706MAGAZINE

developing seating solutions

the future

a new building in 2019

evolution

of the workstation

private label

create your own brand

CSr

What does 706 do for society?



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WEARETHE 706 SEATING GROUP

It's now more than 10 years ago that Chairsupply launched its first model "the 706" on the Dutch market and it's two years ago that I was fortunate enough to become part of this ambitious furniture group. We are bursting with ideas and we'd like to share them with you in this first edition of our magazine.

We are particularly proud that from 23 October 2018 we'll be complementing our product range with the extremely comfortable and high-tech Sit and Move products. This collection will be launched at Orgatec and, as usual, we'll have plenty of them in stock.

But there's a lot more happening this year...

Behind the scenes we've been working flat out on our new ordering platform. You can now use your personal login code to select by brand, category

or application and can add products from multiple brands into a single shopping basket.

Why? To make life easier for you and us, so we can benefit from efficient logistics, minimise the flow of documents and can continue to focus on the things we do best: supplying products from stock at a very competitive price-quality ratio and delivering the highest level of

We have expanded our Chairsupply Private Label concept with customised brochures. On request, we will provide you with your own complete brochure including team profiles, details of your showroom and of course your product names and prices.

We have also made major advances with regard to our Corporate Social Responsibility. For example, we are currently in the middle of a plastic-free packaging trial for the products we purchase.

For the new Sit and Move collection we use reusable

chair covers and our ordering platform will also include a "refurbished" category. On behalf of the 706 Seating Group I'd like to thank all resellers for their creativity, passion and loyalty. Together, we are well - positioned for the future and we look forward to it with confidence.

Erik Kramers Director

Interested? Take a look at our brand new website www.706online.com



706 SEATING GROUP, 6 UNIQUE COMPANIES

The 706 Seating Group includes six companies: Chairsupply, Spindl, Sit And Move, BenCamp, Sit-On and Workware. Each brand has its own unique models, personality and target group. With this range of brands, we try to offer the perfect items for everyone's taste. Come to us not just for office, home, hospitality and care environments, but also for refurbished articles.

We develop and produce chairs for offices, homes, hospitality and care facilities. Our chairs are suited for the design of meeting rooms, re-

ception areas, canteens and waiting rooms.

With more than 26,000 chairs in stock, it is possible to

deliver within three working days within the Netherlands, Belgium and Germany. In other European countries, we deliver within a week.

We strive to support you with the best service in finding the right chair.



More than 100,000 of the first "706" product have been produced and sold







Chairsupply.eu is a very experienced, fast-growing enterprise that designs, develops and produces desk chairs, work chairs and conference chairs.

All our products meet the European norms and some chairs also meet the Dutch NPR 1813 guideline.

We have grown our business through a carefully selected network of dealers in the Netherlands and abroad and exclusively distribute our products via these dealers.

It all started in 2006...

Cees van Westen and Bob Herber both have over 25 years of experience in the field of project design and

decided to join forces in a shared enterprise called Chairsupply.

At the beginning of 2018, our colleague Cees van Westen decided to move on to pastures new and we wish him well. Esther Herber and Erik Kramers now form the current Management Team together with Bob Herber.

On a visit to an international trade fair, they met a Taiwanese manufacturer of desk chair parts.

With this partner, the first product was created: the "706". Now over 100,000 chairs of that first model have been produced and sold, which has made

us quite proud!

After that, the organisation kept going

CSR has become an increasingly important topic in our operational management and the growth of the company called for higher efficiency in warehousing and administrative organisation.

Many models were added to the collection, every one of them doing very well.

The stock, price/quality ratio, the private label concept, the high level of service and customer focus are the ingredients for making the company a success, together with the team and a number of dedicated sales agents.



Fewer physical complaints, improved concentration and increased productivity.

that allows you to move even when you're sitting.

Spindl is an 'office lifestyle'

How does it work? It's actually very simple. Spindl ensures that you're moving even while you sit. The mechanism under the seat ensures that you sit in a more active position.

Without twisting yourself into knots, you correct your posture with your pelvis and legs.

Resulting in? Fewer physical complaints, improved concentration and increased productivity.

"Vitality is a person's healthy mental and physical condition - where both factors are in balance, providing energy to live and thrive. It can also be called zest for life, or resilience."

A healthy mix of active sitting and regular standing during the day is a good bet! And try to make yourself a little less comfortable. For example, place your phone a bit further away, don't park your car too

close to home or work, have meetings while walking or standing.

Little by little, try to integrate more exercise into daily life. It's a good thing to do.







A good chair is ergonomic, functional. durable. comfortable and beautiful.



