

Office DEPOT

2013 Corporate Citizenship Report

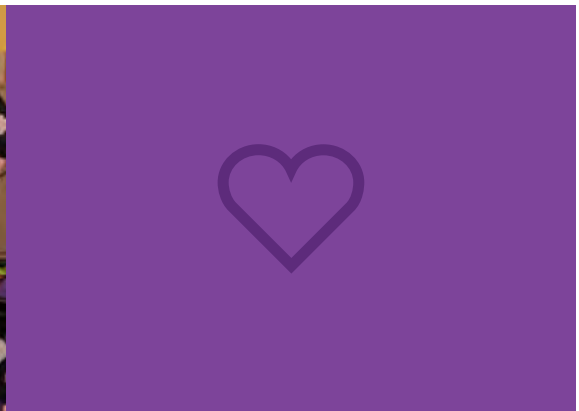


Table of Contents

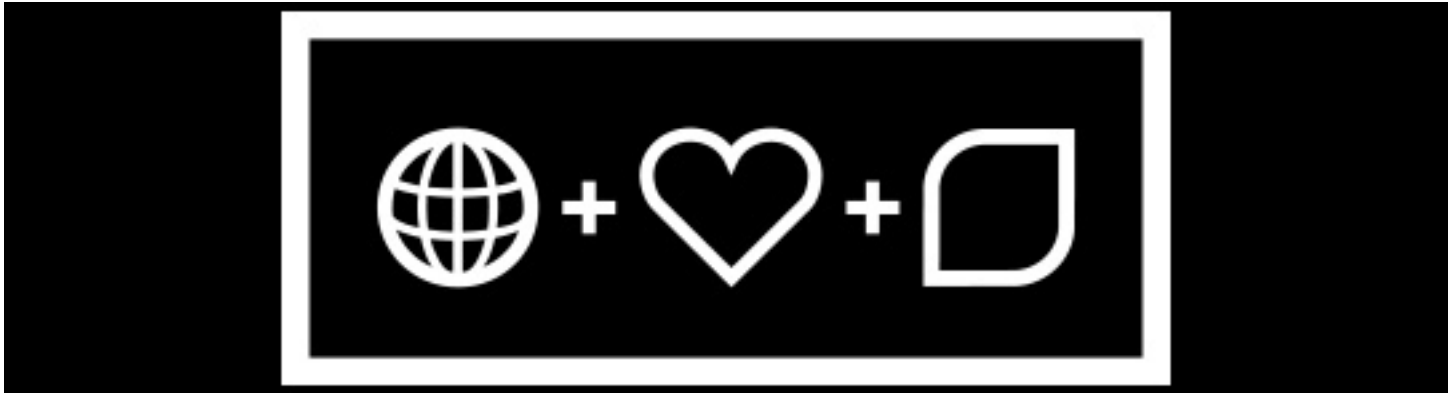
Path to Positive Impact	03
A Message about our Path to Positive Impact	04
About Us	05
Business	
The Positive Impact of Doing Business the Right Way	07
Ten Years of Positive Impact on Business	08
Customers First	09
Customer Testimonials	10
Supply Chain Diversity	11
Private Brand/Supplier Compliance	13
Supplier Compliance Metrics	14
Governance	15
Ethics	16
People	
Focusing Positive Impact on People	17
Ten Years of Positive Impact on People	18
Foundation	19
National Backpack Program	20
Dream Up	21
Empowering Nonprofits	22
Disaster Recovery	23
Global Charity for Children Foundation	24
Diversity & Equality	25
Health & Safety	26
Opportunity & Training	27
Planet	
Why Green	28
Top Environment Awards	29
Buy Greener	30
Ten Years of Buying Greener	31
Be Greener	33
Ten Years of Being Greener	34
Sell Greener	36
Ten Years of Selling Greener	37
Tell Greener	39
North American Dashboard	40
European Dashboard	42



OVER THE PAST 10 YEARS,

Office Depot has embarked on a journey to provide a positive impact on business, people and the planet. Whether it's creating supplier guidelines for the health and safety of our associates in factories around the world, launching award-winning community outreach programs through the Office Depot Foundation, or growing our green product assortment year-over-year, Office Depot's path to positive impact includes hundreds of stories that influence the way we do business and how we interact with our customers worldwide.

A Message about our Path to Positive Impact



October 2013

Office Depot's path to positive impact is filled with the engaging spirit of all of our associates around the world. The first Office Depot Corporate Citizenship Report debuted in 2003 and, in the 10 years since we began reporting data, we've made significant strides in our commitment to diversity, community outreach, and reducing our environmental footprint. As a public company, we realize that the value we provide goes beyond the bottom line. We pride ourselves in doing business the right way, while also putting the customer first. We take our role as an outstanding corporate citizen seriously.

From Developing The Green Book® by Office Depot, the retail industry's first catalog consisting solely of environmentally conscious products, to decreasing our facilities' carbon footprint by 43 percent, and growing our green product assortment to nearly 11,000 items, we are continually working towards leaving a positive impact on the planet. It's one of the reasons why Office Depot has been recognized as America's #1 greenest large retailer by Newsweek magazine for the past three years (2010, 2011 and 2012).

Over the past decade, we have continued to reaffirm our commitment to diversity as we strive to build prosperity in the communities we serve through our award-winning Supplier Diversity program. We've expanded opportunities for thousands of Historically Underutilized Businesses by ensuring that they are well represented in our product assortment, providing visibility in our national full-line catalog and offering an equal opportunity in the vendor selection process.

The Office Depot Foundation continues to demonstrate its leadership by addressing some of society's most pressing needs, especially those of children. Witnessing the smile on a child's face when he or she receives a backpack filled with basic school supplies at one of the Foundation's National Backpack Program donation events is a feeling like no other. This year we donated our three-millionth backpack! It's fantastic to see that the Office Depot Foundation continues to create and implement significant programs that clearly make a positive impact on children, families and communities.

From the past to the present, we are grateful for the thousands of global Office Depot associates who help Office Depot meet its social, environmental and economic goals. We have a lot to celebrate from the past 10 years and much to look forward to over the next 10 years.

About Us

Office Depot, Inc. is a global supplier of office products and services. The Company was incorporated in 1986 with the opening of our first retail store in Fort Lauderdale, Florida. In fiscal year 2012, we sold \$10.7 billion of products and services to consumers and businesses of all sizes through our three business segments: North American Retail Division, North American Business Solutions Division and International Division. Sales are processed through multiple channels, consisting of office supply stores, a contract sales force, an inside sales organization, internet sites, direct marketing catalogs and call centers, all supported by our network of supply chain facilities and delivery operations.

A complete description of our operations and facilities can be found in the Company's **2012 10-K Report**.

We operate through three business segments:

North American Retail Division

Our North American Retail Division sells a broad assortment of merchandise through our chain of office supply stores in the U.S. We currently offer general office supplies, computer supplies, business machines and related supplies, and

office furniture from national brands as well as our own private brands. Most stores also contain a Copy & Print Depot™ offering printing, reproduction, mailing, shipping and other services. Also, we maintain nationwide availability of a PC support and network installation service that provides our customers with in-home, in-office and in-store support for their technology needs.

Our North American Retail Division currently operates over 1,100 office supply stores throughout the U.S. The largest concentration of our retail stores is in California, Texas and Florida, but we have broad representation across North America.

North American Business Solutions Division

Our North American Business Solutions Division sells nationally branded and private brand office supplies, technology products, furniture and services by means of a dedicated sales force, through catalogs and electronically through our internet sites. We strive to ensure that our customers' needs are satisfied through various channel offerings. Our direct business is tailored to serve small- to medium-sized customers. Our direct customers can order products

from our catalogs, by phone or through our public websites (www.officedepot.com), including our public website devoted to technology products (www.techdepot.com).

Our contract business employs a dedicated sales force that services the office supply needs of predominantly medium-sized to large customers. We offer contract customers the convenience of shopping on dedicated websites and in our retail locations, while honoring their contract pricing in lieu of retail pricing. We also use telephone account management for outbound sales contacts with our customers.

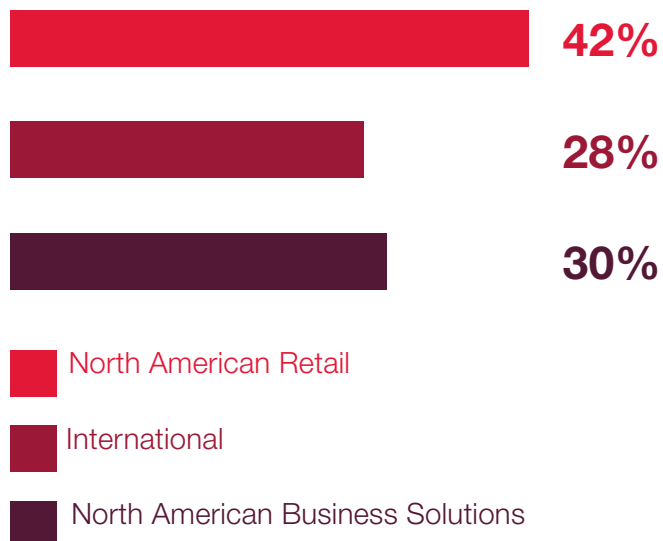
International Division

Office Depot sells to customers in 59 countries throughout North America, Europe, Asia and Latin America. Our International Division sells office products and services through direct mail catalogs, contract sales forces, internet sites and retail stores, using a mix of Company-owned operations, joint ventures, licensing and franchise agreements, alliances and other arrangements. Including Company-owned operations, joint ventures, licensing and franchise agreements, we sell office products through more than 400 retail stores outside the U.S.



About Us Continued

2012 Revenue by Division



2012 By the Numbers

\$10.7 Billion
global sales

Serves Customers in 59
countries around the world

1,629 Worldwide
retail stores

Employs about
38,000 Associates

As of December 31, 2012

Past Corporate Citizenship Reports



2013 CCR
Reporting 2012 data



2012 CCR
Reporting 2011 data



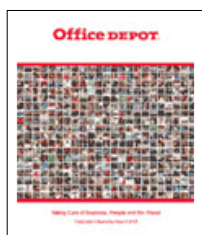
2011 CCR
Reporting 2010 data



2010 CCR
Reporting 2009 data



2009 CCR
Reporting 2008 data



2008 CCR
Reporting 2007 data



2007 CCR
Reporting 2006 data



2006 CCR
Reporting
2005 - 2004 data



2004 CCR
Reporting 2003 data



2003 CCR
Reporting
2002 - 2001 data

The Positive Impact of Doing Business the Right Way

At Office Depot, we know that we win only when our customers, suppliers and other key stakeholders win. Exceeding customer expectations and building strong partnerships with the vendors, suppliers and communities we serve is the foundation of our continued success.

We fulfill our commitments and stand behind our products and solutions every day. Adhering to the highest ethical standards is vital. We ensure the relevance and effectiveness of our Ethics Policy through training, education and internal monitoring.

We are committed to helping build prosperity in the communities we serve. Core to that effort is our industry-leading, multidimensional initiative to help our small business partners flourish. Our Supply Chain Diversity Program assists Historically Underutilized Businesses (HUBs) by helping them build relationships with the community, business and customers that can take them to the next level of success.

We are also focused on ensuring our products are sourced from suppliers who provide safe, healthy and legally compliant work environments. We clearly communicate our standards to suppliers and dedicate a global team of specialists to review and audit compliance.



Our Code of Ethical Behavior serves as our moral compass for decision making. It shows our associates, customers, stakeholders and business partners what we stand for and sets the expectation for how we should conduct ourselves and our business globally.

Michelle Lowry
Senior Manager, International Compliance

Awards & Recognition

	Best Places to Work
	2012 Top 50 Organizations for Multicultural Business Opportunities DiversityBusiness.com
	"Top 40 Corporations Impacting Supplier Diversity" MBN (Minority Business News) USA Magazine
	2012 List of America's Top Corporations for Women's Business Enterprise Women's Business Enterprise National Council (WBENC)
	eCommerce Customer Service Award & Telesales Team of the Year Silver Stevie® Award in the seventh annual Stevie Awards for Sales and Customer Service
	Best in Delivery Time STELLAService Research
	Partner of Choice Award David Weekley Homes

Ten Years of Positive Impact on Business

2013	1,800 items in HUB Catalog			
2012	Office Depot co-chairs Women's Business Enterprise National Council (WBENC) 2012 National Conference & Business Fair	Office Depot hosted 1st annual HUB Vendor Expo	426 global factories inspected for Office Depot Supplier Code of Conduct compliance	
2011				
	Enhanced domestic hotline program enabling associates to anonymously text ethics concerns or violations			
2009	HUB Catalog launched with more than 25 vendors and 1,400 products			
2006	391 overseas factories inspected for compliance with the Office Depot Supplier Code of Conduct	Office Depot Information Security Awareness Program introduced	1st HUB Supplier of the Year Award presented to Smead Manufacturing Company	
2004	Extended company benefits to domestic partners of Office Depot associates			
2003	CSR launch for all Office Depot products			

Customers First



By changing toners we'll not only have a positive impact on the environment by recycling cartridges, but also save the business around £160,000 per year.

Steve Redman
DLG Contract Manager

At Office Depot our customer focus leads us to anticipate and listen to their needs while passionately delivering on our promises. We continue to be recognized for these efforts.

Office Depot was honored with two Stevie Awards – eCommerce Customer Service Award and Telesales Team of the Year – in their seventh annual international competition, which recognizes excellence in disciplines that are crucial to business success, and honors the accomplishments of sales, customer service, and call/contact center professionals worldwide. The eCommerce award recognized Office Depot's expanded chat services for web customers.

