

Statement Regarding California Transparency in Supply Chain Act

The California Transparency in Supply Chains Act of 2010 requires retailers and manufacturers that do business in California to publicly disclose their efforts to combat human trafficking and forced labor in their supply chains. As set forth more fully in our Code of Ethics, Knoll bases its relationships with our suppliers on lawful, efficient and fair practices. We engage in the following steps to ensure that our suppliers operate ethically and in compliance with all laws.

- + **Verification and Auditing:** The majority of our wood products are certified by the Forest Stewardship Council™. As part of the certification process, our supply chain for wood products is evaluated by the Rainforest Alliance, our independent auditor and one of the largest and most respected environmental groups in the country, for risks of human trafficking and slavery. Additionally, many of our products have received SMaRT® and level™ certifications. Both of these programs entail an independent review of our supply chain by third-parties.
- + **Certification:** Knoll's standard terms and conditions for its suppliers require that our suppliers certify that they do not utilize child, forced or prison labor or engage in human trafficking. Our suppliers are also required to make this same certification on behalf of their own suppliers. To periodically assure our suppliers' compliance with these requirements, we annually conduct a supplier assessment. As part of this assessment, our suppliers are asked to describe their employment practices (for example, the numbers of hours worked per day, number and duration of breaks and number of employees by age group).
- + **Accountability:** We do not maintain a specific formal standard for addressing employees or contractors who fail to meet our expectations regarding slavery and human trafficking. However, we take our responsibilities in this area seriously and we anticipate that a failure by one of our suppliers to comply with our expectations would result in termination of the supplier relationship. Employees who fail to comply with our expectations are subject to disciplinary action up to and including termination of employment.
- + **Training:** Our expectations with respect to human trafficking and slavery are periodically reviewed and discussed with the members of our procurement team informally and at organized training sessions.