

Material Composition Survey and Response
Manual
(Supplementary Edition for Yokogawa Group)

July 11 2011 Version 3.2

Yokogawa Electric Corporation

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Revision History

Ver	Description
0.0	· Newly published
1.0	· Addition of check items when verifying entered data · Addition of survey tool user's manual
2.0	· Addition of "Scope and Promotion of Survey Responses" · Addition of detailed options for entry in the Scheduled Day to Answer field · Addition of a table of RoHS Exemption Numbers · Addition of a request to include surface treatment symbols in the survey response (including a table of surface treatment symbols) · Addition and correction of check items when verifying entered data · Addition of rules for naming JGP files with which survey requests are made
2.1	· Removal of MUST for Data Version and addition of supplement to Exhibit 8
2.2	· Addition of Guarantee of RoHS Compliance
2.3	· Addition of RoHS Exemption Items · Change of Surveyed Company Column 3 from "RoHS Exception NO" to "RoHS Directive Compliance Y/N"
3.0	· Response to the JGPSSI Tool Ver.3
3.1	· Addition and deletion of a table of RoHS Exemption Numbers
3.2	· Delete RoHS Exemption List · Change the format of RoHS exemption Number

1. Purpose

Yokogawa Electric Corporation (hereinafter “Yokogawa”) will conduct a survey of the chemical substances contained in products, in accordance with the Green Procurement Survey Standardization Guidelines and Material Composition Survey and Response Manual prescribed by the Japan Green Procurement Survey Standardization Initiative (JGPSSI).

This document provides supplementary information with regard to the Material Composition Survey and Response Manual, as well as Yokogawa’s additional survey items.

Note: Yokogawa require to report using the JGPSSI Survey Response Tool Ver.3.00 now, and we are also planning to use JAMP AIS/MSDS Survey Response Tool in the near future.

2. Survey Responses

Some heading fields for Yokogawa’s own use have been independently set in the survey tool provided by the JGPSSI. Download this Yokogawa-version survey tool from the “Green Procurement Survey” on the following Environmental Management page of Yokogawa’s website.

URL: <http://www.yokogawa.com/eco/green/eco-green-procurement-en.htm>

This document specifically discusses the heading fields, which were set independently for Yokogawa’s own use. For details on the survey tool input procedure, refer to the Material Composition Survey and Response Manual and the Survey Response Tools Operation Manual created by JGPSSI.

3. Response Format of the JGP File

There are two formats available for the JGP file, Format 1 (Standard Type) and Format 2 (Detailed Type). You may use any of the two formats for responding to the survey. However, it is desirable to use the detailed format, if possible.

4. Supplementary Notes on the Survey Response Tool

(1) "Reference Number," "Requester Information," and "Product/Subparts Number of Requester"

Never erase or change the "reference number," "requester information," and "product/subparts number of requester" in the JGP file from Yokogawa.

Basic Information about Company	
Reference Number	15N00141
Date of Data Entry(YYYY/MM/DD)	2007.05/22
Requester Information	English
Company Name	YOKOGAWA MANUFACTURING CO.
DUNS Number	081737563
Division Name	Contract management div
Contact Name	
Telephone Number	0422-62-5698
Fax Number	0422-62-6218
Email Address	
Requester's management items_1	
Requester's management items_2	
Requester's management items_3	

Information about Parts/ Products/ Material					
No.	Product/subpart number of requester		Product / subpart/material name of requester		Material No
	Ascend ing	Descend ing	Ascend ing	Descend ing	
1	A6000CC-60		CAPACITOR		
2					

(2) Parts Numbers Included in the Survey Request

Note that "product/subparts numbers of requester" which Yokogawa states in the form when making survey requests may slightly differ in the suffix number from those for which Yokogawa has actually issued purchase orders. (Specifically, the 9th digit of parts numbers in the *nnnnnnn-On* format may differ.)

Example: The actual parts number stated in the purchase order: A1000RQ-09



The parts number used when making survey request: A1000RQ-19

This procedure is taken for reasons of data processing by Yokogawa. However, the parts number used at the surveyed company agrees with the one for which Yokogawa has actually issued a purchase order.

Furthermore, some parts numbers are enclosed in half-angle double quotation marks (") for facilitating data processing by Yokogawa. (Example: "955-123456789")

In addition, the Surveying Company Column 1 "Parts numbers ordered (application made for alteration/discontinuation)" may include, as reference information, a part number for which the purchase order was issued or a part number for which application for alteration/discontinuation was submitted (at the time of survey of alteration/discontinuation).

(3) Manufacturer's Name and Parts Number

If the "Manufacturer's Name" and "Respondent's product/subparts/material number" columns for the parts number are empty, or the entered data is not correct, re-enter or correct the data.

