CO_2 POLICY

Report on 2022

Organisation: Flokk B.V.
Name: Jacqueline Snijders

Consultant: Milou America
Consultancy: De Duurzame Adviseurs

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de duurzame adviseurs

Table of content

1 | Introduction

Flokk B.V. provides products and services (directly or indirectly) to commissioning parties who occasionally use award advantage in their tenders, based on the principles of the CO_2 Performance Ladder. The CO_2 Performance Ladder challenges and stimulates suppliers to map and reduce their own CO_2 emissions. The more attention a company pays to reducing their CO_2 emissions, the higher the chance of receiving fictional advantage in a tender.

The CO_2 Performance Ladder is based on four pillars:

A. Insight
Drawing up an undisputable CO_2 footprint in accordance with the ISO 14064-1 norm to provide insight in the CO_2 emissions of the company.

B. CO_2 reduction
The ambition of the company to reduce the CO_2 emissions.

C. Transparency
The way a company communicates about their CO_2 footprint and reduction measures, both internally and externally.

D. Participation
(in sector and/or value chain initiatives) to reduce CO_2 emissions.

Every pillar of the CO_2 Performance Ladder has five levels, ascending from 1 to 5. A higher level on the ladder will provide a higher award advantage in tenders. The activities are being assessed by an authorised certifying organisation to determine the level on the CO_2 Performance Ladder. To achieve a certain level, actions have to be taken on every pillar of the ladder. In order to do so, steps have to be made on every pillar of the ladder.

This report is a summary of the CO_2 reduction system for Flokk. This contains a description of the organisation, the CO_2 footprint and measures. Also, the set objectives and progress, as well as participation in initiatives will be covered.

2 | Description of the organisation

Flokk BV is a 100% daughter company of Flokk AS. Flokk is a leading office seating manufacturer in Europe and owner of the strong (soft) seating brands: HÅG, RH, RBM, BMA, Giroflex, Malmstolen, Offecct, 9to5 seating and Profim. Flokk provides a wide range of (soft) seating furniture and acoustic solutions. With a shared belief in human-centered and sustainable design, each of our brands has its own unique identity, and their own stories to tell.

Sustainability has always been a part of Flokk's DNA. While it is Flokk's aspiration to produce the most sustainable chairs on the market, we want to ensure that our daily operations at Flokk B.V. are environmentally friendly as well. Emission reduction, saving energy, and working sustainable are part of Flokk B.V.'s culture and are now being strengthened by the CO2 Performance Ladder. Flokk B.V. wants to reduce the emissions of the daily operations such as the vehicle fleet or electricity consumption but as well go one step further and drive forward circular economy. Our chairs are built to last and it is just natural to push forward refurbishment.

For refurbished office chairs Flokk BV has a partnership with 'Opnieuw' in Buitenpost, the Netherlands. They are experts in the area of circular solutions in working environments. Their vision is based on a desirable change from a linear economy to a circular economy, whereas materials and components can be endlessly reused. Opnieuw proactively buys used Flokk chairs and refurbishes these chairs with the components that Flokk provides them. This cooperation is used for the award-winning project (as described in the project plan).

2.1 Statement organisation size

Because of the activities of Flokk B.V. falls under 'Services', the left-hand side of the table below should be used. Flokk B.V. therefore falls into the **small** organisation category in terms of CO_2 emissions.

	SERVICES	OPERATIONS/ DELIVERIES
Small organisation	Total CO_2 emissions amount to a maximum of (≤) 500 tons per year.	Total CO_2 emissions from the offices and industrial spaces amount to a maximum of (≤) 500 tons per year, and the total CO_2 emissions from all construction sites and production locations are a maximum of (≤) 2.000 tons per year.
Medium organisation	Total CO_2 emissions amount to a maximum of (≤) 2.500 tons per year.	Total CO_2 emissions from the offices and industrial spaces amount to a maximum of (≤) 2.500 tons per year, and the total CO_2 emissions from all construction sites and production locations are a maximum of (≤) 10.000 tons per year.
Large organisation	Total CO_2 emissions amount to more than (>) 2.500 tons per year.	Total CO_2 emissions from the offices and industrial spaces amount to more than (≤) 2.500 tons per year, and the total CO_2 emissions from all construction sites and production locations are more than (≤) 10.000 tons per year.