Office Depot's call centers play a central role in delivering best-in-class customer care. A 2012 Consumer Products Industry Benchmark Report measured nearly 400 call centers in the retail industry over a 90-day period. On average, Office Depot centers answered 80 percent of calls within only six seconds – over four

times better than the average – with an abandon rate of only 0.67 percent.

Exceeding Expectations Online

As more Office Depot customers shift their purchases to the Web, we have implemented new initiatives to provide the same high level of customer care to our e-commerce customers.

STELLAService, a research firm that rates the customer support of online businesses, gave OfficeDepot.com its "Excellent" seal for its proven track record of high quality customer service. Proactive and reactive chats have proven highly effective. On average, customer inquiries via chat are answered within five seconds.

Earning "Wows" By Recovering From The Most Difficult Service Challenges

At the very tip of the customer service funnel is Office Depot's Executive Customer Relations (ECR) team. These customer care experts

handle our most complicated and highest-profile service challenges in North America. In addition to issues that arrive through internal call transfers, email and letters, the team proactively leverages social media to monitor and respond to comments. Posts on Facebook, Twitter and blog sites are immediately acknowledged, inviting posters to email the ECR team. A customer advocate contacts the customer within two hours and works to address the issue.

Customer Service Abroad

Our customer service accolades extend beyond North America to our teams across the globe.

Thanks to Office Depot own brand products, Direct Line Group (DLG) is finding new and more effective ways to benefit their customers and business. The insurance services provider's contract management team recently worked with Office Depot to source more cost effective and environmentally-friendly ink and toners.



of calls answered within only six seconds – over four times better than the average

Customer Testimonials

Sat in Business Manager Dawn Packham's office in East London you could forget you're in a primary school if it wasn't for the faint noise of children playing outside.

Dawn's responsible for managing the budget of Shaftesbury Primary School in Forest Gate and currently spends more than £60,000 a year with Viking.

She buys everything from us, from classroom furniture to cleaning products as well as general office supplies, spending up to £10,000 a year on printer cartridges alone.

Dawn said: "Everything in the office is from Viking, even my dishwasher tablets! The only things that aren't are the computer and safe.

"I have to ensure value for money, but cheapest isn't always best, it's about service and delivery.

"For instance, we once had a delivery of 22 boxes and thought we'd only got 21. As soon as he could our driver came back and showed us where he'd put the 'missing box.' Convenience is another reason why Dawn chooses Viking. Even when she's not at school she can use her iPad to browse our website, to see what's in stock and purchase items.

If Dawn can't find what she needs online then she can call her own

Business Development Manager Lisa Fenn, something she's even done at the weekend!

"I always get a quick response from Lisa, even when I've rung her up on a Sunday when I'm working from home," said Dawn.

On the rare occasion we don't get it right Dawn said Lisa and our Customer Services Team have resolved problems quickly and our returns policy means that if something does break we send a replacement straight away, unlike our competitors.

Dawn's also noticed how Viking is striving to build a better understanding of school customers by introducing text books and products such as our expert educational heavy duty laminator.

She said it's this level of service that keeps her coming back.

Dawn Packham
Business Manager,
Shaftesbury Primary School

Wonderful service has made me an enthusiastic customer for life! Love Office Depot and Ms. Shirley is an incredible asset.

I'd been saving my reward points to purchase a nice camera. When it arrived something appeared to be wrong with it. We called Office Depot and Cannon and they offered to ship a new one. We were leaving for a long-awaited vacation to Turkey on Wednesday and really wanted to take the camera.

Monday morning we called Executive Relations and spoke to Kam Shirley. She is the reason this is a compliment and not a complaint! It took her two days to finagle a resolution, but she never gave up! Late Tuesday I was on my way to the Office Depot store where the manager was waiting for me.

Office Depot Customer



Supply Chain Diversity



OutSmart Office Solutions' Tier One Partnership with Office Depot has been instrumental in the growth of our organization. We are proud to represent the LGBT business community, and honored to be the National Gay & Lesbian Chamber of Commerce Supplier of the Year.

Dawn Ackerman
President, OutSmart Office Solutions

Office Depot offers one of the most comprehensive Supply Chain Diversity models of its kind. Our industry leadership and innovations serve as important catalysts that significantly expand opportunities for Historically Underutilized Businesses (HUBs). Our support for HUBs, defined as certified minority-, women-, disabled-, and veteran-owned businesses, is advanced through a wide range of initiatives, including programs that have set a new standard for effectiveness within our industry.

Our strategy achieves results. The proof is found in the numbers: Since forming the supply chain diversity team and later a formal program, Office Depot has accumulated spending with HUBs of more than \$2.5 billion. In 2012, \$250 million in HUB sales were generated at Office Depot. Product offerings from our HUB vendors are diverse, ranging from toner and paper to banking supplies, security cameras and safety equipment.



1,800

products our current
HUB Catalog

Supply Chain Diversity Continued

At Office Depot, we expand opportunities by implementing upon a five-part strategy:

1 Seek out HUBs through fairs, tradeshow and an enhanced vendor management process.

We are involved as sponsors and participants in events such as the Women's Business Enterprise National Council's (WBENC) National Conference, the National Minority Supplier Development Council's Annual Conference, and annual events hosted by the Institute for Supply Management (ISM) and DiversityBusiness.com. We also hosted the first ever HUB Vendor Showcase at our Corporate Headquarters, where the Office Depot Merchandising team was able to get to know our diverse vendors better to help discover opportunities for them within the Company. More than 20 vendors participated in the event, which included a reception with Office Depot merchants and executives.

In 2012, Office Depot joined Supplier Connection, a group of 15 large businesses committed to driving small business growth by simplifying access to their global supply chains. Supplier Connection streamlines the application process for small businesses seeking to become suppliers to the group.

2 Offer HUBs an equal opportunity in the vendor selection process.

Efforts to expand HUB opportunities include ensuring that they are well represented in our product assortment, are afforded visibility in our national full-line catalog and have an equal opportunity in the vendor selection process. While we work to create visibility and market opportunity for HUBs, we are also focused on ensuring they have the broadest possible opportunities to grow sales and market share.

3 Form partnerships with diverse businesses and HUB member organizations.

We work collaboratively with a wide range of national organizations, including the National Minority Supplier Development Council (NMSDC), the Women's Business Enterprise National Council (WBENC) and the United States Small Business Administration (SBA), as well as other organizations that share our goal of making a positive impact on economic development through supplier diversity.

4 Market HUBs nationally through catalogs, websites and diversity-oriented media outlets.

Ours was the first and remains the only catalog of its kind in the office products industry. This initiative not only fuels growth in sales, inventory turnover and market expansion for these enterprises – it also provides a simple, easy-to-use mechanism for our business customers, helping them meet their diversity purchasing goals. The fifth annual edition of the HUB Catalog features nearly 1,800 products offered by certified minority-, women-, disabled- and veteran-owned businesses. The broad assortment includes items ranging from writing instruments and binders, picture frames, and eco-friendly cleaning products

5 Empower HUBs by raising their capabilities.

Office Depot works with its Tier One Partners, HUBs that are third-party resellers of Office Depot products, to help them compete more effectively in the marketplace. A unique component of the Office Depot Tier One Program is mentor-protégé support. We make available training and capabilities development that contribute to long-term growth and economic viability of our HUB partners to give Tier One Partners a superior position in the marketplace and maximum opportunity for profitable growth. Office Depot provides product, order fulfillment and a shared services package (customer service, sales and marketing support, etc.) that positions our partners for strong marketplace performance.

Private Brand/Supplier Compliance

Office Depot seeks to partner with suppliers who meet internationally recognized standards in dealings with their workers, the environment in which products are made, and their supply chain operations. We work extensively with an independent, accredited third-party audit partner to conduct onsite supplier audits to ensure that our sourcing factories for our branded products are operating in accordance with our Supplier Guiding Principles.

Our Social Compliance team actively reviews and approves corrective action plans and, based on an internal grading system, requires re-audits by the third-party audit partner as necessary. Office Depot takes a zero-tolerance stance on certain breaches of our policies in which noncompliance by the supplier will result in termination of the relationship.

Select factories with repetitive “Needs Improvement” grading are monitored for corrective action through our continuous improvement process.

Office Depot proactively trains its vendors and factories on local laws, regulations and quality-of-life issues for their employees. During 2012, Office Depot conducted eleven vendor trainings in our Shenzhen and Hangzhou offices in China.

Supplier Guiding Principles

Office Depot requires suppliers who produce goods and services for our Company to uphold our Guiding Principles as a requirement for doing business with us. These Principles are essentially our supplier code of conduct and represent Office Depot’s commitment to source goods and services from suppliers that strive to fully comply with all applicable laws and regulations.

California Transparency In Supply Chains Act Disclosure

Office Depot fully supports the California Transparency in Supply Chains Act, which requires companies to disclose their efforts to ensure that their supply chains are free of slavery and human trafficking and to provide transparency to consumers so they may make more educated purchasing decisions. We implemented the Office Depot social and vendor compliance program in 2003 to uphold the highest ethical, social and environmental standards in the conduct of our business and the operation of our supply chain. Fulfilling this commitment requires a comprehensive set of policies and programs integrated throughout our business operations.

We ensure our compliance with the California Transparency in Supply Chains Act by communicating our Supplier Guiding Principles and working to ensure these Principles are upheld by our business partners who manufacture, assemble and distribute our products. We require verification and certification as a condition of vendor purchasing agreements or purchase order items from each of our direct suppliers. These agreements require that these suppliers comply with applicable laws and regulations, including prohibitions on forced or child labor, slavery and human trafficking. Suppliers and their factories producing Office Depot’s private label and direct import products are selected for a vendor compliance audit. These audits are performed or evaluated by an independent third party to verify compliance with our requirements.



Supplier guiding principles set requirements for:



Labor Standards and Human Rights



Health and Safety



Environment



Bribery and Corruption



Standard Enforcement



Supplier Attestation



Security

Supplier Compliance Metrics

During 2012, Office Depot's vendor compliance team selected key vendors and factories for special attention through a Continuous Improvement Program. Vendors with a "Needs Improvement" grading prior to starting the Program improved their grading to "Minor Needs Improvement" or "Satisfactory", which resulted in a 66 percent improvement (with no major violations).

Factory Inspections 2011 Global vs. 2012 Global

	2012 - Global	2011- Global	Change	Total since program inception in 2002
Total Audits	426	417	9	3563
Initial Audits	103	111	-8	1307
Follow-up Audits*	323	306	17	2256

*This number includes Annual & Re-Audit

Grade

	Global - 2012	Global - 2011	% Improvement
Zero Tolerance**	4%	5%	1%
Needs Improvement	69%	68%	-1%
Satisfactory	27%	28%	-1%

**Zero Tolerance includes Denied Access graded as Zero Tolerance

Governance

Office Depot is a publicly traded corporation listed on the New York Stock Exchange (NYSE) under the ticker symbol “ODP.” We are committed to open, transparent and ethical corporate governance that is responsive to our shareholders. Our 11-member Board of Directors represents the highest governing body of the Company. The majority of our Board of Directors are independent directors who have no material relationship with Office Depot. Our Board of Directors met eleven (11) times during fiscal 2012.

Board Independence

The Board Chairman also serves as Chief Executive Officer of Office Depot. All other Board members are independent Directors of the Corporation who meet the qualifications of “independence” in accordance with the New York Stock Exchange and United States Securities and Exchange Commission (SEC) requirements. Office Depot is committed to maintaining a Board that has a majority of independent Directors.

Board Committee Independence

All Board Members who serve on the Audit, Compensation, and Corporate Governance and Nominating Committees are independent Directors. Certain members of the Board’s Audit Committee qualify as “Audit Committee Financial Experts” within the definition of applicable regulations of the SEC, promulgated pursuant to the Sarbanes-Oxley Act of 2002.

Lead Director

The non-management Directors on our Board select a Lead Director who chairs the Corporate Governance and Nominating Committee, also referred to as the “Governance Committee.” The Lead Director works with the Governance Committee to set agendas for Board meetings and presides over meetings of non-management Directors in executive session. The Lead Director must be an Independent Director as defined by our Corporate Governance Guidelines.

Governance Practices

Office Depot is committed to maintaining an independent Board that is responsive to our shareholders. The Board regularly meets in executive sessions at which the CEO is not in attendance. Under the leadership of the Governance Committee, the Board engages in periodic self-evaluation of its work as a whole. In addition, each Committee conducts evaluations of its own work, and the individual Directors conduct a self-evaluation of their performance.

Executive Compensation

The Compensation Committee reviews and reports to the Board of Directors on all forms of compensation paid (or payable in the future) to executives.

Three standing Board committees – Audit, Compensation, and Corporate Governance and Nominating – are comprised entirely of independent Directors. The Company also has a Finance Committee.

Ethics

Office Depot is committed to the highest standards of ethics and transparency in its operations. We believe organizations that remain loyal to their beliefs and have mechanisms in place to fulfill these goals build a foundation for long-term sustainable success.

The Global Compliance Office provides education and training to build awareness of our ethical business practices and compliance policies among our associates worldwide. Our compliance team's efforts reach every global market each year through a combination of instructor-led and computer-based Code of Ethical Behavior and the Anti-Corruption and Bribery training along with and awareness communications.

In 2012, the Global Compliance Office conducted ethics and compliance training in over 20 countries to reinforce our commitment to doing what is right. Our ethics and compliance program was further strengthened through live instructor-led Anti-corruption and Bribery Policy training to associates in seven markets. An ethics module was also included in the Company's Building Managerial Excellence training course to reinforce the responsibilities that managers have with respect to ethical decision making and handling associate concerns promptly. We also issued a domestic Whistleblower Program and Financial Compliance Policy.

In addition, 1,113 retail locations throughout the North American Retail Division received Anti-Money Laundering Compliance training.

