

BURO

SOCIAL RESPONSIBILITY STATEMENT

May 2023





ABOUT US

At Buro, we've spent over 25 years perfecting the ergonomics, production and design of workspace seating. We're proud to be one of the most preferred brands for workspace ergonomics in Australasia. We take our responsibility for our customers' health and wellbeing seriously and strive to help people to work well and live better.

Explore the following pages to learn more about our commitment to social responsibility, our stakeholders, our achievements, and our ongoing efforts across the pillars of people, product, and planet.

WHAT DOES SOCIAL RESPONSIBILITY MEAN TO BURO AND OUR STAKEHOLDERS?

Social responsibility is a self-regulating business model that helps a company be socially accountable - to itself, its stakeholders, and society. By practising social responsibility, we're conscious of our impact on all aspects of society, including economic, social, and environmental.

At Buro, we all recognise we have an essential role in developing our social responsibility commitment, operating framework, and measurement against our goals.

It's about acting with integrity, doing the right thing for now and for the future, and being aware of our legacy. It's in our company mission, and it's part of who we are. We're on a journey.

OUR COMMITMENT TO SOCIAL RESPONSIBILITY

THREE MAIN PILLARS UNDERPIN OUR SOCIAL RESPONSIBILITY PROGRAMME: PEOPLE, PRODUCT, PLANET



Our first pillar is **People**, as they are at the heart of our business. Making a positive impact on people's work and lives is what motivates us every day. We value our team, resellers, and customers deeply.

This People pillar encompasses the entire Buro community, including our team, our customers (both resellers and end-users), our suppliers, shareholders, and the communities in which we operate.

Our second pillar is **Product**, which encompasses a range of initiatives related to the design, manufacture, and supply chain of our products.

For over 25 years, we've been committed to crafting high-quality products with a certified 10-year guarantee.

In fact, 10 years is just the beginning for some of our chairs. We regularly refurbish 10-year-old Buro chairs, extending their life cycle and returning them to their owners for another decade of use!

Our third pillar is **Planet**, which includes a range of initiatives that align with our commitment to sustainability. Ethical sourcing standards have been a longstanding part of our company's mission, and we continue to prioritise this in all our operations.

In addition, we are constantly exploring new ways to reduce our environmental impact. One such initiative is our drive to increase the number of chairs we re-purpose, rather than recycle or dispose of. By extending the life cycle of our products, we aim to reduce waste and minimise our carbon footprint.

The next 8 pages provide further details of the programmes of work and milestones we have set for each of our initiatives under People, Product, and Planet.

Disclaimer (not really)
Buro is a relatively small business. We're not a corporate giant, and we don't have significant resources to dedicate to our Social Responsibility programme. BUT we have a small team of passionate people committed to making a difference every day. We take our Social Responsibility programme very seriously. Every single employee in the business has contributed to this document. They own it and live it. We encourage you to speak to your Buro contact about their vision for social responsibility.



PEOPLE TAKING CARE OF OUR TEAM

OUR ACHIEVEMENTS AND ONGOING EFFORTS:

Health and wellbeing through ergonomics: our business purpose is *Work Well. Live Better.* Our reason for being is to help everybody create optimal workspaces for health and wellbeing. This is entrenched in our sales, marketing, and training.

Diversity and inclusion: Buro is committed to having a diverse workplace that does not engage in or tolerate discrimination.

Health and safety: the health and safety of our staff is paramount. Buro continuously works to ensure the health and safety of all employees through our policies and procedures. There were no lost time injuries (LTIs) in 2022.

The way we work and our values empower the Buro team to play at the edge, connect and collaborate and make it happen.

Staff wellness programme:

This includes the following elements:

- **Flexible work practices:** where possible, Buro supports flexible work practices, including part-time or flexible hours, and flexibility with working from home or the office.
- **Business casual dress:** for optimal comfort while working.
- **Ergonomic chairs:** all staff are provided with ergonomic chairs for the office and for working from home.
- **Flu vaccine:** Buro annually pays for staff flu vaccines.
- **Barista style coffee:** is available in the main offices.
- **Birthday leave:** each staff member is entitled to a day's leave on their birthday, over and above their leave allowance, even when it falls on the weekend.

Supporting local: a selection of our range is officially licensed Australian Made and New Zealand Made, supporting local businesses in the countries we operate in.

