

# Environmental Policy



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# Vision



Acrylic Design Associates (ADA) is committed to helping its clients achieve their business goals. One of the ways we do this is by operating our business and creating client solutions in a **sustainable, environmentally friendly** way.

This commitment is reflected in ADA's core values, which include:

- Customer focus
- Excellence
- Innovation
- Integrity
- Sustainability

This document summarizes ADA's existing environmental health and sustainability initiatives, policies and procedures. All ADA associates are expected to familiarize themselves with this policy and to ensure its implementation throughout our organization. For additional information, please see your supervisor or the Executive VP of Strategy and Development.



# Governance

## Policy Ownership:

- ADA's environmental policy is owned by the Executive Vice President of Strategy and Development, under the direction of the CEO.

## Implementation Practices

- This policy shall be deployed to all department heads for introduction to their respective teams
- Department heads are responsible for training team members:
  - As part of new employee orientation
  - For existing employees on an annual basis

## Reporting

- Results shall be tracked by the EVP of Strategy and Development and reported to the CEO on an annual basis.





# Sourcing

## Vision

Acrylic Design Associates purchases significant quantities of raw material, parts, services and other solutions on an annual basis. These products and services are used as part of our core business to design and produce custom fixtures, displays signage and other products for our clients. Going forward, our vision is to optimize our mix of sustainable materials.

## Existing Initiatives

- ❖ Acrylic Design works directly with key plastics suppliers in sourcing raw materials with the highest levels of recycled, recyclable, and biodegradable properties. These include, acrylic, PETG, styrene, polycarbonate, ABS, polypropylene, polyethylene, and rigid vinyl.
- ❖ Select recycled and / or other environmentally friendly products in place of non-recycled products or those with a less favorable impact.
- ❖ Minimize the need for transportation wherever possible.
- ❖ Encourage suppliers to minimize carbon footprint, energy use and packaging in their dealings with ADA.
- ❖ Work with suppliers to establish recycling initiatives.
- ❖ Use outside production facilities within a 500-mile radius of ADA headquarters, where applicable.



## Goals / Improvement Opportunities

- ❖ Work with suppliers to reduce volume of packaging materials by 10% by 2025 vs. 2020.



# Materials: Recrylic®

Recrylic is Acrylic Design Associates' proprietary line of certified recycled acrylic sheets. ADA works with multiple suppliers to develop recycled acrylic that meets our clients' needs for a solution that:

- Is 100% recycled and recyclable
- Looks and performs like virgin acrylic
- Costs the same
- Is available and scalable
- Is certified by a leading authority

Recrylic is the first and only recycled acrylic to meet all of these needs. Available in a wide variety of colors, thicknesses and finishes, Recrylic can be used for virtually any display, retail merchandising fixture, branded elements or other applications which typically use traditional acrylic. But because Recrylic is 100% recycled – and is completely recyclable itself – it provides an eco-friendly alternative to non-recycled acrylic.



## Certified Recycled

Recrylic is certified recycled by the internationally recognized Global Recycled Standard (GRS) and Recycled Content Certification (RCC) – both of which set rigorous requirements for content, chain of custody, environmental practices and chemical restrictions. Recrylic is also a member of the Association of Plastic Recyclers and US Green Building Council, known for LEED certification.

Complete specifications and technical data sheets are available on our website: [www.Recrylic.com](http://www.Recrylic.com).

