

# GROUPE LACASSE



Social Responsibility Report  
July 2016

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## A Word from the President



For 60 years now, Groupe Lacasse has never ceased to impress by its manufacturing quality and its capacity for innovation. From its humble beginnings in 1956, Groupe Lacasse has continuously been able to modernize, adapt and renew itself, thus becoming an undisputed leader in its field.

It goes without saying that over the years, we have faced many environmental and social challenges. Far from seeing these new realities as constraints, the company has seized every occasion to improve itself and further push the limits of innovation. We are proud of all the progress we have made, which confirms the strength of our corporate and social responsibility.

Our success rests on our members and our shared values: the expertise, the passion and the talent of our members are the heart and soul of Groupe Lacasse. Their commitment to our corporate responsibility, their understanding of the needs of our clients, their creativity and their craftsmanship put us at the forefront of our industry, while their energy, knowledge and expertise keep us at the top with industry award-winning quality products.

If Groupe Lacasse can aspire to be a model corporate citizen, conscious and respectful of the environment and of society, it is first and foremost because of the creativity, generosity and leadership of its members, who act in accordance with Groupe Lacasse's values and its corporate responsibility.

It is our pleasure to present to you our first Social Responsibility Report, in which we expose our vision and our efforts to make this world a better place. We hope that this introspective exercise will help us remain a force in the market, while creating a positive impact around us. After all, after 60 years in the business, Groupe Lacasse is stronger than ever and ready to welcome many more years of success, while staying in harmony with our environment and the World.

A handwritten signature in black ink that reads 'Sylvain Garneau'.

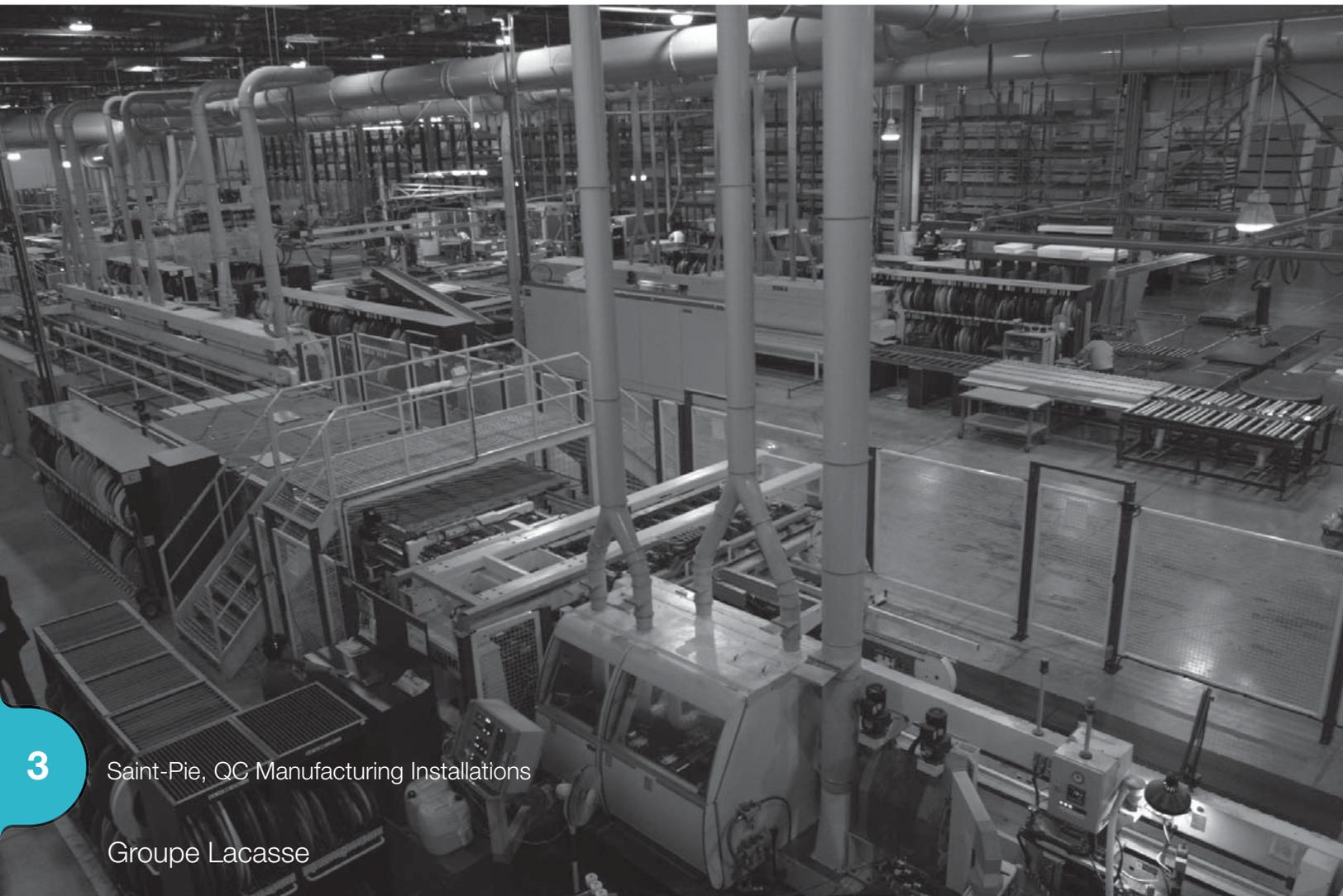
Sylvain Garneau  
President and Chief Executive Officer