Table 1: Classification of size categories according to the CO_2 Performance Ladder Handbook 3.1

2.2 Tenders with award advantage

A project with an award advantage is a project by an organisation in which the CO_2 Performance Ladder played a role in the tender. It is irrelevant here whether or not the award advantage was decisive in obtaining the contract, or in what way the CO_2 Performance Ladder was requested in the tender.

With this definition in mind, Flokk has one project with award advantage in 2022. This is:

- Circular public tender by the Dutch Ministry of Defence. The tender concerns a contract for: delivery, service, and repair of new and used circular office chairs for the Ministry of Defence (military bases and chambers), including servicing existing office chairs located at the Ministry of Defence locations.

The tasks fulfilled for this project with award advantage are representative for the rest of the organisation. Therefore, the progress of the whole organisation is the same as the progress of the project with award advantage.

3 | Sustainability responsibility

The first step is to provide insight into the energy consumers of the organisation. Based on this insight, it is possible to look at which aspects can be achieved in the reduction of CO_2 emissions. This insight is reflected in the CO_2 footprint. Periodically (once every 6 months) energy consumption is mapped.

It has been decided to use the CO_2 footprint of 2019 as the reference year. The CO_2 emission has been carried out in accordance with the provisions of this document. The reliability is checked by an internal audit by an independent party.

Based on the CO_2 emissions in this reference year, it is examined which measures and objective(s) can be formulated to reduce CO_2 emissions from this reference year. Every year it is checked whether the chosen reference year is still suitable for the stated objective and/or whether it needs to be adjusted.

The overall reduction target is formulated to 2025. An action plan has been drawn up based on this overall reduction target. This plan lists the measures that will be taken to achieve the objective and which departments are responsible for the realization of the measures. The overview of measures to be taken and responsible departments can be found in the Excel file 'Actions, Planning and Responsible Managers'.

3.1 Energy policy and objectives

The overall objective of the energy management system is to achieve continuous improvement of the energy efficiency and reduction of the organisation's CO_2 emissions. In concrete terms, the objective is to emit 80% less CO_2 in scope 1 and 2 in 2025.

3.1.1 Data collection

The starting point of the data collection is a check of the formulated organisational boundary. The project leader of the CO_2 Performance Ladder carries out this check prior to data collection. The table below shows how, when and by whom the data for the CO_2 footprint is inventoried. The collected data is supplied by the responsible departments to the project leader of the CO_2 Performance Ladder.

EMISSION FLOW	UNIT	SOURCE	WHEN

Gas consumption	m^3	Bills	Q1, Q3
Fuel usage fleet - Diesel - Petrol - Electricity	Litre kWh	Tank cards	Q1, Q3
Electricity	kWh	Bills	Q1, Q3
Air travel	Km	Egencia – Business travel company	Q1, Q3

4 | Calculated CO_2 emissions

This chapter explains the calculated Green House Gas emissions (GHG emissions for short). The Green House Gas Protocol distinguishes between different scopes based on the origin of the greenhouse gas. This creates a so-called "greenhouse gas inventory" of the organisation that can be quantified and managed. In other words, the CO_2 emissions that are released during our own activities. In the next section, the CO_2 footprint of Flokk is shown.

