

TEAC Green Procurement Guideline

ES0101 3.1 edition
May 16, 2019

TEAC Corp. (teaceco@teac.co.jp)

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Revision History

Edition	Date	Description
2.1	Nov/29/2004	Clarified the description in Table 2 (by adding borders, separating *1 from Note, etc.)
2.2	Sep/20/2007	Revised List of Exempted Items in Table 2 : Substances to be prohibited Moved Di chloro methane from List of substances to be prohibited to List of substances to be reduced
2.3	Apr/30/2008	Changed names of substance groups in Table 1, Table 2 and Table 3
3.0	Oct/01/2010	Revised the document to comply with EU REACH regulations and the amendment of Chemical Substances Control Law (CSCL) Details on chemical substances have been moved to the newly created document: TEAC Specified Chemical Substances List.
3.1	May/16/2019	Changed Declarable Substance from JAMP Declarable Substances to chemSHERPA Declarable Substances. Changed the name as follows: From JAMP AIS Input Support Tool to chemSHERPA Data Entry Support Tool for Articles. From JAMP MSDSplus Input Support Tool to chemSHERPA Data Entry Support Tool for Chemicals. Correct the Contact Information of Dept.name, TEL No., and the Guideline download Web Site.

1. Application

This guideline shall apply to all parts and materials purchased from our business partners as constituents of the following products:

- (1) Products which TEAC or TEAC group companies (hereinafter called TEAC) design, produce and sell
- (2) Products which a third party designs and produces under a commission from TEAC and then TEAC sells with the TEAC brand
- (3) Products which a third party designs, TEAC produces under a commission from the third party and then ships with the third party's brand. However, if the product that falls into (3) uses parts and materials specified by the third party, this guideline shall not apply to such parts and materials.

Packing materials used when parts and materials are delivered shall not be subject to this guideline. However, packing materials that reach TEAC product users, such as a protection sticker on an acrylic plate, shall be regarded as part of the applicable components rather than packing materials.

This guideline shall not apply to substances such as cleaning agents which are not contained in or attached to the TEAC product at the time of shipment even though they are used in the TEAC production process.

Caution shall be taken to prevent unintentional addition and adherence of such substances in the production process that could cause the product to be eventually contaminated.

If parts and materials are procured for repairing the product that has been released before this guideline goes into effect, they shall not be subject to this guideline.

Examples of parts:

Electronic parts, resin parts, metal parts, unit parts (motor, switching power supply, etc.), finished OEM goods, packing materials (packing materials purchased by TEAC to pack TEAC products)

Examples of materials:

Solder, coating, adhesive agents, lubricants, tapes, resin pellets

2. Purpose

The purpose of this guideline is to procure environmentally friendly parts and materials by defining the following ranks for and controlling environment-related substances contained in the parts and materials of TEAC products.

- * Substances to be prohibited
- * Substances to be controlled

3. Definition of terms

- (1) Environment-related substances

Substances that fit any one of the following shall be referred to as "environment-related substances."

- * Substances that may do harm directly or indirectly to the human body by being contained in the product
- * Substances that may pollute the environment through their diffusion in nature by being contained in the product
- * Substances whose content of the product is desirably controlled and which are desirably collected for recycling from the viewpoint of resource saving

(2) Inclusion

Inclusion means that, in order to obtain the intended performance of parts and materials, a substance is intentionally added as a constituent and remains in the parts and materials.

The term shall also refer to impurities or reaction residues resulting from chemical synthesis.

Note that additives in silicon crystal of semiconductors shall not be regarded as inclusions in spite of their intentional use because their quantity is extremely small.

If substances are unintentionally mixed into or adhered to the parts or materials by directly contacting dies, jigs and tools, facilities or any other apparatuses in the production process and result in residues in the parts or materials, they shall be regarded as inclusions.

4. Ranks for environment-related substances

(1) Substances to be prohibited

The substances or substance groups, whose use or production is prohibited or limited by laws or regulations within or outside Japan, described in Table-1 of TEAC Specified Chemical Substances List, and the substances or substance groups whose use is limited through the voluntary efforts of our major customers, shall be regarded as the substances to be prohibited and therefore none of them shall be included in the parts or materials. However, in cases where Document-1 List of exempted items applies, the use of the applicable substance shall not be prohibited.