# SOCIAL RESPONSIBILITY REPORT

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## The Endless Quest for Quality

- We offer the best value in the industry.
- We design, manufacture and market beautiful products that meet the strictest quality standards... those of our customers and, at very competitive prices!
- We also welcome and embrace innovation.
- Our drive for creativity forces us to always look ahead, it paves the way for the future and helps us become more agile in today's ever-changing environments and market segments.
- We also know that each customer's needs are special so we work together to create the best solutions possible.



# SOCIAL RESPONSIBILITY REPORT

## Internal Operations



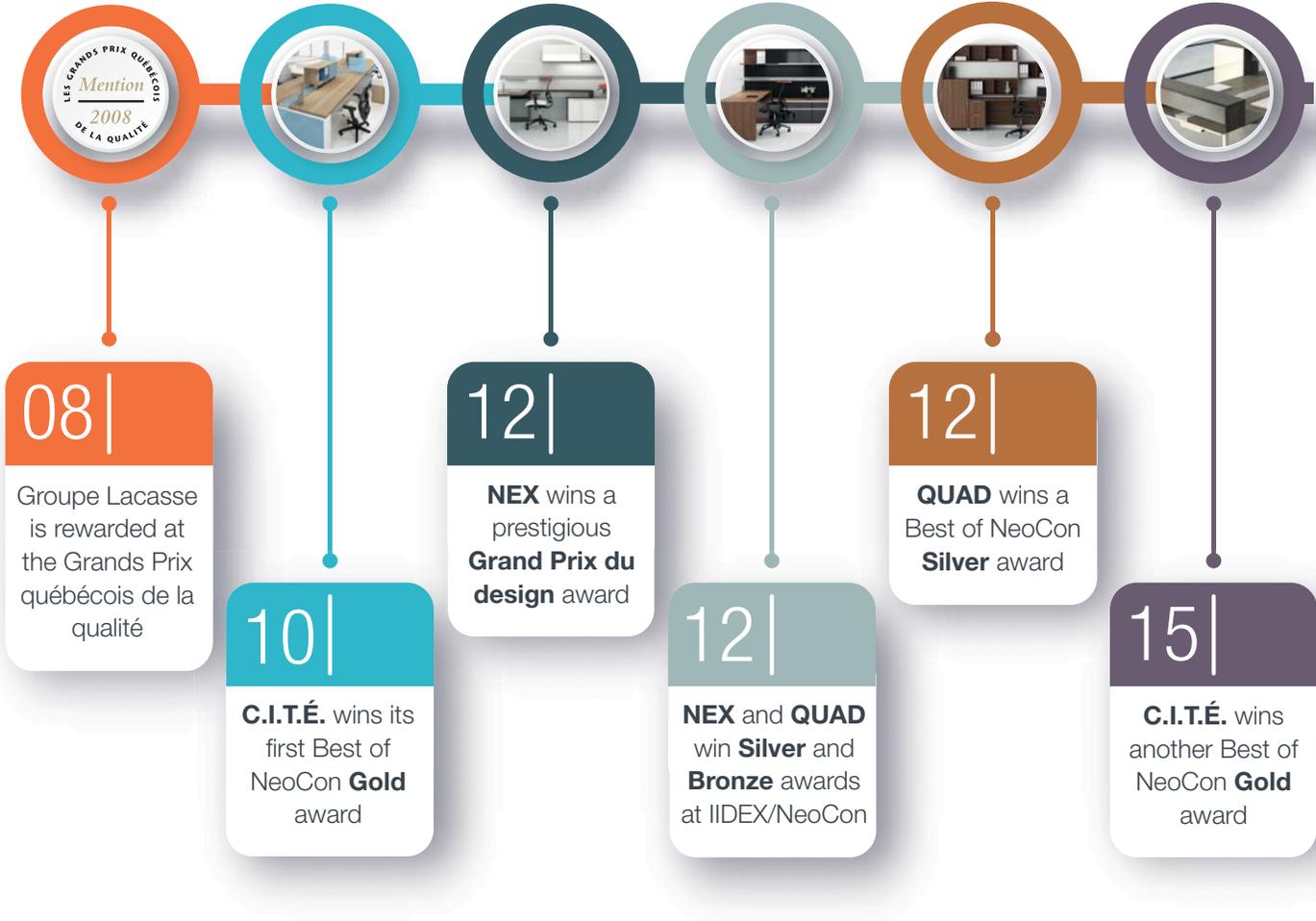
We recently created our own quality testing laboratory to make sure our products meet the industry standards, including the rigorous standards issued by BIFMA (Business and Institutional Furniture Manufacturers Association). This allows us to push innovation further than ever before by ensuring that our products are durable and meet the expectations of our clients. Creating sustainable products is truly in our DNA.

Our management processes also ensure a rigorous quality control: we are constantly analyzing and trying new ways to provide the best quality in the business. We strive for continuous improvement, and we are not afraid to push the boundaries.

# SOCIAL RESPONSIBILITY REPORT

## Awards

With all the efforts we put in creating our products, it goes without saying that we are remarkably proud when they are recognized for their design quality. Every award won encourages us to pursue our quest for innovation.



