



TKR Group

Green Procurement Standard



Green

TKR CORPORATION/TKR Group

Ver. 6

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Related Documents		
TWA-06 TKR Group Green Procurement Standards (Supplement)		
Standards for the Management of Chemical Substances in Products		

Related Documents

Disclosure requirements forms of chemical substances in products

Forms-1 TWA-00-03 Confirmation to TKR Group Green Procurement

Forms-2 TWA-00-08 Certification of Non-use

Forms-3 TWA-00-07 Component Certificate

Forms-4 TWA-00-09 REACH Substances of Very High Concern

※Related documents are available at our website.

URL : <http://www.tkr.co.jp/>

Introduction

TKR Group (called TKR) are promoting environmental conservation activities under since the start of business "quality first", "Living in Harmony with nature", "harmony with the surrounding environment" and philosophy of "Consideration of environmental technologies (Safety design by upstream management)" which are the management philosophy of TKR.

At the time of purchase and procurement of necessary resources , TKR is committed to green procurement of purchase and procurement, on priority basis , parts and products materials with low environmental impact. In recent years, not only has the movement strengthened law and regulations, with focus on Europe, but also social responsibility for environmental issues in business activity has been increasingly becoming more severe.

TKR have newly revised "Green Procurement Standards" this time and will continue to further strongly promote environmental activities under the spirit of co-existence and co-prosperity between all customers in the future.

We request your kind understanding towards the TKR concept of environmental conservation and the efforts to reduce environmental impact by providing parts/ material with the environment in mind.

Thank you for your understanding and cooperation in the future and beyond.

TKR Corp.

Procurement Division

1. Objective

We kindly request to submit the system for management of chemical substances in products of suppliers and the contents information of chemical substances in parts materials which are delivered to TKR. We will aim to improve the environmental quality of the product by preferential procurement of parts and material with regulatory compliance and less environmental impact.

2. Scope

This Green Procurement Standards shall be applicable to the semi-finished product (assembly, product unit), raw materials, packaging materials and instruction manual, components of the product to be produced in TKR.

Similarly applicable to materials with direct contact to the product during the manufacturing process or the substance that may be remaining in the product after cleaning etc.

However, the following are exempted.

- ① TKR supplied product
- ② Specific components that TKR has allowed inclusion of prohibited substances.

※We shall give priority to TKR customer requirements

Table 1. TKR Corporation (Scope of the Green Procurement Standards),
Office, factory

Japan	TKR Corporation
	TKR MANUFACTURING JAPAN CORPORATION Tohoku Factory
	TKR MANUFACTURING JAPAN CORPORATION Mizusawa Factory
	TKR MANUFACTURING JAPAN CORPORATION Ibaraki Factory
Malaysia	TKR MANUFACTURING (MALAYSIA) SDN.BHD
	TKR PRECISION (MALAYSIA) SDN.BHD
China	TKR HONG KONG LIMITED.
	TKR HUANAN ELECTRONICS(DONG GUAN)CO.,LTD

Even if a substance has not been explicitly specified in this standard, those that are prohibited by laws, shall abide by the laws.

3. Management standard

We manage separately as illustrated below in considering the environmental impact of chemicals based on different regulations and industry standards.

- ① Prohibited Substance (Level 1) (L1): Chemical substances of which intentional use, inclusion of impurities that exceed a certain threshold value are prohibited in development, designing, production, and distribution.
- ② Report Substance (Level 2) (L2): Chemical substances of which the presence or absence of use and the contained amount must be grasped, controlled, and reported in development, designing, production, and distribution. These substances must be reported if needed when the contained amount exceeds a certain threshold.
 ※Refer to the separate "TKR Group Green Procurement Standards" for more information.

Table 2. Controlled Substances Laws • Regulations • Industry Standards, etc.

