



Updated Environmental Statement 2011

Melle Site.

ASSMANN[®]
OFFICE FURNITURE
GOOD WORK.

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The updated Environmental Statement 2011 on the following pages is a presentation of the results of the most recent environmental audit. We have now been using the open form of communication with the help of the environmental statement in accordance with the applicable EMAS regulations for 16 years. We would also like to continue to do this.

We want to evaluate our environmental work over the past three years and look ahead at new projects and actions.

A friendly atmosphere where it is fun to work has always played an important role in the corporate philosophy at ASSMANN. The logical result of this is to strategically utilise the topic of the environment. Product technology and marketing, quality, innovative technology, cost efficiency and environmental protection are all equally important success factors at ASSMANN.

Conserving resources when using materials, reducing the number of materials that are used, cutting back consumption of primary and secondary energies, modular programme development and taking new directions in parts manufacture are evidence of the environmental awareness which has grown and become established at ASSMANN. They point the way in the right direction, one which is environmentally friendly.

In the past three years, the entire commercial vehicle fleet has been replaced in accordance with the latest environmental standard. New equipment has been installed in buildings tak-

ing energy saving aspects into consideration. Many streamlining measures have been taken in the production area to cut down on material consumption, save power and reduce waste. All of the lorries belonging to ASSMANN are equipped with the latest EURO-5 engines; a new hazardous substance warehouse has been set up for aerosols in the assembly area.

Our voluntary participation in the EU Environmental Audit and our certification in accordance with ISO 14001 are a matter of course at ASSMANN.

The validated Environmental Statement as a deliberately selected form of information policy includes our employees and shows suppliers, users and the general public how beneficial the environmental protection measures are. The majority of ASSMANN suppliers also assume the mantle of responsibility for manufacturing processes in harmony with the environment and also have functioning environmental management systems.

During the last three years, we have endeavoured to intensify cooperation with our suppliers so that we can all exploit commercial savings potential by developing environmentally oriented target concepts.

However, as well as development and manufacture, ASSMANN supports customers during the utilisation phase by providing help with health issues and protecting the environment — especially through the publication of information and work brochures which deal with important questions and problems in health and occupational safety when dealing with office furniture.

The dialogue with the general public, and especially with customers, users, retailers, neighbours, suppliers, and employees aims to further the process of continuous improvement. We would like everyone to participate in this dialogue. Critical com-



ments and suggestions will be further challenges for ASSMANN.

Melle, November 2011

Dirk Aßmann
Managing Partner

The Environmental Policy of ASSMANN BÜROMÖBEL GMBH & Co. KG – A Pillar of the Corporate Philosophy.



ASSMANN BÜROMÖBEL GMBH & CO. KG is one of the top five office furniture manufacturers in Germany. The company, established in 1939 and managed by the third generation of the family since 1999, currently has 252 employees and 13 apprentices at its headquarters in Melle-Westerhausen.

The production line, which is sold through specialist office furniture stores, includes functional office furniture oriented to quality and design as well as market needs, electrifiable and linkable system desks, flexible wall unit modules, cabinets, flexible movable wall and partition systems and computer furniture.



Environmental protection has been integrated as a fixed constituent of our corporate policy.



ASSMANN is an independent, family-owned business and seeks to achieve sustained, economically reasonable growth.

The company has defined for itself the following fundamental principles to achieve its goals and to develop further.



Realisation of company goals

- Clear definition and the determined pursuit of our goals
- Strict compliance with all requirements arising from legal and administrative provisions specific to the site and products at all levels: European, national, state and municipal

Customer orientation

- Quality throughout the entire chain
- Market orientation, forward-looking developments
- Communication to the outside world in all matters related to the company
- Innovation
- Training

Management principles

- Delegation of responsibility
- Creating the freedom for making decisions

- Encouraging and supporting young management talent
- Unconditional willingness to change

Employee involvement

- Working together to achieve the company's goals
- Open lines of communication within the company
- Living the corporate culture inside and outside of the company
- Encouraging inter-departmental thinking and acting

Management approach oriented to system and process

- Quality management ISO 9001
- Environmental management ISO 14001
- Eco-management and Audit Scheme (EMAS II)
- Sensible use of data protection as an instrument

Continuous improvement

- KAIZEN (continuous improvement process for processes and quality)
- Suggestion scheme (realisation of ideas)
- Product realisation (achieve improvements in product and quality)
- Environmental work by means of determined implementation of the environmental programme to prevent environmental pollution
- Reduction of resource consumption throughout the added value cycle

Objective approach to decision-making

- Team orientation

Supplier relationships to our mutual benefit

- Cooperation as partners
- Just-in-time delivery
- Warehouse management (reduction of stocks)

The realisation of these philosophies is made clear by the description of the environmental management system.

Description of the Structure of the Environmental Management System.

The environmental management system consists of the following components:

Facility (site) description and balance sheet

The main site changes in all environment-related aspects are recorded annually and documented in the environmental statement so that they can be presented transparently to the outside world. Elements such as land use, operating inventory and process descriptions are taken into account internally as well as for ASSMANN suppliers.

Consumables balance sheet

The balance sheets

- for consumables
- for required energy
- for the water used and for the drainage water
- for waste
- for production emissions

provide detailed information about the incomings and outgoings within the scope of production and administration in the company.

Implementation instruments

The environmental management system is used to apply and implement the environmental policies and environmental goals set by management.

Different instruments are stipulated for the following functions:

a) Instruments for development and process control

These instruments exist in the form of organisational charts and process, work, operating and hazardous material procedures.

Organisational structures and rules which describe the functionality of the

environmental management system are designated in the process procedures, e.g. the process procedure for applying statutory provisions.

Concrete targets are defined in the work procedures, specifying the required actions of the employees in charge, e.g. maintaining an operational log for the washing system or complying with certain statutory provisions when dealing with hazardous wastes.

The operating and hazardous substance procedures denote the hazards which are possible at a workplace, e.g. while working at a circular saw bench or when using enamel paints/lacquers.

b) Instruments for continuous improvement of the site and the surrounding areas, for realisation of the environmental policy, environmental goals and the environmental programme

Continuous improvement potential is addressed in the process procedures in the form of specific process descriptions.

In practice, issues such as

- Responsible use of resource material
- Reduction of energy consumption
- Procedures to prevent emissions
- Avoidance of polluting substances

are discussed during the so-called daily KAIZEN meetings with the employees and, as a rule, implemented immediately. Motto: **Just do it!**

These instruments can be clearly illustrated by another example.

Measurements in the area of the paint-

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ing booth revealed that large quantities of a biocide (chemical substance used to prevent bacterial contamination) were being consumed for water treatment. After consultation with the manufacturer and the taking of water samples, a substitute substance was used. The quantity consumed in 2007 came to 240 litres; annual consumption has been 30 l since 2008.



