

**Panasonic Group  
Green Procurement  
Standards  
(Version 6.4)**

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**Global Procurement Company  
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 various stakeholders including suppliers and logistics partners (hereinafter referred to as "partners") who are closely linked to our business activities, we are accelerating initiatives to address global environmental issues across the boundaries of our company, including CO<sub>2</sub> emissions reduction, resource recycling, water and biodiversity conservation, and mitigation of the effect of chemical substances on human beings and environment. 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 July 1, 2013, we revised the Environmental Policy that sets out our basic environmental sustainability management policy. In conjunction with the revision of the policy, we revised the Green Plan 2018. Moreover, to reflect the social needs and international efforts - the 21st session of the Conference of the Parties (COP21) to the United Nations Framework Convention on Climate Change - for CO<sub>2</sub> emissions reduction and support our changing business opportunities and fields such as car equipment and B2B markets, we again revised Green Plan 2018 in 2016. By continuing such efforts over the past nine years since 2010, we have achieved almost all the targets we set out in Green Plan 2018.

Additionally, we formulated the Environment Vision 2050 in 2017 to achieve "a better life" and "a sustainable global environment," aiming for a society with clean energy and a more comfortable lifestyle. Under the Vision, through the development of products, technologies, and solutions relating to energy creation, storage, saving, and management, Panasonic will work towards creation and more efficient utilization of energy which exceeds the amount of energy used.

We have newly created Green Plan 2021 towards realizing Panasonic Environment Vision 2050. To meet these revised targets, we shall revise the Green Procurement Standards.

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.

President  
Global Procurement Company  
Panasonic Corporation

# 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 2021 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 2021 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 CO<sub>2</sub> 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.

(2) Initiatives based on collaboration with stakeholders

- We will provide products and services that create environmental value for customers with our technical strengths.
- We will expand our environmental contributions with our partner companies.
- We will deepen communications with local communities and work as a team to address environmental challenges.

### **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 2021 Environmental Action Plan**

Upon completing the targets we set out in Green Plan 2018, we have newly created Green Plan 2021 towards realizing Panasonic Environment Vision 2050, which aims at building a society based on clean energy and a more comfortable lifestyle in order to achieve both a better life and a sustainable global environment.

Green Plan 2021 sets targets that focus on “energy” and “resources,” which are the materiality to address to realize Environment Vision 2050. We plan to direct our efforts to make “energy created” exceed “energy used” towards the year 2050, or even earlier.

We will continue expanding our environmental contributions with our partners. Specifically, we have set the targets for Green Procurement and ECO-VC Activities (initiatives to reduce the environmental impact of our business activities while reducing costs) with a view to accelerating environmental initiatives together with various partners across the supply chain. We will steadily put this environmental action plan into practice to achieve the set targets by fiscal 2022.

Category		2021 targets		
Material Issues	Energy	Increase the ratio of total energy created to total energy used	Total energy created*1 : total energy used*2 = 1 : 8.5	
		Products & Services	Increase amount of energy created	Amount of energy created*1: 30,000 GWh or more
			Increase the size of contribution toward energy savings through products and services	Size of contribution toward energy savings through products and services*3: Direct*4: 25,000 GWh or more Indirect*5: 2,000 GWh or more
			Expand energy creation businesses	
			Expand energy efficient products and services business, focusing on products and services utilizing IoT/AI	
		Factories	Promote zero-CO2 model factories - Establish model factory using advanced hydrogen technology - Establish at least one zero-CO2 model factory in each region*6	
			Increase the use of renewable energy through the generation of renewable energy on-site and procurement of renewable energy	Renewable energy generated on our sites*7: 40,000 MWh or more
	Promote energy efficiency in production - Reduce energy loss through IoT - Improve productivity through manufacturing innovation			
	Resources	Create circular economy business modelsAnalysis of the development of circular economy	Create circular economy business modelsAnalysis of the development of circular economy	
		options for existing businesses: 100%	options for existing businesses: 100%	
Reduce resource consumption and increase		Reduce resource consumption and increase		
Other environmental sustainability goals	Water	Reduce water consumption in production activities		
	Chemical substances	Minimize the environmental impact of chemical substances usage in production activities and products		
	Biodiversity	Promote procurement of sustainable materials		
	Local communities	Promote environmental initiatives to contribute to local communities and educate the next generation		
	Compliance	Ensure compliance with environmental laws and regulations		

\*1 Clean energy that is created/efficiently utilized in business activities as well as for products/services made through such activities.

\*2 Energy that is used in business activities as well as for products/services made through such activities.

\*3 The amount of energy achieved by deducting the actual emissions from the amount that would have been emitted without the improvements by the energy-saving performance of our products.

\*4 Size of contribution by our major products.

\*5 Size of contribution by our solutions, or materials and components built into products of other companies.

\*6 Five areas, covering: Japan; China & Northeast Asia; Southeast Asia & Oceania, India & South Asia, and Middle East & Africa; North America and Latin America; and Europe & CIS.

