1. PURPOSE

The purpose of this procedure is to describe the process by which the Environmental Management Team selects objectives and targets for improvement and implementation through the documented environmental programs in accordance with the requirements of 14001:2004, 4.3.3 – Objectives, Targets and Programs.

2. SCOPE

This section of the environmental manual applies to all environmental objectives, targets, and programs implemented and maintained at Nitto Denko Automotive.

3. DEFINITIONS

3.1 ENVIRONMENTAL OBJECTIVE - Overall environmental goal, arising from the environmental policy, that an organization sets itself to achieve, and which is quantified where practicable.

3.2 ENVIRONMENTAL PERFORMANCE - Measurable results of the environmental management system, related to an organization’s control of its environmental aspects, based on its environmental policy, objectives, and targets.

3.3 ENVIRONMENTAL PERFORMANCE INDICATOR (EPI) - Attributes, measurements or parameters, which are utilized to describe specific performance with regard to objectives and targets.

3.4 ENVIRONMENTAL TARGET - Detailed performance requirement, quantified where practicable, applicable to the organization or parts thereof, that arises from the environmental objectives and that needs to be set and met in order to achieve these objectives.

4. RESPONSIBILITIES AND AUTHORITIES

4.1 EMR

4.2 Environmental Management Team – EMR, Human Resources Manager, Procurement Manager, Process Engineering Coordinator, Engineering Technician, Quality Engineering Coordinator, QA Technician, Production Control Coordinator and Production Specialists.
5. PROCEDURE

5.1 The Environmental Management Team meets twice a year or more frequently as required at Management Review Meetings to set or review environmental objectives and targets.

5.2 The Environmental Management Team ensures that environmental objectives are established at relevant functions and levels within the organization. Objectives may be department or process-specific giving consideration to the scope of activities performed in the identified area.

5.3 In identifying appropriate objectives and targets, the Environmental Management Team considers the significant environmental aspects, legal and other requirements, technological options, views of interested parties and the financial and business requirements related to converting materials for the automotive, electronics and office automation industries.

5.4 The Environmental Requirements List and the Environmental Impact Assessment Ranking are maintained by the EMR and are referenced when determining objectives and targets.

5.5 Views of interested parties may be developed through contact with current customers, surveys of employees and communication with local government officials, were applicable. Collected information is retained in appropriate environmental management program files for the life of the program.

5.6 The Environmental Management Team ensures that objectives and targets are consistent with the Environmental Management System policy, support continual improvement and ensure the prevention of pollution.

5.7 Objectives and targets are identified and documented as components of Environmental Management Programs including appropriate references to the following as required:

a) Relevant Aspects;
b) Objectives and Targets (values and dates);
c) Summary of resources required;
d) Monitoring and operational controls;
e) Summary action plans to meet the objectives and targets;
f) Assigned personnel responsible for achieving the established objectives and targets as well as the time-lines.

5.8 Objectives and Targets are monitored and reviewed semi-annually or more frequently as required by the Environmental Management Team at management review meetings.

5.9 Where it is determined that objectives, goals and targets have been met, new objectives, goals and targets are determined to ensure continual improvement of the EMS.

5.10 Where it is determined that goals, objectives and targets have not been met, the EMR has the authority to update and/or amend goals and targets to ensure they are suitable for the Nitto Denko Automotive EMS and are achievable.

5.11 The EMR or designee amends EMS documents, where new activities, products or services impact an established environmental program. The amended documentation ensures that the integrity of the EMS is maintained when new processes or services are determined and implemented.

6. REFERENCES:

6.1 Environmental Management System
6.2 Environmental Requirements List 4.3.2-01
6.3 Environmental Impact Assessment Ranking 4.3.1-01
6.4 Employee Environmental Survey 4.3.3-02

7. REVISION HISTORY

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<tr>
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Reviewed By: James Hall
Approved By: Dexter Mariado
Revision | Revision Date
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01        | 9/7/2010