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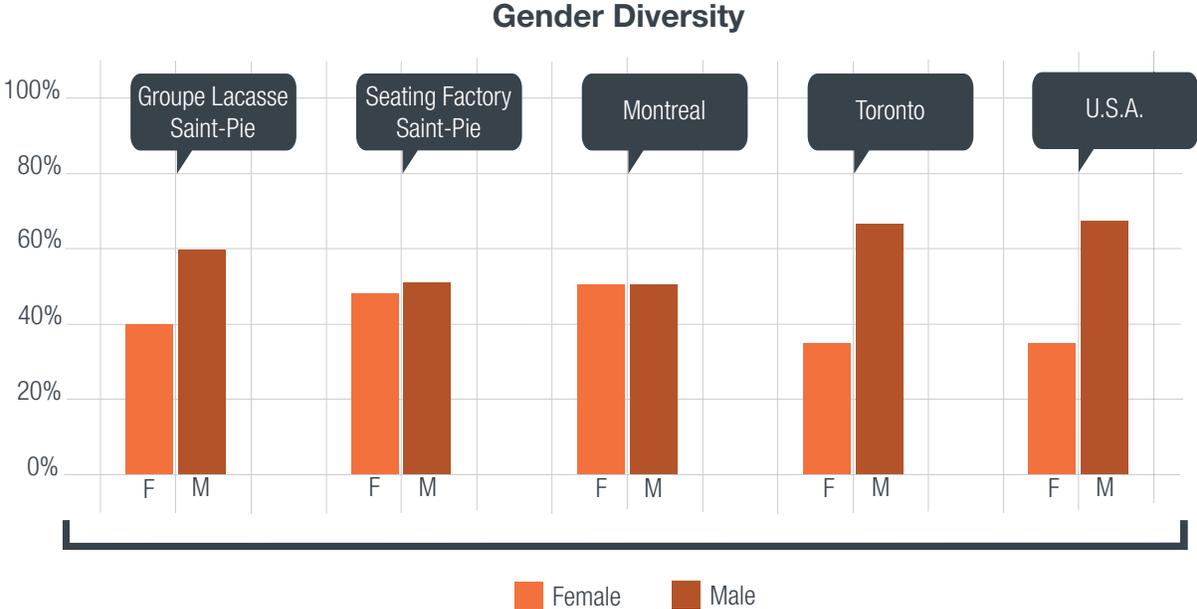
## The Well-Being of our Members

### Diversity and Inclusiveness

Promoting diversity is not only a cornerstone in our society and our company; it is also the best way to ensure our success as a company. Indeed, we must encourage the diversity of approaches, employees and ideas. Such diversity allows us to think outside the box and to really stand out.

At Groupe Lacasse, we continuously work to make the workplace a fair environment. Our Human Resources team works closely with our managers to make sure our hiring practices are fair and just. This collaboration is also visible in the workplace, in order to prevent any form of discrimination or harassment.

It is important for us to be proactive and to promote diversity and equality.



In addition to our compliance to the Québec Government’s Employment and Equity Act, we have put in place our own internal policy (no. GH-004) to ensure a work environment free of any discrimination.

Furthermore, we collaborate with the Canadian Human Rights Commission to ensure that our practices comply with Canadian laws and requirements.

# SOCIAL RESPONSIBILITY REPORT

## The Well-Being of our Members (continued)

### Health and Safety

We value and strive to protect the health, safety and well-being of our members, clients, suppliers, visitors and contractors present in our company. That is why we actively work in order to improve our practices to ensure the safety of our members. To achieve this goal, we have developed our own health and safety policy at work, in addition to being registered at, and being submitted to, the Commission des Normes, de l'Équité, de la Santé et de la Sécurité du Travail (CNESST). We also provide training to our members, whether it be in safety prevention or in First Aid, in order to improve our collective understanding and vigilance in the workplace.

**Number of injuries that occurred in the workplace**

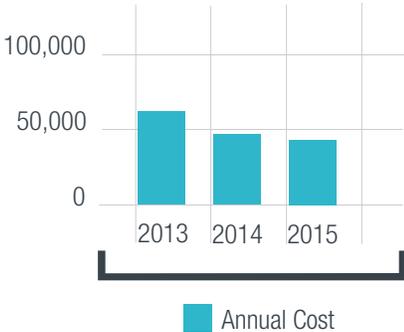


We also update our databases regarding injuries or events that occurred in the workplace, to see if our safety processes are working. In 2015, 15 injuries with or without loss of time occurred.

A further analysis is necessary to have a complete understanding of these numbers. By analyzing the annual cost spent on these events, we notice that a decrease in the severity of events also occurred.

This reduction in injuries occurring in the workplace encourages us and confirms that our management procedures are showing results. That being said, we will continue to improve our practices in order to eliminate all possible risks.

