Panasonic Group
Green Procurement Standards
(Version 6.2)

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Manufacturing Enhancement Center
Global Manufacturing Division
Panasonic Corporation
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Introduction

The threat of global warming is intensifying, and concerns are being raised about the depletion of resources and the looming ecological crisis. Global environmental issues are now the greatest challenge we have to address as a global community.

The Panasonic Group formulated the Environmental Statement on June 5, 1991, stating our policy to contribute to the conservation of the global environment and establishment of a sustainable society. All our business units have been working hard to reduce the environmental impacts and on Mar. 10, 1999, our company has first issued Green Procurement Standards which state our company’s preference to procure from suppliers who are proactive in reducing their environmental impacts.

In 2010 with the aim to bring forth revolution and establish a sustainable society with stakeholders, we have set out our Green Plan 2018, which is our environmental action plan that outlines initiatives for all employees. In collaboration with our suppliers, logistics partners and other stakeholders who are closely linked to our business activities (hereinafter referred to as "partners"), we are accelerating initiatives to address global environmental issues, including CO₂ emissions reduction, resource recycling, and water and biodiversity conservation across the boundaries of our company. As for collaboration with suppliers, we have formulated our new Green Procurement Policy and incorporated shared targets in our Green Plan 2018.

As a first step, we have revised our Green Procurement Standards on January 1, 2012, in which we request our suppliers to establish an environmental management system and ensure comprehensive chemical substance management, as well as to expedite resource recycling, biodiversity conservation and the reduction of greenhouse gas emissions. On January 15, 2013, we included water resource conservation in our requests. Being aware of the need to spread these initiatives across our supply chain, we also request our suppliers to encourage their upstream business partners to reduce their environmental impacts.

On July 1, 2013, we revised the Environmental Policy that sets out our basic environmental sustainability management policy. Toward achieving a sustainable society and develop our business through the creation of environmental value, the policy specifies that we will strive to address environmental challenges through our business activities and will expand our environmental initiatives based on collaboration with stakeholders. In conjunction with the revision of the policy, we revised the Green Plan 2018. In particular for collaboration with suppliers, we declared that we will expand our environmental contributions with our partners as one of the three initiatives based on collaboration with stakeholders, and set the targets for Green Procurement and ECO-VC Activities (initiatives to reduce the environmental impact of our business activities while reducing costs). We hereby revise the Green Procurement Standards designed to meet these targets.

By promoting eco-conscious procurement based on these Green Procurement Standards, we hope to contribute to the protection of the global environment with our suppliers. We would like to request our suppliers to continue to support and cooperate with our Green Procurement initiatives.

Masayuki Tanaka
Director
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Composition of Green Procurement Standards

These standards consist of the following three sections.

Section I. The Panasonic Group's Environmental Sustainability Management:
This section introduces our Environmental Statement, Environmental Action Plan, which constitutes the core of our company's environmental sustainability management activities, our vision looking to the 100th anniversary of our founding, and outlines of the Green Plan 2018 along with the acceleration of environmental impacts reduction based on collaboration throughout our supply chain.

Section II. Green Procurement Standards:
This section describes our Green Procurement Policy and specific requests to suppliers. Our business units may make specific requests that differ from these Green Procurement Standards based on the laws, ordinances, and rules of the country where they are located, business forms, customer requests, etc. In this case, we would like to request our suppliers to prioritize these requests from our business units.

Section III. Green Procurement Operation Manual:
This section describes the methods and tools that we will use to monitor and evaluate suppliers' responses to our requests.
I. The Panasonic Group's Environmental Sustainability Management
We have issued an Environmental Statement that clearly expresses our thinking on environmental issues. The Environmental Statement illustrates our belief based on "The Law of Nature," whereby genuine progress and prosperity cannot be achieved without the co-prosperity of all the beings on the earth. The statement also reflects the environmental aspect of our management philosophy, to be more specific, our social responsibilities with the awareness that humankind has the obligation to make the best use of creation in a thoughtful and fair manner. Based on this outlook, all of our business units around the world have formulated their own rules and standards and have promoted environmental conservation.

On July 1, 2013, we revised the Environmental Policy that sets out our basic environmental sustainability management policy. The new Environmental Policy consists of the Environmental Statement that stipulates our environmental responsibility, the Environmental Action Guideline that sets out our goals, and the Green Plan 2018 that defines specific action targets. Toward achieving a sustainable society and develop our business through the creation of environmental value, the Environmental Policy specifies that we will strive to address environmental challenges through our business activities and expand our environmental initiatives based on collaboration with stakeholders.

As we will not be able to make our Environmental Policy a reality only through our own initiatives, we will collaborate with partners who have close links with our business activities to reduce our environmental impacts throughout our supply chain.

1. Environmental Policy

1-1 Environmental Statement

| Fully aware that humankind has a special responsibility to respect and preserve the delicate balance of nature, we at Panasonic acknowledge our obligation to maintain and nurture the ecology of this planet. Accordingly, we pledge ourselves to the prudent, sustainable use of the earth’s resources and the protection of the natural environment while we strive to fulfill our corporate mission of contributing to enhanced prosperity for all. |

1-2 Environmental Action Guideline

| Toward achieving a sustainable society, we will strive to develop our business through the creation of environmental value. For this purpose, we will address environmental challenges through our business activities and will expand our environmental initiatives based on collaboration with stakeholders. |

| (1) Initiatives to address environmental challenges |
| • We will reduce CO₂ emissions through production activities, products and services. |
| • We will work to efficiently use resources by pursuing Recycling-oriented Manufacturing. |
| • We will conserve water resources through efficient use of water and prevention of contamination. |
| • We will reduce the impact of chemical substances on human health and the environment. |
| • We will consider and conserve biodiversity. |
1-3 Environmental Action Plan

We will separately formulate an Environmental Action Plan in line with the Environmental Action Guidelines and review its contents as needed.

2. The Green Plan 2018 Environmental Action Plan

In line with the revision of the Environmental Policy, we revised the Green Plan 2018, our environmental action plan, in July 2013. We will continue to address five environmental challenges consisting of CO₂ reduction, resources recycling, water resource conservation, chemical substance management and biodiversity conservation. By incorporating initiatives based on collaboration with stakeholders, especially with business partners, we declared that we will expand our environmental contributions with our partners and set the targets for Green Procurement and ECO-VC Activities (initiatives to reduce the environmental impact of our business activities while reducing costs).

<table>
<thead>
<tr>
<th>Environmental Action Guideline</th>
<th>Targets for 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>(1) Initiatives to address environmental challenges</strong></td>
<td></td>
</tr>
<tr>
<td><strong>CO₂ Reduction</strong></td>
<td>● Maximize the size of contribution in reducing CO₂ emissions* from production activities and product use (Size of contribution in reducing CO₂ emissions: 47 million tons in 2015) ● Reduce CO₂ emissions per basic unit in logistics (Reduction in CO₂ emissions per basic unit of weight: By 46% or more in 2018 compared to 2005 (Japan and international)) ● Reduce CO₂ emissions from offices (Reduction by 2% or more on yearly average until 2018 (Self-owned buildings in Japan)) ● Increase the Business of Energy Conservation Support Service for the Entire Factory</td>
</tr>
<tr>
<td><strong>Resources Recycling</strong></td>
<td>● Reduce total resources used and increase recycled resources used (Recycled resource utilization ratio: 16% or more in 2018) ● Achieve “zero waste emission” from production activities at sites both in and outside Japan (Factory waste recycling rate: 99.5% or more in 2018) ● Expand the creation of Resources Recycling-oriented Products</td>
</tr>
<tr>
<td><strong>Water</strong></td>
<td>● Increase products to save water and contribute to water recycling ● Reduce water consumption in production activities and increase the use of recycled water</td>
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</tbody>
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### Environmental Action Guideline

#### Targets for 2018

<table>
<thead>
<tr>
<th>(1) Initiatives to address environmental challenges</th>
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</table>
| **Chemical Substances**<br>We will reduce the impact of chemical substances on human health and the environment. | ● Develop alternative technologies for environmentally hazardous substances  
● Discontinue the use of substitutable environmentally hazardous substances in products  
● Minimize the release of environmentally hazardous substances from factories  |
| **Biodiversity**<br>We will consider and conserve biodiversity. | ● Increase products contributing to biodiversity conservation  
● Use green areas in business divisions to contribute to biodiversity conservation  
● Promote green procurement for wood toward sustainable utilization of forest resources  |