Office Depot regularly evaluates our internal compliance programs against industry standards and validates their effectiveness by engaging outside legal, audit and ethics compliance partners in this evaluation.

Office Depot Hotline

The Hotline is our global ethics and compliance communications forum for associates to voice their concerns or report violations pertaining to financial integrity or our Company policies. Operated by an independent and impartial third party, our Global Compliance Office administers the program to ensure that concerns are thoroughly investigated and routed to the correct investigation team.

We offer an international case reporting solution available in 20 languages via phone and Web, and our domestic hotline program enables associates to anonymously text concerns on ethics matters. Office Depot's reporting mechanisms are designed in accordance with local data privacy requirements, allowing all global associates to communicate any violations of our Code of Ethical Behavior or other relevant Company policies.

Focusing Positive Impact on People

Throughout our 25-plus-year history, a focus on people has been at the heart of Office Depot's culture. Our organization is aligned to ensure that all associates have opportunities to pursue their full potential, and we invest in initiatives that benefit the communities we serve worldwide.

We recruit, hire and promote a diverse workforce and provide many opportunities for all associates to grow their skills and advance their careers. We are proud that our commitment to equal opportunity and an inclusive work environment has earned recognition from esteemed organizations.

The Office Depot Foundation continues to demonstrate leadership in addressing some of society's most pressing needs, especially those of children. The Foundation's work to strengthen nonprofit (civil society) organizations, and its programs to help communities prepare for and recover from natural disasters, also contribute to its award-winning program approach.



A Journey to Caring...

One of the greatest aspects of the work we do at the Office Depot Foundation is that we are constantly on a journey. We reach destinations, but at the same time we always see new goals on the horizon. I am exceptionally fortunate to have the opportunity to help chart this course as well as enjoy the scenery along the path to fulfilling our mission – Listen Learn Care.

Mary Wong
Office Depot Foundation President

Awards & Recognition

	Corporate Equality Index and Best Places to Work
	2012 Top 50 Companies for Executive Women National Association for Female Executives (NAFE)
	2012 "Champion for Drug Free Kids Award" Mary Wong, Office Depot Foundation President
	Special thank you in Little Red Wagon closing credits A feature film about inspiring young philanthropist Zach Bonner and his efforts to raise awareness of youth homelessness
	2011 Winner in the Social Responsibility Category PRNews Nonprofit PR Awards competition The National Backpack Program, referred to as "an iconic corporate social responsibility program"
	2012 Business Partnership Award Florida Commissioner of Education, Gerard Robinson
	"Heart of a Woman" Award

Ten Years of Positive Impact on People

2013	Office Depot honored with National Gay and Lesbian Task Force Corporate Leadership Award		Office Depot Foundation "Be The Difference. Speak Up Against Bullying!" Program launched	Three millionth backpack donated by Office Depot Foundation	
2012	Weekend in Boca attracts record participation		Office Depot finalized agreement with U.S. Army Partnership for Youth Success (PaYS) Program		
2011	Office Depot earns a perfect score on Human Rights Campaign Corporate Equality Index				
2010	10th anniversary of Office Depot Foundation's award-winning National Backpack Program, donating approx. 300,000 backpacks to U.S. children, 2 millionth backpack donated		Dream UP! Career Exploration Program begins		
2007	Barry Kaye College of Business at Florida Atlantic University (FAU) broke ground on the Office Depot Center for Executive Education		Launch of interactive, single-stop benefits web portal	National Disaster Help Desk for Business launched; first Weekend in Boca Civil Society Leadership Symposium takes place	
2006	Office Depot Foundation established as primary philanthropic arm of Office Depot, Inc.		Office Depot earned Community Anti-Drug Coalition of America's Drug-Free Kids Campaign's Humanitarian of the Year with \$800,000 in fundraising		
2005	Extended company benefits to domestic partners of Office Depot associates		Pledged \$1 million to the American Red Cross for Hurricane Katrina relief efforts before the storm hit the Gulf Coast		
2004	Received Corporate Stewardship Award for Large Business from U.S. Chamber of Commerce				
2003	Diversity incorporated into the Company's Global Learning and Leadership Development initiatives		1st Diversity Recruitment Guide for hiring new Office Depot employees		

Foundation

In 2012 the independent, nonprofit Office Depot Foundation marked its fifth full year as the primary charitable giving arm of Office Depot, Inc., although its roots date to 1994. When the Foundation took on this expanded role its first order of business was to develop a set of strategic priorities.

As 2012 drew to a close, there was consensus among those touched by the Foundation's work that the 5 X 5 Program was extraordinarily successful. Not only did it enhance several of its longstanding initiatives, but the Foundation also conceived, planned and implemented significant new programs that clearly made a positive impact on children, families and communities.

The 5x5 Program

These priorities spell out five key ways the Foundation seeks to support of its mission – **Listen, Learn, Care®**.



Helping children succeed in school and in life



Enabling nonprofit organizations to become more efficient and effective



Assisting people and businesses in preparing for disasters, as well as recovering and rebuilding afterward



Strengthening local communities through grants, product donations and volunteerism



Encouraging community development through entrepreneurship and economic innovation

Achieving High Impact

2011 Grants = \$1,948,784

for a wide array of projects benefiting high-priority program areas

2011 Product Donations = \$9,739,015 value

through Caring is Sharing Program and other initiatives

300+ volunteer projects & 2,568 hours of service donated via 2012

Caring Connection, online volunteer recruitment & referral service to organizations nationwide from individuals across the U.S

National Backpack Program



Since its inception this award-winning program has been helping children in grades K-5 to begin the new school year with dignity and confidence. Approximately 400,000 colorful new backpacks filled with essential school supplies were donated to deserving children in all 50 states, the District of Columbia, Puerto Rico and approximately 18 other African, Asian, Central and South American and Caribbean countries during 2012.



**million kids outfitted for
success since 2001**



We know that if we're ever going to break the cycle of poverty, it will come through education. This beautiful donation allows children to enter the school year with supplies that can potentially change their lives. Through this gift, these children are offered the chance at dignity, success and hope for the future.

Angel Aloma
Executive Director, Food For The Poor

60,000

**middle school students
encouraged to dream**



This free program is sponsored by the Foundation in collaboration with the USA TODAY Charitable Foundation to provide copies of USA TODAY to classrooms along with a 16-week curriculum that leads students through the process of researching possible career choices. It culminates in a competition of written essays about their choices. Winning students receive hands-on mentoring to experience what their “Dream Job” is really like.



I learned a lot more about what happens on and off camera. I even got to watch a live broadcast. I’ll no longer think of journalism the same way. It’s indeed a career path for a hard worker, but it’s more than just that. Every day is a new adventure with new stories to write and new people to meet. This experience opened my eyes, and I feel journalism is the right career path for me.

Jenna Nabors

71st Classical Middle School, Fayetteville, N.C.; following her “Dream Job” experience at a tv station in Raleigh, N.C.

Empowering Nonprofits – Weekend in Boca Civil Society Leadership Symposium



This free Foundation Symposium is presented in collaboration with the U.S. Chamber of Commerce Business Civic Leadership Center, SCORE Foundation and Sagamore Institute. It is hosted at Office Depot's Corporate Headquarters to give nonprofit professionals, board members and volunteers the opportunity to learn about best practices and timely strategies for innovation, collaboration and sustainability. During its first five years more than 650 participants from across the country have participated.

The Foundation also ensures that organizations unable to travel to Florida can still have the Weekend in Boca experience. Over the past five years, local government, education and nonprofit leaders across the U.S. (Atlanta, GA; Charlotte, NC; Detroit, MI; Elkhart, IN; Springfield, MA; and Washington D.C.) have participated in "Conversation on Community Renewal" events sponsored by the Office Depot Foundation in collaboration with local partners.



nonprofit professionals, board members & volunteers empowered by innovation, collaboration and sustainability strategies



Weekend in Boca V was an experience I won't forget. I took notes about the substance of the talk and also on ideas for how to enhance, transform and further the organization's mission. The presentations sparked something inside of me as I realized the support the Office Depot Foundation creates for its participants. It was a truly inspiring program and exciting experience.

Roshini Phalgoo
President & Founder, Inspired Leaders, Pembroke Pines, Fla.

Disaster Recovery



\$25,000

**donation to Feed The Children
and 25,000 school backpacks
relieved Hurricane Sandy
victims encouraged to dream**

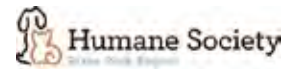
One of the most compelling disaster situations in which the Office Depot Foundation stepped up to help during 2012 was Hurricane Sandy – or as it became known, the Super Storm. To help immediate relief efforts, the Foundation supplied 25,000 backpacks to school children in the affected area and donated \$25,000 to Feed the Children, which was enough to provide more than 150,000 pounds of food and essential supplies.

The Foundation also assisted through the National Disaster Help Desk for Business that it sponsors in collaboration with the U.S. Chamber of Commerce Business Civic Leadership Center. Within the first 30 days after the storm, the Help Desk – a 24-hour, toll-free hotline (1-888-MY-BIZ-HELP) staffed by disaster relief and recovery professionals – fielded more than 900 calls and e-mails seeking assistance and guidance on finding resources.

Other significant Foundation contributions include:



LARIMER HUMANE SOCIETY



Donations to the Care & Share Food Bank of Southern Colorado, the Larimer Humane Society and the Humane Society of Pikes Peak Region following wildfires that burned thousands of acres in Colorado.



Donations making it possible for Feed The Children to send three truckloads of relief supplies to New Orleans, Lake Charles and Baton Rouge following Hurricane Isaac.



As always, the Office Depot Foundation is the first to reach out to those less fortunate, doing what it can to make a difference.

Tony Sellars
Spokesperson for Feed The Children

Global Charity for Children Foundation

Office Depot in Europe and the Middle East started the Charity for Children Foundation because we strongly believe in giving back to the communities in which we live and work. We do that by supporting our future – the children. Our mission comes down to this – to improve the quality of children's lives, their education, their health and welfare by donating funds and products.

Raise a Smile

The Raise a Smile charity campaign included Shared Service Center associates in activities such as the Charity Piggy Bank, H2O Movie Night, Holiday All-Inclusive Food Fair, Charity Sports Cup, and Back-to-School Charity Party. Office Depot also hosted a quilling crash-course led by the children of the Family Reunited Association (AFR). Our team joined forces with AFR for an extreme makeover of their children's day center.

Helping Hands

After winning a Charity for Children Foundation grant, the Shared Service Center worked with the Romanian Foundation for Children, Community and Family (FRCCF) to support vulnerable and marginalized children, so they can grow up in a safe family environment and have access to education and healthcare.

Our work improved quality of life for children in two FRCCF community centers in Cluj-Napoca, Romania:

♥ €11.000 donation to EveryChild and Dumbrava community centers provided more than 5,000 meals to attending children.

♥ The Shoebox of Joy campaign provided 400 children's Christmas gifts. Football and Tennis Charity Cups and Euro-for-Euro matching by Office Depot raised the funds.



**Christmas gifts
and 5,000+ meals
improved the lives of
Romanian children**



Diversity & Equality

Office Depot is committed to an inclusive work environment that values and respects the talents and contributions of every associate. We recruit a workforce that reflects the diversity of the communities we serve, recognizing that our organization only flourishes when we hire, promote and create paths to leadership for women and men of every background.

Our commitment to equal opportunity is driven by Office Depot's core values. Diversity is intrinsic to our values and contributes to our success in the global markets we serve. In addition to our core values, we also live by the following diversity values:

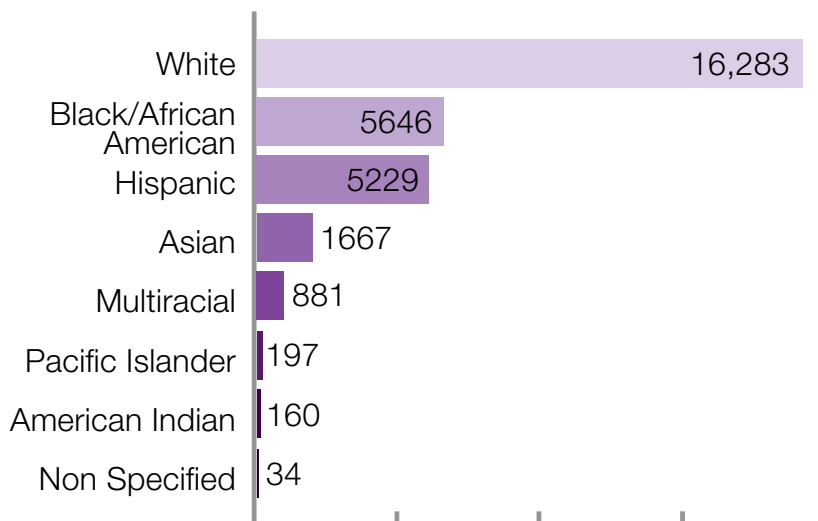
- ♥ We employ a diverse workforce that reflects the communities in which we do business.
- ♥ We offer equal opportunities for advancement and encourage all employees to develop to their full potential.
- ♥ We appreciate the importance of a diverse workforce at the highest levels of management.
- ♥ We embrace new ideas and perspectives and respect individual differences.
- ♥ We do not tolerate harassment of any kind.

To help achieve our inclusion and diversity goals, we engage a broad range of community stakeholders. We reach entire communities through our corporate citizenship efforts. Our outreach and involvement focuses on the health, education and welfare of all children. We support diverse organizations and causes with financial contributions, product donations and volunteer support.

Diversity is Intrinsic to Our Core Values



Demographics – U.S. Associates



Health & Safety

Education and prevention are fundamental components of our goals for a healthier and safer workplace for associates. Our comprehensive program of health screenings and preventive care play a leading role.