\*7 Usage in Panasonic's sites of renewable energy (solar, wind, biomass, etc.) generated by renewable power generating facilities in Panasonic's sites.

\*8 Mass of recycled materials contained in the recycled resin used in our products.

\*9 Amount of resources recycled/(Amount of resources recycled + Amount of landfill).

### 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 2021, 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 energy, resources, 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 these excellent practices at ECO-VC activities commendation ceremonies and meetings 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

<b>Objectives</b>	<b>Article 1.</b> 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."
<b>Application</b>	<b>Article 2.</b> 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. <ol style="list-style-type: none"><li>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.</li><li>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.</li></ol> <p>[2] The relevant articles of these Green Procurement Guidelines shall apply mutatis mutandis to procurement activities for molds, mechanical equipment, service parts materials, etc.</p> <p>[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.</p>

## Chapter 2 Green Procurement Policy

<b>Supplier Group Establishment</b>	<b>Article 3.</b> Our company shall establish approved supplier groups to deliver products and goods conform to our Environmental Policy.
<b>Basic Requirements of Suppliers</b>	<b>Article 4.</b> Our company shall make the following basic requests to suppliers to establish supplier groups specified in the preceding article. <ol style="list-style-type: none"><li>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.</li></ol>

2. Share achievements through collaboration.
3. Encourage upstream business partners of their supply chain to reduce their environmental impacts.

**Supplier Selection**

**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

**Selection of Materials**

**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.)

Environmental impacts reduction initiatives	Supplier Category 1	Supplier Category 2	Supplier Category 3
Establishment of an environmental management system	⊙	—	—
Ensuring comprehensive chemical substance management	⊙	△	—
Reduction of GHG emissions	⊙	○	○
Promotion of resource recycling	⊙	○	○
Promotion of water recycling	⊙	○	○
Biodiversity conservation	⊙	○	○

## Chapter 4 Environmental Impacts Reduction Initiatives

### Establishment of an Environmental Management System

**Article 10.** Suppliers shall establish, maintain and improve an environmental management system based on the ISO 14001 certification.

[2] Suppliers who have not yet obtained ISO 14001 certification shall formulate a plan to obtain certification and implement the necessary actions.

[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.).

### Ensuring comprehensive Chemical Substance Management

**Article 11.** Suppliers shall follow the latest version of the Panasonic Group Chemical Substances Management Rank Guidelines (For Products) (hereinafter referred to as "Rank Guidelines"). 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.

[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.

[3] Suppliers shall submit the latest version of the "Non-use Warranty of Chemical Substances Pertaining to Products (hereinafter referred to as "non-use warranty")" 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.

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.
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.

[4] Suppliers who deliver materials including printed circuit assemblies (PCAs) used for products destined for the United

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."
- [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. For any substances subject to the RoHS Directive, if they continue to be delivered to us beyond the date when the prohibition of delivery comes into effect, they shall be subject to inspection.
- [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. For any substances subject to the RoHS Directive, if they continue to be delivered to us beyond the date when the prohibition of delivery comes into effect, they shall be subject to inspection. 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. The above provision shall apply to any substance for which an official gazette has been issued for making an announcement to the effect that it shall be subject to the RoHS Directive.

**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.

**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,

**Promotion of  
Water  
Recycling**

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 contributes 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

**Biodiversity Conservation**

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 effluence 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**

- We will monitor the response from suppliers through the data input into our "product chemical substance management system".
- We monitor the response level of suppliers on our side using the "Product chemical substance management system".

Below is a summary of the monitoring tools for each request:

Items	Major requests	Monitoring tools		
		Green Survey	Environmental audits	Product chemical substance management system
Mandatory criteria	Establishment of an environmental management system	○ (Applicable)	— (Not applicable)	—
	Ensuring comprehensive chemical management	○	○	○
Point-earning items	Reduction of GHG emissions	○	—	—
	Promotion of resource recycling	○	—	—
	Promotion of water recycling	○	—	—
	Biodiversity conservation	○	—	—
	Sharing achievements through collaboration (ECO-VC Activities)	○	—	—

## 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.)

<Supplier's basic information>

Survey year	Fiscal XX
Date of entry	YYYY/MM/DD
Company name	
G code	
Production site	
Person responsible for entry	
(Title)	

<Information about deliveries to our company> Please record the top 5 business units in terms of sales amount.