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<tr>
<th>(2) Initiatives based on collaboration with stakeholders</th>
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</table>
| **Customers**<br>We will provide products and services that create environmental value for customers with our technical strengths. | ● Offering products, services, and solutions that improve people's lifestyles, reduce burden on the environment, and help to make our society more sustainable  
● Promote 'eco' marketing firmly rooted in each region and country  |
| **Supply Chain**<br>We will expand our environmental contributions with our partner companies. | ● Increase environmental contributions through the promotion of Green Procurement with suppliers (Establish environmental management systems and address five major environmental challenges)  
● Promote the ECO-VC (Value Creation) Activity aimed at simultaneously achieving environmental contributions and cost reductions  |
| **Local Communities**<br>We will deepen communications with local communities and work as a team to address environmental challenges. | ● Communicate our approaches to environmental contribution to society in the form of an 'eco ideas' declaration  
● Participate in presenting proposals for environmental policies by the government, aimed at the creation of a sustainable society  
● Implement initiatives contributing to local communities and educate children who will be the major players in the next generation (Promote Panasonic Eco Relay for Sustainable Earth) (Provide environmental education to two million children around the world by 2018)  |

* Size of contribution in reducing CO₂ emissions  
Panasonic has introduced a unique indicator "size of contribution in reducing CO₂ emissions" to accelerate emissions reduction, targeting both our products (for energy saving and energy creation) and production activities. The size of contribution in reducing CO₂ emissions is defined as the amount achieved by deducting the actual emissions from the amount that would have been emitted without improvements such as the energy-saving performance of our products and productivity from fiscal 2006. In other words, it reflects the continuous efforts being made to reduce CO₂ emissions. Panasonic will continue to maximize the size of contribution in reducing CO₂ emissions.
3. Initiatives Based on Collaboration with Stakeholders

The development of our business through the creation of environmental value toward achieving a sustainable society cannot be achieved by Panasonic alone. In the revised Green Plan 2018, we will bring forth revolution with stakeholders through initiatives based on collaboration as the key concept and expand environmental contribution with our partners. To that end, we will expedite collaboration with partners and a wide range of other stakeholders who are closely linked to our business activities, and further reduce the environmental impact throughout our supply chain in various fields, including greenhouse gas (GHG) emissions reduction, resource recycling, water resource conservation, chemical substance management and biodiversity conservation.

(1) Collaboration with suppliers and logistics partners

With an aim to promote eco-conscious manufacturing with suppliers, we have issued and disclosed our first Green Procurement Standards in March 1999 and have implemented green procurement.

We request suppliers to be familiarized with our environmental initiatives and principles; to establish, maintain and improve an environmental management system based on ISO 14001 certification; and to reduce the environmental impacts of parts and materials we purchase from them based on our Green Procurement Standards.

(2) Promotion of the ECO-VC Activities aiming to reduce the environmental impact of our business activities while reducing costs

We started ECO-VC Activities with suppliers in fiscal 2009. In these activities, we aim to achieve energy and resource conservation and promote recycling in consideration of the environment, while reducing the costs of the parts and materials we purchase. Based on the ideas provided by suppliers around the world, we have been adopting approaches such as energy conservation of products and at suppliers, manufacturing of smaller and lighter products, and reduction of the number of parts. We present our best practices at the Panasonic Excellent Partners Meetings, which are attended by suppliers from Japan and abroad, to share information and encourage the practices.

We urge more partners to support ECO-VC Activities in the aspect of GHG emissions reduction and recycling-oriented manufacturing (minimizing the total amount of resources used, promoting recycling and substitution of petroleum-based materials, etc.) so that cost rationalization can be realized.
II. Green Procurement Standards

This section describes our Green Procurement Policy and specific requests to suppliers.

Our business units may make specific requests that differ from these Green Procurement Standards based on the laws, ordinances, and rules of the country where they are located, business forms, customer requests, etc. In this case, we would like to request our suppliers to prioritize these requests from our business units.
Chapter 1  General Rules

Objectives  Article 1. The objectives of these Green Procurement Standards are to disclose our Green Procurement Policy and specific requests to suppliers and ensure that our requests are met by suppliers in an effort to promote the procurement of materials with less impacts on the global environment, or "Green Procurement."

Application  Article 2. These Green Procurement Standards shall apply to material procurement activities in our company. "Materials" collectively refer to raw materials, parts and purchased products used for the manufacturing of products.

1. Parts include component materials (tape, solder, adhesives, etc.,) of auxiliary materials, packaging materials of products, packaging materials for product transport and packaging materials used for transport/protection by part suppliers.

2. Purchased products refer to finished products whose design and manufacturing are consigned by our company or equivalent products, finished products manufactured with the manufacturer's standards or specifications and purchased by our company or equivalent products, products for sales promotion, etc.

[2] The relevant articles of these Green Procurement Guidelines shall apply mutatis mutandis to procurement activities for molds, mechanical equipment, service parts materials, etc.

[3] The relevant articles of these Green Procurement Guidelines shall apply mutatis mutandis to procurement activities of information deliverables and services such as software, design consignment, research and translations.

Chapter 2  Green Procurement Policy

Supplier Group Establishment  Article 3. Our company shall establish approved supplier groups to deliver products and goods conform to our Environmental Policy.

Basic Requirements of Suppliers  Article 4. Our company shall make the following basic requests to suppliers to establish supplier groups specified in the preceding article.

1. Reduce the environmental impacts not only from the products and goods that suppliers deliver, but also from their business activity fields such as procurement, production, logistics, development and sales.
2. Share achievements through collaboration.
3. Encourage upstream business partners of their supply chain to reduce their environmental impacts.

**Article 5.** In our selection of suppliers, our company shall seek equality in business opportunities and fair judgment based on compliance with environment-related laws and regulations, product quality, prices, deliveries, services, technical development capabilities, etc. Priority shall be given to those suppliers who are positively implementing the following environmental impacts reduction initiatives.

1. Establishment of an environmental management system
2. Ensuring comprehensive chemical substance management
3. Reduction of GHG emissions
4. Promotion of resource recycling
5. Promotion of water recycling
6. Biodiversity conservation

**Article 6.** In the selection of materials, priority shall be given to those materials that meet the following requirements, in addition to securing the required quality, functions and economical rationality.

1. Materials that meet the requirements of laws and regulations concerning resources, energy, chemical substances, etc.
2. Materials for which the content of separately specified chemical substances has been clarified and that do not contain prohibited substances
3. Materials that generate minimal noise, vibration, offensive odor, etc.
4. Materials that have a low environmental impacts in terms of chemical substance release, air, water or soil pollution, etc. after disposal
5. Materials designed for re-use as recycled resources and parts; resource conservation through reduced size and energy conservation
6. Materials with easy-to-recycle designs
7. Materials whose environmental information is disclosed
8. Packaging materials for which measures have been implemented for resource conservation, recycling, volume reduction, chemical substance content reduction, etc.
Chapter 3  Applicable Suppliers and Supplier Category-based Requests

Applicable Suppliers

Article 7. These Green Procurement Standards shall apply to suppliers and raw materials manufacturers who deliver information deliverables, services, etc., such as materials, molds/mechanical equipment, service parts materials, etc., to our company.

[2] If a supplier is a trade firm, these standards shall apply to the manufacturers linked to the supplier.

Supplier Categories

Article 8. Supplier categories shall be defined as follows.

1. Supplier Category 1: Suppliers who deliver materials that meet the requirements of Article 2-1.

2. Supplier Category 2: Suppliers who deliver molds/mechanical equipment used for manufacturing products, service parts materials, etc., that meet the requirements of Article 2-2.

3. Supplier Category 3: Suppliers who deliver information deliverables and services such as software, design consignment, research and translations that meet the requirements of Article 2-3.

Supplier Categories and Requests

Article 9. Requests on the reduction of environmental impacts to suppliers shall be listed in the following table. "●" refers to mandatory initiatives; "○" refers to applicable initiatives that shall apply mutatis mutandis. "—" refers to optional initiatives; "△" means that chemical substance management requirements shall be partially applied in cases where chemical substances may scatter or fall onto products from equipment, etc., or chemical substances may adhere to or transfer to products due to contact with equipment, etc. (Detailed explanations are provided in Section III Green Procurement Operation Manual.)