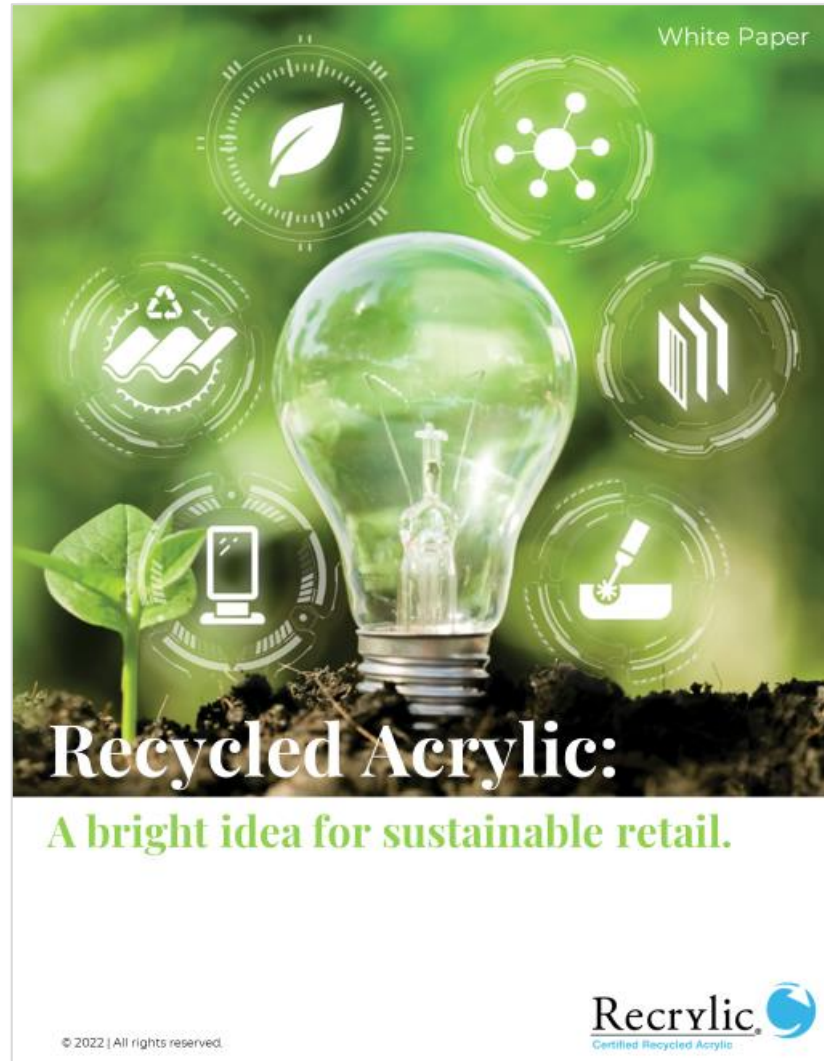






# Materials: Recrylic® White Paper

- Acrylic Design Associates is producing a white paper, which details the benefits of using recycled acrylic in place of virgin acrylic.
- The white paper is based on an academic study commissioned by ADA to explore the environmental impact of recycled and virgin acrylic.
- The study was conducted by Dr. Neeraj Dhingra, Assistant Professor of Practice, Department of Transportation, Logistics and Finance, North Dakota State University.
- Once completed, the white paper will be available to qualified ADA clients, prospects, students, media and other relevant parties upon request at no cost.





## Materials: Other Recycled Materials

In addition to Recrylic®, Acrylic Design Associates also uses other recycled materials to create head-turning retail displays, including:

- ✦ Aluminum Composite Materials (ACM)
- ✦ Recycled print substrates
- ✦ Recycled wood + millwork products
- ✦ Recycled / recyclable packaging materials

Whenever possible and appropriate, our policy is to recommend recycled and sustainable materials in place of traditional alternatives.



Display parts made from ACM



Signs made from ACM, Recrylic and energy efficient LED lighting for Kohl's

# Design + Engineering

## Vision

Our experienced design engineers continuously seek the best options for bringing ideas to life sustainably and affordably. ADA's policy is to drive continuous improvement in client solutions via the following efforts:

## Existing Initiatives

- Identify and bring forward sustainable design ideas in place of traditional options, including the use of recycled materials (including Recrylic® and others), where appropriate.
- Ensure yield quantities are maximized to reduce scrap and waste.
- Design and engineer projects with a minimal use of energy and water in production by selecting the most appropriate equipment for each job.



## Goals / Improvement Opportunities

- Reduce paper used for engineering drawings by transitioning to digital formats.
- Request the use of Recrylic and other recycled materials for all client projects.

# Operations

## Vision

ADA will seek to be recognized as the leader in manufacturing sustainability by continuously exploring and implementing planet-friendly solutions throughout our operations.

