

Green Procurement Standard Ver.2

For raw materials, containers, packaging materials and resale products

Responsible Care Headquarters
Purchasing Division

Sanyo Chemical Industries, Ltd.

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I . About revision

The chemical industry supplies various useful products and raw materials for our daily life. However, these products and raw materials may cause serious damage to the environment and the ecosystem including human beings, if handled inappropriately. We recognize that minimizing this risk (i.e. to reduce the impact on the global environment) and it will lead to the establishment of a sustainable recycling-oriented society.

Sanyo Chemical Industries, Ltd. practice Responsible Care (RC) activities from 1996 and push forward CSR activities from 2009.

RC activities are voluntary activities concerned with ensuring environmental conservation and safety through the lifecycle of chemical products from development, manufacturing, delivery, use and use to final disposal.

As a chemical company, we are practicing RC activities and supplying products considering environment and safety and we contribute to a sustainable recycling-oriented society.

In order to realize this, it is necessary to reduce environmental impacts by environmental management and chemical substance management not only in the operation of Sanyo but also through whole supply chain.

In this basis, we revised Green Procurement Standard. Under this standard, we can develop and supply better products in collaboration with suppliers, which are able to reduce the environmental impacts, and to offer more appropriate product information to our customers. We will purchase materials adapted to this revised Green Procurement Standard.

Meanwhile, it is also required for purchasing operations recently to promote Corporate Social Responsibility (CSR) activities , such as compliance and respect for human rights etc.,. We started promoting CSR activities through our whole supply chain by evolving Green Procurement Standard to CSR Procurement Standard.

As the first step, we established Supply Chain CSR Procurement Guidelines in addition to revised Green Procurement Standard.

We will move into action with Green Procurement Standard and Supply Chain CSR Procurement Guidelines as two wheels.

We would like to ask all the suppliers for further understanding and cooperation.

II . Management Policy Concerning Responsible Care

Sanyo Chemical conducts its business operations based on its Management Philosophy, which is underpinned by our company motto, "Let us contribute to building a better society through our corporate activities." We voluntarily and actively tackle issues relating to pollution prevention, accident prevention, employee safety and hygiene, product safety and the global environment such as global warming and biodiversity, and we practice Responsible Care (RC) activities in the process.

1. One of management's priorities is to maintain harmony with the global environment by constantly promoting trouble-free and accident-free operations.
2. We maintain strict compliance in all areas of our operations as well as comply with the policies of administrative authorities and international regulations.
3. We consistently work to improve the environment and safety throughout the entire product life cycle from product development to production, distribution, use, final consumption and disposal.
4. To reduce environmental impact, we strive for product development and production that would be conducive to the reduction of greenhouse gas emissions as well as energy and resource conservation, while also promoting recycling and the reduction of waste and chemical substance emissions.
5. In addition to providing safe products that achieve customer satisfaction, we always search out the latest information regarding product safety and supply it to our customers.
6. We strive to enhance understanding and awareness of biodiversity, and to promote efforts with consideration to biodiversity.
7. We constantly work to deepen communication with relevant administrative authorities and regional communities concerning our environmental conservation activities.

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2nd version revised: Aug. 6, 1999
3rd version revised: Jun. 2, 2005
4th version revised: Nov. 30, 2009
5th version revised: May 9, 2013

III) Basic Guideline of Green Procurement

<Definition>

We define Green Procurement as procuring materials with low environmental impact from the suppliers conducting both environmental management and chemical substance management.

<Objective>

Article 1 We establish this guideline in order to procure materials with low environmental impact in order to supply environmentally-friendly products to society.

<Scope of application>

Article 2 This guideline is applied to both materials and suppliers which we procure.

- (1) suppliers i.e. material manufacturers and suppliers
- (2) materials i.e. raw materials, containers, packaging materials and resale products. These are referred to as procurement materials below.

<Procurement material and supplier selection standard>

Article 3 We judge on the point of quality, pricing, supply stability and environment when new procurement materials are selected.

As for the environment, the following three criteria are essential.

