing facilities with home essentials such as furniture, bedding and linens.

### KIDS IN NEED FOUNDATION

TBG hosted a backpack build event for our employees. We packed 350 backpacks full of school supplies and donated them to a local elementary school.

### LAUNCH MINISTRY

TBG donated funds to this youth crisis center that provides a safe space, tools and resources for youth ages 18-29 years old in crisis to transition successfully into adulthood.



Employees volunteering

COMMUNITY

## TBG Gives Back



### **NEIGHBORS, INC.**

TBG employees formed teams and purchased and wrapped gifts for several families in need so they could provide Christmas gifts for their children. Neighbor's, Inc. supports low-income households by providing food, clothes and toiletry items.

### **OPEN HANDS FOUNDATION/HOPE HOUSE**

TBG donated funds to this local shelter. Hope House is a six-bed emergency shelter for youth ages 14-19 who are homeless or at risk of homelessness in the Southwest Twin Cities metro area. Hope House turns young people's lives around by nurturing self-sufficiency and independence, with a goal of reconciliation and family unification.

### **OPERATION CHRISTMAS CHILD/SAMARITAN'S PURSE**

TBG employees participated in this holiday event by packing dozens of shoe boxes with items for children in impoverished countries. Samaritan's Purse is a non-denominational evangelical Christian organization providing spiritual and physical aid to hurting people around the world. Since 1970, Samaritan's Purse has helped meet needs of people who are victims of war, poverty, natural disasters, disease and famine.



COMMUNITY

# TBG Gives Back

## PEOPLE REACHING OUT TO PEOPLE (PROP)

Employees donated food items to this local food shelf. Their mission is "to compassionately provide food and comprehensive support to our neighbors in need that creates a path toward self-sufficiency."

## SAIL TRANSITION WORK PROGRAM

The Bernard Group partnered with a local school in our community to provide meaningful work to people with disabilities. The SAIL (Students Achieving Independent Life) Transition Program provides young people with special needs ages 18-21 with skill building, career training and guidance. The Bernard Group employs high school graduates who are participating in the program. The school provides job coaches who work alongside the employees to ensure they are building skills and receiving the training they need to perform their duties.

This beneficial partnership provides TBG with much-needed workers in a competitive labor market and employees with opportunities for growth in independent living, working and acquiring new skills.

## TOYS FOR TOTS

Employees donated toys to children in need throughout the Minneapolis area.