BenCamp and Sit-On design, develop and produce timeless designer chairs for the office, care facilities, patios, canteens and educational institutions, but the BenCamp and Sit-On chairs also come into their own in the home.

A good chair is ergonomic, functional, durable, comfortable and beautiful. And it is always ideal when the price tag fits the product. BenCamp and Sit-On bring all these factors together.

A good design is timeless, but the demands of service and optimum customer focus are constantly changing.

BenCamp and Sit-On understand this, and therefore have a well-oiled logistics and service department.

BenCamp and Sit-On offer a wide range of functional and quirky designer chairs at attractive prices.

Our mission is our passion! Sale of designer chairs with the best knowledge and expertise, made by people for people. Moreover, we pay attention to personal preferences.

That's the core principle of BenCamp and Sit-On, and the foundation on which our products are based. We are happy to help improve your living environment when it comes to seating, without lapsing into the creation of run-of-the-mill products or unaffordable high-end design.

BenCamp and Sit-On have a solid Dutch foundation, but our network is international.

We work with (inter-)national top designers and suppliers. In terms of the environment, we try to contribute by making use of sustainable materials and having semi-finished goods produced locally as much as possible.

Moreover, our best environmental contribution is to deliver good products that only end up in the hands of a recycling company after a long working life. Or even better: recycled after a 2nd or even 3rd working life!

All our products are recyclable; for example, the plastic bucket can easily be removed from the steel frame to be recycled separately.







BenCamp specialises in seats from Italy and mediates between the producer and wholesaler/retail group.

With over 35 years of experience in the industry, we are a reliable partner

for various wholesalers and chain stores in Benelux and Germany.

Our partners are active in interior design, office design, project design and the hospitality industry.

We offer our partners total peace of mind, from design to delivery

In addition to standard production items, it is possible to develop custom-made products. This makes it possible for everyone to

create a unique product.

We also provide transport for our partners according to the Lean and Green principle. By using intermodal transport, we are reducing the environmental impact.



Sit-On is a wholesaler in office, conference, canteen and designer chairs.

With over 25 years of experience in the industry, we are the perfect partner for all your seating needs.

All our products are distributed from the Sit-On warehouse via an extensive dealer network.

We can deliver many products from stock within 24 hours.

Made in Italy

Our seating is produced and developed in the Netherlands and Italy. Every week, our stock is supplemented from our Italian production units by a Dutch transporter. All our goods are transported

from Italy by train. By doing this, we're reducing our environmental impact.

Because all our products are 'Made in Italy', we can respond quickly and flexibly to your wishes and requests.

Sit And Move. SAM

We are Sit And Move, SAM for short. Sit And Move is a worldwide organisation involved in the research, design and production of office chairs that boost productivity and improve health. We use the latest technologies and our products are extremely user-friendly.

Onze history

SAM was founded 25 years ago by scientific and biomechanical engineers.

Our chairs support your body, reduce physical pressure points and have been developed on the basis of proven scientific principles.

Onze Mission

Our design, technology and quality can be traced back to our 25 years' of experience gained in Scandinavia, Europe, North America and Australia.

This is reflected in our no-nonsense design and exceptional quality. Sit And Move is a worldwide organisation with local service. Our research, design, production, assembly and sales teams can be found in Europe, Australia, Japan and Taiwan. This combination boosts creativity and efficiency. Every continent holds its own stock and has



an extensive dealer network.

Corporate Social Responsibility is woven into our DNA. It goes without saying that we use the best and most sustainable materials possible. We provide zipped covers that are interchangeable and quality assurance is provided by our long guarantee (15 years). Every Sit And Move office chair has an end-oflife refund of 50 euro, thus

completing the circle for the reuse of all parts.

The backrest

Therapod X eliminates the need for the individual adjustment of the backrest due to its use of Sense Fit technology. This adapts to the user, distributes the pressure and provides support where necessary.

The seat

The Bio Seat supports the

pelvis and reduces pressure on the seat bones. Extra comfort when sitting for long periods of time* is guaranteed.

The seat consists of two parts. The rear part supports the seat bones and springs back in order to distribute pressure, and the other part adjusts to the weight of the user. This patented system encourages micro-movement of the muscles while sitting.

Sit well, move often, work better. The science of SAM.

*try to avoid sitting from long periods of time by changing position, sitting correctly, standing and moving.

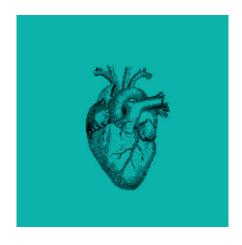


Active workplace environments

SAM provides expert advice and fitted solutionscapable of making a difference on the bottom line of any business. Our approach blends three critical factors.