**Annual cost spent on injuries in the workplace**



# SOCIAL RESPONSIBILITY REPORT

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## The Well-Being of our Members (continued)

### Well-Being

It is becoming more and more popular to see sport and wellness activities take place in the workplace. Since 2014, we offer the possibility to our members to practice yoga at lunch time with an instructor. This activity allows them to evacuate the daily stress related to their job, while also creating a more relaxed atmosphere at work.



### Training

Groupe Lacasse offer its employees the possibility to follow language classes to improve their second language skills, as well as the possibility to attend different seminars or training courses to develop specific professional skills.

We believe it is necessary to encourage employees to pursue such training to contribute to their personal and professional fulfillment.



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## Thinking Green

Groupe Lacasse is committed to pursuing sustainable development practices. We are constantly looking for innovative ways to make our products and manufacturing processes more environmentally, socially and economically sustainable, while maintaining our ability to satisfy our customers demands for superior product quality and value.

It is our corporate responsibility to contribute to the preservation of natural resources and to ensure that our operations have the least harmful impacts on the environment. That is why our Saint-Pie facilities established and operate a Quality Management System that meets the requirements of ISO 9001:2008 for the design and manufacture of office furniture.

Our facilities also operate an Environmental Management System which complies with the requirements of ISO 14001:2008 for the management of environmental aspects and control of risks associated with the design and manufacture of office furniture.

The management system of Groupe Lacasse has also been assessed and certified as meeting the requirements of FSC Chain of Custody.



It is also important that our manufacturing processes be in conformity with sustainable development principles. Therefore, any new product is thought of in terms of its potential life cycle – that is, from the moment the resources are extracted until the client disposes of the final product.

Through our Design for Environment program, our team ponders on the best ways to create products for which the manufacturing process has the best energy efficiency and for which the materials used are the least harmful to the environment.

It is therefore important to make the right choices. In order to reduce deforestation, it is essential to choose suppliers that respect the environment.

Our furniture is mostly designed of particleboard manufactured from 100% recycled post-industrial material.

# SOCIAL RESPONSIBILITY REPORT

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The modularity of our furniture encourages the reuse of the components in case of a reconfiguration. The metal-on-metal assembly makes it easy to assemble or disassemble the furniture, thus prolonging its useful life.

We have recently invested in our own box wrapping system, which can provide cardboard for packaging when necessary. This new addition allows us to produce and use only what we need.

In addition, to reduce landfill waste in the manufacturing of our products, we use sawdust for power cogeneration, as well as sorting and recycling PVC plastic, steel and aluminum.

Groupe Lacasse products may also provide points towards meeting LEED® standards.

In addition, our products will not affect the air quality and working conditions of its users since they are certified GREENGUARD® for their low levels of chemical emissions into interior air.

This year, we are reaffirming our environmental commitment. Indeed, we are in the process of submitting our products to the BIFMA Level® Standard.

This new step will allow us to measure the environmental and social impacts of our furniture. Undoubtedly, obtaining this certification will improve our social responsibility.

For more information about Greenguard® Certification, please visit [www.greenguard.org](http://www.greenguard.org).

For more information about FSC® Certification, please visit [www.fsc.org](http://www.fsc.org).



# SOCIAL RESPONSIBILITY REPORT

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## Community Outreach

Community is an essential element for Groupe Lacasse. That is why, through our work, we try to contribute to efforts that have the potential to change our community, be it one individual at a time. We aspire to become a better corporate citizen, and we take pride in creating a workplace that is not only respectful to its employees, but also stimulates them to come to work every day.