- (1) Environmental management systems (EMS) and activities of the supplier and the manufacturer
- (2) Chemical substance management systems (CMS) and activities of the supplier and the manufacturer
- (3) Detailed chemical substances information in the procurement materials i.e. Not-using products or materials that contain substances that have a serious impact on the environment.

Article 4 We give priority to the suppliers who also conduct activities as follows under both EMS and CMS.

- (1) Conserving energy and preventing global warming
- (2) Conserving resources and reducing waste
- (3) Reducing chemical emissions to the environment
- (4) Preventing air, water and soil pollution
- (5) Developing products which can contribute to reducing environmental impacts
- (6) Responding to biodiversity
- (7) Complying to laws and regulations and responding customers' requirements concerning chemical substance control
- (8) Develop chemical substance management into the supply chain and promoting Green Procurement

<Material selection standard>

Article 5 We procure materials adapted to our Chemical Substance Management Standard. It is required for procurement materials to satisfy the following three items;

- (1) our prohibited substances are not contained
- (2) the concentration of our limited use substances are controlled at low level as possible
- (3) chemical composition including impurities and their content can be disclosed

<Audit>

Article 6 Based on the investigation result of Green Procurement Standard, we may audit suppliers when we judge necessary.

<Implementation>

Article 7 In implementing this guideline, we establish detailed rules in the Green Procurement Operation Manual as the basis of selection standards of Article 4 and 5.

<Additional clause>

This guideline shall be revised at any time by changes of law and social situations.

IV) Green Procurement Operation Manual

We judge on the points of quality, pricing, supply stability and environment when new procurement materials are selected.

As for the environment, the following three criteria are essential.

- (1) Environmental management systems (EMS) and activities of the supplier and the manufacturer
- (2) Chemical substance management systems (CMS) and activities of the supplier and the manufacturer
- (3) Detailed chemical substances information in the procurement materials
i.e. Not-using products or materials that contain substances that have a serious impact on the environment.

1. Evaluation of suppliers

■ Method of evaluation

We give priority to the suppliers who also conduct activities as follows under both EMS and CMS.

(1) EMS (Environmental Management System)

ISO14001, EMAS and Company-based environment management systems, which are certificated by the third party, are available. We verify that the EMS is constructed and conducted.

(2) CMS (Chemical Substance Management System)

We evaluate that CMS is constructed and conducted, which is the system to grasp the chemical substances in the raw materials and products in order to ensure that prohibited substances by laws, regulations and customers are not contained. Suppliers which are certificated by their customer or other party concerning chemical substance handling, such as Sony Green Partner, are considered that CMS is constructed and managed. When uncertificated, construction and operation status of the management of quality system, green procurement activities and so on are evaluated.

■ Procedure of evaluation

Please submit the self-evaluation results of Investigation Report of Environmental Management and Chemical Substance Management, attached as Form-A. We evaluate based on the results.

Both the reports and evaluation results are used only for internal documents according to our Privacy Policy and will not be made public.

■ Specific evaluation method

Please self-evaluate and report the information by answering the questions concerning environmental management systems and chemical substance management system and their activities on Form-A.

The answer is scored, evaluated and ranked according to the following table. Based on the rank, investigation frequency is decided. Based on the result, we may audit suppliers when we judge necessary.

<Table 1 Rank of evaluation>

Rank	Points	Evaluation	Investigation Frequency
AA	More than 90	Systems are excellent	} Once within five years
A	80-90	Systems are good	
B	50-80	Improving systems are required	Once within two years
C	Less than 50	Construction of systems is required	

2.Evaluation of procurement materials

■ Method of evaluation

- (a) MSDS, Concentration Investigation Report of Environmental Impact Substances in Procurement Materials (Form-1), Concentration Investigation Report of Specific Heavy Metals (Form-2) and Non-content Certification of Specific Chemical Substances in Procurement Materials (Form-3) are required.

These reports are the certification and guarantee of concentration and/or no-content of our Environmental Impact Substances.

- (b) When the material compositions and the manufacturing processes are changed, please inform us in advance in writing.

- (c) The information is evaluated in our company.