**ENVIRONMENT**

## ENVIRONMENT

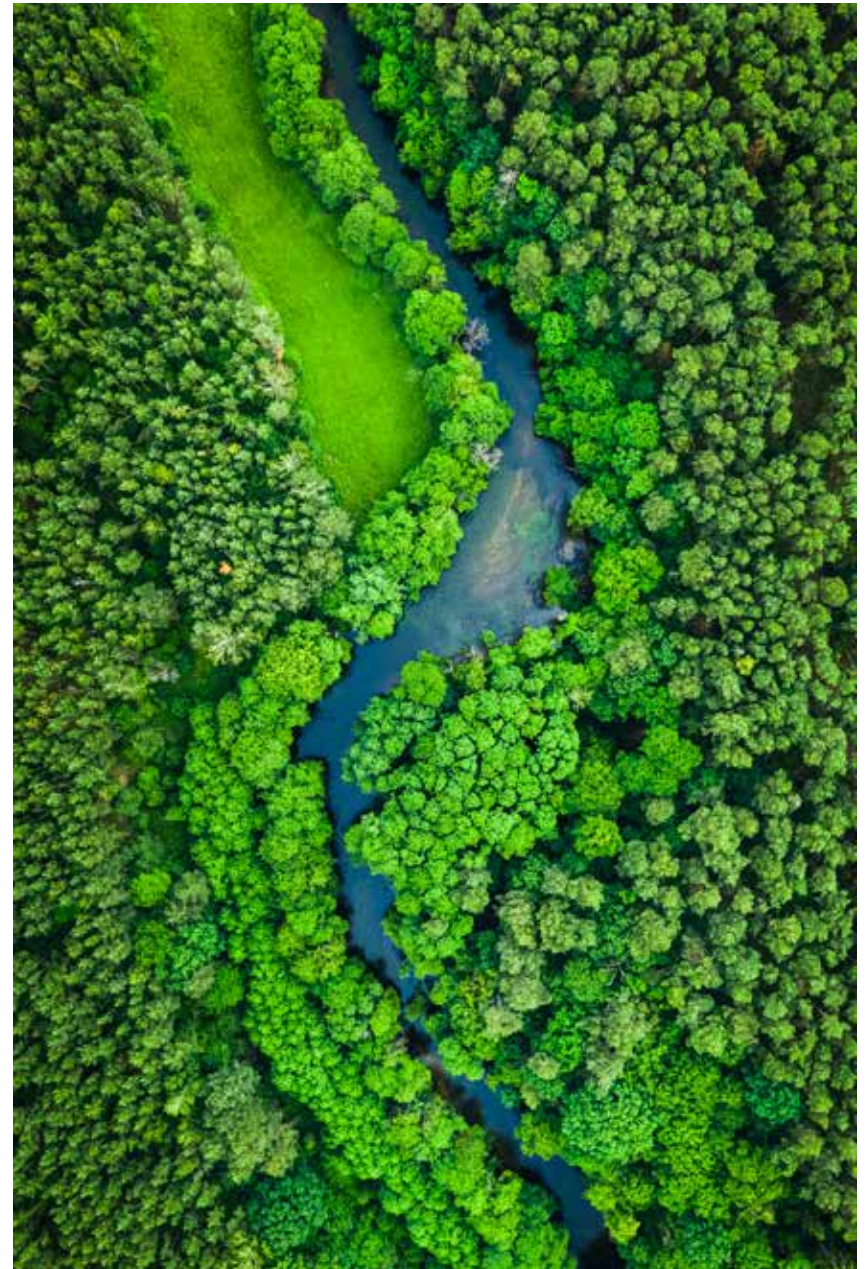
# TBG's Environmental Policy

**TBG is committed to leading the industry  
in minimizing the impact of  
its activities on the environment.**

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### THE KEY POINTS OF OUR STRATEGY TO ACHIEVE THIS ARE:

- Maintain a commitment to the protection of the environment, including pollution prevention, recycling/reusing as much as possible, and minimizing our overall consumption of natural resources
- Promote environmental awareness among our employees and encourage them to work in an environmentally responsible manner
- Ensure compliance with all applicable environmental laws and regulations
- Continuously improve the performance of our Environmental Management System (EMS)





## ENVIRONMENT

# 2024 Environmental Management System (EMS) Objectives

### **Objective #1:** FSC (Chain of Custody) Certification

**Goal:** To attain FSC Chain of Custody Certification and be fully certified by 2025 to meet client requirements and lessen our impact on the environment.

### **Objective #2:** Product Take-Back Program

**Goal:** To develop a standard operating procedure for a product take-back program for clients who are unable to recycle certain POS and/or materials at the store level. This would include creating various workflows to address specific POS and/or materials.

### **Objective #3:** Additional Waste Stream

**Goal:** To add another waste stream to either recycle, re-use or add to the closed-loop program.





## ENVIRONMENT

# TBG's Environmental Partners



### **British Standards Institution (BSI): ISO 14001 Certification**

BSI is the author of and certifying body for ISO 14001, an internationally recognized environmental standard.



### **Carbon Disclosure Project (CDP)**

We publicly disclose our emissions data to CDP to promote transparency and accountability with our stakeholders.



### **Environmental Protection Agency Green Power Partner**

By partnering with the EPA, we joined other organizations that are leading the way toward a more sustainable energy future.



### **Sustainability Trading Exchange**

In an effort to further reduce our environmental impact, we partnered with STX to purchase Green-e Certified Renewable Energy Certificates and U.S. Landfill Gas Capture Carbon Offsets.



### **Trees, Water & People**

TBG plants trees each year on a Native American Reservation located in South Dakota. The Pine Ridge Indian Reservation is experiencing a wide range of environmental challenges due to the rapidly changing climate, land rights issues and poverty. Reforesting this land combats climate change through carbon sequestration and develops income opportunities for the local natives.

ENVIRONMENT

# Business Operations

As our business continues to grow, we strive to improve the environmental performance of our operations. The environmental metrics that we track fall into the following categories:



## Waste Program

Waste of all types is sorted meticulously so that all **35** different wastes reach their intended destinations.



## Water Conservation

We minimize water consumption daily and have a No Exposure policy.