Trusted Expertise

Our retail proposition is backed by 30 years of experience in developing musculoskeletal solutions and working with health practitioners and specifiers, ergonomists and occupational therapists to empower healthier workspaces. Our reputation precedes us.

Design with purpose

Customers today demand to be convinced but also want to be seduced. Our holistic product range features solutions carving a new space in the market: one where design enhances (not complements) performance regardless of the size and nature of your business.

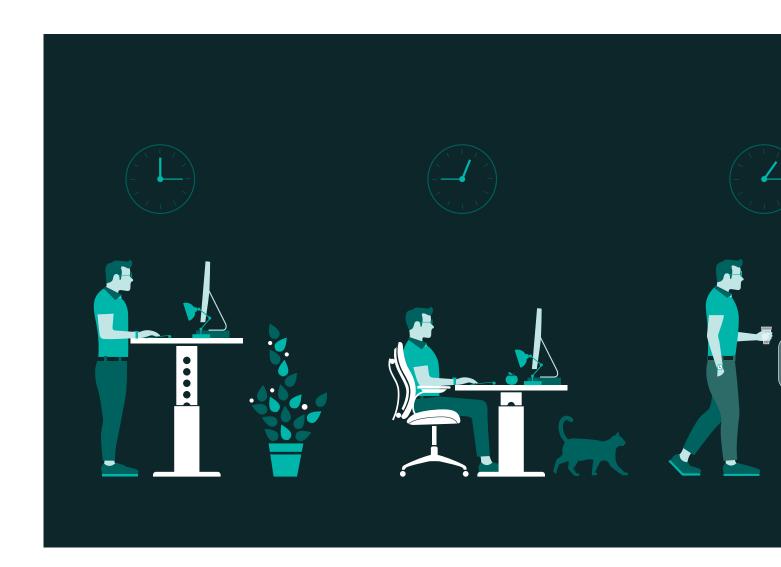
A healthy new vision

We know people today demand more. Sit And Move is underpinned by SAM, the science behind a simple but powerful premise: movement matters. Our products are designed to fit and encourage movement whilst seated and in workspaces to enable people to perform at their best.



Evolution of the workstation

With the arrival of the desktop computer in the 1980s, sedentary working made its entrance. Office chairs became easily adjustable and equipped with armrests. A little later, the EN standards came into effect, determining the correct dimensions of desks and chairs. Eight hours of sedentary work has become the rule rather than the exception, bringing about all sorts of health risks.



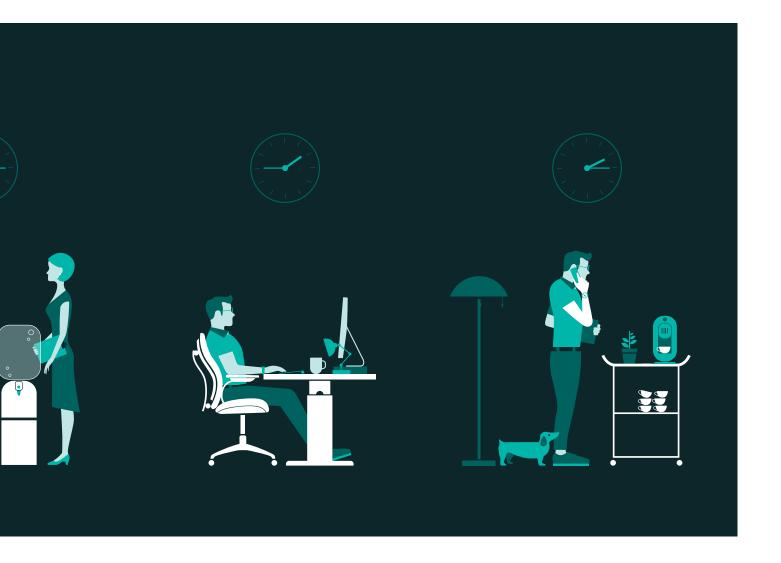
Desks became heightadjustable, via a crank handle or electrically, to encourage alternating working postures. Office chairs are now equipped with a synchronous 360-degree active sitting technique.

