



Effective September 1, 2008, Kimball Office will offer the option of Forest Stewardship Council (FSC) certified wood on select product series. Arguably the most recognized wood certification program today, the FSC is an independent, not-for-profit, non-government organization based in Bonn, Germany, whose mission is to support environmentally appropriate, socially beneficial, and economically viable management of the world's forests.

### CHAIN-OF-CUSTODY

Kimball Office will have Chain-of-Custody certification from the FSC. Chain-of-Custody certification provides a guarantee about the production of FSC-certified products and tracks the path taken by raw materials from the forest to the consumer, including all successive stages of processing, transformation, manufacturing and distribution. From a customer perspective, the FSC label represents a promise that is being made to them. Chain-of-Custody standards are the mechanism FSC has to ensure that promise is delivered.

### ORDERING AND PRICING

Orders for FSC-certified wood on Kimball Office products will be processed as a special through our *By Design* department at an upcharge. Please contact the *By Design* team for specifics. Product cartons will have an FSC identifier in the handling unit label.

### AVAILABILITY

The availability of FSC-certified wood on Kimball Office products will be implemented in a phased roll-out with timing and milestones as follows:

- Audits for certification took place in July
- Certification for all plants will be issued in August, with the exception of our Post Falls, ID facility. It will receive certification in September.
- Phase I products include Cetra, Xsite, Footprint, Beo, Collage, Stature, Delano, Acapella, Clairmont, and Muirfield, with certification after August 31st.
- Phase II products include Definition, Transcend, Conferencing Solutions, Aspire, Fluent, Prevail, Senator, and President, with certification in the Fall.

### MOVING FORWARD

This important and exciting addition to our line will improve the environmental performance of our products, help our customers earn valuable LEED points, and most importantly, continue to promote environmentally sound management of the world's forests.