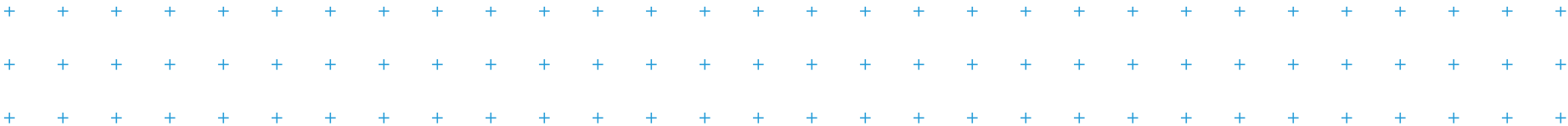
## Energy Conservation

We conduct annual comprehensive energy audits that identify potential energy saving projects.



## Performance Monitoring

We continuously monitor these and all our activities through our Environmental Management System.



## ENVIRONMENT

## Business Operations

### WASTE PROGRAM

TBG uses a Waste Stream Register to track all materials. We handle over 21 different wastes that must be sorted for compliant disposal and consider which impacts are most positive and least harmful. For items currently listed as trash, we work with our recycling partners and manufacturers to find additional streams as part of our commitment to reducing waste.

We recycle as much waste as possible in all areas and recycle even when it isn't profitable. We train all staff on correct sorting and bin locations of all recycling streams, promote environmental awareness among all employees and provide sales teams with tools and samples to help clients partner with us on in-store take-back recycling programs whenever possible.

We also embed sustainable design into all of our projects, whether that means considering a material with recycled content vs. virgin content or designing a display to be mechanically attached vs. using adhesives, we aim to begin with the healthiest options and end with getting materials back into a waste stream.

TBG also has its first closed-loop product: magnet rolls for printing graphics. Drop/waste from our magnet rolls are sent back to the manufacturer to supply us with rolls that have 75% recycled content. We're also looking at introducing two more closed-loop products.

### WATER CONSERVATION PROGRAM

TBG is a Minnesota-based company, and we're especially conscious of protecting our waterways. Our printing processes are waterless, neither consuming freshwater nor producing waste water.

- In fact, ALL of our liquid waste is disposed of properly and shipped compliantly to be incinerated
- We do not discharge chemical waste or effluent into the environment or public water system



## ENVIRONMENT

## Business Operations

### ENERGY CONSERVATION PROGRAM

As an industrial manufacturer, managing energy usage is a critical aspect in achieving our environmental goals. Comprehensive energy audits are conducted annually to look for energy savings project opportunities. Many projects have been implemented as a result of these audits, and the methodology and technology used has been applied on a continuing basis.

- **Energy Efficient Print Equipment** - High-transmission efficiency 480V power is specified for all new production equipment wherever possible. LED curing is used on a wide variety of current generation print assets in large format.
- **Programmable Thermostats** - Programmable thermostats continue to be specified for all new HVAC equipment installs, as well as on any remedial projects for current installations. TBG continues the practice of installing locking covers on thermostats in controlled areas to prevent tampering.
- **High-Efficiency RTUs** - When rooftop HVAC equipment is added or replaced, TBG always specifies an AHRA certified high-efficiency unit, as this provides numerous benefits. Lower emissions, less fossil fuel consumption and a rebate incentive are all positive impacts and come at a very small increase to the project cost.
- **Occupancy Sensors** - Occupancy sensors continue to be specified for new breakroom, office and conference room build-outs, as well as added wherever feasible as a remedial project for our contract electrician.
- **LED Lamps** - LED lamps are more energy-efficient, have a longer life than alternatives and are a critical component of our energy-saving efforts.

TBG continues to make energy improvements and holds new installation and construction projects to a high standard of energy efficiency.

### PERFORMANCE MONITORING

Data drives all of our environmental action at TBG, so performance monitoring is a major component of our programs.

Performance is continually monitored for waste, recycling, emissions and numerous other categories.