With the knowledge we now possess, it seems that the best solution for avoiding health risks is to work in varied positions. Finding a balance between time at work spent sitting and

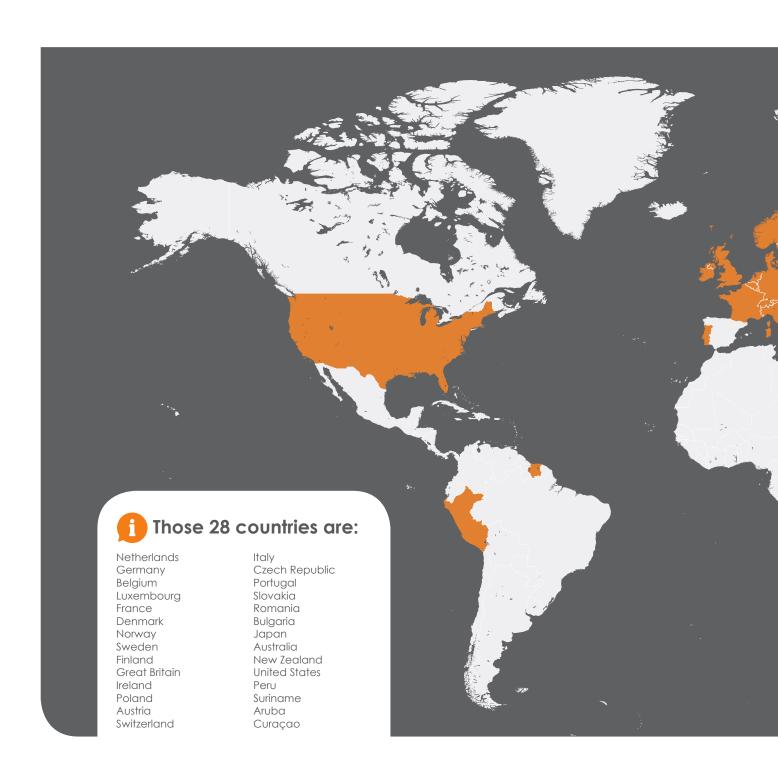
standing is the best solution. In all cases, any time spent sitting must be on a good product.

The new way of working means that people now, albeit for short periods, seem to be able to work evervwhere.

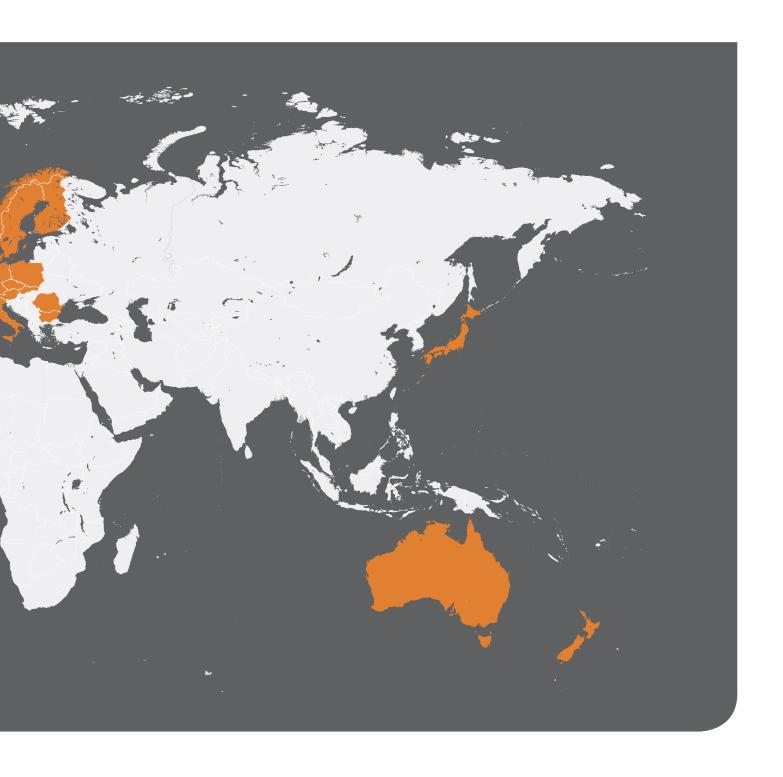
Back to a chair that can't be adjusted, at a high table... there has even been an amendment to the aforementioned EN standard. With the knowledge we now possess, it seems that the best solution for avoiding health risks is to work in varied positions.



AS OF 2018, 706 SEATING OT TO 28 DIFFERENT COUNTRIE



S WORLDWIDE



ALL BRANDS ON ONE NEW WEB PLATFORM

To further strengthen our already very competitive market position, we have chosen to launch a new ERP system combined with a new web platform. This is obviously very good news for you as a dealer! So you'll have all the products within the 706 Seating Group range at your fingertips on 1 website, and available to order.

We've analysed the advantages and disadvantages of our websites and ordering systems and have drawn a number of important conclusions.

