



Forced Labour and Child Labour Report for AIS

This report is made in compliance with Canada's *Fighting Against Forced Labour and Child Labour in Supply Chains Act* (the "Act") by Affordable Interior Systems Inc. ("AIS" or "we"), an entity operating under Haworth Inc.

This report has been prepared for the calendar year ended December 31, 2023.

AIS' board of directors, as the principal governing body, approved the report pursuant to section 11(5) of the Act on May 23, 2024.

Who We Are: Activities and Structures

AIS is a rapidly growing commercial office furniture manufacturer. We specialize in high-end commercial furniture, systems, and seating using award-winning processes and product designs. We value ingenuity and integrity in our designs, and throughout our operations.

AIS has over 900 employees with sales teams across North America. Headquartered in Central Massachusetts with four showrooms in the United States, we proudly produce all of our products in the United States.

As an entity under Haworth Inc., we are committed to protecting human rights in the workplace and throughout our operations. AIS is particularly dedicated to social responsibility, and we are an industry leader in environmental sustainability in the commercial furniture market. All our products are BIFMA-compliant, meaning that AIS either meets or exceeds industry standards for safety and durability. Our systems are also SCS Indoor Advantage™ Gold certified for air quality as part of our commitment to providing safe and healthy products to our customers.

Our Supply Chains

AIS is committed to acting with integrity and in compliance with applicable laws and regulations. This includes consideration for human rights of all persons involved in manufacturing and selling AIS' products.

AIS' furniture and systems are manufactured entirely in the United States, which helps mitigate the risk of forced labour or child labour in our manufacturing operations. To produce our products, we maintain a global supply chain. AIS understands this inherently carries a risk of forced labour or child labour.

AIS contractually requires all our top 80% of spend direct suppliers to sign and adhere to our Supplier Code of Conduct. Our Supplier Code of Conduct supports employee labour conditions, health and safety, environmental management, business ethics, and corporate social responsibility. We require that our distributors provide suppliers who manufacture the products AIS purchases through the distributors with our Supplier Code of Conduct. Those suppliers are expected to return a signed copy to AIS.

Risks of Forced Labour and Child Labour in our Supply Chains

The risk of forced labour in our supply chains is partially mitigated by our North American production facilities. However, supply chains involving distributors are complex and we are live to the risks of forced labour and child labour in complex supply chains. The risks of forced labour or child labour in our supply chains stem from our manufacturing, transportation, and warehousing activities. We attempt to mitigate these risks through our internal policies and procedures, including those in place at the parent level, and through agreements with suppliers and distributors.

1. Our Policies, Due Diligence Processes, and Training

AIS expects our suppliers to act responsibly, with integrity, honesty, and transparency. Our Supplier Code of Conduct explicitly communicates our corporate social responsibility expectations to AIS' suppliers, distributors, and their respective chains of suppliers. The Supplier Code of Conduct is integrated into all new contracts to ensure maximum compliance.

Aside from requiring generally that suppliers respect human rights and carry out operations with consideration for the environment, AIS' Supplier Code of Conduct requires that suppliers:

- Comply with all applicable laws and regulations of the locations in which they operate;
- Prohibit all forms of forced or compulsory labour;
- Ensure child labour is not used in any operations; and
- Treat employees fairly and honestly, and provide a workplace free from discrimination, harassment, or any other form of abuse.

At the parent level, all Haworth Inc. entities are required to comply with applicable laws and regulations and consider internationally recognized principles in our operations. All Haworth Inc. entities are committed to high standards, promoting a fair, respectful, and safe workplace. Haworth Inc. is in the process of developing a Human and Labour Rights Policy that will consolidate Haworth Inc.'s existing practices and commit all Haworth Inc. entities to upholding human rights protections.

In particular, the Human and Labour Rights Policy prohibits any form of child labour, forced labour, or human trafficking in operations. AIS does not hold any members' personal identification. We refrain from working with suppliers associated with forced labour or child labour.

The Human and Labour Rights Policy also includes a zero-tolerance approach to any form of human and/or labour rights violation, and requires mandatory, regular online training on Ethics & Compliance for all Haworth members. The training is provided to AIS employees and includes modules on relevant labour and human rights issues and concerns.



2. How We Monitor Ourselves and Our Suppliers as Assess Effectiveness

AIS and Haworth Inc. maintain internal reporting processes for ethical concerns, or suspected or actual violations of internal policies. Members are encouraged and expected to report suspected concerns at the earliest possible moment.

The Human and Labour Rights Policy, once implemented, will obligate all members of Haworth Inc. entities (including AIS) to raise concerns through local management, human resources departments, Legal Affairs & Compliance Group, or the anonymous Haworth Ethics Helpline, available 24/7 through EthicsPoint.

In addition, the Human and Labour Rights Policy outlines all Haworth Inc. entities' approach to increasing transparency throughout supply chains, including in-depth supplier screening and auditing tools to encourage transparency, assess risks, and monitor compliance.

How We Have Addressed Reported Risks or Use of Forced Labour or Child Labour our in Supply Chains

Haworth Inc. entities comply with the UN Guiding Principles on Business and Human Rights. As part of these principles, AIS and all Haworth Inc. entities consider it part of its corporate responsibility to ensure access to remedy for victims of human rights abuses, and generally support and advance human rights.

As of December 31, 2023, AIS has not encountered situations of forced labour or child labour in our supply chains. We therefore have not had to remediate such situations.

Attestation

In accordance with the requirements of the Act, and in particular section 11 thereof, I attest that I have reviewed the information contained in the report for the entity or entities listed above. Based on my knowledge, and having exercised reasonable diligence, I attest that the information in the report is true, accurate and complete in all material respects for the purposes of the Act, for the reporting year listed above.

Greg Scher

Vice President of Supply Chain

May 23, 2024



I have the authority to bind AIS.