

# Toshiba Teli Corporation Green Procurement Guidelines (Ver.9.1)



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# 1. Foreword

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"Committed to People, Committed to the Future." is the long standing Basic Commitment of Toshiba Group, a statement that expresses our enduring credo to contribute to the development of society through our business. Since our founding, with the venture spirit that has inspired Toshiba for many generations, our purpose has been to combine the power of invention with our expertise and desire for a better world, to tackle increasingly complex and serious social issues, and to turn on the promise of a new day.

It is essential for Toshiba Group to contribute to resolving environmental issues and other social issues with our highly reliable products and services, thereby realizing a sustainable society, and to further increase corporate value. To achieve these goals, we believe that it is important to respond to global trends from a long-term viewpoint.

Based on this idea, Toshiba Group has formulated "Environmental Future Vision 2050" as a new long-term vision from a global perspective that responds to such issues as carbon neutrality and the transition to a circular economy. With the goal of "contributing to the realization of a sustainable society through environmental management which aims to create enriched value and to ensure harmony with the earth," it aims to realize a sustainable society—in other words, a decarbonized society, a resource circulating society, and a society in harmony with nature—by promoting the implementation of initiatives in three areas: "response to climate change," "response to the circular economy," and "consideration of ecosystems." Toshiba Group considers "response to climate change" in particular to be our top priority task for the Group's environmental management, and we aim to achieve carbon neutrality throughout the entire value chain by FY2050. This vision is in line with Toshiba Group's Basic Policy for the Environment and represents the ideal situation for 2050 as envisioned by the Group.

To realize Environmental Future Vision 2050, it is essential to consider the environment throughout the entire supply chain. Green procurement, which involves procuring products, parts and components, and materials and services, etc. with minimal environmental impacts from suppliers that proactively promote environmental management, is a high priority initiative for Toshiba Group. The Guidelines present Toshiba Group's basic concept of green procurement and the specific content of our requests to suppliers. We invite our suppliers to work hand in hand with us to make green procurement a resounding success.

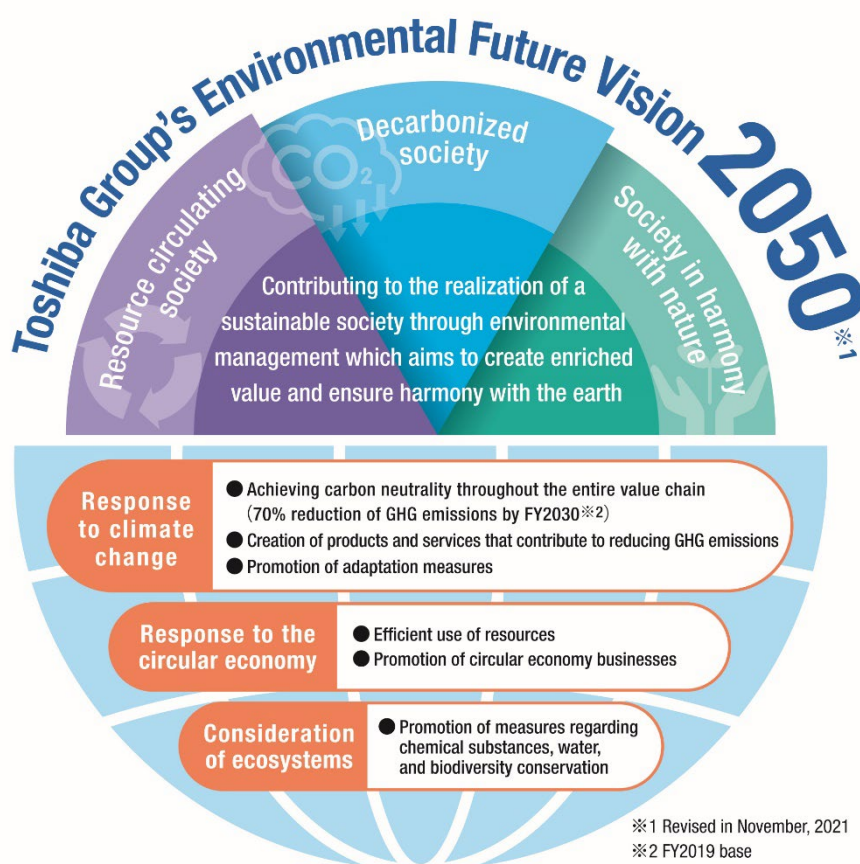
Procurement Division Procurement Control & Compliance Promoting Division  
Corporate Production Planning Division Environment Management Office  
Toshiba Corporation