This is a picture of the spray-painting stand with the new biocide.

Description of the Structure of the Environmental Management System.

(Continued)

c) Organisation and personnel

It is extremely important for employees to be motivated to commit to environmental protection in all areas. That is why the following points have been instituted:

- Within the environmental management system, people are designated as responsible for the monitoring of the environmental area assigned to them. These facility officers are responsible for the entire site within their defined sub-areas, and have unrestricted information rights related to all of the affairs in their area that relate to the

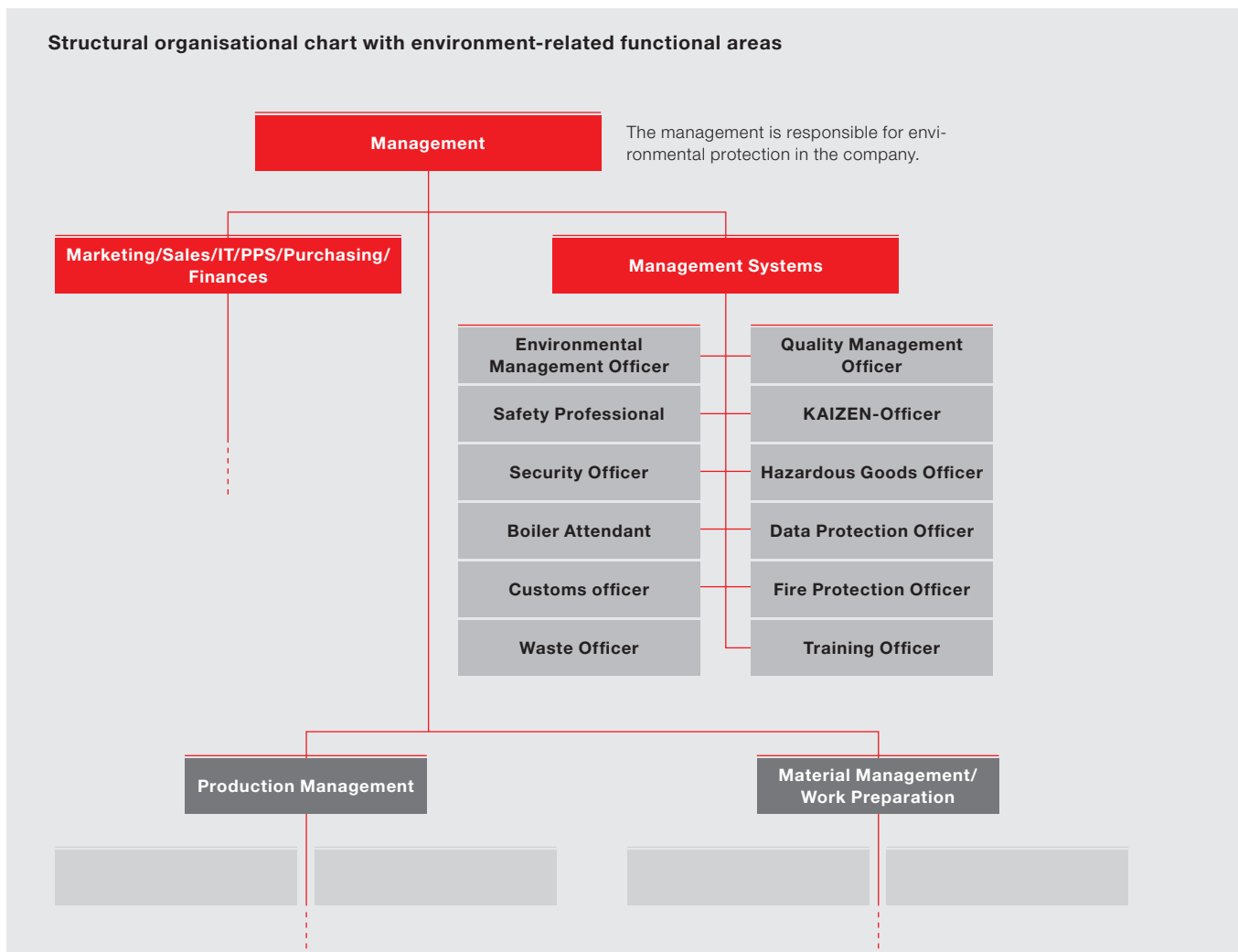
environment. They report directly to the company management (see organisational chart below).

- Educational opportunities and training activities with respect to environmental management and environmental protection.
- Environment-related communication and training for all employees at all levels.

The environmental management system aims to catalogue and control all environment-related tasks. It helps supervisors to perform of their management duties in environmental protection in the best possible way. It is supposed to heighten awareness of employees, especially managers, for their responsibility within company-internal environmental protection by assigning accountabilities.

The requirements for the performance of the various environment-related tasks are stipulated by the environmental management system.

Structural organisational chart with environment-related functional areas



Description of the Structure of the Environmental Management System.

(Continued)

d) Environmental documentation system

The environmental documentation system has a hierarchical structure:

1st level

- The environmental management manual has been integrated into an integrated management manual for the quality, environmental and occupational safety management areas.

2nd level

- Procedural instructions

3rd level

- Work instructions
- Operating instructions
- Hazardous substance instructions

4th level

- Registers (legal provisions, cooling agents, etc.)
- Overview schedules
- Balance sheets (waste, solvents, etc.)
- Permit notices
- Legally required statements (emission statement)
- Reports from the officers, internal and external

5th level

- Information such as standards, laws
- Product information
- Media databases
- Inventory databases
- Safety or product data sheets for raw materials
- Certificates

e) Environmental policy, environmental audit, environmental programmes

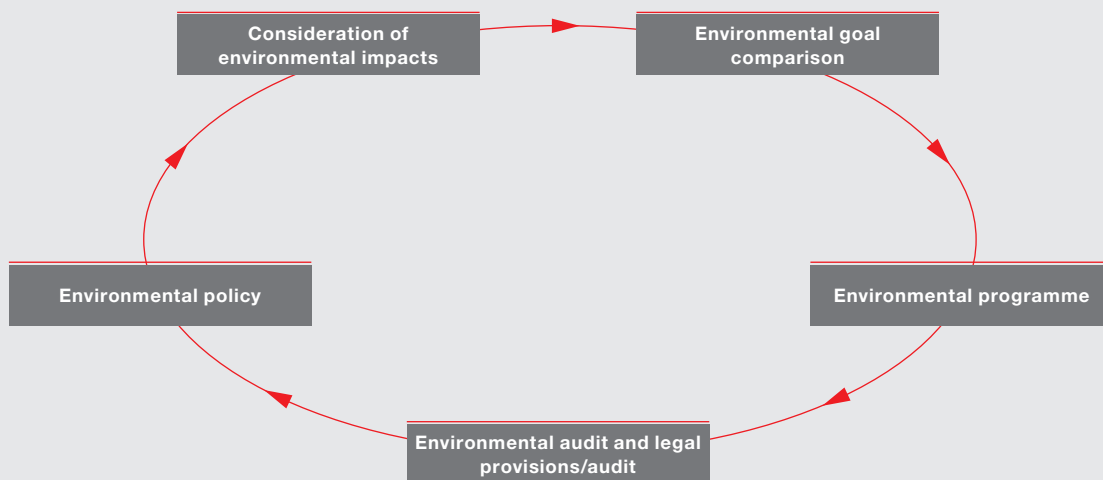
The company goes through the environmental cycle (see control loop chart) every year.

