



ofita

corporate
memorandum
_2021



index

pag_02	“A more than ever agile, flexible and client-oriented office” <i>Camilo Agromayor, General Manager of Ofita.</i>
pag_04	2021 – A year of headlines
pag_06	2021 Ofita’s 6 growth levers 1. People. 2. Competitiveness. 3. Innovation. 4. Digitalization. 5. Internationalization. 6. Customization.
pag_09	Seven major trends in offices design. Ofita’s response. - Hybrid offices – The new work space. - From open spaces to pools of spaces. - Technology for the management and reserve of work spaces. - People first. Safety, health and wellbeing. - Humanization of offices. - The boom of casual spaces. - Creating brands from the office.
pag_25	2021 Projects in pictures
pag_33	A sustainable and purposeful company - LEVEL® Certificate and eco-design; two cornerstones of our environmental commitment. - Company adhered to the Global Compact.
pag_38	Ofita premises
pag_39	References



“A more than ever agile, flexible and client-oriented office”

*Camilo Agromayor,
General Manager of Ofita*

2021 started with a huge challenge for all Ofita members. Just as the previous year we had to respond to the pandemic adapting our work centres to guarantee the safety of our employees and using innovation to find solutions to protect the work spaces of our clients, this year we had to complete the digitalization and organizational transformation process of the Company.

Challenges that have brought to light the strength of our business model and our resilience translated in a more than ever agile, flexible and client oriented Ofita.

Accomplishing these challenges has further encouraged us in our intention to manufacture office furniture to ease the work and satisfaction of people with an innovative, healthy and customized furniture for each client.

In addition to adapting to the new reality in such an anomalous year we have been able to boost new and successful projects both for the launching of new products and at a commercial and business level.

Among them, the new Forthink furniture line for new work methodologies or global projects of the company with markets such as the French one, ever more important in our business turnover.

It is in times of hardship when values are challenged. I am proud of the effort made by our teams who answered with service and creativity helping our clients with innovative solutions.

I would like to share my point of view about how and why Ofita has been strengthened by this uncertain context:

The pandemic has accelerated a reality already forecasted. I am referring to digitalization of business and the boom of flexible and hybrid business models much in line with the research conducted by Ofita already before the health crisis and which takes form in new products designed to ease those work dynamics.

Our action plans and products were already under adaptation before the health crisis to the challenge of these new work methodologies that even redesigned the concept of offices.

To follow

*Camilo Agromayor,
General Manager of Ofita*

Therefore innovation has been one of the main cornerstones of Ofita's strategy.

We have guaranteed also our sustainability through another five levers:

- a) Adapting the relationship with the client to new business trends by a hybrid model combining in-person advise and digital communication through new channels.
- b) A revision of internal processes that – along with the new dimensioning of the company- allows us to speak today about a more agile, flexible and competitive organization.
- c) Refinancing of the company that guarantees its medium-term future.
- d) Renovation and rejuvenation of the management team which is essential to face new challenges and guarantee the medium and long-term future of the company.
- e) International approach of the company which materializes in a sustainable growth of its export quota and the notable increase of global projects.

The memorandum of activities provided below goes over the seven major trends that will define the work places and Ofita's answer to ease them.

I would like to remember with sincere affection and gratitude the co-founder and president of Ofita for over 50 years, Mr Alberto Sanz Novales, whose example left us a unique legacy and a guide that will always lead the way.

Thank you very much.

2021 a year of 10 headlines

1 Farewell to a great man, **Mr Alberto Sanz Novales**, cofounder and President of Ofita for more than 50 years.

Camilo Agromayor, General Manager, assumes the Presidency of the Board of Directors.

2 Changes in the management team that renews and rejuvenates. **Jonatan Molina** assumes the Ofita's Commercial Management.

Until his appointment he was Director of Madrid Business Unit.



3 Accomplishment of internal reorganization processes and digitalization of the Company that turn it into a more agile, competitive and customer-oriented company.

4 Ofita presents the e-book "New offices, new ways of working", a journey through post-pandemic work dynamics and their impact on office design and equipment.

Available at:
<https://www.ofita.com/ebook/>



5 **Forthink** international presentation of the new range of Ofita furniture for new work methodologies agile, informal, collaborative and flexible.



6 Ofita creates a commercial structure in **Portugal** and celebrates it with important projects in the market such as the furnishing of Cuatrecasas, Mapfre and Banco Santander offices among others.

Also important projects abroad consolidate the international dimension of Ofita and its global presence. At business level, Ofita France growth is worth mentioning.

2021 a year of 10 headlines

7 Agreement with **Bookler** to trade this innovative solution for the management and booking of spaces.

8 Ofita moves its **Madrid headquarters** to new sustainable offices.

A new space more suitable for actual office design trends and more in line with the environmental commitment of the company. One of the most interesting aspects of this building is that it has been awarded the sustainable construction certificate Breeam, which means lower energy and water consumption but also positive impact on the health and wellbeing of employees.

The new offices and showroom are located at the Instel building of San Sebastián de los Reyes, in a double-height spectacular space with three natural daylight facades and direct access to the street.

9 Increase of proposals with new **Ofita Store** products, direct online sale through web of a selection of Ofita furniture with everything necessary to create your office at home: desks, chairs, stools, sofas, cabinets and complements. With Ofita's quality and design.

10 Increase of the sale of Ofita's chairs both in the national (B2B and chairs for home office) and international market. Especially significant is the response to Hara and Like chairs given the design, ergonomics and comfort offered to users.



6

2021 Ofita's growth "levers"

Bearing in mind 2021 difficult macroeconomic situation, Ofita was able to successfully respond to the challenges faced focusing our execution on six levers:

1. People

Our priority was and still is the safety and health of our employees without losing sight of our commitment to guarantee business sustainability.

"People" also means focusing the design of our products on the wellbeing of people. In Ofita we speak about **"creating human environments for work"** since 1969; in fact, this was our first corporate claim.

Today this Ofita commitment is stronger than ever. Now that employees may decide where to work, they demand comfortable and efficient work spaces to give their very best; in turn, companies seek to redesign offices in a space to attract and retain talent.

2. Competitiveness

Today, Ofita is a more competitive and agile company adapted to new challenges thanks to the performance of the organization and corporate structure of the company; to the revision of its internal process; to the rejuvenation of part of the management team and the refinancing of the company which guarantees the continuity of the company in the medium and long-term.

3. Innovation

Innovation is the answer to new work methodologies post pandemic. Innovation is transversal throughout the company and significantly impacts on areas such as the design and development of new products, quality and sustainability of Ofita furniture and company activity.



6

2021 Ofita's growth "levers"

4. Digitalization

In 2021 Ofita completes its digital transformation process, which is transversal to all company's processes and equipment. This means: more agile and collaborative internal processes and specially a more fluid communication with clients oriented to their needs.

From the digital work perspective we are more prepared than ever.

5. Internacionalization

Once more Ofita registers a double digit increase in international sales, faithful to its strategic plan that defines international markets as one of the cornerstones of Ofita's growth.

In the international chapter, it is worth mentioning three cornerstones:

1. The excellent behaviour **of sales in France** where we have furnished corporate headquarters of important companies.
2. The global presence of Ofita grows stronger every day. We walk our client through all their international implementations. Such is the case of Cuatrecasas, Puig or Vestas, for example which offices –regardless of their location- are furnished with Ofita furniture.
3. **Portugal.** Creation of our own new commercial structure and new projects such as the furnishing of the offices of Cuatrecasas, Mapfre or Banco Santander for example.

6. Customization

Without doubt one of the main differential values of Ofita.

Our unique capacity -development and productive- to adapt our office furniture to each project is one of our main identifying traits as office furniture manufacturers.



Roche Gis

6

2021 Ofita's growth "levers"

This capacity is especially important in our **relationship with Architectures** as it makes real any solution projected by professionals.

The customized design of office furniture may refer to its forms and/or measures; to its functionality or special finishing, for example.

In our webpage in the project section we list a selection of different offices equipped with Ofita customized furniture adapted to their work methodologies, culture and brand, such as **Société Générale, Roche Gis, Latham & Watkins, Savills Aguirre Newman, Freshfields or Cuatrecasas**, among many other corporate headquarters.



Société Générale

7

major trends in the design of offices. Ofita's answer

The pandemic unleashed a never seen before impact for big and small companies. Overnight and without any preparation in most cases, companies were obliged to send their payrolls home and adopt new flexible and online professional relations.

