KOKUSAI ELECTRIC Group
Green Procurement Guideline

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Supply Chain Management Division
Strategic Supply Chain Management,
Facilities & Environment Division
Environmental Strategy
KOKUSAI ELECTRIC CORPORAION

KOKUSAI ELECTRIC (“KE”) and its Group Companies (collectively referred to as “KE Group”) strive to reduce CO2 emissions, improve the efficiency of water and resource use, minimize the impact on natural capital, and preserve ecosystems and biodiversity not only in our factories and offices but also throughout the value chain in order to achieve a low-carbon society, a highly recycling-oriented society, and a society that coexists in harmony with nature.
We KE Group will also promote manufacturing environment friendly product and strive to procure components of our products with less environmental loads from our business partners. The Green Procurement Guideline is a set of green procurement policies. We appreciate the understanding and cooperation of our business partners.

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1. Concept of Green Procurement

1.1 Green Procurement Policy

As various environment issues such as global warming, resource depletion, and ecosystem destruction become more serious, demands and expectations for companies to reduce their environmental loads are increasing. KE Group will contribute to the realization of a sustainable society by promoting global manufacturing that aims to reduce the environmental loads of our products throughout their life cycles. As part of this activity, Green Procurement aims to procure products and services with less environmental loads from suppliers who are actively engaged in environment conservation activities, taking into consideration appropriate use of chemical substances, preservation of ecosystems, energy conservation, longevity, resource conservation, and ease of recycling, disassembly, and disposal.

1.2 A Request to Our Business Partners

We ask for your cooperation in addressing the 8 items.

（1） Compliance with Laws and regulations

We believe that compliance with domestic and international laws and regulations, including domestic laws in own production activities as well as product-related chemical substance regulations and energy efficiency regulations, is the most important item that forms the foundation of environment activities. Please make every effort to comply with and monitor the situation, and promptly notify us of any deviations.

（2） Items related to environment preservation activities

① We ask you to develop an implementation plan for the environmental management system EMS (*), and to implement and operate it.

② Proactively obtain and maintain the following environment certifications

	Certification Status	Summary
1	ISO 14001 Certified	An internationally recognized environment certification system consisting of ISO examination and registration bodies (International Organization for Standardization)
2	Others: Each country EMS certified	EMS certifications recognized by KE Group, etc.
3	Planning to acquire certification	Currently promoting acquisition of ISO 14001 or EMS certification in each country, or have a definite plan to acquire such certification.

③ Please work to fulfill the “Appendix 1 Items Related to Environment Preservation Activities (20 items)”.

④ Please establish a system to appropriately manage chemical substances contained

in products to be delivered.

EMS: Environmental Management System - To promote business with systematic consideration of environment preservation.

（3） Measures Against Climate Change

In order to build a sustainable management foundation, the entire supply chain needs to "mitigate" and "adapt" to the risks associated with climate change (*). Please take planned measures.

	Action	Specific Initiatives
Mitigation	Reduction of greenhouse gas emissions	Identify emissions in your company's production activities, set reduction targets, and promote reduction activities (energy saving, efficiency improvement).
Adaptation	Preparing for the Impacts of Climate Change	Please evaluate the impact of flooding, strong winds, water resource shortages, and other damage caused by extreme weather events, and take systematic measures from the perspective of business continuity.

*For more information on risks associated with climate change, please refer to the Intergovernmental Panel on Climate Change (IPCC) Sixth Assessment Report (AR6) cycle WEB site.

（4） Reduction of logistics CO2 emissions and packaging materials for products to be delivered

We strive to reduce CO2 emissions by calculating supply chain emissions (*) related to our business activities from raw material procurement, manufacturing, logistics, sales, and disposal of products. Please grasp the CO2 emissions in the logistics of deliveries to our company, and make efforts to reduce them. In addition, the efforts should be made not only to reduce CO2 emissions by reduction of weight and amount of packaging and wrapping materials, but also to recycle and reduce the amount of materials generated during disposal.

* Supply chain emissions = Scope 1 emissions + Scope 2 emissions + Scope 3 emissions

Please refer to the GHG Protocol WEB site for Scope 1-3 emissions.

（5） Items related to reduction of environmental loads of products to be delivered

With regard to the reduction of environmental loads of products to be delivered, please work according to the “Appendix 2 Items related to Reduction of Environmental Loads of Products to Be Delivered (12 items)”.

（6） Items related to information management of chemical substances and responsible minerals contained in products to be delivered

With regard to chemical substances contained in products to be delivered, please manage them and report information on their content in accordance with Chapter 2 in order to utilize them for information disclosure and other obligations in the supply chain. In addition, with regard to responsible minerals, please manage and report content information in accordance with Chapter 3 in order to utilize for information disclosure and other obligations in the supply chain as well.

（7） Implementation of Green procurement

In order to achieve a high level of effectiveness throughout the entire supply chain, please set your suppliers' green procurement criteria that are equivalent to the green procurement we are requesting, and work on green procurement for their procured goods as well.

