

EHS-710

Environment, Health & Safety Requirements for
Packaging

Rev- P

Requirements for Packaging

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Preface

- Questions regarding requirements contained in this standard should be directed to:
EHSQuestions@xerox.com
- This document is available on the internet at:
<https://www.xerox.com/en-us/about/supplier-relations/packaging-standards>

Contents

| | |
|--------------------------------------------------------|-------------|
| 1. EHS-710 Overview..... | 1-1 |
| Summary | 1-1 |
| Scope | 1-1 |
| Objective | 1-1 |
| 2. Definitions..... | 2-2 |
| 3. Requirements (Mandatory) | 3-4 |
| 4. Best Practices (Preferred)..... | 4-7 |
| 5. Appendices | 5-8 |
| Appendix A: Harmonized Prohibited Substance List | 5-8 |
| Appendix B: Material Identification..... | 5-9 |
| Appendix C: EH&S Labeling Guidelines | 5-15 |
| Appendix D: Supplier Letter | 5-16 |
| Appendix E: Supplier Letter | 5-17 |
| 6. Revision History | 6-19 |

1. EHS-710 Overview

Summary

This standard specifies the minimum environment, health, and safety requirements for packaging of products, parts or materials shipped to any manufacturing site, distribution center or customer from suppliers or other Xerox locations.

Scope

This standard applies to all Xerox organizations and third-party suppliers.

Objective

Comply with all applicable regulations, satisfy customer requirements, and achieve corporate waste minimization goals. Any packaging that complies with this standard will be marked indicating its material composition as reflected in Appendix B of this Standard and will be capable of being recycled.

2. Definitions

- **Commingled plastic:** a mixture of different plastics.
- **Consumable:** item consumed by the product during normal operation. Examples include, but are not limited to, toner, ink, paper, drum cartridge, print cartridge, fuser, and developer and photoreceptor. Also called Supply.
- **Copolymer:** a polymer consisting of two or more different monomers.
- **Customer Replaceable Unit (CRU):** customer installable item that requires scheduled replacement. This is considered a consumable.
- **Environmental claim:** a statement, symbol or graphic that indicates an environmental aspect of a product, component, or package.
- **Field Replacement Unit (FRU):** any assembly made available to support unscheduled replacement of like parts in existing equipment.
- **Incoming materials to manufacturing:** any material and/or part coming into a manufacturing facility that becomes assembled or made into a product.
- **Manufactured wood packaging material:** wood-based materials such as plywood, particle board, oriented strand board, veneer and wood wool that have been created using glue, heat and pressure.
- **Machine:** a product that performs a function on its own without the need of additional items. Examples include, but are not limited to, printer or image output terminal (IOT), scanner or image input terminal (IIT) and multifunction product (MFP).
- **Mineral oil:** An oil present in mixtures such as printing inks containing substances that disrupt the recycling of packaging waste or limit the use of recycled material because of the risks these substances present to human health
- **Non-manufactured wood packaging material (NMWP):** solid wood (usually softwood [coniferous]) material that is used in the construction of crates, packing blocks, load boards, pallet stringers and other material handling devices. Also called solid wood packing material (SWPM).
- **Option:** items that are added to machines to provide additional capabilities. Examples include, but are not limited to, second feeder, finisher, high capacity feeder and cart.
- **Packaging:** any item that is used to protect, contain and/or transport a product, part or material. Packaging may be described as primary, secondary, or tertiary. Items that support the contents throughout their functional lifetime and remain as part of the printer are not packaging (e.g., toner cartridges, ink cartridges, CRU's).
- **Pre-consumer waste:** material, generated during a manufacturing process, which is diverted from the waste stream for another use. Excluded is reutilization of materials such as rework, regrind or scrap generated in a process and capable of being reclaimed within the same process that generated it.
- **Primary packaging:** the first wrap or containment of a product. Contains the product or material (e.g., a box holding transparencies, a carton container toner cartridge).
- **Post-consumer waste:** material generated by consumers or businesses after using a product to the point that it is no longer usable for its intended purpose. This includes material returned through the distribution chain.
- **Recycled content:** proportion, by weight, of recycled material.
- **Recycled packaging:** packaging reprocessed from recovered material.