Indeed these changes were already there but the pandemic accelerated them.

trend 1

Hybrid offices – The new work place

Non-territorial and collaborative

The pandemic has led to an irreversible and essential change as regards to work spaces; we have entered the era of hybrid offices.

Does the new model of hybrid work question the role of offices? No, rather the contrary; in fact, it highlights its role as facilitator of new work dynamics and corporate cultures.

With a hybrid work model, the office loses its spotlight as a fixed assigned work place to develop the correct duty and turns into a co-creation space and of relationship with colleagues.

With respect to its design, the world of offices will probably have little to do with the space we know. Companies are redesigning their offices, focusing on **more amicable and flexible spaces** consistent with the new work reality.

In this rethinking of office design, spaces for team work and interpersonal relations are essential as they will be **versatile, polyvalent and unassigned**, just as individual work places that become spaces for everyone and not just for one specific person.

New work environments also include spaces where to carry out duties that cannot be done efficiently at home. This is the case for example, of **concentration spaces** or more creative areas for innovation and/or Agile methodologies.

These new spaces for innovation are changing the aspect of offices. The traditional concept of the work station, with desk, cabinet and chair, where we sit the whole day is giving place to totally different spaces: desks and mobile boards, grades, furniture to work while standing...

If the environment is flexible, mobile and polyvalent, post-covid office furniture also has to be so to allow the transformation of the space according to the different activities or projects to be executed each time or the number of people.

7

major trends in the design of offices. Ofita's answer

trend 1

Forthink, Ofita response for new work methodologies

This is the case for example of the Forthink line by Ofita conceived to make real the new most innovative work methodologies. With its versatile and mobile pieces such as boards, grades or panels, this line represents as no other the new office concept.



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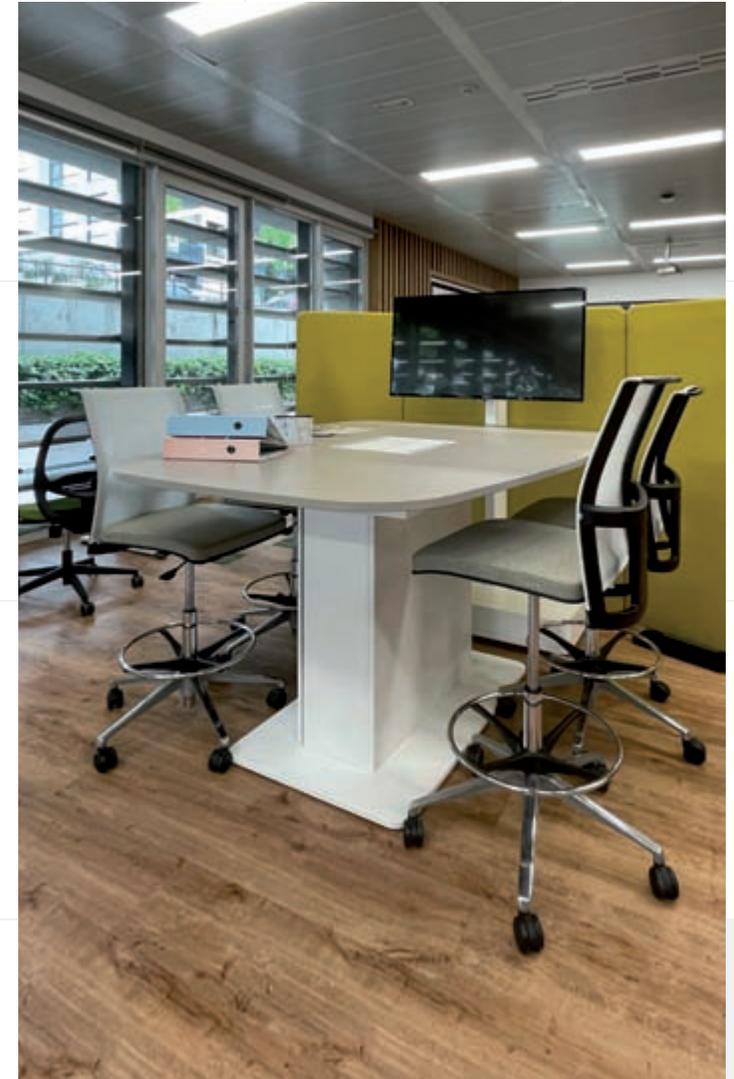
major trends in the design of offices. Ofita's answer

trend 1

Technology for new work methodologies

If we can speak today about hybrid work methodologies and flexibility it is thanks to technology that helps us communicate regardless where we are.

Therefore it is so important to incorporate it to the post-covid office furniture. Such as **iSurf desks** by Ofita with fit-in technology for online communications.



7

major trends in the design of offices. Ofita's answer

trend 2

From the open space to the pool of spaces

Due to greater flexibility and telework, every day more companies consider alternatives to personally assigned work stations. These new solutions allow a more rational use of the space designed and distributed following the real presence of employees rather than absolute numbers.

The trend is to move towards systems in which employees have access to a broad array of work spaces (not personally assigned to any other person but for all members of the organization or department). With this new type, employees do not have a station at the office but rather they are assigned one when they appear.

The **elimination of work stations personally assigned reinvests ever more in an increase of collaborative spaces**, leisure and relax areas and alternative spaces for communication and work.

Each one conceived for a type of work or specific work dynamic.

The space is designed according to the needs of employees rather than to their status. People can start choosing the work space more suitable for their needs at that time.



The non-territorial system where everything belongs to everyone provides considerable savings of space, greater flexibility and swiftness when adapting and growing and supports mobility of employees, their work methodologies and satisfaction.

The “menu” of work stations depends on the dynamics of each organization and may include for example stations to concentrate, plug&work stations (such as that of the picture), silent rooms, team rooms, wellness areas, meeting rooms, teamwork rooms....

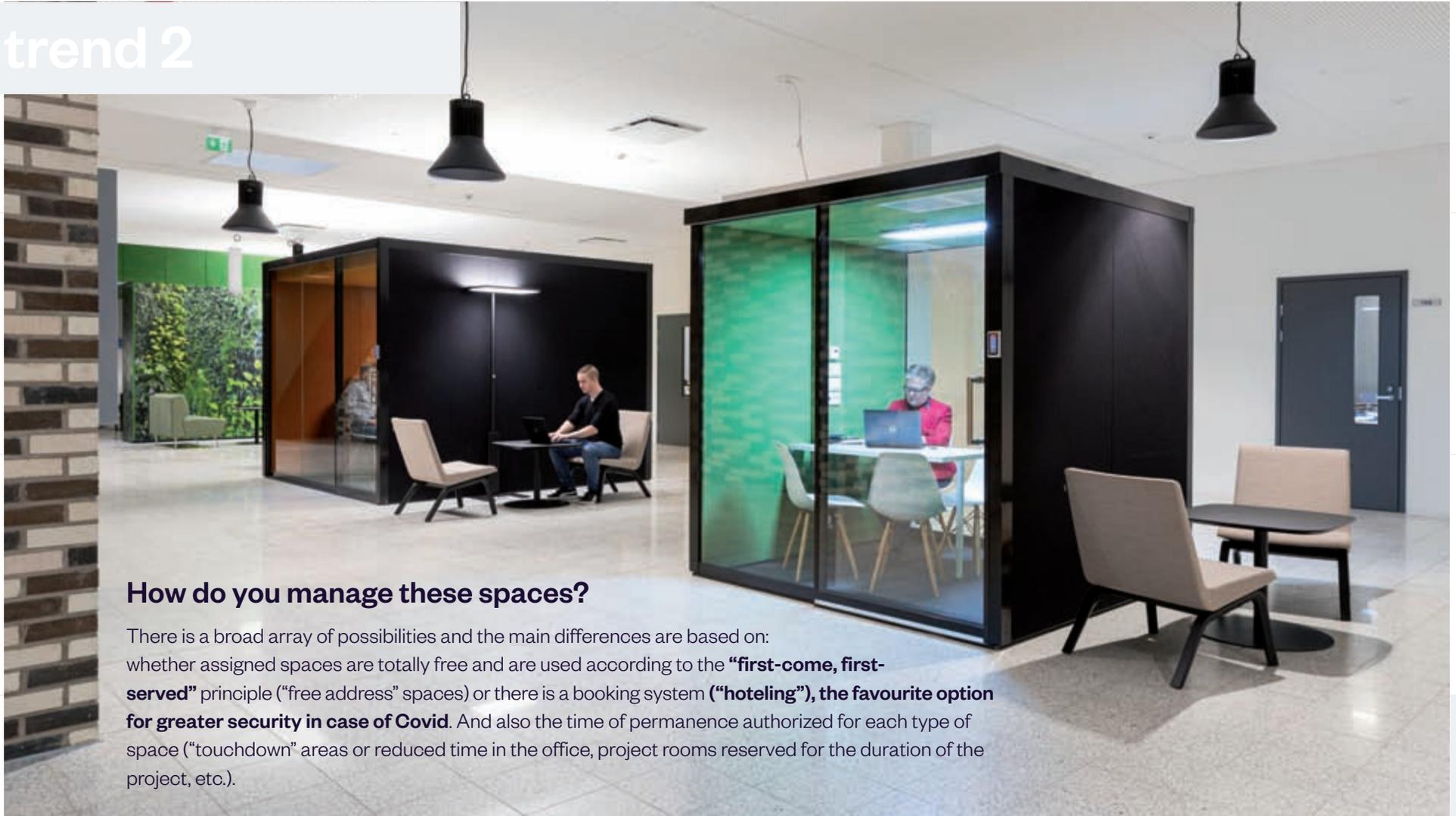
The work space has to attend both each activity and the different types of people. Open offices are designed for extrovert people who need many stimulus. Introverts require another type of environment to stir up their talent. Truth is that regardless of how we are, we need at some stage a space for privacy.