■ Procedure of evaluation

- (a) We define both Prohibited Substances (level 1) and Limited Use Substances (level 2) as Environmental Impact Substances. Please inform us of the concentration of these substances in the procurement materials. When the investigation results change, please inform us in advance in writing immediately.
- (b) If procurement materials are chemicals, that are raw materials or resale products for us, please report each measured value of cadmium, lead, mercury and hexavalent chromium as much as possible. We do not require the analysis report annually, but occasionally require them according to our customer needs.
- (c) RoHS adaptation guarantee of procurement materials is required. That is the guarantee of non-content of six substances regulated in [2000/95/EU] in procurement materials. Moreover, investigation report of use history of these substances in factories is required.

- (d) Both the reports and evaluation results are used only for internal documents according to our Privacy Policy and will not be made public.
Improvement is occasionally requested based on the evaluation results.

■ Requirements for reporting Form-1 to Form-3

- (a) Concentration Investigation Report of Environmental Impact Substances in Procurement Materials (Form-1) and Concentration Investigation Report of Specific Heavy Metals (Form-2) are required for each procurement material.
- (b) Non-content Certification of Specific Chemical Substances in Procurement Materials (Form-3) is required for each factory where procurement materials are produced.
- (c) These forms should be signed by a manager or director of the environment or quality control division.
- (d) The content of Environmental Impact Substances are to be judged according to the flowchart on page 12.
- (e) In Form-1 Concentration Investigation Report of Environmental Impact Substances in Procurement Materials,
- i) If procurement materials are chemicals, that are raw materials or resale products for us, please report the judgment results according to the flowchart on page 12, including the chemicals in their container and packaging materials.
If the judgment results correspond to (3) or (4) of the flowchart, enter the substance name and its concentration into the concentration table. In the concentration column, enter the theoretical value, estimated value or measured value.
 - ii) In the case of containers and packaging materials, each of the parts and materials in the container and packaging materials is required to be investigated. Enter the substance name, concentration (theoretical value or estimated value is available), and location into the concentration table.
- (f) In Form-2 Concentration Investigation Report of Specific Heavy Metals,
- i) If procurement materials are chemicals, that is raw materials or resale products for us, please report the measured value of cadmium, lead, mercury and hexavalent chromium as much as possible, and fill in the table 2, regardless of the results of Concentration Investigation Report of Environmental Impact Substances in Procurement Materials (Form-1). If concentration is low, measurement should be done using instruments for precise analysis, such as Inductively Coupled Plasma apparatus or Atomic Absorption apparatus. If measured value is not available, report the possibility of content.
 - ii) Concentrations must reflect one sample measured value and not the values for specifications and guaranteed values.

(g) In Form-3 Non-content Certification of Specific Chemical Substances in Procurement Materials,

- i) If procurement materials are chemicals, that is raw materials or resale products for us, please guarantee that concentration of RoHS regulatory substances regulated in [2000/95/EU] in procurement materials is lower than the threshold in Table-2. Enter the product name guaranteed in Table-1, otherwise enter the product name not-guaranteed and the reason in Table-3.
- ii) Select and enter the corresponding number, from the choices below Table-4, for use history of RoHS regulatory substances. Judge if the substances are used as the raw materials for production or not. Also, enter abolition time and abolition plan.

3.Note

- (a) Environmental Impact Substances may be revised at any time in accordance with laws and social situations and changes in the technical trend.
- (b) Based on the information on Form-A, Form-1 and Form-2, improvements may be required.
- (c) When values lower than our content limit of Environmental Impact Substances is required by our customers, we occasionally require our suppliers to provide special controlled concentrations corresponding to our customer's needs.

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Revision history

Established: July 11, 2005

Revised : April 2, 2010

<Explanation of terms>

The following terms used in these guidelines shall have the meanings as stated below.

(a) Environmental Impact Substances

Chemical substances and chemical substance groups that we need to know the concentration or non-use in the procurement materials according to our Chemical Substances Management Standard.

(b) Specific heavy metals

Cadmium, lead, mercury and hexavalent chromium compounds. These are required to be strictly controlled in EU, US and other countries.