Chemical Substances Control Law (Class I Specified Chemical Substance)
Industrial Safety and Health Law (Prohibited Substance Manufacturing)
POISON law (specific poison)
Rules for EU CLP (Regulation on Classification, Labelling and Packaging of substances and mixtures) Annex VI (CMR-Cat 1,2)
Rules for EU REACH Annex XVII Substance subject to limitation [Except: CLP Annex VI Table 3.2 CMR-Cat 1,2]
Rules for EU REACH Candidate Substances for Authorization (Substances of Very High Concern : SVHC)
ESIS PBT (Relevant Portions Criteria PBT)(European chemical Substances Information System)
GADSL(automobile) Global Automotive Declarable Substance List
JIG (Electrical and Electronics) Joint Industry Guide

4. Definition of Term

- (1) Chemical substances in Products = (Environmental management substance)

The substances contained in the products and parts, materials (including packing / packaging material) which are determined from TKR that have significant environmental impact in the global environment and human body.

(2) Substance (Chemical)

This is a single element or compound, referring to those obtained from the production process or naturally occurring. Additive necessary to maintain the stability of these and also includes the impurities resulting from the process used. However, this is excluding a single chemical substance that can be separated without affecting the change in composition and solvent stability.

Ex : Lead oxide, Nickel Chloride, Benzene, etc

(3) Preparation (Mixture)

Chemicals of two or more have been intentionally mixed.

Ex : Paint, Ink, Solder(before use), Adhesives, alloys, etc.

(4) Moulding (Article)

An item of specific shape, appearance, or design provided during manufacturing which determines functions in final use at a level beyond that provided by its chemical composition.

Ex : Computer keyboard, molded object such as the PC

(5) JGP File

Refers to the style of the JGP format of which Electronic file is used for the Council Green Procurement Survey Standardization Initiative(JGPSSI).

※ Definition of (2) (3) (4) (5) quoted from the JGPSSI 「Guidelines for the management of Chemical Substances in products」.

(6) JAMP/AIS

Information description format for transmitting and disclosure of the article containing information on chemical substances which is issued by Joint Article Management Promotion-Consortium (JAMP). Acronym is “Article Information Sheet”.

This standard is referred to as AIS.

(7) JAMP/MSDSplus

Information description format for the transferring of information on chemical substance to complement the MSDS relating to substances /preparations which are needed to create the AIS.

(8) JAMA/JAPIA Integrated data sheet

In order to promote harmonization with IMDS(International Material Data System), the object to be used for investigation of compound-containing materials and environmental impact survey of the automotive industry on which form was agreed at (JAMA)Japan Automobile Manufacturers Association, (JAPIA)Japan Auto Parts Industries Association. IMDS is the system that participated in major automobile manufacturers which collect materials and contains material information to configure the car.

(9) chemSHERPA data

Information description format to disclosure and transmit the information on chemical substances contained in products in the supply chain that a common scheme for information transmission (chemSHERPA) of chemical substances contained in products defined.

(10) Exemption

Excluded in the laws and regulations or there is no alternative technology solutions for this material and application site use to be recognized as exempt.

(11) Content

Substance that is not inquired whether it is intentional or not. It adheres to the components, addition, filling or mixing to the components and devices / machines or materials to be used to make up a product. Including if the contamination or the adherence to the product and parts unintentionally, in the machining process.

(12) Threshold line (Regulation value)

The content of chemical substance or the value of the maximum permissible concentration of content in parts /materials in accordance with laws and regulations.

(13) Homogeneous material

Material that can not be separated into different materials mechanically.

(14) Intentionally added

Intended to be used in the manufacturing of parts to be desirable to provide continuous preservation of the specific characteristics, appearance and quality.

(15) Impurity

Substance that can not be removed during purification process and has been contained in natural material or technically occurring in the course of the reaction.