## 2. Toshiba Group's Environmental Future Vision 2050

With the goal of "contributing to the realization of a sustainable society through environmental management which aims to create enriched value and to ensure harmony with the earth," Toshiba Group's long-term environmental vision, Environmental Future Vision 2050, aims to realize a sustainable society—in other words, a decarbonized society, a resource circulating society, and a society in harmony with nature. As for specific areas of activities, we have selected response to climate change and resource issues in both business activities and products and services, management of water resources and chemical substances, and conservation of biodiversity. Under "response to climate change," we aim to achieve carbon neutrality throughout the Group's entire value chain by FY2050. As a milestone, we aim to reduce greenhouse gas emissions by 70% by FY2030 compared to the FY2019 level.

To achieve the Vision, we have formulated Environmental Action Plan and are promoting activities in the selected areas and managing progress while reviewing the Plan every few years.

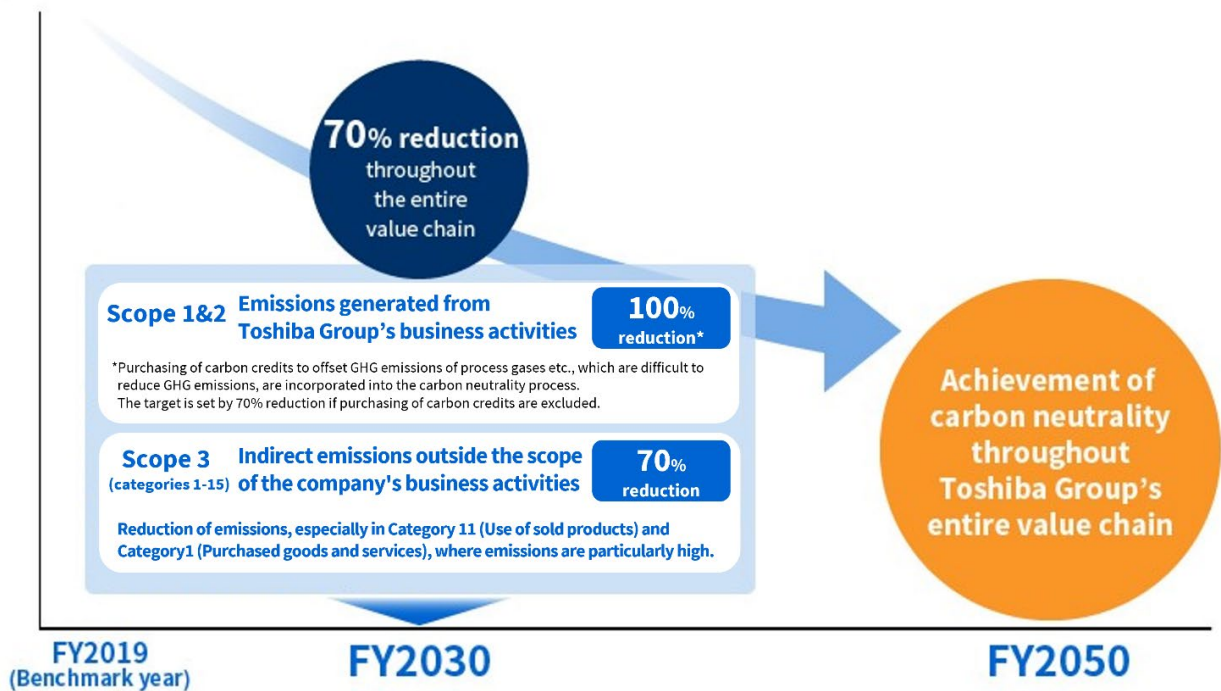
### ■ Toshiba Group's Environmental Future Vision 2050