(c) Intentional use

Intentionally adding and mixing of raw materials containing Environmental Impact Substances in production processes in order to give proper characteristics, performances, appearance and quality to the products.

In the raw materials, catalysts, solvents, process agents, supplementary agents, additives, etc. are included.

(d) Intentional generation

Intentionally generating Environmental Impact Substances in production processes by chemical reactions in order to give proper characteristics, performances, appearance and quality to the products.

(e) Contaminant

Unintentionally containing Environmental Impact Substances in the procurement materials not for giving proper characteristics, performances, appearance and quality, but for following reasons.

i) Impurities in raw materials

ii) Contamination by contact with equipment and instruments of manufacturing, pipe lines and containers, etc.

iii) Contamination from other products by general-use equipment

(f) By-product

Unintentionally generating Environmental Impact Substances in production processes resulting in unexpected substances.

(g) Chemical Substance Management System ; CMS

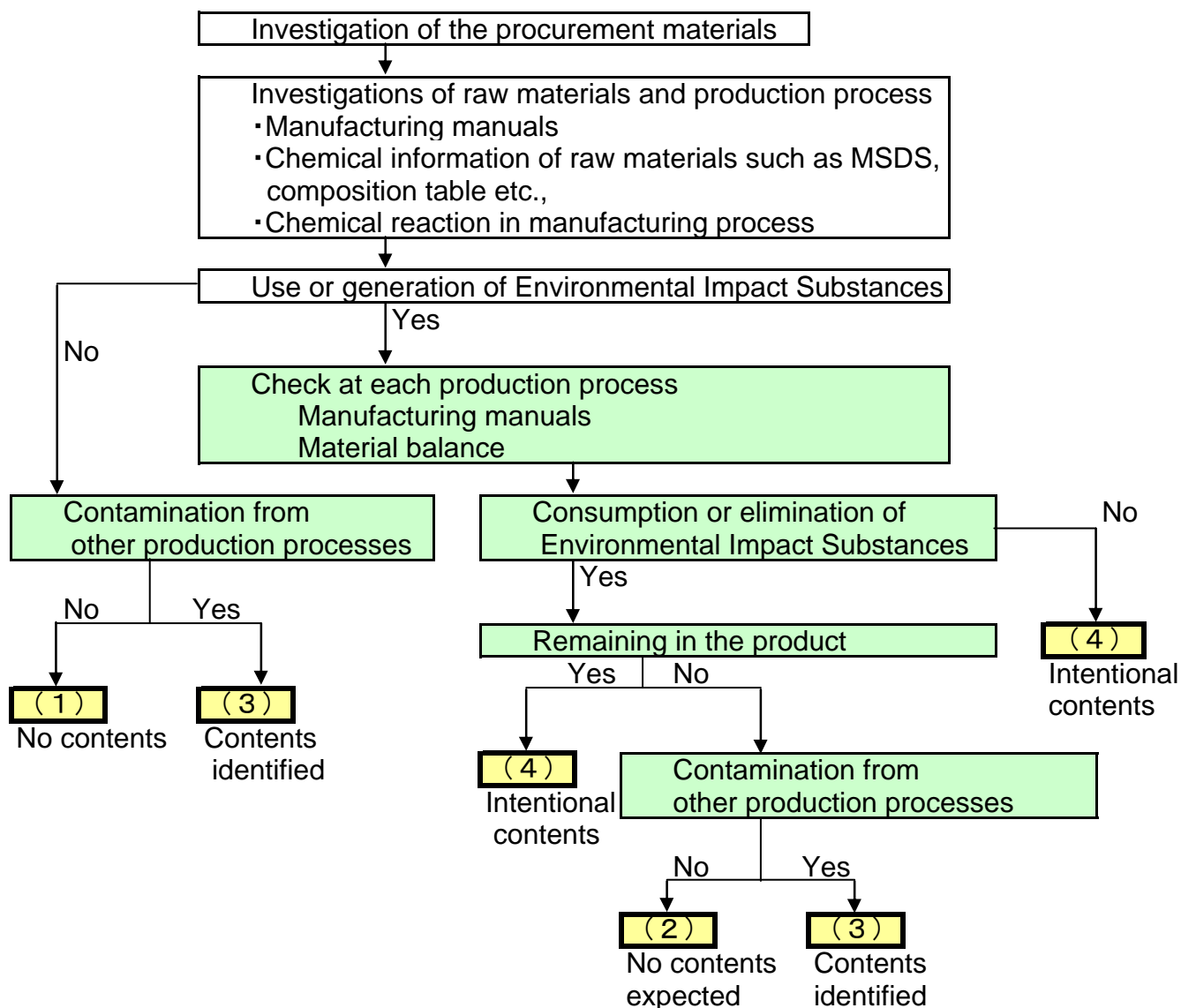
Grasping the chemical substances handled in business operations in the each stage of handling process, product and disposal and controlling the concentration and emission of them. Severe control of chemical substances in the product is needed in compliance with laws and regulations of EU. Control the chemical substances in products is required according to the guideline designed by Japanese Green Procurement Supply Survey Initiative (JGPSSI). CMS in this standard refers to the chemical substances control in the products.