At our headquarters we provide regular testing and biometric screenings for a variety of health concerns including leg veins, vision, bone density, hearing, and skin and breast cancers. We also offer free biometric screenings to all full-time U.S. associates (and their spouse/domestic partner if enrolled in an Office Depot medical plan). Free seasonal flu shots, available to all U.S. associates, help them – and the customers they serve – stay healthy.

Vitality Health & Wellness, est. 2012
Vitality Health & Wellness is a fun and unique personalized wellness program with many tools and resources that help associates live healthy. The program includes rewards to keep associates engaged all year long.

HealthyWage “Matchup,” est. 2012
A new associate weight loss challenge, HealthyWage “Matchup” motivates associates by team competition with cash prizes

Safety

Creating and sustaining a safe work environment is a top priority at every Office Depot facility. Many of our facilities worldwide have earned OHSAS certification via an international assessment structured to help organizations reduce occupational health and safety risks.



Participate & Earn Points

- ♥ Fitness Activities
- ♥ Prevention Screenings
- ♥ Healthy Eating Plans

Redem Points for Cool Stuff

- ♥ Bicycles
- ♥ Vacation Packages
- ♥ Big Screen TVs



**224 associates
in groups of 5**

VS.



**co-workers,
other departments,
and companies**

= Loss of nearly 1,900 pounds

Opportunity & Training



The program has reinforced my belief that for any leader to succeed, you need to develop the strengths of your team and have a strategic plan for the future. As individuals we may be strong, but as a team working as one unit you can do the impossible.

Melissa Barry
Senior Manager, IT

Our comprehensive training and leadership development programs ensure that every associate has a path to achieve professional growth. Our extensive course offerings and educational partnerships strengthen associate effectiveness in their current positions while expanding their prospects for career growth. These programs include comprehensive, in-depth curricula for frontline associates as well as leaders at every level, from newly promoted managers to Company officers.



Emerging Managers Graduates

Emerging Managers

In 2012, Learning and Development launched a new “Emerging Managers” leadership program for high performing, high potential associates who have not been in a manager role before, but demonstrate leadership capacity and have a strong interest in becoming a manager. The four-month, nomination-only program is facilitated by company leaders and focuses on developing the leadership skills and competencies needed to take on management responsibility.

This extensive program was based upon outside research and internal feedback, using a blend of learning approaches: instructor-led, independent study, e-learning, online group discussions, assessments and peer-to-peer learning.

Why Green?



Over the last 10 years our answer to the question 'why green' has evolved significantly.

There are many reasons to have an environmental strategy – but ultimately it is about trying to make a positive impact on the business...and the world."

Yalmaz Siddiqui
Senior Director, Environmental Strategy

Our environmental strategy is unfolding in three main phases:

Phase 1: 2003 - 2005

Reduce Risk

In 2003, Office Depot hired its first Director of Environmental Affairs: Tyler Elm. His main task was to help reduce risks associated with sourcing paper.



Tyler helped launch the Forest & Biodiversity Conservation Alliance, a 5-year partnership with three of

the world's leading conservation organizations: NatureServe, Conservation International and The Nature Conservancy.

Phase 2: 2006 - 2013

Find Opportunity

In 2006, we expanded focus and launched a comprehensive strategy to buy greener, be greener and sell greener. Effective implementation of this strategy helped us save money, attract customers and reduce our environmental footprints. We also gained recognition as America's #1 greenest large retailer by Newsweek magazine in 2010, 2011 and 2012.

Phase 3: 2014 Onwards

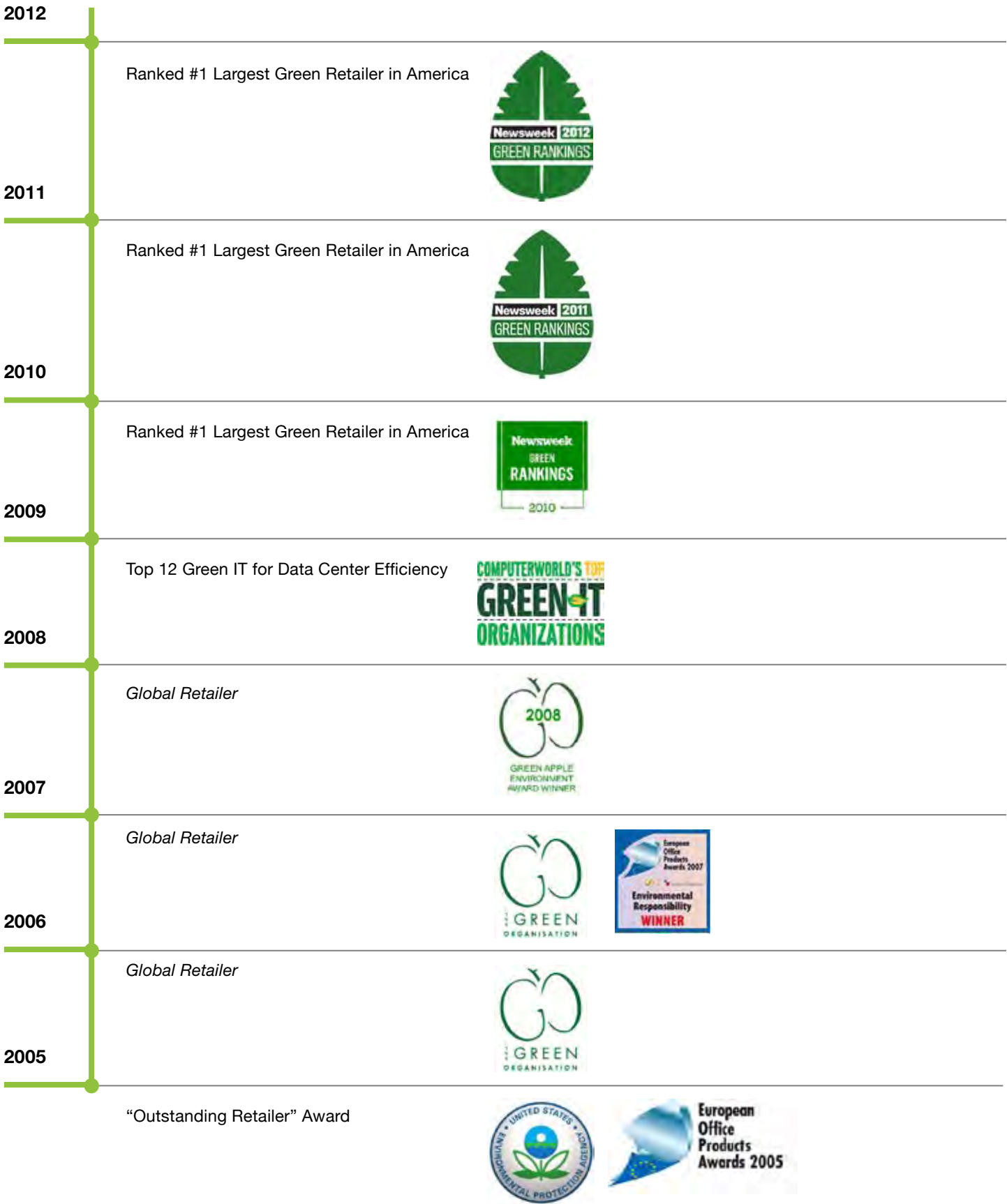
Seek Positive Impact

The next phase of our green strategy is one in which we are going to ask a tough question, Can Office Depot actually leave a positive impact on the planet? It is tough as it raises many new questions, which we will answer in the years ahead: "What are the metrics? Where do our impacts stop and our suppliers or customers' impacts begin? What is included or excluded?" We will answer these questions in the years ahead.

Key Awards & Recognition 2012

	Newsweek Green Ranking - Greenest large retailer in America
	Environmental Protection Agency's (EPA) ENERGY STAR® Leader For leadership in Reducing Greenhouse Gas Emissions
	LEED for Commercial Interiors (CI) Newville, PA Distribution Center
	Climate Leadership Goal Achievement Award for Excellence in Greenhouse Gas Management US Environmental Protection Agency, ACCO, C2ES and The Climate Registry.

Selected Enviromental Awards 2003 - 2012



Buy Greener



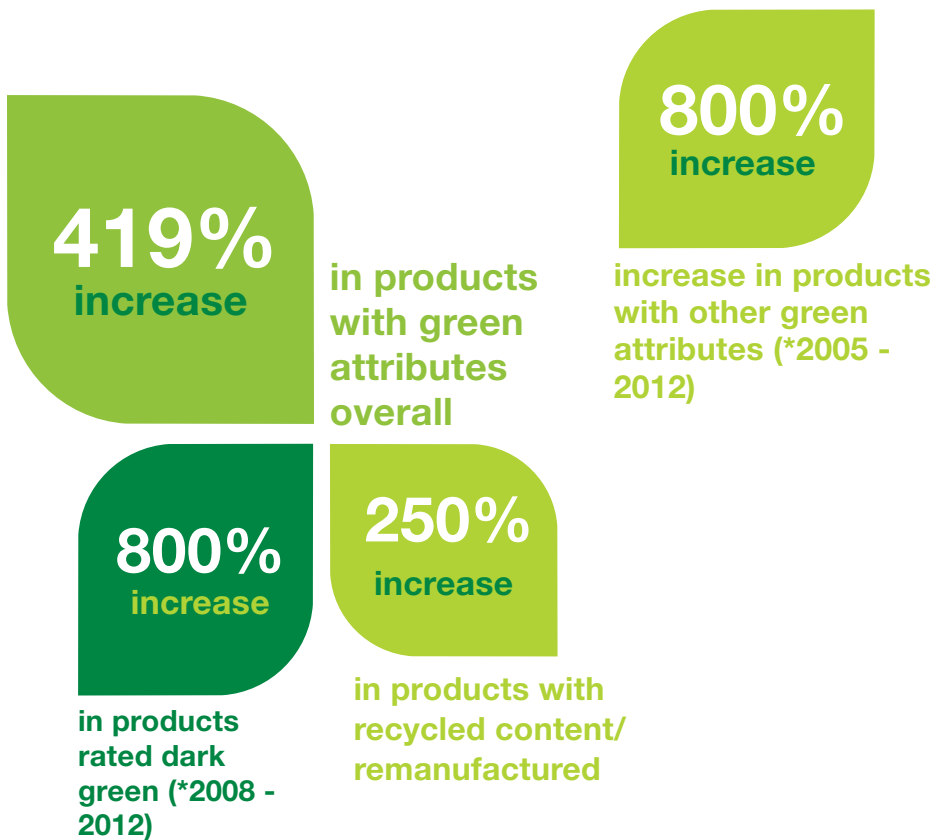
Between 2003 and 2012 we grew our green assortment by over 400%. We've been sourcing products with environmental attributes for more than 10 years now, and have greener options in nearly every merchandise category.

Rob Koch
SVP, Merchandising

When we started actively buying greener in 2003, our task was simple. We sought products with recycled content and asked vendors to increase the recycled percentage of their products. But while recycled is an important attribute, we know "green" is much more than that. However, since there is no standard definition for "greener," we have spent much time creating Office Depot's rating system for greener products. Based on these ratings we have grown our green assortment to nearly 11,000 items. We also actively buy greener products for our own use.

Greener Products in Office Depot Assortment 2003- 2012

See U.S. Dashboards for full data.



While creating our own green rating system has helped us and our customers, it has not solved the problem of a lack of a standard definition for "green" overall. As such, we have been active in multi-stakeholder efforts on this topic. We were supporters of the Green Products Roundtable, and were instrumental in creating its successor, the Sustainable Purchasing Leadership Council. These initiatives have the potential to transform how institutions buy, and as such, reflect a major milestone in our journey to positive impact.