No.	Product/subpart number of requester	Product / subpart/material name of requester	Material Grade No.	Metal Type JIS symbols	Requester's Item3	Manufacturer Name	Respondent's product/subparts /material number	Res prod /mat
1	A6000CC-60	CAPACITOR					ABC-104Z	

"Manufacturer's name" is empty.

"Respondent's product/subparts/material number" is empty or the entered data is not correct

Re-enter or correct the data

(4) Surveyed Items

No.	Product/subpart number of requester	Product / subpart/material name of requester	Material Grade No.	Metal Type JIS symbols	Respondent's Item1	Respondent's Item2	Respondent's Item3	Data
					Scheduled day to answer	Surface Treatment Symbol	RoHS Directive Compliance Y/N	
1	A6000CC-60	CAPACITOR			2007/07/01		Y/Z	1

(a) Surveyed Company Column 1 "Scheduled Day to Answer"

If you fail to respond regarding some of the multiple parts under survey and wish to answer later, enter the estimated date of response.

* If it is not possible to respond to the survey, please let us know the reason by e-mail or fax.

(b) Surveyed Company Column 2 "Surface Treatment Symbol"

For mechanical components (screws, washers, bolts, nuts, etc.), principally, you also need to enter the mass and content data for the surface treatment area in the JGP file. If, however, it is impossible to calculate the content on the surface treatment area, enter an appropriate surface treatment symbol according to the following table of surface treatment symbols based on the Yokogawa Engineering Standards. In this case, if any substances not included in the table are used for pre-treatment or in-work processes, report accordingly using attachments. The format of such attachments is optional. However, the inclusion of such attachments should be stated in the Confirmation Note for the Submitted Documents that will be presented together with the response JGP file.

In this case, it is acceptable to only enter the mass and content data related to the base materials of such mechanical parts in the JGP file.

- Electroplating

Surface Treatment	Surface Treatment Name	Surface Treatment Symbol
Zinc plating	Zinc plating – light yellow chromate	Zn
	Zinc plating – light blue chromate	ZnW
	Zinc plating – black chromate	ZnB
Nickel plating	Plating after polishing base material is polished	Ni2
	Plating without polishing base material	Ni3
	Plating without polishing base material Thin plating on copper base material	Ni4
Chromium plating	Glossing after polishing copper base material	Cr2
	Plating without polishing base material	Cr3
	Black chromium plating	BCr
Industrial (hard) chromium plating	Industrial (hard) chromium plating	HCr
Tin plating	Tin plating	Sn
Solder plating	Solder plating	SnPb
Copper plating	Copper plating	Cu
Silver plating	Silver plating	Ag
Gold plating	Gold plating	Au3
Rhodium plating	Rhodium plating	Rh
Platinum plating	Platinum plating	PtB

- Chemical Plating

Surface Treatment	Surface Treatment Name	Surface Treatment Symbol
Chemical nickel plating	Chemical nickel plating	CNi
Chemical gold plating	Chemical gold plating	CAu

- Anodic Treatment

Surface Treatment	Surface Treatment Name	Surface Treatment Symbol
Colorless alumite	Colorless alumite	AL-O
Clear anodized	Clear anodized	AL-W
Black alumite	Black alumite	AL-B
Yellow alumite	Yellow alumite	AL-Y
Colored alumite	Colored alumite	AL-Colored
Hard alumite	Hard alumite	HAL

- Conversion Treatment

Surface Treatment	Surface Treatment Name	Surface Treatment Symbol
Phosphate coating	Phosphate coating	P-F
Chromate	Zinc chromate	C-Z
	Aluminum chromate	C-A
Colorless chromate	Colorless chromate	C-AO
White chromate	White chromate	C-AW
Ferromite	Ferromite	F
Black oxide	Black oxide	BO

Passivation	Passivation	FD
Weak-acid pickling	Weak-acid pickling (solid acid)	K
Strong-acid pickling	Strong-acid pickling/copper and copper alloys	J
	Strong-acid pickling/stainless steel and other alloys	JS
Alkali cleaning	Alkali cleaning	AC
Cleaning of nuclear power-related equipment	Cleaning of nuclear power-related equipment	GS
Oil-prohibited use treatment	Oil-prohibited use treatment	KU
Copper removal treatment	Copper removal treatment	KD
Ultrasonic cleaning	Ultrasonic cleaning	UC
Degreasing cleaning	Degreasing cleaning	DG
Simple degreasing cleaning	Simple degreasing cleaning	DGW
Oil immersion treatment	Oil immersion treatment	US

(c) Surveyed Company Column 3 “RoHS Directive Compliance Y/N”

As shown below in the [Entry Form], symbols for [RoHS Directive Compliance Y/N] and for [Handling of Empty Content Column] that are linked by a hyphen (-) are all required to be entered in **half-angle**. **This is required.**