Ethical sourcing: Under Buro policies and company values, our seating and services must be produced and delivered under conditions that don't involve the abuse or exploitation of any persons.

Australian Made and New Zealand Made: supporting local businesses in the countries we operate in.

Walking the Talk: Engaging Ergonomist Andrew Wilson to audit the work set-up for all Buro staff in Australia and New Zealand, to ensure staff have ergonomic work environments. Andrew provides advice to staff on posture and ergonomics, and recommendations on ergonomic furniture and accessories.

OUR RECENT ACHIEVEMENTS:

Providing staff with mental health support: In New Zealand we have implemented a free and confidential programme that our team can access as needed for support.

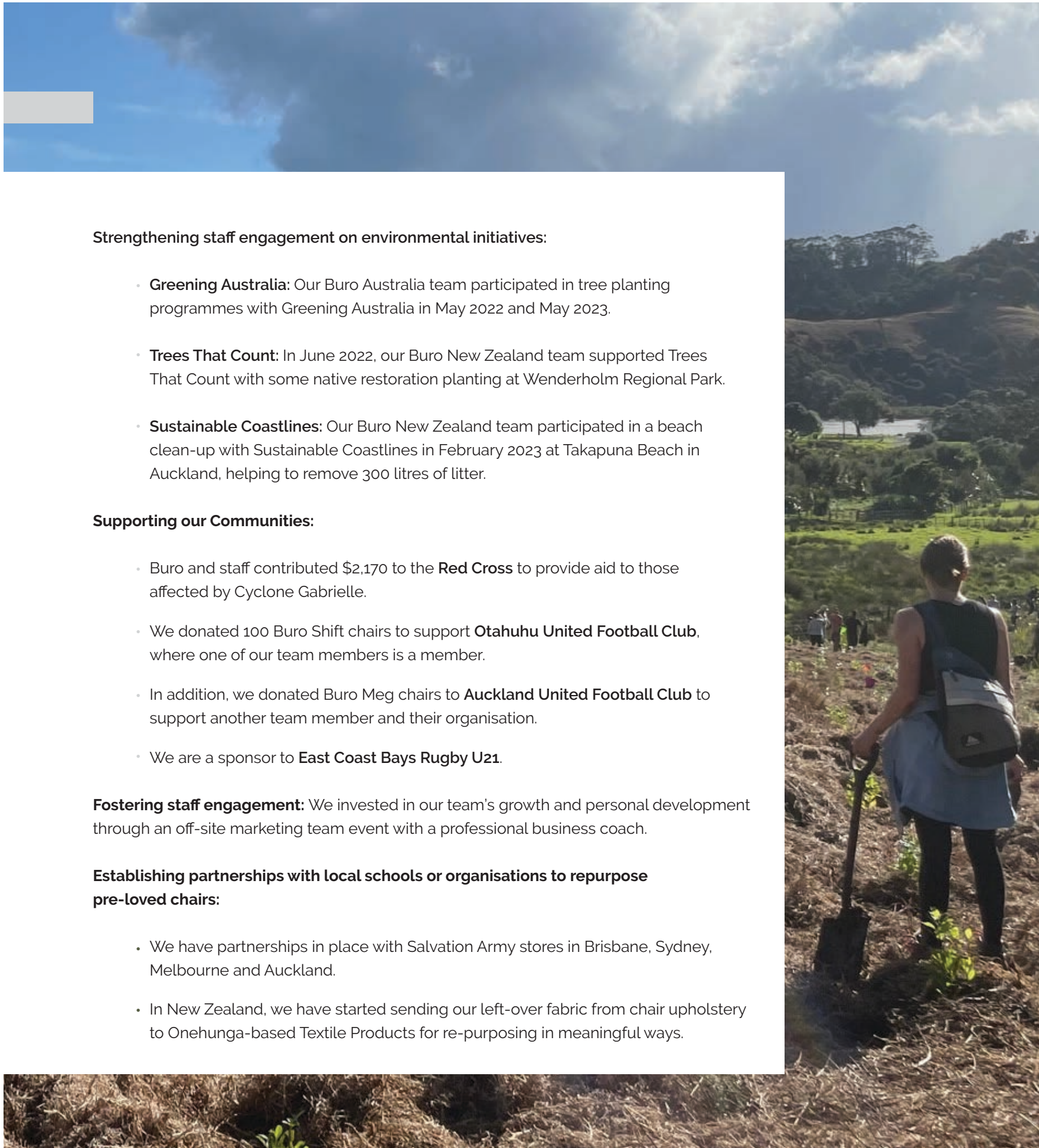
Supporting First Nations Australians:

- **The Clontarf Foundation:** In May 2022, Buro donated to the Clontarf Foundation, supporting the new Albury Academy at James Fallon High School. Clontarf help young Aboriginal and Torres Strait Islander men to attend school, finish Year 12 and enter employment.

