NITTO DENKO AUTOMOTIVE
VIRGINIA, INC.

Environmental Management System
Visitor and Subcontractor Brochure

We at Nitto Denko Automotive are proud of our accomplishments and the effectiveness of our Environmental Management System. As part of this commitment to our EMS, we want to ensure that all relevant environmental policies and procedures are communicated to our suppliers, subcontractors, and visitors.

Therefore we ask you to review the information contained in this brochure and direct any questions to your Nitto Denko Automotive representative.

Environmetal Policy

Environmental Principle

Nitto Denko Automotive is a converter of foam, rubber, plastics, and adhesives for the automotive, electronics, office automation, and other industries. Nitto Denko Automotive is a generator of non-hazardous waste and very small quantities of hazardous waste. Programs are designed to minimize the amounts of these wastes that are disposed of to landfills or incinerated.

Nitto Denko Automotive is committed to the prevention of pollution and to protecting the well being of our employees and community at large. Our Environmental Management System defines objectives and targets for minimizing the environmental impact of our business activities and for ensuring the health and safety of our employees. These objectives are achieved through the continuous improvement of environmental management programs, controlling the resources used in manufacturing and related activities and adherence to environmental, health and safety regulatory requirements, and other requirements relevant to Nitto Denko Automotive and its customers.

Environmental Policy

1. We strive to ensure safe working conditions exist in all of our manufacturing processes to minimize employee injury.
2. We strive to conserve natural resources used in the manufacture of our products by continually improving the efficiency of our production processes and by developing more environmentally friendly product design.
3. We strive to comply with federal, state, and local laws and regulations, as well as environmental requirements of our customers and other outside interests.
4. We establish and review environmental objectives and targets for reducing solid waste thru recycling programs, and increasing our employee's awareness of environmental aspects and impacts.
5. Nitto Denko Automotives environmental policy is communicated to all employees and made available to other interested parties.
6. Nitto Denko Automotive encourages our vendors and suppliers to establish environmental management systems.

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Significant Environmental Aspects

Nitto Denko Automotive analyses its activities products and services to determine their affect on the environment. Currently, Nitto Denko Automotive has identified the following Significant Environmental Aspects that may apply to your activities. These Significant Environmental Aspects are managed with Nitto Denko Automotive operational controls.

Adhesive Scrap	**Plastic**	**Batteries**	**Fluorescent Bulbs**
Foam Scrap	**Used Rags**	**Used Oil**	

In addition to our Significant Aspects, Nitto Denko Automotive has identified the following as aspects that require Operational Controls.

Energy Usage	**Water Usage**	**Cardboard**	**Aluminum**
Paper	**Toner Cartridges**	**Aerosol Cans**	

We Recycle!

At Nitto Denko Automotive we recycle cardboard, paper, plastic, metals, and wood and control the disposal of universal waste. Visitors and Subcontractors are required to observe AVA's EMS policies and procedures while on-site and dispose of waste in the appropriate receptacles.

Subcontractors are responsible for the collection and off-site disposal of waste generated by the work they are performing. If you have any recycling questions, ask your nearest Nitto Denko Automotive representative.

DO NOT THROW ANY OF THE FOLLOWING ITEMS INTO THE GENERAL TRASH

Please use the recycle bins that are located throughout the facility. Refer to the attached map.

Waste Article	Type of Waste	Example
Cardboard	Solid Waste	Boxes
Paper	Solid Waste	Documents, Newspaper, Magazines
Plastic	Solid Waste	Bottles
Metals	Solid Waste	Empty aluminum and steel cans and containers
Wood	Solid Waste	Pallets
Liquids/Chemicals of any type	Liquid/Chemical Waste	Paint, Solvents, Oil, Soaked Rags/Absorbents
Electronics	Universal/Electronic Waste	Computers, Monitors, Printers, Toner Cartridges
Batteries	Universal Waste	Batteries, Ballasts
Light Bulbs	Universal Waste	Fluorescent, Compact Fluorescent, HID Lamp, LPS Lamp

Programs

In addition to recycling, some of our current and future programs include:

Program	Description
Energy Conservation	Replace thermostats with more efficient programmable models
	Replace current fluorescent lighting fixtures with more efficient fixtures
Water Conservation	Replace toilets with more efficient models
Air Quality	Eliminate the use of silicone spray
Resource Conservation	Reduce process scrap
	Recycle foam where possible

