

LEADER

Guideline for Green Procurement



Green Products

Third Edition (May,2007)

LEADER ELECTRONICS CORP.

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Appendix

Survey for Environmental Protection Activities

Annex A. a list of Chemical Substances subject to investigation (Level A)

Annex B. a list of Chemical Substances subject to investigation (Level B)

A list of chemical substances disclosed by JIG

1. Preface

Leader Electronics Corp. views (Global Environmental Protection) as one of the most important theme for corporate management and deals with this subject positively at each stage of research and development, production, selling and disposal to promote corporate activities earnestly on this theme.

From now on, we assume it would become further important for us to deal with the theme more effectively. For this purpose, we take it indispensable for us to reinforce our cooperation with our vendors (suppliers) comprehensively so that we could continuously make and yield the products with less burden to Environment. From this point of view, Leader Electronics Corp. has completed "Guideline for Green Procurement" to have our vendors join us in dealing with each item of the theme positively.

Now, we would like to have their positive joining aiming for "Global Environmental Protection" with their good and right understanding of the theme.

Leader Electronics Corp.

Committee for the promotion of Environmental protection

2. Environmental Policy of Leader Electronics Corp.

We have established "Environmental Policy" upon which we develop and promote our corporate activities considering friendliness to Environment to give less influence of burden to the earth.

Environmental Policy

= Basic Vision =

Leader Electronics Corp. develops and promotes its corporate activities with perception of the influence of burden to Environment at each stage of R & D and sales of the products, aiming for less burden and for less use of resources to protect Environment of our precious earth.

= Policy for activities =

1. Commitment to continuous improvement for the prevention of pollution
Grasping and perceiving the influence of our corporate activities to Environment, we commit ourselves to make continuous improvement of our corporate management for Environment to secure Environmental protection and prevention of pollution.
2. Commitment to observance of the laws and the relevant requirements
We commit ourselves to observe the laws to be applied to us relating to Environmental Protection and the requirements we have agreed on.
3. Aim to protect Environment and establishment of the goal
In order to attain Environmental policy, we establish the aim and goal for Environmental protection and periodically review it to further promote our Environmental protection activities.
4. Imperative theme on Environmental activities
 - 1) Development of the products that are friendly to Environment, considering replacements of the products that might give damage to Environment.
 - 2) Promotion of Green Procurement.
 - 3) Appropriate disposal of the wastes.
5. Enlightening and education on Environmental Policy
We disclose our Environmental policy both to our employees and vendors (cooperative suppliers of the parts and goods). We thoroughly enlighten and educate all our members of the company for their further knowledge and understanding of Environmental Policy. Likewise, we ask for the vendors' activities, understanding and cooperation based upon Environmental Policy.

Leader Electronics Corp.
Shigehiko Hirota, President
May 1, 2007

3. Concept of Green Procurement by Leader Electronics Corp.

3.1 Purpose

Leader Electronics Corp. based upon the basic concept of "Realization of Global Environmental Protection and Circulatory Society "pursues Green Procurement in purchasing parts, materials, goods and products with less burden to Environment.

3.2 Scope of application

This Guideline applies to all the goods and services Leader Electronics Procures.

3.3 Definition of Terminology

Definitions of Principal Terminology used in this Guideline are as follows.

【Green Procurement】

Our Green Procurement means to procure the goods and services with less burden to Environment in terms of recycling, resolvability, easy disposal and less consumption.

【Chemical Substances】

Chemical substances Leader Electronics Corp. notes in light of Green Procurement

Please refer to Annex A and B with lists of chemical substances for investigation (Level A / B), also refer to the chemical substances disclosed by JIG.

【JGPSSI】 Japan Green Procurement Survey Standardization Initiative

Standardization Committee for Green Procurement

Aiming for reliable and easy investigation, Standardization Committee for Green Procurement has been standardizing investigation for the materials containing chemical substances and has been deciding on the materials to be surveyed and the survey formats for answers. In view of Global Standard, JGPSSI has adopted JIG.