Ten Years of Buying Greener*

2012	Grow greener product assortment by 419% over 10 years Finalize work with World Wildlife Fund on new Greener Paper Purchasing Policy Become first company to help fund Sustainable Purchasing Leadership Council  
2011	Reach milestone of 10,000 greener products for resale 48% of greener products in Europe have a third party ecolabel Start process to obtain signed affidavits for all green claims by vendors
2010	Join World Wildlife Fund's Global North America Forest & Trade Network, building on Office Depot Europe's long-standing membership Greener purchasing policies for supplies, technology, furniture & cleaning products for LEED Existing Buildings Certification of our Global Headquarters Launch Office Depot GreenerOffice™ brand identity 
2009	Receive Responsible Purchaser of the Year Award from Responsible Purchasing Network  Hire Zulema Ledesma as Senior Analyst, Environmental Products, to verify vendor environmental claims Develop system to rate products as light, mid or dark green 
2008	Design icons for greener attributes, beyond 'recycled'  52% of marketing papers are FSC certified 

*Unless otherwise stated, achievement and data is for Office Depot North America. If achievement is from Europe, only main markets are included: Austria, Belgium, Czech Republic, France, Germany, Italy, Netherlands, Switzerland, Spain, UK & Ireland

Ten Years of Buying Greener* Continued

2007			
	Source 4,300 products with greener attributes or ecolabels in Europe	Source 5,200 products greener attributes or ecolabels in North America	Launch Office Depot Green™ range of products 
2006			
	Launch global environmental policy and strategy to 'buy greener, be greener and sell greener'		
2005			
	Achieve 30% average post consumer recycled content for copy paper use in the U.S.	68% of wood-based furniture components in Office Depot UK are FSC certified 	
2004			
	Release first Environmental Paper Purchasing Policy 	Publicly cut contracts with selected paper suppliers due to environmental concerns	35% recycled copy paper becomes default for Black & White printing in Copy Centers
2003			
	Establish Forest & Biodiversity Conservation Alliance – a 5-year, \$2.2 million partnership with Conservation Science Groups   		

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Be Greener

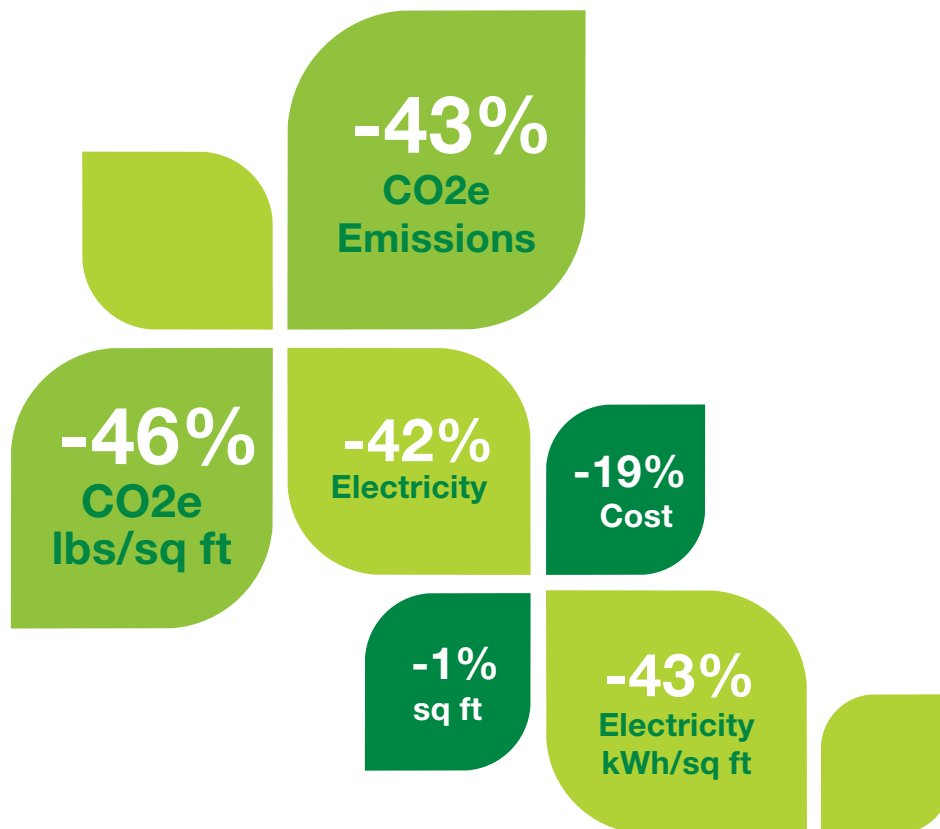


In the last 10 years we've implemented many rounds of energy efficiency efforts in our North American facilities. We've saved millions of dollars in energy costs and lowered our carbon footprint by 43%. That's a win-win.

Ed Costa
VP Real Estate and Construction

10 Years of Carbon, Electricity and Cost Reduction

See U.S. Dashboards for full data.



In 2003 Office Depot managed 34.4 million square feet of facilities across North America. By 2012 the facilities footprint had grown by 1%, but total carbon footprint was down 43%. That remarkable reduction of one of our main environmental impacts arose from to a culture of innovation and willingness to pilot new ideas in our real estate and construction teams. The fact that each round of energy efficiency delivered millions of dollars in savings certainly helped. Our big lesson – the boring stuff works. Lighting, HVAC, energy management systems may not be sexy, but they save.



Our Greener Office Delivery Service has delivered three major benefits. By shipping orders in bags instead of boxes we've saved money, reduced our material footprint and delighted our customers. We have also differentiated our company and won new contracts. It is amazing what a small paper bag can do.

Ten Years of Being Greener*

2012	Facilities carbon footprint drops to 246,400, down 43% from 2003, helping win EPA Climate Leadership Award for achieving carbon reduction goal one year ahead of schedule	Store fixtures reuse program keeps nearly 3,800 tons of fixtures out of landfills since re-launch in 2010
2011	91% of waste is recycled in Europe* and most facilities in Europe become ISO14001 certified	1.7 million square feet of buildings are LEED certified Start delivering orders by bicycle in Portland, Oregon 
2010	Global Headquarters achieves LEED for Existing Buildings Gold Certification  	GreenerOffice™ Delivery Service, revolutionize office supply delivery  Pilot office supply bicycle delivery in London, UK 
2009	New UK Headquarters achieves BREEAM 'Very Good' rating for innovative green building design 	Complete reflector retrofit project – removing 1 out of 3 bulbs in American stores, achieving 84% Internal Rate of Return and substantial energy and carbon footprint reduction Office Depot LEED Gold store in Austin, TX receives Chain Store Age Magazine's Environmental Store of the Year award
2008	Open world's first LEED certified retail prototype store in Austin, TX 	Earn \$4.8 million from recycling of operational waste from stores, distribution centers, and headquarters

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Ten Years of Being Greener* Continued

2007

Win US EPA Smartway Excellence Award for fuel efficiency and carbon measurement

71 % of waste recycled in Europe

Announce comprehensive Greenhouse Gas reduction strategy

2006

Complete \$20 million investment in energy efficiency, focused on T5 lights and Energy Management Systems

Join US EPA Smartway Transportation Program

Install balers to recycle cardboard in stores across America



2005

Switch to fuel-efficient Sprinter Vans



Pilot programs to recycle shrink wrap, metal and plastic from distribution centers

2004

Save over 1 million gallons of fuel by switching from truck to intermodal for long-distance transportation



Start energy efficiency pilots at stores and distribution centers

2003

Implement recycling program targeting 80% of waste stream at Headquarters and Distribution centers

Provide reusable mugs to Associates at Global HQ

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Sell Greener



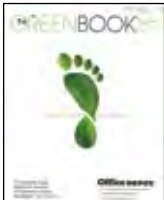
Our environmental strategy differentiates our company. It has helped us win new customers, retain existing ones, and helped us brand Office Depot as a trusted advisor for any organization trying to go greener.

Steve Calkins
SVP, Business Solutions Division

For the last decade, Office Depot's efforts to "sell greener" have been focused mainly on buyers with high propensity for greener purchasing – large companies and government agencies. Our first green catalog was created in 1999, and we will release our 10th and final Green Book in 2014. Final, because we know the world of greener purchasing is moving online, and we want to bring the type of innovation and customer-centricity we delivered with the Green Book into our web channel. We believe that selling greener is the main way we drive a positive impact. As we nudge our customers to greener choices, the supply chain responds.



Ten Years of Selling Greener*

2012	Green attribute product sales reach nearly \$2 Billion in North America and over €300 million in Europe	33.6% of all copy paper sold is recycled or FSC certified	Release 9th Green Book Catalog 
2011	Launch Green Select Cart to 'nudge' online shoppers to greener choices	Ring NYSE closing bell to announce partnership with ICLEI to roll out Green Business Challenge in cities across America 	Host 5th annual Leadership in Greener Purchasing Awards – recognize Google, Facebook, State of Washington City of Portland and others for greener purchasing
2010	Release 8th Green Book 	Work with ICLEI and the City of Chicago to launch the Chicago Green Office Challenge – a friendly competition to encourage greener practices among private and public sector organizations 	Launch Recycling Rules, which gives schools gift cards for free supplies for returning empty ink & toner cartridges
2009	Release 7th Green Book 	Launch European Greener Office Guide to educate customers and prospects on greener choices	Launch nationwide tech recycling service
2008	Release 6th Green Book 	Launch European Greener Office Guide to educate customers and prospects on greener choices	Create Greener Alternatives Tool to show contract customers economic savings of high volume greener purchases, helping facilitate switch to greener products

*Unless otherwise stated, achievement and data is for Office Depot North America. If achievement is from Europe, only main markets are included: Austria, Belgium, Czech Republic, France, Germany, Italy, Netherlands, Switzerland, Spain, UK & Ireland

Ten Years of Selling Greener* Continued

2007	Release 5th Green Book 	Announce 1st Green Customer Awards – Recognize JPMorganChase, MIT, Southwest Airlines and others for greener purchasing	Start tracking The Green Book product revenue – green sales baseline is \$1.35 Billion
2006	Release 4th Green Book 	Launch officedepot.com/greeneroffice website to showcase over 4,000 greener products online 	Launch Green Book catalogs in 7 countries in Europe
2005	Release 3rd Green Book		Implement search functionality online to help customers find 'recycled' and remanufactured products
2004	Host one of world's largest tech recycling drives in partnership with HP and U.S. EPA, collecting over 10.4 million		
2003	Release 2nd Green Book 		Launch Ink & Toner recycling program to encourage customers to return empty cartridges
2003	Release 1st ever Green Book as the Recycled Products catalog 		Establish Forest & Biodiversity Conservation Alliance – a 5-year, \$2.2 million partnership with Conservation Science Groups

*Unless otherwise stated, achievement and data is for Office Depot North America. If achievement is from Europe, only main markets are included: Austria, Belgium, Czech Republic, France, Germany, Italy, Netherlands, Switzerland, Spain, UK & Ireland

Tell Greener



The year 2012 represents 10 years of transparency on environmental performance for Office Depot. I am proud to have developed our best-in-class environmental dashboard and look forward to telling our green story in new ways in the years ahead.

Shela Fletcher
Senior Manager, Environmental Strategy



PwC has provided a third party review of our environmental data for most of our reports over the last 10 years. We're proud of our environmental transparency record – and even prouder that we're leading the private sector in independent verification.

10 Years of Environmental Transparency



2012 Office Depot North American Environmental Dashboard

PricewaterhouseCoopers LLC (PwC) reviewed data highlighted in grey. We referenced the Global Reporting Initiative's (globalreporting.org) guidelines G3.1 see column marked GRI. Numbers have been rounded for reporting purposes based on estimated values. Unless otherwise noted, data is for U.S. and Canada and tons refers to short tons.

Objective: Buy Greener

Functional Owners	Responsibility	#	Environmental Metrics & Submetrics	GRI	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	1YR 11-12	5YR 08-12	10YR 03-12			
Merchandising	Source greener products for resale	1.0	Greener products in Office Depot assortment ^{1,2,4,5,6}	EN26	2,100	2,100	3,800	4,000	5,200	6,100	9,200	9,000	10,000	10,900	9%	79%	419%			
			1.0.1 Postconsumer recycled products (≥10% PCR) ^{1,2,3,6}	EN26	2,000	2,000	3,000	3,000	3,600	3,900	6,000	5,800	6,200	7,000	13%	79%	250%			
			1.0.2 Postindustrial recycled products (≥20% PIR, 0% PCR) ^{1,2,6}	EN26	100	100	500	500	400	500	800	1,700	700	700	0%	40%	600%			
			1.0.3 Products with other green attributes ^{1,2,5,6}	EN26	Not yet tracked			300	500	1,200	1,700	2,400	1,500	3,100	3,200	3%	88%	NA		
			1.1 Number of attributes in Office Depot GreenerOffice Rating System ^{TM 7}	NA	2	2	9	10	13	18	18	18	18	18	0%	0%	800%			
			1.2 Green attributes across assortment ^{1,2,4,5}	EN26	Multiple green attributes not yet tracked					6,100	9,500	9,400	10,900	12,200	12%	100%	NA			
			1.3 'Light green' rated products ^{1,2}	EN26	GreenerOffice Rating System not yet developed					3,100	3,500	2,800	2,200	2,500	14%	-19%	NA			
			1.4 'Mid green' rated products ^{1,2}	EN26	GreenerOffice Rating System not yet developed					2,900	5,400	5,700	6,900	7,500	9%	159%	NA			
			1.5 'Dark green' rated products ^{1,2}	EN26	GreenerOffice Rating System not yet developed					100	300	500	900	900	0%	800%	NA			
			1.6 Total number of products in assortment ²	NA	88,000	94,000	87,000	84,000	89,000	84,000	79,000	74,000	72,000	73,000	1%	-13%	-17%			
Merchandising operations & quality assurance	Verify product environmental claims	2.0	Greener products with ecolabels or signed affidavits for environmental claims ^{1,2,5,8}	EN26	Certification tracking not yet developed				100	400	850	1,500	3,700	9,200	149%	2200%	NA			
			2.0.1 Greener products with ecolabels ^{1,2,4,5}	EN26	Certification tracking not yet developed				100	400	850	1,500	2,700	3,000	11%	650%	NA			
			2.0.2 Greener products with signed affidavits for environmental claims ^{1,2,8}	EN26	Certification tracking not yet developed				NA	NA	NA	1,000	6,200	520%	NA	NA				
			2.1 Number of Ecolabels in Office Depot GreenerOffice Rating System ^{TM 7}	EN26	Certification tracking not yet developed				3	10	10	15	30	30	0%	200%	NA			
			2.2 Ecolabels across assortment ^{1,2,4,5}	EN26	Certification tracking not yet developed				NA	400	1,100	2,000	3,800	4,600	21%	1050%	NA			
			2.3 Greener products with ecolabels, percent ^{1,2}	EN26	Certification tracking not yet developed				2%	7%	9%	17%	27%	28%	4%	300%	NA			
			2.4 Greener products with ecolabels or signed affidavits, percent ^{1,2}	EN26	Certification tracking not yet developed				NA	NA	NA	NA	37%	84%	127%	NA	NA			
			2.5 Products with ecolabels rated 'Meet industry norms' by Office Depot ^{2,5}	NA	Certification tracking not yet developed				NA	NA	NA	NA	2,000	2,000	0%	NA	NA			
			Print production, indirect procurement & paper merchandising	Source greener papers	3.0	Greener marketing paper fiber, percent by weight ^{5,9,10,1}	EN14	NA	NA	NA	1%	2%	54%	61%	73%	72%	71%	-1%	33%	NA
						3.0.1 FSC certified marketing paper fiber, percent by weight ^{9,10,11}	EN14	NA	NA	NA	0.1%	1.2%	51.5%	59.2%	68.4%	70.4%	69.3%	-2%	35%	NA
3.0.2 Recycled marketing paper fiber, percent by weight ^{10,11}	EN2	NA				NA	NA	1.2%	0.7%	2.1%	1.4%	4.8%	1.7%	1.8%	3%	-16%	NA			
3.1 SFI / PEFC certified marketing paper fiber, percent by weight ^{5,9,10}	EN14	NA				NA	NA	59.1%	64.6%	31.6%	38.1%	35.1%	NA ⁴⁸	23.9%	NA	-24%	NA			
3.2 Total weight of marketing papers, tons ¹⁰	NA	NA				NA	NA	60,400	54,800	57,000	34,900	34,200	29,500	23,300	-21%	-59%	NA			
Submetrics	3.3 Greener copy papers in Office Depot assortment ^{1,2,5,21}	EN26			60	60	120	160	170	150	160	200	250	260	4%	73%	333%			
	3.4 Total number of copy paper ^{2,21}	NA			290	320	370	420	410	280	340	360	460	480	4%	71%	66%			
	3.5 Greener copy papers, percent ^{1,2,5,21}	EN26			20.7%	18.8%	32.4%	38.1%	41.5%	53.6%	47.1%	55.6%	53.8%	54.8%	2%	2%	165%			
	3.6 Recycled copy papers (≥10% PCR), percent ^{1,2,21}	EN26			20.7%	18.8%	32.4%	38.1%	40.3%	51.5%	44.6%	45.6%	42.1%	39.3%	-7%	-24%	90%			
	3.7 FSC certified copy papers (0% PCR), percent ^{2,9,20,21}	EN14			Certification tracking not yet developed				1.2%	2.1%	2.5%	10.0%	11.7%	15.5%	32%	638%	NA			
Submetrics	3.8 SFI / PEFC certified copy papers (0% PCR), percent ^{2,5,9,20,21}	EN14	Certification tracking not yet developed				13.6%	21.6%	22.0%	26.7%	25.6%	14.6%	-43%	-32%	NA					
	3.9 Copy papers with no ecolabels or green attributes, percent ^{2,21}	NA	79.3%	81.3%	67.6%	61.9%	44.9%	24.8%	30.9%	40.0%	20.6%	30.6%	49%	23%	-61%					
	Indirect procurement & executive assistants	Purchase greener products internally	4.0	Greener purchasing, office supplies at Office Depot HQ ^{1,5,10,22}	EN26	GreenerOffice Rating System not yet developed				45%	60%	55%	44%	41%	-7%	-9%	NA			
				4.0.1 'Light green' purchasing, office supplies at OD HQ ^{1,5,10,22}	EN26	GreenerOffice Rating System not yet developed				8.5%	12.0%	9.3%	4.9%	4.8%	-2%	-44%	NA			
4.0.2 'Mid green' purchasing, office supplies at OD HQ ^{1,5,10,22}				EN26	GreenerOffice Rating System not yet developed				36.4%	47.0%	44.7%	38.2%	35.8%	-6%	-2%	NA				
4.0.3 'Dark green' purchasing, office supplies at OD HQ ^{1,5,10,22}				EN26	GreenerOffice Rating System not yet developed				0.6%	1.1%	1.4%	0.9%	0.4%	-56%	-33%	NA				
4.1 Copy paper spend compliant with greener paper policy (≥30% PCR), percent ^{10,21,23}				EN2	NA	NA	NA	NA	NA	87.2%	88.7%	88.1%	87.0%	87.9%	1%	1%	NA			
4.2 Postconsumer recycled fiber in copy paper purchased at ODHQ ^{10,21,23}				EN2	NA	NA	NA	NA	NA	32.4%	31.4%	28.2%	27.0%	26.5%	-2%	-18%	NA			