<table>
<thead>
<tr>
<th>Environmental impacts reduction initiatives</th>
<th>Supplier Category 1</th>
<th>Supplier Category 2</th>
<th>Supplier Category 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Establishment of an environmental management system</td>
<td>●</td>
<td>—</td>
<td>—</td>
</tr>
<tr>
<td>Ensuring comprehensive chemical substance management</td>
<td>●</td>
<td>△</td>
<td>—</td>
</tr>
<tr>
<td>Reduction of GHG emissions</td>
<td>●</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>Promotion of resource recycling</td>
<td>●</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>Promotion of water recycling</td>
<td>●</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>Biodiversity conservation</td>
<td>●</td>
<td>○</td>
<td>○</td>
</tr>
</tbody>
</table>
### Chapter 4  Environmental Impacts Reduction Initiatives

<table>
<thead>
<tr>
<th>Establishment of an Environmental Management System</th>
<th>Article 10. Suppliers shall establish, maintain and improve an environmental management system based on the ISO 14001 certification.</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>[2] Suppliers who have not yet obtained ISO 14001 certification shall formulate a plan to obtain certification and implement the necessary actions.</td>
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<tr>
<td></td>
<td>[3] Our company shall extend the deadline for acquisition of ISO 14001 certification for a specified period for suppliers only who have not yet obtained ISO 14001 certification but have obtained or have been implementing the actions required for the acquisition of other third-party certifications, etc., (EMAS, EA21, ISO 14005, etc.).</td>
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<tr>
<th>Ensuring comprehensive Chemical Substance Management</th>
<th>Article 11. Suppliers shall follow the latest version of the Panasonic Group Chemical Substances Management Rank Guidelines (For Products) (hereinafter referred to as &quot;Rank Guidelines&quot;). However, the requirement of non-use warranty of chemical substances in products that applies to suppliers refers to the warranty of the content below the regulated value and not the controlled value. In cases where materials delivered by suppliers are exempted from the full or partial application of the Rank Guidelines, our business units shall advise suppliers of any such exemption.</th>
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<tr>
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<td>[2] Suppliers shall also not use ozone depleting substances (excluding HCFC), which are specified as Level 1 Prohibited Substances in the Rank Guidelines, in manufacturing processes. Manufacturing processes include those of their upstream business partners.</td>
</tr>
<tr>
<td></td>
<td>[3] Suppliers shall submit the latest version of the &quot;Non-use Warranty of Chemical Substances Pertaining to Products (hereinafter referred to as &quot;non-use warranty&quot;)&quot; prepared by applicable business unit of our company to the business units in response to their requirements. Our business units shall prepare a non-use warranty form that meets the following requirements and ask suppliers to submit a warranty.</td>
</tr>
<tr>
<td></td>
<td>1. All the contents of the non-use warranty form issued by the Corporate Division in the Head Office of Panasonic Corporation shall be incorporated.</td>
</tr>
<tr>
<td></td>
<td>2. If the non-use warranty form issued by the Corporate Division in the Head Office of Panasonic Corporation has been revised in line with a revision of the Rank Guidelines etc., the changes shall immediately be incorporated into the form prepared by the business unit.</td>
</tr>
<tr>
<td></td>
<td>[4] Suppliers who deliver materials including printed circuit assemblies (PCAs) used for products destined for the United</td>
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</tbody>
</table>
States shall submit the "Oath of Non-use of Ozone Depleting Substances" (hereinafter referred to as the "ODC Non-use Oath") to our business units at the request of our business units. The ODC Non-use oath does not need to be updated. Our business units shall provide the relevant suppliers with an ODC Non-use oath form for ODC Non-use oath submission (attached to Environmental Notice 2010-3-1 (internal document)).

[5] If suppliers find prohibited substances to be present in delivered materials, or prohibited substances are found to have been used in their manufacturing processes, they shall promptly notify our business units of this finding and implement remedial measures in consultation with both parties.

[6] Suppliers shall prepare chemical substance inclusion information of products and other goods they deliver to our company based on the chemical substance inclusion information about parts and materials they purchase along with scientific knowledge and manufacturing information related to their own manufacturing processes. When requested by our business units, they shall input the data in the "product chemical substance management system (GP-Web)."

[7] When selecting materials, suppliers shall submit analysis data that certifies that the concentrations of hazardous substances specified in the RoHS Directive (hereinafter referred to as "substances subject to the RoHS Directive") in applicable materials are below the regulatory limits to our business units upon their request. Analysis data refers to the data acquired by following the high-precision analysis methods specified in the Rank Guidelines.

[8] Suppliers shall periodically submit analysis data that certifies the non-inclusion of substances subject to the RoHS Directive to our business units at the request of our business units. If it is possible to deem that the risk of the inclusion of substances subject to the RoHS Directive is extremely low, suppliers shall submit documents that certify that there have been no changes to manufacturing conditions (materials, manufacturing methods, manufacturing equipment / manufacturing sites, subcontractors, suppliers of parts and materials, etc.) and similarly certify that the concentrations of substances subject to the RoHS Directive are below the regulatory limits as a substitute for submission of analysis data.

[9] Suppliers shall undergo supplier environmental quality assurance system audits (hereinafter referred to as "supplier environmental audits") at the request of our business units. Supplier environmental audits shall be regularly implemented.
[10] Suppliers shall check for the risk of contamination by substances subject to the RoHS Directive (presence of parallel production, conformance of stocked parts and materials with RoHS Directive, etc.). If there is any risk of contamination (parallel production is being carried out, there is uncertainty about the conformance of stocked parts and materials with RoHS Directive, etc.), suppliers shall implement measures to prevent contamination with substances subject to the RoHS Directive.

[11] Suppliers shall check for the risk of contamination by substances subject to the RoHS Directive (presence of parallel production, conformance of stocked parts and materials with RoHS Directive, etc.) in their supply chain. If there is any risk of contamination (parallel production is being carried out, there is uncertainty about the conformance of stocked parts and materials with RoHS Directive, etc.), suppliers shall ask business partners in their supply chain to implement measures to prevent contamination and confirm their implementation status.

[12] Suppliers shall provide advance notice to our business units for any changes in manufacturing conditions (materials, manufacturing methods, manufacturing equipment / manufacturing sites, subcontractors, suppliers of parts and materials, etc.).

[13] Materials used for research and development shall be exempted from Article 11-1 to Article 11-12.

[14] If chemical substances scatter or fall onto products from equipment, etc., they shall be regarded as including no Prohibited Substances specified in the Rank Guidelines for Supplier Category 2 suppliers. Similarly, if there is a risk that chemical substances may adhere to or be transferred to products due to contact with equipment, etc., the sections of equipment, etc., that have been in contact with the products shall be regarded as including no Prohibited Substances as specified in the Rank Guidelines.

**Reduction of Greenhouse Gas Emissions**

**Article 12.** Suppliers shall recommend materials that effectively reduce greenhouse gas (hereinafter referred to as "GHG") emissions at our business units and advise them to adopt such materials. Materials that effectively reduce GHG emissions include the following materials.

1. Materials that contribute to energy conservation of products when incorporated into products
2. Materials that contribute to the reduction of GHG emissions of suppliers during material production

[2] Suppliers shall monitor the progress of their initiatives to reduce GHG emissions using the following five-level scale and improve
the level of their initiatives.

1. Level 1: Suppliers examine the measures needed (training, establishment of internal organizations, etc.) to monitor and reduce GHG emissions.

2. Level 2: Suppliers monitor GHG emissions by year or factory while implementing the initiatives required at Level 1.

3. Level 3: Suppliers declared their GHG emissions reduction target to external parties as their commitment and launched initiatives to reduce GHG emissions while implementing the initiatives required at Level 2.

4. Level 4: Suppliers implement continuous improvement measures (PDCA cycles) to reduce GHG emissions while implementing the initiatives required at Level 3.

5. Level 5: Suppliers ask their upstream business partners to reduce GHG emissions while implementing the initiatives required at Level 4.

[3] To facilitate the monitoring and reduction of GHG emissions throughout the supply chain of our company, suppliers shall cooperate in calculating and submitting GHG emissions data for products they deliver to our company at the requests of our business unit.

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**Promotion of Resource Recycling**

**Article 13.** Suppliers shall recommend, to our business units, materials that contribute to recycling-oriented manufacturing that our company promote for effective use of resources and advise them to adopt such materials. Materials that contribute to recycling-oriented manufacturing are defined as the following materials.

1. Materials that contribute to a reduction of the total resources used
2. Materials that contribute to the greater use of recycled resources
3. Materials that contribute to the reuse of packaging materials for product transport
4. Materials that contribute to zero waste emissions from manufacturing activities at our company's sites (including reuse of packaging materials used for transport/protection by part suppliers, etc.)

[2] Suppliers shall monitor the progress of their initiatives for zero waste emissions from manufacturing activities using the following five-level scale and improve the level of their initiatives.

1. Level 1: Suppliers examine measures (training, establishment of internal organizations, etc.) to reduce waste emissions from manufacturing activities.
2. Level 2: Suppliers monitor the types, amount, and treatment status, etc., of waste emissions while implementing the initiatives required at Level 1.
3. Level 3: Suppliers declared their waste emissions reduction
target to external parties as their commitment and launched initiatives to reduce production waste while implementing the initiatives required at Level 2.

4. Level 4: Suppliers implement continuous improvement measures (PDCA cycles) to reduce waste emissions while implementing the initiatives required at Level 3.

5. Level 5: Suppliers ask their upstream business partners to reduce waste emissions while implementing the initiatives required at Level 4.

**Article 14.** Our company promotes resource recycling. Suppliers shall recommend materials that contribute to water recycling to our business units and advise them to adopt such materials. Materials that contribute to water recycling include the following materials.

1. Materials that contribute to water conservation or water recycling functions of our products
2. Materials that contribute to the reduction of water consumption during production at our sites

[2] Suppliers shall monitor the progress of their initiatives to reduce water consumption used in production using the following five-level scale, and improve the level of their initiatives.