Domain company name	Business unit name

Item	Green Procurement Standards		Question	Answer column	Key Items	Weighting	Optional	
	Article	Request						
Mandatory criteria	Environmental management system (compliance)	Article 5	Confirmation of the compliance with environment-related laws and regulations	Have you confirmed that your company does not breach any environment-related laws or regulations? 1.Confirmed 2.Have yet to confirm		Key	2	
		Article 17	Requests for compliance with environment-related laws and regulations by your upstream business partners	Do you request compliance with environment-related laws and regulations by your upstream business partners? 1. Requested 2. Have yet to request			1	
			Verification of compliance with environment-related laws and regulations by your upstream business partners	Have you confirmed that your upstream business partners did not breach any environment-related laws or regulations? 1.Confirmed 2.Have yet to confirm			2	
	Establishment of an environmental management system	Articles 10-1), 2) and 3)	Confirmation of the status of establishing an environmental management system	<p>We'd like to ask you about your ISO14001 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 ISO14001 certification status of the selected department.</p> <p>1.You have obtained the ISO14001 certification. 2.You have obtained another third-party environmental management system certification 3.You are implementing initiatives to obtain the ISO14001 or another third-party environmental management system certification 4.You have yet to obtain the ISO14001 or another third-party environmental management system certification</p>		Key	4	
				<p>(Record the following information if you selected Answer 1 for the above question.) We'd like to ask you about your ISO14001 certification status. Please enter your answer in the answer column for each question from (1) to (3).</p>				
				(1) Enter the name of the certification body.				
				(2) Enter the registration number of the certification.				
				(3) Enter the expiration date of the certification.	YYYY/MM/DD			
				<p>(Record the following information if you selected Answer 2 for the above question.) We'd like to ask you about the status of third-party certification of any of your environmental management systems other than ISO14001. Please enter your answer in the answer column for each question from (1) to (4).</p>				
				(1) Enter the name of the environmental management system certification.				
				(2) Enter the name of the certification body.				
				(3) Enter the registration number of the certification.				
(4) Enter the expiration date of the certification.	YYYY/MM							
<p>(Record the following information if you selected Answer 3 for the above question.) We'd like to ask you about the status of initiatives that are underway to obtain the ISO14001 or another third-party environmental management system certification. Please enter your answer in the answer column for each question from (1) to (3).</p>								
(1) Enter the name of the environmental management system certification that you are going to obtain.								
(2) Enter the year and month in which you started the initiatives to obtain the certification.	YYYY/MM							
(3) Enter the scheduled year and month of the certification.	YYYY/MM		Opt					
Guaranteeing chemical substances management	Article 11-3)	Submission of a non-use warranty  * Confirm the submission by your company to our domain company or overseas manufacturing company	Has your company submitted the latest version of "Non-use Warranty for Chemical Substances Pertaining to Products" (hereinafter referred to as "non-use warranty") prepared by applicable business units of our company to the business units in response to their requirements? This excludes the case where you have submitted a document that has content similar to that of a non-use warranty, with prior approval of our business unit with regards to submission of such a document in place of a non-use warranty. 1.Submitted 2.Have yet to submit		Key	1		
			<p>(Record the following information if you selected Answer 1 for the above question.) Please enter your answer in the answer column for each question from (1) to (2).</p>					
			(1) Please enter the version number of the Panasonic Group Chemical Substances Management Rank Guidelines (For Products), as indicated in the non-use warranty.					
	(2) Please enter the issuing date of the non-use warranty.	YYYY/MM/DD						
	Article 11-4)	Submission of an ODC non-use oath  * Confirm the submission by your company to our domain company or overseas manufacturing company	Question for suppliers that deliver parts/materials containing a printed circuit assembly (PCA), which should be used for our products marketed in the U.S.; Has your company submitted an "Oath of Non-use of Ozone Depleting Substances" (hereinafter referred to as "ODC non-use oath") to our business unit, at the request of the business unit? If you do not deliver parts/materials containing a printed circuit assembly (PCA) for use in our products marketed in the U.S., please select "Not applicable". 1.Submitted 2.Have yet to submit 3.Not applicable			1		
			<p>(Record the following information if you selected Answer 1 for the above question.) Please enter your answer in the answer column.</p>					
			Please enter the issuing date of the ODC non-use oath.	YYYY/MM/DD				
	Article 11-5)	Establishment of systems for implementation of necessary actions in the event that the presence of a prohibited substance or use of a prohibited substance in the manufacturing process is identified	Has your company established systems to ensure that, in the event that presence of a prohibited substance in your product, or use of a prohibited substance, in your manufacturing process is identified, our business unit shall be promptly notified thereof, and that necessary actions will be taken through consultation between the two parties? 1.Established 2.Have yet to establish			1		
			Do you input into "Product chemical substance management system" content data on chemical substances based on the Rank Guidelines, as requested by our business unit? 1.All content data are input into "Product chemical substance management system". 2.Some content data are input into "Product chemical substance management system". 3.Because we cannot access "Product chemical substance management system", we submit all content data by other means. 4.Because we cannot access "Product chemical substance management system", we submit some content data by other means. 5.We do not input content data to "Product chemical substance management system", nor do we submit content data by any other means.		Key	2		