It comprises:

- Environmental audit and compliance audit
- Environmental programme actions
- Examination of the compliance of our environmental policy

The majority of the environmental audit is conducted with the quality management department. Experience has shown that this allows many synergies to be exploited. The procedures are controlled and monitored by several employees with respect to dates (see control loop chart).

Control cycle chart



A distinction is made between two large blocks during the analysis of the environmental impact of the site:

Area utilisation and equipment features of the site

The area utilisation is determined using the inventory data.

Figures and data regarding environmental protection at the site

The environmental balance sheet documents incoming production goods and outgoing products, wastes, emissions and waste water (material consumption).



Melle site, July 2009

Inventory February 2010

Land m²	73.714 qm
Sealed	27.052 qm
Green	20.174 qm
Covered	26.488 qm

Buildings, usable area in m²	28.902 qm
Production	9.240 qm
Administration	1.661 qm
Storage	16.098 qm
Miscellaneous	1.903 qm

Of course, production has direct impacts on the environment. The most important of which are:

Wood dust

Wood dust emissions at the workplace are kept as low as possible by using direct extraction. The existing limits, e.g. those in 7th BlmschV (German Federal Emissions Protection Ordinance) and TRGS (Technical Rules for Hazardous Substances), are complied with. The facility uses a heat recovery system during the winter so that heat loss is kept to a minimum.

Soil/Pollution

Our facility has expanded continuously since it was founded "on a green meadow." We are not aware of any pollution which would have caused contamination of the soil. Other use of the premises which could give rise to suspicion of previous soil contamination can therefore be ruled out.

Waste

The waste produced during operation from painting, production, operating technology or packaging is collected, separated and disposed of properly. When waste disposal companies are being selected, special attention is paid to ensuring that only certified waste disposal operations are hired. The maintenance of waste records is handled at headquarters by the waste officer. Reducing the quantity of waste is the subject of our company's ongoing efforts.

Fresh water/Waste water

The vast majority of water consumption is required in the sanitary facilities. As can be seen in the input/output balance sheet, small quantities are used for washing vehicles and as cleaning water for cleaning the glueing machines. The oil separator at the lorry washing facility (vehicle washing) is serviced regularly and inspected by external authorities as required in the permit.

Emergency plan/Fire protection

Possible fire risks in the company are identified and continuously reduced. Regular inspections of the fire extinguishers, central fire alarm system, sprinkler systems, fire protection code, training of first-aiders, emergency drills, inspection of technical equipment (especially electrical) are only some examples of the continuous measures for the prevention of fire and accidents. In addition, the company maintains its own works fire brigade. Regular drills are carried out here as well to ensure the greatest possible safety in the event of an actual incident.

Use of hazardous substances

The type of production makes the use of hazardous substances unavoidable. The use of hazardous substances is especially common in the painting area and for the cleaning of surfaces. All of the prevention measures have been implemented to ensure compliance with applicable rules: risks analyses at the workplace, measurements at the workplace, training, search for substitute substances, solvent balance sheets (VOCs), reduction of utilised quantities are only some examples. The 31st BlmschV specifies clear limits regarding the permissible VOC emissions.

Emissions

Special attention is paid to emissions because of the incinerator, which is subject to approval. As shown in the Environmental Statement, all of the currently measured values are below the permitted limits. Our processing machines generate a noise level which is monitored by regular measurements and reduced if necessary. If this is not possible, ear protection is provided. The provisions of the BGV B3 (Regulations of the Employers' Liability Insurance Association "Noise") are complied with. Since our company is located in a commercial park without any residential buildings in the immediate neighbourhood, the relevance of the aspect of external noise can be classified as less important.

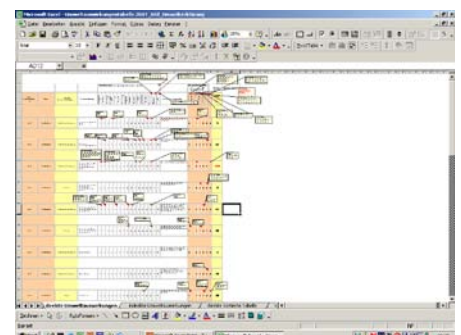
Evaluation of environmental aspects

Since 1996, the year of the first EMAS validation, this scheme and the indirect environmental aspects have been regularly recorded, examined and included in the measures catalogue as environmental goals if necessary.

An internal procedural instruction provides support in evaluating these environmental effects in a defined system approach. A rating scale reflects the "potential for harm to the environment." If a high rating determines that the status is deficient in any way, environmental goals are set (see table below).

The defined environmental aspects are rated according to the following criteria:

- Qualitative environmental problems
- Quantitative environmental problems
- Costs for the company
- Influence
- Risk of accidents
- Social-political discussion
- Compliance with statutory provisions



Rating Scheme for Determination of Environmental Impacts

The Direct Environmental Characteristics in “the Order of Environmental Impact” Based on the Priority of Environmental Risk.

Results of the rating

Every aspect is assessed for its fundamental significance on the basis of the defined criteria. A rating scale from 1 to 3 has been selected for practical reasons.

10 = if a violation of legal provisions is to be expected

20 = if a violation of legal provisions has been determined

The ratings are multiplied, producing an internal rating figure. If this figure is higher than 100, it is a fundamental environmental aspect and is shown here in the table below.