【JIG】 Joint Industry Guide

JIG is a guideline jointly established by EIA,JEDEC,EICTA in view of Global necessity to disclose the electric and electronics devices containing chemical substances.

【The specified 6 hazardous substances】

These are substances directed to be disclosed by RoHS.

3.4 Evaluation and Designation Criteria for Suppliers (Vendors)

In designating our suppliers, in addition to quality, price and delivery of their products, we investigate and evaluate their attitudes and activities in dealing with Environmental Protection. Knowing and understanding the levels of the suppliers' Environmental Management, we develop and promote our Green procurement activities vigorously. As regards our suppliers, we want and appreciate their understanding and cooperation for Environmental Protection to positively deal with this theme.

3.5 Items relevant to the procured materials containing chemical substances

Leader Electronics Corp. makes classifications of Level A and B based upon the Guideline by JIG and manage them for himself.

Please refer to Annex A and B statements for a list of Chemical Substances which need investigation. For your information, a list of chemical substances subject to investigation is quoted based upon the data (statements) in JGPSSI.

Level A	<p>Materials and chemical substances that are subject to the current laws and regulations of the followings.</p> <ul style="list-style-type: none"> a) Prohibit of use b) Limitation on use or c) Report duty or effects of the other regulations
Level B	<p>Materials and chemical substances that the industry has judged to be disclosed to meet the criteria of more than one for the followings.</p> <ul style="list-style-type: none"> a) Materials and chemical substances containing serious influences to Environment, health and security for people b) Materials and chemical substances that may be subject to the control for the wastes c) Materials and chemical substances that may cause bad influence with disposal of the wastes

If the procured materials have something to do with Level A and B, you are required to take the following actions stated below.

Class	Actions required
Level A	Obsolete for replacement to reduce hazardous influence
Level B	Appropriate control

4. Request for Survey cooperation by suppliers

Paying our due attention to the suppliers' dealing with Environmental protection and the burden to Environment influenced by the materials purchased from the suppliers, we have been supplying our customers with the products friendly to Environment.

We have made requests with the suppliers to make efforts to realize circulatory society and to continuously extend activities for Environmental Protection to present us with the survey data as per stated below.

4.1 Scope of Investigation

Investigation for the suppliers' dealing with the Environmental Protection.

Suppliers providing Leader Electronics Corp. with parts, materials, production, products for sale and servicing for Leader Electronics Corp. to sell its own products.

Investigation for containment of chemical substances in the procured goods.

Investigation are conducted on the materials, parts, goods in process and the completed goods that are used for the completed products by Leader Electronics Corp.

4.2 Contents and Method for Investigation

Investigation for the suppliers' dealing with Environmental protection

Answer the questions and write your case on the " Survey for Environmental protection activities " to return it to our person in charge. You could obtain the copy of this" Survey for Environmental protection activities " by either way of the followings

- Take the copy of the " Survey for Environmental protection activities " of this Guideline.
- Download " Survey for Environmental protection activities " from the Home Page.
- Contact the person in charge to send you "Survey for Environmental protection activities ".

Investigation for the procured goods containing chemical substances

We typically conduct this investigation for the new goods at our first procurement of same.

Priority on investigation is as follows.

First Priority: The specified 6 hazardous substances (6 substances directed by RoHS)

Second Priority: 24 substances that belong to Level A and B stated in JIG.

For details on the substances disclosed in JIG, please refer to JGPSSI menu posted on Home Page for JEITA.

If you have made any change after you have submitted " Survey for Environmental protection activities ", please advise us your change in advance to be followed by re-submission of " Survey for Environmental protection activities ".

a) The specified 6 hazardous substances

We use "JGPSSI format, in other words, (JIG Format)" for Tool Format to answer investigation which our person in charge could send you in an electronic data file. You could also download it from the Home Page for JGPSSI for your use. As regards how to fill in the answers, please refer to "Survey Response Tools & Related Manuals" and "Material Composition Survey and Response Manual".