### A Community Garden

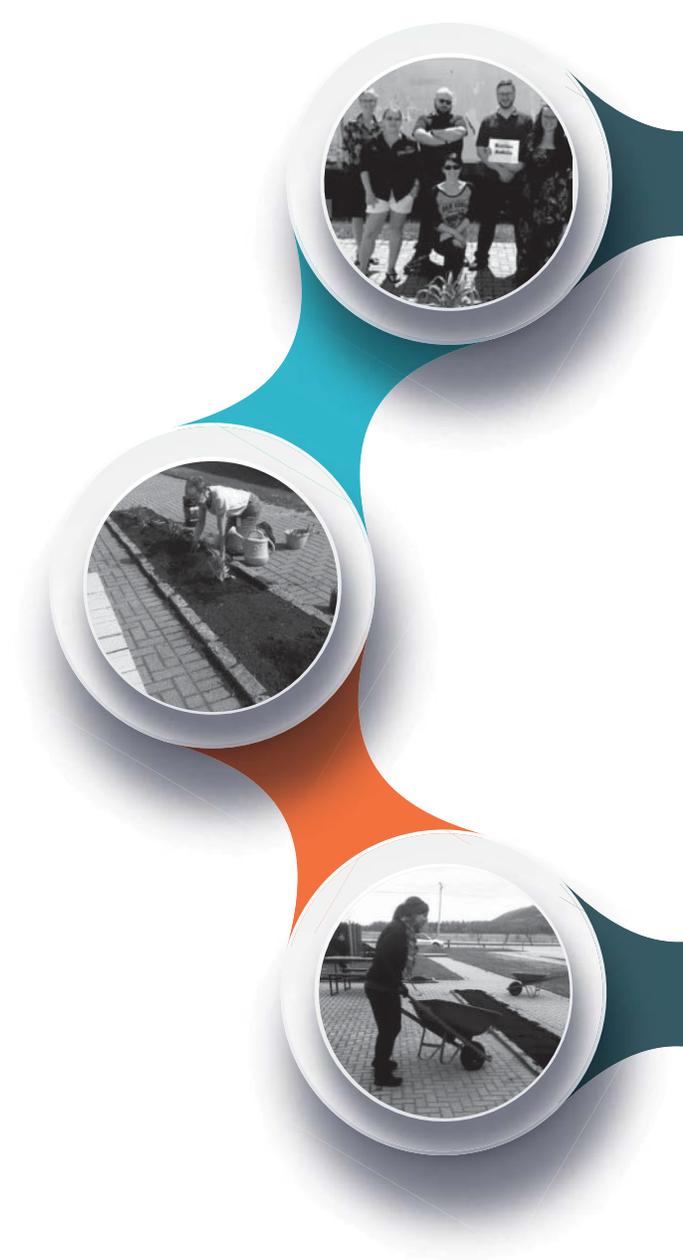
Recently, company employees have united to create a community garden outside of our offices. This initiative, fully driven by employees, allowed them to work in collaboration, while also learning basic gardening skills.

Without a doubt, this project has brought more collaboration in the workplace, in addition to helping enliven the workspace.

### Giving Back to the Community

Every year, we make it a priority to give back to the community, either through financial contributions or furniture donations. This past year, we have contributed to the Honoré-Mercier and the CHUM Foundations. We also contributed to the Grand Défi Pierre Lavoie, promoting a healthy lifestyle among young students, as well as the Ride to Conquer Cancer.

Our community involvement goes beyond the workplace: many of our employees participate in various community events or volunteer their time to contribute directly to the well-being of the community.



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## Encouraging Students

Every summer, we have the chance to have students join the Groupe Lacasse workforce.

To highlight the efforts of these young employees and to recognize their perseverance in their studies, we offer four scholarships every year.

## Supporting Tomorrow's Designers

At Groupe Lacasse, we believe working directly with the community also requires a commitment to support emerging designers. That is why we developed a partnership with the École de Design de l'Université de Montréal almost 20 years ago.

Every year, a group of third year students of the Industrial Design Program follow the "Groupe Lacasse Design Contest" workshop.

Through this workshop, students are required to develop a furniture concept and present it, at the end of the semester, in front of professional members of the industry.

Among the projects presented, the volunteer judges select a winner, who is awarded a \$1,000 scholarship as well as a paid 3-month internship at Groupe Lacasse.

We are proud to renew this partnership with the Université de Montréal, which allows us to actively participate in the culture of innovation in our industry.