Therefore, the solution is **hybrid spaces**, i.e., completing the open space with different types of spaces used à la carte.

7

major trends in the design of offices. Ofita's answer

trend 2



How do you manage these spaces?

There is a broad array of possibilities and the main differences are based on: whether assigned spaces are totally free and are used according to the **“first-come, first-served”** principle (“free address” spaces) or there is a booking system (**“hoteling”**), **the favourite option for greater security in case of Covid**. And also the time of permanence authorized for each type of space (“touchdown” areas or reduced time in the office, project rooms reserved for the duration of the project, etc.).

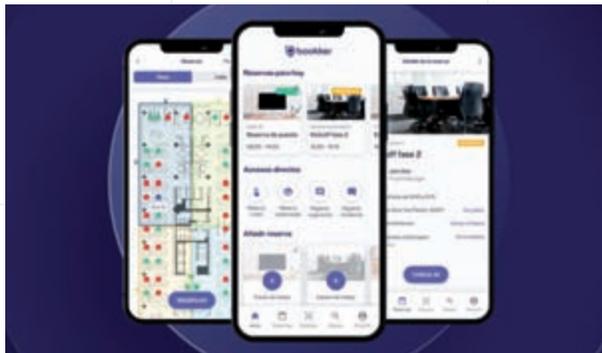
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major trends in the design of offices. Ofita's answer

trend 3

Technology for the management and booking of work spaces

The fact that spaces are for everyone demands the definition of work standards specifically designed to operate in a flexible environment, the drafting of guidelines on the use of each space. Therefore, one of the uprising trends is the incorporation of technology for the management and booking of spaces.



Bookker, an augmented reality system without screens or QRs

In 2021 Ofita adds to its products and solutions portfolio the system for the management of work spaces already used by companies such as Telefónica, Toyota, Danone, Masmóvil, Laboratorios Ferrer or Mahou-San Miguel to organize and book spaces in offices.

Bookker is a solution that offers considerable benefits for companies in terms of productivity and savings. Indeed it improves efficiency (+35%) and productivity and generates savings than could exceed 30% in anything regarding real estate.

Also, the management and booking of spaces with Bookker helps create safe environments and spaces in a coronavirus scenario. Safety is not only with respect to work stations or meetings rooms but also the Bookker system is optimal for the management of dining halls and booking parking spaces and other telework scenarios.

Bookker, the easiest way to book spaces

The use of this highly efficient solution to book spaces is very easy. It is integrated in the company's systems (Microsoft 365, Google Suite...) and it does not require the installation of any sort of hardware (screens, sensors...) with the subsequent saving of devices and maintenance.

When arriving at the office you just have to check-in using augmented reality technology. Easy and quick. The differential value of this system to book spaces is how easily it integrates the management of all those spaces in one single modular app.

This ease of operation is precisely one of the things most valued by companies. They also value that they incorporate a module to manage capacities. Thus, the information created by this system is very useful when making decisions.

7

major trends in the design of offices. Ofita's answer

trend 4

People first. Safety, health and wellbeing

Since the beginning of the pandemic at all times the priority has always been the **protection of employees**. Therefore, companies have adapted the office environment to keep their employees safe at all times.

This means the implementation of different actions such as: implementing a new ventilation system; new distribution and/or layout of work stations to maintain appropriate safety distances between employees; define safe circuits throughout the office; signal areas, reinforce all cleaning and maintenance guidelines of premises and **having furniture that can protect them**.

Ofita was pioneer at the beginning of the healthcare crisis in the manufacture of **protection screens** for desks guaranteeing separation between users.

Zero Covid Furniture

On the other hand, Ofita developed the first **zero covid** office furniture with treatments of surfaces to avoid infection by contact.

Its efficiency has been awarded the Virnostica certificate of the Instituto de Salud Carlos III. It has been tested for SARS COV 2 with 99.99% efficiency.



7

major trends in the design of offices. Ofita's answer

trend 4

New acoustic booths - Vetrospace

Acoustic booths are ever more present in new offices and not only for security reasons but also because they allow the creation of **different functional ecosystems** within the same open space (meetings, concentration...) and that way each activity can be developed with the highest efficiency.

Vetrospace is much more than a soundproof office booth. It is a specialized and controlled microenvironment which eliminates distractions (been even used as office phone booths), **increases productivity and protects employees as it eliminates bacteria and virus** from the air and in surfaces in a safe, continuous, effective and silent manner.

When the user enters the space, office booths have been automatically disinfected.

The flow ventilation system with controlled and clean air will have already eliminated over 99.99% of the particles in the air in less than 15 minutes, including virus and bacteria and continues operating while you are in it.

Surfaces are disinfected continuously before entering the space, while you are there and after leaving.



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major trends in the design of offices. Ofita's answer

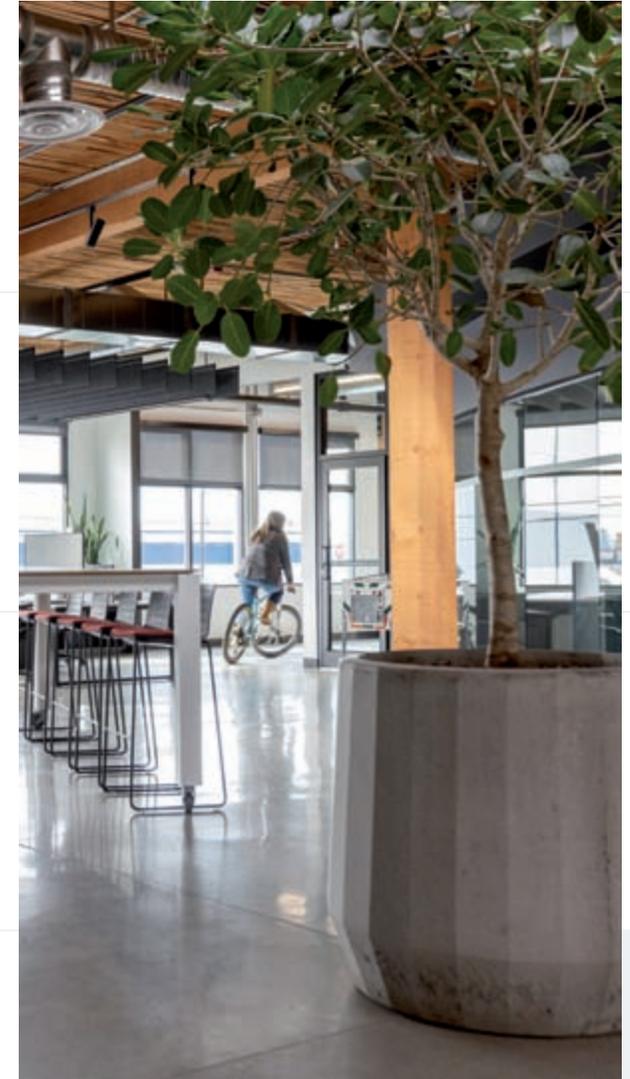
trend 4

Biophilia – Offices connected to nature

Biophilia or connection to nature within the work space is one of the most popular options in present offices architecture. It helps us relax, breath better and feel better in the environment. Interior natural elements such as courtyards, gardens or plants are ever more important in companies and not only as an aesthetic detail.