Toshiba Group's Environmental Future Vision 2050:

<https://www.global.toshiba/ww/environment/corporate/vision/vision2050.html>

## ■ Breakdown of Greenhouse Gas Reduction Targets Toward Carbon Neutrality



## ■ Toshiba Group's Environmental Action Plan:

<https://www.global.toshiba/ww/environment/corporate/vision/plan2.html>

### 3. Purpose of Green Procurement

In collaboration with our suppliers, Toshiba Group procures products, parts and components, and materials and services, etc. with minimal environmental impacts from suppliers that proactively promote environmental management. Through such efforts, we will create environmentally conscious products and services that contribute to reducing environmental impacts throughout their life cycles, thereby contributing to the realization of a sustainable society—in other words, a decarbonized society, a resource circulating society, and a society in harmony with nature, as envisioned in Environmental Future Vision 2050.

### 4. Scope of Application of Green Procurement

The Guidelines apply to all products, parts and components, and materials, etc. (hereinafter collectively referred to as "supply items") to be delivered as well as services to be provided to Toshiba Group.

## 5. Requests to Suppliers

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This section describes specific requests to suppliers. We request that suppliers engage in activities in accordance with the Green Procurement Standards defined by Toshiba Group as well as to conclude agreements with us for assuring environmental quality of supply items and to cooperate in various surveys. We also ask our suppliers to request their suppliers to understand the Guidelines and to promote activities accordingly.

### 5.1 Promotion of environmental management in accordance with Toshiba Group's Procurement Standards

We will prioritize transactions with suppliers who more actively promote environmental management in accordance with the following procurement standards defined in connection with Environmental Future Vision 2050 (\*1).

#### (1) Creation of an environmental management system

The company has created an environmental management system in accordance with ISO14001:2015 or equivalent and can demonstrate conformance to the standard through a third-party certification etc., or is preparing to be able to do so.

#### (2) Formulation of a basic environmental policy

The company has formulated its own basic environmental policy that describes the company's thoughts on the environment in detail and has shared the policy within the company.

#### (3) Promotion of environmental impact reduction activities

The company is engaging in the following activities to reduce environmental impacts that are related to "response to climate change," "response to the circular economy," and "consideration of ecosystems," which are the initiatives of Environmental Future Vision 2050.

##### (a) Response to climate change

- (a)-1-1 Has set the company's own greenhouse gas emissions (Scope1(\*2) and Scope2(\*3)) reduction target(s) and is managing progress.
- (a)-1-2 (If you have set the target(s))  
The target(s) is consistent with the standard of limiting the global average temperature increase to 1.5°C above pre-industrial levels (reduction target: at least 4.2% reduction per year). (\*4)  
(If you have not set the target(s))  
Reduction target(s) and performance management are expected to be set within two years.
- (a)-2-1 Has set a greenhouse gas emissions reduction target(s) for emissions from other companies related to the company's activities (Scope 3 (\*5)), and is managing progress.
- (a)-2-2 (If you have set the target(s))  
The target(s) is consistent with the standard of limiting the global average temperature increase to well below 2°C above pre-industrial levels (reduction target: at least 2.5% reduction per year). (\*6)

(If you have not set the target(s))

Reduction target(s) and performance management are expected to be set within two years.

- (a)-3 Information on greenhouse gas emissions results for both (a)-1-1 and (a)-2-1, or either of them, is disclosed to external parties (\*7).
- (a)-4 Has declared to achieve carbon neutrality within the company or throughout its value chain.
- (a)-5 Has requested that the company's primary suppliers reduce their greenhouse gas emissions.

#### **(b) Response to the circular economy**

- (b)-1 Has set a (quantitative and/or qualitative) activity target(s) for waste reduction in the company's business activities and is managing progress.
- (b)-2 Has set a (quantitative and/or qualitative) activity target(s) regarding reduction and recycling of products and services that the company manufactures or provides as well as packing and packaging materials, and is managing progress (\*8).

