



**Social Responsibility Report
2017**

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Overview

This report covers Spec Furniture Inc.'s social responsibility efforts for the year of 2017. Spec™ uses the Social Accountability Standard (SA8000), as a guideline. The scope of this report covers:

1. Employee Health and Safety Management
2. Labour and Human Rights Management
3. Inclusiveness
4. Community Outreach and Involvement
5. Environmental Initiatives

1. Employee Health and Safety Management

Spec Furniture® is dedicated to achieving and maintaining a safe and healthy workplace for its employees, as well as being committed to the prevention of occupational illness and injury as legislated under the Ontario Occupational Health and Safety Act (OHSA). A comprehensive occupational health & safety program established, supported, maintained and integrated with the company's operational activities assists in achieving both organizational and operational excellence. Safety is an essential and integral part of normal operating practices. The safety of all Spec employees is the responsibility of everyone who works for Spec Furniture.

As evidence of our ongoing commitment to health and safety, we have maintained our registration to the OHSAS 18001 standard. In 2017, Spec participated in the Workplace and Insurance Board's (WSIB) Safety Groups Program (SGP) run by the Workplace Safety and Prevention Services (WSPS). The safety group is comprised of different businesses in the area with a collective purpose: to learn from each other's experience in implementing injury and illness prevention programs. Spec continues to be audited annually by an independent third-party (NSF) and maintains its OHSAS 18001 registration.

Spec's health and safety program includes:

- A joint health and safety committee made up of management and worker reps
- Monthly workplace inspections
- Job safety analysis (JSA) and JSA audits

Health & Safety performance:

Spec tracks the following incidents:

- Near Misses
- First Aid Requests
- Medical Aid Requests
- Lost Time Accidents

Performance is presented at the monthly employee meeting. Our company wide goal is to have 0 lost time accidents and 0 medical aids (we document "near misses" and "first aid requests" for tracking purposes). Performance in 2017 is summarized below:

Table 1

	2017	2016
Lost Time Accidents	0	4
Medical Aids	6	5
First Aids	8	11
Near Misses	14	8

2. Labour & Human Rights Management

Spec Furniture is an equal opportunity employer. Accordingly, we have established an employment policy which provides that everyone shall be recruited, hired, compensated, trained, assigned, promoted, transferred, demoted, laid off, recalled and terminated without regard to race, colour, religion, sex, ethnic origin, disability, age, marital status, sexual orientation, or any other prohibited grounds under the Ontario Human Rights Code.

We had no human rights violations in 2017.

3. Inclusiveness

Spec Furniture believes in inclusiveness – all individuals have a right to be treated with respect in the workplace. We are committed to providing a work environment in which all individuals are treated with respect and dignity and that supports productivity, personal goals, and the self-esteem of all employees.

We will not tolerate or condone discrimination in the workplace on the basis of sex, race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, age, handicap, sexual orientation, record of offences, marital or family status, receipt of public assistance or any other characteristic protected by law.

Spec's cultural composition in 2017 was as follows:

Male	Male	Male	Male	Male	Female	Female	Female	Female	Female
Black	Hispanic	Indian	Asian	White	Black	Hispanic	Indian	Asian	White
24%	7%	0%	22%	28%	1%	2%	0%	5%	11%

4. Community Outreach

Spec contributes to its community in multiple ways. In 2017, we supported many non-profit organizations by donation of money, food or materials. Below are a few examples.

Name	Description	Dates	Location	Employees Participating	Community Impact
Movember Foundation	Non-profit Charity	November	588 Richmond St. W. Toronto, ON M5V 1Y9	15	Movember Canada The Movember foundation raises money for prostate cancer research. This year the "Spectacular Mo's" raised over \$4,000.
Daily Bread Food Bank	Non-profit Charity	October	191 New Toronto St. Toronto, ON M8V 2E7	All	Daily Bread Food Bank Provides food and assistance to people struggling with hunger. Their mission is to reduce poverty through research, education and the promotion of social change.
CP24 Chum Christmas Wish	Non-profit Charity	December	1366 Blundell Rd, Mississauga, ON L4Y 1M6	All	www.cp24.com The CP24 CHUM Christmas Wish program has become one of the largest distributors of toys to children in. The program also provides financial assistance to hundreds of agencies, ensuring that thousands of children across the GTA enjoy a positive holiday experience.

4. Community Outreach (cont'd)

Donations of excess materials were made to the following schools:

1. Toronto District School Board (fabric).
2. Peel District School Board (fabric).

Fabric donations were also made to the following local small businesses:

1. Mari Cla Ro
2. Echoes in the Attic

Spec continues its partnership with Sheridan College providing an annual academic award called "Spectacular Excellence". The student with the winning submission is awarded \$3,000 towards his or her tuition as well as being provided with the opportunity for summer work. The summer work posting has turned into full-time employment for 3 people since the award began in 2013.

5. Environmental Initiatives

A number of our Products are now level3® certified

level® goes far beyond indoor air quality and takes into account how a product is sustainable from multiple perspectives, such as a company's social actions, energy usage, material selection and human and ecosystem impacts. BIFMA International is the recognized leader in developing standards for the North American office and institutional furniture industry.

Spec continues to focus on reducing our impact on the Environment. In September 2017, we partnered with Tree Canada® to plant a total of 225 trees offsetting approximately 29 metric tonnes of CO2. This represents the equivalent of 20% of our annual electricity consumption in terms of equivalent tonnes of CO2 produced.