1. Level 1: Suppliers examine the measures needed (training, establishment of internal organizations, etc.) to reduce water consumption used in production.
2. Level 2: Suppliers monitor the purpose, amount, treatment status, etc. of water consumption used in production while implementing the initiatives required by Level 1.
3. Level 3: Suppliers set the target for reduction in their water consumption used in production and launched initiatives to reduce water consumption during production while implementing the initiatives required by Level 2.
4. Level 4: Suppliers implement continuous improvement measures (PDCA cycles) to reduce water consumption during production while implementing the initiatives required by Level 3.
5. Level 5: Suppliers request their upstream business partners to reduce water consumption during production while implementing the initiatives required by Level 4.

[3] Suppliers shall monitor their factory effluence management using the following five-level scale, and improve the level of their initiatives.

1. Level 1: Suppliers examine the measures required (training, establishment of internal organizations, etc.) for factory effluence management.
2. Level 2: Suppliers periodically measure chemical substance concentrations of factory effluence and confirm that they are below the legal limits while implementing the initiatives required by Level 1.
3. Level 3: Suppliers established a system for addressing
detected problems (of exceeding the legal limit) while implementing the initiatives required by Level 2.

4. Level 4: Suppliers implement continuous improvement measures (PDCA cycles) for factory effluent management while implementing the initiatives required by Level 3.

5. Level 5: Suppliers ask their upstream business partners to implement factory effluent-related initiatives while implementing the initiatives required by Level 4.

**Article 15.** Suppliers shall recommend, to our business units, materials that contribute to the biodiversity conservation and advise them to adopt such materials. Examples of materials that contribute to the conservation of biodiversity are given below.

1. Materials made from wood produced from properly managed forests
   - Example: FSC certified wood

2. Materials excluding wood, minerals, etc., gained as a result of forest destruction, etc., that have harmful effects on valuable ecosystems that require the protection or the survival of rare wild animals. (In the future, our company may conduct surveys on the use of applicable materials if specific wood or minerals are specified in terms of the biodiversity conservation)

[2] Suppliers shall monitor the progress of their initiatives for the biodiversity conservation with the following five-level scale and improve the level of their initiatives.

1. Level 1: Suppliers examine measures (training, establishment of internal organizations, etc.) for the biodiversity conservation.

2. Level 2: Suppliers declared their targets for the biodiversity conservation as their commitment and launched initiatives for the biodiversity conservation while implementing the initiatives required at Level 1

3. Level 3: Suppliers implement initiatives for the biodiversity conservation jointly with stakeholders (local governments, NPOs, specialists, etc.) while implementing the initiatives required at Level 2

4. Level 4: Suppliers implement continuous improvement measures (PDCA cycles) for the biodiversity conservation while implementing the initiatives required at Level 3

5. Level 5: Suppliers asked their upstream business partners to conserve biodiversity while implementing the initiatives required at Level 4
### Chapter 5  Sharing Achievements through Collaboration  
(ECO-VC Activities)

| Sharing Achievements through Collaboration | Article 16. Suppliers shall implement activities that reduce the environmental impacts and cost (ECO-VC Activities) of the materials they deliver through collaboration with our company and share the results of these activities. |

### Chapter 6  Encouraging Upstream Suppliers

| Encouraging Upstream Suppliers | Article 17. Suppliers must not only comply with environment-related laws and regulations but also encourage upstream business partners, with the aim of ensuring the adoption of environmental impact reduction initiatives across our supply chain so as to establish an environmental management system, so as to ensure comprehensive chemical substance management, reduce GHG emissions, promote resource/water recycling, and conserve biodiversity. |

### Chapter 7  Application

| Basics of Application | Article 18. Our business units may make specific requests that differ from these Green Procurement Standards based on the laws, ordinances, and rules of the country where they are located, business forms, customer requests, etc. In this case, suppliers shall prioritize these requests from our business units. |

[2] Suppliers shall meet our requests stated in these Green Procurement Standards and follow the Green Procurement Operation Manual provided in Section III.
III. Green Procurement
Operation Manual
We prefer to procure from suppliers who are proactive in reducing their environmental impacts.

We will monitor the status of the implementation of the initiatives we have requested to suppliers in Section II: Green Procurement Standards, and evaluate the suppliers. We will share the evaluation results with the suppliers, with the aim to improve the level of environmental impacts reduction initiatives implemented by the suppliers.

This manual provides the tools and evaluation principles used to monitor the status of environmental impacts reduction initiatives of suppliers. We would like to request suppliers to read through this manual and cooperate with our monitoring of the status of implementation of items requested in Section II: Green Procurement Standards.

1. **Tools for monitoring the status of initiatives at suppliers**

   We will monitor the status of the suppliers' responses to our Green Procurement requests using the following tools.

   (1) **Green Procurement Survey**
   
   - We plan to monitor the status of environmental impact reduction initiatives of suppliers by asking them to enter their replies in the "Green Procurement Survey" form provided by our business units.
   - Please refer to Appendices 1, 2 and 3 for the "Green Procurement Survey" form provided by our business units.
   - Appendix 1 is for Category I suppliers, Appendix 2 is for Category II suppliers, and Appendix 3 is for Category III suppliers respectively.
   - Our business units that have transactions with respective suppliers will send survey requests separately.
   - We will conduct the survey on a regular basis.
   - Our business units may use their own names for the survey.

   (2) **Supplier environmental quality assurance system audit**
   
   - We will conduct this audit to check the system that ensures the non-use of the Prohibited Substances specified in the Rank Guidelines.
   - Through the audit, we will monitor the level of suppliers' systems that ensure the non-use of these chemical substances.
   - Our business units that have transactions with respective suppliers will carry out the audit.
   - We will conduct the audit based on a separate audit checklist. Suppliers will be requested to fill out voluntary audit columns in this checklist before our audit.
   - Our business units that have transactions with respective suppliers send requests to suppliers separately.
   - We will conduct the audit on a regular basis.

   (3) **Product chemical substance management system (GP-Web)**
   
   - We will monitor the response from suppliers through the data input into our GP-Web.
   - We monitor the response level of suppliers on our side using the "Product chemical substance management system (GP-Web)."
Below is a summary of the monitoring tools for each request:

<table>
<thead>
<tr>
<th>Items</th>
<th>Major requests</th>
<th>Monitoring tools</th>
</tr>
</thead>
</table>
| Establishement of an environmental management system                   | • Comply with environment-related laws and regulations and request upstream suppliers to ensure compliance.  
• Obtain ISO 14001 certification.                                       | Green Survey (Applicable) Environ. mental audits (Not applicable) GP-Web (Not applicable) |
| Ensuring comprehensive chemical management                             | • Submit non-use warranty form  
• Acquire Level A rating in the supplier environmental quality assurance system audit  
• Input data to GP-Web                                                  | O O O             |
| Reduction of GHG emissions                                            | • Provide materials that contribute to the reduction of GHG emissions.  
• Report the level of GHG emissions reduction initiatives at suppliers.  
• Report GHG emissions from the manufacturing of materials supplied to our company, including emissions from separately specified supply chains of suppliers. | O – –             |
| Promotion of resource recycling                                       | • Provide materials that contribute to resource recycling.  
• Report the level of initiatives on zero waste emissions at suppliers.  | O – –             |
| Promotion of water recycling                                          | • Provide materials that contribute to water recycling.  
• Report the level of initiatives to reduce water consumption used in production to suppliers.  
• Report the level of initiatives to manage factory effluence to suppliers. | O – –             |
| Biodiversity conservation                                             | • Provide materials that contribute to biodiversity conservation.  
• Report the level of initiatives for biodiversity conservation.        | O – –             |
| Sharing achievements through collaboration (ECO-VC Activities)         | • Reduce environmental impacts and cost through collaboration with suppliers.                                                                   | O – –             |
2. Supplier evaluation principles

- We evaluate suppliers by supplier category.
- In Supplier Category 1, we evaluate mandatory and point-earning items.
- In Supplier Categories 2 and 3, we evaluate point-earning items.
- Mandatory criteria include establishing an environmental management system and ensuring comprehensive chemical substance management. Evaluation results of these items are important factors for decisions on continuing transactions.
- Point-earning items consist of reducing GHG emissions, promotion of resource recycling, promotion of water recycling, biodiversity conservation and ECO-VC Activities. Evaluation results of these items are factors for preferential transactions, commendations, etc.
- In ECO-VC Activities, we will evaluate the entries of suppliers based on a list of internal criteria and present awards to the best programs.
- Our business units will send requests to suppliers that they have transactions with to participate in ECO-VC Activities. Participation is not mandatory.
## Green Procurement Survey List (For Category I Suppliers)

(Please record the results of your initiatives at the production site where you manufacture products delivered to our company.)

### Appendix 1

#### Supplier's basic information
- **Survey year:** [Recode]
- **Business unit name:** [Input to GP-Web of chemical substances data based on the Rank Guidelines, as indicated in the non-use warranty.]