Green Procurement Standards			Question	Answer column	Key Items	Weighting	Optional		
Item	Article	Request							
Mandatory criteria	Guaranteeing chemical substances management	Articles 11-7), 8)	Do you submit analysis data evidencing that, among the substances contained in the new product (material), the concentrations of substances subject to the RoHS Directive are below the regulatory limits? For any substances subject to the RoHS Directive, if they continue to be delivered to us beyond the date when the prohibition of delivery comes into effect, they shall be subject to inspection. 1.Submitted 2.Have yet to submit		Key	2			
			Does your company periodically submit to our business unit either analysis data evidencing that the concentrations of substances subject to the RoHS Directive are below the regulatory limits, or a document that certifies that there have been no changes to manufacturing conditions (materials, manufacturing methods, manufacturing equipment/manufacturing sites, subcontractors, suppliers of parts and materials, etc.), and that the concentrations of substances subject to the RoHS Directive are below the regulatory limits? For any substances subject to the RoHS Directive, if they continue to be delivered to us beyond the date when the prohibition of delivery comes into effect, they shall be subject to analysis and inspection. 1.Analysis data evidencing that the concentrations of substances subject to the RoHS Directive are below the regulatory limits are submitted. 2.Substitute certificate is submitted. 3.No analysis data evidencing that the concentrations of substances subject to the RoHS Directive are below the regulatory limits or substitute certificate submitted.			1			
			(Record the following information if you selected Answer 1 or 2 for the above question.) Please enter your answer in the answer column.						
			Please enter the latest issuing date of analysis data evidencing that the concentrations of substances subject to the RoHS Directive are below the regulatory limits or substitute certificate.	YYYY/MM/DD					
		Article 11-9)	Undergoing Supplier Environmental Quality Assurance System Audits	Has your company undergone 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, 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) are also included in "Undergone." 1.Undergone 2.Have not received a request for audit from your business unit.				1	
				(Record the following information if you selected Answer 1 for the above question.) Question to suppliers who have undergone our Supplier Environmental Quality Assurance System Audits; Please enter your answer in the answer column for each question from (1) to (2).					
				(1) Please enter the latest date of undergoing our Supplier Environmental Quality Assurance System Audits.	YYYY/MM/DD				
				(2) Please enter your rating in the latest Supplier Environmental Quality Assurance System Audits (A, B or C).					
		Articles 11-10), 11)	Checking for risk of contamination by substances subject to the RoHS Directive	Do you check for risk of contamination by substances subject to the RoHS Directive (e.g. presence of parallel production using substances subject to the RoHS Directive, conformance of stocked parts/materials with RoHS)? 1.Confirmed 2.Have yet to confirm				1	
				(Record the following information if you selected Answer 1 for the above question.) Questions for suppliers that check for risk of contamination by substances subject to the RoHS Directive; In (1) below, please select one of the three alternatives provided. In (2) below, please enter your answer in the answer column.					
				(1) Do you implement measures to prevent contamination by substances subject to the RoHS Directive, in cases where any risk of contamination has been identified through checking for contamination as above? If there is no risk of contamination, please select "No risk of contamination". 1.There is a risk of contamination, therefore measures to prevent contamination have been implemented. 2.There is a risk of contamination, but measures to prevent contamination have not been implemented. 3.No risk of contamination			1		
				(2) Please enter the most recent date on which you checked for risk of contamination by substances subject to the RoHS Directive.	YYYY/MM/DD				
Do you check for risk of contamination by substances subject to the RoHS Directive (e.g. presence of parallel production using substances subject to the RoHS Directive, conformance of stocked parts/materials with RoHS) at your upstream business partners? 1.Confirmed 2.Have yet to confirm									
Article 11-12)	Checking for an advanced notice system concerning changes to manufacturing conditions for delivered parts/materials	Has your company established a system for providing advance notice to our business unit in the case of changes to manufacturing conditions for parts/materials to be delivered to our business unit? 1.Established 2.Have yet to establish				1			
		(Record the following information if you selected Answer 1 for the above question.) Question to suppliers that have established an advance notice system concerning manufacturing conditions changes; Please enter your answer in the answer column.							
		Please enter the date of provision of the latest advance notice concerning manufacturing conditions change.If there has been no necessity for manufacturing conditions change, please enter N/A.	YYYY/MM/DD						

Point-earning items	Reduction of greenhouse gas (GHG) emissions	Article 12-1)	Provision of parts/materials that contribute to higher energy efficiency of our products	Does your company provide our business unit with parts/materials that contribute to higher energy efficiency of our products? 1.Such parts/materials are provided. 2.Planning provision of such parts/materials. 3.Not providing such parts/materials.			1		
			Provision of parts/materials that contribute to reduction of GHG emissions in your manufacturing process	Does your company provide our business unit with parts/materials that contribute to reduction of GHG emissions in your manufacturing process? 1.Such parts/materials are provided. 2.Planning provision of such parts/materials. 3.Not providing such parts/materials.			1		
		Article 12-2)	Confirmation of the implementation and the scope of the initiatives to reduce GHG emissions of your company	Is your company implementing initiatives to reduce GHG emissions? If your answer is "yes," does the scope of your initiatives cover all sites or part of your sites? 1.Implementing such initiatives at all our sites. 2.Implementing such initiatives at part of our sites. 3.Not implementing such initiatives.				1	
				(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 GHG emissions.					
				We'd 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 Level 1: Examine the measures needed (training, establishment of internal organizations, etc.) to monitor and reduce GHG emissions. Level 2: Monitor GHG emissions by year or factory while implementing the initiatives required at Level 1. Level 3: Declared your GHG emissions reduction target to external parties as your commitment and launched initiatives to reduce GHG emissions while implementing the initiatives required at Level 2. Level 4: Implement continued improvement measures (PDCA cycles) to reduce GHG emissions while implementing the initiatives required at Level 3. Level 5: Ask your upstream business partners to reduce GHG emissions while implementing the initiatives required at Level 4.					
Article 12-3)	Submission of supply chain GHG emissions data concerning our company	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			