#### **(c) Consideration of ecosystems**

- (c)-1 Has set a (quantitative and/or qualitative) activity target(s) for chemical substance management in the company's business activities and is managing progress (\*9).
- (c)-2 Has set a (quantitative and/or qualitative) activity target(s) for chemical substance management regarding products and services that the company manufactures or provides, and is managing progress (\*10).
- (c)-3 Has set a reference value or (quantitative and/or qualitative) activity target(s) for proper management of water resources, water quality, etc., in the company's business activities and is managing progress (\*11).
- (c)-4 Has set a (quantitative and/or qualitative) activity target(s) for the company's biodiversity conservation activities and is managing progress (\*12).

#### **(4) Promotion of management of chemical substances in products delivered to Toshiba Group**

The company is conducting the following activities to promote delivery of products as well as parts and components, etc. with minimal environmental impacts.

- (a) The company has established response procedures in the event of non-compliance, etc. with respect to its chemical substance management regulations, etc.; has ensured that all parties concerned in the organization are aware of such procedures; and thoroughly investigates the causes and implements recurrence prevention measures.
- (b) The company is aware of the two categories, namely "Rank A (Prohibited materials/substances)" and "Rank B (Managed materials/substances)" (listed in the table below) defined by Toshiba Group for the purpose of managing chemical substances in supply items, and manages chemical substances belonging to each of these categories in accordance with Appendix\_Toshiba Group List of Environment-Related Materials/Substances (in Products). \*See below URL

#### **Appendix\_Toshiba Group List of Environment-Related Materials/Substances (in Products)**

[https://www.global.toshiba/content/dam/toshiba/jp/procurement/corporate/green-procurement/pdf/appendix\\_en.pdf](https://www.global.toshiba/content/dam/toshiba/jp/procurement/corporate/green-procurement/pdf/appendix_en.pdf)

## ■ Two categories of chemical substance management

Category	Definition	Materials/substances
Rank A (Prohibited materials/substances)	Materials/substances whose presence is prohibited in procurement items (including packaging) in Toshiba Group. Materials/substances whose use in products (including packaging) is prohibited or restricted by domestic and foreign laws and regulations.	Appendix_Toshiba Group List of Environment-Related Materials/Substances (in Products)_ Table 1
Rank B (Managed materials/substances)	Materials/substances whose environmental impact should be reduced, based on their actual usage, via reduction of use and substitution, or recovery and detoxification in a closed system.	Appendix_Toshiba Group List of Environment-Related Materials/Substances (in Products)_ Table 2

### (5) Other management items

The following activities are being undertaken to address environmental risks and raise environmental awareness.

- (a) Has created a management system for environmental risks, and has procedures in place for preventive and corrective measures (\*13).
- (b) Provides employees with environment-related education (\*14).
- (c) Has informed the manufacturers of products delivered to Toshiba Group through your company, of the Toshiba Group Green Procurement Guidelines and have requested them to comply with the requests to suppliers as described in the Guidelines. Or, the evaluation check sheet of Evaluation of Suppliers` Environmental Management is distributed to manufacturers (subject to trading companies).

## 5.2 Conclusion of agreements for assuring the environmental quality of supply items

To ensure the environmental quality of supply items, we request each supplier to conclude a Quality Assurance Agreement prior to transactions. In addition, we may request a supplier to submit an Agreement Concerning the Restriction of the Use of Specified Hazardous Substances as necessary.

## 5.3 Cooperation in surveys

To confirm the status of suppliers' initiatives concerning "5.1 Promotion of environmental management in accordance with Toshiba Group's Procurement Standards" above, we ask suppliers to cooperate in various surveys, including regarding the following items:

### (1) Evaluation of suppliers' environmental management

To strengthen partnerships with suppliers that are proactively engaged in environmental management activities, we periodically evaluate the status of environmental management activities by suppliers. We determine ranks based on the response results, and we prioritize procurement from suppliers who are rated highly. For suppliers with low ratings, Toshiba Group may plan remediation activities, make requests for remediation, and provide guidance and assistance. In addition, if a supplier does not make improvements according to the remediation plan despite receiving a request for remediation and the provision of guidance and assistance, we

may stop transactions with said supplier. We would like to ask for the cooperation of our suppliers to consider actively promoting the activity items of this evaluation that have not yet been addressed.