Objective: Be Greener

Functional Owners	Responsibility	#	Environmental Metrics & Submetrics	GRI	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	1YR 11-12	5YR 08-12	10YR 03-12		
Supply chain, facilities & store operations	Reduce our waste footprint	5.0	Waste footprint, tons ^{10,24,25}	EN22	NA	NA	NA	NA	NA	NA	30,200	28,900	28,300	29,900	6%	-1% ³¹	NA		
			Submetrics	5.1 Waste avoided through recycling, tons ^{10,24,25}	EN22	NA	NA	NA	NA	NA	NA	21,700	20,820	21,010	19,410	-8%	-11% ³¹	NA	
				5.1.1 Paper and cardboard recycled, tons ^{10,24,25}	EN22	NA	NA	NA	NA	NA	NA	20,900	19,800	19,900	18,300	-8%	-12% ³¹	NA	
				5.1.2 Technology recycled (at OD HQ only), tons ^{10,24,25}	EN22	NA	NA	NA	NA	NA	NA	80 ⁴¹	20	10	10	0%	-88% ³¹	NA	
				5.1.3 Plastic, metal, wood and mixed materials recycled, tons ^{10,24,25}	EN22	NA	NA	NA	NA	NA	NA	800	1,000	1,100	1,100	0%	38% ³¹	NA	
				5.2 Store shelving and fixtures reused, tons ^{10,24,27}	EN22	NA	NA	NA	NA	1,800	1,000	700	900	300	2,400	700%	140%	NA	
				5.3 Recycling rate ^{10,24,25}	EN22	NA	NA	NA	NA	NA	NA	42%	42%	43%	39%	-8%	-5% ³¹	NA	
				5.4 Cost of waste ^{10,24,25}	EN22	NA	NA	NA	\$5M	\$5.3M	\$4.8M	\$3.98M	\$3.81M	\$3.63M	\$3.63M	0%	-9%	NA	
				5.5 Recycling income ^{10,24,25}	EN22	NA	NA	NA	\$2.6M	\$3.2M	\$3.1M	\$1.78M	\$2.43M	\$2.93M	\$2.03M	-31%	14%	NA	
				5.6 Waste intensity, lbs per square ft ^{10,24,25,26}	EN22	NA	NA	NA	NA	NA	NA	1.56	1.60	1.56	1.71	10%	NA	NA	
5.7 Delivery packaging footprint for customer orders, tons ^{10,28}	NA	NA	NA	NA	NA	NA	NA	NA	NA	12,000	8,300	-31%	NA	NA					
5.8 Cost of delivery packaging for customer orders ^{10,28}	NA	NA	NA	NA	NA	NA	NA	NA	NA	\$11.8M	\$8.74M	-26%	NA	NA					
Supply chain, facilities & construction	Reduce our facilities' carbon footprint	6.0	Facilities' carbon footprint, metric tons CO ₂ e ^{25,32,33,34,36}	EN16 EN18	434,600	442,800	428,500	387,400	396,000	401,000	358,000	319,000	281,000	246,400	-12%	-39%	-43%		
			Submetrics	6.1 Carbon avoided through offsets (RECs) ^{10,25,35}	EN4	NA	NA	NA	97,500	13,000	80	8,000	7,800	22,000	7,800	-65%	9650%	NA	
				6.2 Carbon footprint net of offsets (RECs) ^{25,32,33,34,35,36}	EN4	NA	NA	NA	289,900	383,000	400,920	350,000	311,200	259,000	238,600	-8%	-40%	NA	
				6.3 Natural gas and propane, mmBTU ^{25,32,33,37}	EN3	367,900	362,000	339,000	292,200	361,000	381,000	400,000	366,000	338,000	245,800	-27%	-35%	-35%	
				6.4 Cost of natural gas ^{25,32,33,37}	EN3	\$3.4M	\$3.5M	\$4.1M	\$3.8M	\$4.2M	\$4.4M	\$4.2M	\$3.7M	\$3.1M	\$2.2M	-29%	-50%	-35%	
				6.5 Electricity, MWh ^{25,32,33,37}	EN4	690,800	691,200	668,200	600,800	625,000	628,000	552,000	499,000	433,000	403,900	-7%	-36%	-42%	
				6.6 Cost of electricity ^{25,32,33,37}	EN4	\$51.7M	\$54.3M	\$57.8M	\$56.7M	\$60.0M	\$67.5M	\$56.8M	\$51.3M	\$46.6M	\$42.0M	-10%	-38%	-19%	
				6.7 Renewable electricity credits (RECs), MWh ^{10,35}	EN4	NA	NA	NA	71,800	25,000	160	15,500	15,000	42,300	15,000	-65%	9275%	NA	
				6.8 Renewable electricity credits (RECs), percent ^{10,25,35}	EN4	NA	NA	NA	12%	4%	0.03%	3%	3%	10%	4%	-63%	12279%	NA	
				6.9 Facilities footprint, buildings leased or owned, square ft ^{25,32,33,37}	NA	34.4M	36.0M	36.5M	37.9M	39.2M	39.9M	38.8M	36.2M	36.3M	34.9M	-4%	-13%	1%	
				6.10 Energy intensity, kWh per square ft ^{25,32,33,37}	NA	20.26	19.24	18.38	15.90	15.93	15.76	14.21	13.78	11.94	11.60	-3%	-26%	-43%	
				6.11 Carbon intensity, lbs CO ₂ e per square ft ^{26,32,33,34}	EN16	28.87	27.20	26.10	22.60	22.25	22.18	20.32	19.44	17.10	15.60	-9%	-30%	-46%	
				6.12 Energy Star certified facilities, square ft ¹⁰	NA	No ENERGY STAR certified facilities					NA	NA	21,000	653,000	850,000	30%	NA	NA	
				6.13 LEED certified facilities, square ft ¹⁰	NA	No LEED certified buildings					20,900	NA	21,000	656,000	873,000	1.69M	94%	709%	NA
6.14 LEED registered and certified facilities, square ft ¹⁰	NA	No LEED registered or certified buildings					20,900	20,900	655,000	1.72M	1.91M	2%	814%	NA					
Logistics and transportation	Reduce our transportation carbon footprint	7.0	Transportation Carbon footprint, CO ₂ e metric tons ^{10,42,43,45,46}	EN16 EN17	NA	NA	156,400	138,000	124700	10700	93,700	NA	NA	NA	NA	NA	NA		
			Submetrics	7.1 Delivery to customers, fuel gallons ^{10,42,43}	EN16	NA	NA	2.6M	2.1M	2.4M	3.3M	2.0M	NA	NA	NA	NA	NA	NA	
				7.2 Delivery to stores, fuel gallons ^{10,42,45}	EN16	NA	NA	10.4M	8.8M	7M	5.3M	4.8M	NA	NA	NA	NA	NA	NA	
				7.3 UPS, fuel gallons ^{10,44}	EN16	NA	NA	2.6M	2.6M	3M	2M	2M	NA	NA	NA	NA	NA	NA	
				7.4 Customer orders ^{10,47}	NA	NA	NA	NA	20M	21.4M	26.7M	22.4M	NA	NA	NA	NA	NA	NA	
				7.5 Average pounds CO ₂ e per order, pounds per order ^{10,42,43,47}	EN16	NA	NA	NA	5.16	5.40	4.74	3.99	NA	NA	NA	NA	NA	NA	NA
Construction & facilities	Reduce our water footprint	8.0	Water footprint, gallons ^{25,37,39,40}	EN8	NA	NA	NA	NA	NA	NA	NA	NA	NA	188.8M	NA	NA	NA		
			Submetrics	8.0.1 Water footprint, actual, gallons ^{25,37,40}	EN8	NA	219.0M	250.0M	330.0M	216.3M	182.8M	154.5M	142.6M	143.7M	144.9M	1%	-21%	NA	
				8.0.2 Water footprint, estimated, gallons ⁴⁰	EN8	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	43.9M	NA	NA	NA
				8.1 Cost of water and sewage ^{25,37}	EN8	NA	\$1.64M	\$1.80M	\$2.14M	\$2.24M	\$2.41M	\$2.39M	\$2.35M	\$2.44M	\$2.50M	2%	4%	NA	
				8.2 Water intensity, gallons per sq ft ^{25,26,37,39,40}	EN8	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	4.15	NA	NA	NA

Numbers have been rounded for reporting purposes based on estimated values. Unless otherwise noted, data is for U.S. and Canada and tons refers to short tons.