In November 2022, Buro donated chairs and soft seating to the Clontarf Foundation, giving excess chairs a new life.

- **Kulbardi:** In 2023, Buro collaborated with Western Australian-based reseller Kulbardi, to create the Six Seasons seating range featuring indigenous fabric designed by artist Kevin Bynder.

Each purchase provides royalties to Kevin Bynder and proceeds from each purchase are also donated to the Bibbulum Fund. The Bibbulum Fund invests in community projects and encourages, supports, and inspires indigenous communities across Australia.



Strengthening staff engagement on environmental initiatives:

- **Greening Australia:** Our Buro Australia team participated in tree planting programmes with Greening Australia in May 2022 and May 2023.
- **Trees That Count:** In June 2022, our Buro New Zealand team supported Trees That Count with some native restoration planting at Wenderholm Regional Park.
- **Sustainable Coastlines:** Our Buro New Zealand team participated in a beach clean-up with Sustainable Coastlines in February 2023 at Takapuna Beach in Auckland, helping to remove 300 litres of litter.

Supporting our Communities:

- Buro and staff contributed \$2,170 to the **Red Cross** to provide aid to those affected by Cyclone Gabrielle.
- We donated 100 Buro Shift chairs to support **Otahuhu United Football Club**, where one of our team members is a member.
- In addition, we donated Buro Meg chairs to **Auckland United Football Club** to support another team member and their organisation.
- We are a sponsor to **East Coast Bays Rugby U21**.

Fostering staff engagement: We invested in our team’s growth and personal development through an off-site marketing team event with a professional business coach.

Establishing partnerships with local schools or organisations to repurpose pre-loved chairs:

- We have partnerships in place with Salvation Army stores in Brisbane, Sydney, Melbourne and Auckland.
- In New Zealand, we have started sending our left-over fabric from chair upholstery to Onehunga-based Textile Products for re-purposing in meaningful ways.

OUR FOCUS AHEAD:

Providing staff with mental health support: In Australia, we are actively looking for a partner to provide free and confidential programme for our team members wellbeing.

Supporting First Nations Australians:

- **Clontarf:** we plan to continue donating slow-moving stock to Clontarf, providing much-needed seating and extending the life of our products.

