Experience Sharing: Achieve Greening and Energy Conservation through Certification

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Your trusted ICT partner in Document Services and Communication Fuji Xerox (Hong Kong) Limited 富士施樂(香港)有限公司

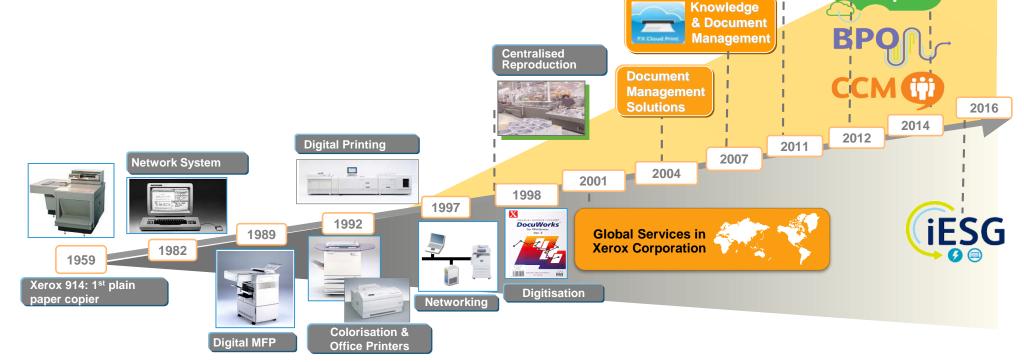




Company Overview

- Joint Venture between FUJIFILM and XEROX
- Established in 1962 (HK: 1964)
- Headquarters in Japan with16 overseas operating companies
- 45,000 regionally (HK: 900)
- From copier to be trusted ICT partner in document services and communication





Hong Kong

ICT Document

Consultancy Solutions

and Services

iWorkplace

Your document

Fuji Xerox's Commitment





- 1. Aims to achieve a 30% reduction in the volume of CO₂ emitted across the entire product lifecycle (Scope1,2,3) compared to FY2014 by FY2031
- 2. Committed to the Science Based Targets initiative, which is to keep global temperature increase below 2°C compared to pre-industrial temperatures

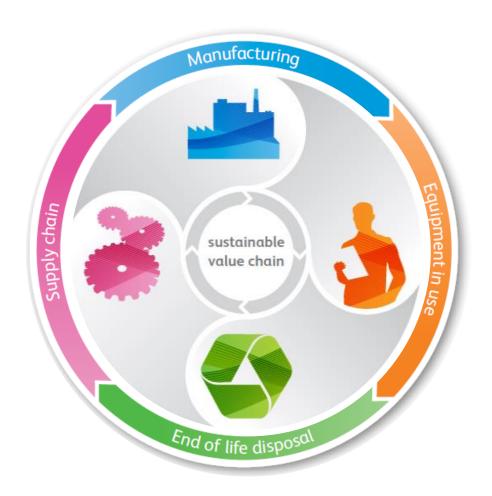


SCIENCE BASED

TARGETS

360° of sustainability

A sustainable solution at every step of the value chain



Supply Chain

Sustainable Procurement

Manufacturing

Employee Relation benchmark

Equipment in use

• "Zero Carbon" Operations

End of life disposal

Zero Landfill



Governing Sustainability Performance with International Standards

ISO 14001:2015
Environmental Management System

1st company in HK to obtain the new ISO 14001:2015 certificate

ISO 50001:2011
Energy Management System

1st local office-based organization to obtain the ISO 50001 in 2012

FSC Chain of Custody Certification

Our stringent management of the paper product value chain has been rewarded with the prestigious FSC Chain of Custody Certification since 2007.

FSC license code: FSC-C019572

5S Certification

Adopted 5S in our local warehouse operations since 2002

Since the establishment of Environmental Protection Policy in 1985, we have actively sought ways to improve through aspects of environmental, carbon and energy management.