## Existing Initiatives

- Implement comprehensive recycling of all materials, ensuring use of the most appropriate disposition methods.
- Capture air from production equipment and reintegrate it into the operation.
- Capture heat from production machinery for use in environmental heating.
- Employ water discharge best practices.
- Use environmentally friendly packaging materials and practices while ensuring that products arrive at their destination undamaged.
- Ensure shipping accuracy to eliminate unnecessary returns / reshipments.
- Implement landfill reduction and recycling program with ADA's waste services vendor.



## Goals / Improvement Opportunities

- Recycle 80% of plastic scrap used in production by 2030.

# Recycling Practices

## Vision

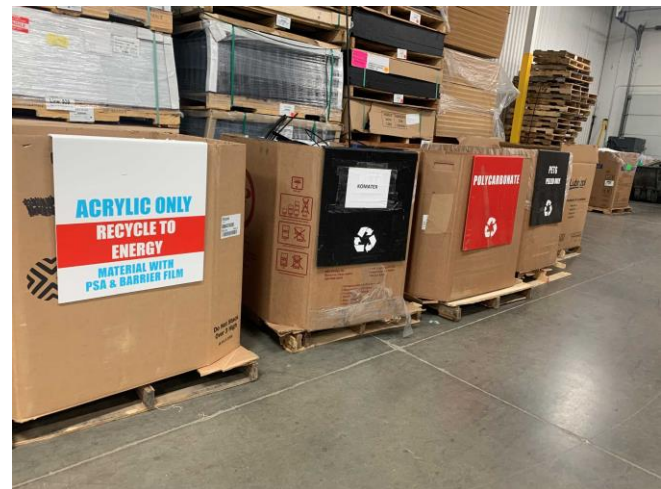
ADA will be recognized as the clear leader in recycling practices for the display and fixture fabrication industry. Throughout our operations, we will separate our materials and select the best recycling or disposal option for each.

## Existing Initiatives

- Implement comprehensive recycling of all materials, ensuring use of the most appropriate disposition methods.
- Separate plastic types in separate gaylord containers, including polycarbonate, ABS,, HDPE, Styrene, PETG and acrylic, both with and without films/tapes (suitable for recycling as Recrylic®).
- Collect and recycle plastic dust for reclamation as energy.
- Work with waste / recycling partners to optimize disposal streams.
- Recycling more than 10 tons of acrylic scrap per month for Recrylic production.
- Accepting scrap acrylic from clients and the public for recycling as Recrylic.

## Goals / Improvement Opportunities

- Recycle 80% of plastic scrap used in production by 2030.





# Packaging

## Existing Initiatives

- ✦ Use sustainable packaging, where appropriate, such as recycled / recyclable packaging material.
- ✦ Design solutions to minimize need for packaging.



# Printing + Paint

## Vision

ADA's printing + paint department will employ best practices and generate continuous improvement ideas aimed at increasing sustainability while meeting client needs.

## Existing Initiatives

- ✦ Use digital printing, where appropriate.
- ✦ Recommend use of recycled substrates, where applicable.
- ✦ Minimize waste and avoid unnecessary over-runs.
- ✦ Recycle and reclaim waste to avoid landfill, including dust and scrap capture to power electricity generation.
- ✦ Ensure that ink and paint systems are compatible with existing raw material recycling programs.
- ✦ Use pdf or finished part proofing to minimize waste during proofing process.
- ✦ Work with recycling partners to include container recycling, where applicable.
- ✦ Recycle spent solvents and oils for re-use or as alternative fuel source.
- ✦ Ensure annual or more frequent review of environmental policies and practices that fall under government regulation to assure 100% compliance.
- ✦ Ensure annual or more frequent review of all waste streams, including but not limited to hazardous and regulated wastes.
- ✦ Ensure continuous review of products being used and review alternatives with less impact to the environment through limitations of VOCs and amount of energy consumed to cure materials during various processes.



## Goals / Improvement Opportunities

- ✦ 100% compliance with applicable government regulations.

