



ISO 9001:2015 – 27001:2013 Systems Certified

ALLIED PRINTING SERVICES, INC. CORPORATE SUSTAINABILITY AND ENVIRONMENTAL MANAGEMENT PROGRAM REPORT



Traceable-Sustainable-Responsible

2018

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	Name	Title	Section	Rev	Date
Prepared by	Rick Lawrence	Quality & Compliance Manager	ALL	G	March 2019
Approved by	Chris Gouveia	Sr. V.P. Operations	ALL	G	March 2019

**Allied Printing Services, Inc.
Corporate Sustainability and
Environmental Management Program Report**

Distribution of Corporate Sustainability and Environmental Management Program Report

The Corporate Sustainability and Environmental Management Program Report is controlled electronically and is available on Allied Printing Services, Inc.'s intranet and webpage. In addition, a controlled hard copy of the Corporate Sustainability and Environmental Management Program Report is distributed to the Quality & Compliance Manager.

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Allied Printing Services, Inc.

Corporate Sustainability and Environmental Management Program Report

Revision Record

The Quality Assurance Manager will process all authorized changes, inserting amendment pages into the official distribution copies. To prevent unintentional use of obsolete pages, the Sr. V.P. Operations will withdraw and dispose of such pages. This Corporate Sustainability and Environmental Management Program Report is a controlled document. Quality & Compliance Manager maintains the master copy of this Corporate Sustainability and Environmental Management Program Report. The master copy is to be used as the final authority regarding the latest revision level and amendment status for the Allied Printing Services, Inc. Corporate Sustainability and Environmental Management Program Report.

Section	Date	Page	Description of Revision	Revision Level	Approval
ALL	Nov 2010	ALL	Created	----	C. Gouveia G. Hicks
ALL	April 2013	ALL	Included Revision Record	A	C. Gouveia G. Hicks
ALL	March 2014	ALL	Included Revision Record	B	Rick Lawrence
ALL	February 2015	ALL	Included Revision Record	C	Rick Lawrence
ALL	February 2016	ALL	Included Revision Record	D	Rick Lawrence
ALL	April 2017	ALL	Included Revision Record	E	Rick Lawrence
ALL	March 2018	ALL	Included Revision Record	F	Rick Lawrence
ALL	March 2019	ALL	Included Revision Record	G	Rick Lawrence

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Corporate Sustainability and Environmental Management Program Report

Allied's Corporate Responsibility

Allied Printing Services, Inc.'s (Allied's) corporate responsibility efforts are aligned with our strategic business plan and integral to all our relationships with employees, customers and communities. Allied's Code of Conduct is in compliance with the Electronic Industry Code of Conduct. Allied complies with the Labor, Health and Safety, Environmental, Management System, and Ethics standards of the Electric Industry Code of Conduct.

Allied's Corporate Sustainability and Environmental Management Program is administrated and managed by its President, Senior Vice Presidents, Vice Presidents, and Quality & Compliance Manager according to its ISO 9001 Quality Management System.

We are committed to upholding the human rights of workers and to treat them with dignity and respect. We recognize that in addition to minimizing the incidence of work-related injuries and illnesses, a safe and healthy work environment enhances the quality of our printing services. Allied Printing Services, Inc. has specific responsibility to ensure compliance with all applicable federal, state, and local laws and regulations.

Allied recognizes that environmental responsibility is integral to world class services and products. We are committed to being a positive and creative force in the protection and enhancement of the local and global environment. Allied's Sr. V.P. Operations has specific responsibility to ensure compliance with the environmental laws and regulations related to the Company.

The fundamental principal of Allied's environmental policy is to minimize any negative impact to the environment while conserving natural resources. Using education, technology and administrative controls, we continuously assess our processes and practices to identify areas for reduction in energy, waste and emissions and making the earth a greener place. We approach sustainability the same way we approach everything else we do: with our Operating Values in mind.

Allied Printing Services, Inc. undertakes due diligence to attempt to determine if "conflict minerals" may be used in our products. Conflict minerals are described as Gold (Au), Tantalum (Ta), Tungsten (W) and Tin (Sn) that are sourced from the Democratic Republic of Congo or adjoining countries from mines controlled by non-governmental military groups. We do not directly source any of these materials in our products.