10 Years of Defining Green

Milestones:

Green Defined:

Attributes:

Published First "Green Book"™		Expanded Green Attributes		Developed Green Attribute Icons		Developed GreenerOffice Rating System™ - 'Shades of Green'			
Recycled / Remanufactured		Recycled / Remanufactured and Other Green Attributes							
Recycled Remanufactured	Recycled Remanufactured	Recycled Remanufactured Recycling solutions Refills/Refillable Rewritable Energy Efficient Conserves Energy Reduced chemicals Biodegradable	Recycled Remanufactured Recycling solutions Refillable/Refills Rechargeable Rewritable Energy Efficient Conserves Energy Reduced chemicals Biodegradable	Recycled Remanufactured Recycling solutions Resp. Forestry Refills/Refillables Rechargeable/Recharger Rewritable Energy Efficient Helps Conserves Energy Renewably Powered Reduced chemicals Chlorine Free Biodegradable	<u>Saves Energy:</u> Energy Efficient Helps Conserve Energy Renewably Powered Carbon-balanced <u>Safer Chemicals:</u> Reduced harsh chemicals Chlorine Free Plant-based Formula Biodegradable in water	<u>Saves Resources:</u> Recycled Remanufactured Recycling solutions Responsible Forestry Plant-Based Material Compostable Rapidly Renewable Refills/Refillables Reusables Rechargeable/Recharger Rewritable	<u>Saves Resources:</u> Recycled Remanufactured Recycling solutions Design for Recyclability Responsible Forestry Plant-Based Material Compostable Rapidly Renewable Refills/Refillables Reusables Rechargeable/Recharger	<u>Saves Energy:</u> Energy Efficient Helps Conserve Energy Renewably Powered Carbon-balanced <u>Safer Chemicals:</u> Reduced harsh chemicals Chlorine Free Plant-based Formula Biodegradable in water	

Bold = Newly introduced

Bold = Removed

Year	Recycled/Reman	Other Green Attributes	Light Green	Mid Green	Dark Green
2003	2,000	0	0	0	0
2004	2,000	0	0	0	0
2005	3,500	200	0	0	0
2006	3,800	200	0	0	0
2007	4,000	1,000	0	0	0
2008	4,500	1,500	0	0	0
2009	3,500	1,500	1,500	5,500	500
2010	2,800	1,500	1,500	6,200	500
2011	2,800	1,500	1,500	6,200	500
2012	2,800	1,500	1,500	6,200	500

10 Years Reducing Our Facilities' Carbon Footprint

CO2e Metric

Varies, see Key

Legend:

- Electricity, CO2e MT (Dark Gray Bar)
- Natural Gas, CO2e MT (Medium Gray Bar)
- HFCs/Propane, CO2e MT (Light Gray Bar)
- Electricity 10,000 MWh (Blue Line with Square Markers)
- 1,000,000 sq ft (Brown Line with Square Markers)
- CO2 lbs per sq ft (Red Line with Square Markers)
- kWh per sq ft (Pink Line with Square Markers)
- Utility Costs, \$1M (Black Line with Square Markers)

Year	Electricity, CO2e MT	Natural Gas, CO2e MT	HFCs/Propane, CO2e MT	Electricity 10,000 MWh	Utility Costs, \$1M	1,000,000 sq ft	CO2 lbs per sq ft	kWh per sq ft
2003	420,000	15,000	10,000	430,000	55	33	28	18
2004	410,000	15,000	10,000	430,000	57	34	27	17
2005	400,000	15,000	10,000	415,000	58	34	26	16
2006	360,000	15,000	10,000	375,000	60	35	24	14
2007	370,000	15,000	10,000	390,000	63	36	24	14
2008	380,000	15,000	10,000	390,000	70	37	25	14
2009	330,000	15,000	10,000	345,000	58	36	24	13
2010	300,000	15,000	10,000	310,000	50	33	22	12
2011	260,000	15,000	10,000	270,000	45	32	21	11
2012	220,000	15,000	10,000	250,000	42	31	20	10

Note: 2003 - 2006 data has been updated to reflect methodology by the EPA Climate Leaders' Greenhouse Gas Calculation Model; 2007 - 2012 are also based on these models and have previously been reported.

8 Years of Tracking Greener Sales

Year	Green Book sales	'Light green' sales	'Mid green' sales	'Dark green' sales
2005	\$1,050,000,000	\$0	\$0	\$0
2006	\$1,350,000,000	\$0	\$0	\$0
2007	\$1,350,000,000	\$0	\$0	\$0
2008	\$0	\$1,200,000,000	\$1,200,000,000	\$0
2009	\$0	\$1,050,000,000	\$1,200,000,000	\$100,000,000
2010	\$0	\$800,000,000	\$1,600,000,000	\$100,000,000
2011	\$0	\$600,000,000	\$1,400,000,000	\$300,000,000
2012	\$0	\$700,000,000	\$1,100,000,000	\$200,000,000

Note: Year over year comparability is limited because the definition of 'green' and 'greener product mix' changed annually

green attributes and ecolabels as defined in the Office Depot GreenerOffice™ Rating System, which designate items as 'Light green', 'Mid green' or 'Dark green' based on environmental specifications (www.officedepot.com/go-ratings); excludes products that 'Meets industry norms' as defined in the Rating System (see footnote 5) | ² Includes products with at least \$1,000 sales | ³ Includes items with 10% or greater postconsumer recycled content and/or are remanufactured | ⁴ Some products have multiple attributes and/or ecolabels; across our 10,800 greener products there are 11,900 greener attributes and across our 2,900 ecolabeled products there are 4,900 ecolabels | ⁵ Not counted as greener: environmental attributes and ecolabels that 'Meet industry norms' according to Office Depot's GreenerOffice™ Rating System are those that have reached such wide-adoption in their respective categories that they reflect the industry norm and are no longer 'greener' than typical alternatives; examples include markers and highlighters certified AP Non-toxic, paper products certified to SFI, FSC Controlled Wood, CSA or PEFC standards and ink/toner remanufactured cartridges that are STMC tested (Standardized Test Methods Committee) | ⁶ 2003 - 2007 data estimated by extrapolating total green assortment based on the number of green products in the Green Book™, as well as backward casting known green SKUs from 2008. | ⁷ Represents the number of green attributes (metric 1.0.3) or ecolabels (metric 2.1) within the Office Depot GreenerOffice™ Rating System (www.officedepot.com/go-ratings); for years prior to the development of the Rating System, attributes and ecolabels are determined by those represented in The Green Book™ | ⁸ For green products that are not 3rd party validated by an ecolabel, our vendors sign affidavits verifying a product's environmental claim | ⁹ Certified fiber acronyms: FSC - Forest Stewardship Council, SFI - Sustainable Forestry Initiative, CSA - Canadian Standards Association, PEFC - Program for Endorsement of Forest Certification | ¹⁰ US only | ¹¹ Restatements: 2009 (metric 3.0.1) and 2010 (metric 3.0 and 3.0.1), restated due to calculation error; 2010 (metric 3.0.2) restated because last year's data represented marketing papers with a minimum of 10% PCR content, not average PCR content; 2011 (metric 3.0.2) restated because it was incorrectly rounded | ¹² Excludes FSC 100% Recycled which is counted in 'recycled' | ¹³ Removed food from analysis | ¹⁴ Combination of actual and estimated data provided by Office Depot internal team and third-party waste management vendors; excludes data from store locations serviced by municipalities that do not provide waste data to Office Depot; data provided by our main waste / recycling vendor is based on billing date, as opposed to service period | ¹⁵ Office Depot does not perform additional procedures to validate data provided by third parties, we are reliant on their reporting accuracy | ¹⁶ Based on facilities' square footage, as per metric 6.9 | ¹⁷ Only includes waste, excludes recycling lbs per sq ft | ¹⁸ As stores are closed or remodeled, Office Depot sorts and warehouses reusable fixtures instead of sending them to landfill; we then reuse these fixtures for new or remodeled stores | ¹⁹ 'Delivery packaging footprint' refers to cardboard boxes, paper bags, envelopes and air pillows used by Office Depot to deliver customer orders; excludes the product's own packaging | ²⁰ Virgin paper only; for FSC, excludes FSC 100% Recycled which is counted in 'recycled' | ²¹ Copy paper is defined as uncoated printing paper with basis weight between 20lb and 32lb; includes sales in Retail (stores), Direct (Web, catalog and call centers for non-contract customers) and Contract (larger customers with formal contracts); 2008-2010 includes Dept 5, Copy Paper, and other restated where appropriate to conform to the 'copy paper' definition; from 2003-2008 'Office Depot Red Top Paper' was 10% PCR, from 2009-2012 it is 0% PCR. This is one of our highest selling papers and as a resulting effects our PCR content percentage | ²² 2008 - 2011 restated as a result of removing 'food' from 'office supplies' analysis | ²³ 2005-2007 Green Book Sales include 'Office Depot Red Top Paper' that was 10% PCR from 2003 - 2008; 2008 - 2012 reports on full green assortment, for 2008, removed 'Office Depot Red Top Paper' for comparability with years 2009-2012 | ²⁴ Combination of actual and estimated data provided by Office Depot internal team and third-party waste management vendors; excludes data from store locations serviced by municipalities that do not provide waste data to Office Depot; data provided by our main waste / recycling vendor is based on billing date, as opposed to service period | ²⁵ Office Depot does not perform additional procedures to validate data provided by third parties, we are reliant on their reporting accuracy | ²⁶ Based on facilities' square footage, as per metric 6.9; for eKPI 5.6, 'Waste' excludes recycling | ²⁷ As stores are closed or remodeled, Office Depot sorts and warehouses reusable fixtures instead of sending them to landfill; we then reuse these fixtures for new or remodeled stores | ²⁸ 'Delivery packaging footprint' refers to cardboard boxes, paper bags, envelopes and air pillows used by Office Depot to deliver customer orders; excludes the product's own packaging | ²⁹ Weight of ink and toner cartridges received for recycling includes a small amount of recovered cardboard and plastic packaging | ³⁰ Cash and loyalty rewards to customers for recycling, net of customer payments to Office Depot for recycling | ³¹ Four year trend | ³² Includes Puerto Rico | ³³ Facilities are buildings owned or leased by Office Depot that used electricity or natural gas in the reporting year; excludes buildings that did not incur any utility bills in reporting year; 2003-2008 updated to include estimated HFC fugitive emissions from air conditioning, based on EPA guidelines | ³⁴ Calculated using monthly data from natural gas, electricity, propane and estimated fugitive HFCs emissions following the WRIR/WBCSD GHG Protocol and the U.S. EPA Climate Leaders methodology; EPA's emissions factors were updated in 2012, resulting in a 5% decrease in emissions | ³⁵ Carbon offsets calculation based on converting Renewable Energy Credit (REC) purchases to equivalent carbon avoided; all REC purchases were domestic Green e-Certified wind RECs, vintage 2012 | ³⁶ A small percentage of 2010 GHG reduction (under 2%) was due to a change in ownership structure of our datacenter | ³⁷ Provided by Utility Management vendor | ³⁸ Ink and toner cartridge unit weight estimates, used to calculate total ink and toner cartridge weight, updated from 0.16 lbs to 0.10 lbs and 3.27 lbs to 2.06 lbs respectively; resulting in a much larger decrease in the estimated total ink and toner tonnage. | ³⁹ Restated to include both actual and estimated waste usage | ⁴⁰ Actual means normalized water data from metered facilities, reported by our Energy Management vendor; some water meter readings may include sewage water but over-all sewage was not included in the metric; for 'estimated', we estimated additional water use based on square foot for those facilities that did not have actual data. | ⁴¹ Particularly high HQ tech recycling numbers due to including recycling effort during our move to a new Corporate Headquarters. | ⁴² 2005-2009 estimates based on U.S. EPA SmartWay models; unable to provide GHG emissions for 2010 - 2012, as we outsourced our delivery fleet to third party transportation vendors; these vendors often deliver products for multiple companies on the same trucks and therefore it is challenging to accurately allocate GHG emissions associated with our deliveries only | ⁴³ Data excludes LTL (less than truckload) carriers - a small percentage of Office Depot customer deliveries during 2005 - 2009 | ⁴⁴ As reported to Office Depot by United Parcel Service (UPS); includes mix of gasoline, diesel, jet fuel and converted natural gas | ⁴⁵ Includes dedicated (Office Depot-branded) and non-dedicated (third-party-branded) vehicle transport from warehouses to stores, as well as some intra-warehouse transport and vendor transport to warehouses | ⁴⁶ 2005 - 2009 includes deliveries from warehouses to customers by Office Depot-branded customer delivery fleet and by UPS deliveries to Contract and Direct customers | ⁴⁷ Calculation based on the number of customer deliveries, not orders; it is possible for multiple orders to be within one delivery to the same address | ⁴⁸ Restating; unavailable to report due to a change in data collection | ⁴⁹ Weight may include a small number of ink or toner cartridges, returned within printers, that are recycled | ⁵⁰ Not comparable because green definition changed from 2008 and 2012; i.e. in 2008 the certification AP Nonotoxic for writing instruments was 'Light Green', in 2012 it was 'Meets Industry Norms' according to Office Depot GreenerOffice™ Rating System

2012 Office Depot European Environmental Dashboard

We referenced the Global Reporting Initiative's guidelines for many of the metric indicators (see column marked GRI). Numbers have been rounded for reporting purposes based on estimated values.

