

Environment Conservation Evaluation Check Sheet

(Form A)
Revised on Jul.22.2017

Please fill in and provide a response in the bold frame. In case of any changes in submitted contents, or in materials and processes for deliverables (product group to be evaluated), please submit the form again.

<<Requesting Party's Entries>>	
Date of sending	
Company Code	
Name of deliverables (product group to be evaluated)	
OKI group's Article No.	
Contact department	
Contact department person in charge	
Contact telephone No.	
Contact Email address	
Requesting department(Person in charge)	
Requesting department Email address	

<<Suppliers Entries>>	
Date of submission or re-submission	
Company name	
Company address	
Name of deliverables/product group to be evaluated	
OKI group's Article No.	
Department in charge	
Person responsible for evaluation (title)	
Contact telephone No.	
Fax No.	
Email address of person responsible for evaluation	

1. Status of Establishment of Environmental Management System

Please enter "1" in the corresponding yellow cell on the response column (inside the bold frame).

Item	Confirmation details	Response column				
		Evaluation		Certification info. and acquisition activity info.		
ISO 14001 certification	Deliverables production sites (manufacturing sites) have been certified to ISO 14001.	Yes	No	Certification date	Certifying entity	Certification No.
	Activities to be certified to ISO 14001 are currently being conducted in deliverables production sites (manufacturing sites)	Yes	No	Scheduled assessment date	Certifying entity	
Establishment of other management systems (Evaluation of conformity to Industrial Safety and Health Act, etc.)	Other management systems have been established in deliverables production sites (manufacturing sites).	Yes	No	Registration date	Registering entity	Registration No.
	Activities to establish other management systems are being conducted in deliverables production sites (manufacturing sites).	Yes	No	Scheduled assessment date	Registering entity	

Evaluation score (Section 1) 0 / 100

2. Status of Establishment of Management Systems for Chemical Substances in Products

Please enter "1" in the corresponding yellow cell on the response column (inside the bold frame).

Item	Confirmation details	Response column				
		Evaluation		Establishment info.		
Establishment of a management system based on "Guidelines for the Management of Chemical Substances in Products" of JAMP	The said management system has been established.	Yes	No	Established date		
	Activities to establish such management system are being conducted.	Yes	No	Scheduled establishment date		
Establishment of other management systems (QMS, SDS/labeling system based on Industrial Safety and Health Act, etc.)	Other management systems have been established.	Yes	No	Established date		
	Activities to establish other management systems are being conducted.	Yes	No	Scheduled establishment date		

Evaluation score (Section 2) 0 / 100

3. Status of Works for Reduction of Environmental Impacts

For works, enter "1" to any of "Yes, No, or N/A" in the yellow cells of Response column.

3.1 Status of works for resource circulation

Item	Detail works	Priority points	Response column			Remarks
			Yes	No	N/A	
Resource conservation and recycling	Your company is conducting product design and manufacturing products considering resource saving based on Reducing, Reusing, and Recycling (3R).					
	Your company is making an effort to standardize parts, units and materials used in products.					
	Your company is working on minimizing input resources including solders, solvents, and paints, etc.					
	Your company is working on reducing and recycling disposal wastes.					
	Your company describes cautions for the disposal of wastes or is able to present the cautions.					
Sorting and disassemble characteristics	When using batteries, your company applies a structure that enables the batteries to be easily removed, and makes a proper indication according to laws and regulations. Or your company establishes the standard of use of batteries to ensure its operation.	◎				
	Except for necessary parts including security, special tools* are not required to disassemble a product.					
	Except for special construction sections, your company applies structures of deliverables which can be disassembled into parts with weight of 20Kg or less.					
Raw materials sorting and selection	Your company applies structures of deliverables which allow for easy disassembly and separation of reusable and recyclable parts.					
	Your company describes cautions and special instructions for separation and degradation in user's manuals, etc.					
	Your company is providing material identification symbols defined by JIS standards for plastic and rubber-based parts.					
	Unless it is necessary for functions, your company is avoiding as often as possible coating, plating and attaching labels to surfaces for plastic-based parts.					
Reducing environmental impacts for packaging materials	Your company is making an effort to integrate plastic materials to be used. Or your company establishes the standard for materials to be used.					
	Your company gives priority to use plastic materials without halogen.					
	Your company restricts the use of complex materials combining fillers such as reinforced glass and others.					
	Your company considers recall, reuse, and recycling, etc. using a structure that can be repeated used.					
	Your company uses recycled materials in cardboard, etc.					
	Your company is making an effort to save resources in packaging materials in consideration of the simplification of packages and downsizing of products.					
	Your company is providing material identification symbols based on laws and regulations.	◎				
	The substances that lead to generation of dioxin during waste disposal process are not contained.	◎				

*It indicates tools other than versatile tools including driver, nipper, pliers, soldering iron, wrench, spanner, and cutter, etc.

Evaluation score (Section 3.1) Resource Circulation 0 / 100

3.2 Status of works for the prevention of global warming

For works, enter "1" to any of "Yes, No, or Non applicable laws" in the yellow cells of Response column.

Item	Detail works	Priority points	Response column			Remarks
			Yes	No	Non applicable laws	
Prevention of global warming	Specific business operators based on laws and regulations related to rationalization of energy use, or overseas business operators under the local laws and regulations related to energy saving implement management activities based on requirements from laws and regulations (establishment of a management system, placement of an in-charge person, establishment of a working policy, evaluation of implementation results and review of policies, etc.)	◎				If there are no applicable laws for your works, please enter "1" in the column of "Non-applicable laws".
	Business operators other than above: implement energy-saving activities including works for rationalizing of energy use, establishment of policies and systems, performance evaluation, change according to need, etc.					
Low power consumption of products	Works for rationalizing of energy use are requested to supply chains.					
	Products under the Law Regarding the Rationalization of Energy Use, and International Energy Star Program comply with the respective standards.	◎				
	Your company establishes and implements a management system to work on energy saving of products as defined in ISO14001 and 9001.					

Evaluation score (Section 3.2) Prevention of Global Warming 0 / 100

3.3 Status of works for biodiversity conservation

For works, enter "1" to either of "Yes or No" in the yellow cells of Response column.

Item	Detail works	Response column		Remarks
		Yes	No	
Biodiversity conservation	Your company applies materials produced according to the local laws and regulations for wood-based resources which are an ingredient in paper (e.g. use of FSC certified paper, extraction of industrial water, etc.).			
	As for the purchase of paper, your company gives priority to apply paper containing recycled paper (post-consumer paper pulp items, etc. under the Law on Promoting Green Purchasing).			
	Your company does not purchase paper using chlorine gas to bleach the paper. Or your company establishes the purchase standard.			
	Your company gives priority to procure resources (woods and water, etc.) with a lower environmental impact.			
Biodiversity conservation	Your company encourages your suppliers to procure resources (woods and water, etc.) with a lower environmental impact (e.g. Law on Promoting Green Purchasing, etc.).			
	At your company, an activity for biodiversity conservation is currently under consideration or is being conducted. (e.g. study of the ecosystem around business sites, promotion of greening, etc.)			
	Your company declares your works on biodiversity conservation to external entities.			
	Your company concretely works on biodiversity conservation, such as by establishing a promotion system, and developing education and activity plans.			
	Your company cooperates with local governments, NPO and external organizations to work on biodiversity conservation.			
	Your company expands an activity area to supply chains to promote your works.			

Evaluation score (Section 3.3) Biodiversity Conservation 0 / 100