



POLICY STATEMENT MINORITY/WOMEN BUSINESS ENTERPRISES

It is the policy of Herman Miller, Inc., through its minority vendor program to increase the business opportunities for Minority and Women Business Enterprises. Our commitment is to maximize Minority and Women Business Enterprises participation through the development of mutually beneficial business relationships with these firms. The effort is company-wide, including the traditional procurement and contracted activities, and also nontraditional areas such as:

- Advertising Firms and Media
- Banks
- Employment Agencies
- Insurance Companies
- Professional Services
- Transportation
- Travel Agencies

This program is being performed not as a response to outside regulatory agencies or mandatory requirements, but as an effort to recognize and support programs that reflect the population mix of our society.

We support and encourage the participation of all divisions in seeking out and taking the steps necessary to assure these businesses a fair share of the economic opportunities available. The use of minority business enterprises must be a function of our normal purchasing procedures, just as equal employment opportunity must be an integral part of normal personnel policy and procedures.

The coordination efforts will continue to be vested with the Supply Management Department; however, every employee who is delegated the responsibility to either directly or indirectly commit the expenditure of funds for the purchase of goods and services is charged with the task of making our corporate objective a reality. Charged with the specific responsibility of administering this policy for Herman Miller, Inc., is Kimberly R. Coffman, manager, Supplier Diversity.

Approved by the Herman Miller, Inc. Board of Directors