

Entry Procedure in the Survey Tool for Chemical Substances Contained in Parts and Materials

1. Overview

This document summarizes the precautions to be used by suppliers when they perform and provide responses to surveys of contained chemical substances in accordance with the "Shimadzu Corporation Green Procurement Standards." Specifically, it describes the items to be noted regarding the survey tool column titles that can be set by the user and items that are likely to be misunderstood.

The Survey Response Tools (Ver. 4.02) provided by the Japan Green Procurement Survey Standardization Initiative (JGPSSI) is used for surveys of contained chemical substances.

The tool itself and its operation procedure can be downloaded from our company website (<http://www.shimadzu.com/about/environmental/green.html>)

In addition, the operation procedure manual can also be downloaded from the website of the GPSSI (<http://www.igpssi.jp/>).

The Shimadzu Corporation Green Procurement Standards cover more contained chemical substances than the tool described above. Provide responses only for the chemical substances included in the tool, since another survey will be conducted as required regarding the substances that are not covered by the tool.

2. Survey Response Tools on Screen

Use Ver. 4.02.

Save the response data to the JGP file by clicking this button, and send it to us.

Green Procurement Survey Tool Ver4.02

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Basic Information about Company

Reference Number	A-00145C	Data Format Ver.	4.00
Date of Data Entry (YYYY/MM/DD)	2011/05/06	Ver. information for loaded file	
		Language	English

Respondent's date of data entry (YYYY/MM/DD)

Requester Information		English	
Company Name	SHIMADZU CORPORATION		
DUNS Number			
Division Name	Procurement Division		
Contact Name	Taro Shimadzu		
Telephone Number	81-75-823-1151		
Fax Number	81-75-842-0141		
Email Address	green@group.shimadzu.co.jp		
Requester's management items 1	Limit date	2011/07/01	
Requester's management items 2			
Requester's management items 3			
Message from requester			

Precautions when filling out the field "Message from requester":
 This field is to fill precautions and messages from the requester for when an answerer fills in responses.
 Not to use for requesting guarantees or additional requirements.

Respondent Information	
Company Name	
DUNS Number	
Address	
Division Name	
Contact Name	
Telephone Number	
Fax Number	
Email Address	
Requester's management items 4	
Requester's management items 5	
Requester's management items 6	
Additional information regarding survey	

Information about Parts/Products/Material

No.	Product/subpart number of requester	Product / subpart/material name of requester	Specific information on materials						Req It
			Used when surveying materials, etc., in order to specify the materials subject to the survey.						
			Material Grade No.	Metal Type JIS symbols	Coloring No.	Thickness(mm)	Color	Diameter(mm)	
1	064-14075-12	SWITCH,PADDLE M-XXX							
2	064-09020-02	SWITCH,TGGLE M-YYY							
3	070-02617	CONNECTOR,1-XXX							
4	070-02676	CONNECTOR,3-YYY							

3. Requester Data Column

Reference Number is very important for identification. Do not change.

Use Ver. 4.02.

Reference Number	A-00145C	Data Format Ver.	4.02
Date of Data Entry (YYYY/MM/DD)	2011/05/06	Ver. information for loaded file	GreenConferenceV4.02
		Language	English

Requester Information	English
Company Name	SHIMADZU CORPORATION
DUNS Number	
Division Name	Procurement Division
Contact Name	Taro Shimadzu
Telephone Number	81-75-823-1151
Fax Number	81-75-842-0141
Email Address	green@group.shimadzu.co.jp
Requester's management items 1	Limit date 2011/07/01
Requester's management items 2	
Requester's management items 3	
Message from requester	

This indicates the deadline for sending a response to Shimadzu Corporation.

These items are entered at Shimadzu beforehand. Do not change or make any additions to them.

4. Respondent Data Column

Respondent's date of data entry (YYYY/MM/DD) The date of sending a response to Shimadzu (date on which the data is sent) must be entered.

Respondent Information	English
Company Name	XX Corp.
DUNS Number	Entry not required
Address	} Must be entered
Division Name	
Contact Name	
Telephone Number	
Fax Number	
Email Address	
Requester's management items 4	
Requester's management items 5	
Requester's management items 6	
Additional information regarding survey responses	

The response should be provided by the primary supplier. Do not change the company (primary supplier) name.

These items are entered by the supplier. The company name is entered at Shimadzu. Enter your company address, division name, fax number and Email address though entering them is not mandatory. The "Additional information regarding survey response" column can be used freely to contact Shimadzu, etc.

5. Parts Information Column

In case of multiple manufacturers, the primary supplier should create survey files for respective manufacturers by using the tool and make necessary inquiries to the manufactures.

Information about Parts/Products/Materials

No.	Product/subpart number of requester	Product / subpart/material name of requester	Specific information on materials g materials, etc., in order to specify the materials st							Requester's Item1	Requester's	Requester's	Manufacturer Name	Respondent's product/su	Respondent's product/su
			Material Grade	Metal Type JIS	Coloring No.	Thickness(mm)	Color	Diameter(mm)							
1	064-14075-12	SWITCH,PADDLE M-XXX										AAA			
2	064-09020-02	SWITCH,TOGGLE M-YYY										AAA			
3	070-02617	CONNECTOR,1-XXX										BBB			
4	070-02676	CONNECTOR,3YYYY										BBB			
5															
6															
7															

These columns are not used normally.

These items should be entered by the primary supplier as a rule, so that the Shimadzu part number and the part number of the manufacturer that enters the data make one-to one correspondence.

These columns must be filled in. The primary supplier should make the entry as a rule.

6. Parts Information Column (cont'd)

The quantities of the contained chemical substances (i.e., objectives of the survey) are entered in these columns. "N" should be entered if there is no applicable chemical substance contained. Enter the content in **mg**.

Must be entered

Respondent's Item1	Respondent's Item2	Respondent's Item3	Data Version	Revision Date YYYY/MM/DD	Surveying Unit	Survey Unit Mass (g/unit)	Overall Content Flag	Input substances	Copy substances	Clear substances
								Input	Copy	Clear
								Input	Copy	Clear
								Input	Copy	Clear
								Input	Copy	Clear
								Input	Copy	Clear
								Input	Copy	Clear
								Input	Copy	Clear
								Input	Copy	Clear
								Input	Copy	Clear
								Input	Copy	Clear
								Input	Copy	Clear
								Input	Copy	Clear

For entry, refer to the "Material Composition Survey and Response Manual [Survey and Response Format Ver. 4 compliant]" and "Survey Response Manual Ver. 4" published by the Japan Green Procurement Survey Standardization Initiative (JGSSI).
 JGPSSI website: <http://www.igpssi.jp/>

7. Inquiries

If you have any questions, contact the following Email address:

(This is the group address of the European Regulatory Measures Team.)

If you are in a hurry, you can call us.

European Regulatory Measures Team, Procurement Department, Manufacturing Support Division,
SHIMADZU Corporation.

1, Nishinokyo-Kuwaracho, Nakagyo-Ku, Kyoto 604-8511, Japan

TEL: 81-75-823-1151

FAX: 81-75-842-0141

Email: green@group.shimadzu.co.jp