

# Fuji Electric's Green Procurement Guideline

## Appendix I Evaluation Document for Supplier Implementation

Edition 5.0.1



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Fuji Electric Co., Ltd.

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## **I. Evaluation for Environmental Preservation Measures**

In order to aspire to be a sustainable resource-recycling society, it is vital to provide products and technologies that contribute toward the protection of the global environment, reduce the load placed on the environment throughout a product's lifecycle, and reduce the load on the environment from business activities. Therefore, Fuji Electric places priority on suppliers who proactively implement environmental preservation activities.

A basic measure for environmental preservation is the configuration of an Environmental Management System by acquiring certification such as ISO14001 from a third-party organization. However, if there is no certification, evaluation is made according to our company's criteria. The evaluation method for suppliers is determined according to the following.

### **1. Evaluation of suppliers that have acquired Environmental Management System certification**

Suppliers who have acquired Environmental Management System certification such as ISO14001 are evaluated as having environmental measures certified by a certification body. Be sure to mention that the certification has been acquired in (1) or (2) of "[Attachment 1] Supplier Survey of Environmental Preservation Measures".

### **2. Evaluation of suppliers that have not acquired Environmental Management System certification**

Requirement items for Environmental Management System such as ISO14001 are evaluated using "[Attachment 1] Supplier Survey of Environmental Preservation Measures" in this document, which is a simplified form by Fuji Electric. Be sure to answer items (1) to (19) of "[Attachment 1] Supplier Survey of Environmental Preservation Measures".

## **II. Evaluation of Control Status for Chemical Substances Contained in Products**

In order to comply with the restrictions for chemical substances contained in products such as the REACH regulation of the EU (REGULATION (EC) No 1907/2006 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL), it is necessary for the whole supply chain to perform chemical substance control for each individual product. In particular, according to the RoHS directive (DIRECTIVE 2011/65/EU OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL), the CE marking obligation was added, so it became necessary to mention that controlled substances are not contained in the technical documents according to EN50581, etc., which has made control of chemical substances more important.

On the other hand, regarding control of chemical substances, JAMP published their “Guideline for chemical management in products (hereafter referred to as the “JAMP Guideline”), and Fuji Electric also recommends control according to this guideline. Conformity to the requirements of this JAMP Guideline is evaluated.

### **1. Measures for construction of a control system for chemical substances contained in products**

The status of the self-conformance declaration stating that the supplier’s system meets the requirements of the JAMP Guideline is evaluated. The format for the self-conformance declaration is “[Attachment 3] Self-conformance declaration regarding the control system for chemical substances contained in products”. Be sure to report whether there is a self-conformance declaration.

### **2. Measures for control of chemical substances contained in products**

The compliance status for the JAMP Guideline required item “[Attachment 4] Implementation Item List & Check Sheet for control of chemical substances contained in products” is evaluated. Be sure to report the conformance status.

#### **\* Supplemental Information**

- JAMP (Joint Article Management Promotion-consortium)

This is an association that was established for promoting proper management and smooth information disclosure of chemical substances contained in products for whole industry fields and whole supply chains in addition to the electric and electronic equipment industry.

[History of Revisions]

April 2013: “Evaluation for Environmental Preservation Measures” and “Evaluation of Control Status for Chemical Substances Contained in Products” of Guideline Edition 4.1 were separated and established as Appendix I Edition 5.0.0.

Dec. 2016: Changed the Edition to 5.0.1 with added texts to Attachment 1 and without changing the contents in Attachments 2 and 3.

[Changes from Guideline Edition 4.1]

No.	Main Content of Changes	Page
1	Contents: Changed item names	1
2	Changed explanation of “Evaluation for Environmental Preservation Measures”	2
3	Changed explanation of “Evaluation of Control Status for Chemical Substances Contained in Products”	3
4	Added questions No. 11 and 12 to [Attachment 1] “Supplier Survey of Environmental Preservation Measures”	5
5	Deleted reference to JGPSSI from [Attachment 2] “Supplier Survey of Product Chemical Substance Control Status”	6
6	Deleted reference to JGPSSI from [Attachment 3] “Self-conformance declaration regarding the control system for chemical substances contained in products”	7
7	Deleted reference to JGPSSI from [Attachment 4] “Implementation item list & check sheet for control of chemical substances contained in products”	8

[Edition 5.0.1]

No.	Main Content of Changes	Pages
1	Changed the Edition to 5.0.1 with added texts “Do you understand water risks at your company's facilities...” to Serial No. 13 in Attachment 1.	5
2	Changed the Edition to 5.0.1 without changing contents of Attachments 2 and 3.	6, 7

End of Text

# [Attachment 1] Supplier Survey of Environmental Preservation Measures

Appendix I Edition 5.0.1 Attachment 1 (1/1)

## Supplier Survey of Environmental Preservation Measures

Supplier Code	←----- Supplier does not need to filled this out.
Submit To:	Date of entry
	Company name
	Address
	Section in charge
	Sign & Seal

◆ Enter "1" into the corresponding "Self-assessment" column for each question item.

