

Green Procurement Guidelines

April 2018 (Version 10.0)

Schneider Electric Japan Holdings Ltd.

Revision History

	Date	Summary of Updates
Version 1.0	October 2007	Initial release
Version 2.0	May 2009	Adapted to EU REACH law
Version 3.0	May 2010	Added banned chemical substances in manufacturing process Updated banned group and managed group Added requirement of detailed information regarding substances of the “managed group” Changed investigation forms
Version 3.1	November 2010	Updated managed group (in line with the revision of JIG-101 Ed3.1) Changed investigation forms Updated SVHC List(Table3-1)
Version 3.2	January 2011	Revision according to structure change Updated SVHC List(Table3-1)
Version4.0	April 2012	Adopted AIS ver4.0
Version4.1	January 2014	Updated contact information and AIS Ver. (Ver.4.0⇒Ver.4.1)
Version5.0	March 2015	The change of environmental policy
Version6.0	March 2016	The change of environmental policy
Version7.0	March 2016	The addition to Requirements (About conflict minerals)
Version8.0	April 2017	The change of environmental policy Updated about RoHS2.
Version9.0	September 2017	Change of company name.
Version10.0	April 2018	Changed investigation forms

---Environmental Safety & Health policy ---

We conserve and improve the environment through our business activities and protect our health and safety.

- We strive to eliminate health and safety risks from our workplace and prevent injury and disease.
- We strive to environmental protection through business activities, including energy conservation, resource saving, and prevent pollution.
- Every employee is mindful of the responsibility related to Safety and Occupational Health and environmental considerations and participates in improvement activities.
- We deliver continuous improvement in Management System and performance.
- We abide by Schneider Electric 's policies related to Environment and Occupational Health & Safety and comply with applicable laws and regulations.

To achieve the environmental policy

We take enough care of the prevention of environmental pollution.

1. We execute the law, the ordinance, and the agreement, etc. concerning environmental pollution under the recognition as indispensable conditions to be complied.
2. We positively cooperate in the environmental measure that the regional society and the administrative body execute.
3. We positively promote resource and energy conservation etc.
4. We reduce the exhaust and the use of the environmental pollutant.
5. We work on the reduction and the recycling of waste.
6. We take treatment to minimize damage by providing the countermeasure in the emergency in preparation for an emergency accident.
7. We positively do employee's education and educational campaigns for the purpose of establish environmental preservation and the social contribution activity at the office and the region and home.
8. We positively support the environmental activity in the society and the region as the best cooperative citizen.

Hakim Grib

Director
Customer Satisfaction & Quality
Schneider Electric Japan Holdings Ltd.
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Introduction

Schneider Electric Japan Holdings Ltd. recognizes that the global environmental protection is a common high-priority issue to the human race. We work on undertaking activities and harmony with the global environment in every respect, and are acting on the radical of an environmental basic idea, that is, attainment of the building of a sustainable society.

We promote the thought of "Care about prevention of the environment pollution" to attain our environmental basic idea, " We conserve and improve the environment through our business activities and protect our health and safety".

The required activities are various.

We should evaluate all the environmental effects of product to "Use" by the customer and "Recycle and reproduction" until the life cycle from the stage that is "Make" of our product as a resource variously and completely. We also promote the green procurement activity as the approach at "Making" stage out of other stages at which we should evaluate the environmental effects in our company.

The green procurement activity has aims to procure the material, parts, products, and services, etc. with a small negative environmental impact with less environmental loads from the company and the group that positively promotes environmental preservation.

The activity over the entire supply chain becomes indispensable to advance the negative environmental impact such as hazardous chemical substances and the active conduct of business that considers the decrease of the risk, and understanding of every supplier that is the business partner and positively cooperation is indispensable factor.

We're revising this "Green Procurement Guidelines" at the right time, to meet the environmental law and regulation including REACH and others in the world, and to aim at the decrease to the global environmental load based on the commitment of WSSD in 2002.

Further understanding and cooperation of suppliers would be highly appreciated to implement our Green procurement.

Thank you in advance.

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I. Green procurement guidelines

1. Objectives

This Green Procurement Guidelines (Version 10.0) provides the criteria for materials, parts, products, and service of supplier to for compliance and reduction of environmental load according our policy.

2. Basic Policies

Our basic policies for global environmental conservation:

- Preference for supplier who works on environmental conservation in a positive manner
- Preference for materials, parts, and products with less environmental loads

3. Scope

The Guidelines apply to all materials, parts, products, service, etc. used on our products and products, parts and service marked our Trademarks.

4. Requirements

(1) Suppliers' efforts toward environmental conservation

We require that our suppliers positively execute environmental preservation (introduction, operation of the management system, development of policies and systems, and education etc.)

Their cooperation will be also required of our periodical survey of environmental conservation activities.

