

J A S P E R



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Social Responsibility Reporting

BIFMA e3 Credit 8.6.1

Jasper Desk takes pride in being part of our community. Our office furniture is made by American workers who live and support their local communities. In the American tradition of local businesses who give back, Jasper Desk supports area communities by paying local and state taxing agencies and contributing to local businesses, organizations and clubs.

Commitment to Safety

Jasper Desk is committed to the safety and well being of our employees. Through a safety committee and mandatory monthly safety inspections, employee safety meetings, and refresher training we attempt to keep safety up front with our employees at all times. We post and continually update safety posters. We provide safety memos and flyers from the company, worker's compensation carrier, temporary agencies and others to keep our employees informed of a wide variety of safety issues.

We provide Personal Protection Equipment such as, eye and hearing protection, and gloves to all. Braces and supports are provided as needed or requested in an attempt to eliminate or reduce a potential problem. First aid supplies are in several locations throughout the plant and maintained by persons in each department who have been trained in first aid. We have a suggestion box for safety matters and maintain an open door policy for all safety issues. We keep our fire and explosion and tornado procedures updated and hold Fire and Tornado drills quarterly to ensure all are prepared and know how to respond.

All new hires go through an Employee Indoctrination meeting with Human Resource personnel and safety is covered extensively at that time.

Through yearly health screening, we allow our employees to access the well being of their health. We cooperate with our employees in providing healthy choices in their lives and encourage those choices by providing additional benefits for meeting health goals.

Labor and Human Rights

Jasper Desk Company, Inc. is committed to protecting and respecting the rights of human resources at the local, state, national and global levels by ensuring that forced or involuntary labor is not used or supported in any form, that employment is voluntary, and child labor is not used or supported in any form. This commitment is clearly established in Jasper Desk's Employee Handbook.

Culture and Diversity - Inclusiveness

Jasper Desk has been a privately held company since it started doing business in 1876. Jasper Desk works hard to provide a working environment that allows our employees to enjoy their job and like to come to work every day. Our employees average 10 ½ years of employment with Jasper Desk, with 9% averaging over 30 years and 17% over 20 years. As of September 1, 2011 gender diversity was show to be 34% female, 64% male.

We are aware of the need for a diverse workforce. While we strive to find the best employees we can in a competitive workforce, we are aware of the need to be a diverse workforce. Our goal is to incorporate and welcome into our workforce all ethnic backgrounds.

Community Activism

Jasper Desk employees, on an individual basis, are very active in local community organizations. With Jasper Desk employees living within a 50 mile radius of Jasper, many communities are also touched by the charitable work of our individual employees.

As a company, we provide financial support to over 45 different organizations, clubs, churches and hospitals benefiting groups ranging from youth to seniors.

We annually have a blood drive held on company property that raises 60 to 75 pints. Additionally, several Jasper Desk employees give to local blood drives year around. Jasper Desk has had teams participate in the local Relay for Life and March of Dimes Walk-A-Thon for several years.