Classification	Serial No.	Points Allocation	Questions (Measures and items implemented)	Self-assessment																						
				○	△	×																				
ISO14001 acquisition	(1)	○: 200 △: 20	<b>Have you acquired ISO14001 certification?</b> • Yes = ○ (Data: /Certifying Org: /Certification No.:) • Planned = △ (Month/Year: ) • No = × ★ <b>Mandatory item</b> [The questions are completed with the answer ○ to the question.]																							
	(2)	○: 200 △: 20	<b>Have you acquired any certification other than ISO14001?</b> • Yes = ○ (Data: /Certifying Org: /Certification No.:) • Planned = △ (Month/Year: ) • No = × ★ <b>Mandatory item</b> [The questions are completed with the answer ○ to the question.]																							
Philosophy / policy	(3)	○: 12 △: 6	<b>Is there a corporate philosophy regarding environmental measures ? (*)</b> • Yes = ○ (Attach the philosophy and policy tables.) • In preparation = △ • No = ×																							
Organization and system	(4)	○: 12 △: 6	<b>Are there an established organization and system exclusive for environmental management? (*)</b> • Yes = ○ (Attach the organization and system tables.) • In preparation = △ • No = ×																							
	(5)	○: 12 △: 6	<b>Are there designated leaders for overall environmental management? (*)</b> • Yes = ○ • In preparation = △ • No = ×																							
	(6)	○: 6 △: 3	<b>Have environmental management leaders been selected for appropriate departments and sections, and have their roles, responsibilities and powers been determined? (*)</b> • Yes = ○ • In preparation = △ • No = × (Even if there is no exclusive department or section, this is considered Yes if roles and sharing have been determined and implemented.)																							
Planning and implementation	(7)	○: 12	<b>Have targets and objectives been established for environmental preservation (*)</b> • Yes = ○ • No = ×																							
	(8)	○: 6	<b>Has a clear plan for achieving these targets and objectives been established?</b> • Yes = ○ • No = ×																							
	(9)	○: 6	<b>Do you work toward managing, evaluating and improving regarding environmental pollution control?</b> • Yes = ○ • No = ×																							
	(10)	○: 6	<b>Do you work toward managing, evaluating and improving energy consumption (electricity, fuel)?</b> • Yes = ○ • No = ×																							
	(11)	○: 6	<b>Do you work toward managing and evaluating reduction, resource reproduction (recycling and reuse) and taking measures for resource reproduction?</b> • Yes = ○ • No = ×																							
	(12)	○: 6	<b>Do you work to reduce the amount of emissions from hazardous chemicals to the environment and reduce the amount of ozone-depleting substances during processing such as substances subject to PRTR according to the Act on Confirmation, etc., of Release Amounts of Specific Chemical Substances in the Environment and Promotion of Improvements to the Management thereof?</b> • Yes = ○ • No = ×																							
	(13)	○: 6	<b>Do you understand water risks at your company's facilities, and do you work to reduce the amount of water?</b> • Yes = ○ • No = ×																							
	(14)	○: 6	<b>Do you clarify the environmental laws and regulations to be observed in business activities and take measures regularly for verifying the latest versions?</b> • Yes = ○ • No = ×																							
Education and training	(15)	○: 6	<b>Do you work toward managing and evaluating discharge of greenhouse gases (CO<sub>2</sub>, GH<sub>4</sub>, SO<sub>2</sub>, HFC, PFC, SF<sub>6</sub>) and taking measures for their reduction?</b> • Yes = ○ • No = ×																							
	(16)	○: 6	<b>Do you conduct environmental education and trainings?</b> • Yes = ○ • No = × (Even though there is no exclusive departments or sections, this is regarded as satisfied, if roles and sharing have been determined and conducted.)																							
Continuous improvement	(17)	○: 12 △: 6	<b>Do you conduct regular internal auditing of environmental management? (*)</b> • Yes = ○ • Not regularly but where necessary = △ • No = ×																							
Information Disclosure	(18)	○: 6	<b>Is there a public disclosure system for environmental information and environmental activity results?</b> • Yes = ○ • No = ×																							
Review and Correction	(19)	○: 6	<b>Are there reappraisal and correction systems by the management?</b> • Yes = ○ • No = ×																							
<table border="1"> <tr> <td><b>Total assessment points</b></td> <td><b>100 or more</b></td> <td><b>75 or more</b></td> <td><b>50 or more</b></td> <td><b>Less than 50</b></td> </tr> <tr> <td><b>Rank</b></td> <td><b>A</b></td> <td><b>B</b></td> <td><b>C</b></td> <td><b>D</b></td> </tr> </table>				<b>Total assessment points</b>	<b>100 or more</b>	<b>75 or more</b>	<b>50 or more</b>	<b>Less than 50</b>	<b>Rank</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<table border="1"> <tr> <td><b>Total Points</b></td> <td><b>0</b></td> <td><b>0</b></td> <td><b>0</b></td> <td><b>0</b></td> </tr> <tr> <td><b>Criteria</b></td> <td><b>50 ≤ Clear</b></td> <td></td> <td></td> <td></td> </tr> </table>			<b>Total Points</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>Criteria</b>	<b>50 ≤ Clear</b>			
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<b>Rank</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>																						
<b>Total Points</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>																						
<b>Criteria</b>	<b>50 ≤ Clear</b>																									

Note 1.( \*): Weights are assigned and assessment points are doubled.