### Green Procurement Standards

<table>
<thead>
<tr>
<th>Item</th>
<th>Key 1</th>
<th>Key 2</th>
<th>Weighting</th>
<th>Optional</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Submission of a non-use warranty</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Submission of an ODC non-use oath</td>
<td>✔️</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Information about deliveries to our company
- **Domain company name:** [Please record the top 5 business units in terms of sales amount.]
- **Business unit name:**

### Article 11-3

- **Confirmation of the status of establishing an environmental management system**
- **Article 11-4**

### Article 11-5

- **Confirmation of the status of implementing necessary actions in the event that the presence of a prohibited substance or use of a prohibited substance in the manufacturing process is identified**

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer column</th>
<th>Key 1</th>
<th>Weighting</th>
<th>Optional</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Have you confirmed your company does not breach any environment-related laws or regulations?</td>
<td>Yes</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Have yet to confirm</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer column</th>
<th>Key 1</th>
<th>Weighting</th>
<th>Optional</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Your company submitted the latest version of &quot;Non-use Warranty for Chemical Substances Pertaining to Products&quot; (hereafter referred to as &quot;non-use warranty&quot;) prepared by applicable business units of our company?</td>
<td>Yes</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer column</th>
<th>Key 1</th>
<th>Weighting</th>
<th>Optional</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Have you obtained the IS014001 certification?</td>
<td>Yes</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Have yet to obtain the IS014001 certification</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer column</th>
<th>Key 1</th>
<th>Weighting</th>
<th>Optional</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Have you obtained another third-party environmental management system certification?</td>
<td>Yes</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Have yet to obtain another third-party environmental management system certification</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer column</th>
<th>Key 1</th>
<th>Weighting</th>
<th>Optional</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Have you confirmed your upstream business partners did not breach any environment-related laws or regulations?</td>
<td>Yes</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Have yet to confirm</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer column</th>
<th>Key 1</th>
<th>Weighting</th>
<th>Optional</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Have you confirmed your company does not breach any environment-related laws or regulations?</td>
<td>Yes</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Have yet to confirm</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Article</td>
<td>Question</td>
<td>Answer columns</td>
<td>Key Item</td>
<td>Weighting</td>
</tr>
<tr>
<td>---------</td>
<td>--------------------------------------------------------------------------</td>
<td>----------------</td>
<td>---------</td>
<td>-----------</td>
</tr>
<tr>
<td>Article 11-7, 8 (Verification of non-inclusion of substances subject to the RoHS Directive concerning newly delivered parts/materials)</td>
<td>Does your company periodically submit to our business unit either high-precision analysis data for substances subject to the RoHS Directive concerning newly delivered parts/materials, or a document that includes the provisions of substances subject to the RoHS Directive? Include the high-precision analysis data and the provisions of substances subject to the RoHS Directive in your documentation.</td>
<td>Key</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Article 11-9 (Undergoing Supplier Environmental Quality Assurance System Audits)</td>
<td>Does your company undergo our Supplier Environmental Quality Assurance System Audits, at the request of our business unit(s) (including a business unit differing from the one that requested this survey)? However, if you are a trading company, we request that you complete the Supplier Environmental Quality Assurance System Audits that are conducted on your parts/materials manufacturers in collaboration between your company and our business unit(s) at the request of our business unit(s) also included in &quot;Undergone.&quot;</td>
<td>Key</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Article 11-10 (Guaranteeing chemical substances management)</td>
<td>Do you check for risk of contamination by substances subject to the RoHS Directive? If there is no risk of contamination, please select &quot;No risk of contamination.&quot;</td>
<td>Key</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>Article 11-12 (Checking for an advance notice system concerning changes to manufacturing conditions for delivered parts/materials)</td>
<td>Does your company provide our business unit with parts/materials that contribute to higher energy efficiency of our products?</td>
<td>Key</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>Article 12-1 (Provision of parts/materials that contribute to reduction of GHG emissions in your manufacturing processes)</td>
<td>Does your company provide our business unit with parts/materials that contribute to reduction of GHG emissions in your manufacturing processes?</td>
<td>Key</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>Article 12-2 (Reduction of greenhouse gas (GHG) emissions)</td>
<td>If your company implements initiatives to reduce GHG emissions? If your answer is &quot;yes,&quot; does the scope of your initiatives cover all sites or part of your sites?</td>
<td>Key</td>
<td>6</td>
<td>6</td>
</tr>
<tr>
<td>Article 12-3 (Submission of supply chain GHG emissions data concerning our company)</td>
<td>Does your company calculate supply chain GHG emissions data concerning our company, based on calculation methods specified by us, at the request of our business unit, and does it submit such data to our business unit?</td>
<td>Key</td>
<td>7</td>
<td>7</td>
</tr>
</tbody>
</table>
### Questions for Suppliers

**Provision of parts/materials that contribute to reduction of resource inputs**

- Does your company provide your business unit with parts/materials that contribute to reduction of resource inputs?
  - Yes: Such parts/materials are provided.
  - No: Provision of such parts/materials is not implemented.
  - Not applicable: Not applicable.

**Provision of parts/materials that contribute to greater use of recycled resources**

- Does your company provide your business unit with parts/materials that contribute to greater use of recycled resources?
  - Yes: Such parts/materials are provided.
  - No: Provision of such parts/materials is not implemented.
  - Not applicable: Not applicable.

**Provision of parts/materials that contribute to reuse of packaging materials for transport of our products**

- Does your company provide your business unit with parts/materials that contribute to reuse of packaging materials for transport of our products?
  - Yes: Such parts/materials are provided.
  - No: Provision of such parts/materials is not implemented.
  - Not applicable: Not applicable.

**Provision of parts/materials that contribute to zero production waste emissions at our company sites**

- Does your company provide your business unit with parts/materials that contribute to zero production waste emissions at our company sites?
  - Yes: Such parts/materials are provided.
  - No: Provision of such parts/materials is not implemented.
  - Not applicable: Not applicable.

**Confirmation of your initiatives for the management of factory wastewater**

- Does your company implement initiatives for the management of factory wastewater?
  - Yes: The scope of your initiatives covers all sites or just some of your sites.
  - No: Provision of such initiatives is not implemented.
  - Not applicable: Not applicable.

### Green Procurement Standards

- Level 5: Ask your upstream business partners to reduce production wastewater while implementing the initiatives required at Level 4.
- Level 4: Implement ongoing improvement measures (PDCA cycles) to reduce production wastewater while implementing the initiatives required at Level 3.
- Level 3: Declare your production wastewater reduction targets to external parties as your commitment and initiatives required at Level 2.
- Level 2: Monitor the types, amounts, and treatment status, etc., of production wastewater while implementing the initiatives required at Level 1.
- Level 1: Examine the measures needed (training, establishment of internal organizations, etc.) to reduce production wastewater.

**Questions for suppliers that implement initiatives for zero production waste emissions, concerning the level of their initiatives**

- If your answer is "yes," does the scope of your initiatives cover all sites or just some of your sites?
  - Yes: Implementing such initiatives at all of our sites.
  - No: Implementing such initiatives at part of our sites.
  - Not applicable: Not applicable.

**Questions for suppliers that implement initiatives for greater use of recycled resources, concerning the level of their initiatives**

- If your answer is "yes," does the scope of your initiatives cover all sites or just some of your sites?
  - Yes: Implementing such initiatives at all of our sites.
  - No: Implementing such initiatives at part of our sites.
  - Not applicable: Not applicable.

**Questions for suppliers that implement initiatives for material conservation and/or recycling of water resources used for our products**

- If your answer is "yes," does the scope of your initiatives cover all sites or just some of your sites?
  - Yes: Implementing such initiatives at all of our sites.
  - No: Implementing such initiatives at part of our sites.
  - Not applicable: Not applicable.