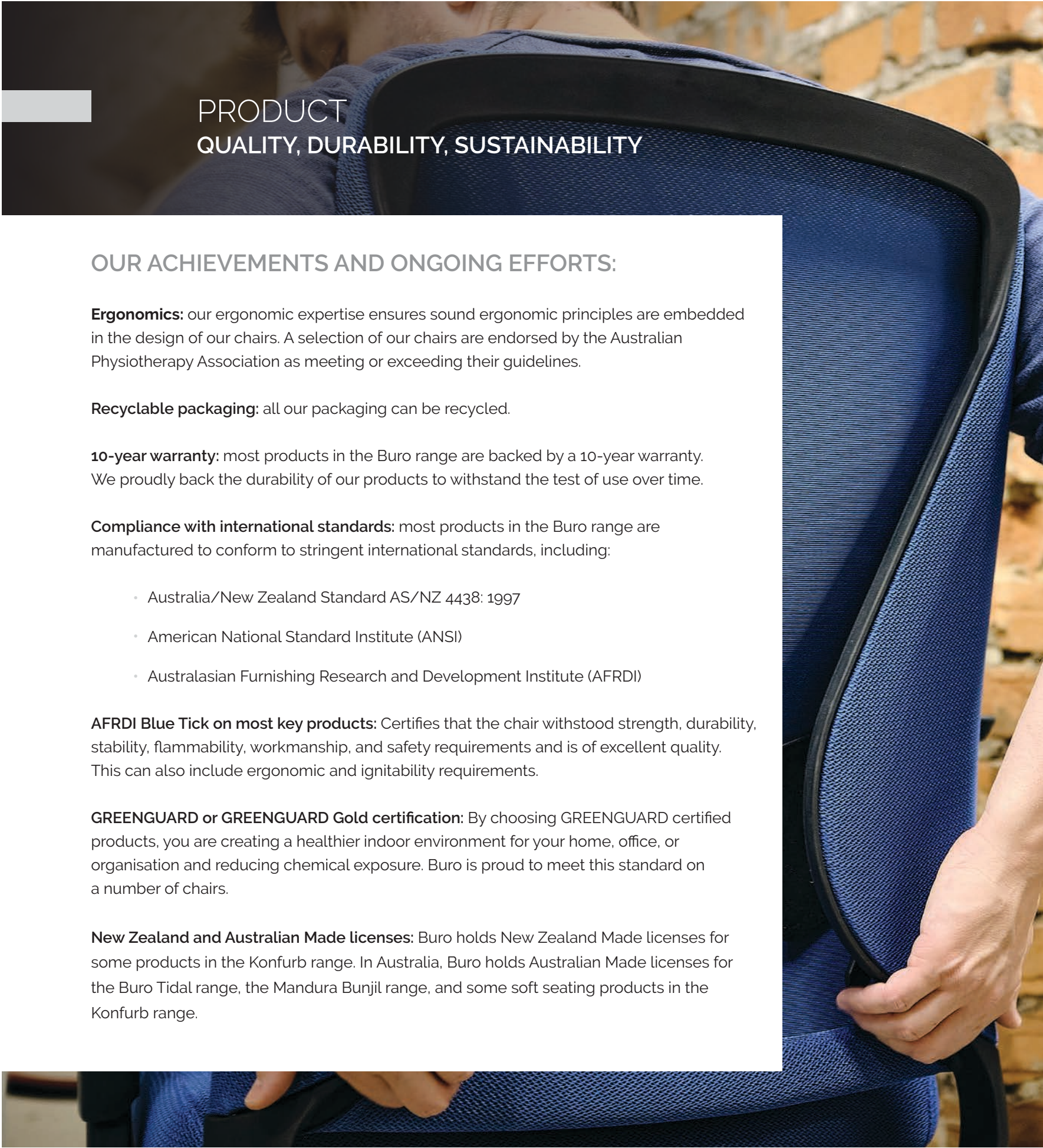
Supporting our Communities:

- **Breast Cancer Foundation NZ:** we are arranging a product donation to support fundraising initiatives.

Staff wellness:

- Our New Zealand team are taking turns organising social activities in groups to foster engagement and a positive workplace culture. Activities to date include a beach clean-up and Sip and Paint.
- Providing staff with useful resources to improve their financial position, such as how to save money by shopping around for electricity and on mortgage rates; tax rebates and toll rebates.
- We’re equipping staff with mindfulness tools and incorporating mindfulness into each country’s annual conferences.





PRODUCT QUALITY, DURABILITY, SUSTAINABILITY

OUR ACHIEVEMENTS AND ONGOING EFFORTS:

Ergonomics: our ergonomic expertise ensures sound ergonomic principles are embedded in the design of our chairs. A selection of our chairs are endorsed by the Australian Physiotherapy Association as meeting or exceeding their guidelines.

Recyclable packaging: all our packaging can be recycled.

10-year warranty: most products in the Buro range are backed by a 10-year warranty. We proudly back the durability of our products to withstand the test of use over time.

Compliance with international standards: most products in the Buro range are manufactured to conform to stringent international standards, including:

- Australia/New Zealand Standard AS/NZ 4438: 1997
- American National Standard Institute (ANSI)
- Australasian Furnishing Research and Development Institute (AFRDI)

AFRDI Blue Tick on most key products: Certifies that the chair withstood strength, durability, stability, flammability, workmanship, and safety requirements and is of excellent quality. This can also include ergonomic and ignitability requirements.

GREENGUARD or GREENGUARD Gold certification: By choosing GREENGUARD certified products, you are creating a healthier indoor environment for your home, office, or organisation and reducing chemical exposure. Buro is proud to meet this standard on a number of chairs.

New Zealand and Australian Made licenses: Buro holds New Zealand Made licenses for some products in the Konfurb range. In Australia, Buro holds Australian Made licenses for the Buro Tidal range, the Mandura Bunjil range, and some soft seating products in the Konfurb range.