## **(2) Surveys of chemical materials/substances in supply items**

Prior to the approval of new procurement items from suppliers and judgment as to whether existing procurement items require substitution, we conduct surveys concerning the presence of the chemical materials/substances in procurement items. The main items of the surveys are as follows:

- Confirmation of the non-use of prohibited materials/substances via the "Declaration of Use/Non-use of Environment-Related Materials/Substances (in Products)"
- Survey on the use/non-use and content of any substance of very high concern (SVHC, \*15) to be a candidate for authorization under the EU REACH Regulation (chemSHERPA®, \*16)
- Survey on the analysis and evaluation results

## **(3) Other surveys necessary to ensure "5.1 Promotion of environmental management in accordance with Toshiba Group's Procurement Standards" above**

- \*1: Standard items may differ depending on the supplier's business category, supply item type, necessity, etc. In addition, standard items are subject to change. For the latest details on the standard items, please contact your Toshiba Teli environmental representative.
- \*2: Direct emissions from owned or controlled sources (e.g., fuel combustion and industrial processes).  
<https://ghgprotocol.org/sites/default/files/standards/ghg-protocol-revised.pdf>
- \*3: Indirect emissions from the generation of purchased energy (e.g., electricity, heat, or steam).  
<https://ghgprotocol.org/sites/default/files/standards/ghg-protocol-revised.pdf>
- \*4: This standard is consistent with the SBT approval criteria. SBT (Science Based Targets) are scientifically grounded greenhouse gas reduction targets set by companies on a medium- to long-term basis in order to limit the global average temperature increase this century well below 2°C above pre-industrial levels and to pursue efforts to limit the temperature increase even further to 1.5°C. Companies are now required to set up SBTs based on collaborations with their suppliers to reduce greenhouse gas emissions throughout their value chain.
- \*5: Organization's indirect emissions other than those covered in scope 2.  
<https://ghgprotocol.org/sites/default/files/standards/ghg-protocol-revised.pdf>
- \*6: Same as \*4.
- \*7: Has answered to the latest CDP questionnaire or has disclosed greenhouse gas emissions results other than through CDP. CDP is an international non-profit organization (headquartered in the U.K.) that conducts an annual survey and evaluation of environment-related initiatives of companies and local governments. The results are disclosed to institutional investors, evaluation organizations, and clients.
- \*8: The amount of resources saved and plastic resources recycled in products manufactured or provided by the company as well as packing and packaging materials, promotion of circular economy businesses, etc.
- \*9: The amount or management method of chemicals emitted during the company's business activities, etc.
- \*10: The amount or management method of specified chemical substances contained in products manufactured or provided by the company, etc.
- \*11: Water risk assessment, management of amount of amount of water received, wastewater recycled or rainwater used, management of water quality, etc.
- \*12: Establishment of biotopes, green space management, protection of rare species within the premises as well as conservation of forests, rivers, and oceans outside the premises, etc.
- \*13: Development and formulation of company-wide policies and regulations on environmental risks such as climate change, which is a global-scale issue, as well as air pollution, water contamination, noise and vibration generation in the company's environ, and also establishment of legal compliance management in accordance with such policies and regulations.
- \*14: Promotion of awareness-raising education on the importance of environmental management, compliance, etc.

- \*15: Substance of Very High Concern (SVHC). Substances that fall under the criteria defined in Article 57 of the EU REACH Regulation and that have been selected as candidate substances for authorization according to the procedure defined in Article 59 of said regulation.
- \*16: A scheme for communicating information on the chemical substances contained in products; this scheme is available across the supply chain.

Issued by Toshiba Teli Corporation

Contact for inquiries regarding the contents of the Green Procurement Guidelines  
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