

SUSTAINABILITY REPORT 2022

MITCHELL

TABLE OF CONTENTS

3	About About this report
5	Mitchell's Sustainability Team
6	Summary of Mitchell
7	Our People Summary of Team Members by Department Summary of Length of Employment The Next Generation
9	Health + Safety
10	Sustainability Introduction Emissions Reduction Journey Towards Zero Waste Paper Procurement Internal Engagement
17	Appendix Mitchell's 2022 Emissions Activity 2022 Emissions Data Sources
19	Glossary

About this Report

Welcome

Welcome to Mitchell Press' 2022 Sustainability Report, that addresses our Environment, Social, & Governance (ESG) objectives. This report is a comprehensive reflection of our commitment to both our team members and the planet. This report serves as a testament to our ongoing efforts to integrate sustainable practices into every facet of our business.

People

Our dedication to people encompasses a diverse range of initiatives aimed at empowering communities. From fostering a culture of inclusivity within our workforce to supporting local educational programs, we prioritize initiatives that enhance the well-being and growth of individuals. This report outlines the strides we've made in creating a supportive workplace, fostering diversity and inclusion, and investing in the development of our team members.

Planet

Recognizing our part within this inherently extractive industry, we know it's our responsibility to enact meaningful sustainable action. Our commitment to transparent reporting, reducing waste, conserving resources, and inspiring company-wide participation is detailed within this report.

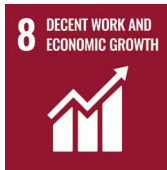
Integrating Key UN Sustainable Development Goals (SDGs)

The United Nations Sustainable Development Goals (SDGs) provide a global framework to address pressing challenges and guide efforts towards a more sustainable future by 2030. At Mitchell Press, we are committed to aligning our sustainability initiatives with these goals. Throughout this report, you'll find how our actions contribute to select SDGs:

SUSTAINABLE DEVELOPMENT GOALS



Goal 4 - Quality Education: Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all.



Goal 8 - Decent Work and Economic Growth: Promote sustained, inclusive and sustainable economic growth, full and productive employment and decent work for all.



Goal 12 - Responsible Consumption and Production: Ensure sustainable consumption and production patterns.



Goal 13 - Climate Action: Take urgent action to combat climate change and its impacts.



Goal 15 - Life on Land: Protect, restore and promote sustainable use of terrestrial ecosystems, sustainably manage forests, combat desertification, and halt and reverse land degradation and halt biodiversity loss.*

*UN Sustainable Development Goals, 2015

These goals will be referenced throughout the report as they relate to our objectives and metrics.

Mitchell's Sustainability Team

About

Mitchell appointed Holly Denson-Camp as our first full-time, dedicated Sustainability Specialist. Holly is deeply familiar with our environmental initiatives, targets, and areas needing improvement. With her background in grassroots climate action, climate change communication, and a committed rejection of greenwashing, Holly will aptly lead our sustainability efforts moving forward.

A Letter from MITCHELL's Sustainability Specialist, Holly Denson-Camp

When I started my career in the printing industry, I was keen to bring my experience in climate action to the forefront of the paper world. I believe that industries closely tied to extractive practices are in

a unique position to set an example of sustainable use and can demonstrate how the systems and products we rely on today can continue to be produced in an environmentally responsible manner. It is up to these types of industries to prove to the next

generation why they are valuable and why they deserve to continue. In order to earn the license to operate, we must enact meaningful climate action.

It is with this in mind that I began my work to maintain some of the already forward-thinking sustainable initiatives at MITCHELL

and to introduce some new ideas.

This report will act more as a baseline or jumping point for us to re-evaluate some grandfathered traditions and decide how we can revolutionize our industry with sustainability as a pillar in our decision-making. I want the transparency of this report to act as an example for others in our industry wanting to take that first leap into ESG reporting and that regardless of where your starting point is, presenting that data and working to improve it will always be a respectable step to take.