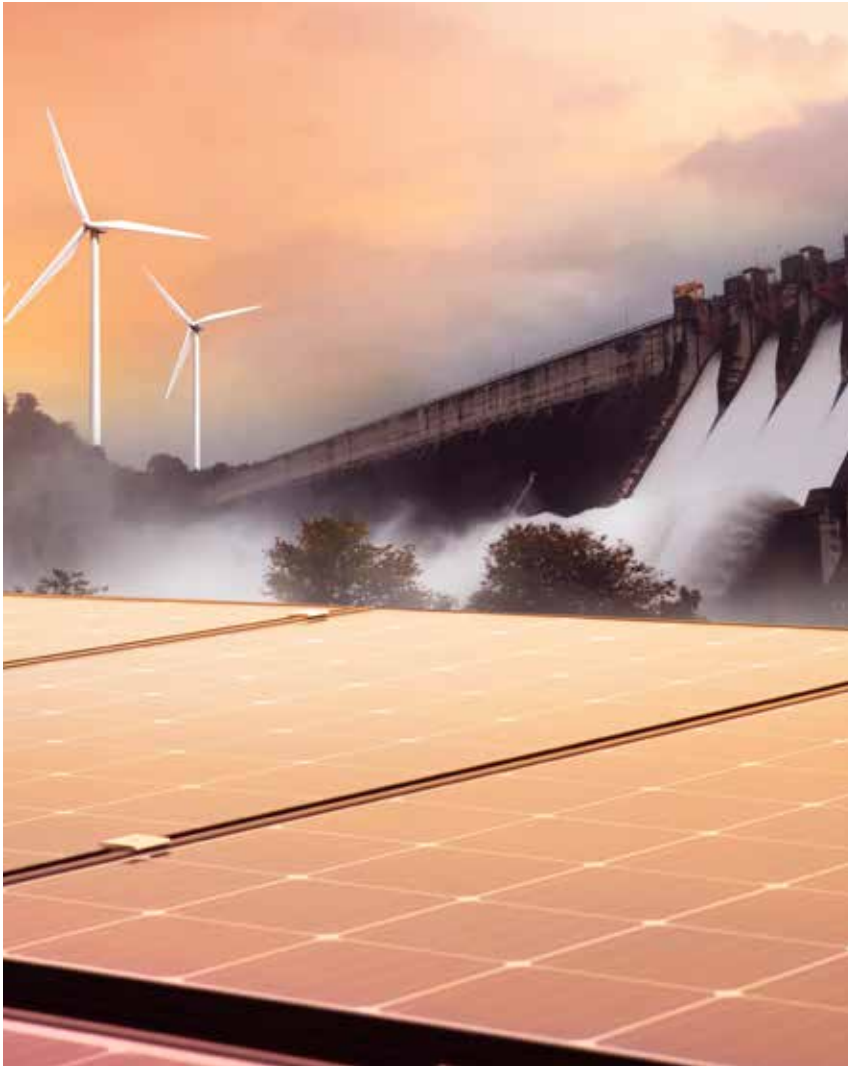
Using this data, we've set a goal for ourselves of working toward being 100% carbon neutral.





## ENVIRONMENT

## Business Operations



### GREENHOUSE GAS EMISSIONS - CARBON NEUTRAL PROGRAM

TBG has significantly reduced our carbon footprint by purchasing renewable energy certificates (RECs) and carbon offsets.

Our Carbon Neutral Program is comprised of:

- Green-e Certified US/CAN Wind/Solar/Biomass RECs
- Katingan Redd Project, which protects and restores peatland ecosystems
- Akocak Hydroelectric Power Plant in Trabzon, Turkey which generates energy from the Keradere River

### RENEWABLE ENERGY CERTIFICATES (RECs)

RECs account for and encourage the use, expansion and maintenance of renewable energy sources. They also channel funds directly to renewable energy and greenhouse gas reduction projects.

We use these certificates to match all of the electricity used in our offices and facilities, thus reducing our electricity-based carbon footprint.

The renewable energy generation we support has a positive environmental impact. Green-e Certified renewable energy meets the highest standards in North America. To qualify, they must be generated from new facilities that meet rigorous standards for environmental quality, transparency and accuracy.

ENVIRONMENT

Business Operations

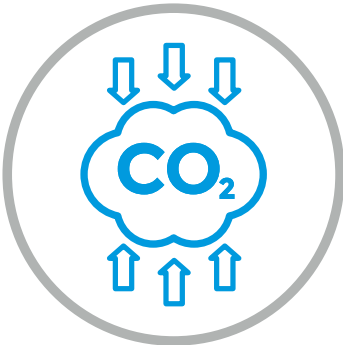
CARBON OFFSETS

TBG purchased carbon offsets at the Katingan Redd Project and the Akocak Hydroelectric Power Plant in Trabzon, Turkey. Offsetting greenhouse gas (GHG) emissions enable organizations like ours to reduce our environmental impact by supporting projects that are actively working to reduce, absorb or prevent carbon and other emissions from entering the atmosphere.