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Allied will take all reasonable measures to meet the following targets:

- Minimization of generated waste through reduction, reuse and recycling
- Efficient use of energy through management controls and routine practices
- Efficient use and conservation of water through management controls and routine practices
- Minimize and, where possible, eliminate noise and odor pollution
- Minimize, substitute and, where possible, eliminate the use of hazardous chemicals in processes and operations
- Comply with all applicable federal, state and local laws and regulations

We follow the ISO 14001 Environmental Management Principals. Allied is a Small Quantity Generator of hazardous waste and follows the Connecticut Department of Environmental Protection’s requirements applicable:

- To perform and maintain waste determinations
- To only store waste on-site for less than 180 days
- To only accumulate less than 2,200 lbs. (1,000) kg of waste on-site at any one time
- To comply with preparedness and prevention procedures
- To post emergency contact information next to the telephone
- To develop and maintain a written inspection program
- To obtain an EPA Identification Number
- To train our personnel
- To manifest our waste using the uniform hazardous waste manifest
- To comply with Department of Transportation rules
- To “close” our hazardous waste storage area in accordance with the regulations if we discontinue its use
- To certify on manifests that a good faith effort has been made to minimize hazardous waste generation
- To either comply with Universal Waste rules or manage the waste as hazardous
- To comply with Used Oil requirements

To meet our social responsibilities, we uphold the highest standards of ethics including standards of fair business, advertising and competition. Appropriate means are taken to safeguard customer information and programs are in place to ensure the confidentiality and protection of customers and employees.

Allied is in compliance with all related contractual requirements of its clients/customers.

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Sustainability Operations

Allied is committed to being a positive and creative force in the protection and enhancement of the environment. Allied provides a safe and healthful workplace, protects the environment while conserving natural resources.

Allied follows the Greenhouse Gas Protocol, an internationally recognized greenhouse gas accounting standard. Under the Protocol, greenhouse gas emissions (GHG) are classified in one of these Scopes.

Scope 1: **Direct GHG Emissions;** These are emissions that arise directly from sources that are owned or controlled by Allied Printing Services, Inc., for example, from fuels used in our heating systems or the company vehicles.

Scope 2: **Electricity Indirect GHG Emissions;** These Emissions are generated by purchased electricity consumed by Allied Printing Services, Inc.

Scope 3: **Other Indirect GHG Emissions;** Scope 3 is an optional reporting category that allows for the treatment of all other indirect emissions. Scope 3 emissions are a consequence of the activities of the company, but occur from sources not owned or controlled by the company. Some examples of Scope 3 are annual volume of waste sent to landfills, metals, paper and other attributes of our recycling program.

Allied's Scope 1, 2 and 3 Greenhouse Gas Emissions

Allied's greenhouse gas footprints are based on the best practice carbon reporting standards of the Greenhouse Gas Protocol, developed out of a joint partnership between the World Resources Institute and the World Business Council for Sustainable Development. The Greenhouse Gas Protocol serves as the foundation for nearly every GHG standard and program in the world.

Allied monitors and measures its environmental performance and has established voluntary environmental numeric goals to track and improve upon its environmental performance.

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Scope 1 – Direct Emissions

EMISSIONS (Metric Tons CO²)

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
• Natural Gas	784	995	1043	1084
• Gasoline/Diesel Company Vehicles	37	24	21	19
• Propane	93	38	34	50