Courtyards and gardens are functional spaces to interact, meet and work.

When we work connected to nature we feel good. Therefore, **even the office furniture incorporates plants to its design.**



7

major trends in the design of offices. Ofita's answer

trend 5

Humanization of offices

Within a context as the current one, with a payroll at its worst emotional moment, practices to encourage wellbeing are a priority mechanism in organizations. In fact, HRR and Prevention Departments of companies have planned the return of employees to work centres with different policies oriented to look after the health physical, emotional and social of employees.

These wellbeing policies have to come hand in hand with a work space in line also with that care for people. In this sense, the trend which is already here to stay in work spaces accelerates; the humanization of offices.

Today more than ever humanizing the work place is very important to improve the commitment and professional satisfaction of employees.

Humanizing offices in Covid times means creating **healthy centres**; involves also a change of concept; redesign work centres and office furniture not as containers or a surface to seat or work on but rather as enabling tools at the service of talent.

It means **designing spaces thinking in people**.



Individual spaces disappear to become spaces for everyone and the most important aspect is that offices give us a sense of community and belonging lost with telework and the actual uncertain situation so necessary for our emotional balance.

Hence, the value of the concept “**neighbourhood office**” with the multiplication of break spaces, relax spaces and informal meetings.

Motivating employees through the design of your office is possible and can be worked from different approaches.

The first one, providing them with the best possible ergonomic conditions and this has to be both with the design and the quality of office furniture and with the acoustic, thermic and visual comfort for example.

7

major trends in the design of offices. Ofita's answer

trend 5



Ergonomics in comfortable environments

After three months of confinement, employees today more than ever claim **ergonomic and comfortable furniture** that guarantees a correct position during all work hours.

The operational chair has run first in ergonomics demands followed by the mobile or height-adjustable desks that help alternate working seating or standing.

In this context, in 2021 Ofita has developed new concepts and designs with its height adjustable tables; **Multilevel and Smartlevel**.

7

major trends in the design of offices. Ofita's answer

trend 5

Ergonomics also at home. Ofita Store grows with new products.

Although telework is considered one of the best prevention measures to avoid virus propagation, it is also true that working from home can mean exposition to other negative situations for our health, especially ergonomic and psychosocial risks such as those arising from sedentary work, muscular problems consequence of incorrect positions caused by chairs inappropriate for seating several hours or technological stress.

Having a work space at home both comfortable and healthy represents these days a real need for thousands of workers. And that station for home office has to meet the same ergonomic conditions as those of our professional environment as our professional activity is the same.

In 2021 Ofita extends the offer of products of its Ofita Store: furniture with Ofita's quality and ergonomics also for home office and of course for the office:

Delta

Set of operational desks both for offices and homes based on the principles of functionality, aesthetics and price.

Aurora

Ideal chair for miscellaneous spaces in home office.

Their attractive design and support made of natural beech wood provides the perfect combination with each room of the house either the living room or a bedroom.

Virgo

A minimal design both for rooms adapted to telework and in living areas for miscellaneous uses.

Leo Stool

It transforms any space of your home into an improvised office.

Their reduced size allows its adaptation to the space available and its design provides and juvenile and casual style.



7

major trends in the design of offices. Ofita's answer

trend 6

The rise of informal spaces

As people gain mobility, work spaces are ever more diverse and informal.

Cafes, libraries, living areas or ludic spaces replace in many moments traditional meeting rooms with the objective of offering more comfortable spaces for payrolls and at the same time promoting spontaneous collaboration and socialization.

Spaces which have undergone the greatest change of look are those for catering services: they are now committed to design but have also extended their functions. In these areas in addition to dining, employees work in a more informal environment. Therefore it is normal to see employees in these spaces at times different from lunch or breakfast.

It could be said that we are living a time of transformation in offices; they are evolving from formal to informal. This translates into soft seating areas, puffs, restaurant tables, stools or games, for example.



7

major trends in the design of offices. Ofita's answer

trend 6



The rise of informal spaces

Generally these are design spaces much more welcoming and fun and this is also important because the environment affects us indeed in our motivation and in productivity of our daily work.

In addition to having a comfortable and nice design, these informal spaces **have to be productive**. Therefore they are normally provided with the same services as a conventional work station, mainly the access to communications, energy and technology just as of surfaces designed to work.

The decision about furniture is also one of the most important ones. Not only because it takes part in the design but also because it has an impact indeed on the comfort and health of employees. For example, furniture sets such as **Meet up!** by Ofita are ideal for these areas as they respond to a new flexible, connected and collaborative office environment.

7

major trends in the design of offices. Ofita's answer

trend 7

Creating brand from the office

The purpose of an office has changed with new hybrid and flexible work methodologies. With payrolls alternating telework and in-person activity, **offices have turned into the only scenario possible for the creation of their sense of community** and to connect employees with the corporate culture, brand and values.

One of the new roles of the office is therefore to transmit the corporate brand to organizations employees and abroad. The office tells us if everything the company says is true: if it takes care of people; if its culture is horizontal or vertical; how is its leadership style, etc.

When the office creates a sense of "family", of brand, it motivates and inspires people. Hence, the importance of customizing each work space.

And here is where the capacity to adapt office furniture to each company and/or project is essential.

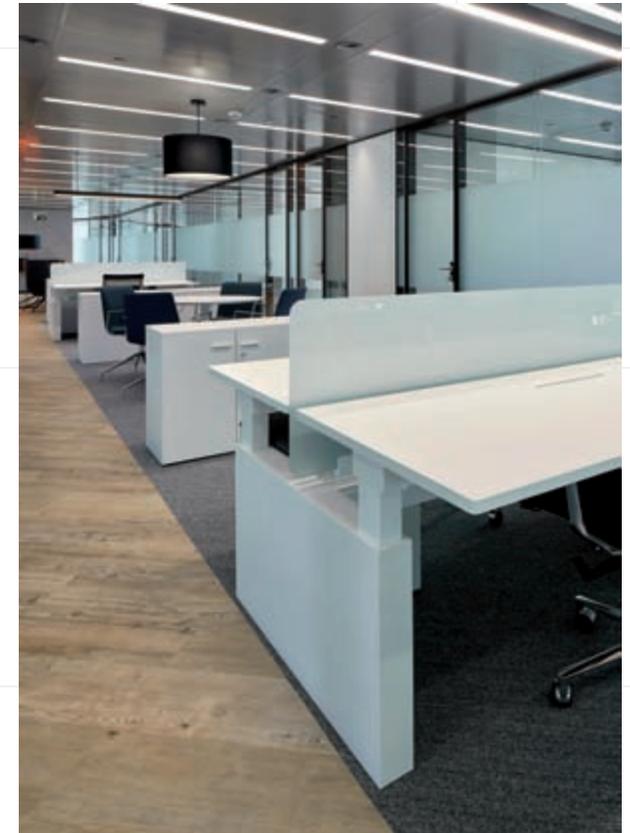
Projects with customized Ofita furniture:



Société Générale



Roche Gis



Freshfields

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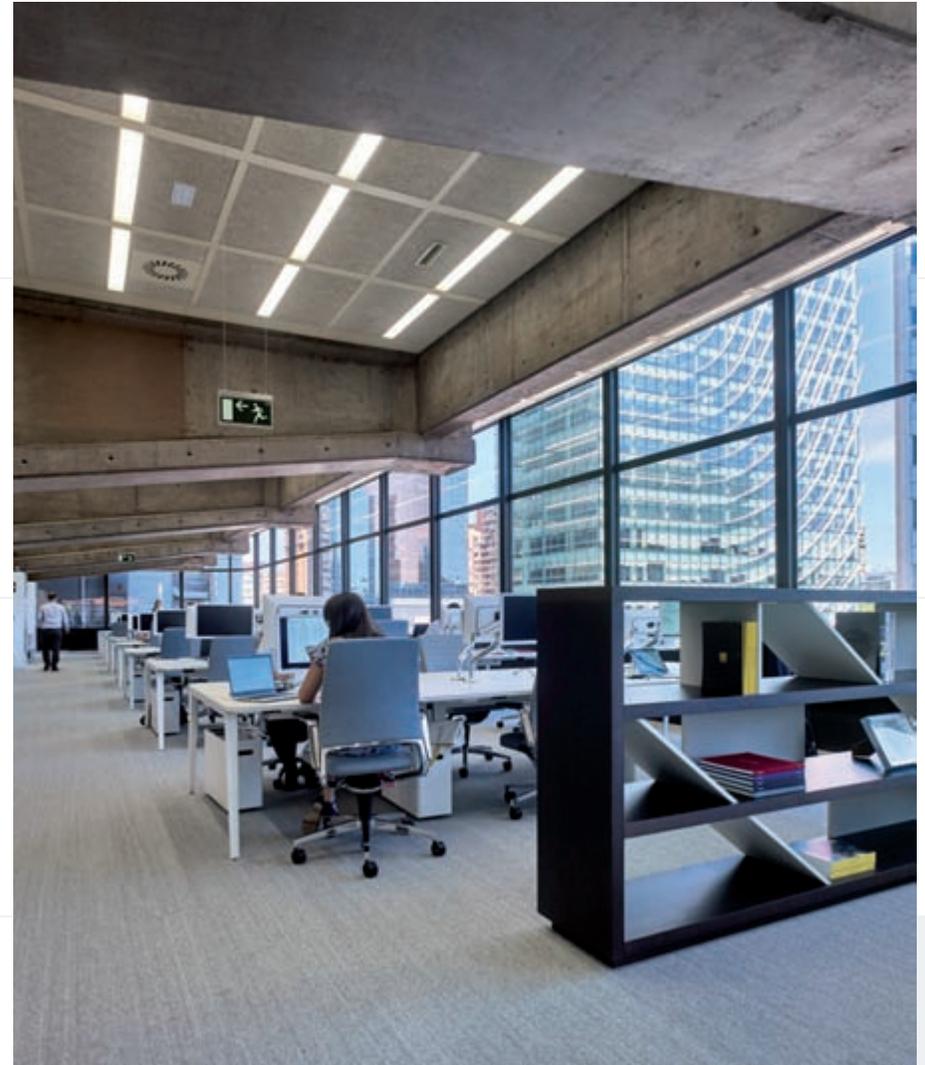
major trends in the design of offices. Ofita's answer

trend 7

Projects with customized Ofita furniture:



Cuatreucasas



Savills Aguirre Newman

2021 projects in images



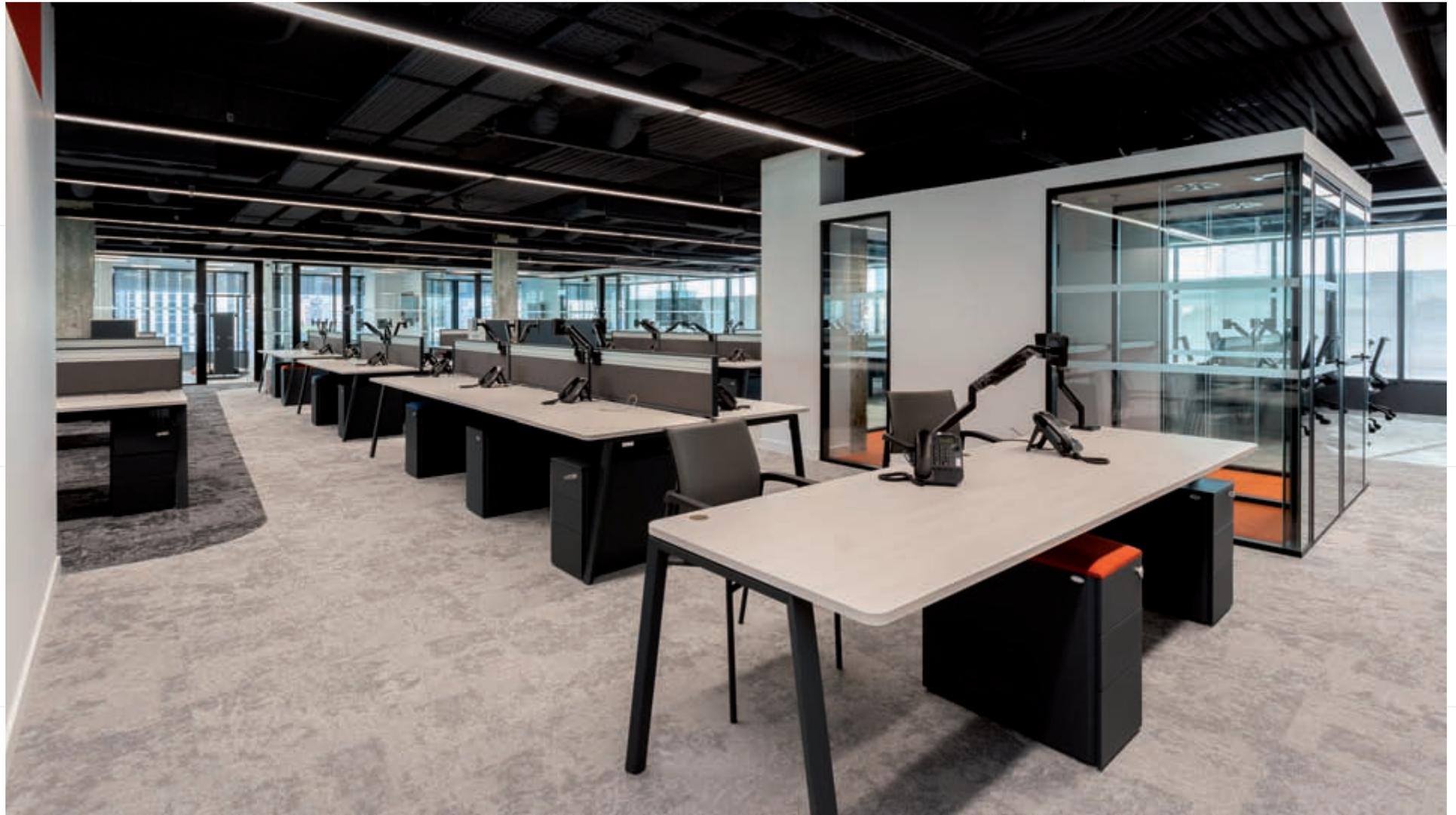
AVATEL Telecom Headquarters in Madrid
Project: Estudio Ubicca.