**Questions for suppliers that implement initiatives for the management of factory wastewater, concerning the level of their initiatives**

- If your answer is "yes," does the scope of your initiatives cover all sites or just some of your sites?
  - Yes: Implementing such initiatives at all of our sites.
  - No: Implementing such initiatives at part of our sites.
  - Not applicable: Not applicable.
<table>
<thead>
<tr>
<th>Task</th>
<th>Article</th>
<th>Request</th>
<th>Question</th>
<th>Answer column</th>
<th>Key</th>
<th>Weighting</th>
<th>Optional</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conservation of biodiversity</td>
<td>Article 15-1</td>
<td>Provision of parts/materials that contribute to conservation of biodiversity</td>
<td>Is your company implementing initiatives for conservation of biodiversity?</td>
<td>1. Such parts/materials are provided. 2. Planning provision of such parts/materials. 3. Not providing such parts/materials.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Conservation of biodiversity</td>
<td>Article 15-2</td>
<td>Confirmation of your initiatives for conservation of biodiversity</td>
<td>Questions for suppliers that implement initiatives for conservation of biodiversity, concerning the level of their initiatives. Please select the level applicable to the initiatives of your company from the following five levels. Level 1: Quantify the measures needed (training, establishment of internal organizations, etc.) for conservation of biodiversity. Level 2: Declared targets for biodiversity conservation to external parties as your commitment and launched initiatives for conservation of biodiversity, while implementing the initiatives required at Level 1. Level 3: Implementing initiatives for conservation of biodiversity in collaboration with other stakeholders (e.g. municipal governments, NPOs, experts), while implementing the initiatives required at Level 2. Level 4: Implement continuous improvement measures (PDCA cycles) for conservation of biodiversity, while implementing the initiatives required at Level 3. Level 5: Ask your upstream business partners to undertake conservation of biodiversity, while implementing the initiatives required at Level 4.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sharing achievements through collaboration</td>
<td>Article 16</td>
<td>Confirmation of enrollment in ECO-VC activities</td>
<td>Have you enrolled in ECO-VC activities, at the request of our business unit?</td>
<td>1. Enrolled. 2. Have yet to enroll. 3. Have not received a request for enrollment from your business unit.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Introduction of EDI</td>
<td></td>
<td>Confirmation of introduction of EDI (electronic data interchange)</td>
<td>Has your company introduced EDI with our business unit at its request?</td>
<td>1. Have introduced. 2. Have yet to introduce. 3. Have not received a request for introduction.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Others</td>
<td></td>
<td>Confirmation of the status of establishment of a quality management system</td>
<td>We'd like to ask you about your ISO9001 certification status. Please select the applicable answer from the following options. If you have multiple departments of your company that are trading with our company, please select one of them, and answer the ISO9001 certification status of the selected department. In the case where your company delivers to our company or other companies parts/materials that pertain to medical devices, it is acceptable to read &quot;ISO13485&quot;, which stipulates quality management systems for medical devices, and to answer those questions accordingly. 1. You have obtained the ISO9001 certification. 2. You are taking actions toward obtaining ISO9001 certification. 3. You have not yet obtained the ISO9001 certification.</td>
<td>(Record the following information if you selected Answer 1 for the above question.)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Specific Questions**

**Questions for suppliers that implement initiatives for conservation of biodiversity, concerning the level of their initiatives. Please select the level applicable to the initiatives of your company from the following five levels.**

- Level 1: Quantify the measures needed (training, establishment of internal organizations, etc.) for conservation of biodiversity.
- Level 2: Declared targets for biodiversity conservation to external parties as your commitment and launched initiatives for conservation of biodiversity, while implementing the initiatives required at Level 1.
- Level 3: Implementing initiatives for conservation of biodiversity in collaboration with other stakeholders (e.g. municipal governments, NPOs, experts), while implementing the initiatives required at Level 2.
- Level 4: Implement continuous improvement measures (PDCA cycles) for conservation of biodiversity, while implementing the initiatives required at Level 3.
- Level 5: Ask your upstream business partners to undertake conservation of biodiversity, while implementing the initiatives required at Level 4.

**Introduction of EDI**

**Confirmation of introduction of EDI (electronic data interchange)**

- Has your company introduced EDI with our business unit at its request?
  1. Have introduced.
  2. Have yet to introduce.
  3. Have not received a request for introduction.

**Others**

**Confirmation of the status of establishment of a quality management system**

- We'd like to ask you about your ISO9001 certification status. Please select the applicable answer from the following options. If you have multiple departments of your company that are trading with our company, please select one of them, and answer the ISO9001 certification status of the selected department. In the case where your company delivers to our company or other companies parts/materials that pertain to medical devices, it is acceptable to read "ISO13485", which stipulates quality management systems for medical devices, and to answer those questions accordingly.
  1. You have obtained the ISO9001 certification.
  2. You are taking actions toward obtaining ISO9001 certification.
  3. You have not yet obtained the ISO9001 certification.

**Specific Questions**

**Questions for suppliers that implement initiatives for conservation of biodiversity, concerning the level of their initiatives. Please select the level applicable to the initiatives of your company from the following five levels.**

- Level 1: Quantify the measures needed (training, establishment of internal organizations, etc.) for conservation of biodiversity.
- Level 2: Declared targets for biodiversity conservation to external parties as your commitment and launched initiatives for conservation of biodiversity, while implementing the initiatives required at Level 1.
- Level 3: Implementing initiatives for conservation of biodiversity in collaboration with other stakeholders (e.g. municipal governments, NPOs, experts), while implementing the initiatives required at Level 2.
- Level 4: Implement continuous improvement measures (PDCA cycles) for conservation of biodiversity, while implementing the initiatives required at Level 3.
- Level 5: Ask your upstream business partners to undertake conservation of biodiversity, while implementing the initiatives required at Level 4.

**Introduction of EDI**

**Confirmation of introduction of EDI (electronic data interchange)**

- Has your company introduced EDI with our business unit at its request?
  1. Have introduced.
  2. Have yet to introduce.
  3. Have not received a request for introduction.

**Others**

**Confirmation of the status of establishment of a quality management system**

- We'd like to ask you about your ISO9001 certification status. Please select the applicable answer from the following options. If you have multiple departments of your company that are trading with our company, please select one of them, and answer the ISO9001 certification status of the selected department. In the case where your company delivers to our company or other companies parts/materials that pertain to medical devices, it is acceptable to read "ISO13485", which stipulates quality management systems for medical devices, and to answer those questions accordingly.
  1. You have obtained the ISO9001 certification.
  2. You are taking actions toward obtaining ISO9001 certification.
  3. You have not yet obtained the ISO9001 certification.

**Specific Questions**

**Questions for suppliers that implement initiatives for conservation of biodiversity, concerning the level of their initiatives. Please select the level applicable to the initiatives of your company from the following five levels.**

- Level 1: Quantify the measures needed (training, establishment of internal organizations, etc.) for conservation of biodiversity.
- Level 2: Declared targets for biodiversity conservation to external parties as your commitment and launched initiatives for conservation of biodiversity, while implementing the initiatives required at Level 1.
- Level 3: Implementing initiatives for conservation of biodiversity in collaboration with other stakeholders (e.g. municipal governments, NPOs, experts), while implementing the initiatives required at Level 2.
- Level 4: Implement continuous improvement measures (PDCA cycles) for conservation of biodiversity, while implementing the initiatives required at Level 3.
- Level 5: Ask your upstream business partners to undertake conservation of biodiversity, while implementing the initiatives required at Level 4.
# Appendix 2

## Green Procurement Survey List (For Category II Suppliers)

(Confidential information about deliveries to our company Please record the top 5 business units in terms of sales amount.

### Supplier's basic information

<table>
<thead>
<tr>
<th>Business unit name</th>
<th>Business unit name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Company name</td>
<td>Company name</td>
</tr>
<tr>
<td>Production site</td>
<td>Production site</td>
</tr>
<tr>
<td>Products / services</td>
<td>Products / services</td>
</tr>
<tr>
<td>Supplier's address</td>
<td>Supplier's address</td>
</tr>
</tbody>
</table>

### Information about deliveries to our company

<table>
<thead>
<tr>
<th>Business unit name</th>
<th>Business unit name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Company name</td>
<td>Company name</td>
</tr>
<tr>
<td>Production site</td>
<td>Production site</td>
</tr>
<tr>
<td>Products / services</td>
<td>Products / services</td>
</tr>
<tr>
<td>Supplier's address</td>
<td>Supplier's address</td>
</tr>
</tbody>
</table>

### Green Procurement Standards

<table>
<thead>
<tr>
<th>Article</th>
<th>Question</th>
<th>Answer column</th>
<th>Key term</th>
<th>Weighting</th>
<th>Optional</th>
</tr>
</thead>
<tbody>
<tr>
<td>Article 12-2</td>
<td>Confirmation of the implementation and the scope of the initiatives to reduce GHG emissions of your company</td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Article 12-3</td>
<td>Submission of supply chain GHG emissions data concerning our company</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Article 13-1</td>
<td>Provision of parts/materials that contribute to zero production waste emissions at our company sites</td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Article 13-2</td>
<td>Confirmation of your initiatives for zero production waste emissions</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Article 14-2</td>
<td>Confirmation of your initiatives for the management of factory waste water at your site</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Questions for suppliers that implement initiatives for zero production waste emissions

<table>
<thead>
<tr>
<th>Article 13-1</th>
<th>Question</th>
<th>Answer column</th>
<th>Key term</th>
<th>Weighting</th>
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</thead>
<tbody>
<tr>
<td>Article 12-2</td>
<td>Question</td>
<td>Answer column</td>
<td>Key term</td>
<td>Weighting</td>
<td>Optional</td>
</tr>
<tr>
<td>Article 14-2</td>
<td>Question</td>
<td>Answer column</td>
<td>Key term</td>
<td>Weighting</td>
<td>Optional</td>
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</table>