(2) Guidelines for chemical substances of environmental risk

We require:

- a) your though and certain care of the contained chemical substances in their goods. In addition, we require disclosure of information regarding the contained chemical substances that are specified by us in the following Clause c).
- b) your care of managing chemicals in line with the "Guidelines for the Management of Chemical Substances in Products" issued by JAMP (Joint Article Management Promotion-consortium)

(3) Banned chemical substances in manufacturing process

We request you not to use the specified substance on "The Montreal Protocol on Substances that Deplete the Ozone Layer" in your manufacturing process of our procurement goods. And we request you to provide us with prompt information of the substance name, the amount used and the purpose of use

immediately if you should intentionally use these substances in the manufacturing process.

(4) Handling of EU REACH law

When European Chemical Agency (ECHA) will contain new entry of Substance of Very High Concern (SVHC) in REACH law, those substances are automatically added as our managed substance group regardless of the revision of this Green Procurement Guidelines.

(5) About the delivery packing material

Our requirement of packing material (packing box and cushioning material are included) on delivering your supplies

- a) Do not contain harmful heavy metals of Cadmium, Mercury, Lead, Hexavalent Chromium and these compounds.
- b) Do not use Vinyl Chloride Polymer (PVC) as long as there is no suitable substitute.
- c) Do not use a difficult material (Urethane sponge etc.) to be recycled as much as possible.
- d) To be the structure and the material that is easier to be recovered and reused.
- e) Do not use or attach the obstructive material for recycling to the cardboard.
- f) Use the sticky tape as less as possible to avoid taping the different material together.
- g) Use PP, PE or PS as plastic except for the particular material, and list on the ingredients label according to JIS or ISO.

(6) About conflict minerals 3TG(Tin, Tungsten, Tantalum, Gold)

Recently, increase the customer's request about conflict minerals.

So, in the delivered product to our company, please provide the Smelter information.

(Please input "Conflict Minerals Reporting Template")

The format can be downloaded from the following link.

<http://www.responsiblemineralsinitiative.org/>

If the above 4 minerals are used, please be sure to submit.

(7) About RoHS (II) directive compliance

On 4 June 2015, the EU commission has published a new Directive (EU) 2015/863 to amend Annex II to EU RoHS 2 (Directive 2011/65/EU) to add the following 4 phthalates onto the list of restricted substances.

(The enforcement date is 22 July 2019. * Medical facilities and surveillance

equipment are 22 July 2021)

Therefore, in addition to conducting surveys reliably on these substances, if any parts have use beyond the threshold, please promptly switch to the alternative products.

If additional substances are used exceeding the threshold at present, please let us know first.

Substance Name	CAS No.	Threshold
Bis (2-ethylhexyl) phthalate (DEHP)	117-81-7	0.1 %
Butyl benzyl phthalate (BBP)	85-68-7	0.1 %
Dibutyl phthalate (DBP)	84-74-2	0.1 %
Diisobutyl phthalate (DIBP)	84-69-5	0.1 %

II. Implementation

We ask for your cooperation in surveys of “Investigation of contented chemical substances of procurement goods”.

1. Investigation of contained chemical substances of procurement goods

We investigate the content condition of the chemical substances regardless of new or existing to certify the new procurements and to know the necessity of change.

(1) Target procurement goods

The procurement goods that we are supplied to use for our products (all the parts, products and assistant materials to be built in,)

(2) Substance investigation criterion

Our investigation criterion of chemical substance content in products is chemSHERPA-AI.

(3) Specified format basically

a) The submitted format is assumed to be either of the following methods.

- The latest format of chemSHERPA.

b) Please download the latest version of chemSHERPA from the link below and input by according to operation manual.

<https://chemsherpa.net/chemSHERPA/tool/>

c) For information to be reported, "Composition information" and "Compliance Information" are also mandatory.

(4) Precaution of investigation and report

- a) Please describe the maximum content (%) as much as possible. Also, even if the substance is below the threshold level, please describe its content information.
- b) Please be sure to submit the file (extension name is "shai") that "Authorization" has been completed.

(5) Others

- a) If you prefer the other format, let us know before you provide the answer.
- b) Please confirm us for handling to SVHC added in EU REACH law.
- c) When we will add or change the chemical substances to be investigated due to the revision of the relevant laws and rules, we will notify you of it.
- d) Handling of Information: Information provided by suppliers for the purpose of the management of chemical substances in products will be shared only within our company. Our company may use information provided by suppliers on the product environmental impact substances in delivered parts and materials, and disclose it as part of product-related information to third parties, for the purpose of communicating information in the supply chain and disclosing information to customers, etc. Suppliers who find inconvenience in the information disclosure are asked to contact us.

2. Others

(1) Revision management

Please submit the latest data promptly when you have the change in the data that have reported.

(2) Contact information

E-mail: webmaster@proface.co.jp