projects



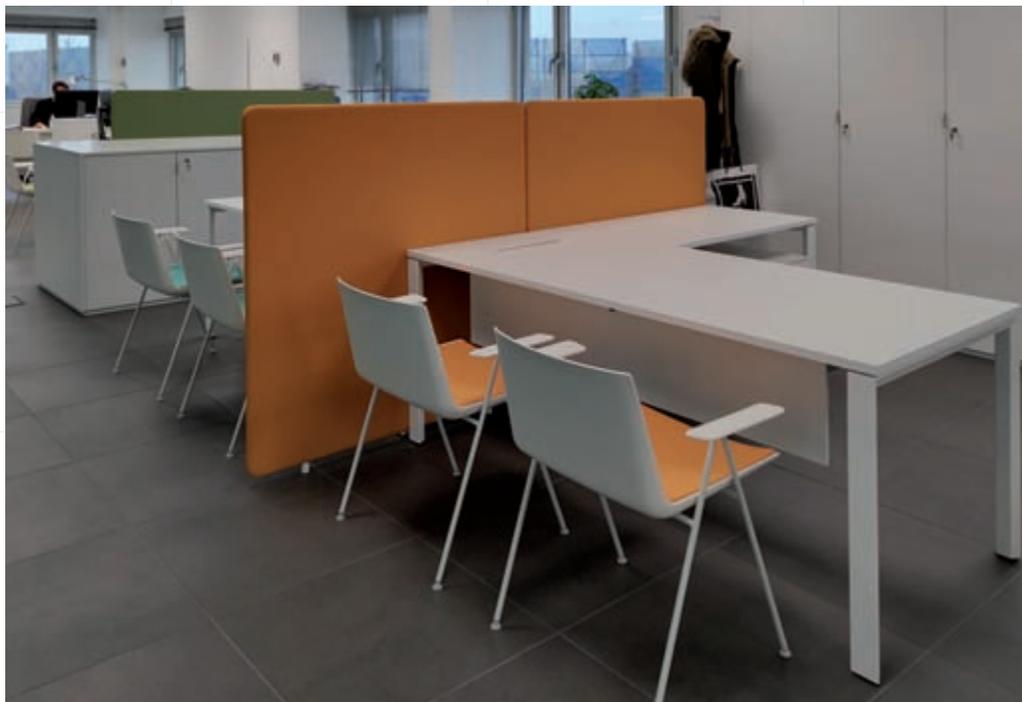
CUATRECASAS Lisbon



New **ELECNOR** offices in Madrid
Project: plug&go arquitectura



New **SRAM** Canadian headquarters in Vancouver
Project: Lauren Ritz Design



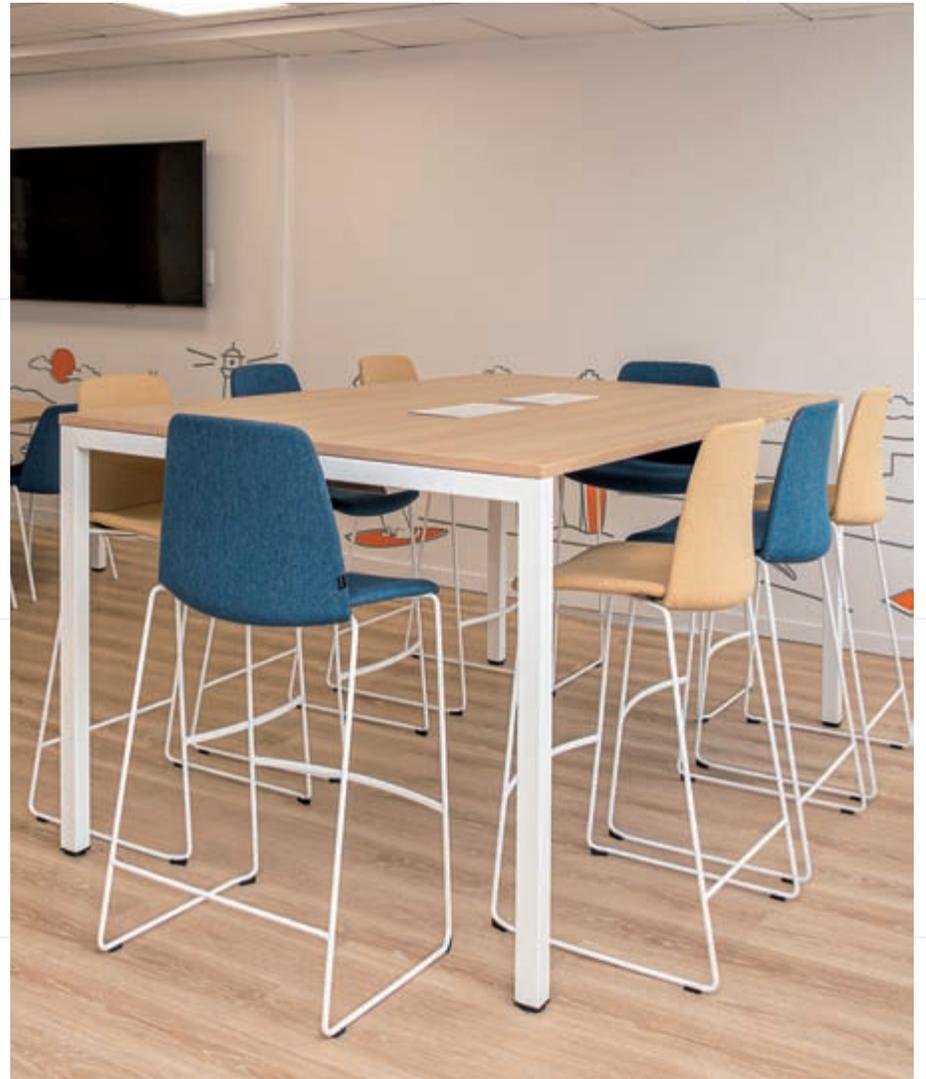
PORT AUTHORITY in Avilés



LACER Barcelona



SCHNEIDER France





a sustainable company

At Ofita we understand sustainability as the only possible way to achieve a fairer World where we can progress as a responsible company. With the premise that all our activities will be respectful with people, the environment and the community in general, based on the company's commitment with the respect of Human Rights and Sustainable Development.

Our approach of sustainability is composed by social and environmental aspects through our commitment with **circular economy and the Objectives of Sustainable Development**.



Sustainability is integrated in the business model, involves all levels of the company and is present in all our processes and decision making from the design, election of materials and productive processes including logistic management and premises of the different headquarters.

In this sense, we constantly seek how to approach environmental impact on our organization in all aspects of our activity so that the business does not come before environmental responsibility or people's wellbeing.



LEVEL® certificate and eco-design; two cornerstones of our environmental commitment

The eco-design and sustainable manufacture according to the strictest quality standards are the key in design, production and logistic process of Ofita.

It is so proven by the most demanding certificates such as ISO 9001 for manufacture quality and continuous improvement of processes, ISO 14006 in eco-design and environmental improvement of products, ISO 14001 in clean production and protection of Environment.



Also **PEFC** certificate provides verified and independent guarantee that Ofita furniture is **manufactured with certified wood** from sustainably managed forests.

But this is not the end of our journey because we are deeply committed to sustainability; it is part of our corporate DNA and one of our values.

We do not understand any different way of doing things and the evidence is that in 2019 Ofita turned into **the first Spanish company** of the office furniture sector with **Level 2 LEVEL®** sustainability certificate.



LEVEL® is **the first European certificate covering all relevant aspects of product sustainability**. It is based on the sustainability standard developed by the Fédération Européenne du Mobilier de Bureau (FEMB).

LEVEL® adopts a global approach and meets the European requirements for Green Public Procurement (process in which public authorities seek goods, services or works with reduced environmental impact) and Circular Economy concepts.

The European scheme of LEVEL® certificate sets out that a product is **sustainable from multiple perspectives** and therefore it does not only assess the features of the product but also those of the organization and installations where the furniture is manufactured. **It assesses several criteria such as social responsibility of the company, its use of energy and the impact on the environment and human health.**

These criteria help Ofita care for people, providing a safe, comfortable and healthy environment.



Ecodesigned office furniture

For many years Ofita products are eco-designed. This means identifying at the time when a product is projected all **environmental impacts** which may take place **in each stage of the life cycle** in order to try to reduce them to minimums without affecting quality and uses.

Opposite to the lineal economy based on the principle of buying, use and dispose, eco-design is a **key aspect in circular economy** that considers a new life of the product.

It includes an **holistic vision of products** that does not only limit to materials but also to all stages of the life cycle of the product from the extraction of raw materials to their elimination or recycling including all its manufacturing process and the most ecologic distribution.

Ofita has been pioneer in this concept.

Already **in 2000** it took part in the project Ecodesign started by the Sociedad Pública de Gestión Medio Ambiental del Gobierno Vasco (IHOBE) which purpose was to reduce the environmental impact on the design and manufacture of industrial products.

Within the framework of this project Ofita has analysed



the materials and processes used in its products and sought and incorporated new more ecologic alternatives.

As a result; with the new desk designed by Ofita that year (Genius) environmental impact was reduced in a 29.5% with respect to another recent model.

Moreover the company achieved 27.18% reduction of weight and 52.32% reduction of volume.

Through this project with the participation of different corporate departments, Ofita included in the design of the product environmental criteria and implemented the methodology used anchoring it to its own management and/or product development systems.

From them **Ofita products are eco-designed**. In their development, in addition to aesthetic and functional conditions, another three environmental conditions are essential:

- **To reduce** the amount of raw materials to be used, especially those with greater environmental impact as well as to reduce energy consumption.
- **To reuse** durable parts in order to generate new products.
- **To recycle** incorporating materials and recyclable elements.