Where we have worked until now with 5 different websites for our brands, and most websites had no online ordering system or up-to-date communication regarding stock levels, we've now opted for a completely different approach.

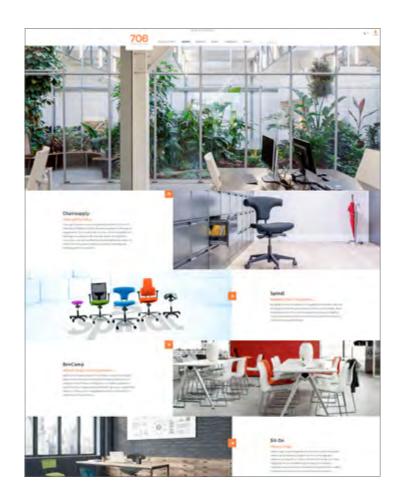
To make it a lot easier for you as a dealer, as well as for ourselves, we have therefore switched to a new ERP system that is linked to 1 comprehensive website. All brands within the 706 Seating Group are now included on a single website, which has many benefits for you as a dealer.

We can now proudly present the new platform to you. We're ready for the future!

The benefits at a glance:

- all brands on one website
- 1 account with username and password for all brands within 706 Seating Group
- ease of ordering and the possibility to combine your shopping basket (and delivery costs)
- 1 order confirmation and 1 invoice
- online stock availability per product
- view options, assemble and order seats online
- 1 online portal for all information and downloads
- ERP system linked to the website, so that all information is fully up to date

From this point forward, we warmly welcome you to www.706online.com





PRIVATE LABEL, CREATE YOUR OWN BRAND

At Chairsupply we offer you as a dealer the unique opportunity to create your own brand. We call this the private label concept. Our chairs with your name, logo and price. You can take it as far as you want: your logo on the manual, transport bags and even the delivery note, a chair label in your corporate style for under the seat, and even your own brand brochure.

At Chairsupply, in addition to supplying chairs, we offer a concept in which any form of price comparison is avoided.

This is achieved by offering options for a private label concept through individual product selection per dealer in combination with customised chair names and sales prices. You create your very own private label!

We have entered the next phase of this and can now offer you a complete high-quality brochure. In

this brochure, you can put together your own chair series, linked to your own chair name and of course a high-margin sales price.

The design and layout are the responsibility of Chairsupply the only costs for you are the printing costs. Your contact person will be happy to talk to you about this top marketing tool.

Chair label

In the context of the private label, we also offer fabric chair labels. Complete your chair with a label in your brand colour with your logo and even a mention of your website.

The labels have a folded size of 4 x 5 cm and are equipped with a hard tube so that the label can easily be placed under the seat of most chairs (clamped between the seat and the seat shell).

We can keep the labels in stock for you in our warehouse so that we can attach them to the chairs when requested in your order.



CHAIRSUPPLY IN GERMANY: A COUNTRY WITH ENORMOUS POTENTIAL

After the first few years of development and success in the Dutch and Belgian markets, we took our first steps into the German market, which by Dutch standards is a 'big' market. It's a country with enormous potential.

We initially launched with our successful 706CS and 707CS office chairs, in conjunction with the associated conference chairs. This was rapidly followed with the introduction of the A320EN office chair.

After initially establishing a relationship with the first

few dealers we discovered that GS certification was important. Our robust NPR certification was already in place for the various models so it only took a few months for us to obtain GS certification. From that moment onwards we divided our product range into two categories.

There is a category for the Benelux market and a separate category for GS models for the German market. The GS models are given a unique, extremely stable packaging, which has the major advantage that each unit of this packaging can be delivered, carriage-paid, throughout Germany.

We knew we were on the right track during the Orgatec trade fair in 2010, when we acquired many new potential customers and our existing customers visited our stand with great pleasure.

It gave Chairsupply a wonderful boost in Germany and shows just how important



the Orgatec trade fair can be for a manufacturer such as Chairsupply. We built further on the back of this success and by the end of 2011 we had already signed hundred buyer-dealer contracts.

If you want to work together to achieve excellent results then you also need the right products, and the arrival of the 787GS office chair

range and the F120/F130 conference chair range allowed us to accelerate in the market.

We now sell around 30,000 units in the German market each year and sales keep growing steadily. How? By an optimum price/quality ratio, our enormous stock position of 26,000 chairs and optimum marketing support

for our dealer partners. In practice, Private Label has turned out to be a powerful distinguishing factor for dealers. Personalised sales materials and brochures help the dealers to increase sales.

But above all it is the people who have achieved this It is our dealers who create opportunities for Chairsupply, who are loyal, who believe

in a pleasant, relaxed partnership and who also believe in our team at all levels of the organisation.