（8） Providing environment information

Please actively provide information on domestic and international laws and regulations applicable to the products to be delivered, information on chemical substance content, environment considerations, safe handling and operation methods, etc. Please also disclose the status of your environment conservation initiatives on your websites and in your environment reports, etc.

2. Management of Chemical Substances Contained in Products to Be Delivered

2.1 Regulated Chemical Substances

We will grasp information on chemical substances contained in products to be delivered by dividing them into two categories, "Prohibited Substance Group" and "Controlled Substance Group," as shown below. In addition, we may also request investigation of chemical substances used in manufacturing, storage, transportation, and other stages before delivery, even if they are not ultimately contained in the products to be delivered, for the purpose of maintenance of supply. We appreciate your cooperation in conjunction with them too.

Classification	Substances to be Controlled	Referent
Level 1 Prohibited Substance Group	Chemical substances that are prohibited to be contained in products to be delivered. Chemical substances that are prohibited to use in products (including packaging materials) in principle by domestic and international laws and regulations and may be used in products to be delivered.	Regulated Chemical Substance List Table 1

Level 2 Controlled Substance Group	Substances for which the actual status of use is required to be grasped and appropriate management is required by domestic and international laws and regulations, and controlled substances for which recycling and proper disposal should be considered. Substance groups for which inclusion in products to be delivered may be restricted depending on the intended use are also included.	Regulated Chemical Substance List Table 2

2.2 Non-Containing Guarantee for Chemical Substances in Products to Be Delivered

We ask our business partners to be considerate of the environment in the basic agreement that we enter into with you. Regarding chemical substances contained in products, you are required to guarantee non-containing of certain chemical substances from the viewpoint of quality control.

As for "Prohibited Substance Group" of voluntary controlled substances, please present documents such as non-containing guarantee regarding chemical substances contained in products to be delivered.

“non-containing" refers to cases where it is clear by reasonable procedures that the chemical substance concerned is not contained or is below the prescribed threshold, regardless of whether it is "intentionally added" or "unintentionally impurities, etc. mixed".

2.3 Management of Chemical Substances Contained in Products to Be Delivered

When collecting information on the content of chemical substances, please adopt the best possible means, which are reasonable from an economic and industrial technical point of view.

For Level 1 Prohibited Substance Group, non-containing guarantee is required from the viewpoint of legal compliance since their use is prohibited in principle by domestic and international laws and regulations.

For Level 2 controlled substance group, appropriate management of content information is required regardless of whether or not the relevant chemical substances are contained in the product. Please note that "no information indicating the containing of the relevant chemical substance(s) at the time of the investigation" is also information that should be communicated.

2.4 In Case of Changing Materials, Manufacturing Methods, or Chemical Substance Content Information, etc of Products to Be Delivered

Whenever there will be a change in the materials used, manufacturing method, manufacturing location, main production facilities, or representative in charge of manufacturing, please notify us immediately of the details of the change and the extent of the impact. We also ask for your cooperation in the same way when new content

information on chemical substances is found or when there is a change in the content already reported.

3. Investigation of Responsible Minerals

With reference to the "Due Diligence Guidance for Responsible Supply Chains of Minerals from Conflict Affected and High-Risk Areas (CAHRAs)" of the Organization for Economic Co-operation and Development (OECD), we conduct investigations of minerals at risk (from CAHRAs) for the items to be delivered and we designate as due diligence. Please investigate below. Even if no information has been confirmed at this time, please continue to work on smelters identification and making the supply chains transparent.

	Minerals from CAHRAs	Reporting Form
1	3TG (*)	Conflict Minerals Reporting Template (CMRT) developed by Responsible Materials Initiative (RMI)
2	Cobalt (Co)	Extended Minerals Reporting Template (EMRT) Developed by Responsible Materials Initiative (RMI)

*3TG refers to Tin, Tantalum, Tungsten, and Gold.

4. Request for Cooperation of Investigation in Green Procurements

With the support of our business partners, we will strengthen our efforts to deliver environment friendly products to society. We would appreciate your cooperation in completing the following survey regarding the status of your company as the upstream supply chain.

4.1 Status of Environment Conservation Activities

Please tell us the status of your environment conservation activities (Appendix 1: 20 items).

4.2 Status of Reduction of Environmental Loads of Products to Be Delivered

Please tell us the status of reduction of environmental loads of products to be delivered (Appendix 2: 12 items).

4.3 Environmental Loads Information on Purchased Products (Catalog Items)

(1) Information on chemical substances contained in the items

① Survey from KE

Please response to the survey using the cloud service for management of chemical substances contained in products (ProChemist/AS: NEC)

The following formats can be used for the data entry.

・chemSHERPA-CI (for chemical substances contained in chemical products)

・chemSHERPA-AI (for chemical substances contained in molded products)

chemSHERPA: Chemical substance information communication format developed at
the initiative of the Ministry of Economy, Trade and Industry

② Surveys from KE Group Companies

Please submit your answers using the Chemical Substance Survey Support Tool in each country and the Non-Containing Guarantee.