ISO 14001:2015 Standard



- 10. Improvement
- 10.2 Nonconformity & Corrective Action
- 10.3 Continual Improvement
- 9. Performance Evaluation
- 9.1 Monitoring, Measurement, Analysis & Evaluation
- 9.2 Internal Audit
- 9.3 Management Review

- 6 Planning
- 6.1 Actions to Address
 Risks & Opportunities
- 6.1.2 Environmental Aspects
- 6.1.3 Compliance Obligations
- 6.1.4 Planning Action
- 6.2 Environmental Objectives & Planning to Achieve Them
- 6.2.1 Environmental Objectives
- 6.2.2 Planning Actions to achieve Environmental Objectives

- 4. Context of the Organization
- 4.1 Understanding the Organization& its Context
- 4.2 Understanding the Needs & Expectations of Interested Parties
- 4.3 Determining the Scope of the Environmental Management System
- 4.4 Environmental Management System

- 8. Operation
- 8.1 Operational Planning & Control
- 8.2 Emergency Preparedness & Response
- 7. Support
- 7.1 Resources
- 7.2 Competence
- 7.3 Awareness
- 7.4 Communication
- 7.5 Documented Information

- 5. Leadership
- 5.1 Leadership & Commitment
- 5.2 Environmental Policy
- 5.3 Organizational Roles, Responsibilities & Authorities



ISO 14001:2015

Major revision:

- Increased prominence of environmental management within the organization's strategic planning processes
- Greater focus on <u>leadership</u>
- Addition of <u>proactive initiatives to protect the environment from harm and degradation</u>
- Improving environmental performance added
- <u>Lifecycle thinking</u> when considering environmental aspects
- Addition of a communications strategy



Needs and Expectations of Interested Parties

- Determine interested parties relevant to Environmental Management System (EMS)
- Determine relevant needs & expectations of these interested parties
- Consider which of these needs & expectations become its compliance obligation





Actions to address risks & opportunities

Risks to be defined by:

- 1. Severity
 - This is the <u>Impact</u> of the harm
- 2. Probability
 - This is the <u>Frequency</u> that the harm will occur

Example: Climate Change

- Risk: Energy consumption
- Opportunities: 1% actual reduction in carbon emission



ISO 50001:2011 Standard

Continual

4.7 Management Review

4.6 Checking

- 4.6.1 Monitoring,
 Measurement and
 analysis
- 4.6.2 Evaluation of Compliance
- 4.6.3 NC, Corrective Action & Preventive Action
- 4.6.4 Controls of Records
- 4.6.5 Internal Audits

4.5 Implementation & Operation

- 4.5.1 General
- 4.5.2 Competence, training and awareness
- 4.5.3 Communication
- 4.5.4 Documentation
 - Document Requirements
 - Control of Documents
- 4.5.5 Operational Control
- 4.5.6 Design
- 4.5.7 Procurement of energy services, products, equipment and energy

4.2 Energy Policy

4.4 Planning

- 4.4.1 Energy Planning
- 4.4.2 Legal & Other Requirements
- 4.4.3 Energy Review
- 4.4.4 Energy Baseline
- 4.4.5 Energy performance indicators
- 4.4.6 Energy objective, energy targets and energy management action plans

Benefits of Certification

- Comply with legal and other requirements
- Continuously improve on environmental/energy performance
- Maintain good public/community relationship
- Reduce operational cost
- Enhance staff awareness
- Reduce environmental/energy risks (emergency/low energy efficiency)