### Questions for suppliers that implement initiatives to reduce greenhouse gas (GHG) emissions

<table>
<thead>
<tr>
<th>Article 12-2</th>
<th>Question</th>
<th>Answer column</th>
<th>Key term</th>
<th>Weighting</th>
<th>Optional</th>
</tr>
</thead>
<tbody>
<tr>
<td>Article 12-3</td>
<td>Question</td>
<td>Answer column</td>
<td>Key term</td>
<td>Weighting</td>
<td>Optional</td>
</tr>
<tr>
<td>Article 13-2</td>
<td>Question</td>
<td>Answer column</td>
<td>Key term</td>
<td>Weighting</td>
<td>Optional</td>
</tr>
<tr>
<td>Article 14-2</td>
<td>Question</td>
<td>Answer column</td>
<td>Key term</td>
<td>Weighting</td>
<td>Optional</td>
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</table>

### Questions for suppliers that implement initiatives to reduce water resources used in production

<table>
<thead>
<tr>
<th>Article 12-2</th>
<th>Question</th>
<th>Answer column</th>
<th>Key term</th>
<th>Weighting</th>
<th>Optional</th>
</tr>
</thead>
<tbody>
<tr>
<td>Article 12-3</td>
<td>Question</td>
<td>Answer column</td>
<td>Key term</td>
<td>Weighting</td>
<td>Optional</td>
</tr>
<tr>
<td>Article 13-2</td>
<td>Question</td>
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<td>Key term</td>
<td>Weighting</td>
<td>Optional</td>
</tr>
<tr>
<td>Article 14-2</td>
<td>Question</td>
<td>Answer column</td>
<td>Key term</td>
<td>Weighting</td>
<td>Optional</td>
</tr>
</tbody>
</table>

### Key terms

- **Optionally**: Indicates an answer that is not required.
- **Level 1**: Initiatives at all sites.
- **Level 2**: Initiatives at part of your sites.
- **Level 3**: Planning to implement initiatives at all sites.
- **Level 4**: Initiatives at all of your sites.
- **Level 5**: Initiatives at all of your sites and external parties involved in the supply chain.

---

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### Establishment of a quality management system

**Confirmation of the status of establishment of a quality management system**

<table>
<thead>
<tr>
<th>Item</th>
<th>Article</th>
<th>Request</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Article 15-2</td>
<td></td>
</tr>
</tbody>
</table>

- If your company is implementing initiatives for conservation of biodiversity?
  - Yes
  - No

  (Record the following information if you selected Yes for the above question.)

**Questions for suppliers that implement initiatives for conservation of biodiversity, considering the level of their initiatives.**

- Level 1: Describe the measures needed (training, establishment of internal organizations, etc.) for conservation of biodiversity.
- Level 2: Declare targets for biodiversity conservation to external parties as your commitment and launched initiatives for conservation of biodiversity, while implementing the initiatives required at Level 1.
- Level 3: Implement initiatives for conservation of biodiversity in collaboration with other stakeholders (e.g., municipal governments, NPOs, experts), while implementing the initiatives required at Level 2.
- Level 4: Implement continued improvement measures (PDCA cycles) for conservation of biodiversity, while implementing the initiatives required at Level 3.
- Level 5: Ask your upstream/business partners to undertake conservation of biodiversity, while implementing the initiatives required at Level 4.

**Sharing achievements through collaboration**

**Confirmation of enrollment in ECO-VC activities**

<table>
<thead>
<tr>
<th>Item</th>
<th>Article</th>
<th>Request</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Article 16</td>
<td></td>
</tr>
</tbody>
</table>

- Have you enrolled in ECO-VC activities, at the request of our business unit?
  - Enrolled
  - Have yet to enroll
  - Have not received a request for enrollment from your business unit

(Record the following information if you selected Yes for the above question.)

**Questions for suppliers that implement initiatives for conservation of biodiversity, concerning the level of their initiatives; Please select the level applicable to the initiatives of your company from the following levels.**

- Level 1: Describe the measures needed (training, establishment of internal organizations, etc.) for conservation of biodiversity.
- Level 2: Declare targets for biodiversity conservation to external parties as your commitment and launched initiatives for conservation of biodiversity, while implementing the initiatives required at Level 1.
- Level 3: Implement initiatives for conservation of biodiversity in collaboration with other stakeholders (e.g., municipal governments, NPOs, experts), while implementing the initiatives required at Level 2.
- Level 4: Implement continued improvement measures (PDCA cycles) for conservation of biodiversity, while implementing the initiatives required at Level 3.
- Level 5: Ask your upstream/business partners to undertake conservation of biodiversity, while implementing the initiatives required at Level 4.

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<thead>
<tr>
<th>Item</th>
<th>Article</th>
<th>Request</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Confirm the status of establishment of a quality management system</td>
</tr>
</tbody>
</table>

- Yes
- No

  (Record the following information if you selected Yes for the above question.)

**Questions for suppliers that implement initiatives for conservation of biodiversity, considering the level of their initiatives.**

- Level 1: Describe the measures needed (training, establishment of internal organizations, etc.) for conservation of biodiversity.
- Level 2: Declare targets for biodiversity conservation to external parties as your commitment and launched initiatives for conservation of biodiversity, while implementing the initiatives required at Level 1.
- Level 3: Implement initiatives for conservation of biodiversity in collaboration with other stakeholders (e.g., municipal governments, NPOs, experts), while implementing the initiatives required at Level 2.
- Level 4: Implement continued improvement measures (PDCA cycles) for conservation of biodiversity, while implementing the initiatives required at Level 3.
- Level 5: Ask your upstream/business partners to undertake conservation of biodiversity, while implementing the initiatives required at Level 4.

- If you have obtained ISO9001 certification, please also answer the following questions. Please enter your answer in the answer column for each question from (1) to (2).
  - Enter the name of the certification body.
  - Enter the registration number of the certification.
  - Enter the expiration date of the certification.

- If you are taking actions toward obtaining ISO9001 certification, please also answer the following questions. Please enter your answer in the answer column for each question from (1) to (2).
  - Enter the year and month when you started the initiatives to obtain the certification.
  - Enter the scheduled year and month of the certification.
Appendix 3

Green Procurement Survey List (For Category III Suppliers)

(Please record the results of your initiatives at the production site where you manufacture products delivered to our company.)

<table>
<thead>
<tr>
<th>Supplier’s basic information</th>
<th>Information about deliveries to our company</th>
<th>Please record the top 5 business units in terms of sales amount.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Domain company name</td>
<td>Business unit name</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Green Procurement Standards</th>
<th>Question</th>
<th>Answer column</th>
<th>Key term</th>
<th>Weighting</th>
<th>Optional</th>
</tr>
</thead>
</table>

**Article 12-2**

Confirmation of the implementation and the scope of the initiatives to reduce greenhouse gas (GHG) emissions of your company

Would you like to ask you about the level of your initiatives to reduce greenhouse gas (GHG) emissions. Please select the level applicable to the initiatives of your company from the following five levels.

1. Implementing the initiatives at all our sites.
2. Implementing the initiatives at part of our sites.
3. Not implementing such initiatives.

Please answer the following question regarding your company’s initiatives to reduce GHG emissions.

(Redirect the following information if you selected Answer 1 or 2 for the above question.)

Please answer the following questions regarding your company’s initiatives to reduce GHG emissions.

1. Does your company calculate supply chain GHG emissions data concerning our company, based on calculation methods specified by us, at the request of our business unit, and does it submit such data to the business unit?

   1. Submitted
   2. Have yet to submit
   3. Have not received a request for submission.

2. Does your company implement initiatives for zero production waste emissions?

   1. Implementing such initiatives at all sites.
   2. Implementing such initiatives at part of our sites.
   3. Not implementing such initiatives.

   (Record the following information if you selected Answer 1 or 2 for the above question.)

   Please answer the following question regarding your company’s initiatives to zero waste emissions from manufacturing activities.

3. Does your company implement initiatives for the management of factory wastewater at your sites?

   1. Implementing such initiatives at all sites.
   2. Implementing such initiatives at part of our sites.
   3. Not implementing such initiatives.

   (Record the following information if you selected Answer 1 or 2 for the above question.)

   Please answer the following question regarding your company’s initiatives to factory influent management.

**Article 12-3**

Submission of supply chain GHG emissions data concerning your company.

Questions for suppliers that implement initiatives for zero production waste emissions, concerning the level of their initiatives. Please select the level applicable to the initiatives of your company from the following five levels.

1. Implementing the initiatives at all our sites.
2. Implementing the initiatives at part of our sites.
3. Not implementing such initiatives.

Please answer the following question regarding your company’s initiatives to zero waste emissions from manufacturing activities.

4. Implement ongoing improvement measures (PDCA cycles) to reduce GHG emissions while implementing the initiatives required at Level 2.

