

FOR SUPPLYERS

**Survey Manual for Products
Contained Chemical Substances
Ver.4**

April 2020

FDK CORPORATION

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APPENDIX

- [Appendix 1] Certificate of Products contained chemical substances
- [Appendix 2] Components constituent table

Suppliers should submit following documents at when FDK may request.

- [Appendix 3-1] Confirmation of change of FDK group specified chemical substances list
- [Appendix 3-2] Confirmation of change of chemSHERPA
- [Appendix 4] Certificate of no containing specific substances

1. Purpose of survey

In order to place FDK products which comply with the requirement of FDK group specified chemical substances list (hereinafter called “FDK list”) on the market, FDK aims to grasp chemical information of procured products and their packaging by using this survey, and prevent from containing the banned chemical substances demanded by the market in FDK products.

2. Scope of survey

This survey applies to FDK procured parts and their packaging materials.

Regarding the packaging materials, the packaging materials specified by FDK is only target material of survey.

3. General requirement

(1) Banned chemical substances

FDK procured parts and their packaging materials should satisfy the requirement of the standard of banned substances in FDK list.

(2) Submission of the survey documents

Suppliers should prepare the survey document according to the instruction of this manual and submit to FDK.

4. Terms and definition

(1) Procured parts (or deliverables)

It means all parts constituting FDK products, describing “procured parts” in this manual, while suppliers should interpret this term to deliverable.

(2) Products

Products contain following three type of products.

- a) Such products that are designed, manufactured and sold by FDK
- b) Such products that are designed and manufactured by third party under commission from FDK and are sold with bearing FDK trademark.
- c) Such products that are designed and manufactured by FDK under commission from third party.

(3) Packaging materials

It is such materials that is used for wrapping, packing or packaging of FDK procured or manufactured products.

For example, cardboard boxes or wrapping bands are typical packaging material, in addition,

ink, paint, labels and adhesives are also included in packaging materials.

(4) Product contained chemical substances

All chemical substances that are contained in FDK procured parts, products and packing materials.

(5) Contain

“Contain” means certain chemical substances (including impurities) are, whether intentionally or not, added, filled, mixed or adhered to FDK procured parts, products and packing materials.

(This term also means that chemical substances are unintentionally mixed or adhered to products during production process.)

(6) Intentional addition

Deliberate use in the formulation of Deliverables where its presence is desired to provide a specific characteristic, appearance or quality regardless of concentration of the chemical substance.

(7) Material

Homogeneous material which cannot be decomposed furthermore or composite material which can be regarded as homogeneous in order to fulfill its specific function(s), for which it is set or formed at particular position.

(8) Impurities

This term indicates substances which are contained in natural materials and cannot be technically removed completely by refinery processes as industry materials, or substances which are generated in synthetic reaction and cannot be technically removed completely.

(9) Preparation

A mixture or solution composed of two or more substance.
(E.g. adhesives, plating solution, coating materials)

(10) Chemical product

Chemical substance and/or mixture.

(11) Chemical substance

A chemical element or compound, existing in nature or is obtained through a manufacturing process.

(12)Mixture

A mixture intentionally comprising two or more chemical substances.

(13)Article

An item of specific shape, appearance or design created during manufacturing which substantially determines functions in final use rather than functions provided by its chemical composition.

(14)Acceptable limit

Maximum concentration in ppm never be exceeded of a target contained chemical substance in a material which cannot be separated into different materials mechanically (a homogeneous material).

(15)Content rate

Concentration of a chemical substance, used unit of [ppm] (weight ratio, 1 ppm is one-millionth), or used of [wt%] (weight ratio, 1 wt% is one-hundredth).

(How to calculate of the content rate in each specified substance are referred to the annotation of each table.)

(16)CAS number

A registration number for a chemical substance used in the chemical substances registration system in the CAS (Chemical Abstract Service) which was established by the American Chemical Society. It is also called as a CAS number.

(17)Component

A component is a portion of a part and is made of such material that cannot be separated into different materials mechanically (a homogeneous material). The names of components to be used are those used in specification for delivery, drawings, or the like.

(18)FDK group specified chemical substances list (abbreviated to FDK list)

“FDK list” is determined by FDK and contains the list of Banned substances, Reportable substances, Prohibited substances in manufacturing process and Prohibition about purchased battery and battery material.