4.1. Direct and indirect GHG emissions

TABEL M1. OVERZICHT CO_2-EMISSIES, GEHELE ORGANISATIE				2019 Full year	
TYPE EMISSIESTROOM SCOPE 1	**AANTAL**	**EENHEID**	**CONVERSIEFACTOR** ($g\ CO_2$ per eenheid)	**UITSTOOT** ($ton\ CO_2$)	
Gas consumption	10.162	m^3	1.890	19,2	5%
Fuel consumption assets - diesel	0	liter	3.309	-	0%
Fuel consumption vehicles - diesel	74.109	liter	3.309	245,2	62%
Fuel consumption vehicles - petrol	5.234	liter	2.884	15,1	4%
Fuel consumption vehicles - HVO	0	liter	345	-	0%
Fuel consumption vehicles - LPG	0	liter	1.806	-	0%
Fuel consumption vehicles - CNG	0	kg	2.728	-	0%
			Totaal scope 1	**279,5**	
TYPE EMISSIESTROOM SCOPE 2	**AANTAL**	**EENHEID**	**CONVERSIEFACTOR** ($g\ CO_2$ per eenheid)	**UITSTOOT** ($ton\ CO_2$)	
Electricity consumption - grey	62.525	kWh	649	40,6	10%
Electricity consumption - green	0	kWh	0	-	0%
Electricity consumption - vehicles	0	kWh	649	-	0%
Heat supply	337	GJ	35.970	12,1	3%
			Totaal scope 2	**52,7**	
TYPE EMISSIESTROOM BUSINESS TRAVEL	**AANTAL**	**EENHEID**	**CONVERSIEFACTOR** ($g\ CO_2$ per eenheid)	**UITSTOOT** ($ton\ CO_2$)	
Declared kilometers	0	km	220	-	0%
Public transport	0	km	36	-	0%
Air travel < 700 km	72.053	km	297	21,4	5%
Air travel 700-2500 km	219.070	km	200	43,8	11%
Air travel > 2500 km	0	km	147	-	0%
			Totaal business travel	**65,2**	
			TOTALE EMISSIES SCOPE 1, 2 EN BUSINESS TRAVEL	**397,46**	

TABEL M1. OVERZICHT CO_2-EMISSIES, GEHELE ORGANISATIE				2020 Full year	
TYPE EMISSIESTROOM SCOPE 1	**AANTAL**	**EENHEID**	**CONVERSIEFACTOR** ($g\ CO_2$ per eenheid)	**UITSTOOT** ($ton\ CO_2$)	
Gas consumption	9.097	m^3	1.884	17,1	7%
Fuel consumption assets - diesel	0	liter	3.262	-	0%
Fuel consumption vehicles - diesel	44.831	liter	3.262	146,2	63%
Fuel consumption vehicles - petrol	5.033	liter	2.784	14,0	6%
Fuel consumption vehicles - HVO	0	liter	345	-	0%
Fuel consumption vehicles - LPG	0	liter	1.806	-	0%
Fuel consumption vehicles - CNG	0	kg	2.728	-	0%
			Totaal scope 1	**177,4**	
TYPE EMISSIESTROOM SCOPE 2	**AANTAL**	**EENHEID**	**CONVERSIEFACTOR** ($g\ CO_2$ per eenheid)	**UITSTOOT** ($ton\ CO_2$)	
Electricity consumption - grey	56.796	kWh	556	31,6	14%
Electricity consumption - green	0	kWh	0	-	0%
Electricity consumption - vehicles	0	kWh	556	-	0%
Heat supply	326	GJ	35.970	11,7	5%
			Totaal scope 2	**43,3**	
TYPE EMISSIESTROOM BUSINESS TRAVEL	**AANTAL**	**EENHEID**	**CONVERSIEFACTOR** ($g\ CO_2$ per eenheid)	**UITSTOOT** ($ton\ CO_2$)	
Declared kilometers	0	km	195	-	0%
Public transport	0	km	36	-	0%
Air travel < 700 km	16.051	km	297	4,8	2%
Air travel 700-2500 km	25.615	km	200	5,1	2%
Air travel > 2500 km	0	km	147	-	0%
			Totaal business travel	**9,9**	
			TOTALE EMISSIES SCOPE 1, 2 EN BUSINESS TRAVEL	**230,59**	