Green Procurement Standards			Question	Answer column	Key Items	Weighting	Optional		
Item	Article	Request							
Point-earning items	Promotion of resource recycling	Article 13-1)	Provision of parts/materials that contribute to reduction of resource inputs	Does your company provide our business unit with parts/materials that contribute to reduction of resource inputs? 1. Such parts/materials are provided. 2. Planning provision of such parts/materials. 3. Not providing such parts/materials.			1		
			Provision of parts/materials that contribute to greater use of recycled resources	Does your company provide our business unit with parts/materials that contribute to greater use of recycled resources? 1. Such parts/materials are provided. 2. Planning provision of such parts/materials. 3. Not providing such parts/materials.			1		
			Provision of parts/materials that contribute to reuse of packaging materials for transport of our products	Does your company provide our business unit with parts/materials that contribute to reuse of packaging materials for transport of our products? 1. Such parts/materials are provided. 2. Planning provision of such parts/materials. 3. Not providing such parts/materials. 4. Not applicable			1		
			Provision of parts/materials that contribute to zero production waste emissions at our company sites	Does your company provide our business unit with parts/materials that contribute to zero production waste emissions at our company sites (including reuse of packaging materials used for shipping/protection by parts suppliers, etc.)? 1. Such parts/materials are provided. 2. Planning provision of such parts/materials. 3. Not providing such parts/materials.			1		
		Article 13-2)	Confirmation of your initiatives for zero production waste emissions	Does your company implement initiatives for zero production waste emissions? If your answer is "yes," does the scope of your initiatives cover all sites or just some of your sites? 1. Implementing such initiatives at all our sites. 2. Implementing such initiatives at part of our sites. 3. Not implementing such initiatives.				1	
				(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.					
				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. Level 1: Examine the measures needed (training, establishment of internal organizations, etc.) to reduce production waste. Level 2: Monitor the types, amounts, and treatment status, etc., of production waste while implementing the initiatives required at Level 1. Level 3: Declared your production waste reduction targets to external parties as your commitment and launched initiatives to reduce production waste while implementing the initiatives required at Level 2. Level 4: Implement ongoing improvement measures (PDCA cycles) to reduce production waste while implementing the initiatives required at Level 3. Level 5: Ask your upstream business partners to reduce production waste while implementing the initiatives required at Level 4.					
	Promotion of water resource recycling	Article 14-1)	Provision of parts/materials that contribute to conservation and/or recycling of water resources used for our products	Does your company provide our business unit with parts/materials that contribute to conservation and/or recycling of water resources used for our products? 1. Such parts/materials are provided. 2. Planning provision of such parts/materials. 3. Not providing such parts/materials.				1	
				Does your company provide our business unit with parts/materials that contribute to reduction of water resources used in production at all of our sites? 1. Such parts/materials are provided. 2. Planning provision of such parts/materials. 3. Not providing such parts/materials.				1	
		Article 14-2)	Confirmation of your initiatives to reduce water resources used in production	Is your company implementing initiatives to reduce water resources used in production at your sites? If your answer is "yes," does the scope of your initiatives cover all sites or just some of your sites? 1. Implementing such initiatives at all our sites. 2. Implementing such initiatives at part of our sites. 3. Not implementing such initiatives.				1	
				(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.					
Questions for suppliers that implement initiatives to reduce water resources used in production, 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.) to reduce water resources used in production. Level 2: Monitor the types, amounts, and treatment status, etc., of water resources used in production while implementing the initiatives required at Level 1. Level 3: Set reduction targets for water resources used in production, and launched initiatives to reduce water resources used in production, while implementing the initiatives required at Level 2. Level 4: Implement ongoing improvement measures (PDCA cycles) to reduce water resources used in production while implementing the initiatives required at Level 3. Level 5: Ask your upstream business partners to reduce water resources used in production while implementing the initiatives required at Level 4.									
Article 14-3)		Confirmation of your initiatives for management of factory wastewater	Is your company implementing initiatives for the management of factory wastewater at your sites? If your answer is "yes," does the scope of your initiatives cover all sites or just some of your sites? 1. Implementing such initiatives at all our sites. 2. Implementing such initiatives at part of our sites. 3. Not implementing such initiatives.				1		
			(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 effluent management.						
		Questions for suppliers that implement initiatives for the management of factory wastewater, 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 the management of factory wastewater. Level 2: Periodically measure factory wastewater levels, and verify that they are below regulatory control values, while implementing the initiatives required at Level 1. Level 3: Established systems for taking necessary actions in the event of deviation (i.e. exceeding of control values), while implementing the initiatives required at Level 2. Level 4: Implement ongoing improvement measures (PDCA cycles) for management of factory wastewater while implementing the initiatives required at Level 3. Level 5: Ask your upstream business partners to undertake management of factory wastewater while implementing the initiatives required at Level 4.							