(h) Green Partnership

Some companies such as electrical and electronic machinery manufacturers etc. establish their management standards of parts or materials , that clarify the prohibited or reducing environmental control substances which burden the large environmental impacts and those use. And they required to their suppliers not use them in order to control those chemicals in the products through the whole process from raw materials or parts to deliver the products

They audit at site and confirm that their suppliers have the system and operate to satisfy their requirements and certificate the suppliers as partners which pass the standards. Certification of the partners are periodically revised based on the revised audit. Green Partner of Sony is representative.

Flowchart for Judgment of Contents of Environmental Impact Substances



Judgment results

(1) No contents	It can be considered as no contents of Environmental Impact Substances because there is no intentional use, no intentional generation, no contamination and no by-products.
(2) No contents expected	It can be considered as no content expected of Environmental Impact Substances. Though there is intentional use or intentional generation, it can be considered that Environmental Impact Substances do not remain by the removal operations, such as distillation and filtration, and consumption by chemical reactions in the manufacturing processes.
(3) Contents identified	It can be considered as unintentionally content of Environmental Impact Substances because the remaining substances in the product are identified as contamination or as by-products. Also in this category there are cases where the source of contamination is unknown and the measured value is over detection limits.
(4) Intentional contents	It intentionally contains Environmental Impact Substances by intentional use or intentional generation.

Form-A

Investigation Report of Environmental Management and Chemical Substance Management

EMS: Environmental Management System, CMS: Chemical substances Management System, QMS: Quality Management System, GP: Green Procurement

■ Please fill in the colored cells and select the suitable answer in the combo box

Company Name/ Factory Name		Date	
Responsible Person			
Department			
Position		Name	
E-Mail		Tel	

1. Management System

Status of Management Systems	Start year
EMS	
CMS	
QMS	
GP	

2. Activities on EMS, CMS, QMS and GP

Please evaluate yourself on 5 levels. If your self-evaluation is intermediate, you can select the criteria 4 or 2.

Criteria : (5 : Working sufficiently, 3 : Working, but not sufficiently, 1 : Working in the future, 0 : Not applicable)

No	Question	Answer
①	Do you take actions to prevent global warming and to save energy ?	
②	Do you take actions to conserve resources, to reduce and recycle wastes ?	
③	Do you take actions to reduce emissions of chemical substances into the environment ?	
④	Do you take actions to prevent air, water, soil and ground water pollution ?	
⑤	Do you take actions contributing to biodiversity ?	
⑥	Do you design for the environment in product development ?	
⑦	Do you comply with the laws and regulations on chemical substances ?	
⑧	Do you control the chemical products according to customer's environmental requirement ?	
⑨	Do you establish the management standards or procedures to control chemical substances in your products ?	
⑩	Do you show your management standards and the customer's requirements to the suppliers and subcontractors ?	
⑪	Do you confirm that chemical substances in raw materials comply with requirements of your company and customer ?	
⑫	Do you evaluate operational status and system for chemicals management at suppliers and subcontractors ?	
⑬	Do you take prevention measures for pollution and contamination in producing and filling products ?	
⑭	Do you establish procedure to inform to the customers, when changing of raw materials, manufacturing process, facilities and factories ?	
⑮	If a problem occurs in your products, can you trace raw material lots used, their production process and shipping destination etc, ?	
⑯	If environmental incompatibility of your products against the customer's requirement is found, do you determine procedure to inform to customer ?	

