

Carbon Disclosure Project

Kimball International's Participation

Carbon Disclosure Project

- **What is the Carbon Disclosure Project(CDP):**
 - an independent not-for-profit organization working to drive greenhouse gas emissions reduction and sustainable water use by business and cities.
 - Provides a transformative global system for thousands of companies and cities to measure, disclose, manage and share environmental information.
 - When provided with the necessary information, market forces can be a major cause of change.

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- **Why does Kimball participate?**
 - Electronic business segment is driven by customer questionnaires or surveys for verification on if we were or planned to be CDP participants.
 - Some customers made it clear that this was a mandatory business requirement. The CDP Supplier Questionnaire met this criteria.
 - Wood manufacturing segment is driven by need to publicly disclose Greenhouse Gas emissions to meet the Office Furniture products Sustainability standard.
 - This was accomplished by using the CDP Investor questionnaire.
 - Management decision that this was the correct program to publically disclose our environmental efforts since it is a 3rd Party independent organization.

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- **What does it take to complete the report?**
 - Each Business Unit (Kimball Electronics Group, Kimball Office, & National Office) assembled a small team of representatives to gather and calculate the necessary data for completing their respective questionnaire.
 - The questionnaire is about 115 questions on Greenhouse Gases and Climate Change Risk.
 - Some of the data is reported monthly to Corporate as a part of Kimball's Corporate Sustainability Metrics.

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- **What does it take to complete the report?**
 - Each group meets (either meetings or phone conferences) and documents the responses from each facility.
 - As an example, for Electronics, we have a person representing facilities in Jasper, Tampa, and Mexico; a person representing our facility in Poland; and a person representing our facilities in Thailand and China. Corporate representatives are also on the team.
 - The information is gathered and then sent to Corporate.

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- **How long did it take to put the initial and subsequent reports together?**
 - First report, from the small group effort, took about 4 to 6 weeks to pull all data together to answer the Questionnaire.
 - Second year it took the small groups about 4 weeks to pull the information together.
 - Corporate had probably 4 months involved to complete all computations and draft written responses to essay questions on the initial submittal. The second year required about 2 ½ months.

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- **Results:**

- Kimball Electronics Group is given a score by CDP per the responses they sent in.
- All Groups are able to determine if their report has improved year to year.
- KEG Customers, who are members of the CDP, can go on-line and review this information.
- Investors can access Kimball Office and National CDP information anytime.

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- **Gains?**
 - Kimball International is now publicly reporting our environmental efforts.
 - It has increased demand for our products from customers.
 - Kimball Electronics Group was honored by Johnson Controls in 2010 as a Sustainability Leader among all their suppliers. This would not have happened without KEG participating in the Carbon Disclosure Project.

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- **Future?**
 - We will continue to report each year.
 - We are learning how to reduce our Environmental impacts due to the information required within the Questionnaire that is submitted to the Carbon Disclosure Project.
 - Currently evaluating a third party certification on the Corporate Greenhouse Gas management system.

www.cdproject.net