(2) Built-in battery information

If the product has a built-in battery, please provide the following information before delivery.

- Name of the country where the regulation is imposed and the contents of the regulation
- Built-in location and replacement method (labeling, clearly indicated in instruction manual)
- Information on chemical substances contained in the products

(3) Built-in Chemicals Information

If chemical or radioactive materials are built into the product, it may be subject to transportation regulations. Please provide the following information prior to delivery

- Safety Data Sheet (SDS)---Submission and labeling of SDS based on GHS (*)
- Name of the country where the regulation is imposed and the contents of the regulation
- Safety measures during transportation

*GHS: Globally Harmonized System of Classification and Labelling of Chemicals

4.4 Information on chemical substances contained in the manufacturing process of machined products

Please investigate chemical substance contained in sub-materials used in the manufacturing process of machined products based on the Chemical Substance Management Certification System. In addition, please indicate if you establish a system to reduce the risk of prohibited substances specified in 2.1 Regulated Chemical Substances contained in the machined products.

5. Scope of Application

These guidelines are intended for the following companies from which KE Group procure items.

- Manufacturers of purchasing products (catalog items), machined products,

materials, units, and assemblies that make up KE Group products.

・Manufacturers of facility equipment, tools, etc. used in process of manufacturing KE Group products.

・Manufacturers of packaging materials for KE Group products

・Manufacturers of chemicals and materials used in the Process evaluation of KE Group products.

6. For inquiries, please contact

KOKUSAI ELECTRIC CORPORATION
Supply Chain Management Division
Strategic Supply Chain Management

History of Green Procurement Guideline Revisions

Ver.	Date	History of Revisions
0	Jun 1,2018	Newly issued.
1	Apr 1,2021	3.3(1) Survey support tool in information on chemical substances contained in products is changed.
2	Apr 1,2022	1.2(1) Compliance with legal regulations, 1.2(3) Climate change measures, 1.2(4) CO2 reduction in logistics are added. 1.2(6) High Risk Minerals Management, 1.2(7) Green procurement are added. 1.2(8) Providing environment information is added. 3. High-risk mineral survey is added.
2.1	Jul 25,2022	Corrected Kanji, Hiragana, and Okurigana to unified notation.
3	May 17.2023	Newly revised for KOKUSAI ELECTRIC Group 1.2 Certification Bodies in Requests to Business Partners is reviewed. 3. Cobalt survey template in the survey of responsible minerals contained in products to be delivered is changed. 4.3 Survey categories in environmental loads information of purchased products (catalog items) is changed.
3.1	Nov 17,2026	Changes to the name of the department in charge, etc.

Appendix 1 Items related to environment preservation activities (20 items)

No.	Items
	Corporate philosophy and Policy
1	Has a corporate philosophy on environment protection
2	Establishing an environment policy and pledging continuous improvement in the prevention of global warming, recycling of resources, and preservation of ecosystems.
3	Environment policy pledges compliance with laws and regulations
4	Ensure that all employees are familiar with the environment policy and that third parties have access to the policy
	■Planning and Organization
5	Has objectives and goals for environment protection
6	Organization and responsible representatives for achieving the objectives and goals are clearly defined.
7	There is an implementation plan to achieve the objectives and goals.
	■Environment evaluation (The following items are controlled and evaluated in the manufacturing process and efforts are made to improve them)
8	Reduction of water pollution
9	Reduction of air pollution
10	Noise and vibration reduction
11	Proper disposal of disposal materials and reduction of emissions
12	Reduce energy use (electricity, gas, fuel, etc.)
13	Reduce the burden on ecosystems, including raw material procurement
14	Reduce use and emissions of potentially hazardous chemicals
	■Mechanisms
15	There is a product assessment mechanism in place.
16	There is a mechanism for emergencies.
17	There is a system of internal environment audit.
	■Education and training, provision of information
18	Provides environment-related education
19	Provide education and training for those engaged in work that may have a significant environment impact, and made a list of trained worker.
20	Provides information on environment protection

Attachment 2 Items related to reduction of environmental loads of products to be delivered (12 items)

No.	items
	Saving resources
1	Consideration is given to reducing the weight and size of products
2	Recycled parts or recycled resources are used (recycled material content)
3	Longevity is taken into consideration.
4	Efforts are being made to optimize water use.
	Energy conservation
5	Consideration is given to energy conservation during standby and use (energy reduction rate)
	Recycle
6	Products are collected and recycled (recycling rate)
7	Unification and standardization of materials.
8	Easy disassembly and sorting are taken into consideration
	Packing material
9	Reduced packaging materials and consideration for collection, reuse, and recycling
	Provision of information
10	Provides environment information on products
	Ecosystem Conservation
11	Striving to reduce the burden on ecosystems
12	Efforts are being made to optimize the use of chemical substances.