⑰	Do you control extremely small quantities of hazardous chemical substances, impurities and by-products in your products ?	▼
⑱	Do you confirm that products are compatible with environmental requirements of customers ?	▼
⑲	Can you respond inquiries about chemical substances in your products ?	▼
⑳	Do you educate your employees about CMS standards in your company and customer's requirement ?	▼

3. Usage status of RoHS controlled substances

RoHS controlled substances :

Cadmium compounds, Lead compounds, Mercury compounds, Hexavalent chromium compounds, Polybrominated biphenyls (PBB), Polybrominated diphenyl ether (PBDE)

Usage of RoHS controlled substances in your factories		▼
Name of using substances		
If you are using RoHS controlled substances, please write about contamination prevention and abolition plan.		

This is the end of the questionnaire.

<Evaluation result and rank>

	Environmental Management	Chemical substances Management
Score		
Rank		

Rank	Score	Evaluation
AA	More than 90	Systems are excellent
A	80-90	Systems are good
B	50-80	Improving the systems is required
C	Less than 50	Construction of systems is required

【Sanyo Chemical use only】

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Established at '14-11-10

Concentration Investigation Report of Environmental Impact Substances in Procurement Materials

Procurement material Product name	
Manufacturer Name	

Sanyo Use Only

The investigation result of procurement material described above (including its container and package materials in the case of chemical product) is shown in the following tables. Please check only one of the following.

Judgment Result Table

(1)	<input type="checkbox"/>	No content	It can be considered as no content of Environmental Impact Substances because there is no intentional use, no intentional generation, no contamination and no by-products.
(2)	<input type="checkbox"/>	No contents expected	It can be considered as no contents expected of Environmental Impact Substances. Though there is intentional use or intentional generation, it can be considered that Environmental Impact Substances do not remain by the removal operations, such as distillation and filtration, and consumption by chemical reactions in the manufacturing processes.
(3)	<input type="checkbox"/>	Contents identified	It can be considered to contain Environmental Impact Substances unintentionally because the remaining substances in the product are identified as contamination or by-products. Also in this category there are cases where the source of contamination is unknown and the measured value is over detection limit.
(4)	<input type="checkbox"/>	Intentional contents	It intentionally contains Environmental Impact Substances by intentional use or intentional generation

}

IF (3) OR (4) ARE SELECTED,
ENTER THE RESULT INTO THE
FOLLOWING CONCENTRATION
TABLE

Instructions for the Following Concentration Table

- *1 Enter the number from the Judgment Result Table.
- *2 Enter the number from Table-1 in the List of Environmental Impact Substances.
- *3 Enter the name from Table-1 in the List of Environmental Impact Substances.
- *4 Enter the location where Environmental Impact Substance exists.
(For example, in chemicals, in paint of container, in binder of label etc.)
- *5 Enter the concentration of Environmental Impact Substance and its unit.
If not measured, enter the estimated or theoretical value.
- *6 If measured, select and enter the analytical method number for the following apparatus.

1 Gas Chromatography (GC)	4 X-ray Analysis
2 Inductively Coupled Plasma (ICP)	5 Liquid Chromatography (LC)
3 Atomic Absorption (AA)	6 others (enter method in note column)
- *7 If measured, enter detection limit.
- *8 If there is specific comment, enter into note column.

Concentration Table

	*1	*2	*3	*4	*5	*6	*7	*8
	Judgment Result No.	Substance No.	Substance Name	Substance Location	Concentration Unit	Method	Detection Limit	Note
(ex)	3	1074	benzene	in chemicals	100 ppm	1	5ppm	

We guarantee that this procurement material (including its container and packaging materials in case of chemical product) does not contain Environmental Impact Substances which are listed in the Table-1 in attached document, List of Environmental Impact Substances, except the substances listed in Concentration Table above.
If the raw materials or the production processes are expected to change, we will inform you in advance in writing.

