

Sustainability Policy Hoffmaster Group, Inc.

Hoffmaster Group, Inc. (HGI) is committed to the goals of sustainable development, recycling of paper products, and promoting responsible resource management and use.

To help achieve these goals, Hoffmaster Group, Inc. has been certified to the Sustainable Forestry Initiative® (SFI) Certified Sourcing Standard since 2012. The scope of registration includes plates, cups, napkins, table covers, table skirts, placemats, and other disposable tabletop products produced at our three (3) Specialty Disposable Tabletop facilities located in Oconto, Oshkosh, and Clintonville, WI; and one (1) paper straw manufacturing facility located in Fort Wayne, IN.

HGI is also certified to the Forest Stewardship Council® (FSC®), Sustainable Forestry Initiative® (SFI) and the PEFC™ Chain of Custody requirements at our three (3) Specialty Disposable Tabletop manufacturing facilities located in Oconto, Oshkosh, Clintonville, WI and one (1) paper straw manufacturing facility located in Fort Wayne, IN. This allows the company to meet customer needs through three globally-recognized forestry and Chain of Custody certification programs.

HGI employs and promotes environmentally, socially and economically sustainable procurement practices to meet the needs of the present without compromising the ability of future generations to meet their needs. This is accomplished by practicing and promoting a conservation stewardship ethic. We promote the principles of sustainable development, recycling and composting. Many of our Specialty Disposable Tabletop Products have been tested and certified to be compostable when composted in municipal or commercial composting facilities.

To help implement and achieve the above objectives, HGI has developed and adopted appropriate programs, plans and procedures to guide its paper procurement practices, product claims and labels. HGI is committed to periodically reviewing the effectiveness of policy and programs and to continually improving management systems and environmental performance.

In addition to responsibly sourcing its materials, HGI also recognizes that its people are key resources to be a successful organization. To that end, the health and safety of HGI employees is of primary concern. The organization seeks to operate a safe and healthy workplace, consistent with Occupational Safety and Health Administration (OSHA) rules and regulations, and the Chain of Custody requirements. Hoffmaster demonstrates that commitment through its adoption of a safety program, the training of staff on occupational health and safety (OHAS), implemented safety policies, safety meetings, safety sign-in sheets, and actively managing safety incidents when they occur. Leadership has designated a corporate safety representative, and each of our operating divisions has an appointed Environmental, Health and Safety Manager to oversee all associated activities in this area. The company further provides evidence through the Lost Workday Case Rate (LWCR) and the OSHA 300 Annual Log of the company's posted injuries.

Sincerely,

Jon Hartman
Senior Vice President of Operations
Hoffmaster Group, Inc.

11/16/2021

FSC License Code: FSC-C139145

**Self – Declaration regarding FSC-POL-01-004
(Policy for the Association of Organizations with FSC)**

Hoffmaster Group, Inc. (The Company) is associated with the Forest Stewardship Council A.C., Oaxaca, Mexico, or one of its subsidiaries or affiliates (hereinafter: FSC) by being either a member of or having a contractual relationship with FSC. Hereby the signing Organization explicitly states that it has read and understood the “Policy for the Association of Organizations with FSC” as published under www.fsc.org. This policy stipulates FSC’s position with regards to unacceptable activities by organizations and individuals which already are or would like to be associated with FSC as well as the mechanism for disassociation.

In light of the above, the Organization explicitly agrees currently and in the future, as long as the relationship with FSC exists, not to be directly or indirectly involved in the following unacceptable activities:

- a) Illegal logging or the trade in illegal wood or forest products;
- b) Violation of traditional and human rights in forestry operations;
- c) Destruction of high conservation values in forestry operations;
- d) Significant conversion of forests to plantations or non-forest use;
- e) Introduction of genetically modified organisms in forestry operations;

In addition, the signing Organization recognizes that the principles established by the International Labor Organization through the 1998 Declaration on Fundamental Principles and Rights at Work (the “Principles”) serve to guide governments in the protection of the basic rights of workers without defining a uniform path for every nation to follow. Based upon these Principles, and consistent with applicable national law, rights, regulations, and administrative/judicial rules and procedures, the signing Organization shall respect:

- a) freedom of association and the effective recognition of the right to collective bargaining;
- b) the elimination of all forms of forced or compulsory labor;
- c) the effective abolition of child labor; and
- d) the elimination of discrimination in respect of employment and occupation.

Oshkosh, WI 8/16/21
City, Date

Hoffmaster Group, Inc. dba Creative Converting, GMSP, Aardvark

For the Organization

Jon Hartman
Senior Vice President of Operations