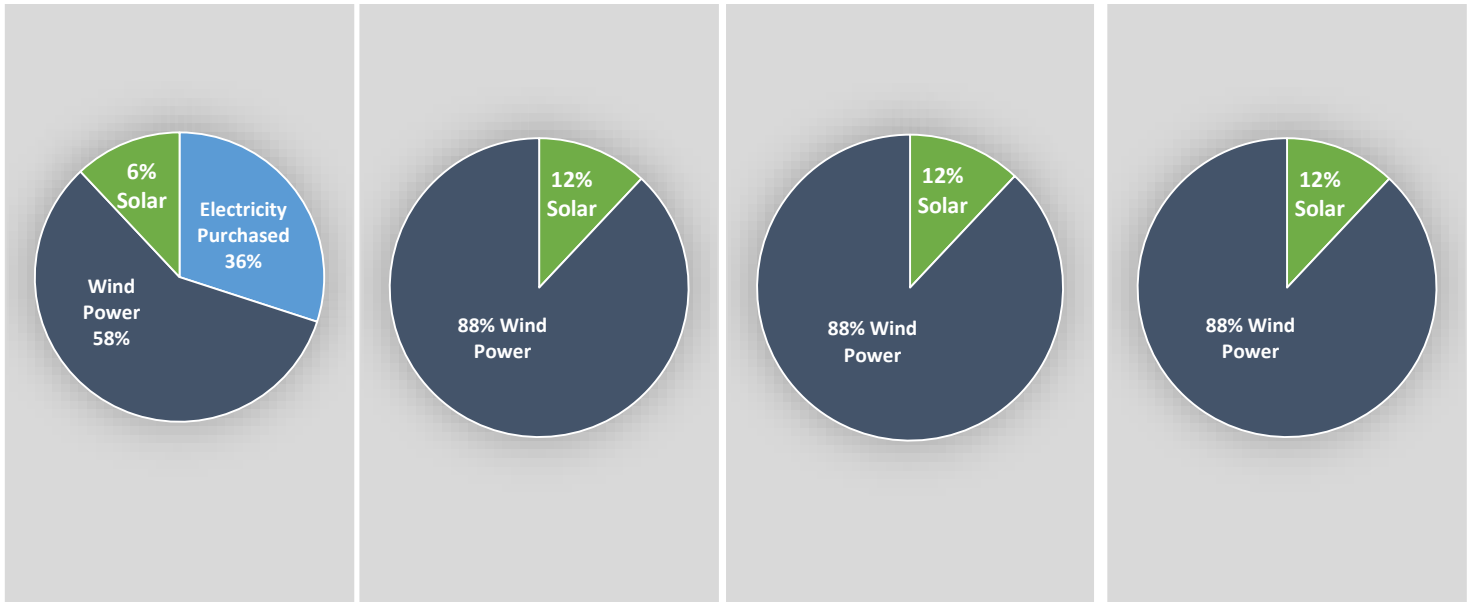
	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Scope 1 - Total- Metric Tons CO ²	914	1057	1098	1153

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Scope 2 – Indirect Emissions



• Electricity (Metric Tons CO²)