(16) Certificate of Non-use

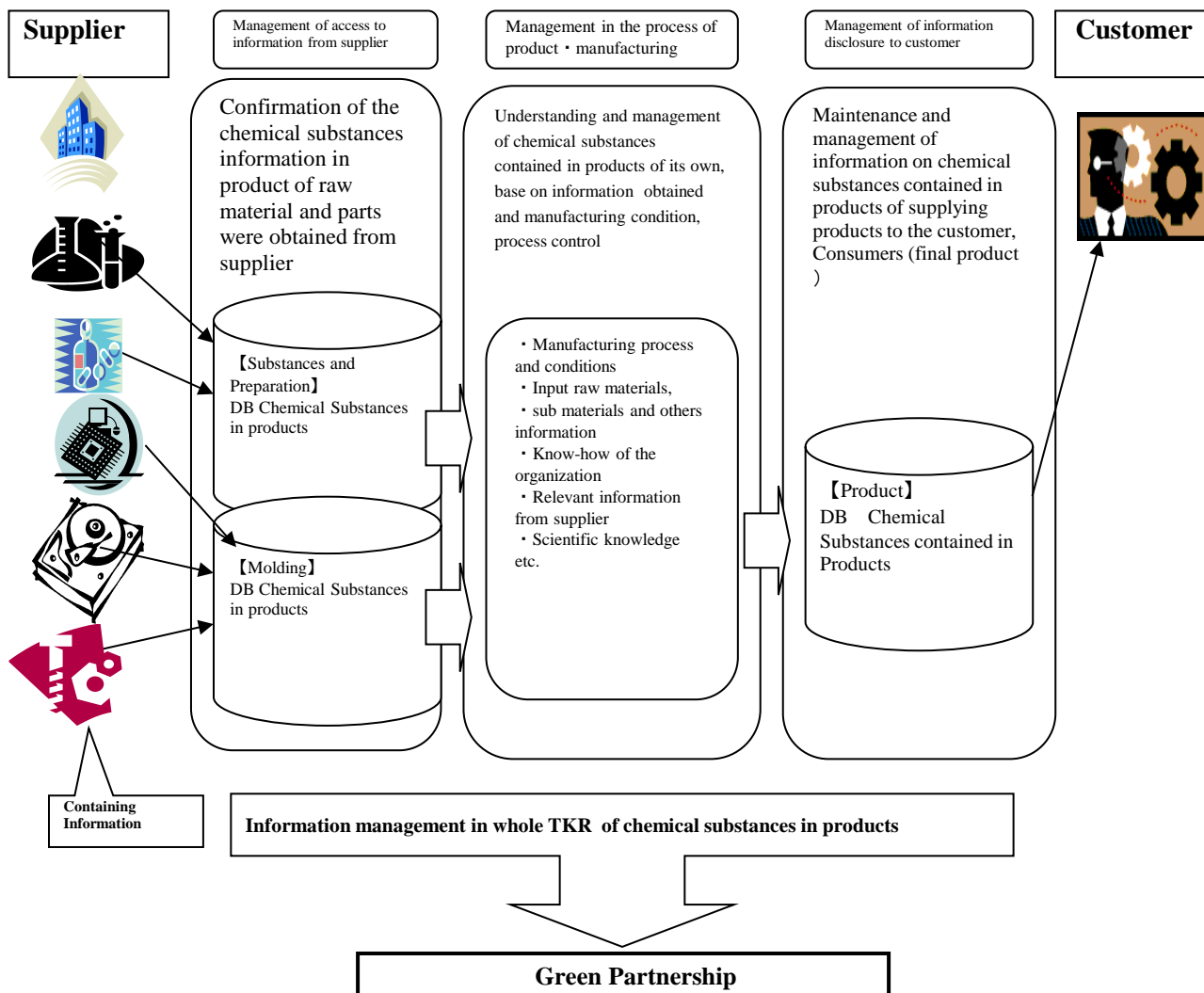
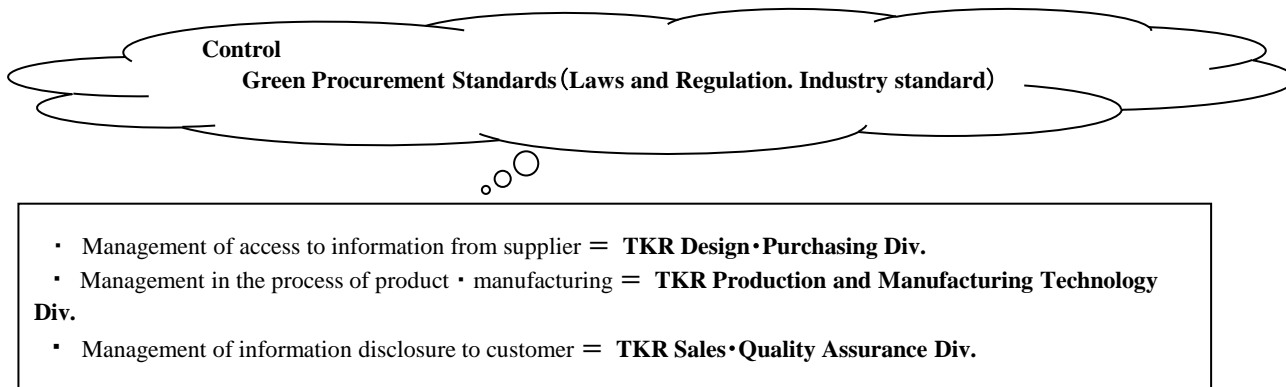
Document of proof from supplier that their delivered parts do not include chemical substances (banned substances) which are prohibited from inclusion in products.