Green Procurement Standards			Question	Answer column	Key Items	Weighting	Optional
Item	Article	Request					
Point-earning items	Conservation of biodiversity	Article 15-1)	Provision of parts/materials that contribute to conservation of biodiversity 1. Such parts/materials are provided. 2. Planning provision of such parts/materials. 3. Not providing such parts/materials.			1	
		Article 15-2)	Confirmation of your initiatives for conservation of biodiversity Is your company implementing initiatives for conservation of biodiversity? If your answer is "yes," does the scope of your initiatives cover all sites or just some of 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 conserve biodiversity.			1	
			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.				
	Sharing achievements through collaboration	Article 16	Confirmation of enrollment in ECO-VC activities Have you enrolled in ECO-VC activities, at the request of our business unit? 1. Enrolled. 2. Have yet to enroll. 3. Have not received a request for enrollment from your business unit.			2	
Others	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.				
	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. 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 "ISO9001" in the following questions as "ISO13485", which stipulates quality management systems for medical devices, and to answer those questions accordingly. 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.  (Record the following information if you selected Answer 1 for the above question.) 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.  YYYY/MM/DD				
			(Record the following information if you selected Answer 2 for the above question.) 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.  YYYY/MM				
			(2) Enter the scheduled year and month of the certification.  YYYY/MM				Opt

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

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

<Supplier's basic information>

Survey year	Fiscal XX
Date of entry	YYYY/MM/DD
Company name	
G code	
Production site	
Person responsible for entry	
(Title)	

<Information about deliveries to our company> Please record the top 5 business units in terms of sales amount.

Domain company name	Business unit name

Green Procurement Standards			Question	Answer column	Key Items	Weighting	Optional	
Item	Article	Request						
Point-earning items	Reduction of greenhouse gas (GHG) emissions	Article 12-2) Confirmation of the implementation and the scope of the initiatives to reduce GHG emissions of your company	Is your company implementing initiatives to reduce GHG emissions? If your answer is "yes," does the scope of your initiatives cover all sites or part of your sites? 1.Implementing such initiatives at all our sites. 2.Implementing such initiatives at part of our sites. 3.Not implementing such initiatives.			1		
			(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 GHG emissions.					
			We'd 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 Level 1: Examine the measures needed (training, establishment of internal organizations, etc.) to monitor and reduce GHG emissions. Level 2: Monitor GHG emissions by year or factory while implementing the initiatives required at Level 1. Level 3: Declared your GHG emissions reduction target to external parties as your commitment and launched initiatives to reduce GHG emissions while implementing the initiatives required at Level 2. Level 4: Implement continued improvement measures (PDCA cycles) to reduce GHG emissions while implementing the initiatives required at Level 3. Level 5: Ask your upstream business partners to reduce GHG emissions while implementing the initiatives required at Level 4.					
		Article 12-3)	Submission of supply chain GHG emissions data concerning our company	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	
	Promotion of resource recycling	Article 13-1)	Provision of parts/materials that contribute to zero production waste emissions at our company sites	Does your company provide our business unit with parts/materials that contribute to zero production waste emissions at our company sites (including reuse of packaging materials used for shipping/protection by parts suppliers, etc.)? 1.Such parts/materials are provided. 2.Planning provision of such parts/materials. 3.Not providing such parts/materials.			1	
				Does your company implement initiatives for zero production waste emissions? If your answer is "yes," does the scope of your initiatives cover all sites or just some of your sites? 1.Implementing such initiatives at all our sites. 2.Implementing such initiatives at part of our sites. 3.Not implementing such initiatives.			1	
		Article 13-2)	Confirmation of your initiatives for zero production waste emissions	(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.				
				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. Level 1: Examine the measures needed (training, establishment of internal organizations, etc.) to reduce production waste. Level 2: Monitor the types, amounts, and treatment status, etc., of production waste while implementing the initiatives required at Level 1. Level 3: Declared your production waste reduction targets to external parties as your commitment and launched initiatives to reduce production waste while implementing the initiatives required at Level 2. Level 4: Implement ongoing improvement measures (PDCA cycles) to reduce production waste while implementing the initiatives required at Level 3. Level 5: Ask your upstream business partners to reduce production waste while implementing the initiatives required at Level 4.				
	Promotion of water resource recycling	Article 14-2)	Confirmation of your initiatives to reduce water resources used in production	Is your company implementing initiatives to reduce water resources used in production at your sites? If your answer is "yes," does the scope of your initiatives cover all sites or just some of your sites? 1.Implementing such initiatives at all our sites. 2.Implementing such initiatives at part of our sites. 3.Not implementing such initiatives.			1	
				(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.				
		Article 14-3)	Confirmation of your initiatives for management of factory wastewater	Questions for suppliers that implement initiatives to reduce water resources used in production, 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.) to reduce water resources used in production. Level 2: Monitor the types, amounts, and treatment status, etc., of water resources used in production while implementing the initiatives required at Level 1. Level 3: Set reduction targets for water resources used in production, and launched initiatives to reduce water resources used in production, while implementing the initiatives required at Level 2. Level 4: Implement ongoing improvement measures (PDCA cycles) to reduce water resources used in production while implementing the initiatives required at Level 3. Level 5: Ask your upstream business partners to reduce water resources used in production while implementing the initiatives required at Level 4.				
				Is your company implementing initiatives for the management of factory wastewater at your sites? If your answer is "yes," does the scope of your initiatives cover all sites or just some of your sites? 1.Implementing such initiatives at all our sites. 2.Implementing such initiatives at part of our sites. 3.Not implementing such initiatives.			1	
			(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 effluent management.					
			Questions for suppliers that implement initiatives for the management of factory wastewater, 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 the management of factory wastewater. Level 2: Periodically measure factory wastewater levels, and verify that they are below regulatory control values, while implementing the initiatives required at Level 1. Level 3: Established systems for taking necessary actions in the event of deviation (i.e. exceeding of control values), while implementing the initiatives required at Level 2. Level 4: Implement ongoing improvement measures (PDCA cycles) for management of factory wastewater while implementing the initiatives required at Level 3. Level 5: Ask your upstream business partners to undertake management of factory wastewater while implementing the initiatives required at Level 4.					