2015
1,653 Metric Tons CO²

2016
0 Metric Tons CO²

2017
0 - Metric Tons CO²

2018
0 - Metric Tons CO²

Total Metric Tons CO² Footprint of Scope 1 and 2

2015
2,567

2016
1,057

2017
1,098

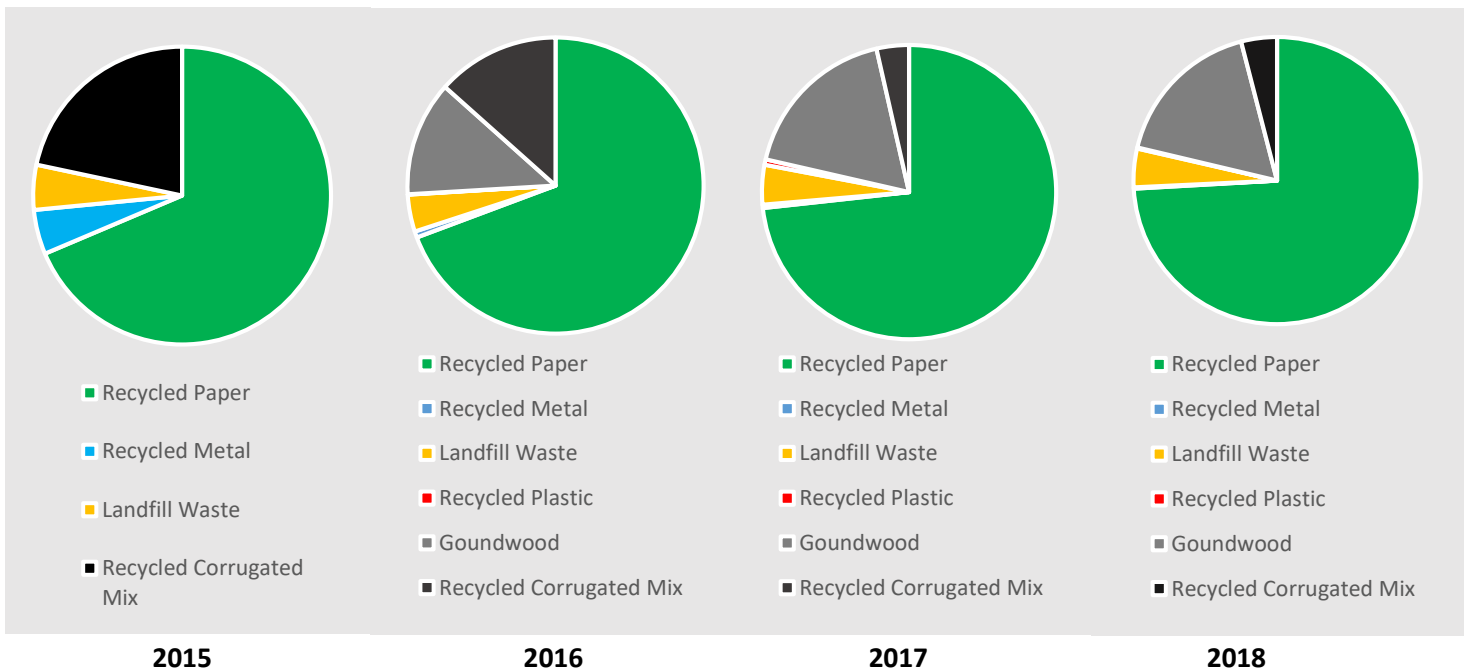
2018
1,153

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Scope 3 – Waste Recycling

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
• Recycled Paper Lbs.	5,924,704	8,190,770	8,077,470	8,494,800
• Recycled Metals Lbs.	417,506	79,435	39,839	16,420
• Landfill Waste Lbs.	421,008	478,140	480,060	497,824
• Recycled Plastic	-----	4,530	17,370	13,598
• Recycled Ground wood	-----	1,481,755	1,968,832	1,979,161
• Recycled Corrugated Mix Lbs.	1,870,662	1,584,353	392,562	461,981



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Environmental Benefits Of



In June 2015: Allied Printing Services, Inc. installed one of the largest rooftop arrays in the State of Connecticut: 4,540 solar panels. This 1.4-megawatt system provides 12% - 14% of our total electricity usage, replacing the traditional power from the utility grid with clean onsite renewable energy generated from the sun.

2016 Benefits:

Generated - 1,644,605 kWh
Barrels of Oil - 838.81
Trees Saved - 960.17
CO² Offset – 910 Metric Tons

2017 Benefits:

Generated - 1,481,394 kWh
Barrels of Oil – 822.3
Trees Saved – 941.3
CO² Offset – 819.7 Metric Tons

2018 Benefits:

Generated - 1,437,440 kWh
Barrels of Oil – 826.0
Trees Saved – 945.6
CO² Offset – 891.8 Metric Tons

Solar Lifetime Benefits:

Generated – 5,410,000 kWh
Barrels of Oil – 3,179.7
Trees Saved – 3,639.8
CO² Offset – 3,432.9 Metric Tons

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Allied's Water Usage

Wherever possible, we try to replicate best practices in our manufacturing facility. This is especially true when it comes to environmental improvements, such as water reducing technologies. Everything we do is working toward the ultimate goal of conserving resources and best practices.

Allied's strategies to reduce water usage include:

- *Efficient state of the art equipment*
- *Recycling waste water*

Total water usage (hcf)	<u>2008</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
	1,597	1,729	1,623	1,641	2,042	2,131

Environmental Training

Allied's environmental training is commensurate with employee's job responsibilities. Allied ensures that its employees have appropriate and current knowledge of applicable, legal with Allied's requirements including the company's Corporate Responsibility and Environmental Policy and objectives.

Internal Audit and Management Review

Audits and self-assessments of our Corporate Responsibility and Environmental Management Program are reviewed as part of Allied's ISO 9001 Management Review to determine if the program is effective and capable of achieving Allied's environmental objectives and targets.

Suppliers

Allied will cascade the environmental responsibilities to its suppliers

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