I know the future of MITCHELL will contain ambitious climate work and will encourage important changes to this industry – an industry that relies on the health of the planet for it to succeed.



Holly Denson-Camp
Sustainability Specialist
MITCHELL





Summary of Mitchell

Who We Are

A visual communications company, the Mitchell Group provides expert publication and print marketing, finishing, and distribution; online print management storefronts, digital web development, and interactive touch-screen marketing. Mitchell commits to meaningful and accountable client partnerships by adapting to their needs with industry-leading technology, sustainability leadership, and empirically proven business intelligence.

The Mitchell group of companies includes Mitchell Press Limited., Project28, and Pacific Bindery, bringing over 9 decades of experience to provide sustainable, award-winning, visual communication solutions from a 65,000 sq ft. facility, headquartered in Burnaby, BC.

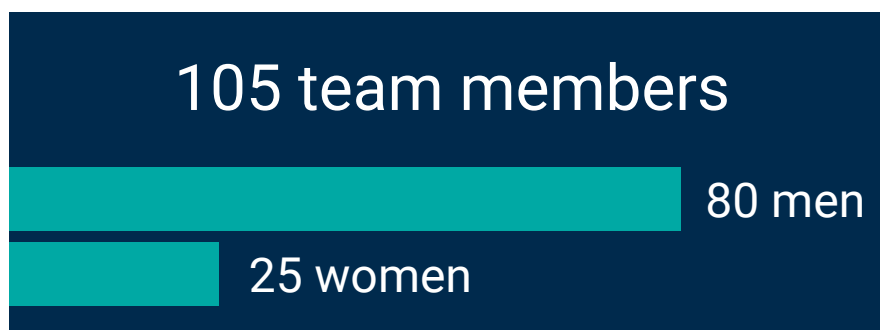
mitchellpress.com

MITCHELL

People

Our People

At Mitchell, fostering a culture of inclusion and diversity is just as important as our culture of sustainability. Our team members drive the enthusiasm towards new initiatives and allow for sustainable action with stamina. Without the vibrant force of our community, we wouldn't have nearly as much accomplished, which is why we are dedicated to continuously growing and improving the wellbeing of our team.



23.8% of our team members identify as women, an increase of 18.7% over 2019.

Summary of Team Members by Department

Department	# of Team Members	Men	Women	Non-Binary
Leadership	18	16	2	0
Sales	9	7	2	0
Accounting	4	1	3	0
Estimating	3	2	1	0
Digital	8	3	5	0
Production	5	2	3	0
Shipping	2	2	0	0
Plant	56	47	9	0
Total	105	80	25	0

Summary of Length of Employment

Year Range	0 to 4	5 to 9	10 to 19	20 plus
Total	60	7	19	19
%	57%	7%	18%	18%

The Next Generation

In 2022, Mitchell welcomed a cohort of BCIT interns to learn the ins and outs of working at a commercial printer. After a successful 6 weeks, interns were better equipped with hard skills and industry knowledge to prepare for their post-graduation placements. Mitchell has committed to continue to welcome new interns annually.



Health + Safety

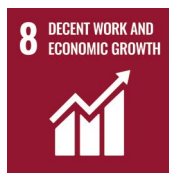
028

First Aid

JHSC

Our Joint Occupational Health and Safety Committee (JHSC) meets once a month to ensure we are meeting or exceeding compliance objectives. Jointly and equally led by an advisory group of employer and union representatives, the JHSC is committed to tackling important issues, in the workplace to provide the best solutions to safety concerns. These include but are not limited to addressing training procedures, equipment safety, near-miss investigations, chemical and biohazard safety, and team wellbeing. The JHSC has encouraged the creation of a diligent and detail-oriented community which helps to ensure overall safety.

During 2022, we had 28 first aid reports due to injury. Since then, we have dedicated even more time and energy into reducing these figures through increased training and education, more formalized processes, and enhanced record-keeping.