5. Partnership of Green Procurement

To do effective environmental conservation, it is important to incorporate the reduction of the environmental impact of 「Entire business activities」, not only in TKR but also in the partnership with suppliers and customers. In addition, for continuous environmental conservation, we will need to build a win-win relationship while continuing to maintain and improve the partnership.

Concept of Green Procurement Management

We will construct an exchange management system of information on chemical substances contained in products within the business, from upstream to downstream.



6. Survey requirement for Green procurement

TKR will strengthen efforts to deliver environmentally conscious products to the society which have received the support from all suppliers. For procurement of goods from every supplier of upstream supply chain, TKR Group will ask for your cooperation in our substances investigation.

6.1 Documentation to be submitted by supplier

TKR recommends the establishment and operation of the system for management of chemical substances in products which is based on ISO.

Suppliers who start a new business with TKR, please submit the "Confirmation to TKR Group Green Procurement" to make a confirmation with the Purchasing Division the warranty that meets the standards and organisational management with a pledge to cooperate actively in disclosing information about requirement•survey matters from TKR.

Table - 3 Documents for Green Procurement Standards agreement with suppliers

Submitted Document	Submission Period	Document Resource
Forms-1 TWA-00-03 Confirmation to TKR Group Green Procurement	At the start of new business contract	TKR Group Green Procurement Standards

6.2 Documents of disclosure from suppliers

The information on chemical substances contained in the parts to configure TKR products, should be submitted described as TKR PART NUMBER. TKR will set forth in the standard and operation 「AIS/MSDSplus」that is a form of the electrical machinery industry "Article Management Promotion Council" issued by JAMP. In addition, if having difficulty to submit in the electrical machinery industry standard style, please submit in a format prescribed by the TKR(Form 3).

Also, if the supplier is a trading company, please familiarize to your manufacturers the "TKR Green Procurement Standards". And we hope for your submission of information on chemical substances under this understanding. Documentation submitted to TKR and the original documents, please retain for 11 years after submission. Please submit in electronic medium to TKR designing and development requested person in charge of e.g. manufacturing division, procurement division and engineering division etc.

<Time to submit the documents>

- (1) when parts (componetns) will be approved, (2) when control standards will be changed or added,
- (3) when 4M (Man, Machine, Method, Material) will be changed, (4) when requested

Table - 4 Documentation should be submitted from supplier.

Submitted Document		Reference documents for entry
JAMP	JAMP AIS JAMP MSDSplus	Website of JAMP Article Management Promotion Council
TKR Enactme nt	Forms-2 TWA-00-08 Certification of Non-use	/
	Forms-3 TWA-00-07 Component Certificate	
	Forms-4 TWA-00-09 REACH Substances of Very High Concern	

6.3 Requested matters when creating documents for submission

When submitting for JAMP AIS/MSDSplus, please submit by XML file. When you create an XML file, please enter a "TKR part number" as described below in the column of the General Information sheet named " Product Information - Alphanumeric".

The XML file to be created by the General Information Sheet 1 - Product Information > Issuing Company Item Number > Alphanumeric ~ "to input TKR part number in the column" TKR Part Number will be automatically reflected in the file name.

(AIS Completed example)

(MSDSplus Completed example)

「AIS4A_2012mmdd FX00001234000-01」

「MSDMSDSp4_2012mmdd FX00001234000-01」

DATA

TKR PARTS NUMBER

DATA

TKR PARTS NUMBER

6.4 Submission of precision analysis Data

Precision analysis (ICP measurement, etc.) Data must be submitted for all the parts (components) to be delivered, regarding 6 kinds of substances prohibited by RoHS directive, when the documents shown in section 6.2 are submitted as a matter of principle.