It is a group of people that radiates industriousness, pride and pleasure in order to achieve shared success.

Once again, let's make a dynamic Orgatec 2018 a new benchmark for the future.



We now sell around 30,000 units in the German market each year and sales keep growing steadily.





BEHIND THE SCENES AT 706 SEATING GROUP

As a parent organisation of six different companies, we need to be able to fulfil the production of each unique model. To achieve this, we work with various manufacturers. One of these manufacturers is located in Taiwan, the other two factories are in Italy. Let's take a look behind the scenes at these factories.

Our products are unique and built to last. Our manufacturers are characterised by elegance, innovation, sustainability, creativity and flexibility, which is why they are wonderfully in line with our vision. Founded in 1984, our manufacturer in Taiwan now has more than 140 employees. The main

product categories at this factory are office chairs and reception chairs, and chair parts such as PU, PP, nylon and metal parts. This manufacturer is both ISO9001 and ISO14001 certified.

Italy

Our two other manufacturers are based in Italy. Both

have more than 50 years of experience and together they are responsible for almost the entire BenCamp and Sit-On collection.

They mainly specialise in making products with plastic, wood, metal and leather that are designed for residential, work, project and hospitality

environments. Our Italian manufacturers are ISO9001 certified.

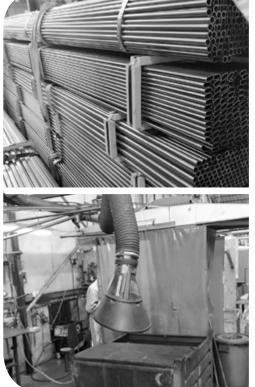
All products from Italy are transported to the Netherlands by train, resulting in the lowest possible CO2 emissions!





Our manufacturers are characterised by elegance, innovation, sustainability, creativity and flexibility







What does 706 Seating Group do for society?

CORPORATE SOCIAL RESPONSIBILITY

Our employees are the foundation of the 706 Seating Group. We facilitate not only a good workstation in a pleasant work environment, but we also ensure that everyone working with us has opportunities to develop. We draw up a PDP (Personal Development Plan) with each employee. Within this PDP we determine an annual budget per person for personal development; this plan is fully geared to the employee's wishes and skill set. Together we work in a self-managing, dynamic and pleasant environment in which we continue to develop ourselves and rise higher and higher.

Continuous improvement is in our DNA

Our aim is to continuously improve our products so that we extend their lifespan and use fewer raw materials. Within our organisation, we continuously monitor where

"waste" can be prevented, whether this be surplus packaging materials or unnecessary printing of digital documents. We use as many recycled plastics as possible for the production of all our office chairs.

The wood used in some models is FSC certified. Circularity plays an increasingly important role within our sector. Years ago, we started making our models suited to meet this demand

Our goal is to continually make the most of everything we do, such as using less packaging material or using fewer raw materials or fossil fuels. By doing this, we also save costs.





- Create a circular collection
- Products are constructed in a modular way for a longer life
- Fabric not glued to foam
- Option to extend guarantee to 10 years
- Use of recycled material for all plastics
- Supplier analysis

- Reduction of packaging material; less cardboard and less volume
- Use of recycled packaging materials as much as possible
- Use of euro pallets (not thrown away)
- Use of LED lighting in the office and large part of warehouse
- Euro 5 and 6 vehicles

This year alone. we saved over 20,000 kilos of plastic in our factory by using environmentally friendly packaging materials.



20.000 tons less plastic in 1 year!!

We can invest this "profit" in strengthening our strategy, for example for the purchase of LED lighting in the warehouse and solar panels to charge the forklifts.

This year alone, we saved over 20,000 kilos of plastic in our factory by using environmentally friendly packaging materials. We spend a percentage of the savings on social projects.

Our "yardstick" is the ICA model

Within the 706 Seating Group, we work with the LCA model (life cycle assessment). This is

a method to determine the environmental impact of a product during its entire life cycle (for example: extraction of raw materials, production, transport, use and finally waste processing or reuse).

We want to minimise our environmental impact as much as possible, e.g. by



using environmentally friendly materials of traceable origin, and ensuring that all our products can be reused.

What have we achieved?

Since 2006, we have been workingnon-stop on innovating, trying and continuing to develop our organisation. This is how we strive to achieve the best result for our clients, our staff and our planet.

We are confident that the 706 Seating Group can make the difference by continuing step by step to develop, discover, and look again daily for where we can make a difference for the planet.