In case you are going to provide your answers as an electronics data file, please send them to us by email or provide them to us with a floppy disk. If you have filled in your answers on the Format Sheet manually, please send it to our person in charge.

In addition to the ways stated above, our person in charge may ask for submission of your survey and data as per stated below.

- Certificate for non-containment of the 6 hazardous substances (directed by RoHS) with the procured materials supplied by you.
- Data for Containment Analysis of 6 hazardous substances with the procured goods and materials supplied by you.

Please indicate parts number, description and model number of the goods with your due signature on the above data we would ask of you to send to our person in charge.

b) Investigation for the 24 substances stated in Level A and B of JIG.

We use "JGPSSI format, in other words, (JIG Format)" for Tool Format to answer investigation which our person in charge could send you in an electronic data file. You could also download it from the Home Page for JGPSSI for your use. As regards how to fill in the answers, please refer to "Survey Response Tools & Related Manuals" and "Material Composition Survey and Response Manual".

In case you are going to provide your answers in an electronics data file, please send them to us by email or provide them to us with a floppy disk. If you have filled in your answers on the Format Sheet manually, please send it to our person in charge.

4.3 Frequency for Investigation

Items relevant to suppliers' activities for Environmental Protection.

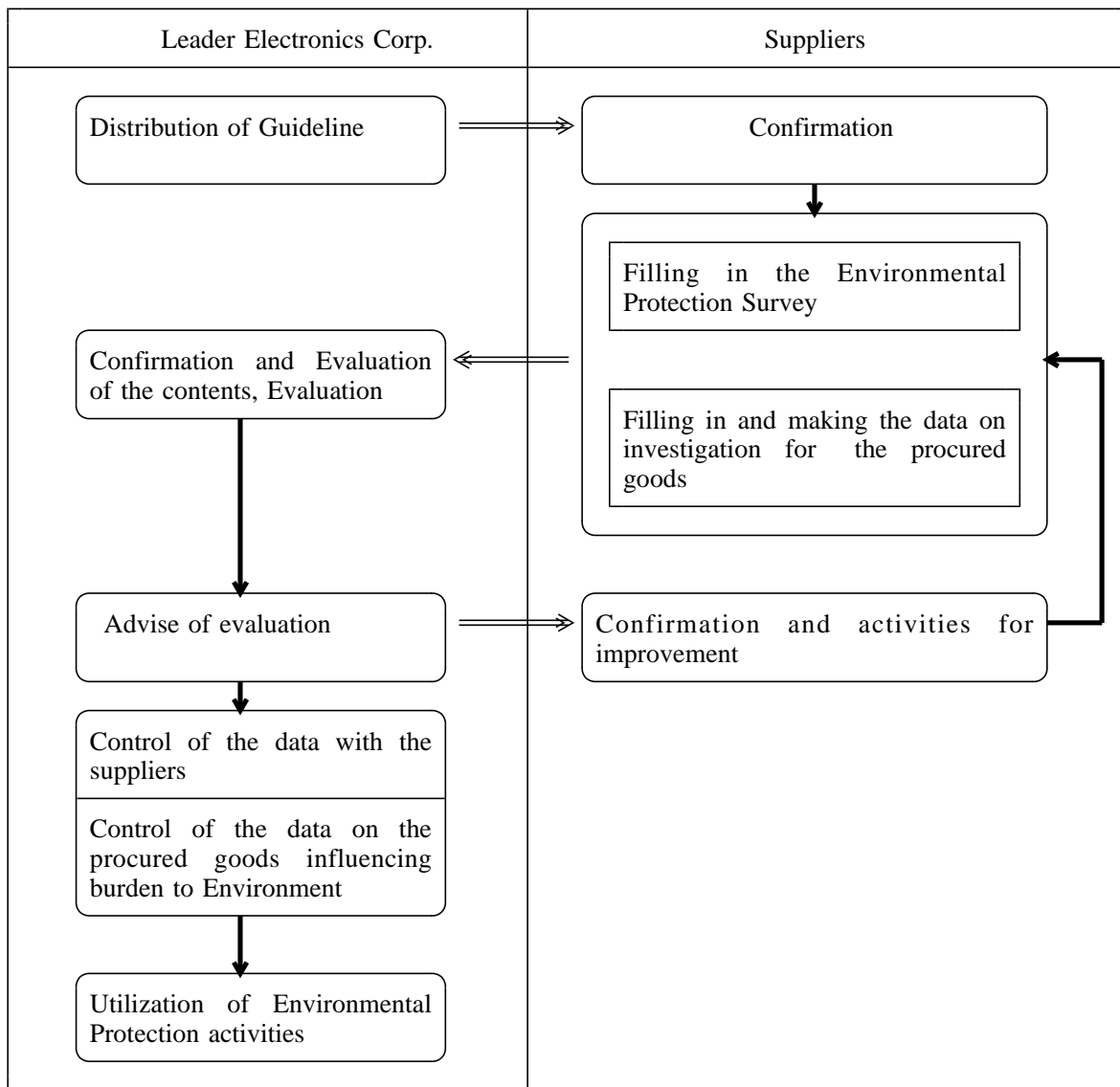
We conduct investigation regularly (every 3 years).