The eco-design of Ofita products is certified.



a company with a purpose and responsible management model

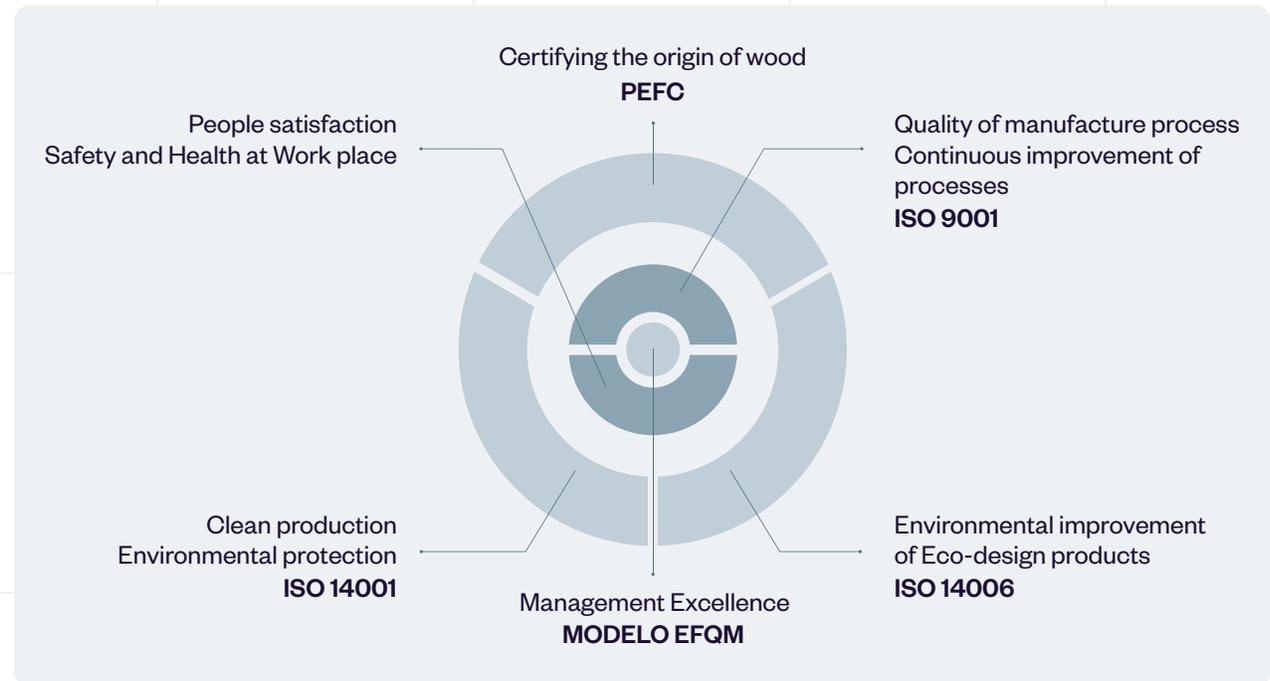
Ofita is a company with a purpose: “We manufacture office furniture to ease the work and satisfaction of people with Innovative, healthy and customer adapted furniture”.

Our actions and decisions are based on the rigorous respect of Human and Professional Rights throughout the whole value chain and the fulfilment of the strictest environmental, health and safety standards.

Company adhered to the Global Compact

The EFQM Model of Excellence is the cornerstone of Ofita’s management and its guidelines are followed for the design and development of all initiatives on sustainability and social corporate responsibility.

Our corporate model is based on a series of ethical and responsible principles, customer-orientation, respect



for employees and commitment with society and Environment. In this framework we develop all our policy of Corporate Social Responsibility (CSR).

The company meets the **Ten Principles** demanded to its collaborators by companies adhered to the Global Compact, an initiative proposed by the UN.

Its purpose is to achieve a voluntary commitment of companies with respect to social responsibility by the implementation of Ten Principles based on human, professional, environmental and anti-corruption rights.



The principles governing Ofita's CSR:

- CSR at Ofita puts people at the centre of everything.
- It is global which means that it affects all business areas of the company and all people forming Ofita as well as all geographic areas where we operate.
- The CSR includes the fulfilment of the national and international actual legislation in aspects such as quality or environment.
- CSR involves ethical and responsible commitments of all members of Ofita.
- CSR is focused on satisfying the needs of our groups of interest respecting and promoting fundamental rights and freedoms.
- It is also oriented to encourage education, wellbeing and development of all people forming part of the Ofita's human team and avoid discriminations.

CSR is in line with the business model of the organization.

People

They are the key factor of our business model: on the one hand, our clients and collaborators, on the other those who put their talent at the service of our clients; our employees, committed and inspired by the values we all share: the entrepreneur spirit, innovation, respect, the sense of responsibility and feeling part of a team.

Due to the pandemic, these last two years have involved a great adaptation challenge. In this situation, our actions have been focused on protecting the health and guaranteeing the wellbeing of our employees, clients and collaborators.

In this environment, swiftness of our decision making process, digitalization of the company and flexibility of our business model have allowed our normal operation.





Ofita premises

Ofita has two industrial plants, one for furniture of 20,000 sqm and the other for chairs located in Vitoria and fitted with state of the art technology.



Logistics

It also has a modern logistic warehouse and a Development and Logistic Centre and manufactures chairs, also in Vitoria, Spain, of 30,000 sqm.

Ofita's logistic centre is the responsible for the reception, storage, consolidation and shipment of the order in some cases directly to the final installation where we will proceed to the assembly and in others to the warehouse of the closest Ofita delegation.

The storage and distribution to the assembly point is done using metallic cages, as this system streamlines the space, accelerates the process and guarantees the perfect conservation of furniture. The capacity of this logistic centre is of 2,000 cages equal to 180 trailers of finished and ready to deliver products.

The use of this system, innovative in our sector for the storage and distribution of the material provides considerable advantages especially important for major assemblies.

Ofita also has a network of warehouses through the whole national territory to manage the distribution of products and as stock points close to clients. All of them are provided with manipulation and storage means for an optimal treatment of the product.

Showrooms

It also has its own offices and showrooms for permanent exhibition of products in Barcelona, Madrid, Vitoria, Paris and Lisbon.



new offices and showroom in Madrid



references



private market

banking

Banco Caminos
Banco Mare Nostrum
Banco Popular
Bankia
Bankpyme
Barclays
BBVA
CaixaBank
Caixa Sabadell
Caja España - Duero
CatalunyaCaixa
Citibank
Grupo Santander
IberCaja
ING
KutxaBank
Liberbank
Lone Star
Triodos Bank
Unicaja

AVIS Budget Group
AXA
B. Braun
Bergerat
Bession Lone
Bestinver
Bird & Bird
Bricomart
Bureau Veritas
CDTI
Celler Oller de Mas
Cemex
Centum
Ciments Molins
Coca Cola
COEM
Colliers
Colt Telecom
Compass
Corona
COTY

Farggi
FCC
Freshfields
Frigicoll
Gaes
Gallina Blanca
General Motors
Grupo Cuñado
Grupo Día
Grupo Edelvives
Grupo Puig
Grupo Lafarge (Holcim)
Grupo Seat
Guardian
HDI
Heineken
Hilti
Hörmann España
H&M
Iberia
Idealista

Latham & Watnkins
Lauda Ultracool
Lease Plan
LG
Logista
L'Oréal
Lynthia
Lone Star
Man
Mapfre
Manpower Group
Marimon Abogados
Memora
Mettler Toledo SAE
Miele
Mindray Medical
Mutua Madrileña
Nacex
Naturgy
Navantia
NH Hoteles

Pikolin
Provital
RAET
Revlon
Ricoh
Roche
Sanofi - Aventis
Santalucía Seguros
Savills Aguirre Newman
Segurcaixa
Semillas Fitó
Sephora
Societé General
ShuttleCloud
Sos Cuetara
Swedish Orphan Biovitrum
Técnicas Reunidas
Telefónica España
TNT
Toshiba
T Systems

companies

Abbot
Abbvie
Acciona
Adeslas SegurCaixa
Aena
Affinity Petcare
Agbar
Agilent Technologies
Aldeasa (Autogrill)
Aldo Unión
Amper (Thales)
Aquila Capital
Avatel

Cuatrecasas
Danone
DHL
DKV Previaisa
Dragados
Ecija Abogados
EDP
EITB
Elecnor
Enagás
Endesa
Engle
Ericsson
Everis
Euromaster

IE
IESE Business School
Ilunion
Inditex
Isban
John Deere
JTI
Kaudal
La Ciudad del Agua
Labco
Laboratorios Grifols
Laboratorios Servier
Lacer
La Pedrera
La Salle

Nintendo
Nissan
Northgate Arinso
NTT
Oesía
OHL
OMD
Once
Opel
Oracle
Oreka
Paradigma
Pavillion
Pharmamar
Prat Internacional

Transcoma
UBS
Unedisa
Unisono
Universal Pay
Uría Menéndez
VAESA
Verifone
Vestas
Volkswagen-Audi
Zadibe
Zardoya-Otis

public market

State Administration

Ministerios:

Economía y Hacienda, Administraciones Públicas, Fomento, Defensa, Sanidad y Consumo, Agricultura, Pesca y Alimentación, Asuntos Exteriores, Vivienda, Trabajo, Medio Ambiente, Interior, Justicia, Cultura, Educación, Tesorería General de la Seguridad Social, Instituto Nacional de la Seguridad Social de Madrid, Servicio Público de Empleo Estatal (antiguo INEM)...