Sustainability

Introduction

At Mitchell, our sustainability targets reflect the growing responsibilities of the industrial sector, encompassing a complex web of dedicated commitments. Our understanding moves beyond the commonly referenced definition that sustainability is “meeting the needs of the present without compromising the ability of future generations to meet their own needs.” Instead of simply sustaining ourselves, we strive to transform the paper industry, consistently enhancing our products, services, and connections. Our goal isn’t just survival – it’s fostering growth and prosperity, both for ourselves and our collaborators, within a sustainable framework for printing advancements.

Our sustainability ethos is evident in our approach to carbon emissions. We stand by our commitment to produce ESG reports such as this to showcase accountability for our impact. Working with BMO Radicle: Climate Smart, we accurately track our comprehensive Scope 1, 2, and 3 emissions to gain an in-depth understanding of our environmental responsibility and to identify areas that need improvement. As such, we are allocating time and resources to mitigate our carbon emissions, rather than opting to offset them. We believe that offsets serve as a temporary solution and can discourage ambitious efforts towards environmental targets. By allocating the financial resources that would have paid for offsets towards reduction strategies, we can generate more meaningful change.

Emissions Reduction

This report details the greenhouse gas emissions footprint for MITCHELL during the 2022 calendar year, including the breakdown of emissions by source activity. This inventory was compiled in compliance with the **Greenhouse Gas Protocol Corporate Accounting and Reporting Standard, Revised Edition**.



Analysis

We measured our greenhouse gas inventory with Climate Smart for the 2022 calendar year (Jan 01, 2022 to Dec 31, 2022) and recorded emissions of 40,903.73 tonnes of carbon dioxide equivalent (tCO₂e). Overall, MITCHELL's emissions increased by 16% (5589.38 tCO₂e) since our baseline year (2021), with the majority of the increases in heat and paper consumption. MITCHELL is Climate Smart certified for 2022.

The following sections present the breakdown of MITCHELL's emissions for our 2022 calendar year by scope, as well as details of any emissions of tCO₂e from combustion of biologically sequestered carbon and purchased offsets and renewable energy certificates (RECs).

Scope 1

Scope 1 emissions totalled 605.88 tCO₂e in MITCHELL's 2022 calendar year, up by 8% since our baseline year. The majority of the increase occurred from heat-related emissions.

Activity Type	2021 (tCO ₂ e)	2022 (tCO ₂ e)	Absolute Change (tCO ₂ e)	% Change	Notes
Scope 1					
Heat	539.84	579.23	39.39	7%	Cascadia Natural Gas
Methane Emissions	11.05	11.05	0.00	0%	Afterburner methane emissions
Transporting Goods - Road	12.16	15.60	3.44	28%	Company owned shipping truck
Grand Total	563.05	605.88	42.83	8%	

Scope 2 – Location Based Emissions

Scope 2 emissions totalled 25.99 tCO₂e in MITCHELL's 2022 calendar year, up by 4% since our baseline year.

Activity Type	2021 (tCO ₂ e)	2022 (tCO ₂ e)	Absolute Change (tCO ₂ e)	% Change	Notes
Scope 2					
Electricity	24.98	25.99	1.01	4%	BC Hydro
Grand Total	24.98	25.99	1.01	4%	

Scope 2 – Market-Based Emission Factors

The 2015 GHG Protocol Scope 2 guidance requires companies to report their Scope 2 emissions in two ways: location-based (reflecting grid emission factors), and market-based (using supplier specific emissions factors and/or those from contractual instruments such as renewable energy certificates (RECs). Note that location-based values are shown on the emissions summary charts presented in this report.

Province/ State	Electricity Provider	kWh	Provincial/ State Emissions (tCO ₂ e)	Utility Supplier Emissions (tCO ₂ e)	Notes
BC	BC Hydro	2,035,893.00	25.99	23.41	BC Hydro
Grand Total		2,035,893.00	25.99	23.41	

Scope 3

Scope 3 emissions totalled 40,271.87 tCO₂e in MITCHELL's 2022 calendar year, up by 16% since our baseline year. The majority of the increase occurred from paper consumption.