Company Name

Position in the company

Name of Responsible Person

Tel

Fax

E-Mail

Signature

Concentration Investigation Report of Specific Heavy Metals

Procurement material Product Name	<input type="text"/>
Manufacturer Name	<input type="text"/>

Sanyo Use Only

Report the investigation results of the procurement material described above in the following table.

[If procurement material is a chemical product, enter the measured value for each metal even if it was reported on in Form-1.
If procurement material is a container or packaging material, this report is not required.]

Instructions for the Table 2

- *1 Enter the measured value and its unit, e.g. ppm.
- *2 If the measured value is under the detection limit, don't describe it as ND or Not Detected, describe the actual value, e.g. lower than 0.1ppm.
- *3 In Method column, select the method number from Table 1.

Table 1 Measurement Methods

1	Inductively Coupled Plasma (ICP)	4	Ion Chromatography
2	Atomic Absorption (AA)	5	Absorption Spectroscopy
3	X-ray Analysis	6	others (enter method name in note cell)

- *4 If measured, enter the detection limit.
When value is calculated or estimated by raw materials, describe so in the note column.
- *5 Total chromium can be reported in the Note column.
If hexavalent chromium is intentionally contained and measuring it is difficult, total chromium value is available. In that case, describe so in the note column.
- *6 If there are specific comments, enter them in the Note column.

Table 2 Measurement Result

Substance No.	Substance Name	Concentration		Method *3	Detection Limit *4	Note *5, 6
		*1, 2, 5	unit			
V21-088	cadmium	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
V22-004	lead	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
V21-089	mercury	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
V21-086	hexavalent chromium	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Company Name	<input type="text"/>		
Position in the company	<input type="text"/>		
Name of Responsible Person	<input type="text"/>		
Tel	<input type="text"/>	<input type="text"/>	
Fax	<input type="text"/>	<input type="text"/>	
E-Mail	<input type="text"/>	Signature	<input type="text"/>

Non-content Certification of Specific Chemical Substances in Procurement Materials

Date
Company Name
Name of Responsible Person
Section
Position in company
Signature

1. We guarantee that our materials shown in Table-1 which we supply to Sanyo Chemical Industries, Ltd. do not contain the substances regulated by the RoHS Directive. The phrase "do not contain" mentioned above means that regulated substances are not used intentionally and the concentration of each regulated substance is lower than the threshold in Table-2.

Table-1 Guaranteed Materials

Product Name:

Table-2 Regulated Substances of the RoHS Directive* (2002/95/EC) and their thresholds

Regulated Substance	Threshold
Cadmium and its compounds	100ppm as Cd
Lead and its compounds	1000ppm as Pb
Mercury and its compounds	1000ppm as Hg
Hexavalent Chromium and its compounds	1000ppm as Cr ⁶⁺
Polybrominated biphenyl (PBB)	1000ppm
Polybrominated diphenylether (PBDE)	1000ppm

* Restriction of using the specified Hazardous Substances included in electrical and electronic equipment

2. We cannot guarantee undermentioned materials shown in Table-3.

Table-3 Not Guaranteed Materials

Product Name	Reason

3. Report of the use history of regulated substances of the RoHS in the factory in Table-4.

Table-4 Use History of Regulated Substances

Subject Substance	Use History **	Abolition Plan		Abolition schedule
		yes	no	
Cadmium and its compounds		yes	no	
Lead and its compounds		yes	no	
Mercury and its compounds		yes	no	
Hexavalent Chromium and its compounds		yes	no	
Polybrominated biphenyl (PBB)		yes	no	
Polybrominated diphenylether (PBDE)		yes	no	

If you are now using a regulated substance, please report your abolition plan and schedule.

** Use History: select the following number

1 : Still now using

2 : Used in the past but abolished using

3 : Have never used

4 : Unknown