TKR kindly request self-management by supplier for the precision analysis Data and please submit analysis data measured within the expiration date (applicable to parts during manufacturing is within 1 year validity period), if required by TKR. (We may ask submission every year.)

Besides, since Y2019 July 22nd, 4 kinds of phthalate ester (DEHP, DBP, BBP, DIBP) will be added to prohibited substances of RoHS directive.

Therefore, please also submit precision analysis Data for 4 kinds of phthalate ester since Y2018 July 21st when the documents shown in section 6.2 are submitted as a matter of principle.

(We may ask the submission earlier than the date above ,depending on customer demand)

6.5 Documentation for TKR particular requirements

We may be asked to investigate the exempted document of Table-4 by TKR production model.

As an example, Japan Automobile Manufacturers Association (JAMA), or JAMA sheet issued by the Japan Auto Parts Industries Association Agreement (JAPIA), contractors standard format such as a JGP file which is established by Council Green Procurement Survey Standardization Initiative (JGPSSI), chemSHERPA data that a common scheme for information transmission (chemSHERPA) of chemical substances defined and others.

Please support us if there is a requirement in other specific formats from each respective TKR office.

Table - 6 Particular requirements document to be submitted by supplier

Submitted Document		Document Resource
1	JAMA sheet	Please download the latest version from JAPIA website. http://www.japia.or.jp/
2	JGP file	Please download the latest version from document control centre at the Green Procurement Survey Standardization Initiative website (JGPSSI). http://www.vt62474.jp/jgpssidocs/
3	chemSHERPA data	For the latest document, please visit the website of chemSHERPA and download it. https://chemsherpa.net/chemSHERPA/
4	Other specific formats	Requests from each respective TKR office

※ For the JAMA sheet or JGP file, please submit the form at CSV, JGPSSI and SHAI file(s) as chemSHERPA data

7. Additional research requirement for REACH regulated Substances of Very High Concern (SVHC)

We may add investigation on the content information of substance of very high concern (SVHC) for materials of TKR specifically materials that fall under notification obligation of Article 7 of the European REACH regulations and obligation to respond to the information communication under Article 33.

In that case, we will be contacting by separate request for submission of Table-4 document.

8. Information handling (Disclosure of management information)

Information on chemical substances contained in products from suppliers who have provided them, will be shared within TKR company. In addition, information on chemical substances contained in products of the goods to be delivered and the disclosure of information to be declared through the supply chain and customers, etc., based on the details you have provided, we may disclose to third parties as part of our product-related information.

9. Inquiries about the Standard

Please liaise with TKR Procurement office

10. Revision of the Standard

We may want to revise the criteria and submission form by laws and regulation of each country or customer requirements through the revision trends and social change.

Upon submission, we kindly ask you to check the latest version from the TKR website.

11. Enforcement dates

This standard is effective from Y2018 February 1st onwards.

12. Amendment record

Ver	Revised date	Revisions
1	Y2004 December 22th.	✓ First edition issued . Environmental management material management standards
2	Y2005 September 1st	✓ Document review Environmental Impact and document control procedure (TGA-00) →Corrected by the Environmental Management
3	Y2005 November 22th	✓ An error in writing in XRF, mercury chromium(VI)at the threshold of page 7 and page 5, Class 1 → correction of Class1
4	Y2012 August 1st	✓ Promoted to company-wide provisions to respond to each of the diversity of laws and regulations such as REACH rule and changing requirement from customer. Change the name to TKR Group Green Procurement Standards. ✓ Disclosed in each group home page
5	Y2012 November 1st	✓ Unified representation from TKR Group to TKR. Added another supplemental description. ✓ 3.Added the following sentence of controlled substances and Table-2. ✓ 4.(2)Change from Substance to Chemical Substance. ✓ 4.(3)Change from Preparation to Mixture. ✓ 6.Supplemental statement ,Added Table-3, 4, 5, 6 and change the page number. ✓ 7.Change the page number onwards by adding the additional investigation requirement for REACH regulations(SVHC) for Substances of Very High Concern.



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Issuer

TKR CORPORATION/TKR Group