Activity Type	2021 (tCO ₂ e)	2022 (tCO ₂ e)	Absolute Change (tCO ₂ e)	% Change	Notes
Scope 3					
Accommodations	0.26	0.86	0.60	231%	Accommodations for business trips
Waste	9.66	12.50	2.84	29%	Waste Control Services
Paper Consumption	34,514.34	40,039.76	5,525.42	16%	Emissions from paper – purchased stock, office paper.
Staff Commuting	125.79	104.69	-21.10	-17%	Collected via team survey.
Transporting Goods – Air	10.99	10.99	0.00	0%	Shipping via air
Transporting Goods – Road	27.86	56.48	28.62	103%	Shipping via road
Transporting Goods – Water	0.07	X	-0.07	X	Shipping via water
Transporting People – Air	2.84	18.43	15.59	549%	Sales air travel
Transporting People – Road	34.40	28.14	-6.26	-18%	Sales gas expenses and Uber trips
Transporting People – Water	0.11	0.02	-0.09	-82%	Sales BC Ferries travel
Grand Total	34,726.32	40,271.87	5,545.55	16%	

Release of Sequestered Carbon

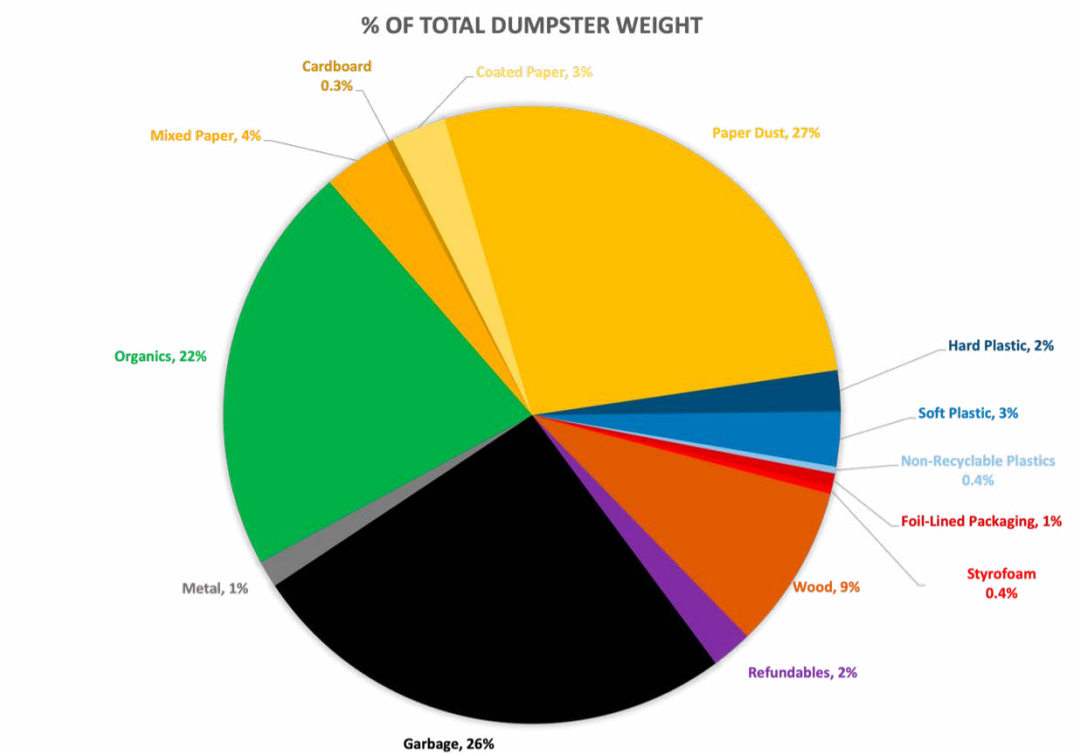
Direct tCO₂e emissions arising from the combustion of biologically sequestered carbon, such as from burning biomass or biofuels, are reported separately from the scopes. For MITCHELL's 2022 calendar year inventory, there was no reported release of sequestered carbon.

