

Environmental Management System

◎ Environmental Management System of the Ricoh Group

The environmental management system is an important tool in realizing environmental management. The Ricoh Group is a global entity that operates on an international scale. It respects the ISO 14001 environmental management system, which has received worldwide recognition, and is constructing an environmental management system that complies with this system. While disseminating the know-how of its major production bases around the world that have already obtained certification, the Ricoh Group is also planning to obtain ISO 14001 certification at all its business bases by the end of fiscal 2001.

The Ricoh Group is promoting the establishment of environmental management systems that correspond to the environmental aspects of each base. For example, at nonproduction bases we have taken measures to reduce indirect environmental impact as well as such direct environmental impact as zero waste and energy conservation at offices. Indirect environmental impact measures include designing and proposing the use of products with less environmental impact to customers.

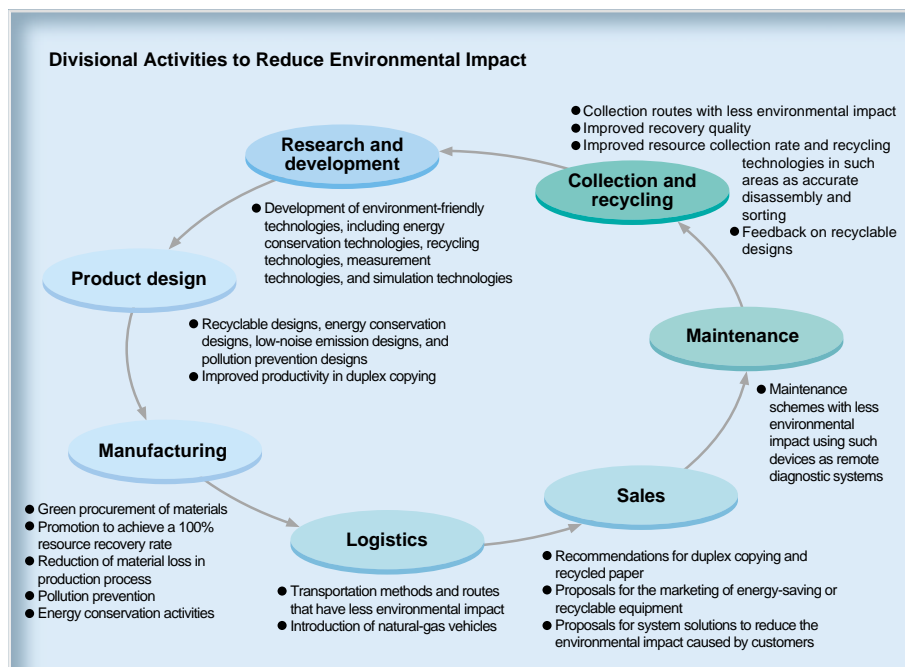
Goals and Progress

- In order to continuously improve the EMS, it is essential for all Ricoh domestic and overseas business bases as well as production bases to acquire ISO 14001 certification by September 2000, and for the Ricoh Group as a whole to do so by the end of fiscal 2001.
- ▶ Eleven of Ricoh's nonproduction bases are being merged under the environmental management system to acquire ISO 14001 certification by September 2000.

A multisite system will be adopted for 446 sales bases (sales divisions, branches, and dealers), eight Ricoh Logistics business bases, and 286 Ricoh Techno Systems business bases. An environmental management system will also be established for overseas sales bases (Rico Corporation, Ricoh Europe B.V., Ricoh Hong Kong Ltd., and Ricoh Asia Pacific Pte. Ltd.).