5. Ask your upstream business partners to reduce GHG emissions while implementing the initiatives required at Level 4.

<table>
<thead>
<tr>
<th>Domain company name</th>
<th>Business unit name</th>
<th>Items</th>
<th>Key</th>
<th>Weighting</th>
<th>Optional</th>
</tr>
</thead>
</table>

Questionnaire:

1. Does your company implementing initiatives to reduce water resources used in production at your sites?

   1. Implementing such initiatives at all our sites.
   2. Implementing such initiatives at part of our sites.
   3. Not implementing such initiatives.

   (Record the following information if you selected Answer 1 or 2 for the above question.)

   Please answer the following question regarding your company’s initiatives to reduce water resources used in production.

2. Does your company implementing initiatives to reduce water resources used in production at your sites?

   1. Implementing such initiatives at all our sites.
   2. Implementing such initiatives at part of our sites.
   3. Not implementing such initiatives.

   (Record the following information if you selected Answer 1 or 2 for the above question.)

   Please answer the following question regarding your company’s initiatives to reduce water resources used in production.

3. Does your company implementing initiatives to reduce water resources used in production at your sites?

   1. Implementing such initiatives at all our sites.
   2. Implementing such initiatives at part of our sites.
   3. Not implementing such initiatives.

   (Record the following information if you selected Answer 1 or 2 for the above question.)

   Please answer the following question regarding your company’s initiatives to reduce water resources used in production.

4. Does your company implementing initiatives to reduce water resources used in production at your sites?

   1. Implementing such initiatives at all our sites.
   2. Implementing such initiatives at part of our sites.
   3. Not implementing such initiatives.

   (Record the following information if you selected Answer 1 or 2 for the above question.)

   Please answer the following question regarding your company’s initiatives to reduce water resources used in production.

5. Does your company implementing initiatives to reduce water resources used in production at your sites?

   1. Implementing such initiatives at all our sites.
   2. Implementing such initiatives at part of our sites.
   3. Not implementing such initiatives.

   (Record the following information if you selected Answer 1 or 2 for the above question.)

   Please answer the following question regarding your company’s initiatives to reduce water resources used in production.

6. Does your company implementing initiatives to reduce water resources used in production at your sites?

   1. Implementing such initiatives at all our sites.
   2. Implementing such initiatives at part of our sites.
   3. Not implementing such initiatives.

   (Record the following information if you selected Answer 1 or 2 for the above question.)

   Please answer the following question regarding your company’s initiatives to reduce water resources used in production.

7. Does your company implementing initiatives to reduce water resources used in production at your sites?

   1. Implementing such initiatives at all our sites.
   2. Implementing such initiatives at part of our sites.
   3. Not implementing such initiatives.

   (Record the following information if you selected Answer 1 or 2 for the above question.)

   Please answer the following question regarding your company’s initiatives to reduce water resources used in production.

8. Does your company implementing initiatives to reduce water resources used in production at your sites?

   1. Implementing such initiatives at all our sites.
   2. Implementing such initiatives at part of our sites.
   3. Not implementing such initiatives.

   (Record the following information if you selected Answer 1 or 2 for the above question.)

   Please answer the following question regarding your company’s initiatives to reduce water resources used in production.

9. Does your company implementing initiatives to reduce water resources used in production at your sites?

   1. Implementing such initiatives at all our sites.
   2. Implementing such initiatives at part of our sites.
   3. Not implementing such initiatives.

   (Record the following information if you selected Answer 1 or 2 for the above question.)

   Please answer the following question regarding your company’s initiatives to reduce water resources used in production.

10. Does your company implementing initiatives to reduce water resources used in production at your sites?

    1. Implementing such initiatives at all our sites.
    2. Implementing such initiatives at part of our sites.
    3. Not implementing such initiatives.

    (Record the following information if you selected Answer 1 or 2 for the above question.)

    Please answer the following question regarding your company’s initiatives to reduce water resources used in production.

Appendix 3
<table>
<thead>
<tr>
<th>Article</th>
<th>Question</th>
<th>Answer column</th>
<th>Key</th>
<th>Weighting</th>
<th>Optional</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Part 1</strong></td>
<td><strong>Conservation of biodiversity</strong></td>
<td>Article 15-2</td>
<td>Confirmation of your initiatives for conservation of biodiversity</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Part 2</strong></td>
<td><strong>Establishment of a quality management system</strong></td>
<td></td>
<td>Confirmation of the status of establishment of a quality management system</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Conservation of biodiversity Article 15-2

#### Confirmation of your initiatives for conservation of biodiversity

Please answer the following question regarding your company's initiatives to conserve biodiversity.

- **Questions for suppliers that implement initiatives for conservation of biodiversity, concerning the level of their initiatives:** Please select the level applicable to the initiatives of your company from the following five levels.
  - Level 1: Examine the measures needed (training, establishment of internal organizations, etc.) for conservation of biodiversity.
  - Level 2: Declared targets for biodiversity conservation to external parties as your commitment and launched initiatives for conservation of biodiversity, while implementing the initiatives required at Level 1.
  - Level 3: Implementing initiatives for conservation of biodiversity in collaboration with other stakeholders (e.g., municipal governments, NPOs, experts), while implementing the initiatives required at Level 2.
  - Level 4: Implement continued improvement measures (PDCA cycles) for conservation of biodiversity, while implementing the initiatives required at Level 3.
  - Level 5: Ask your upstream business partners to undertake conservation of biodiversity, while implementing the initiatives required at Level 4.

### Establishment of a quality management system

#### Confirmation of the status of establishment of a quality management system

We'd like to ask you about your ISO9001 certification status. Please select the applicable answer from the following options. In cases where multiple departments of your company are trading with our company, please select one of them, and answer the ISO9001 certification status of the selected department.

- **1. You have obtained the ISO19001 certification.**
- **2. You are taking actions toward obtaining ISO9001 certification.**
- **3. You have yet to obtain the ISO19001 certification.**

If you have obtained ISO9001 certification, please also answer the following questions. Please enter your answer in the answer column for each question from (1) to (3).

1. Enter the name of the certification body.
2. Enter the registration number of the certification.
3. Enter the expiration date of the certification.

If you are taking actions toward obtaining ISO9001 certification, please also answer the following questions. Please enter your answer in the answer column for each question from (1) to (2).

1. Enter the year and month when you started the initiatives to obtain the certification.
2. Enter the scheduled year and month of the certification.
Green Procurement Standards Revision Record

Enacted: March 10, 1999  Ver. 1
Revised: December 1, 2002  Ver. 2
August 27, 2003  Ver. 3
April 20, 2006  Ver. 4
October 1, 2008  Ver. 4.1
February 8, 2010  Ver. 5
January 1, 2012  Ver. 6
January 15, 2013  Ver. 6.1
April 15, 2014  Ver. 6.2

Descriptions of revisions from Ver. 6.1 to Ver. 6.2

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<th>Revisions (Ver. 6.2)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction</td>
<td></td>
<td></td>
</tr>
<tr>
<td>I. The Panasonic Group’s Environmental Sustainability Management</td>
<td>100th anniversary of our founding  GP2018, our environmental action plan</td>
<td>The revisions of our Environmental Policy and GP2018 were incorporated. The Environmental Action Guideline was established.</td>
</tr>
<tr>
<td>Item 6 of Article 11</td>
<td>Suppliers shall submit the latest version of the &quot;Non-use Warranty of Chemical Substances Pertaining to Products (hereinafter referred to as &quot;non-use warranty&quot;)&quot; prepared by applicable business unit of our company to the business units in response to their requirements.</td>
<td>Suppliers shall prepare chemical substance inclusion information of products and other goods they deliver to our company based on the chemical substance inclusion information about parts and materials they purchase along with scientific knowledge and manufacturing information related to their own manufacturing processes. When requested by our business units, they shall input the data in the &quot;product chemical substance management system (GP-Web).&quot;</td>
</tr>
<tr>
<td>Item 7 of Article 11</td>
<td>Non-inclusion of hazardous substances specified in the RoHS Directive</td>
<td>below the regulatory limits</td>
</tr>
<tr>
<td>Item 8, 12 of Article 11</td>
<td>4M (materials, manufacturing methods, manufacturing equipment / manufacturing sites, manufacturing human resources assignments, etc.) changes</td>
<td>manufacturing conditions (materials, manufacturing methods, manufacturing equipment / manufacturing sites, subcontractors, suppliers of parts and materials, etc.)</td>
</tr>
<tr>
<td>III. Green Procurement Operation Manual 1. Tools for monitoring the status of initiatives at suppliers (1) Green Procurement Survey</td>
<td>We plan to monitor the status of environmental impact reduction initiatives of suppliers by asking them to enter their replies in the “Green Procurement Survey” form available on our website.</td>
<td>We plan to monitor the status of environmental impact reduction initiatives of suppliers by asking them to enter their replies in the “Green Procurement Survey” form provided by our business units. Our business units may use their own names for the survey.</td>
</tr>
</tbody>
</table>