Items relevant to the procured materials containing chemical substances.

In accordance with necessity, we conduct investigation.

5. Application of the Guideline for Green Procurement

We apply and control the guideline as per the illustrative explanations below.



6. Revision of the Guideline for the Green Procurement

This Guideline for the Green Procurement would be revised without notice in accordance with the change of the Law System and the trend of the society. In case a revision is required, we will inform the suppliers of the contents of the revision immediately as well as we post them on Home Page.

Contact References

Please refer to Representative for Leader Electronics Corp.
as per stated below for any inquiry you have on Green Procurement.

Leader Electronics Corp.
2-6-33 Tsunashima Higashi Kohoku-ku,
Yokohama, Japan 223-8505

Representative:
Purchasing Team of Production Promotion Group, Production Department
E-mail:sales@leader.co.jp

Environmental Protection Activities Survey

To: Leader Electronics Corp. Fill in the bold line frames

Vendor code		class	1 • 2 • 3 • 4	Response Day	Month	Day	Year
Your name				Responsible person Name	Signature		
Address				position			
Supplied items, goods				Phone number			
				Fax number			
				Email address			

1 . Items relevant to Environmental Management Circle either YES or NO

1-1 Circumstances surrounding acquisition of ISO14001

Holder of ISO 1400	YES	NO	Authenticated date Day	Name of Authentication Institution and Authentication Number
Working to acquire ISO 14001	YES	NO	Expected authentication Day	Name of the authentication Institution expecting acquisition

1-2 Circumstances surrounding authentication acquisition by third institution besides ISO 14001 (such as EA21、 KES)

Holder of authentication	YES	NO	Authenticated date Day	Name of the aquired authentication and authentication institution
Working to acquire authentication	YES	NO	Expected authentication Day	Name of the authentication expecting acquisition

1-3 If you have answered YES in the previous 1-1 and 1-2

Are the supplied items (yours) included in the authentication ?	YES	NO
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2 . Items relevant to dealing with Green Procurement

Indicate in the item corresponding with your case

<input type="checkbox"/> In practice	<input type="checkbox"/> being in process	<input type="checkbox"/> Have a plan	<input type="checkbox"/> No Plan
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3 . Items relevant to supplied goods influencing Environment

In case design of the product, production and packaging apply to your case, please fill in the bold line.

In case it applies to your case, indicate , otherwise, indicate X in the corresponding bold frame.

Items	Contents of the Evaluation	apply
Control of the substances exercising burden to Environment	Holds a control criteria for the 6 chemical substances and can disclose information on containment of chemical substances.	
	Holds a control criteria for the 24 chemical substances designated in JIG and can disclose information on containment of chemical substances.	
Less use, recycling of resources	3R (reduce, reuse, recycle) of less use of resources, reduction of wastes and easy resolvability are implemented in products' design and packaging.	