Activity with environmental impacts	Specifications	Status/addressing the problem, environmental impact	Need for definition of goals	2010 value High significance ≥ 100	2009 value as comparison
Production	Production, processing, administration Appraisal of disruption: Consequences of fire	Disruption	Where is there a greater fire risk?	189	284
Production	Production, processing, administration Appraisal of disruption: Effects of flooding	Disruption	Where is there an increased risk of natural flooding (no extinguishing water appraisal)	176	176
Production	Internal vehicle fleet	Energy consumption	Diesel consumption of Assmann's own vehicle fleet	162	162
Production	Production, processing, administration	Energy consumption	Energy consumption: electricity, gas, oil etc.	140	94
Production	Production, processing, administration Appraisal of disruption: Consequences of long power failure > 5 hours and other energy sources, communication etc.	Disruption	Where is there a greater risk?	90	90
Production	Vehicle fleet for externally delivered proportion in 2009: 40%	Emissions	Forwarding agent vehicle emissions Commercial vehicle fleet for furniture deliveries	72	72
Production	Production, processing, administration Appraisal of disruption: Consequences of break-ins and vandalism	Disruption	Where is there a greater risk?	67	67
Production	Vehicle fleet Proportion of self-delivery 2009: 60 %	Emissions	Vehicle emissions from own commercial vehicle fleet, 2010: 60 %	60	60
Company site	Entire company site	Bio-diversity	Sealing of surfaces, displacement of natural biodiversity	54	54

Production at ASSMANN means:

- Pre-production by machine (pre-cutting, shaping, glue application to edges and drilling of decorative pre-fabricated chip-board)
- Surface cleaning of particularly sophisticated wooden components such as fronts or desktops
- Painting of veneered chipboard (real wood)
- Assembly of the component pieces into finished furniture
- Shipment of the finished furniture pieces

Indirect Environmental Aspects and Determination of the Criteria for the Essential Nature of Environmental Impact.

Process	Activity with environmental impacts	Environmental impact	Status/addressing the problem	Need for definition of goals	2010 value High significance ≥ 100	2009 value as comparison
Procurement	Environmental conduct of suppliers, innovations during research for substitute substances	If suppliers do not produce in an environmentally friendly way as well, there is a considerable amount of danger potential. How willing are suppliers to react to customer requirements, and how can Assmann influence suppliers?	Many suppliers cannot make statements about energy or emissions. All are prepared to start the improvement process, but there are only a few examples indicating just how intensively suppliers are tackling the subject of the environment.	During supplier assessments, we aim to place greater emphasis on determining where potential environmental impacts can be expected. The environment-related issues in the contractual regulations should be addressed for all of the primary suppliers.	128	171
Development/Design	Evaluation of product materials and use of operating supplies	The use of materials is a key factor for the impact on the environment.	Development criteria based on strict regulations determine the design features: status Blue Angel, RAL UZ 38.	Observe ecological design directive, cradle to cradle if necessary	119	119
Sales logistics to customer	Shipping products to customer	Shipping plays an important part in the ecological balance	60% of furniture deliveries are made by our own vehicle fleet, and the remainder by forwarding agents	The external forwarding agents should disclose their diesel consumption.	94	94

Indirect Environmental Aspects and Determination of the Criteria for the Essential Nature of Environmental Impact.

(Continued)

Indirect effects on the environment automatically occur alongside the production at the site. The most important of these effects are described in the following chapters.



RAL-UZ-38 Certificate for:

- Desks and tables
- Wall units
- Functional furniture (such as containers, colleys, partitions, etc.)

Product-related environmental impacts

Development and design

The design of the parts to be manufactured has a decisive effect on environmental protection during production and the subsequent use and disposal of the products. If the specifications in the order for the design of a new piece of furniture contain elements which are wrong or which the company does not want right from the start, there will be far-reaching consequences for the influencing factors of production methods. For example, if a product design makes “lavish” use of materials solely to achieve a certain visual effect, it raises the level of resource consumption. Requirements are determined in the technical specifications of the product line innovations right from the start.

Examples:

- Basic materials which can be separated into uni-type fractions
- Surface coatings
- Basic material labellings
- Structures that can be dismantled
- Doing without certain basic materials, e.g. no chrome parts
- Stability and service life of the products

The service life of ASSMANN products depends on their design. Stably designed systems based on modules often guarantee a long service life by their very nature. Subsequent delivery guarantees for single parts give end consumers the peace of mind of knowing they will be able to use a product for the longest possible time.

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Packaging, transport and use of the products

By doing much of the product shipping ourselves and otherwise working closely with third-party forwarders, ASSMANN is able to do without packaging in many cases. Unfortunately, this is sometimes prohibited by quality considerations. Additional packaging is required for some products. However, such packaging is limited to a maximum of three basic materials: cardboard, plastic film and a foam material to protect edges (free of CFC and HCFC). Whenever possible, the foam material is brought back immediately after deliveries by our own fleet and can be reused.

The Packaging Regulations require the establishment of a return system for the packaging used. When our own fleet is used for shipping, ASSMANN fulfils the requirements of these regulations by utilising reusable blankets and Styrofoam padding; we also have a contract with the company Interseroh, which takes care of the proper disposal of the other packaging.

60% of the shipments are carried out by the company's own fleet. Fuel consumption and kilometres driven are monitored by the environmental management system, preventing unnecessary fuel consumption.



Indirect Environmental Aspects and Determination of the Criteria for the Essential Nature of Environmental Impact.

(Continued)

Selection and awarding of supplier contracts

Among its other elements, ASSMANN's corporate philosophy is based on cooperation on a partnership basis with its suppliers. This principle applies to environmental protection as well.

Selection, assessment of suppliers

Since production depth at ASSMANN is relatively shallow, suppliers play a key role with respect to environmental protection. Suppliers are selected by a team whose members come from the departments Quality, Material Management, Production, Purchasing and Environmental Protection.

Each of the members forms his or her independent, detailed opinion about the future supplier. The procedure is defined by the quality management system.

The potential supplier provides information about himself in an information sheet which must be filled out; it contains questions about the future supplier's willingness to consider environmentally relevant aspects in his performance, which is examined during a supplier audit.

The supplier assessment is conducted monthly for the 20 most important suppliers by the above-mentioned departments on the basis of a system we have established ourselves.

The environmental management officer derives the key data on the basis of the following criteria:

- Impact on the supplier's site, determined on the basis of the information sheet and inspections of the suppliers' facilities
- Willingness to provide information about substances used in pre-products
- Suppliers' shipment information: fill ratios of the lorries, damage during transport
- Product packaging: disposable or returnable systems, packaging quantities, types of packaging
- Supplier audits with specific target agreements
- Monitoring of employee working conditions such as:
 - Occupational safety in production
 - Work time regulation
 - Occupational safety instruction management
 - Occupational health check
 - Ergonomic workplace design taken into account.