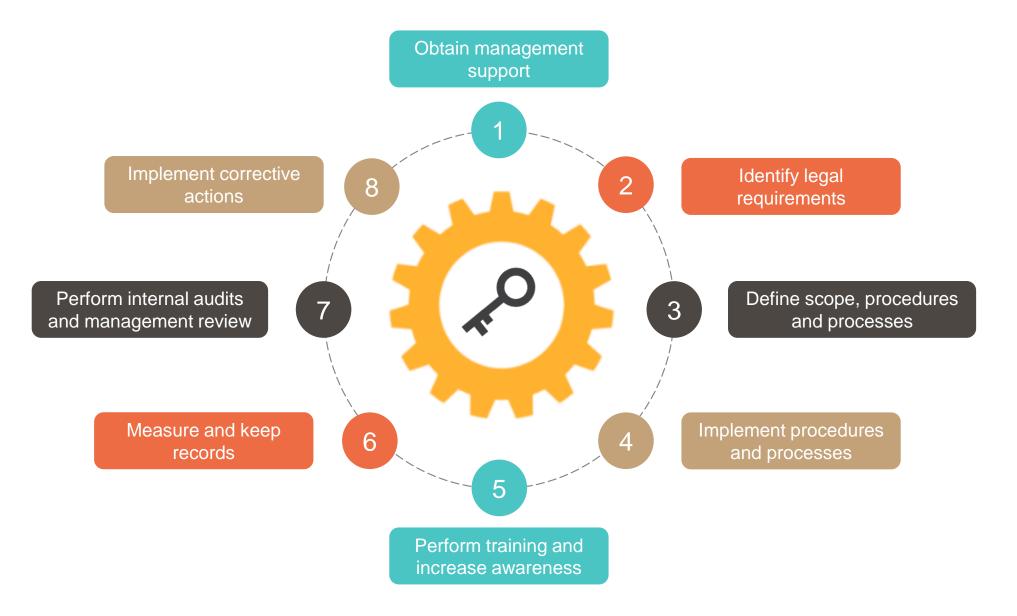
979 ISO 14001 certificates

as at Dec 2016 in HK

(Source: Environmental Protection Department, HKSAR)



Steps to get ISO accreditation





Challenges you may expect

Unrealistic goals and targets

Not active participation of all staff members and departments for implementation

Lack of support and appreciation from internal and external stakeholders

Absence of top management commitment and endorsement



Focus is on documentation and data gathering for audits, rather than on activities and actions.



Identify Strengths and Weaknesses through Annual Audits



Our business teams are **keen to promote eco-friendly solutions** to customers. We have dedicated central support teams to enhance stakeholders' environmental awareness.



Strong management stewardship and engagement in EMS implementation and maintaining corporate sustainability culture.



Adequate resources have been allocated for continual improvement of the environmental management system.



Establish clearer linkage of documents in the environmental management system.



Identify respective opportunities to enhance energy performance in Head Office.



Environmental Policy

FUJI XEROX (HONG KONG) LIMITED

Sustainability Policy

Fuji Xerox (Hong Kong) Limited will, under the corporate culture's vision, "Good Company" Concept, strive to satisfy all stakeholders by offering products, services and solutions that are safe and kind to the society, environment and people.

Targeting to transform risks into opportunities, we have developed and implemented an Environmental Management System (EMS) and Energy Management system (EnMS) in accordance with ISO 14001 and ISO 50001 Standard with reference to other requirements accordance with 150 14001 and 150 3001 statuated with reference to other requirements related to social responsibility, quality, business continuity as well as occupational health and safety. We provide Information and Communications Technology specializing in document management consultancy to every industry through a full range of solutions and services – from multifunction devices with comprehensive functions of copy, print, fax and scan: production printing systems; document management and workflow software; to enterprise print services, document supply chain management and business process services. We:

- Lead to ensure compliance of legal regulations and other requirements which not limited to finance, business ethics, information security, human resources, environment and energy;
- Engage in energy/resource saving by promoting eco-conscious products, services and solutions to our customers and other stakeholders;
- Apply our professionalism to help customers achieve sustainability including proactive collection of used products and parts for reuse or recycle under our recycling system;
 Foster green, health, safe and kind workplace by promoting pollution prevention. energy reduction, occupational risk management, social contribution and biodiversity
- 5. Execute purchase of eco-conscious products that toward reducing impact to
- Heighten our environmental and other social responsibility performances continuously
- by setting up objectives and targets as well as conducting periodical reviews; and
 7. Keep on encouraging our contractors and suppliers to improve their environmental, energy performance and other social responsibility performance as far as practicable

We will inculcate our Sustainability Policy in the consciousness of all employees, and make it readily available to stakeholders

Herbert Him

Herbert Hui Managina Directo 3 July 2017

ISO 14001 Sustainability Policy



FUJI XEROX (HONG KONG) LIMITED

Energy Policy

With Fuji Xerox Group's "Unity of Words and Deeds" philosophy, we adopt our "Real Green" solution and apply with Sustainability Policy in our daily operations. To align with the Sustainability Policy, we adopt an Energy Management System in managing and continually improving our energy performance. And we also promote it to our stakeholders for achieving our common energy objectives and targets and minimizing energy costs at work environment.