Note 2: Environmental management system other than ISO14001 (Serial No. 2) is assumed environmental certification, "Echo-action", "Echo-stage" "KES" etc. by third party.

Note 3: An "x" in the self-evaluation column is regarded as point allotment 0.

Note 4: How to count total assessment points → If "○", "△" or "×" is in the self-assessment column, add "1" to following calculation:

○ = Serial No. (1)×200+(2)×200+(3)×12+(4)×12+(5)×12+(6)×6+(7)×12+(8)×6+(9)×6+(10)×6+(11)×6+(12)×6+(13)×6+(14)×6+(15)×6+(16)×6+(17)×12+(18)×6+(19)×6

△ = Serial No. (1)×20+(2)×20+(3)×6+(4)×6+(5)×6+(6)×3+(15)×6

× = All Serial No.×0

\* Private information in this document shall only be used for business related to Fuji Electric green procurement. Submit this if you agree.

# [Attachment 2] Supplier Survey of Product Chemical Substance Control Status

Appendix I Edition 5.0.1 Attachment 2 (1/1)

## Supplier Survey of Product Chemical Substance Control Status

Supplier Code:  ←----- Supplier does not need to fill this out.

Submission to: \_\_\_\_\_

Date of entry	
Company name	
Address	
Section in charge	
Sign and seal of person in charge	

\* "Person in charge" means a person with rights as a representative or a person who can take responsibility for the contents of this certificate.

◆ Answer the questions I and II below.

<b>I. Questions to self-conformance declaration regarding the control system for chemical substances contained in products</b> => Enter check marks into corresponding boxes.	
<input type="checkbox"/>	We declare self-conformance regarding our control system for chemical substances contained in products. Submit this attaching the following two items: (i) Appendix I [Attachment 2] Self-conformance declaration regarding the control system for chemical substances contained in products filled out by your company, and *Note 1 (ii) Appendix I [Attachment 3] Implementation item list & check sheet for control of chemical substances contained in products. *Note 2
<input type="checkbox"/>	Self-conformance declaration regarding the control system for chemical substances contained in products is planned. (Month/Year: _____ )
<input type="checkbox"/>	Self-conformance declaration regarding the control system for chemical substances contained in products is not planned.

\* Note 1: This means that you declare that your control system for chemical substances contained in products conforms to the requirements based upon the "Guideline for chemical substances contained in products" created by JAMP.

\* Note 2: Suppliers are kindly requested to download the corresponding contents from the JAMP website.

JAMP (Joint Article Management Promotion-consortium) <http://www.jamp-info.com>

<b>II. Question regarding audit information on the control system for chemical substances contained in products by a second party</b>	
If you have been audited by any of your customers regarding your control system for chemical substances contained in products and judged as conforming to the requirements (certified), please enter the corresponding company name.	(1) Company name: _____ (Date of Audit: _____ )
	(2) Company name: _____ (Date of Audit: _____ )
	(3) Company name: _____ (Date of Audit: _____ )

\* The private information in this document shall only be used for business related to Fuji Electric green procurement. Please submit this if you agree.

[Attachment 3] Self-conformance declaration regarding the control system for chemical substances contained in products

Appendix I Edition 5.0.1 Attachment 3 (1/1)

Self-conformance declaration regarding the control system for chemical substances contained in products

1. No. : .....

2. Issuer Name : .....  
Issuer Address : .....

3. Declaration Subject: .....

4. The above subject of the declaration complies with the requirements of the following document.  
Document Name: Guideline for chemical management in products  
Edition : .....  
Issued Date : .....  
Issued by : Joint Article Management Promotion-consortium (JAMP)

5. Additional Information  
Confirmation Method: .....  
Other : .....

6. Signature of Representative or Proxy  
Name : .....  
Position : .....

7. Issuing Location and Date  
Issuing Location : .....  
Issued Date : .....  
Renewed on : ..... (Optional)

8. Contact Information Related to this Declaration  
Name : .....  
Department: .....  
TEL : .....  
E-mail : .....



## [Attachment 4] Implementation item list & check sheet for control of chemical substances contained in products

The JAMP Guideline “Check Sheet” is used as “[Attachment 4] Implementation Item List & Check Sheet for control of chemical substances contained in products”. Please download it from the following website.

JAMP <http://www.jamp-info.com/>