Green Procurement Standards				Question	Answer column	Key Items	Weighting	Optional
Item	Article	Request						
Point-earning items	Conservation of biodiversity	Article 15-2)	Confirmation of your initiatives for conservation of biodiversity	<p>Is your company implementing initiatives for conservation of biodiversity? If your answer is "yes," does the scope of your initiatives cover all sites or just some of your sites?</p> <p>1.Implementing such initiatives at all our sites. 2.Implementing such initiatives at part of our sites. 3.Not implementing such initiatives.</p> <p>(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 conserve biodiversity.</p> <p>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.</p>			1	
	Sharing achievements through collaboration	Article 16	Confirmation of enrollment in ECO-VC activities	<p>Have you enrolled in ECO-VC activities, at the request of our business unit?</p> <p>1.Enrolled. 2.Have yet to enroll. 3.Have not received a request for enrollment from your business unit.</p>			2	
Others	Establishment of a quality management system		Confirmation of the status of establishment of a quality management system	<p>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. 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 "ISO9001" in the following questions as "ISO13485", which stipulates quality management systems for medical devices, and to answer those questions accordingly.</p> <p>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.</p>				
				<p>(Record the following information if you selected Answer 1 for the above question.) 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).</p>				
				(1) Enter the name of the certification body.				
				(2) Enter the registration number of the certification.				
				(3) Enter the expiration date of the certification.	YYYY/MM/DD			
				<p>(Record the following information if you selected Answer 2 for the above question.) 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).</p>				
(1) Enter the year and month when you started the initiatives to obtain the certification.	YYYY/MM							
(2) Enter the scheduled year and month of the certification.	YYYY/MM			Opt				

## 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.)

<Supplier's basic information>

Survey year	Fiscal XX
Date of entry	YYYY/MM/DD
Company name	
G code	
Production site	
Person responsible for entry	
(Title)	

<Information about deliveries to our company> Please record the top 5 business units in terms of sales amount.

