

Green Procurement Questionnaire

Date filled out by retailer (YYYY/MM/DD)	
Contact Name	
Division Name	
Office Name	
Company Name	
Telephone Number or E-mail	

Please fill out the sections within the black rectangle.

Date entered by SCREEN (YYYY/MM/DD)	
Contact Name	
Division Name	
Office Name	
Company Name	

(1) Environmental Management System

			Value (A)	To be filled out by retailer		To be filled out by SCREEN
				Evaluation (B)	Evaluation points (A) x (B)	
We have ISO 14001 or EMAS certification.	Date received (YYYY/MM/DD)	Inspecting agency	Registration number	50		
We plan to obtain ISO 14001 or EMAS certification within one year.	Date of inspection is scheduled (YYYY/MM/DD)	Agency to perform the inspection		40		

*Enter 1 (one) for items that apply to you, 0 (zero) for items that do not.

(2) Environmental Conservation Activities

* If any of the items under "(1) Environment Management System" above is marked "1", there is no need to fill out the section below. However, in the case that you plan to get ISO 14001 or EMAS certification within one year but do not know the date of and the agency performing the evaluation, you must fill out the following section.

For the following questions, enter 1 (one) if you meet the evaluation standard, and 0 (zero) if you do not meet the evaluation standard. For items that are not applicable to your situation, please make a note in the (B) column.

Category	Evaluation standard	Value (A)	To be filled out by retailer		To be filled out by SCREEN	SCREEN requirements	Zeros
			Evaluation (B)	Evaluation points (A) x (B)			
Corporate philosophy /policies	1) We have a corporate philosophy regarding environmental conservation.	1				Important	
	2) We have established an environmental policy, and pledge both to continually strive for improvement and to prevent pollution	2				Important	
	3) We pledge to respect all applicable laws and regulations in our environmental policy.	3				Essential	
	4) We will ensure that all our employees comply fully with our environmental policy, and will do all we can to enable third parties to access our environmental policy.	1					
Planning	5) We have established environmental conservation targets and objectives.	2				Important	
	6) We have a plan for achieving our environmental conservation targets and objectives.	3					
Organization	7) We have clearly established individual and organizational roles for meeting our targets and objectives.	3				Important	
Evaluation system	We control and evaluate the following, and strive for improvement.						
	8) (1) Air pollution	1				Important	
	9) (2) Water pollution	1				Important	
	10) (3) Noise and vibrations	1					
	(4) Chemical substance control						
	11) We do not use legally prohibited substances.	3				Essential	
	12) We have reduced our use and disposal of voluntarily regulated substances.	2					
	13) We control our use and disposal of voluntarily regulated substances.	1					
	14) (5) We have streamlined our distribution of goods.	1				Important	
	15) (6) We dispose of waste properly.	1				Important	
	16) (7) We conserve energy (electricity, natural gas, fuel, etc.).	1					
17) The relevant regulatory authorities have not issued us any warnings or subjected us to any penalties in the past three years.	3						
18) We have a product assessment system (for evaluation of our products' compatibility with the environment).	1						
19) We provide the necessary environmental education to people within our organization.	2				Important		
Disclosure of information	20) We publish or provide information on our environmental conservation policies.	1					
		Total	34			Total	

Evaluation formula :

$$\frac{\text{Sum total of the weight of all items marked 1 (one)}}{\text{(Sum total of the weight of all items marked 1 (one)) + (Sum total of the weight of all items marked 0 (zero))}} \times 50$$

Evaluation points

Green Procurement Level Evaluation Results:				points
Grade A	Grade B	Grade C	Grade D	