No.	Product/subpart number of requester	Product / subpart/material name of requester	Material Grade No.	Metal Type JIS symbols	Respondent's Item1	Respondent's Item2	Respondent's Item3	Data Version	Revision Date YYYY/MM/DD
					Scheduled day to answer	Surface Treatment Symbol	RoHS Directive Compliance Y/N		
1	A6000CC-60	CAPACITOR					Y-Z	1	2007.07.01

[Entry Form]

[RoHS Directive Compliance Y/N]

Category	Entry Form
If RoHS Directive compliance is yes	“Y” Example: If the RoHS Directive compliance is yes, and the empty Content column is regarded as having zero content: “Y-Z”
If RoHS Directive compliance is no	“N”
If RoHS exemption is applicable	Enter an exemption number with English one byte characters from the “RoHS exemption list.” If multiple exemption numbers are applicable, enter all of the applicable numbers separated by “,” as below. Example: 2(a)(5),4(b)-III,...

- [Handling of Empty Content Column]

Category	Entry Form
If the empty Content column is regarded as having zero content (including the case where there is no empty column)	“Z” *
If the Content column is empty because the content has not been surveyed	“N” *

No.	Product/subpart number of requester	Product / subpart/material name of requester	Material Grade No.	Metal Type JIS symbols	Respondent's Item1	Respondent's Item2	Respondent's Item3	Data Version	Revision Date YYYY/MM/DD
					Scheduled day to answer	Surface Treatment Symbol	RoHS Directive Compliance Y/N		
1	A6000CC-60	CAPACITOR					2(a)(5),4(b)-III,...	1	2007.07.01

* When you enter the content, be careful to make sure the entry of "regarded as having zero content" and the entry of "empty because the content has not been surveyed" are not both present at the same time. If there are the entry of "regarded as having zero content" and the entry of "empty because the content has not been surveyed," be sure to enter "N" for the entry of "regarded as having zero content" or "0" for the entry of "empty because the content has not been surveyed."

For the latest RoHS Exemption List, refer to Green Procurement Guideline. If any of mercury, lead, cadmium, and hexavalent chromium is contained for any of the uses listed in Table 3 RoHS exemption List of Green Procurement Guideline, they are not deemed as content for the purpose of the RoHS Directive.

(5) Data Version and Revision Date

The Data Version field should be filled in wherever possible, and the Revision Date field must be filled in. In each field of the Revision Date column, enter the date when the data version was created.

No.	Product/subpart number of requester	Product / subpart/material name of requester	Material Grade No.	Metal Type JIS symbols	Respondent's Item3	Data Version	Revision Date YYYY/MM/DD	Surv U
					RoHS Directive Compliance Y/N			
1	AB000CC-60	CAPACITOR			Y-Z	1	2007/07/01	

Fill in this field wherever possible.

Always fill in this field.

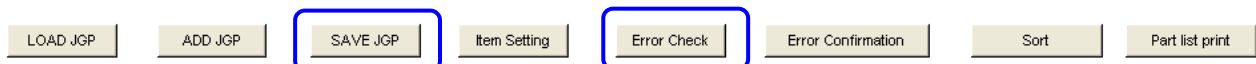
Note: There may be a case, for example, when two JGP files share the same name but differ in some of the hazardous substance contents. In this case, it becomes impossible to determine which JGP file is latest. Use of a data version makes it possible to identify the latest JGP file. Enter the manufacturer's control code number, if there is one. If there is no such code, create a control registry at your company and enter the corresponding code number.

(6) Unit

Select the appropriate unit for each substance from pieces, kilograms (kg), meters (m) and grams (g). Although the tool shows other unit options, such as liters (l) and units of area, do not select them.

5. Check Items before Submitting the JGP File

Be sure to check errors in the survey response tool before you submit the JGP file. You can carry out a check in the survey response tool by pressing the SAVE JGP button and by pressing the Error Check button.



In addition to the items you need to check in the survey response tool, this section discusses the items that require extra care when entering data. Should any error be found in your response, we will be

obliged to verify the entered data again. Your assistance with the verification work is appreciated.

Check Items before Submission (Items other than Error Check Items in Research Response Tool)

No.	Check Item	Points to be Checked
1	Reference number, requester information, product/subparts number of requester	Never erase or change these items. In particular, the reference number is used for association with the Confirmation Note, so particular care is needed.
2	If there are parts being surveyed, the responses for which will be given later	Are the scheduled days to answer entered? When responding later in regard to such parts, erase these dates.
3	Unit	Is the unit selected from pieces, kg, m and g? Do not select any other units.
4	Data version	Is this item entered? Enter this wherever possible.
5	RoHS Directive compliance Y/N	Is this item entered? This is Yokogawa's unique item and is mandatory. Are symbols entered in half-angle?
6	Revision date	Is this item entered?
7	Output of response JGP file	Is the JGP file always saved from the survey tool by clicking the SAVE JGP button?

6. Saving the Entered Data in the JGP File

When you finish entering data in the JGP file and want to save the file, press the SAVE JGP button. Never change the file name when you save the file.

