

# **ENVIRONMENTAL POLICY**

MARTIN & LEVESQUE INC.

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# Introduction

As a pioneer of the Canadian uniform industry, Martin & Levesque Inc. (M&L) aims at achieving high standards with regards to corporate responsibility. We firmly believe that our success is based on the values that have guided us in the management of our company over the years. These values were the starting point for our global policy of corporate responsibility, divided into two distinct policies:

- Environmental Policy
- Social and Ethical Policy

The present document describes in detail M&L's Environmental Policy.

# Environmental attributes

# Continuous improvement

Conforming to environmental laws and regulations is important for M&L. We strive every day to reduce the environmental impact of our operations and we routinely review our operations to identify potential environmental risks.

# Environmental management policies and practices

M&L has put in place several actions that support our environmental policy.

# Pollution prevention and resource retention

M&L is committed to preventing, as much as possible, pollution that may be a direct consequence of our activities. Our policy is to try to reduce or eliminate waste of all types, including water and energy, at the source or by practices such as modifying production, maintenance and facility processes, materials substitution, conservation, recycling and re-using materials. M&L encourages its suppliers and partners to deliver products and services that minimize environmental impact.

### **Environmental security**

The security of employees and the environmental sustainability of the area in which operations occur are essential to our environmental policy. All our adopted operational practices must ensure this security.

# Air quality and work environment

#### Smoke-free environment

M&L has a smoke-free environment. We are committed to providing a safe and healthy place in which to work, as well as to follow the Act in force. Smoking is prohibited inside the M&L facilities and in M&L vehicles.

Under this policy, those who wish to smoke are asked to keep clear of a perimeter of minimum 9 meters from any entrance. While smoking on M&L property, smokers are asked to avoid littering, to be respectful of others and to use the ashtrays provided.

# Equipment

M&L maximizes the use of equipment that are certified ENERGY STAR. We are also in the process of changing our lighting system across the factory to LEDs.

#### Environmental communication

M&L endeavours to communicate to its partners, customers, and suppliers, as well as its personnel, efforts implemented within the framework of the company's environmental policy. In addition, we ensure that all personnel understand and adhere to our policy. We encourage our partners to demonstrate environmental performance consistent with our company policy.

# Transportation

#### **Transportation Policy**

The location and amenities of the M&L facility enable employees to use eco-friendly means of transportation. The M&L facility is within walking distance of 9 bus lines lines offering frequent service. M&L encourages personnel to use sustainable transportation methods and to carpool whenever possible.

# Warehouse, reception, and shipping

# **Packaging**

The cardboard boxes used for packaging are made from recycled materials and are 100% recyclable. They are sturdy enough to be used several times for shipping and to be piled to store items.

# Fleet Management

M&L has two trucks that are used for local pickups and deliveries. Pickup and delivery schedules are planned with the objective of carrying full loads to reduce GHG emissions.

# Product recycling programs

Some situations require the use of disposable materials; we have put in place a recycling program to reduce our consumption of those materials.

### Paper and cardboard recycling

We encourage employees to only print what is necessary and to use both sides of the sheets; we also try to minimize color printing and copies. A paper recycle bin is located next to each photocopier as well as at each desk in our offices, and larger paper recycling bins are placed in strategic locations throughout the warehouse. We have a distinct container outside our facilities for clear identification during collection by the city.

Sheets that have been used on only one side and that do not contain confidential information are kept in boxes that are sent on a regular basis to a local shop that makes them into notepads, which we then reuse for taking notes instead of post-its and paper tablets. All papers containing confidential information are shredded prior to recycling.

#### Cans and plastic bottles recycling

M&L recycles cans and plastic bottles. Two bins have been placed strategic locations (cafeteria and terrace door) to collect those containers.

### Battery use and recycling

We only purchase rechargeable batteries for our equipment. Batteries of all types that must be disposed of are collected in a dedicated container and are brought on a regular basis to a local store that recycles them.

### Printer cartridges

Used printer cartridges are collected in a dedicated container and are brought on a regular basis to a local store that recycles them.

# Waste minimization programs

### Paper

M&L strives to reduce its waste production, whether in our operations or in the habits of employees in our facility. We encourage suppliers to send their invoices over the web and our customers to accept place orders online and receive their invoices by email.

In 2021, M&L launched a new, more complete website which includes a complete catalogue of our products, allowing us to decrease the number of brochures and catalogues printed and distributed to our customers.

We encourage our employees to use a virtual collaborative platform to eliminate the use of paper for printing or photocopies.

# Clothing

Obsolete clothing items that are not identified to a customer are donated to charitable organizations in our area.

#### Other items

M&L has provided all its employees with reusable mugs and water bottles to eliminate the use of paper, Styrofoam and plastic cups at meals and break times. We have also provided reusable mats and straws for each employee to eliminate paper mats and plastic straws. Our cafeteria is equipped with silverware and ceramic dinnerware to be used by employees, and no disposable plates, cutlery, straws, or stirrers are available. We also regularly provide our employees and customers with reusable shopping bags.

# Continuous improvement

Acquired in 2022 by the Logistik Unicorp group, M&L is committed to continually improving its sustainability practices by working hand in hand with our new parent entity. While M&L and Logistik share the same values with regards to the environment, Logistik has taken their commitment to a superior level by obtaining an ISO 14001 certification and by upgrading their main building to a Gold LEED certification. This new collaboration between companies will allow M&L to implement new practices over the next years and to become an even more environmentally friendly company.