Measurement data of some of resin parts may be required for submission to prove that no "cadmium or cadmium compound" is included. The measurement method shall be IEC62321 Inductively Coupled Plasma Atomic Emission Spectrometry (ICP-AES) or any other method which can prove that the determination limit of cadmium in the parts is less than 5 ppm.

(2) Substances to be controlled

The substances or substance groups, which are not regulated by laws or regulations within or outside Japan, but whose actual usage status is required to be known and whose usage is controlled (meaning that intentional use of them is not limited, but that it is required to know whether they were used and what was the amount used), described in Table-2 of TEAC Specified Chemical Substances List, and the substances or substance groups whose use or nonuse is required to be reported to our customers, shall be regarded as the substances to be controlled. If such substances or substance groups are used in the parts or materials, knowing and controlling the content of them shall be required.

* For laws and regulations on "substances to be prohibited" and "substances to be controlled" defined in this guideline, and example substances for each industry standard, refer to the following documents and lists.

"The List of chemSHERPA Declarable Substances: Instruction Manual"

"chemSHERPA Declarable Substances Reference list (latest version)"

"Table-3 Example substances in TEAC Specified Chemical Substances List (latest version)"

Reference)

To check whether the parts and materials used in the product are the substances to be prohibited or the substances to be controlled shown in this guideline, the lists of substances included in the following entry support tools may be used. Note that the parts and materials that are not included in those lists of substances shall still be reported if they are known to be subject to the relevant laws and regulations.

"chemSHERPA Data Entry Support Tool for Articles (latest version)"

"chemSHERPA Data Entry Support Tool for Chemicals (latest version)"

5. Unit parts and OEM products

Manufacturers of unit parts, such as a switching power supply unit and a motor unit, which consist of more than one part and material, shall conduct investigations equivalent to those explained in this guideline, tally the chemical substances and materials contained in the entire unit part, and then considering the entire unit part as one single part, report the content of each substance in the unit part on the manufacturers' responsibility.

6. Packing materials

This guideline shall apply to packing materials that TEAC purchases as parts in order to pack the product. Additionally, such packing materials shall conform to the EU directive (94/62/EC), which requires that the total allowable concentration level of lead, cadmium, mercury, and hexavalent chromium be less than 100 ppm.

This guideline shall not apply to packing materials for the parts and materials that TEAC does not ship as products; TEAC trusts the voluntary efforts of part manufacturers to control substances contained in such packing materials.

7. Request for substance content investigations

If it is known in advance that impurities, reaction residues resulting from chemical synthesis or residues adhered in the production process remain in the parts or materials, such impurities or residues shall be subject to substance content investigations.

TEAC shall request the business partner dealing in the applicable part to investigate content of environment-related substances. If the business partner is a distributor and procures the applicable part from other companies to supply to TEAC, either of the following investigation methods shall be taken.

- a) Under the name of the business partner, TEAC shall request the applicable part manufacturer to conduct an investigation equivalent to that explained in this guideline, and after the investigation, the business partner shall respond to TEAC under the name of the business partner.
- b) As an intermediary, the business partner shall inform the applicable part manufacturer of TEAC's request for investigation, receive from the manufacturer a response that is made under the name of the part manufacturer, and then send it to TEAC.

Note that, since TEAC asks direct business partners for assurance that substances to be prohibited are not contained when TEAC seeks assurance, the assurance shall be provided under the name of the business partners even if the business partners are distributors.

In that case, the distributors shall ask the part manufacturers for the same assurance of not containing substances to be prohibited in order to support the distributors' assurance to TEAC.

8. Indication of resin part substances

In principle, a resin part with a weight of 25 g or more that is made from a single material shall have the resin material name indicated on the part in order to facilitate separate collection of waste for recycling. The abbreviation of the substance indication shall conform to the JIS Standard K6999 (ISO11469) "Identification and indication of plastic products." It is also desirable that its material name be indicated on a resin part with a weight of less than 25 g as long as it is physically possible.

Contact Information:

TEAC CORPORATION

Product Safety Standards and Environment Control Section,

Quality Assurance Department, Supply-Chain Management Headquarters

E-mail: teaceco@teac.co.jp

TEL: +81-42-356-9243

FAX: +81-42-356-9187

Download this guideline from:

<https://www.teac.co.jp/int/corporate/environment>