Replace chrome plated frames on hospitality chairs with reflective silver coatings: most of our hospitality chairs have transitioned across to reflective silver powder-coated frames.

Replace chair bases made from steel and chrome plating: all chair bases made from steel and chrome plating have been replaced with aluminium bases.

Launched Konfurb Sense in Australia in 2022: this product is manufactured from 100% recycled plastic.

OUR RECENT ACHIEVEMENTS:

Achieving AFRDI Green Tick certification for selected products in 2022: We've achieved Green Tick certification on the Buro Mentor, Buro Vela and Buro Alto.

Achieving FSC® (Forest Stewardship Council®) certification in 2022: We achieved an FSC® license in 2022 certifying that all relevant products are FSC® compliant.

Working towards completely eliminating chrome from our chairs by mid-2023:

- Black shiny powder-coat foot rings have replaced chrome foot rings on all our Buro drafting chairs.
- We have successfully sourced an alternative reflective silver product to replace chrome on our Buro Maxim chairs and we aim to commence the transition by mid-2023.

OUR FOCUS AHEAD:

Achieving AFRDI Green Tick certification for selected products in 2023: We will apply for Green Tick certification for Konfurb Luna and the AX chair.

Working towards sourcing more environmentally sustainable products in 2023:

- We have launched the Buro Peekaboo stool which is 100% recyclable.
- Our Buro Maxim and Buro Envy chairs will transition to 100% recycled PP components in 2023.
- We are evaluating a new brand that uses an alternative to foam in their lounges and soft seating.



PLANET LEAVE OUR WORLD IN A BETTER PLACE

OUR ACHIEVEMENTS AND ONGOING EFFORT

Product stewardship: in conjunction with our manufacturing partners and our reseller network, we will take back all Buro supplied seating products in accordance with our Product Stewardship plan.

ISO certified factories: most Buro products are manufactured in a factory with one or more ISO certifications.

Sedex: Buro is proud to be a Sedex member. As an ethical trade membership organisation, they help us to assess working conditions and environmental impacts. They also assist us in ensuring our suppliers are upholding safe and ethical practices.

Reduced freight through flexible 3PL warehousing: this enables shorter journeys for our products, from warehouse to the customer, resulting in a lower carbon footprint. Additionally, this means our orders can be consolidated with those of other businesses, so one truck goes to one area rather than multiple trucks driving all over the country.

LEDs in New Zealand premises: LED lighting has been installed in our Auckland office, showroom and warehouse, and in our Christchurch office and showroom.

Forest Stewardship Council® endorsed paper: since 2021, only FSC® endorsed paper is used for the printing of any marketing material.

Shipping chairs ready to assemble vs fully assembled:

- In Australia, 97% of our chairs are shipped in ready to assemble cartons. Shipping our chairs in cartons rather than fully assembled saves around 6,800 cubic metres of freight per annum (equivalent to over 200 20-foot shipping containers).
- In New Zealand, our Mondo range is now shipped in ready to assemble cartons. For every Mondo product purchased, Buro will donate to Trees That Count, helping to fund the planting of native trees in New Zealand.

OUR RECENT ACHIEVEMENTS:

Our partnership with Trees That Count: We funded the planting of 717 native trees in Aotearoa, New Zealand in 2022.

In New Zealand, our goal was to move the percentage of products that are shipped in cartons vs fully assembled from 50% to 65% by the end of March 2023. We achieved 71%.

Establishing a business donor relationship with Greening Australia by mid-2022. We donated to Greening Australia in 2022 and have signed on for 2023. We participated in a tree planting programme in 2022, and again in May 2023.

Embedding our Disposal Recycle Charter during 2022 by identifying partners to work with and formulating the process.

Establishing a process in Australia to rehome slow moving or obsolete stock during 2022: We are working with Salvation Army on this.

OUR FOCUS AHEAD:

In New Zealand, our goal is now to move the percentage of products that are shipped in cartons vs fully assembled from 71% to 75% by the end of March 2024. We continue to work with some of our key reseller partners on this important initiative.

Embedding our Disposal Recycle Charter during 2023: We will communicate the charter and the processes behind the charter to bring this programme to life in 2023.

Ensuring that expanded polystyrene (EPS) is removed completely from our supply chain, products and packaging during 2023.





