

# Environmental Data Sheets Guide

Modern office furniture products are constructed of a variety of materials, each having unique qualities. The contemporary user of office furniture has come to expect fact-based technical information to be presented in a way that is both concise and comprehensive. Environmental Data Sheets (EDS) provide basic responses to the most frequently asked questions about Allsteel's products, environmental performance, and commitment.

EDS are available for the components of each systems furniture line, systems enhancers, seating lines, and tables. Metal storage has one EDS that covers all models, due to their similar construction.

The following is an overview of the information provided within Allsteel's EDS.

## **Section 1. Identity**

This section includes the common name of the product family described by the EDS and the model number of the specific product tested for indoor air emissions. Contact information is also provided, including Allsteel's customer support program for general product questions and a technical contact.

## **Section 2. Material Description**

This section identifies the major materials by percentage of total product weight, the percentage of pre-consumer and post-consumer recycled content in each major material, and a summary of content as required by LEED®-CI MR 4.1/4.2.

EDS provide recommendations for end-of-useful-life management consistent with the Federal Trade Commission Part 260 *Guide for the Use of Environmental Marketing Claims*. This assumes that an end user will recycle materials that are easily disassembled and readily accepted by recyclers in the local area.

## **Section 3. Process Description**

This section provides a brief description of the process used to assemble and package the product.

## **Section 4. Indoor Air Emissions**

Emissions from most building materials, including carpet, ceiling tiles, and furniture, are greatest immediately after the product is made, gradually decreasing over two to three weeks to very low levels. Section four reports if and when a product has been assessed for indoor air impact, the type of testing done, the test lab, and the certifier of the results.



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It provides the original date of testing and the most recent date. This section lists a variety of organizations and standards that limit certain chemical emissions, the chemicals relevant to office furniture, the maximum emissions allowed, and whether the furniture meets those emission levels.

Manufacturers typically conduct air quality testing on the largest product or the product with the greatest surface area within a given product category. For example, a five-drawer, 42" wide lateral file is constructed of the same material as a smaller two-drawer, letter-size lateral file. Material percentages will be approximately equivalent, so the emission profile will also represent the two-drawer lateral file (at a lower level).

### **Section 5. In-Service Maintenance Instructions**

Common cleaning materials used by janitorial and maintenance personnel are often a major contributor of indoor air pollution, due to strong solvent and biocide contents that persist long after product use. This section helps the end user understand how to clean and maintain the product in a way that minimizes the impact of cleaning materials and ensures that the products fulfill their design function for as long as the office workplace needs them.

### **Section 6. Non-obsolescence**

This section explains Allsteel's product warranty, exclusions, and how to obtain service under the warranty.

### **Section 7. Manufacturer Commitment**

Section seven provides the user with a basic overview of Allsteel's environmental management systems and processes in place to monitor and reduce Allsteel's environmental footprint.

### **Section 8. Applicable Programs and Ratings**

Section eight provides information on other performance tests completed on the product that may be useful to the end user in comparing products. For example, seating and systems furniture products typically undergo testing for flame spread and smoke propagation. Systems furniture products and paper storage cabinets are typically tested to ANSI/BIFMA stability standards.



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