Material consumption in t	2010	2009	2008	2007
Total product material	21,103.69	19,216.06	23,159.81	19,938.22
Chipboard E1 quality	16,008.00	14,251.00	17,471.78	15,090.00
Veneer	5.15	19.30	18.50	17.30
Metal (frames, plinths and shelves)	4,587.82	4,593.00	5,469.60	4,689.00
Zinc	89.49			
Aluminium	70.81			
Plastics (PP such as roller shutters, end strips and edge veneers)	342.42	352.76	199.93	141.92

Operating supplies in t	2010	2009	2008	2007
Total quantity VOCs¹	4.62	4.91	4.76	8.29
Surface cleaners	4.09 thereof VOCs: 0.94	3.92 thereof VOCs: 0.93	4.23 thereof VOCs: 0.96	5.70 thereof VOCs: 5.43
Enamels/Lacquers	2.92 thereof VOCs: 1.74	3.66 thereof VOCs: 2.02	3.39 thereof VOCs: 1.98	3.61 thereof VOCs: 2.02
Stains	0.02 thereof VOCs: 0.00	0.31 thereof VOCs: 0.03	0.26 thereof VOCs: 0.11	0.02 thereof VOCs: 0.015
Thinners	0.81 thereof VOCs: 0.81	0.91 thereof VOCs: 0.91	0.90 thereof VOCs: 0.90	0.72 thereof VOCs: 0.72
Hardeners	0.34 thereof VOCs: 0.16	0.23 thereof VOCs: 0.15	0.18 thereof VOCs: 0.10	0.18 thereof VOCs: 0.11
Cleaners for coating edges	1.28 thereof VOCs: 0.97	1.16 thereof VOCs: 0.87	1.00 thereof VOCs: 0.71	–
Glues	9.77	9.12	9.31	9.47

Material consumption in t	2010	2009	2008	2007
Total	90.06	89.88	81.98	85.63
Cardboard	72.20	73.26	66.85	74.14
Film	12.51	12.28	12.28	9.03
Non-metallic straps	5.35	4.34	2.85	2.46

1) Volatile Organic Compounds = organic solvents which are given special attention so that the requirements from the 31st BImSchV which must be fulfilled by 2007 can be met ahead of the deadline.

Water in m ³	2010	2009	2008	2007
Total fresh/waste water	1,336.00	1,408.00	1,420.00	1,391.00
Waste water from sanitary facilities	1,117.00	1,144.00	1,157.00	1,153.00
Waste water from washing of vehicles	208.00	252.00	249.00	224.00
Water for cleaning a gluing machine (treated as waste)	11.00	12.00	14.00	14.00

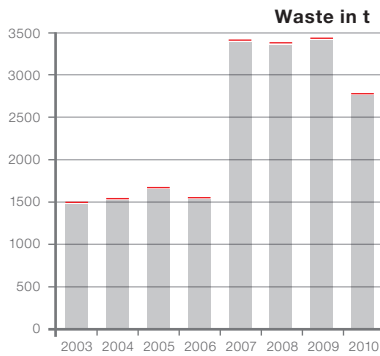
Energy in kWh	2010	2009	2008	2007
Electricity	2,620,682.00	2,624,507.00	2,940,569.00	2,621,649.00
Fuel oil	162,039.49	134,078.17	129,388.17	93,721.00
Gas (exhibition building)	88,997.59	89,173.67	81,952.00	56,072.00
Wood shavings in t	1,213.24	1,343.13	1,176.70	1,179.37
Wood shavings in kWh	5,651,760.00	6,342,538.64	5,555,638.66	5,569,247.00
Fuel for company's own lorry fleet in l	457,850.94	458,771.14	428,895.12	535,233.00
Fuel for company's own lorry fleet in kWh	5,214,413.48	5,367,622.34	5,003,776.40	6,244,385.00

Shipping expenses of the most important upstream suppliers

The table below clearly shows that whenever possible, the company makes a point of procuring products from regional suppliers.

Type	Lorry loads/day	Kilometres driven daily, delivery route only
Chipboard deliveries	4.00 – 5.00	ca. 375 km
Frame deliveries 1	5.00 – 6.00	ca. 150 km
Frame deliveries 2	0.50 – 1.00	ca. 1,000 km
Frame deliveries 3	0.10	ca. 1,000 km
Plastic parts	1.00	ca. 300 km
Steel shelves, drawers and fittings	2.00 – 3.00	ca. 375 km
Glues and enamels/lacquers	0.25	ca. 150 km

	2010	2009	2008	2007
Desks	5,927.51	5,939.00	7,039.00	6,251.20
Pedestals	2,674.90	2,552.00	3,198.70	2,795.30
Sideboards	3,878.29	3,537.00	4,594.30	3,855.90
Wall units	7,292.35	7,363.00	8,129.70	6,849.20
Partition walls	321.83	304.00	440.10	399.70
Miscellaneous	6,326.54	6,030.00	6,356.60	6,095.60
VE	254.85	375.00	632.30	606.40
Total	26,676.27	26,090.00	30,390.70	26,853.30



Waste volume disposed of externally in t	2010	2009	2008	2007
	1,546.308	2,050.166	2,206.611	2,222.180

Itemised waste in t	2010	2009	2008	AVV-Nr.
Waste oil	-	-	-	130802*
Waste oil, non-chlorinated	0.401	0.100	0.300	130205
Lead batteries	-	2.688	-	160601*
Pressure vessel packing	0.080	0.070	0.080	160504*
Electronic scrap, excluding hazardous components	-	-	1.420	160214
Workshop residue containing oil Vacuumed and filtered material	0.185	0.578	0.040	150202*
Plastic packaging, PE film	12.375	12.280	14.010	150102
Antifreeze containing similar hazardous substances	0.430	1.000	-	160114*
Mixed construction and demolition rubble	5.177	-	-	170107
Green waste	7.050	-	-	200201
Mixed municipal waste	27.350	31.300	31.690	200301
Old glass	0.710	-	-	
Wood waste, external	1,335.000	1,830.000	1,964.500	150103
Wood waste, internal	1,213.240	1,343.130	1,176.700	
Rust and boiler slag	24.600	23.360	20.750	100101
Cable scrap	-	-	9.930	170405
Plastics (packaging tapes)	5.350	4.340	2.850	150102
Plastic wastes of all types	-	-	-	120105
Lacquer and paint sludge, liquid	3.465	4.330	11.260	080113*
Lacquer and paint sludge, dust	-	0.605	0.590	080113*
Glues	10.920	12.000	14.000	080412
Fluorescent light tubes	0.215	-	0.205	060404*
Cleaning cloths containing solvents	-	0.045	0.046	150202
Other organic solvents	-	-	0.120	070104
Metal	36.880	46.230	61.870	170405
Oil/petrol separator contents	2.500	4.740	-	130502*
Cardboard, paper and document shredding	76.830	73.260	81.870	150101
Polystyrene	-	0.160	1.010	150102
Sand trap residues	-	3.080	-	130503*
Total	2,759.548	3,393.296	3,383.311	

ASSMANN BÜROMÖBEL GMBH & CO. KG started up operation of a new wood incinerator in 2004. Specific attention was given to the design of the incinerator so that its structure and assembly would reduce emissions to the lowest point made possible by state-of-the-art technology.