Registered Ricoh Group Environmental Management System Certification

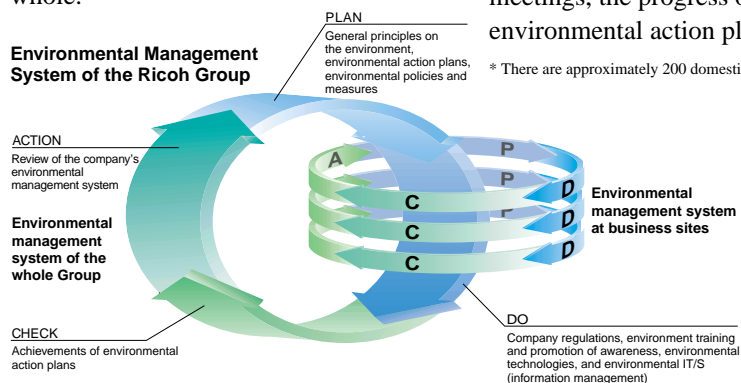
Name of Base or Business Site and Company		Location	Certifying Organization	Certification Applied for	Date of Certification
Ricoh Gotemba		Shizuoka Prefecture	JQA	ISO 14001	Dec. 25, 1995
Ricoh UK Products		England	BSI	ISO 14001	July 11, 1996
Ricoh Unitechno		Saitama Prefecture	LRQA	ISO 14001	Aug. 15, 1996
Okazaki Site, Ricoh Elemex		Aichi Prefecture	KHK	ISO 14001	Dec. 27, 1996
Tohoku Ricoh		Miyagi Prefecture	BVQI	ISO 14001	Feb. 14, 1997
Chemical Products Group (Ricoh Numazu and Ricoh Fukui), Ricoh		Shizuoka/Fukui Prefecture	JQA	ISO 14001	March 12, 1997
Ena Site, Ricoh Elemex		Gifu Prefecture	JQA	ISO 14001	March 31, 1997
Ricoh Hatano		Kanagawa Prefecture	JQA	ISO 14001	April 21, 1997
Ricoh Atsugi		Kanagawa Prefecture	JQA	ISO 14001	April 21, 1997
Ricoh Industrie France		France	AFAQ	ISO 14001	May 6, 1997
Electronic Devices Division (Ricoh Yashiro and Ricoh Ikeda), Ricoh		Hyogo/Osaka Prefecture	JQA	ISO 14001	June 4, 1997
Ricoh Asia Industry (Shenzhen)		China	CCEMS	ISO 14001	Jan. 20, 1998
Ricoh Electronics, Inc. (Office Machine Group)	• Equipment Production Division	U.S.A.	QMI	ISO 14001	Feb. 2, 1998
	• P.C.B. Production Division	U.S.A.	QMI	ISO 14001	Feb. 2, 1998
	• Machine Parts Division	U.S.A.	QMI	ISO 14001	Feb. 2, 1998
	• Fountain Valley Bldg.	U.S.A.	QMI	ISO 14001	Feb. 2, 1998
Ricoh Microelectronics		Tottori Prefecture	JQA	ISO 14001	Feb. 6, 1998
Ricoh Keiki		Saga Prefecture	JQA	ISO 14001	April 17, 1998
Sagamino Plant, Part Component System		Kanagawa Prefecture	JQA	ISO 14001	May 29, 1998
CHANG HWA FACTORY, Taiwan Ricoh		Taiwan	BCIQ	ISO 14001	June 22, 1998
Shanghai Ricoh Facsimile Co., Ltd.		China	Shanghai City Environmental Bureau CCIB	ISO 14001	July 20, 1998
NRG Distribution		The Netherlands	LRQA	ISO 14001	Oct. 2, 1998
Asan Plant, Sindo Ricoh Co., Ltd.		South Korea	LRQA	ISO 14001	Dec. 1, 1998
Ricoh Electronics (Supply Products Group, California)		U.S.A.	ABS	ISO 14001	Jan. 29, 1999
NRG Benelux B.V.		The Netherlands	KEMA	ISO 14001	Aug. 1, 1999
Hasama Ricoh		Miyagi Prefecture	BVQI	ISO 14001	Aug. 15, 1999
Ricoh Electronics (Supply Products Group, Georgia)		U.S.A.	ABS	ISO 14001	Sept. 24, 1999
Ricoh Optical Industries		Iwate Prefecture	JQA	ISO 14001	Dec. 17, 1999
Ricoh Electronics (Disk Media Group)		U.S.A.	QMI	ISO 14001	March 27, 2000
Ricoh Industrial de Mexico, S.A. de C.V.		Mexico	SGS	ISO 14001	March 30, 2000



Establishment of an Environmental Management System

The environmental management system continuously improves the environment in the Plan-Do-Check-Act (PDCA) cycle. The Ricoh Group uses the PDCA cycle to efficiently reduce environmental impact caused by not only individual business sites but by the Group as a whole.

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Environmental Auditing

Environmental auditing is essential in improving Groupwide environmental conservation activities. The Ricoh Group's internal environmental audits are done by internal auditors* at each business site, and the results are given to the top management of the sites audited. At general environment meetings, the progress of the Group's environmental action plans is reported.



Gas sensor unit at Ricoh Yashiro. This device is designed to detect gas leakage, with relevant data monitored constantly in a control room.



Safety control room at Ricoh Yashiro. This room monitors detection devices throughout a plant. In an emergency, appropriate instructions are immediately given from the control room, accompanied by an alarm and a warning on monitors.

Risk Management (Pollution and Disaster Prevention)

The Ricoh Group has acquired ISO 14001 certification at its main production bases around the world and has established a risk management system based on this. Our Groupwide chemical substance management



Preparing for an emergency at Ricoh Yashiro. Yearly training is conducted on the proper emergency measures to take when kerosene leaks from tank trucks and other scenarios.