



Dedicated to Sustainability

From concept to reality

In every aspect of our business, DesignOverStock strives to minimize our ecological footprint. As is with every industry heavily reliant on manufacturing, the commercial interior design industry is full of wasteful practices that result in excess inventory accumulating in warehouses and stores across the country. Our business model is set up to repurpose overstocked goods and make use of existing inventory, sometimes at a discounted rate, rewarding both buyers and manufactures for turning idle goods into useful designer products.

Sustainability Commitment Statement

1. Policy Statement

DesignOverStock Inc., hereafter referred to as DOS, is committed to maintaining sustainable practices within their operations, to promoting sustainable practices in the procurement of FF&E in the commercial interior design industry and to providing sustainability information and LEED specifications on products, when provided by the manufacturer, to customers to implement within their own operations and product lines.

2. Interpretation

Commercial Interior Design Industry: The practice of interior design in commercial and public spaces, i.e. corporate office, hospitality and healthcare, where the act of interior design is creating a space that is conducive to the guest experience.

Furniture, fixtures and equipment (or FF&E) FF&E are movable furniture, fixtures or other equipment that have no permanent connection to the structure of a building or utilities. Examples of FF&E include desks, chairs, computers, electronic equipment, lighting, flooring, tables, bookcases and partitions

Leadership in Energy and Environmental Design (LEED): consists of a suite of rating systems for the design, construction and operation of high performance green buildings, homes and neighborhoods. Developed by the U.S. Green Building Council (USGBC), LEED is intended to provide building owners and operators a concise framework for identifying and implementing practical and measurable green building design, construction, operations and maintenance solutions.

Ecologically Efficient refers to an item or process (in this case a business) that has a minimum carbon footprint including but not limited to being energy efficient, water and waste efficient.

Environment refers to the surroundings in which humans and organizations exist.

Sustainable Building is a building that is *ecologically efficient*, has low ongoing maintenance requirements, is designed to use sustainable materials efficiently during construction, is easily accessible for all, is economically responsible and contributes positively to the community.

3. Scope

This policy will shape the operation of DOS. All executive, staff, volunteers and customers will be made aware of the policy in an effort to educate all stakeholders in our sustainability initiatives.

4. Principles

- 4.1 The organization will incorporate sustainable management and office practices to minimize greenhouse gas emissions generated through all activities.
- 4.2 Electronic communications will be used where practical to reduce the volume of paper hardcopy produced and energy used in distribution.
- 4.3 Consideration will be given to sustainable meeting and travel options.
- 4.4 DOS events will be used to advance the sustainability goals through targeted training, provision of quality information and promotion of a sustainable commercial interior design industry.
- 4.5 Social, economic and environmental goals will be regarded as interdependent and will be considered in vision statements and in the development of goals and operational processes.

5. Elements

5.1 Operations

- 5.1.1 The DOS office will use sustainable practices in regard to recycling and waste minimization, lighting and appliances, air-conditioning practices and water use.
- 5.1.2 Teleconferencing will be used where practical in preference to in person meetings to reduce the environmental impact of travel.
- 5.1.3 Meeting and event dates will be planned to ensure that representatives attending more than one activity are traveling once for multiple meetings and/or events.

- 5.1.4 Procurement policies will give consideration to sustainable principles including life cycle impacts, transport, packaging issues, recycling and efficient resource use.

5.2 *Training and Education*

- 5.2.1 DOS will offer training and education materials that advance the policy of promoting sustainable practices in the commercial interior design industry to advance the use of sustainable design products.

5.3 *Activities and Events*

- 5.3.1 Consideration will be given to sustainable credentials in the selection of venues for activities and events.
- 5.3.2 Consideration will be given to sustainability in selection of catering menus, use of materials and equipment.
- 5.3.3 Sustainable work practices will be promoted at all activities and events.
- 5.3.4 DOS encourages and supports its employees in their participation in local conservation organizations and activities.

5.4 *Discussion and Reporting*

The ongoing operation of this policy will be reported to and discussed at each DOS Management meeting and each DOS Board of Directors meeting. The Sustainability Officer will also remain fully informed about and have input into the progress of the program.

6. Review Process

Given the rapid pace of material and process development within the design industry, this commitment will be reviewed every year. The review will include input from the Sustainability Officer and consideration by the DOS Management and DOS Board of Directors.

7. More Information

This policy is managed by the DOS Sustainability Director and all enquiries should be directed through the DOS office by email designoverstock@designoverstock.com.

8. Authorization

This commitment was approved by the DOS Management and DOS Board of Directors.

Date: **12th May 2012**

Authorized by: **Julia Marks**

Title: **President, Design Overstock Inc.**