The result is an incinerator which guarantees absolute compliance with the limits of the new TA LUFT (Technical Instructions on Air Quality Control). The flue gases are cleaned by a modern filter. The chipboard shavings created by the machines are burnt in the incinerator. Water is heated

simultaneously and fed into the company's heating system. At the time of its construction, there was an examination of the possibility of feeding into the district heating network, but this option was not realised for financial reasons.

Emissions measurement values from the burning of wood (excerpt from the TÜV measurement of 24/01/2004)	Limit from GAA (Trade Supervisory Office) Osnabrück of 09/12/2003	Measurement of 20/10/2010 (mean value)	Measurement of 10/02/2007 (mean value)	Measurement of 24/01/2004 (mean value)
Dust	50.000 mg/m ³	1.300 mg/m ³	9.300 mg/m ³	3.300 mg/m ³
CO	0.150 g/m ³	0.0910 g/m ³	0.044 g/m ³	0.100 g/m ³
NOx	0.400 g/m ³	0.2390 g/m ³	0.330 g/m ³	0.240 g/m ³
Total C	10.000 mg/m ³	7.000 mg/m ³	1.500 mg/m ³	3.600 mg/m ³

The second repeated inspection was conducted by TÜV Nord in November 2010. The outstanding results of the initial measurement from 2004 were achieved again. These measurements are conducted every three years. The next measurement will be in January 2013.



A look into the incinerator

Waste water discharged into the public sewage system	
in 2010	1,325 m ³ *

* This value is 12 m³ below the fresh water quantity because the cleaning water for the gluing machine for veneer coating is disposed of as waste.

Key Figures/Environmental Performance

Reference values

Production quantity 2010, absolute **26,676.00 PMt**

Relative consumption

Raw material consumption chipboard **16,008.00 t / 26,676.00 t = 0.60 t/PMt**

Energy consumption

Electricity **2,620,682.00 kWh/ 26,676.00 t = 98.20 kWh/PMt**

Water use for sanitary facilities **1,117.00 m³/ 265,00.00 MA* = 4.22 m³/MA**

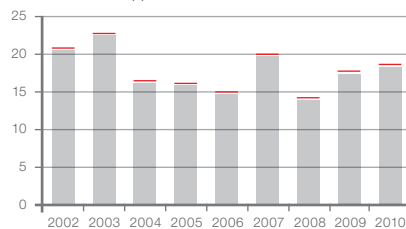
Diesel consumption, commercial vehicles** **502,655.78 l/ 26,676.00 t = 18.84 l/PMt**

* Employees on 31.12.10

** Share of own commercial vehicle fleet 60%

Diesel consumption own lorries in litres/PMt

Approx. 60% of deliveries with own lorries



Waste volumes

Total waste 1,543.61 t/ 26,676.00 PMt = **57.87000 kg/PMt**

Residual rubbish consumption 27,350.00 kg/ 26,676.00 PMt = **1.02500 kg/PMt**

Wood wastes in 2001 2,033.00 t/ 25,448.00 PMt = **0.07980 t/PMt**

Wood wastes in 2002 1,536.00 t/ 20,163.00 PMt = **0.07610 t/PMt**

Wood wastes in 2003 1,232.28 t/ 18,175.51 PMt = **0.06779 t/PMt**

Wood wastes in 2004 1,273.46 t/ 19,541.00 PMt = **0.06500 t/PMt**

Wood wastes in 2005 1,500.04 t/ 21,699.00 PMt = **0.06900 t/PMt**

Wood wastes in 2006 1,320.04 t/ 23,833.00 PMt = **0.05500 t/PMt**

Wood wastes in 2007 1,991.50 t/ 226,853.20 PMt = **0.07000 t/PMt**

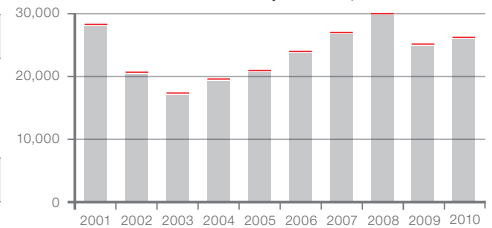
Wood wastes in 2008 1,964.50 t/ 30,390.70 PMt = **0.06464 t/PMt**

Wood wastes in 2009 1,830.000 t/ 26,090.00 PMt = **0.07100 t/PMt**

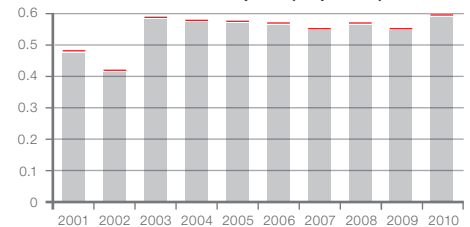
Wood wastes in 2010 1,335.000 t/ 26,676.00 PMt = **0.05000 t/PMt**

Annual comparison since 2001

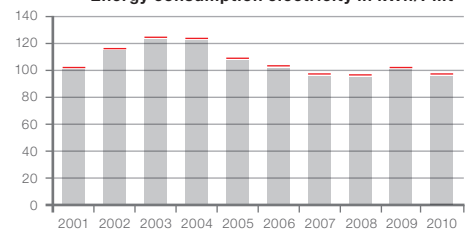
Production quantities, absolute: PMt



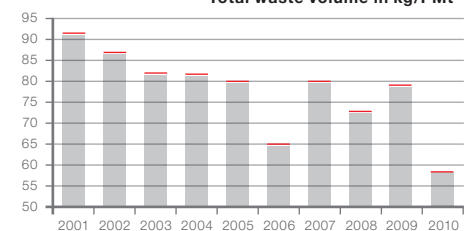
Raw material consumption (chipboard) in t/PMt



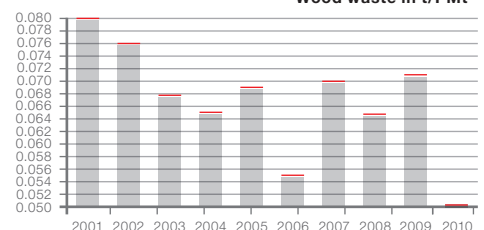
Energy consumption electricity in kWh/PMt



