

Green procurement guideline 13th edition

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SUS Corporation

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| Record | | | | | |
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| 1 | 1st Edition | Munakata | Yufune | Oishi | 1/Mar/2005 |
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| 11 | Revised the guideline due to the using 「chemSHERPA」 data entry support tool | Takao | Ikegaya | Takada | 1/Mar/2019 |
| 12 | Changes to documents that need to be submitted, and reviews of chemical substances that need to be managed | Takao | Ikegaya | Takada | 10/May/2021 |
| 13 | Revised "5.1 Chemical substances that need to be managed" | Ikegaya | Ikegaya | Takada | 13/Feb/2024 |
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Form-1 Green Procurement Guideline Agreement

Form-2 Non-Containing Certificate for Specified Chemical Substances

Form-3 Report Format for Contained REACH SVHC Chemicals

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1. Purpose

Purpose of this guideline is SUS will comply with environmental laws and regulations and reduce stress to the environment of the earth.

SUS clarify prohibited chemical substances, which are restricted by appropriate laws and regulations, and requests to suppliers to provide products, parts and raw materials, which do not contain nor exceed stipulated prohibited chemical substances.

2. Application of this guideline

2.1 Scope of application

This guideline shall be applied to the following products:

- (1) All products that is designed and manufactured by SUS.
- (2) All products that is purchased from outside suppliers, which are designed and manufactured by suppliers.

2.2 Application to parts and raw materials

Parts and raw materials which are used for the products in the above article "2.1" are defined as follows:

- (1) Unfinished product which is purchased by a part and an assembled part by SUS.
- (2) Parts such as electrical parts, mechanical parts, semiconductor device, circuit board assembly, etc.
- (3) Raw materials, such as Metals and/or Chemicals (e.g. Aluminum Billet, Steels, Plastic resins, etc.)
- (4) Tools that directly contact the product (including soldering irons, jigs, etc.) and production equipment.
- (5) Sub-material used for product such as tacking tape, soldering material, glue, etc.
- (6) Accessory such as power cable, wire harness, AC adaptor, etc.
- (7) Hard copy documents such as instruction manual, operation manual, etc.
- (8) Packing material such as bag, cushion material, sheet, wrap, craft paper, plastic or metal band, tape, insulation, label, printing ink, paint, etc.

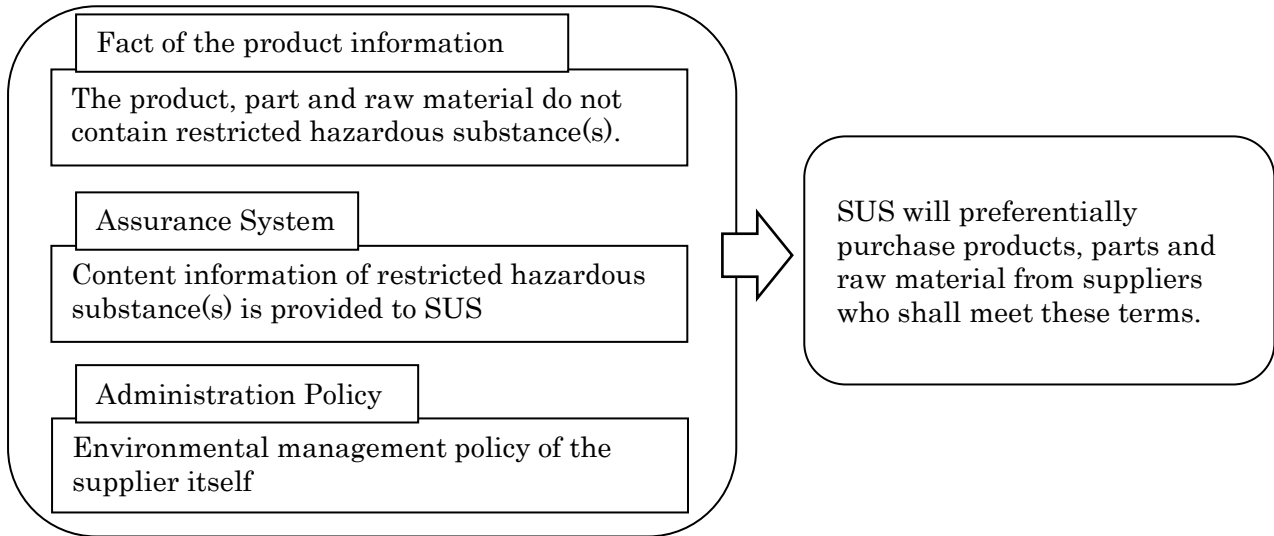
If usage of some parts or raw materials are not clear in this guideline but prohibited chemical substance(s), supplier shall inform SUS of such material and clarify whether such material is restricted or not.