5. Survey contents

FDK will request suppliers to submit following documents about information of containing chemical substances in procured products and their packaging to FDK, so suppliers should submit following applicable documents.

- a) Certificate of Products contained chemical substances
- b) Questioners of contained chemical substances provided by JAMP (Joint Article Management Promotion-Consortium): select chemSHERPA-AI or chemSHERPA-CI
- c) Components constituent table
- d) Confirmation of change of FDK group specified chemical substances list
- e) Confirmation of change of chemSHERPA
- f) Certificate of no containing specific substances
- g) Subsidiary documents (E.g. Analysis report, SDS or so)

6. How to fill and submit the survey documents

Suppliers should fill and submit the survey documents according to following procedures.

- a) Certificate of Products contained chemical substances (see appendix 1)

All supplier should guarantee that chemical substances in procured products and their packaging to FDK satisfy the requirement specified in FDK list. If some suppliers have their own standard of product contained chemical substances, and procured products meet to the supplier's standard, FDK will regard the products provided by such suppliers also meet to FDK's standard. (We believe the essential is not some differences between FDK's and supplier's standard but the activity and effort allow our products complying environmental provision such as RoHS, REACH, POPs or so.)

In addition, all supplier should guarantee the obligation to report if procured products contain SVHC candidate materials or may be influenced by certain change like 4M change. Hence, basically, all supplier should provide this document just once when our business started. (Such supplier that did not yet provide this document in the past should provide to FDK.)

- 1) Fill in company name and company seal
- 2) Fill in address, name of representative (signature), contact name (signature), department name and phone number.
- 3) Send by paper or digital form (PDF)

- b) Questioners of contained chemical substances provided by JAMP: select chemSHERPA-AI or chemSHERPA-CI

All suppliers should submit this form for reporting condition of contained chemical substances in procured products and their packaging to FDK as referring below.

- 1) Use chemSHERPA-AI for assembling parts or components and use chemSHERPA-CI

for raw material, material and chemical material.

- 2) The form of both chemSHERPA-AI and chemSHERPA-CI can be downloaded from following URL

JAMP (Joint Article Management Promotion-Consortium): <https://chemsherpa.net/>

- 3) Send back data file of chemSHERPA by e-mail after converting to XML format.

Note: Addition of compliance information is voluntary.

- c) Components constituent table (see appendix 2)

As a questioner of contained chemical substances, chemSHERPA is the official form, however Components constituent table is permitted to provide in only unavoidable circumstance after discussion with FDK.

According to the sample form of appendix 2, fill in necessary information.

Note: Following documents should be provided just when FDK will ask submission.

- d) Confirmation of change of FDK group specified chemical substances list (see appendix 3-1)

- e) Confirmation of change of chemSHERPA (see appendix 3-2)

The version of both FDK list and chemSHERPA would be revised regularly. In case of revision, FDK will send important change notice to suppliers, please confirm the change notice and send back information to FDK.

If nothing is applicable to the change notice in procured products, send back of information is not always necessary, however, in this case, FDK will regard the supplier guarantees confirming the change notice and guarantees also no applicable substances in products.

- f) Certificate of no containing specific substances (see appendix 4)

This document is certificate of no containing specific substances in procured products and will be requested when certain restricted substances will be published by EU commission or other legal organization. Quick respond is appreciated when FDK may ask supplier submitting this document.

Basically, substances which are listed in FDK list are not the target substances of this certificate.

- g) Subsidiary documents (Analysis report, SDS or so)

FDK may request suppliers to provide such subsidiary documents like the analysis report or SDS if necessary, so great assistance of suppliers is appreciated.

7. Contact details

If suppliers have any questions, please contact the representative of FDK on this matter.

For technical question, please send e-mail to below address.