Carbon dioxide emissions are broken down into three Scopes:

- Scope 1: Emissions made directly by our five primary facilities and company vehicles in Minnesota.
- Scope 2: Emissions generated by the electricity we purchase from local energy partners.
- Scope 3: Emissions made by our supply and distribution chain, employees commuting, business travel, purchased goods and waste disposal.

As of January 2020, TBG has offset 100% of greenhouse gas emissions generated from our facilities (Scope 1) and 100% of the emissions made by our energy partners to power our facilities (Scope 2). We've also begun mapping out how to measure Scope 3, with the end goal to offset all of our carbon.



| TBG Scope 1           | TBG Scope 2           | TBG Scope 3            |
|-----------------------|-----------------------|------------------------|
| 2023 - 1,429 Tons CO2 | 2023 - 3,900 Tons CO2 | 2023 - 19,536 Tons CO2 |
| 2022 - 1,479 Tons CO2 | 2022 - 3,999 Tons CO2 | 2022 - 23,533 Tons CO2 |
| 2021 - 1,134 Tons CO2 | 2021 - 3,882 Tons CO2 | 2021 - 18,700 Tons CO2 |

## ENVIRONMENT

# Business Operations

TBG measures all of our utilities. As we continue to grow and add facilities, we are careful to monitor and limit the use of our utility resources as shown below.



## Electricity Usage in kWh

2023 - 8,307,761 KWH  
2022 - 8,520,243 KWH  
2021 - 8,270,089 KWH



## Business Travel Miles/tCOs

2023: 659,639/212  
2022: 502,140/165  
2021: 307,016/85

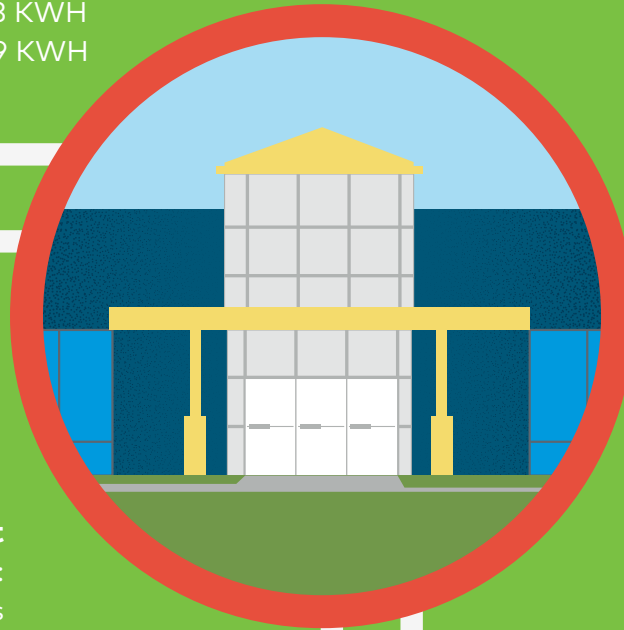


## Natural Gas Usage

2023 - 263,898 THM  
2022 - 274,642 THM  
2021 - 208,475 THM

## Waste Management

2023:  
Solid Waste to Landfill = 924 Tons  
Solid Waste to Recycler = 1,532 Tons  
2022:  
Solid Waste to Landfill = 1,004 Tons  
Solid Waste to Recycler = 1,639 Tons  
2021:  
Solid Waste to Landfill = 666 Tons  
Solid Waste to Recycler = 1,618 Tons



## Fleet Mileage

2023 - 66,125  
2022 - 47,769  
2021 - 65,217



## Water Usage

2023 - 4,621,000 Gallons  
2022 - 6,300,000 Gallons  
2021 - 6,284,000 Gallons

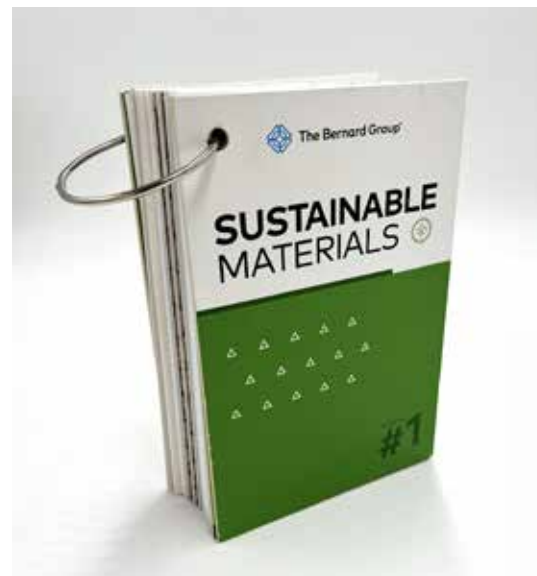
## ENVIRONMENT

# Business Operations

## MATERIALS AND RESOURCES

TBG remains committed to providing our clients with eco-friendly options.