Total waste volume in kg/PMt



Wood waste in t/PMt



Core indicators according to EMAS III for 2011											
	Annex IV No. C, 2 b: Statement	AVV No.	Number A Input	Unit	Number B Output	Unit acc. to EMAS III	Number R Ratio A/B	Unit acc. to EMAS III	Conversion	Unit	
Energy efficiency	Power consumption	–	2,620.68	MWh	26,676.00	t	0.10	MWh/t	98.24	KWh/t	
	Heating oil consumption	–	162.04	MWh	26,676.00	t	0.01	MWh/t	6.07	KWh/t	
	Gas consumption	–	88.99	MWh	26,676.00	t	0.00	MWh/t	3.34	KWh/t	
	Chipboard residue consumption	–	5,651.76	MWh	26,676.00	t	0.21	MWh/t	211.87	KWh/t	
	Renewable energy sources in heating area	–	5,651.76 (corresponds to a proportion of 95.74%)	MWh	–	–	–	–	–	–	–
	Renewable energy sources in power consumption	–	511.29 (corresponds to a proportion of 19.51%)	MWh	–	–	–	–	–	–	–
Material efficiency	Wood consumption	–	16,008.000	t	26,676.00	t	0.60	t/t	600.09	kg/t	
	Steel consumption	–	4,587.820	t	26,676.00	t	0.17	t/t	171.98	kg/t	
	Plastics	–	342.420	t	26,676.00	t	0.01	t/t	12.84	kg/t	
Water	Total fresh water usage	–	1.336.000	m³	26,676.00	t	0.05	m³/t	50.08	l/t	
	Vehicle washing	–	208.000	m³	26,676.00	t	0.01	m³/t	7.80	l/t	
	Sanitary fresh water	–	1,117.000	m³	26,676.00	t	0.04	m³/t	41.87	l/t	
	Production water	–	11.000	m³	26,676.00	t	0.00	m³/t	0.41	l/t	
Waste	Total hazardous waste	–	7.280	t	26,676.00	t	0.00	t/t	0.27	kg/t	
	Total non-hazardous waste	–	1,545.330	t	26,676.00	t	0.06	t/t	57.93	kg/t	
	Total overall waste	–	1,552.600	t	26,676.00	t	0.06	t/t	58.20	kg/t	
	Old glass	101112	0.710	t	26,676.00	t	0.00	t/t	0.03	kg/t	
	Waste oil: non-chlorinated mineral oil-based machine, transmission and lubricating oils	130205*	0.400	t	26,676.00	t	0.00	t/t	0.01	kg/t	
	Pressure vessel packing	160504*	0.080	t	26,676.00	t	0.00	t/t	0.00	kg/t	
	Mixed construction and demolition rubble	170107	5.177	t	26,676.00	t	0.00	t/t	0.19	kg/t	
	Green waste	200201	7.050	t	26,676.00	t	0.00	t/t	0.26	kg/t	
	Mixed municipal waste	200301	27.350	t	26,676.00	t	0.00	t/t	1.03	kg/t	
	Wood waste, external disposal	150103 und 030105 und 200138	1,335.000	t	26,676.00	t	0.05	t/t	50.04	kg/t	
	Rust and boiler slag	100101	27.70	t	26,676.00	t	0.00	t/t	1.04	kg/t	
	Plastic waste	107203	2.700	t	26,676.00	t	0.00	t/t	0.10	kg/t	
	Lacquer and paint sludge, liquid	080113*	3.465	t	26,676.00	t	0.00	t/t	0.13	kg/t	
	Glue and adhesive waste	080412	10.920	t	26,676.00	t	0.00	t/t	0.41	kg/t	
	Oily waste	160708*	2.500	t	26,676.00	t	0.00	t/t	0.09	kg/t	
	Fluorescent light tubes	060404*	0.215	t	26,676.00	t	0.00	t/t	0.01	kg/t	
	Oily workshop residue, vacuumed and filtered materials	150202*	0.185	t	26,676.00	t	0.00	t/t	0.01	kg/t	
	Cardboard and paper	150101	4.480	t	26,676.00	t	0.00	t/t	2.71	kg/t	
	Cardboard and paper from document shredding	150101	0.480	t	26,676.00	t	0.00	t/t	0.17	kg/t	
	Strapping material	150102	2.650	t	26,676.00	t	0.00	t/t	0.10	kg/t	
	Plastic packaging, PE film	150102	12.510	t	26,676.00	t	0.00	t/t	0.47	kg/t	
Scrap	170405	36.880	t	26,676.00	t	0.00	t/t	1.38	kg/t		
Antifreeze containing hazardous substances	160114*	0.430	t	26,676.00	t	0.00	t/t	0.02	kg/t		

Core indicators according to EMAS III for 2011										
	Anne, IV No, C, 2 b: Statement	AVV-Nr,	Number A Input	Unit	Number B Output	Unit acc. to EMAS III	Number R ratio A/B	Unit acc. to EMAS III	Conversion	Unit
Biological diversity	Use of built-up areas	–	26,488.00	m²	26,090.00	t	1.00	m²/t	–	–
	Green	–	27,052.00	m²	26,090.00	t	1.00	m²/t	–	–
	Sealed	–	20,174.00	m²	26,090.00	t	1.00	m²/t	–	–
Emissions	VOC	–	4.90	t	26,090.00	t	0.00	t/t	0.19	kg/t
	Oil heating CO ₂ emissions	–	32.55	t	26,090.00	t	0.00	t/t	1.25	kg/t
	Gas heating CO ₂ emissions (display)	–	17.98	t	26,090.00	t	0.00	t/t	0.69	kg/t
	Wood heating CO ₂ ⁺¹	–	1,794.00	t	26,090.00	t	0.07	t/t	68.76	kg/t
	Wood heating CO	–	1.00	t	26,090.00	t	0.00	t/t	0.04	kg/t
	Wood heating SO ₂	–	0.17	t	26,090.00	t	0.00	t/t	0.01	kg/t
	Wood heating NOX	–	2.45	t	26,090.00	t	0.00	t/t	0.09	kg/t
	Wood heating dust (PM= particulate matter)	–	0.03	t	26,090.00	t	0.00	t/t	0.00	kg/t
	CH ₄ ⁺²	–	0.00	t	26,090.00	t	0.00	t/t	0.00	kg/t
	N ₂ O ⁺³	–	0.00	t	26,090.00	t	0.00	t/t	0.00	kg/t
	HFC ⁺⁴	–	0.00	t	26,090.00	t	0.00	t/t	0.00	kg/t
	PFC ⁺⁵	–	0.00	t	26,090.00	t	0.00	t/t	0.00	kg/t
	SF ₆ ⁺⁶	–	0.00	t	26,090.00	t	0.00	t/t	0.00	kg/t

⁺¹ The combustion of wood is CO₂ neutral

⁺² Does not occur because no filling station present

⁺³ Does not occur

⁺⁴ Occurs in refrigerant, but not identified during leakage tests

⁺⁵ Occurs in various substances such as waterproofing or fire extinguishing agents, but not used by ASSMANN

⁺⁶ SF₆ is an extinguishing gas that is not used at ASSMANN

This chart is a goal assessment of the environmental programme over the last four years.



