

Environmental Policy - Mills Office Productivity

Mills Office Productivity believes that businesses are responsible for achieving good environmental practices and operating in a sustainable manner. We are a Climate Smart Certified Business and an active member of the B Corporation Community in Canada.

We are committed to reducing our environmental impact and constantly improving our environmental performance as an integral and fundamental part of our business strategy and operating methods.

At Mills Office Productivity, our Carbon Reduction Strategy is based on the practice of **Conserve** where we can, **Switch** to environmentally lower-impact alternatives for those products and services we must consume and **Offset**—for only those emissions that remain— from a trusted source. Also, it is our priority to encourage our customers, suppliers and all business associates to do the same.

Our general Environmental policy is:

- Wholly support and comply with or exceed the requirements of current environmental legislation and codes of practice.
- Minimize our waste and reuse or recycle as much of it as possible.
- Minimize energy and water usage in our buildings, vehicles and processes in order to conserve supplies, and minimize our consumption of natural resources, especially where they are non-renewable.
- Operate and maintain company vehicles with due regard to environmental issues and encourage the use of alternative means of transport and car sharing as appropriate.
- Apply the principles of continuous improvement in respect to air, water, noise and light pollution in our premises and reduce any impacts from our operations on the environment and local community.
- Use environmentally friendly products whenever possible, and encourage others to do the same.
- Assess the environmental impact of any new processes or products we intend to introduce.

Mills has signed onto the Vancouver Climate Pledge and is working with the VEC (Vancouver Economic Commission) to determine its reduction goals for the next 2, 5 and 10 years. Previously our stated targets were based on the City of Vancouver's reduction goals, but we wanted to take the extra steps to see what was achievable for our business given our size and industry. These goals will be finalized in April 2016. In the meanwhile, we have set up a Short Term action plan (3 years) based on the results obtained from the Climate Smart assessment of 2015.