Control of Chemical Substances

Basic Approach

The Toppan Group has formulated the following basic policies on chemical substance control.

Toppan refrains from the use of hazardous chemical substances as a basic rule. The Group may, however, resort to the use of hazardous substances when their use is legally permitted and no alternate technologies are available. Even when these latter conditions apply, the Group appropriately controls the substances and endeavors to reduce their usage and replace them with substitutes.

Toppan monitors every chemical substance used within the Group's business operations. The Toppan Group seeks to eliminate obstacles to environmental conservation in advance by being proactive in constantly improving substance control methods as a business operator.

Promotion Framework

Promotion Structure

The Board of Directors is the highest-level body responsible for the Toppan Group's environmental management. The board appoints a director to head the Ecology Center, an organization that oversees Toppan's environmental conservation initiatives by supervising, evaluating, and verifying environmental activities undertaken throughout the Group and reporting results to the Board of Directors.

The Toppan Group has established an environmental conservation framework in which the heads of every division, Group company, and operational site are positioned as the personnel chiefly responsible for environmental efforts. These heads appoint Environmental Management Officers to steer the actual implementation of conservation activities carried out at their sites and collaborate to propel environmental initiatives throughout the divisions.

To accelerate the initiatives, these officers have set up Eco-protection Promotion Committees, bodies composed of persons relevant to the environment across the departments. The committees promote environmental conservation activities at Group sites and manage progress. For advanced environmental measures, the committees have convened multiple subcommittees to formulate necessary responses to specific environmental issues. Energy Subcommittees, for example, pursue energy-saving efforts to help mitigate global warming.

Environmental Management Organization

- Board of Directors
  - Director in charge of the Ecology Center
  - Ecology Center

- Group companies
  - Presidents
  - Environmental Management Officers
  - Eco-protection Promotion Committees

- Toppan business divisions
  - Division heads
  - Environmental Management Officers
  - Eco-protection Promotion Committees
  - Energy Subcommittees
  - Other subcommittees
Environmental Management Systems

The Toppan Group has established environmental management systems (EMSs) based on ISO 14001. A PDCA cycle of planning, support and operation, performance evaluation, and improvement serves as a core part of the ISO 14001-based EMSs to ensure ongoing improvement.

Group sites maintain their EMSs through management system audits by ISO 14001 registrars, internal audits (of legal compliance) by the Ecology Center, and other internal environmental audits at individual sites.

The Ecology Center aggregates evaluations of environmental performance as the organization responsible for overseeing the Toppan Group’s environmental conservation activities. The evaluation results are assured by an audit firm (independent assurance provider) and reported to the Board of Directors. The center discloses the verified performance data via the Toppan corporate website and other communication channels.

Management Cycle under ISO 14001:2015

Context of the organization

Scope of the environmental management system

Planning

6.1 Actions to address risks and opportunities
6.1.1 General
6.1.2 Environmental aspects
6.1.3 Compliance obligations
6.1.4 Planning action
6.2 Environmental objectives and planning to achieve them
6.2.1 Environmental objectives
6.2.2 Planning actions to achieve environmental objectives

Support and Operation

7.1 Resources
7.2 Competence
7.3 Awareness
7.4 Communication
7.4.1 General
7.4.2 Internal communication
7.4.3 External communication
7.5 Documented information
7.5.1 General
7.5.2 Creating and updating
7.5.3 Control of documented information
8.1 Operational planning and control
8.2 Emergency preparedness and response

Leadership

5.1 Leadership and commitment
5.2 Environmental policy
5.3 Organizational roles, responsibilities and authorities

Performance Evaluation

9.1 Monitoring, measurement, analysis and evaluation
9.1.1 General
9.1.2 Evaluation of compliance
9.2 Internal audit
9.2.1 General
9.2.2 Internal audit programme
9.3 Management review

Controlling Chemical Substances

The Toppan Group strives to reduce the consumption of chemical substances in order to mitigate the impact of these substances on the environment. The Group continues reducing the consumption of chemical substances designated under the Pollutant Release and Transfer Register (PRTR) law of Japan and introducing safer substitutes by setting priorities in terms of both the type and range of application. Group production sites have also been appropriately controlling chemical substances based on established management procedures.

The Toppan Group has formulated a set of Standards for the Management of Chemical Components of Raw Materials governing the substances and materials the Group purchases. Based on Japanese and international laws and regulations on chemical substances, these standards list substances that are banned or restricted with regard to use as raw materials. Toppan regularly reviews the list to assure chemical control and asks every supplier to control the chemical substances listed.

For reduced VOC emissions into the atmosphere, the Group applies adequate treatment before discharge to ensure that the emission volumes and concentrations are controlled at appropriate levels. Increasing efforts are also made to reduce the consumption of VOCs.

Toppan Group Standards for the Management of Chemical Components of Raw Materials (ver. 4.5)


ISO 14001 environmental management system certification (in Japanese)


Independent Assurance Report

Main Activities and Relevant Information

VOC Emissions into the Atmosphere

■ VOC Emissions into the Atmosphere
  (subject to the environmental targets in Japan)

The Environment

PRTR Data

■ Chemical Substances Designated under the PRTR law of Japan
  (subject to the environmental targets in Japan)

Notes:
- Period covered: April 1, 2018–March 31, 2019
- Operational sites covered: Sites that handle more than 1.0 ton of Class I designated chemical substances per year (or specified Class I designated chemical substances in excess of 0.5 tons per year)
- The total transfer is the sum of transfers into waste and sewage systems.