- We vigorously research how performance, quality, process, scale, cost, availability and life cycle affect the success of your programs.
- We have several resources for our customers to view our spectrum of options, including sample material books, a library of data sheets and sourcing trackers.
- We look to emerging raw materials to be the first in the industry at driving new material development and production.





## ENVIRONMENT

# Business Operations

### MATERIALS: NEW EMERGING AND TESTING

Inspiration and viability:

We are constantly on the hunt for healthier material options that are viable and perform to quality and aesthetic excellence. We find, test validate and source multiple options when possible to provide solutions at the ready.



Recycled/alternatives plastics.



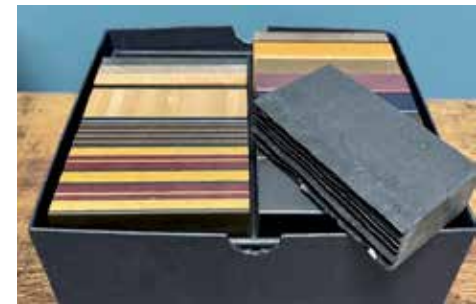
Living moss panels for wall and display applications.



Recycled content, plastics, paper-based, non-vinyl wraps.



FSC-sourced wood, eco-friendly MDF w/ low-VOC finishes.



Recycled or renewable content solid surfaces.

# Business Operations

## INNOVATION:

### MATERIAL REUSE AND RESEARCH



Pallets used for merchandising system material were repurposed and reused as backwall decor.

### TESTING AND PROTOTYPING



100% recycled acrylic and recyclable graphics.



Digitally-printed realistic texture.

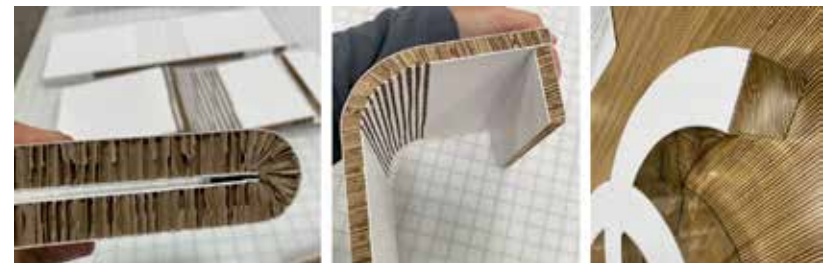
### NEW THINKING AND NEW METHODS



Stain color and finish study on wheat board.



Sculpting paper for temporary seasonal displays.



Designing and building strength and structure with renewable and recyclable materials.