In order to achieve our year-to-year carbon reduction with respect to the energy use, we commit

- 1. Ensure the compliance of this energy policy and other related legal requirements applicable to our energy use, consumption and efficiency via similar evaluation mechanism with Environmental Management System;
- Deploy our energy efficient products, services and solutions with innovative technology in daily operation and promote to stakeholders not limited to customers and vendors;
- 3. Intend to purchase and use high energy efficiency products, services and solutions in our
- 4. Improve the energy performance and efficiency of operation continually.
- 5. Document, manage information and performance progress of energy objectives and targets and communicate to stakeholders effectively:
- 6. Establish an Energy Team to monitor the energy performance regularly and continue having Sustainability Committee to review and plan new energy-saving practices aiming to achieve objectives and targets.



Herbert Hui Managing Director 1 July 2012

> ISO 50001 **Energy Policy**

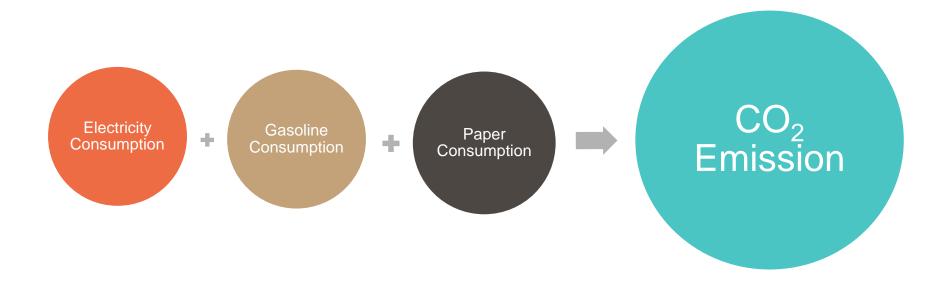
- Prevent pollution
- **Energy saving**
- Comply legislation
- Continuous improvement



Environmental Objectives & Targets

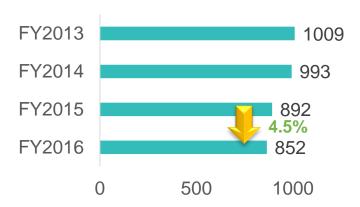
Target:

Achieve 1% of absolute carbon reduction in FY17



Zero Carbon Operations

Fuji Xerox (Hong Kong)'s Carbon Emission



Fuji Xerox (Hong Kong) have successfully achieved 4.5% YOY absolute carbon reduction in FY2016

Carbon Neutral Operations

We established carbon-neural operations at our new head office in Cityplaza 4 by investing carbon offsets (2,750 tonnes) on hydro projects in Asia-Pacific region in FY14 to FY16.



Carbon Offset for Customers

We purchase no less than **50kg carbon offset** for every compliment received in support of a hydro project for promoting water conservation



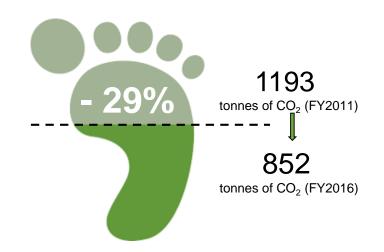


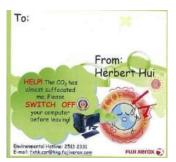
Energy Saving Initiatives





Automatic Light off at Lunchtime





Regular Computer-Off Checking



Change from Desktop to Notebook



Real-Time Energy Tracker



Extend to our customers



An award-winning platform to manage the ESG compliance elements

provides a **simple**, **user-friendly**, **secure and affordable** approach to managing your company's sustainability performance from a single cloud-based platform



SCMP News on 2017-3-14



Sing Tao Daily on 2017-9-13



Sustainability Milestones

Green Makes the Difference



Corporate Society States State