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3. Green procurement policy

"Green Procurement" policy of SUS is that the preservation of environment should take priority to quality, costs and delivery time. SUS will preferentially purchase from a supplier who will comply with this guideline requirements and follow environmental laws and regulations in order to relieve environmental stress to the earth.

Basic Policy of Green Procurement Guideline



Suppliers are requested to reply immediately to inquiry from SUS about existence and content of restricted hazardous substances (chemical substances that need to be managed), SDS or Mill Test Certificate (Material Inspection Certificate), which is inquired by customer(s) to SUS.

4. Requirement for supplier; environmental management and control system of chemical substances contained in products

- (1) To have compliance for environmental laws and regulations in both country-of-origin and Japan.
- (2) To build and implement the operating system according to the guideline of chemical substances contained in products. And also, to require this system to your subcontractors.
- (3) Immediately to inform SUS about any accidents and/or facts in regard to hazardous chemical substances. And also, continuously to update and report the investigations, countermeasures, process or results until end of accidents.
- (4) In case of change of supplier, change in design, change in manufacturing equipment, process, etc. concerning products / parts / raw materials etc delivered to SUS, provide the information to SUS in advance and obtain approval about.
- (5) Immediately to inform SUS about the facts that you would have any administrative penalty by environmental laws and regulations.
- (6) Immediately to inform SUS about the facts that your subcontractor would have any administrative penalty by environmental laws and regulations.

5. Submission of Green Procurement guideline Agreement

A supplier shall sign and submit "Green Procurement guideline Agreement" if a supplier agrees on this guideline; the supplier shall use the attached "Form-1" and submit to SUS.

It should be the must condition for the supplier to submit "Green Procurement guideline Agreement"; accordingly, in order to start / renew the business transactions between the supplier and SUS.

If SUS Green Procurement would be updated and/or revised, the supplier should be also required to submit the revised "Green Procurement guideline Agreement".

◆Submit the "Green Procurement guideline Agreement" when you start a new business transaction with SUS and when you receive the revised edition of the "SUS Green Procurement Guideline".

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5.1 Chemical substances that need to be managed

SUS designates the substances listed in the "chemSHERPA_Managed_substance_list" provided by the "Joint Article Management Promotion-consortium (JAMP)" as "chemical substances that need to be managed".

The following tables list the relevant standards at this point.

| Relevant laws/regulations and industry standards |
|---|
| (JP) Chemical Substances Control Law : Class I Specified Chemical Substances |
| (US) Toxic Substances Control Act (TSCA) : Section 6 |
| (EU) Directive 2000/53/EC (ELV) : Targeted substances |
| (EU) 2011/65/EU (RoHS) : Annex II |
| (EU) 2019/1021 (POPs) : Annex I |
| (EU) REACH (No 1907/2006) : The Candidate List of Substances of SVHC, Annex XIV Authorisation Substances |
| (EU) REACH (No 1907/2006) : Annex XVII Restriction substances |
| (EU) Medical Devices Regulation (MDR) (EU)2017/745 : Annex I 10.4 Substances |
| the Administrative Measures for the Restriction of the Use of Hazardous Substances in Electrical and Electronic Products |
| Global Automotive Declarable Substance List (GADSL) |
| IEC 62474 DB Declarable substance groups and declarable substances |

※For more information, please check the latest "chemSHERPA_Managed_substance_list".

(<https://chemsherpa.net/english/tool>)

5.2 Reduce the content of chemical substances that need to be managed

Consider the introduction of alternative technologies or alternative products if the "chemical substances that need to be managed" are contained above the threshold, or if the addition is intentional even if the threshold is not exceeded.

6. Green procurement survey

The supplier should submit "survey record"(chemical substances that need to be managed) by "chemSHERPA-AI" data file or "chemSHERPA-CI" data file". (Refer to the "Reference. Survey Flow" page of this guideline.)