Trend Key		
Improvement Opportunity	Neutral Trend	Positive Trend

Objective: Buy Greener

Functional Owners	Respon-sibility	#	Environmental Metrics and Details		GRI	2011	2012	Trend 11-12	Austria	Belgium	Czech Republic	France	Germany	Italy	Nether-lands	Sweden	Switzer-land	Spain	UK & Ireland
Merchan-dising	Source greener products for resale	1.0	Greener products in Office Depot assortment ^{1,2,3,5}		EN26	2,700	4,000	48%	2,170	1,150	NA	1,010	2,400	840	1,190	3,030	1,330	830	1,990
		Submetrics	1.0.1	Recycled products (≥30% PIR or PCR) ^{2,3}	EN26	1,200	1,200	0%	870	350	NA	280	1,000	210	370	330	460	200	1,100
			1.0.2	Products with other green attributes ^{2,4,5}	EN26	1,500	2,900	93%	1,300	800	NA	730	1,400	630	820	2,700	870	630	890
Merchan-dising Operations and Quality Assurance	Verify environ-mental claims	2.0	Greener products with ecolabels ^{1,2,5,7}		EN26	1,300	3,570	175%	1,800	1,000	NA	880	2,000	750	1,000	1,300	1,100	760	1,800
		Submetrics	2.1	Greener products with ecolabels, percent ^{1,2,5,7}	EN26	48%	114%	138%	83%	87%	NA	87%	83%	89%	84%	43%	83%	92%	90%
			2.2	Products with PEFC virgin chain of custody certification ^{1,2,5,6}	EN26	600	500	-17%	330	140	NA	130	400	100	150	150	240	70	170
Print Production, Indirect Procurement and Paper Merch-andising	Source greener papers	3.0	Greener marketing papers, percent by weight ⁵		EN14	55%	100%	82%	100%	100%	NA	100%	100%	100%	100%	NA	100%	NA	100%
		Submetrics	3.0.1	Recycled fiber in marketing papers (≥30% PIR or PCR), percent by weight ⁹	EN14	41%	76%	85%	88%	85%	NA	68%	88%	89%	78%	NA	86%	NA	26%
			3.0.2	FSC certified virgin fiber, minus recycled content, in marketing papers, percent by weight ^{6,9,10}	EN14	14%	24%	72%	12%	15%	NA	32%	12%	11%	22%	NA	14%	NA	74%
			3.1	FSC certified virgin and recycled fiber in marketing papers, percent by weight ^{6,9}	EN14	NA	100%	NA	100%	100%	NA	100%	100%	100%	100%	NA	100%	NA	100%
			3.2	PEFC certified virgin fiber in marketing papers, percent by weight ^{5,6,9}	EN14	29%	0%	-100%	0%	0%	NA	0%	0%	0%	0%	NA	0%	NA	0%
			3.3	CO ₂ offsets associated with distributing marketing papers (catalogues), metric tons ¹²	EN4	70	330	371%	70	90	NA	NA	NA	NA	110	NA	60	NA	NA
Procure-ment & Assistants	Purchase greener	4.0	Greener purchasing, office supplies, at Regional Headquarters		EN26	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	46%	NA	NA	NA

Objective: Be Greener

Functional Owners	Respon-sibility	#	Environmental Metrics and Details		GRI	2011	2012	Trend 11-12	Austria	Belgium	Czech Republic	France	Germany	Italy	Nether-lands	Sweden	Switzer-land	Spain	UK & Ireland
Supply Chain, Facilities and Store Operations	Reduce waste footprint	5.0	Waste footprint, metric tons ¹⁴		EN22	695	1,159	67%	3	2	100	300	125	NA	90	190	4	NA	345
		Submetrics	5.1	Waste avoided through recycling, metric tons ¹⁴	EN22	6,890	6,624	-4%	6	4	175	2,320	1,122	NA	481	276	100	NA	2,140
			5.1.1	Paper and cardboard recycled, metric tons ¹⁴	EN22	4,600	4,304	-6%	5	4	150	1,000	1,000	NA	390	190	65	NA	1,500
			5.1.2	Technology recycled, metric tons ¹⁴	EN22	20	39	95%	0	0	0	20	2	NA	1	6	0	NA	10
			5.1.3	Plastic, metal, wood and mixed materials recycled, metric tons ¹⁴	EN22	2,260	2,281	1%	1	0	25	1,300	120	NA	90	80	35	NA	630
			5.2	Recycling rate ¹⁴	EN22	91%	85%	-6%	67%	67%	64%	89%	90%	NA	84%	59%	96%	NA	86%
			5.3	Cost waste and recycling, Euros ¹⁴	NA	NA	NA	NA	NA	NA	€22K	€135K	NA	NA	NA	€88K	NA	NA	€166K
			5.4	Recycling income, Euros ¹⁴	EN22	NA	NA	NA	NA	NA	€7K	€64K	NA	NA	NA	€9K	NA	NA	€148K
			5.5	Waste intensity, kilograms per m2 ¹⁴	EN22	NA	3.2	NA	1.0	1.2	7.0	3.0	2.5	NA	3.8	5.2	0.4	NA	3.0
			5.6	Waste and recycling intensity, kilograms per m2 ¹⁴	EN22	NA	23.3	NA	3.2	3.9	19.6	25.4	25.1	NA	23.7	12.7	11.2	NA	21.7
			5.7	Waste intensity, kilograms per associate ¹⁴	EN22	NA	220.4	NA	31.4	31.4	346.4	337.3	180.3	NA	82.8	449.7	111.6	NA	158.3
			5.8	Waste and recycling intensity, kilograms per associate ¹⁴	EN22	NA	1,600	NA	99	99	966	2,886	1,814	NA	512	1,097	2,788	NA	1,137
			5.9	Delivery packaging footprint for customer orders, metric tons ¹⁶	NA	3,350	6,560	NA	230	NA	150	1,300	1,600	NA	400	120	160	NA	2,600
			5.10	Cost of delivery packaging for customer orders, Euros ¹⁶	NA	NA	€5.3M	NA	€158K	NA	€126K	€1.3M	€1.1M	NA	€446K	€115K	€110K	NA	€1.9M
Supply Chain, Facilities, Store Operations and Construc-tion	Reduce facilities' carbon footprint	6.0	Facilities' carbon footprint, metric tons CO ₂ e ^{19,20,21,22}		EN16 &18	28,650	24,120	NA	120	300	1,500	4,100	2,800	NA	3,700	300	500	NA	10,800
		Submetrics	6.1	Natural gas & propane, MWh ²⁰	EN3	29,500	33,830	15%	300	730	1,200	10,600	3,200	NA	2,400	0	1,000	NA	14,400
			6.2	Cost of natural gas, Euros ²⁰	NA	NA	€1.7M	NA	€15K	€31K	€57K	€646K	€213K	NA	€120K	€0	€73K	NA	€592K
Supply Chain, Facilities, Store Operations and Construc-tion	Reduce facilities' carbon footprint	Submetrics	6.3	Electricity, MWh ^{19,20}	EN4	37,900	44,850	18%	250	500	1,300	18,000	3,400	NA	7,100	3,700	500	NA	13,800
			6.4	Cost of electricity, Euros ^{19,20}	NA	NA	€5.8M	NA	€32K	€63K	€140K	€1.9M	€566K	NA	€642K	€749K	€101K	NA	€1.6M
			6.5	Renewable electricity purchased, percent ^{20,22}	EN4	NA	8%	NA	0%	0%	12%	10%	0%	NA	0%	50%	0%	NA	0%
			6.6	Facilities footprint, buildings leased or owned, m2 ¹⁹	NA	NA	470,300	NA	2,500	1,500	13,800	208,000	50,000	NA	45,000	37,000	9,500	NA	140,000
			6.7	Energy intensity (electric & natural gas), kWh per m2 ^{19,20}	NA	NA	91.6	NA	220.0	820.0	181.2	137.5	132.0	NA	211.1	100.0	157.9	NA	201.67
			6.8	Carbon intensity, kg CO ₂ e per m2 ^{19,20,21}	EN16	NA	45.4	NA	48.0	200.0	108.7	19.7	56.0	NA	82.2	8.1	52.6	NA	77.1
			6.9	Carbon intensity, kg CO ₂ e per associate ^{19,20,21}	EN16	NA	3,590	NA	1,091	6,000	6,000	1,952	5,600	NA	3,700	698	12,500	NA	4,909
Logistics and Transpor-tation	Reduce transpor-tation carbon footprint	7.0	Transportation carbon footprint, metric tons CO ₂ e ^{23,24}		EN16	19,500	23,930	NA	1,000	600	530	3,600	7,200	NA	1,300	NA	300	NA	9,400
		Submetrics	7.0.1	Carbon footprint of customer deliveries, CO ₂ e metric tons ²⁴	EN16	NA	20,420	NA	1,000	600	520	3,600	7,200	NA	1,300	NA	300	NA	5,900
			7.0.2	Carbon footprint of store / warehouse deliveries, CO ₂ e metric tons ²⁴	EN16	NA	3,510	NA	NA	NA	10	NA	NA	NA	NA	NA	NA	NA	3,500
			7.1	Customer deliveries ^{23,24,25}	NA	NA	11.1M	NA	441K	235K	274K	2.1M	3.0M	NA	718K	NA	172K	NA	4.2M
			7.2	Average carbon kg footprint per customer delivery ²⁶	NA	NA	1.84	NA	2.36	2.73	1.90	1.75	2.39	NA	1.79	NA	1.76	NA	1.42
			7.3	Carbon footprint from Office Depot corporate cars, metric tons CO ₂ e	NA	NA	8,336	NA	80	150	600	1,800	1,100	NA	1,100	NA	6	NA	3,500

2012 Office Depot European Environmental Dashboard

We referenced the Global Reporting Initiative's guidelines for many of the metric indicators (see column marked GRI). Numbers have been rounded for reporting purposes based on estimated values.

Trend Key		
Improvement Opportunity	Neutral Trend 	Positive Trend

Objective: Be Greener continued

Functional Owners	Respon-sibility	#	Environmental Metrics and Details	GRI	2011	2012	Trend 11-12	Austria	Belgium	Czech Republic	France	Germany	Italy	Nether-lands	Sweden	Switzer-land	Spain	UK & Ireland
Constr. & Facilities	Water footprint	8.0	Water footprint, cubic meters ²⁷	EN8	NA	NA	NA	NA	NA	1,700	10,300	NA	NA	NA	NA	NA	NA	21,200
		Submetrics	8.1	Cost of water / sewage, Euros ²⁷	NA	NA	NA	NA	NA	€2K	€48K	NA	NA	NA	NA	NA	NA	€225K
			8.2	Water intensity, litres per m2 ²⁷	NA	NA	NA	NA	NA	150.00	78.92	NA	NA	NA	NA	NA	NA	151.80
			8.3	Water intensity, litres per associate ²⁷	NA	NA	NA	NA	NA	6,829	3,916	NA	NA	NA	NA	NA	NA	9,756

Objective: Sell Greener

Functional Owners	Responsibility	#	Environmental Metrics and Details		GRI	2011	2012	Trend 11-12	Austria	Belgium	Czech Republic	France	Germany	Italy	Nether-lands	Sweden	Switzer-land	Spain	UK & Ireland		
Sales, Ecom-merce and Marketing	Increase sales of greener products and solutions	9.0	Greener sales, Euros ^{1,5,28}		EN26	€303.8M	€357.5M	18%	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA		
			Submetrics	9.1	Total sales of all products, Euros ²⁸		N/A	€2.78B	€2.21B	-21%	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
				9.2	Greener sales percentage ^{1,5,28}		EN27	10.9%	16.2%	47%	19.2%	7.8%	NA	7.0%	22.8%	5.9%	9.0%	33.1%	19.3%	9.0%	22.2%

Footnotes:

¹In Europe, products with green attributes include: Biodegradable, Energy Efficient, Rechargeable, Recycled, Refillable / Refills, Responsible Forestry (see footnote 5), Reduced Environmental Impact, Remanufactured, Renewably Powered, Responsible Trading | ² Includes products with at least € 800 sales | ³ Includes products with 30%-100% postindustrial (PIR) recycled content, 30%-100% postconsumer (PCR) recycled content or remanufactured ink and toner cartridges | ⁴ Includes all green attributes in footnote 1, except recycled and remanufactured | ⁵ Includes virgin wood and paper products that are Forest Stewardship Council (FSC) certified, but excludes those that are certified under the Programme for the Endorsement of Forest Certification (PEFC); this is because, while Office Depot believes PEFC has merit, we consider it an "industry norm" and therefore not "greener" than typical alternatives. | ⁶ Certified virgin fiber acronyms: FSC - Forest Stewardship Council Certified, PEFC - Program for Endorsement of Forest Certification | ⁷ European Ecolabels include: Blue Angel, ENERGY STAR, EU Flower, Fair-trade, Forest Stewardship Council (FSC), Nordic Swan; excludes PEFC (see footnote 5) | ⁸ Some improvement due to better data collection methods from 2011 to 2012 | ⁹ Methodology counts "fiber weight only" and not "total product weight" (e.g. for a 50 pound case of 30% recycled and 70% FSC certified paper, under the "total product weight" methodology the full 50 pounds of the case would have been counted as FSC certified; under the "fiber weight only" methodology, 70% of the case weight (35 pounds) is counted as FSC certified | ¹⁰ Excludes FSC 100% Recycled which is counted in 'recycled' | ¹¹ Reduction due to our 2012 updated corporate paper policy which partly focused on FSC paper, reducing our PEFC certification for marketing papers | ¹² Through Springmill, our third-party catalogue delivery vendor, Office Depot offsets some of our Scope 3 delivery emissions; restating 2011 | ¹³ Represents internal purchases at new Swedish headquarter from May to December 2012 | ¹⁴ Combination of actual and estimated data provided by Office Depot internal team and third-party waste management vendors; excludes stores in France; for UK & Ireland, some tech recycling is from customer returns | ¹⁵ Increase in waste, partly due to one-time, larger then usual, waste from facility closers | ¹⁶ Delivery packaging footprint refers to cardboard boxes, paper bags, envelopes and air pillows used by Office Depot to deliver customer orders; excludes a product's own packaging; for Sweden, data is from May to December 2012 | ¹⁷ Unable to calculate trend because more countries reported in 2012 than in 2011 | ¹⁸ Unable to calculate trend due to a change in methodology; in 2011, an overall European emission factor was used to calculate carbon emissions, in 2012 individual country emission factors where used | ¹⁹ "Facilities" are buildings owned or leased by Office Depot that used electricity or natural gas in the reporting year; excludes buildings that did not incur any utility bills in reporting year; some facilities' data may be missing | ²⁰ Combination of actual and estimated data provided by Office Depot internal team and third-party energy management providers | ²¹ Includes electric, natural gas and estimated HFC fugitive emissions, calculated using country emission factors | ²² Germany's renewable power is based on hydro generation; for France, data from electricity invoices; for Sweden, 50% of the total energy consumption comes from eco labeled energy sources in agreement with energy provider | ²³ For Belgium, Germany and the Netherlands, fuel data is provided by third-party carriers; for Czech Republic, fuel data is from fuel cards associated with the Office Depot owned fleet | ²⁴ UK only | ²⁵ Third-party, GLS, calculated average CO2 per package; a delivery might contain multiple packages | ²⁶ 2010 data, used as a proxy for 2011 data | ²⁷ for the UK & Ireland, excludes unoccupied buildings where the lease was terminated H1 2012; for Czech Republic includes country Headquarters only | ²⁸ Data as of system report from March 2013