4 . Items relevant to Environmental Protection Activities

Please respond to the questions below if you have answered YES in the previous 1-1 and 1-2.

In case it applies to your case, indicate , otherwise, indicate X in the corresponding bold frame.

Items	Contents of Evaluation	
Environmental Vision and Policy	Holds a corporate vision and policy for Environmental Protection and let it known to the employees.	
	Maintains the efforts for continuous improvement and protection of Environment.	
	Clarifies the laws and regulations on Environment applicable to your company.	
Plan/ Organization	Purpose, Goal and implementation plan for Environment Protection are clearly established.	
	Organization, scope of duties and scope of responsibility/Authority for fulfillment of the purpose and goal are clearly established.	
Environmental Aspects System	Specifies/controls/evaluates Environmental aspects (factors exercising burden to Environment)	
	Writes and Records the above Environmental Policy, planning, organization and Environmental aspects.	
	Corrective and Protective measures are established against deviation of the laws and failure to perform a plan.	
Education and enlightening	Reviews Environmental Control Systems and maintains the efforts for improvement of same	
	Provides, periodically, all the employees with Education and Enlightening relevant to Environmental Protection.	

Comments on Evaluation including mark. First Second Month Day Year	Presented by Approved by
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Accepted: Month Day Year

Person in charge Signature to be affixed

Evalu. Result	1-1or1-2	1-3	2	3	4	sum	
							/100

Investigation on containment of chemical substances: Required Not required
 How you responded to the questions in the past Satisfied Partially insufficient No response Not required

Annex A. a list of Chemical Substances subject to Investigation (Level A)

Classification No. No.(JGPSSI)	Material/Substance Category	Threshold level
C 0 1	Asbestos	Intentionally added
C 0 2	Certain Azocolourants and Azodyes	Intentionally added (See Directves 76/769/EEC for applicability)
A 0 5	Cadmium/Cadmium Compounds	75ppm or Intentionally added
A 0 7	Hexavalent Chromium/Hexavalent Chromium Compounds	1000ppm or intentionally added
A 0 9	Lead/Lead Compounds	1000ppm or intentionally added 300ppm(PVC cables only)
A 1 0	Mercury/Mercury Compounds	1000ppm or Intentionally added
C 0 4	Ozone Depleting Substances CFCs, HCFCs, HBFCs, carbon tetrachloride, etc.)	Class I : Intentionally added Class II, HCFCs : 1000ppm
B 0 2	Polybrominated Biphenyls (PBBs)	1000ppm or Intentionally added
B 0 3	Polybrominated Diphenylethers (PBDEs)	1000ppm or Intentionally added
B 0 5	Polychlorinated Biphenyls (PCBs)	Intentionally added
B 0 6	Polychlorinated Naphthalenes (more than 3 chlorine atoms)	Intentionally added
C 0 6	Radioactive Substances	Intentionally added
B 0 9	Certain Shortchain Chlorinated paraffins	Intentionally added
A 1 8	Tributyl Tin(TBT) and Triphenyl Tin (TPT)	Intentionally added
A 1 7	Tributyl Tin Oxide (TBTO)	Intentionally added

Annex B. a list of Chemical Substances subject to Investigation (Level B)

Classification No. No.(JGPSSI)	Material/Substance Category	Threshold Level
A 0 1	Antimony/Antimony Compounds	1000ppm
A 0 2	Arsenic/Arsenic Compounds	1000ppm
A 0 3	Beryllium/Beryllium Compounds	1000ppm
A 0 4	Bismuth/Bismuth Compounds	1000ppm
B 0 8	Brominated Flame Retardants (Other than PBBs or PBDEs)	1000ppm
A 1 1	Nickel (external applications only)	1000ppm
C 0 5	Certain Phthalates	1000ppm
A 1 3	Selenium/Selenium Compounds	1000ppm
B 0 7	Polyvinyl Chloride(PVC) (Disclosure is limited to "is present" / "is not present" in amount that exceed threshold)	1000ppm