Direcciones Generales:

Marina Mercante, Instituciones Penitenciarias, Seguros, Policía, Tráfico, Aduanas, Aviación, Guardia Civil...

Varios:

Jefatura de Apoyo Logístico de la Armada, Instituto Social de la Marina, Fondo de Garantía Agraria (F.E.G.A.), Oficina del Portavoz de Gobierno, Oficina del Defensor del Pueblo, Organismo Nacional de Loterías y Apuestas del Estado, MUFACE, Tribunal Superior de Justicia, Tribunal Supremo, Delegación de Economía y Catastro de Soria y Zamora. Dirección provincial del Instituto Nacional de la Seguridad Social en Alicante.

Autonomic and local

Ayuntamientos:

Madrid, Málaga, Vitoria, La Laguna, Barcelona, Sagunto, Córdoba, Gijón, Alicante, Zaragoza, Vélez, Sevilla, Alcobendas, Marbella...

Diputaciones, Juntas y Gobiernos Autónomos:

Diputación foral de Álava, Diputación de Barcelona, Comunidad Autónoma de Murcia, Principado de Asturias, Comunidad Autónoma de Murcia, Principado de Asturias, Castilla y León, Xunta de Galicia, Junta de Andalucía, Generalitat de Catalunya, Comunidad Autónoma de Madrid (C.A.M.), Comunidad de Castilla la Mancha, Gobierno de Aragón, Delegación de Gobierno Murcia...

Archivos:

Archivo-Biblioteca Municipal de Vitoria, Archivo-Biblioteca Provincial de Álava, Archivo Histórico de Valencia, Archivo Histórico Provincial de Zamora, Archivo Histórico Provincial de Oñate, Biblioteca Pública Palma de Mallorca...

Varios:

Ciudad de la Justicia de Valencia y de Málaga, Sociedad Expoagua 2008, Servicio de Atención al Ciudadano de Consejería de Empleo, Desarrollo Tecnológico de la Junta de Andalucía, Hospital de la Paz, Área de Gobierno de las Artes (Ayto. de Madrid), Hospital de Burgos, Juzgados de Murcia, Hospital de Vigo, Nuevo Hospital de Burgos, Nuevo Hospital de Oviedo, Hospital Nuevo Campus de la Salud en Granada.

foreign market

Europe

Vestas (Francia, Portugal)
Banc Sabadell (Reino Unido)
Air Liquid
Swedish Orphan Biovitrum
Puig (Francia, Holanda, Italia, Suiza)
Blue Infinity (Suiza)
Sterci (Suiza)
LCC Trans-Sending Co. (Reino Unido, Bélgica y Portugal)
Barclays Bank (Mónaco)
CFDT (Francia)
L'Oréal (Francia)
La Poste (Francia)
Marsans Internacional (Francia)
Mapfre (Grecia, Irlanda, Portugal, Francia, Reino Unido y Bélgica)
Citibank (Grecia y Bélgica)
Embajada de España (Alemania, Portugal y Francia)
Ministerio de Justicia (Portugal)
National Health Board (Irlanda)
COCEF (Francia)
CB Richard Ellis (Irlanda)
INDITEX (Bélgica, Rusia, Hungría y Polonia)
Consulado de Rumanía (Rumanía)
Kompas (Francia)
Banijay (Francia)
IRSM (Francia)
Degroof Bank (Francia)
Sitour (Francia)
Banco Santander (Portugal)

Grupo Puig (Francia)
ITM - Grupo Intermarché (Francia)
Dassault (Francia)
TKH (Francia)
EPS (Francia)
Idealista (Italia y Portugal)
Scoping (Francia)
Affinity (Francia)
Voyant Beaty (Francia)
Compass (Francia)
Codeactive (Francia)
Cuatrecasas (Portugal)
Metabo (Francia)
Schneider (Francia)
Ista (Francia)
Bergerat Monnoyeur (Francia)
Abicyclette (Francia)
Banco Santander (Portugal)

foreign market

Latin America

Bionuclear (República Dominicana)
Caribe Trans (República Dominicana)
Grullón (República Dominicana)
Scania (República Dominicana)
La Monumental (República Dominicana)
Universidad Carlos Albizu (Puerto Rico)
UPR Carolina (Puerto Rico)
Ciudad del Saber (Panamá)
Coromandel (Canadá)
MICCIT (Costa Rica)
GSD (Costa Rica)
Hospital de Santa Lucía (Caribe)
Emergencias 911 (República Dominicana)
L'Oréal (Colombia)
Enagas (Perú)
Acciona (Perú)
OHL (Perú, México y Chile)
Indra (México)
Puig (México)
Abengoa (México)
BBVA (Puerto Rico, Argentina y Uruguay)
Mapfre (Puerto Rico y Panamá.)
Banco Popular (Santo Domingo, República Dominicana)
Scania (Santo Domingo, República Dominicana)
C&A (República Dominicana)
Banco Central (República Dominicana y Panamá)
IDAC (República Dominicana)
Capcana (República Dominicana)
Barrick (República Dominicana)
Finagri (Cuba)
Banco de Venezuela (Cuba)
CIMEX (Cuba)
Iberostar (México, Cuba, República Dominicana y Brasil)
Embajada de España (Brasil)

Universidad de Costa Rica (Costa Rica)
Phonepermanence (Martinica)
Grupo Wiese (Perú)
Telefónica de Perú (Perú)
Seguros La Equidad (Colombia)
TSystems (México)
Danaher (México)
Colliers (México)
Marcos Hanono (México)
BD Interiorismo (México)
Reckitt Benckiser (México)
Carlos Castillo (México)
Beckmann (México)
Jaime Ortiz (México)
Mazda (México)
Idemitsu (México)
Oficinas 014 (México)
Ministerio de Hacienda (República Dominicana)
Banco Central (República Dominicana)
Ministerio de Defensa (República Dominicana)
Ministerio de Cultura (República Dominicana)
Cuatrecasas (Perú)
Comisión para la seguridad del tránsito (Puerto Rico)

US

Fueled Collective (Estados Unidos)
Perez Art Museum Miami (EEUU)
Mophie (EEUU)

Middle East

UBC (Kuwait)
Fortinet, (Dubái, Emiratos Árabes Unidos)
Al Khaja (Dubái, Emiratos Árabes Unidos)
EPPCO (Dubái, Emiratos Árabes Unidos)
Economic Department of Abu Dhabi
(Abu Dhabi, Emiratos Árabes Unidos)
ITCC (Riyad, Arabia Saudí)
HSBC (Arabia Saudí)
Riyad Bank (Arabia Saudí)
ICT (Qatar)
Mercedes Benz (Qatar)
Ministerio de Asuntos Exteriores (Qatar)
Khalifa Fund (Al Ain, Emiratos Árabes Unidos)
Commercial Bank of Kuwait (Kuwait)
Kuwait Finance House (Kuwait)

Rest of the World

SRAM (Canadá)
Orgum, (Rusia)
Oficina del Primer Ministro de Brunei (Brunei)
LCC Trans-Sending Co. (Canadá)
Vertex One, (Canadá)
HPA, (Canadá)
Adler University (Canadá)
Serracan (Canadá)
Banco de Nigeria (Nigeria)
Embajada de España (Taiwán)
Inditex (India)
Ministerio de Educación (Mozambique)
La Matu (Marruecos)
Elecnor (Angola)



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