THE FUTURE A NEW BUILDING IN 2019

We also have to thank our loyal dealers and our staff for where we now stand as a company. Our first company and the founder of the current 706 Seating Group; "Chairsupply.eu" started in 2006 with only two chair models. From the very first moment, we've been developing and producing our office chairs in collaboration with CLW Taiwan, a modern production facility where high-quality products are produced under good working conditions, and that is precisely our goal. Now, twelve years later, we have many chair models in many variants as well as a complete range of work chairs.

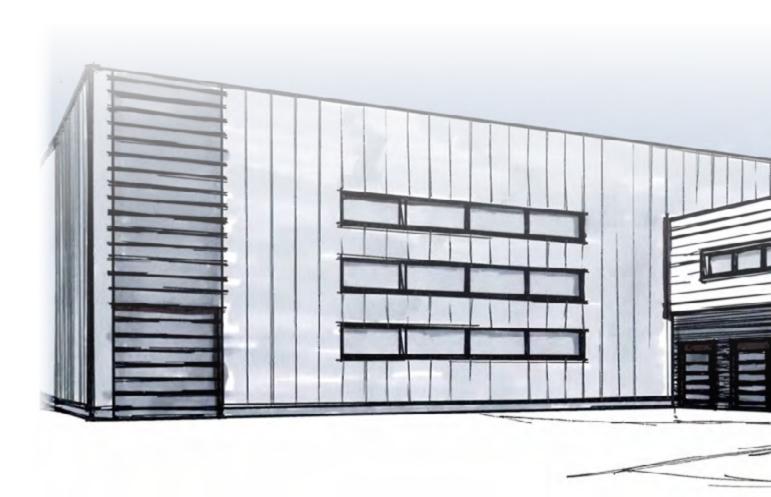
Over the years, we've met several partners and companies with whom we've entered into longterm partnerships. We have also acquired a number of

companies because they are a good addition to the existing collection.

The emergence of the 706 Seating Group derives from our first model, the "706", which we are proud to use as the name of our group...

Hypermodern warehouse Accommodation has always

been a temporary thing for us. When we moved to another new warehouse, we assumed that it would be big enough for the next five years. The opposite turned



out to be true! In mid-2018, we made the decision to move to Hoorn and build a brand-new site there.

This building will be selfsufficient in terms of energy and will have a hypermodern warehouse design to create even more room for our future plans. One of our USPs: we want to guarantee supply from stock. The relocation is planned for the end of the third quarter of 2019.

Circularity

Our industry is facing some interesting challenges. In particular, the changing demand from end-users in terms of delivery periods

and times of delivery outside regular working hours, but also the return of used products when supplying new or refurbished furniture.

Circularity of goods will play an increasingly important role in the furniture industry. We believe it is important to facilitate and support our dealers in this regard with knowledge and service. This will also lead to formation of partnerships.

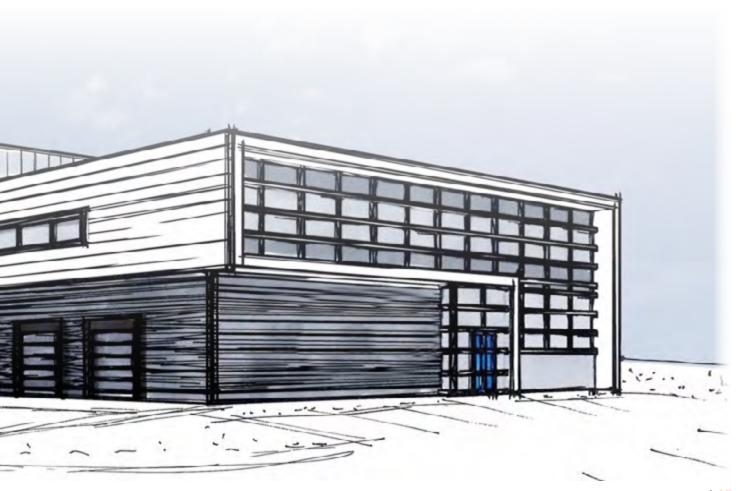
So there's a fantastic time ahead of us. We're ready to take this trip with our partners/companies and dealers, will you join us?

Bob & Esther Herber



This building will be self-sufficient in terms of energy and will have a hypermodern warehouse design to create even more room for our future plans.





A WORD FROM OUR STAFF

I started working at Chairsupply more than 10 years ago, which at that time was a small company in Zwaag that sold office chairs. We had a small group of colleagues and around 5 or 6 models of chairs. My first job was as an all-round commercial assistant.