Offsets

MITCHELL did not purchase offsets in the 2022 calendar year.

Journey Towards Zero Waste

We are always working to reduce our waste and increase our material diversion rates. In 2022, Mitchell conducted its first ever Dumpster Dive as an interactive, community-building waste audit. The Dumpster Dive provided us with a snapshot of our waste behaviours and allowed us to identify specific materials that will require more interventions to encourage proper sorting.



In 2022, we also conducted a more quantitative audit, collecting data from our recycling and waste providers to calculate our true diversion rate. We found that in the month of July, we diverted 99.2% of our waste to recycling streams, with the remaining 0.8% being treated at a waste-to-energy facility. We therefore learned we had diverted 100% of our waste from the landfill. We hope to continuously improve on these results, constantly re-evaluate our recycling strategies and reduce our overall waste.

Waste Diverted for Recycling (kgs)	Waste Destined for Waste to Energy (kgs)	Waste Destined to Landfill (kgs)
155,548.00	1,142.00	0.00

Paper Procurement

Committing to sustainable products and packaging is an important tenet of our environmental policies. As an industry heavily reliant on paper products, our aim is to constantly re-evaluate our sources for the most sustainable options.



Mitchell is committed to avoiding all paper products sourced from ancient and endangered forests. Up to 95% of our paper stock is Forest Stewardship Council® (FSC®) certified, and we strive to increase the percentage of post-consumer waste content in our sourced stocks. Below is the breakdown of our paper consumption in 2022:

2022 Paper Consumption

Division	% REC	Quantity (lbs)	tCO2e (Tonnes)*
Mitchell Press	0% REC	4,960,391.54	39,784.59
	10% REC	4,058,502.17	
	30% REC	668,066.20	
	100% REC	334,033.10	
Mitchell Digital	0% REC	4025.84	198.89
	10% REC	44,787.50	
	30% REC	503.23	
	100% REC	1006.46	

*tCO2e calculations are based on 2022 emissions factors determined by the Environmental Paper Networks' Paper Calculator,
<https://c.environmentalpaper.org/>

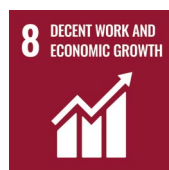


Internal Engagement

In our commitment to fostering an engaged green community, we prioritize active participation from our team members to gain insights into the needs of our company and to identify areas for continuous improvement. Demonstrating this dedication, in 2022, we undertook a comprehensive recycling survey involving our team members. This survey aimed to identify our collective recycling habits, address unanswered questions, and recognize potential areas of confusion.

The data gleaned from this initiative guided the redesigning of our office recycling stations and streamlining associated processes. By involving our team in this decision-making process, we ensured that our sustainability efforts were aligned with the actual needs and preferences of our company.

Furthermore, we facilitate educational opportunities and awareness through company-wide events like the Dumpster Dive. These occasions not only provide our team members with firsthand experience with our environmental initiatives but also deepen their understanding of the environmental issues pertinent to our industry. By encouraging internal engagement, we collectively educate ourselves (and learn from each other) about best practices and sustainable choices.