TABEL M1. OVERZICHT CO_2-EMISSIES, GEHELE ORGANISATIE				2021 Full year	
TYPE EMISSIESTROOM SCOPE 1	**AANTAL**	**EENHEID**	**CONVERSIEFACTOR** ($g\ CO_2$ per eenheid)	**UITSTOOT** ($ton\ CO_2$)	
Gas consumption	8.738	m^3	1.884	16,5	7%
Fuel consumption assets - diesel	0	liter	3.262	-	0%
Fuel consumption vehicles - diesel	41.329	liter	3.262	134,8	57%
Fuel consumption vehicles - petrol	11.988	liter	2.784	33,4	14%
Fuel consumption vehicles - HVO	0	liter	314	-	0%
Fuel consumption vehicles - LPG	0	liter	1.798	-	0%
Fuel consumption vehicles - CNG	0	kg	2.633	-	0%
			Totaal scope 1	**184,7**	
TYPE EMISSIESTROOM SCOPE 2	**AANTAL**	**EENHEID**	**CONVERSIEFACTOR** ($g\ CO_2$ per eenheid)	**UITSTOOT** ($ton\ CO_2$)	
Electricity consumption - grey	71.809	kWh	556	39,9	17%
Electricity consumption - green	0	kWh	0	-	0%
Electricity consumption - vehicles	0	kWh	556	-	0%
Heat supply	304	GJ	18.310	5,6	2%
			Totaal scope 2	**45,5**	
TYPE EMISSIESTROOM BUSINESS TRAVEL	**AANTAL**	**EENHEID**	**CONVERSIEFACTOR** ($g\ CO_2$ per eenheid)	**UITSTOOT** ($ton\ CO_2$)	
Declared kilometers	0	km	195	-	0%
Public transport	0	km	15	-	0%
Air travel < 700 km	4.083	km	297	1,2	1%
Air travel 700-2500 km	26.545	km	200	5,3	2%
Air travel > 2500 km	0	km	147	-	0%
			Totaal business travel	**6,5**	
			TOTALE EMISSIES SCOPE 1, 2 EN BUSINESS TRAVEL	**236,67**	

TABEL M1. OVERZICHT CO_2-EMISSIES, GEHELE ORGANISATIE			2022	Full year	
TYPE EMISSIESTROOM SCOPE 1	**AANTAL**	**EENHEID**	**CONVERSIEFACTOR** ($g\ CO_2$ per eenheid)	**UITSTOOT** (ton CO_2)	
Gas consumption	7.305	m^3	2.085	15,2	7%
Fuel consumption assets - diesel	0	liter	3.262	-	0%
Fuel consumption vehicles - diesel	31.654	liter	3.262	103,3	48%
Fuel consumption vehicles - petrol	15.654	liter	2.784	43,6	20%
Fuel consumption vehicles - HVO	0	liter	314	-	0%
Fuel consumption vehicles - LPG	0	liter	1.798	-	0%
Fuel consumption vehicles - CNG	0	kg	2.633	-	0%
			Totaal scope 1	**162,1**	
TYPE EMISSIESTROOM SCOPE 2	**AANTAL**	**EENHEID**	**CONVERSIEFACTOR** ($g\ CO_2$ per eenheid)	**UITSTOOT** (ton CO_2)	
Electricity consumption - grey	73.756	kWh	523	38,6	18%
Electricity consumption - green	0	kWh	0	-	0%
Electricity consumption - vehicles	13.271	kWh	523	6,9	3%
Heat supply	286	GJ	17.600	5,0	2%
			Totaal scope 2	**50,6**	
TYPE EMISSIESTROOM BUSINESS TRAVEL	**AANTAL**	**EENHEID**	**CONVERSIEFACTOR** ($g\ CO_2$ per eenheid)	**UITSTOOT** (ton CO_2)	
Declared kilometers	0	km	193	-	0%
Public transport	0	km	15	-	0%
Air travel < 700 km	6.435	km	234	1,5	1%
Air travel 700-2500 km	12.936	km	172	2,2	1%
Air travel > 2500 km	0	km	157	-	0%
			Totaal business travel	**3,7**	
			TOTALE EMISSIES SCOPE 1, 2 EN BUSINESS TRAVEL	**216,35**	

5 | CO_2 reduction measures

The following is a summary of the reduction measures. A clear overview can be found in the document "Actions, Planning, Responsible Managers´(3.B.1):

- switch to local green electricity; 92% reduction scope 2.
- conversion of regular lighting to LED lighting; 2% reduction scope 2-
- optimise printer usage (sleep mode, smart printing, remove unnecessary printers);
- switch to digital marketing;
- raise awareness of employees in multiple matters (e.g., correct ventilation);
- electrification of the whole car fleet; 84% reduction on scope 1.
- Switch to renewable source of gas; 4% reduction scope 1.
- introduce new business models for revitalization and reassembly of Flokk chairs.
- Implement a train-plane policy for international travel+ 30% reduction business travel.