Back then we of course did everything ourselves: issuing quotes, managing the entire ordering process, including after-sales, writing texts and translating brochures, purchasing, transport, ... Almost everything was done manually. We even typed up the carriage documents and stickers ourselves in Excel.

It's amazing how much has changed during those 10

years! These days I work with a complete team of colleagues who are each busy with the tasks they are best at, and many things are now computerised and digitised.

Our product range has expanded enormously and is very diverse. And Chairsupply, a fledgling company back then, and which is now part of the 706 Seating Group, has become an 'established' company that we are all very proud of.

What I like about Chairsupply is that despite the enormous growth and excellent results, it continues to be a nononsense business where customers' interests and the quality of our products always have the highest priority.

There's no distinction made on the shop floor, and with our combined individual qualities we make up the 706 Seating Group team. We work hard but there's always time for a tear or a laugh.

And after all of those years we're still motivated to make the business even better. For example, we're currently working hard on a new website and ordering system, which will provide optimum benefits for our customers and for us. Next year we'll also be relocating to completely new premises where we'll finally be able to combine our offices, warehouse and showroom under one roof and where we'll be better

able to show our customers everything we can offer. I'm really looking forward to that with a great deal of pleasure and optimism!



Wendy van der Woude **Purchasing Manager**

I started at Chairsupply.eu more than 5 years ago and now I'm responsible for

the financial administration of 5 companies. It's not just Chairsupply.eu

that's developing. With all of the opportunities and possibilities

we're offered, I'm developing too. Together we are the

706 Seating Group. / Annemieke van der Poel - Finance



In a company that's developed as rapidly as the 706 Seating Group the activities of the Marketing Department are extremely challenging. My job covers many

aspects, which still fascinate me every day, even after 5 years -teamwork, creativity, customer-focus and a hands-on approach for a diverse range of ad-hoc activities. / Jeroen Vink - Marketing & Communication

The company has been developing for as long as I've been working at the

706 Seating Group. Working in the Sales Support Department is dynamic and every day is different. You're in contact with customers, suppliers, transport companies and your colleagues. The challenge I enjoy in my job is ensuring that we have satisfied customers every day.

Jessy Pattiasina - Sales BenCamp & Sit-On



DID YOU KNOW?





In pCon planner, 3D spaces are created, facilities are planned and impressive images are generated.

By popular request, 10 products are available in pCon, so these products can be included in your 3D drawing software.

> Together, we can use this to promote sales.

The importance of Social Media

Social media is growing and can no longer be ignored in our daily lives. Within the 706 Seating Group, too, we are active on social media. You can stay up to date with our latest products and updates from all our brands via LinkedIn, Facebook, Instagram and YouTube. All links per brand to the various social media sites can be found on www.706online.com



Are you ready for the opportunities of the future?



To stay up to date on all the latest trends, developments and opportunities, the 706 Seating Group regularly organises inspiring sessions for our dealers as well as for our own employees. We have set up the 706 Inspiration Academy for this, and you are warmly invited to attend a session.

You can stay informed of the themes that will be discussed, as well as the data & location, via social media and our newsletter. We look forward to seeing you at our next inspiration session!

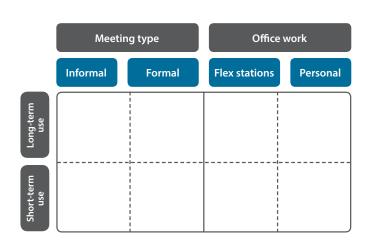
STANDARDS AND APPLICABILITY

With such a wide range of chairs, we understand that it can be difficult to decide which chair will best suit someone. The choice of a particular product is often made on the basis of the work to be done, the duration of use of the product per day, the variety of users of the product and the (sizing) standards available for relevant products.

In the past, the NPR 1813 standard had a strong focus on office chairs and was limited to sizing. With the revision of NPR 1813, the focus has shifted to the individual workstation. and the utilisation of the workstation has been looked at more broadly.

706 Seating Group would like to advise you on how best to choose a product, so that the product is optimally adjustable and, in the case of prolonged use, allows for alternation of working posture.

To make this clear for you, we use the applicability matrix. In this matrix, you'll find the following distinctions: office work, meeting type and use.





Office work

Personal workstation:

The product is used by one person, making it important that the product is set to the preferences of the relevant

Flex stations:

The product is used by multiple, differing people. It is important that the product can easily be adjusted to the wishes of the current

Meeting type

Formal meeting:

A discussion or conference in which the participant is bound to a fixed seat.

Informal meeting:

A discussion or conference in which the participant is not bound to a fixed seat, for example in a canteen.

lise

Short-term use: Use of 2 hours or less. Long-term use: Use of 2 hours or more.