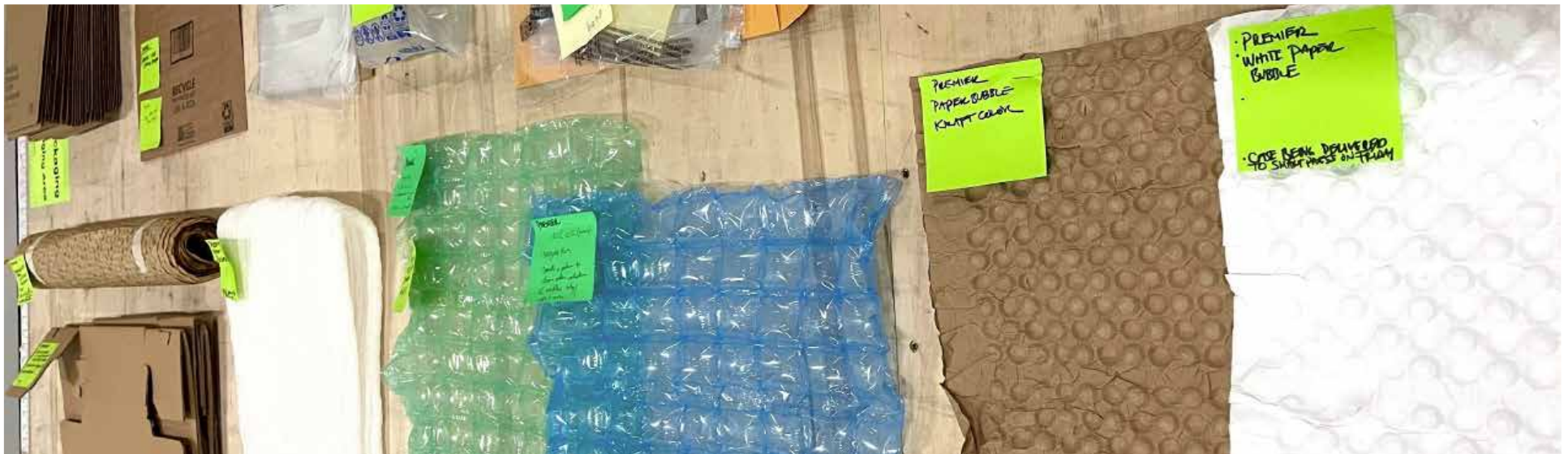
# Business Operations

## SUSTAINABILITY IN PACKAGING

In fall of 2022, we reviewed all our standard packing supplies in all our facilities. We documented usage, spend, versions, performance, availability and supplier partnerships. After that we searched for healthier options in each category until we had enough to begin comparisons and evaluations to vet out the weaker options and determine testing plans.

To date, we've landed on the below healthier options, either as complete swap-outs or in addition to our packaging products:

- **Polybags** - 20+ versions made from 100% recycled content.
- **Cartons** - Made with at least 60% recycled content.
- **Packing Tapes** - All 3" clear plastic tapes have 10% recycled content. Paper-based Water Activated Tape (WAT) with application machines implemented.
- **Bubblewrap** – Minimum 30% recycled content in 12"W rolls. Larger widths coming soon to test.
- **Krinkle Paper** – Paper-based, 100% recycled content and application machines brought in to be used as another option to bubble/void fill.
- **Foam Slip Sheets/Void Fill** – Non-abrasive, multi-layered, 100% recycled content tissue paper in multiple sizes.





## ENVIRONMENT

# Business Operations



### ENVIRONMENTAL SERVICES AND ADVOCACY

TBG supports the Minnesota Nature Conservancy and is a signatory of the "Climate Action Now" pledge to call on U.S. leaders to stand strong on climate change and demand climate action. TBG continually strives to reduce our operational impacts on the environment but also believes that we can have an broader impact on public policy to safeguard our lands and waters from climate's biggest impacts.

### TAKE BACK PROGRAM

When it's not possible for our clients to recycle materials at the end of a project, TBG offers a take-back program where shipping containers are provided and sent with the project for the client to ship the materials back to our facilities to be recycled properly.

### CLOSED-LOOP PROJECT HIGHLIGHT

TBG purchases recycled magnet from a local magnet supplier and all magnet scrap is sent back to the supplier where it is recycled again.

### PRODUCT END-OF-LIFE

When possible, projects are designed with the project end-of-life, circular design and recyclability in mind, with the goal of implementing a closed-loop methodology so that our products have a longer life and avoid becoming waste.



## ENVIRONMENT

# Business Operations

## SUSTAINABLE PROJECTS

Many clients come to us for eco-friendly design solutions. We have been able to offer a wide range of options and tools to assist them in producing sustainable projects. One way we do this is by using an eco design checklist.

### Must-Haves:

- Optimize the weight of materials used
- Use only certified materials
- Minimum of 30% recycled or renewable materials used
- No batteries, electrical, magnets or lights other than LED
- Maximum of three plastic resins

### Suggested:

- 100% renewable, recycled or certified packaging and protections
- Design reusable elements whenever possible
- Favor mono- or single-type material whenever possible
- No lamination or other decorative finishings that limit the recycling processes
- Favor sustainable printing processes (label or digital)
- Optimize palletization at conception stage
- Optimize shipment with flat delivery
- Promote recycling with disassembly instructions
- Identify plastics with their international packaging codes for easy recycling