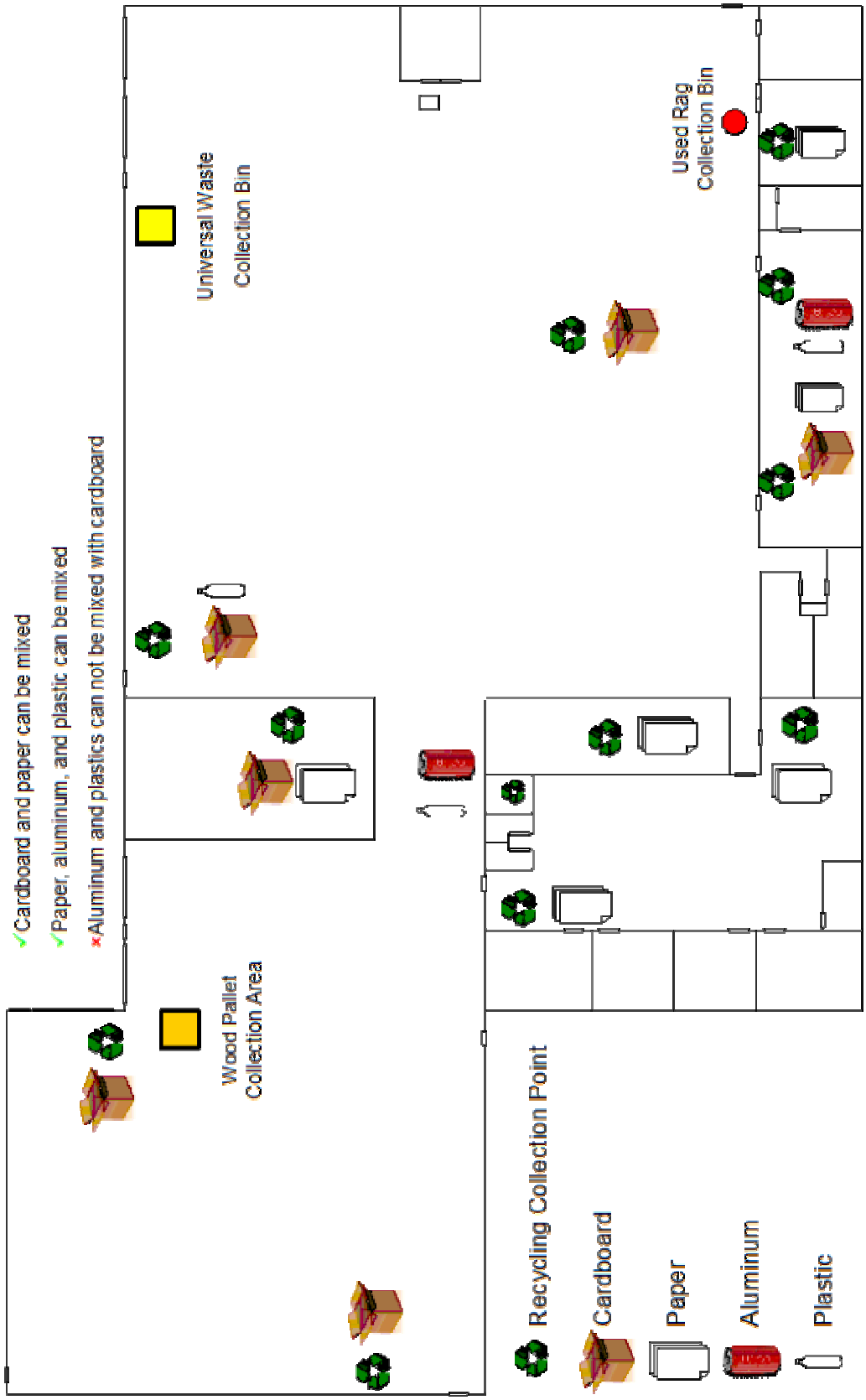
Waste Collection Points

Notes:

✓Cardboard and paper can be mixed

✓Paper, aluminum, and plastic can be mixed

×Aluminum and plastics can not be mixed with cardboard



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Please help us with our Green Practices

Practice	Description of Activity
Energy Conservation	Conserve energy by turning of lights and equipment when not in use.
Water Conservation	Conserve water by limiting use and checking for leaks.
Air Quality	Control the use of chemical sprays. Do not use spray cans with CFC's
Resource Conservation	Limit the use of resources when possible. Use only what is necessary.
Cardboard Recycling	Recycle cardboard. Use the designated collection bins. See map.
Paper Recycling	Recycle paper. Use the designated collection bins. See map.
Plastic Bottles	Recycle cardboard. Use the designated collection bins. See map.
Metal Recycling	Recycle aluminum & steel. Use the designated collection bins. See map.
Wood Recycling	Recycle pallets. Take used pallets to the warehouse for recycling.
Liquid and Chemical Waste Control	Contact your representative for instructions on the collection and disposal of used oil and liquid wastes.
	Empty aerosols cans completely prior to disposal. If necessary give cans to your Nitto Denko Automotive contact for proper disposal.
	Prevent spills. Collect and dispose of saturated absorbents properly.
Electronics Waste	Do not dispose of electronic waste in the general trash. Collect with universal waste for proper disposal.
Batteries	Do not dispose of batteries in the general trash. Collect with universal waste for proper disposal.
Fluorescent Tubes	Do not dispose of tubes in the regular. Collect with universal waste for proper disposal.

Safety Information

EMERGENCY PROCEDURES

Fires, Bomb Threat, Gas Leak
In the event of an emergency evacuation, please leave the building from the nearest exit and meet in the rear or front parking lot and await further instructions. DO NOT LEAVE THE PREMISES.

Tornado
Proceed calmly to the hallway at the production floor restroom area.

Chemical/Oil Spill
If you see a chemical/oil spill or release in our parking lot area, or any other location within our facility, please notify a Nitto Denko Automotive employee immediately.

Refer to Evacuation maps posted throughout the building for evacuation routes.

REUSE
REDUCE
RECYCLE

Thank you for helping us care for the environment!