6 | Objectives

The organisation has set the goal of achieving the following CO_2 reduction in the coming years, measures from the reference year to the year of reassessment.

SCOPE 1 AND 2 OBJECTIVE
Flokk wants to reduce their CO_2 emissions by 80% in 2025 compared to 2019

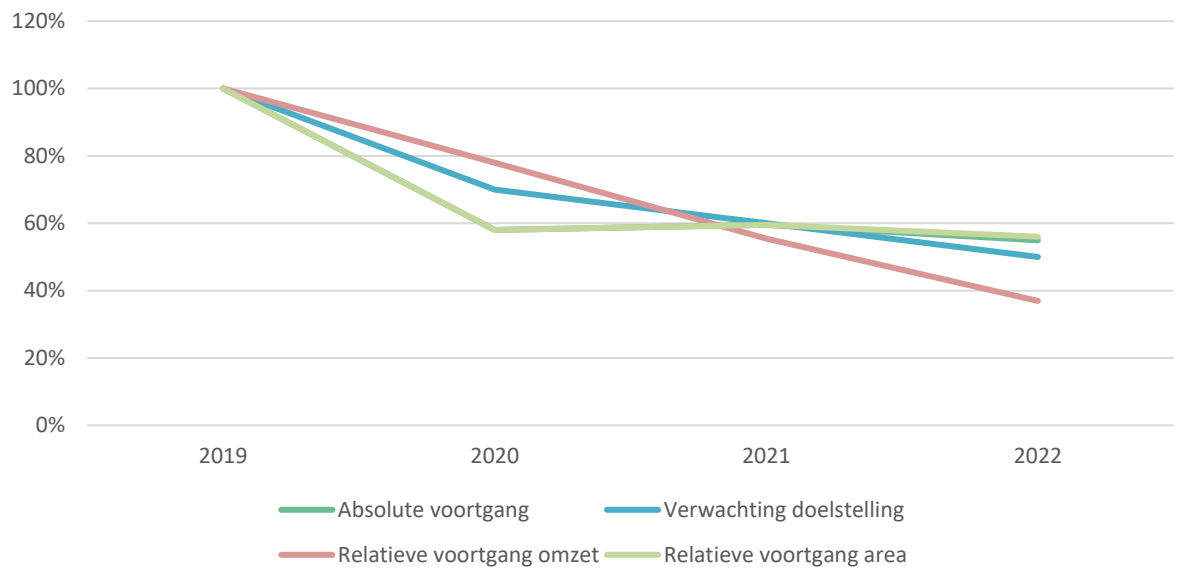
Further specified for scope 1 and 2, the objectives for Flokk are as follows:

SUB-OBJECTIVES	
SCOPE 1	92%
SCOPE 2	100%
BUSINESS TRAVEL	30%
ELECTRICITY CONSUMPTION	100% renewable electricity by 2025
ALTERNATIVE FUELS	100% green vehicle fleet by 2025 Natural gas for heating in 2025

7 | Progress CO_2 reduction

The figure below shows the progress of Flokk's CO_2 emissions.