For detailed methods on providing responses, please refer to the manual and usage rules provided by chemSHERPA .

- ◆ Be sure to use the latest version of the "chemSHERPA" data entry support tool.

The tool and manuals are available to obtain at the following URL.

『<https://chemsherpa.net/english/tool>』

- ◆ If chemical substances that need to be managed is intentionally contained, the supplier shall report content of such substances regardless of the amount.

- ◆ If you have "SCIP information", please report that information as well.

※SCIP is the database for information on Substances of Concern In articles as such or in complex objects (Products) established under the Waste Framework Directive (WFD).

『<https://echa.europa.eu/scip>』

6.1 Green Procurement Survey: Documents and Data file to be submitted

When receiving a survey request from SUS, please submit the following documents and data (①&②).

① Green Procurement Guideline Agreement (Form-1)

② "chemSHERPA-AI" data file or "chemSHERPA-CI" data file

- ◆ Submit the "Green Procurement guideline Agreement" when you start a new business transaction with SUS and when you receive the revised edition of the "SUS Green Procurement Guideline".

6.2 EU RoHS

Keep in mind that EU - RoHS stipulates to exclude its application for the use of regulated substances in specific applications.

In addition, since the exemption items are changed at any time, when making an answer, make a judgment according to the latest information.

If the supplies contain such substance(s), the supplier shall report content of such substance(s) to SUS, even though the amount is less than threshold amount.

6.3 Chinese RoHS

In China's the Administrative Measures for the Restriction of the Use of Hazardous Substances in Electrical and Electronic Products No. 32, which is related to Chinese Electrical and Electronic Products (EEP), restrictions on the use of hazardous substances were stipulated (pollution control labelling). Additionally, in accordance with the relevant regulation "Announcement No. 15 of 2018 of the Ministry of Industry and Information Technology of China," the Catalogue of Restricted Use of Hazardous Substances in EEP for 12 items, as well as a pass/fail evaluation system for said items, was introduced.

The Catalogue of Restricted Use of Hazardous Substances in EEP has an Exemptions List for restricted substances. Additionally, thresholds for restricted substances are defined in the national standard GB/T 26572-2011.

6.4 REACH Regulation

REACH regulation is the integrated system of registration, evaluation, approval and control for chemical substances, that has been starting from June 1st, 2007 in Europe.

Especially for SVHC (Substances of Very High Concern), the survey report shall be required according to the list of concerned substances updated by about half of year.

SUS considers that investigation on REACH SVHC is important and may ask investigation on SVHC inclusion status based on the latest candidate substance list as necessary. (Form-3)

6.5 Survey flow

"Reference. Survey Flow" indicates survey flow for report of the chemical substances that need to be managed to SUS.

7. Spot survey

SUS may request to the supplier to submit chemical substance content, which is not defined in this 13th guideline, if customer of SUS requires additional report about content of chemical substance. In this case the supplier shall submit additional report accordingly.

8. Survey policy

Survey shall be executed as follow:

- (1) This guideline is released to all registered suppliers in the vendor lists of SUS purchasing department and SUS requests to provide agreement of this green procurement guideline. And SUS requests to provide survey report (chemSHERPA-AI or chemSHERPA-CI data file) on chemical substances.
- (2) For non - registered supplier, SUS request for survey on chemical substances that need to be managed before placing purchase order. If it is confirmed that the supplies do not contain nor exceed threshold amount of the prohibited chemical substance, then SUS will register supplier(s) in the vendor lists.
- (3) This guideline is subject to change from time to time in compliance with change of appropriate laws and regulations.
- (4) Some forms that are updated and distributed before "SUS Green procurement guideline" is revised are subject to the terms and requirements set forth in this guideline.
Example: "Form-3" The survey report by the latest list of SVHC in REACH
- (5) If any differences/mistakes would be found between the original contents in references and this guideline or the concerning documents, the original contents in references should have the priority.

9. Handling of Information

Information related to chemical substances contained in products received from business partners may be shared within SUS and may be disclosed or reported to third parties such as our customers who need information transmission.

However, unless it is ordered from a judicial agency, administrative agency or the like to disclose or present information based on laws or regulations, personal information related to business partners will not be disclosed or presented outside SUS.

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Reference. Survey Flow

