

HCL INFOSYSTEMS

Information Request Questionnaire

Components Manufacturers

Note: This detailed questionnaire would be distributed to the main 80 % of suppliers, and additionally to 2 % of the minor suppliers, on a quarterly basis or as required.

Manufacturer Information	
Name of Manufacturer:	
Contact Person: (Note : Please specify name and details of your environmental co-ordinator)	
Designation:	
Contact Phone Number (O):	
Contact Phone Number (M):	
Email:	
Fax:	
Office Address:	

Part 1 Component Information	
1) Number of individual parts being supplied to HCL?	
2) Description of the parts being manufactured? (Mother board/hard drive/keyboard/mouse/power supply/optical disk/memory)	

Section 1: Chemicals in products

Note: Toxic Chemicals and e-waste: Many electronic goods contain harmful chemicals such as phtalates and beryllium compounds. These substances can cause environmental harm and pose health risks to workers during the manufacturing process. The presence of toxic chemicals makes it more difficult to recycle and dispose of electronic goods in an environmental friendly way. This is why directives such as RoHS (EU Directive on the restriction on the use of

hazardous Substances) have been established and many well-known electronics companies and stakeholders have taken this issue on their agenda.

Part 2 RoHS (to be given for each part supplied to HCL) – Note: *The RoHS (Restriction in the use of certain Hazardous Substances) directive requires companies to phase out certain hazardous substances in new products. The directive has been applicable for electronic products in the EU market since July 1st, 2006. Other countries such as China, Japan, California and Korea have passed similar legislations to the RoHS.*
 Website reference : www.rohs.gov.uk

1) Part Description and Identification Number		
2) Frequency of shipment to HCL		
3) Is the part being manufactured certified for RoHS compliance?		
3 a) If yes, date when RoHS compliant production began		
4) Was a new production line installed for producing RoHS compliant products?		
5) Do you provide a compliance certificate with each shipment of the part sent to HCL?		
6) Are non-RoHS compliant products (for a different client) manufactured at the facility manufacturing the compliant part for HCL?		

Part 3 : Other harmful chemicals

7) Does the manufactured product contain polyvinyl chloride (PVC)? Note: <i>Polyvinyl chloride (PVC) PVC is a popular and relatively inexpensive plastic. During its manufacture, hazardous substances are used. Once PVC becomes waste, it causes environmental problems due to its chlorine and additives content.</i>		
7 a) If yes, are any PVC-free parts similar to the one supplied to HCL manufactured at the facility?		
7 b) If not, is production of PVC-free parts planned for the year 2009 (production to begin in 2009?)		
7 c) If production is not planned for 2009, when will a PVC-free part anticipated to be produced?		
7 d) What is the name of the part which contains PVC?		

8) Does the manufactured product contain brominated flame retardants (BFR)? Note: A number of BFRs are toxic. They are highly resistant to degradation in the environment and, over the years, they accumulate in humans and animals.		
8 a) If yes, are any BFR-free part similar to the one supplied to HCL manufactured at the facility?		
8 b) If not, is production of a BFR-free part planned for the year 2010 (production to begin in 2010?)		
8 c) If production is not planned for 2010, when will a BFR-free part anticipated to be produced?		
8 d) What is the name of the part which contains BFR?		

9) Does the product contain Phtalates? Note: Phthalates are a group of chemicals possessing similar structures, many of which are widely used as plasticizers (softeners) in plastics, especially PVC. These chemicals are not chemically bound to the plastic, and so are able to migrate out of the material over time into the surrounding environment. Many phthalates are toxic to wildlife and humans.		
9 a) What are your phase-out plans for Phtalates and when will the product be Phtalates-free?		
10) Does the product contain Beryllium and/or Beryllium compounds? Note: Beryllium and its compounds are toxic to wildlife and especially aquatic life.		
11) What are your phase-out plans for Beryllium / Beryllium compounds and when will the product be free from these?		
12) What is the name of the product that contains Beryllium / Beryllium compounds?		
13) Does the product contain Antimony and/or Antimony compounds? Note: Antimony is a toxic substance and exposure to Antimony or Antimony compounds can have adverse health effects		
14) What is the name of the product that contains Antimony and/or Antimony compounds?		
15) What are your phase-out plans for Antimony / Antimony compounds and when will the product be free from these?		
13) Does the product contain any type of CFC?		

Note: CFC (chlorofluorocarbons) are identified as ozone-depleting substances and therefore being phased out under the Montreal protocol. (Reference: http://ozone.unep.org)		
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14) What is the name of the product that contains any type of CFC?
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15) What are your phase-out plans for CFC and when will the product be free from these?

16) Please mention the research and development activities carried out by you to find replacement materials for the chemicals mentioned above?
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Section 2: Energy and resource conservation

Recycled Input Materials (e.g. plastics, packaging as applicable)

Note: Recycled plastic: Post industrial plastic means that the plastic is generated by industrial manufacturers. Post consumer plastic means the plastic generated from material that has reached the end of its useful life and would have otherwise ended up as solid waste.

1) Does the product contain recycled input materials?		
2) How much of the recycled plastic used is post consumer and post industrial plastic?		

Energy Efficient Product(s) and labeling

1) Do you manufacture any product(s) or power supply devices for products, with energy efficiency labeling? (e.g. Energy Star)		
2) If yes, mention the product name and energy efficiency labeling		
3) Energy efficiency of product (example: power consumed in watt / power drawn in watt) as against any other benchmark		

Carbon Footprinting

Note : Greenhouse gases under the Kyoto Protocol refer to the gases responsible for global warming such as CO₂ (reference : <https://unfccc.int>)

1) Do you carry out carbon footprinting of your products? Note: Carbon footprint is the measurement of the amount of greenhouse gases emitted for the manufacture of the product		
2) If yes, mention the product name and carbon footprint (in tonnes of CO ₂)		
3) Do you request your suppliers for their carbon footprint?		
4) If yes, mention the supplier name, product name and carbon footprint (in tonnes of CO ₂)		