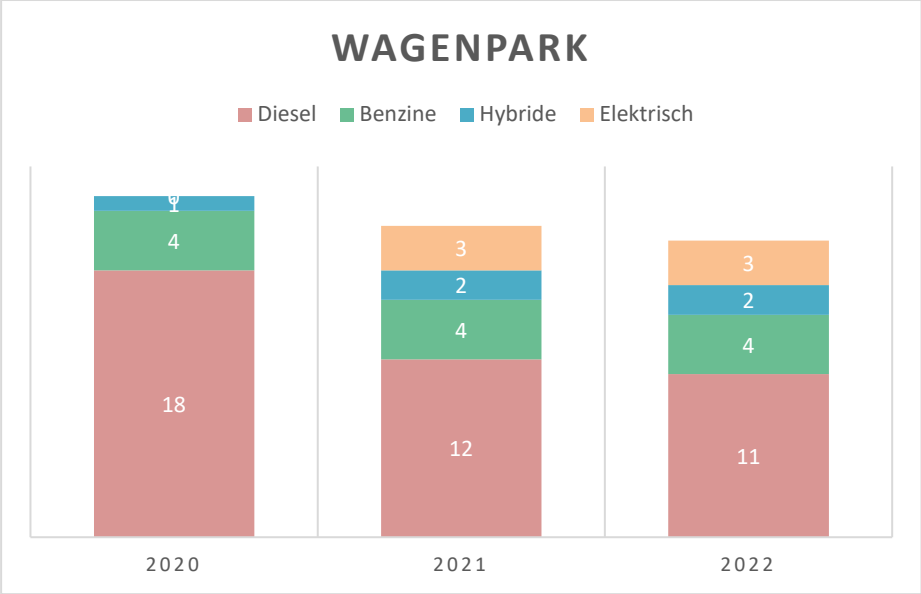
Figure V1. Progress CO2-emissions



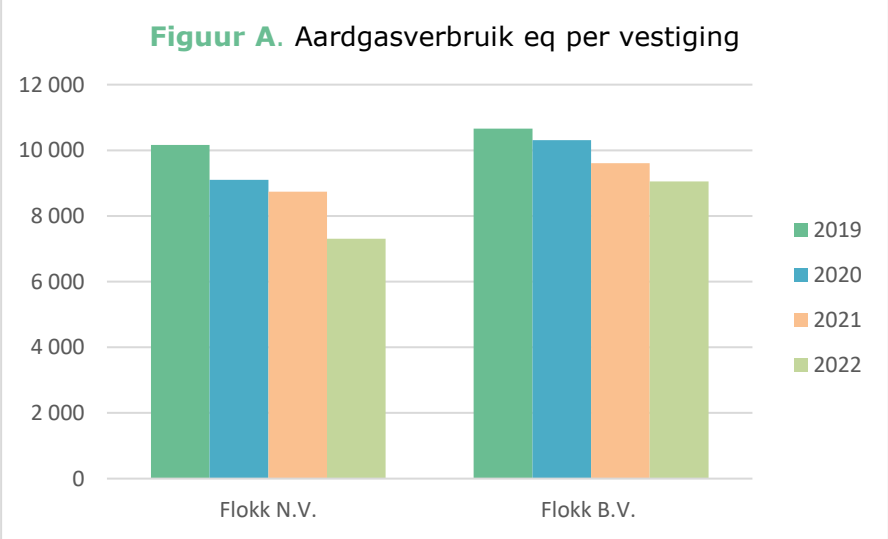
Subdoelstellingen		
	DOELSTELLING	**VOORTGANG**
Scope 1	-92%	-42%
Scope 2	-100%	-4%
Business travel	-30%	-94%
Stroomverbruik	-8%	+18%
Alternatieve brandstoffen	-100%	-44%
Energieverbruik	-36%	-33%

In addition to the evaluation of the progress of scope 1 and 2 (and business travels) as a whole, some insights on 80% of the energy consumption of Flokk B.V. are shown below.

7.1 Insights – Car fleet



7.2 Insights – gas consumption



8 | Participation in initiatives

The CO_2 Performance Ladder asks for participation in a sector or chain initiative. In doing so, the organisation must keep itself informed of the initiatives that are taking place within the sector.

8.1 Assessment sector and chain initiatives

To see which sector and chain initiatives could be relevant to Flokk, the website of the SKAO was consulted (*https://www.skao.nl/initiatieven_programma*). A complete overview of all initiatives and reduction programs can be found here. Any suitable initiatives have been discussed with the project leader and with management. Since Flokk participates in several initiatives, this was only consulted for inspiration.

The CO_2 Ladder Responsible and management evaluate annually whether participation in the initiatives is still considered relevant and current and/or whether other suitable initiatives may be applicable.

8.2 Ongoing initiatives

Stimulate Circular Economy

INSIDE INSIDE

Stichting Positieve Impact

Sustainability training for customers

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Author:	Milou America, De Duurzame Adviseurs
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Manager responsible:	Jacqueline Snijders