Domain company name	Business unit name

Item	Green Procurement Standards		Question	Answer column	Key Items	Weighting	Optional	
	Article	Request						
Point-earning items	Reduction of greenhouse gas (GHG) emissions	Article 12-2) Confirmation of the implementation and the scope of the initiatives to reduce GHG emissions of your company	Is your company implementing initiatives to reduce GHG emissions? If your answer is "yes," does the scope of your initiatives cover all sites or part of your sites? 1.Implementing such initiatives at all our sites. 2.Implementing such initiatives at part of our sites. 3.Not implementing such initiatives.			1		
			(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 GHG emissions.					
			We'd 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 Level 1: Examine the measures needed (training, establishment of internal organizations, etc.) to monitor and reduce GHG emissions. Level 2: Monitor GHG emissions by year or factory while implementing the initiatives required at Level 1. Level 3: Declared your GHG emissions reduction target to external parties as your commitment and launched initiatives to reduce GHG emissions while implementing the initiatives required at Level 2. Level 4: Implement continued improvement measures (PDCA cycles) to reduce GHG emissions while implementing the initiatives required at Level 3. Level 5: Ask your upstream business partners to reduce GHG emissions while implementing the initiatives required at Level 4.					
		Article 12-3)	Submission of supply chain GHG emissions data concerning our company	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	
	Promotion of resource recycling	Article 13-2)	Confirmation of your initiatives for zero production waste emissions	Does your company implement initiatives for zero production waste emissions? If your answer is "yes," does the scope of your initiatives cover all sites or just some of your sites? 1.Implementing such initiatives at all our sites. 2.Implementing such initiatives at part of our sites. 3.Not implementing such initiatives.			1	
				(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.				
				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. Level 1: Examine the measures needed (training, establishment of internal organizations, etc.) to reduce production waste. Level 2: Monitor the types, amounts, and treatment status, etc., of production waste while implementing the initiatives required at Level 1. Level 3: Declared your production waste reduction targets to external parties as your commitment and launched initiatives to reduce production waste while implementing the initiatives required at Level 2. Level 4: Implement ongoing improvement measures (PDCA cycles) to reduce production waste while implementing the initiatives required at Level 3. Level 5: Ask your upstream business partners to reduce production waste while implementing the initiatives required at Level 4.				
	Promotion of water resource recycling	Article 14-2)	Confirmation of your initiatives to reduce water resources used in production	Is your company implementing initiatives to reduce water resources used in production at your sites? If your answer is "yes," does the scope of your initiatives cover all sites or just some of your sites? 1.Implementing such initiatives at all our sites. 2.Implementing such initiatives at part of our sites. 3.Not implementing such initiatives.			1	
				(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.				
					Questions for suppliers that implement initiatives to reduce water resources used in production, 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.) to reduce water resources used in production. Level 2: Monitor the types, amounts, and treatment status, etc., of water resources used in production while implementing the initiatives required at Level 1. Level 3: Set reduction targets for water resources used in production, and launched initiatives to reduce water resources used in production, while implementing the initiatives required at Level 2. Level 4: Implement ongoing improvement measures (PDCA cycles) to reduce water resources used in production while implementing the initiatives required at Level 3. Level 5: Ask your upstream business partners to reduce water resources used in production while implementing the initiatives required at Level 4.			
		Article 14-3)	Confirmation of your initiatives for management of factory wastewater	Is your company implementing initiatives for the management of factory wastewater at your sites? If your answer is "yes," does the scope of your initiatives cover all sites or just some of your sites? 1.Implementing such initiatives at all our sites. 2.Implementing such initiatives at part of our sites. 3.Not implementing such initiatives.			1	
				(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 effluent management.				
			Questions for suppliers that implement initiatives for the management of factory wastewater, 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 the management of factory wastewater. Level 2: Periodically measure factory wastewater levels, and verify that they are below regulatory control values, while implementing the initiatives required at Level 1. Level 3: Established systems for taking necessary actions in the event of deviation (i.e. exceeding of control values), while implementing the initiatives required at Level 2. Level 4: Implement ongoing improvement measures (PDCA cycles) for management of factory wastewater while implementing the initiatives required at Level 3. Level 5: Ask your upstream business partners to undertake management of factory wastewater while implementing the initiatives required at Level 4.					

Green Procurement Standards			Question	Answer column	Key Items	Weighting	Optional	
Item	Article	Request						
Point-earning items	Conservation of biodiversity	Article 15-2)	Confirmation of your initiatives for conservation of biodiversity	<p>Is your company implementing initiatives for conservation of biodiversity? If your answer is "yes," does the scope of your initiatives cover all sites or just some of your sites?</p> <p>1.Implementing such initiatives at all our sites. 2.Implementing such initiatives at part of our sites. 3.Not implementing such initiatives.</p>			1	
				<p>(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 conserve biodiversity.</p> <p>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.</p>				
Others	Establishment of a quality management system		Confirmation of the status of establishment of a quality management system	<p>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. 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 "ISO9001" in the following questions as "ISO13485", which stipulates quality management systems for medical devices, and to answer those questions accordingly.</p> <p>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.</p>				
				<p>(Record the following information if you selected Answer 1 for the above question.) 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).</p>				
				(1) Enter the name of the certification body.				
				(2) Enter the registration number of the certification.				
				(3) Enter the expiration date of the certification.	YYYY/MM/DD			
				<p>(Record the following information if you selected Answer 2 for the above question.) 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).</p>				
(1) Enter the year and month when you started the initiatives to obtain the certification.	YYYY/MM							
(2) Enter the scheduled year and month of the certification.	YYYY/MM			Opt				

## Green Procurement Standards Revision Record

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October 1, 2008	Ver. 4.1
February 8, 2010	Ver. 5
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November 30, 2016	Ver. 6.3
September 17, 2019	Ver. 6.4

### Descriptions of revisions from Ver. 6.3 to Ver. 6.4

Revised sections	Ver. 6.3	Revisions (Ver. 6.4)
Introduction	Green Plan 2018	The revision from Green Plan 2018 to Green Plan 2021
Composition of Green Procurement Standards		
I. The Panasonic Group's Environmental Sustainability Management		