## ENVIRONMENT

## Key Performance Indicators: Environmental Management

| Indicators                                       |  | 2021      | 2022      | 2023     | 2024<br>Reduction<br>Target | 2031<br>Reduction<br>Target SBI |
|--|--|-----------|-----------|----------|-----------------------------|---------------------------------|
| <b>ISO</b>                                       | Number of sites with ISO 14001 EMS certification     | 4/6       | 5/5       | 5/5      | 5/5                         | 5/5                             |
| <b>GHG Emissions</b>                             | Total gross GHG emissions: Scope 1 (Tonnes CO2)      | 1,134     | 1,479     | 1,055    | -4%                         | 46%                             |
|  | Total gross GHG emissions: Scope 2 (Tonnes CO2)      | 3,882     | 3,999     | 3,900    | -4%                         | 46%                             |
|  | Total air travel GHG emissions: Scope 3 (Tonnes CO2) | 18,700    | 23,533    | 19,536   | -2.75%                      | 27.5%                           |
| <b>Energy and Electrical Usage</b>               | Gas usage (THM)                                      | 208,475   | 274,642   | 263,898  | -4%                         |                                 |
|  | Electricity usage (KWH)                              | 8,270,089 | 8,520,243 | 830,7761 | -4%                         |                                 |
|  | Energy savings projects \$\$                         | N/A       | 375,884   | 0        | 100,000                     |                                 |
|  | Renewable energy consumed                            | 0         | 0         | 0        | 25%                         |                                 |
| <b>Materials, Chemicals, Waste and Recycling</b> | Total landfill (Tons)                                | 666.35    | 1,003.69  | 924      | -4%                         |                                 |
|  | Total recycled (Tons)                                | 1,618.31  | 1,639.27  | 1,532    | -4%                         |                                 |
|  | Total waste (Tons)                                   | 2,284.67  | 2,642.96  | 2,455    | -4%                         |                                 |
|  | % recycled   | 70.83%    | 62.02%    | 62.4%    | -4%                         |                                 |
|  | Average disposal costs                               | \$43.51   | \$29.86   | \$51.08  | -4%                         |                                 |
|  | Waste lamps (Bulbs)                                  | 937       | 1,085     | 987      | -4%                         |                                 |
|  | Batteries (Pounds)                                   | 0         | 45        | 0        | -4%                         |                                 |
|  | Hazardous waste liquid (Gallons)                     | 1,630     | 543       | 1,090    | -4%                         |                                 |
|  | Hazardous waste solid (Pounds)                       | 0         | 220       | 0        | -4%                         |                                 |

## ENVIRONMENT

## Key Performance Indicators: Environmental Management (cont.)

|  |   |            |             |             |          |
|--|---|------------|-------------|-------------|----------|
| <b>Materials, Chemicals, Waste and Recycling (continued)</b> | Non-Hazardous waste liquid (Gallons)                  | 8,080      | 4,679       | 3,355       | -4%      |
|  | Non-Hazardous waste solid (Pounds)                    | 20,391     | 12,695      | 3,657       | -4%      |
|  | E-Waste (Lbs)   | N/A        | N/A         | 4,836       | 4,000    |
| <b>Water Consumption</b>                                     | Total water consumption (Gallons)                     | 6,284,000  | 6,300,000   | 4,621,000   | -4%      |
|  | Weight of pollutants emitted to water                 | N/A        | 0           | 0           | -4%      |
| <b>Air Pollution</b>   | NOX (Tons)  | N/A        | 3.12        | 3.04        | 3        |
|  | SO2 (Tons)  | N/A        | 3.56        | 3.47        | 3.4      |
| <b>Product Use</b>   | Energy savings (New energy efficient equipment fleet) | 0          | \$20,442    | 0           | \$21,000 |
| <b>Produce End-Of-Life</b>                                   | Take-back program                                     | 0          | 0           | 0           | 30%      |
| <b>Customer Health &amp; Safety</b>                          | Number of product recalls                             | 0          | 0           | 0           | -4%      |
|  | Customer health and safety incidents                  | 0          | 0           | 0           | -4%      |
| <b>Environmental Services &amp; Advocacy</b>                 | Climate action public policy petitions                | 0          | 0           | 0           | 2        |
| <b>Fleet Miles</b>   | Fleet - gas miles                                     | 22,854     | 19,854      | 23,362      | -4%      |
|  | Fleet - diesel miles                                  | 42,363     | 27,915      | 42,763      | -4%      |
|  | Fleet - total miles                                   | 65,217     | 47,769      | 66,125      | -4%      |
| <b>Business Travel</b>                                       | Miles/tCO2  | 307,016/85 | 502,140/165 | 659,639/212 | -4%      |
| <b>Wood</b>  | Certification of wood, and wood product traceability  | 0          | 0           | 0           | 1        |
|  | % Recycled wood or wood based products/materials      | N/A        | N/A         | 0           | 20%      |
|  | % Certified wood or wood based products/materials     | N/A        | 11%         | 11%         | 20%      |



**THE BERNARD GROUP**

+



**SMARTPRESS**

**THANK YOU**

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