2281 Washizu, Kosai-shi, Shizuoka, Japan 431-0495

FDK CORPORATION

Quality Assurance Division

E-mail: fdk_hcsm@fdk.co.jp

TEL: +81-53575-2511

FAX: +81-53575-2615

[Revision history]

Revision Date	Version	Description
April 2005	1	Established
August 2005	1a	Such validation rule that the number of digit of weight and content should be below second decimal was canceled, so format of survey sheet and constituent table was also modified, and Submission of Certificate of Non-containment and Certificate of Contents is added as written documentation.
July 2007	1b	According to amendment of 2 nd Management Standards for Contained Chemical Substances (FDK508-01), Annex 1, Annex 2, Annex 4, and Annex 12 were modified.
May 2008	1c	According to amendment of 3 rd Management Standards for Contained Chemical Substances (FDK508-01), Annex 2, Annex 4, and Annex 12 were modified.
July 2010	1d	List of FDK Group was deleted. According to amendment of 4 th Management Standards for Contained Chemical Substances (FDK508-01), FDK survey sheet of contained chemical substances (with macro) and instruction for answer (with macro) was deleted. Q & A was deleted. According to above change, number of Annex was advanced.
April 2015	2	According to amendment of 5 th Management Standard for Contained Chemical Substance (FDK508-01), <ul style="list-style-type: none"> • Terms and definition was added and modified, • Format and contents of “Certification That Product Not contain Banned Substance” sheet was modified, • The entry column of FDK Substance No. in the “Table of Composition” was deleted, • “FDK Survey sheet of Contained Chemical Substance” was deleted and it’s changed to the JAMP sheet instead, • “Certificate of Contents” was abolished, • The title of MSDS (Material Safety Data Sheet) was changed to SDS (Safety Data Sheet), • Related Laws and Regulations of Contained Chemical Substance was deleted and • Contact representative is changed from Environmental Technical Department to Quality Assurance Division.
May 2018	3	The survey sheet of contained chemical substance was changed to

		JAMP chemSHERPA-AI or chemSHERPA-CI.
April 2020	4	Two terms “Sub-materials” and “Production Subsidiary Materials” specified in article 4 “Terms and definition” was deleted. Both article 5 “Survey contents” and article 6 “How to fill and submit the survey documents” were completely modified.

Appendix 1

Issued on: DD/MM/YYYY

To FDK CORPORATION

Certificate of Products contained chemical substances

We guarantee all products delivered to FDK comply with following requirements.

1. No containing of banned substances

Table 1 Banned substances

A-1	Banned substances in FDK group specified chemical substances list (Note 1 and 2)
A-2	The substances listed in annex II of RoHS directive (Note 3)

Note 1) When change notice is sent from FDK by using Confirmation of change of FDK group specified chemical substances list, supplier should confirm if applicable substances is contained or not each time.

Note 2) If supplier has such company rule that specifies banned substances in the basis of RoHS, REACH, Montreal Protocol, POPs, CSCL and so on and updated regularly, delivered products is regarded also complying with the requirement of FDK list.

Note 3) If delivered products fall under the exemptions of Annex III or IV of RoHS, containing of the banned substances are permitted during exempted period, but suppliers should notify the information to FDK. (Reporting by chemSHERPA is recommended)

2. Obligation to report of reportable substances

Table 2 Reportable substances

B-1	SVHC on the basis of REACH (including substances in authorization list)
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<Obligation to report>

If products contain SVHC candidate substances greater than 0.1wt%, the substance name, content and contained part name should notify FDK.

(Reporting by chemSHERPA is recommended)

Note: Because new SVHC candidate substances will be published several times a year, supplier should confirm each official announcement by ECHA.

3. Obligation to contact with FDK for product contained chemical substances
Suppliers should contact with FDK soon if following changes is known or will occur in future.

Table 3

	Applicable change	Contact method
1	Substance, constitution or material will change	4M change application
2	Fluctuation or change for substance, constitution or material is expected	Document (free form)
3	Containing SVHC in product is known	

Company name : _____ Company seal

Address : _____

Division : _____ Tel: _____

Signature

Name of representative : _____

Contact name: _____ e-mail: _____

Appendix 2 - Sample form

To FDK CORPORATION

Component constituent table

FDK EDP Key	
FDK part No/name	
FDK Std/Fig No.	
Part name	Trans 002A
Manufacturer	ABC Industry
Product weight (mg)	42700

Issued on	April 15, 2019
Company	DEF Trading
Division	Electric components
Representative	Taro Tanaka
Tel	0XX-XXX-XXX
e-mail	eee@aaa.co.jp