Appendix

Mitchell's 2022 Emissions Activity

Location Name	Scope	Activity Type	tCO2e	% of Total Inventory
Mitchell, Burnaby	Scope 1	Heat	579.23	1.42%
		Methane Emissions	11.05	0.03%
		Transporting Goods - Road	15.60	0.04%
	Scope 2	Electricity	25.99	0.06%
	Scope 3	Accommodations	0.86	0.00%
		Waste	12.50	0.03%
		Paper Consumption	40,039.76	97.89%
		Staff Commuting	104.69	0.26%
		Transporting Goods - Air	10.99	0.03%
		Transporting Goods - Road	56.48	0.14%
		Transporting People – Air	18.43	0.05%
		Transporting People - Road	28.14	0.07%
		Transporting People – Water	0.02	0.00%
Grand Total			40,903.73	

2022 Emissions Data Sources

Activity	Data Source
Heat > Generated	The total giga-joules of natural gas used were entered based on utility bills.
Scope 1 Other – After Burner Methane Emissions	Total emissions from annual afterburner air quality testing.
	Converted mg of methane per dscm to annual methane emissions.
Transporting Goods > Vehicles you own > Road	The total litres of fuel used were entered.
Electricity > Purchased	The total kilowatt-hours of electricity used, based on utility bills, were entered into the Climate Smart software tool.
Accommodations	The total number of nights stayed in hotels.
Waste	The total estimated weight of garbage was entered into the Climate Smart tool.
Paper Consumption	The paper type, paper bond weight, number of reams used and post-consumer recycled content were entered. The paperweight and paper type were entered into the paper calculator (http://papercalculator.org) to calculate emissions.
Staff Commuting	The distance commuted by each mode of transport was entered based on staff commuting survey.
Transporting Goods > Vehicles owned by others > Air	Distance travelled and weight for each parcel were entered.
Transporting Goods > Vehicles owned by others > Road	Distance travelled and weight for each parcel were entered.
Transporting Goods > Vehicles owned by others > Water	Distance travelled and weight for each parcel were entered.
Transporting People > Vehicles owned by others > Air	The total kilometers travelled were entered by type of flight (short-, medium-, or long-haul).
Transporting People > Vehicles owned by others > Road	The total kilometers travelled were entered.
Transporting People > Vehicles owned by others > Water	The number of BC Ferry trips was entered for each route.

Glossary

Baseline GHG Emissions Inventory: A comprehensive, quantified list of an organization's greenhouse gas emissions and sources for the initial reporting year (base year). The baseline GHG inventory is the level of greenhouse gas emissions against which future GHG inventories are compared. (CS)

Biologically sequestered carbon: Long-term carbon stored in biomass, such as forests, soils and peatland. Carbon is "locked" into organic matter through biological processes. This carbon can be released through e.g., burning of biomass as fuel or change in land use.

Carbon Dioxide Equivalent (tCO₂e): The universal unit for comparing the emissions from various greenhouse gases. The carbon dioxide equivalent for a gas is derived by multiplying the mass of the gas by the associated global warming potential (GWP). For example, the GWP for methane is 21. This means that emissions of one metric tonne of methane are equivalent to the emissions of 21 metric tonnes of carbon dioxide. (CS)

Carbon Offset: A project or activity that results in a given amount of greenhouse gases being avoided or reduced in one place, that is used to 'balance out' another's total GHG emissions. Emission reductions that are real, additional (beyond business as usual), measurable, permanent, and verified can generate offset credits. Credits are tradable certificates. (CS)

Emission Factor: A factor that converts activity data to GHG emission values, e.g., lbs of carbon dioxide emitted per barrel of fossil fuel consumed. (CS)

Renewable energy certificates (RECs): RECs are tradable energy certificates representing proof that 1 megawatt-hour (MWh) of electricity was generated from an eligible renewable energy resource (e.g., solar or wind) and was fed into the electricity grid.

Scope 1: Includes direct GHG emissions from sources that are owned or controlled by the reporting company or organization.

Scope 2: Includes indirect GHG emissions from purchased electricity and purchased heat.

Scope 3: Includes indirect GHG emissions that are consequences of the reporting company's operations but occur at sources owned by another company.

FOR MORE
INFORMATION,
CONTACT YOUR
MITCHELL
EXPERT.

MITCHELL

MITCHELL PRESS LTD
8328 Riverbend Ct
Burnaby BC V3N 5C9

1.604.528.9882
hello@mitchellpress.com
mitchellpress.com