# Physical Plant

## Vision

ADA will serve as a good steward of our physical plant and environment by implementing best practices and seeking continuous improvement.

## Existing Initiatives

- ✦ Replace incandescent lighting with energy efficient LED lighting, wherever possible.
- ✦ Minimize water use via machining and plumbing solutions.
- ✦ Ensure that lights are shut off when rooms are not in use.



## Goals / Improvement Opportunities

- ✦ Explore the use of solar panels.



# Customer Engagement

## Vision

ADA will engage its customers to collect input on sustainability goals and needs, as well as to proactively provide improvement ideas and recommendations.

## Existing Initiatives

- ✦ Collect and respond to client feedback regarding need for sustainable / recycled materials.
- ✦ Proactively provide recommendations for sustainable design and engineering.
- ✦ Engage clients in discussions around collecting / recycling used products.
- ✦ Collect and ship batches of acrylic for recycling as Recrylic®.
- ✦ Provide free carbon savings estimates for use of Recrylic in place of virgin acrylic.
- ✦ Conduct academic study documenting environmental impact of recycled and virgin acrylic.
- ✦ Provide free white paper that articulates the benefits of using recycled acrylic in place of virgin.



## Goals / Improvement Opportunities

- ✦ Create a world-class recycling operation to collect used acrylic from clients and send material for recycling.





# Sample CO<sub>2</sub> Savings Estimate

- Estimates provided upon client request.
- Estimates based on findings from academic study commissioned by Acrylic Design Associates and conducted by Dr. Neeraj Dhingra, Assistant Professor of Practice, Department of Transportation, Logistics and Finance, North Dakota State University.



## Carbon Savings Calculation

Each ton of traditional acrylic (polymethyl methacrylate or PMMA) requires about two tons of petroleum to produce.

Replacing non-recycled acrylic with recycled can preserve natural resources while reducing landfill use and greenhouse gas emissions.

### COMPANY: LIFETIME

# of Locations	1	40	130	
# of Panels / Location	5	4	4	
Total # of Panels	5	160	520	
Estimated Panel Weight	112	112	112	pounds per fixture
Est. % of Weight - Acrylic	100%	100%	100%	
Estimated Total Acrylic Weight	560	17,920	58,240	pounds
Estimated Petroleum to Produce Non-recycled Acrylic	3.7	119.5	388.3	barrels
Total CO <sub>2</sub> Equivalent	1.8	56.5	183.7	US tons
Cars Driven for 1 Year Equivalent	0.4	12.3	39.9	Cars driven per year

Calculations are based on available sources and are for discussion purposes only.

### Is Recrylic™ right for your project?

Contact us today for a complimentary consultation.

[www.Recrylic.com](http://www.Recrylic.com) | [info@recrylic.com](mailto:info@recrylic.com) | 763.559.8395



# Employee Engagement

## Vision

Acrylic Design Associates will drive best-in-class sustainability improvements by creating a culture of continuous improvement through ongoing employee engagement.

## Existing Initiatives

- Establish continuing and ad hoc teams to address improvement opportunities.
- Encourage and maintain active membership in sustainability organizations, such as the USGBC and APR.
- Encourage ideas to drive sustainability and continuous improvement.



## Goals / Improvement Opportunities

- Provide formal recognition / reward opportunities for identifying and implementing sustainability improvement ideas.
- Engage 80% or more of employees in sustainability improvement activities.

# Certification

## Certifications

- ✦ Global Recycled Standard (GRS): for Recrylic®, issued 12/2021
- ✦ Recycled Content Certification (RCC): for Recrylic, issued 12/2021
- ✦ UL product certification: For illuminated projects



## Memberships

- ✦ United States Green Building Council
- ✦ Association of Plastic Recyclers
- ✦ Retail Design Institute
- ✦ Shop! Association



# Reporting

Reporting methodology is currently under development.





# More Information

- ✦ [info@acrylicdesign.com](mailto:info@acrylicdesign.com) | 763.559.8395
- ✦ [www.acrylicdesign.com](http://www.acrylicdesign.com)
- ✦ [www.recrylic.com](http://www.recrylic.com)