No.	Component	Material	CAS No.	Content (mg)	Manufacturer of each component	Intended use of containing
1	Core	Iron oxide	1309-37-1	2,700.0		
1	Core	Trimanganese tetraoxide	1317-35-7	2,700.0		
1	Core	Zinc oxide	1314-13-2	12,600.0		
2	Core cover	Propylene homopolymer	-	2,452.0		Main ingredient
2	Core cover	Antimony trioxide	1309-64-4	242.8		
2	Core cover	Organic halogen compound	-	1,052.2		Other than PBB, PBDE
3	Base	Phenol resin	9003-35-4	393.9		
3	Base	Paper	-	386.1		
4	Lead wire (core wire)	Copper	7140-50-8	19,601.4		
5	Lead wire (insulation)	Polyurethane resin	-	502.6		
7	Solder	Tin	7440-31-5	68.5		
7	Solder	Copper	7440-50-8	0.5		
Total weight (mg)				42,700.0		

Note 1 If banned or controlled substance of FDK list is contained, fill the weight no matter how small content.

Note 2 Fill content of material in each component and make total content corresponding to product weight. If it applies to exemption, fill in the number.

Note 3 Regarding the name of Material, fill in every chemical names or chemical group names and be careful not to miss or omission anything.

Note 4 If banned or controlled substance correspond to exemption of RoHS, fill the exemption number in the column "Intended use of containing".

Company name : _____ Company seal

Address : _____

Division : _____ Tel: _____

Signature

Name of representative : _____

Contact name: _____ e-mail: _____

Company name : _____ Company seal

Address : _____

Division : _____ Tel: _____

Signature

Name of representative : _____

Contact name: _____ e-mail: _____

Appendix 4

To FDK CORPORATION

Certificate of no containing specific substances

Delivery date : DD/MM/YYYY

Note: This certificate should send back till above delivery date even though products now contains specific substances, and if you have a plan to eliminate this substances in future, notify the approximate date.
If you didn't send back till delivery date, we will regard you guarantee no containing specific substances.

Information of specific substances

No.	Specific substances	Upper limit	Remark
■ Reason of restriction			

We guarantee following delivered products to FDK do not contain more than upper limit. *¹

<Delivered components or raw materials>

No.	FDK part name/number	Product name	Constitution	Eliminate date

*¹ : If supplier cannot guarantee in this time because supplier is in the middle of investigation or supplier has a plan to eliminate specific substances, supplier should fill the approximate expected date in column "eliminate date". In case of no containing, no need to fill in this column.

Issued on: DD/MM/YYYY _____

Company name : _____ Company seal

Address : _____

Division : _____ Tel: _____

Signature

Name of representative : _____

Appendix 4 (Sample form)

To FDK CORPORATION

Certificate of no containing specific substances

Delivery date : 30/09/2019

Note: This certificate should send back till above delivery date even though products now contains specific substances, and if supplier has a plan to eliminate this substances in future, notify the approximate date. If no send back till delivery date, FDK will regard supplier guarantees no containing specific substances.

Information of specific substances

No.	Specific substances	Upper limit	Remark
1	Bis (2-ethylhexyl) phthalate (DEHP)	Concentration of any combination of No.1 to No.4 should not be equal to or greater than 0,1 % by weight of the plasticized material.	
2	Benzyl butyl phthalate (BBP)		
3	Dibutyl phthalate (DBP)		
4	Diisobutyl phthalate (DIBP)		
■ Reason of restriction EU commission regulation (EU) 2018/2005 was published on Dec. 18, 2018, Entry 51 to Annex XVII of REACH regulation relating phthalates was amended; i.e. Diisobutyl phthalate (DIBP) was newly added and the scope expanded to all plasticized materials containing articles. This amendment will apply to all article placed on EU market excluding RoHS applicable article.			

We guarantee following delivered products to FDK do not contain more than upper limit. *¹

<Delivered components or raw materials>

No.	FDK part name/number	Product name	Constitution	Eliminate date
1	Tube CN582-T	Tube F001	Main body	2020/2/12
2	CN582	Harness F001	Housing	
2	Same as above	Same as above	Lead wire insulation Red	Approx. 2020/6
2	Same as above	Same as above	Lead wire insulation Black	Approx. 2020/6
2	Same as above	Same as above	Binding band	

*¹ : If supplier cannot guarantee in this time because supplier is in the middle of investigation or supplier has a plan to eliminate specific substances, supplier should fill the approximate expected date in column "eliminate date". In case of no containing, no need to fill in this column.

Issued on: 18/09/2019

Company name : DEF Trading

Company seal

Division : Electric components

Tel: xxx-xxx-xxxx

Signature

Name of representative : _____