If a goal is achieved, it is shown in green.



The items shown in red still have potential for improvement.



All of the “old” planned goals have been achieved.


Objective and specific goal	Measure	Responsible	Date	Status
Emissions				
Surface cleaning VOC < 1t/year	Look for substitute cleaning agent for the cleaning agent containing solvent. New cleaning agent with a VOC % share of less than 10 % is being used.	Plant engineering and purchasing	2/2008	 100%
Motor vehicle emissions: 100% Euro 5 engines of the company's own lorry fleet. Basis 2007: 58 %.	Observe legal regulations for fine dust problem exactly.	Fleet management	always	 100%
	Procurement of 2 new lorries. Level of EURO 5 ratio now: 84.62 %.	Purchasing	12/2008	 100%
	Procurement of 2 new lorries. Level of EURO 5 ratio now: 100 %.	Purchasing	4/2009	 100%
Energy consumption				
Analysis of weak points for electric energy.	This goal has been achieved. Now measures must be initiated.	Plant engineering	12/2010	 100%
Vehicle fleet: reduce diesel consumption.	Examination of the implementation of a computer-aided fleet management and possible performance of driver training programmes.	Fleet management	12/2010	 100%
Disruptions				
Break-ins and vandalism	The current security management has been improved. Alarm systems have been installed in many areas. No other activities are planned at this time.	Plant engineering and management	12/2009	 100%
Prevent flooding.	Improve control of the ducting systems. A new work procedure has been drafted for this.	Plant engineering	2/2008	 100%
Fire extinguishing drills	20 % of all employees from all different departments should be instructed again in the use of fire extinguishers. The drills will take place in Week 48/2009.	Plant engineering	12/2009	 100%

Looking Back:
The Environmental Programme 2007 – 2010.
 (Continued)

Objective and specific goal	Measure	Responsible	Date	Status
Soil protection				
Prevent contamination of the soil by oil.	Collection pans for possible minimal leaks in hydraulic drives in production. Not yet completed.	Plant engineering	10/2010	 100%
Storage of hazardous substances in the area of the maintenance workshops.	Procurement of a small cabinet for hazardous substances to store flammable liquids.	Plant engineering	12/2009	 100%












Consumption of resources				
Improvement of the cutting waste performance of the sheet-cutting saw during size cutting of 19mm chipboard by 5% (basis is the waste rate of 2006).	Improve optimisation system in work preparation. Result for 2007: Reduction of waste by about 11%.	Machine room work preparation	12/2008	 100%
New goal: reduction of 25 mm and 19 mm by 3%.	The value for 19mm was improved by about 2% in 2008. It rose by about 1% for the 25 mm sheets. Consider other logistics measures.	Machine room work preparation	12/2009	 100%

Procurement, supplier relationships				
Ensuring that legal requirements are complied with by upstream suppliers, especially for suppliers providing hazardous substances.	Perform more frequent supplier audits at suppliers of hazardous substances, obligations pursuant to the REACH regulation In-depth questions.	Supplier team	12/2008	 75%
Reduction of the environmental impacts by upstream suppliers.	Include environment-related points in the contractual regulations and obtain suppliers' agreement.	Purchasing	12/2010	 0%

Product delivery				
Obligation of forwarders to operate a modern fleet.	Determination of consumption data and derivation of key figures of suppliers.	Fleet management and purchasing	12/2008	 100%

Look inside the new pressurised air chamber designed in accordance with state-of-the-art technology. Combination with a new control unit allows compressed air to be generated with the lowest possible consumption of energy.



Objective and specific goal	Measure	Responsible	Date	Status
Emissions				
Inclusion of diesel emissions from internal and external vehicle fleets.	Include diesel consumption from external forwarding agents, create benchmark with sector values.	Plant engineering and purchasing	1/2012	 25%
Energy consumption				
Reduce power consumption.	Produce concept for redesigning lighting in production. Implement concept if amortisation is acceptable.	Plant engineering	12/2013	
Reduce power consumption by monitoring overnight standby consumption and at weekend	Further improvements to lighting in accordance with requirements within administration.	Plant engineering	12/2013	
Vehicle fleet: reduce diesel consumption.	Check introduction of IT-supported vehicle	Fleet management	12/2011	
Increase proportion of renewable energy in power consumption.	Check effectiveness of new photovoltaic system on training building.	Plant engineering	11/2012	
Disruptions				
Prevent flooding.	Develop emergency rain run-offs for roof.	Plant engineering	12/2011	
Prevent flooding.	Commercial vehicle unloading ramp: install emergency pump.	Plant engineering	12/2011	
Material efficiency				
Improvement of the cutting waste performance of the sheet-cutting saw during size cutting of 8 mm chipboard by 5% (based on waste rate of 2009).	Improve optimisation system in work preparation.	Machine room work preparation	2/2011	 100%
An additional 10% are to be saved in all waste areas by re-planning the machine room. Basis of waste from 2010: 19.5 % over all panel thicknesses	Waste can be saved by merging 2 production days.	Plant engineering and machine room planning project team	12/2013	
Procurement, supplier relationships				
Reduction of the environmental impacts by upstream suppliers	Increased supplier auditing regarding environmental aspects with development of action lists	Purchasing	12/2013	 50%
External communication				
Arrange "Focus on sustainability" project	Check which sustainability certificates the market demands.	"Focus on sustainability" project team	12/2011	 50%

The TÜV SÜD Umweltgutachter GmbH, approval number DE-V-0209, has examined the updated Environmental Statement of the site:

ASSMANN BÜROMÖBEL GMBH & CO. KG
Heinrich-Assmann-Strasse 11
D-49324 Melle, GERMANY

for compliance with all of the provisions of the regulation (EC) No. 1221/2009 (EMAS Regulation) as last revised on 25.11.09 and hereby confirms that all of the requirements of the regulation have been complied with.

There is no evidence of non-compliance with the applicable legal regulations.

The data and statements in the environmental statement of ASSMANN BÜROMÖBEL GmbH & Co. KG give a reliable, credible and truthful picture of all of the organisation's activities.

Kleve,

Gerhard Feske
Environmental Assessor
DE-V-0241

The deadline for submission of the next consolidated environmental declaration is January 2014.
The next updated environmental declaration is due in January 2013.

Contact at ASSMANN BÜROMÖBEL GMBH + CO. KG

If you have any questions or suggestions,
please contact Mr Andreas Fipp,
our environmental management officer.

Fon: +49 (0) 5422 706-227
E-Mail: andreas.fipp@assmann.de

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