- **Recyclable packaging:** packaging that can be diverted from the waste stream at end of life and returned to raw materials using available processes.
- **Reusable packaging:** packaging designed for reuse.
- **Rigid Plastic Packaging Container (RPPC):** a container that meets all the following criteria
 1. Made entirely of plastic (except for caps, lids and labels).
 2. Contains at least 8 fluid ounces (237 milliliters) but not more than 5 gallons (19 liters).
 3. Capable of maintaining shape while holding a product.
 4. Capable of multiple re-closures with an attached or unattached cap or lid.
 5. Normally used to store a product for at least 7 days.
- **Secondary packaging:** packaging that contains the primary package (e.g., a carton containing boxes of transparencies).
- **Spare:** any part made available to resolve unscheduled replacement of like parts in existing equipment.
- **Supply:** item consumed by the product during normal operation. Examples include, but are not limited to, toner, ink, paper, drum cartridge, print cartridge, fuser, developer, and photoreceptor. Also called Consumable.
- **Tertiary packaging:** contains or holds primary and/or secondary packages primarily for transport purposes (e.g., shrink wrap, pallet, banding).

3. Requirements (Mandatory)

1. **Reduce.** Reduce packaging weight and volume to the minimal levels necessary to achieve the purpose of the package. Eliminate single use plastics wherever practical.
2. **Reuse.** Where technically and economically feasible, utilize reusable packaging.
3. **Recycle.** Utilize materials that are widely recyclable. Where technically and economically feasible, use recycled material instead of virgin material. Recycled material from post-consumer waste is preferred over recycled material from pre-consumer waste.
4. Packaging used to ship Xerox equipment or consumables to an end customer must be in compliance with EHS1001 applicable substance restrictions and suppliers are required to submit an EHS1001 declaration. Packaging used to ship component parts to Xerox for incorporation into equipment or consumables does not require EHS1001 supplier declaration but must comply with EHS710. In all cases do not use materials that contain prohibited substances listed in Appendix A.
5. Packaging used to transport hazardous materials must comply with all applicable international, federal, state and local regulations through which the package will travel. Contact regulatory agencies directly for detailed requirements. It is beyond the scope of this document to include these requirements.

Questions regarding shipping hazardous materials in North America and Europe can be directed to EHSQuestions@xerox.com

6. Non-Manufactured Wood Packing (NMWP), also called Solid Wood Packaging Material (SWPM), must meet International Standard for Phytosanitary Measures Publication No. 15 (ISPM-15) and be properly identified on at least two (2) sides. NMWP must also be bark free when shipped into Australia. Compliance with ISPM-15 must be based on heat treatment (HT) only. Methyl bromide (MB) fumigation is prohibited.
7. Identify packaging materials according to Appendix B.
8. Weights and types of packaging materials for machines, options and consumables must be reported to Xerox. Field Replacement Unit / spare parts are exempted from this requirement.

Information required includes the following:

- Total weight of primary packaging by material type (g)
- Material type classifications: Paper, Plastic, Wood, Aluminum, Ferrous Metals, Other Metals, Glass, and Other

Xerox needs accurate primary packaging information in order to annually calculate the total weight and type of primary, secondary, and tertiary packaging placed on the market. This information is required for compliance with packaging regulations, such as the EU Packaging Directive.

Suppliers of items in scope of the requirements listed above, must complete, and submit information for primary packaging via the attached template to packaging@xerox.com https://www.xerox.com/downloads/usa/en/e/supplier_packaging_template_EHS710.xls

9. Suppliers shall upon request provide Xerox with the approximate recycled content (by weight or volume) for packaging of machines, options and consumables/supplies. Exempted from this requirement are FRUs and spare parts.
10. EH&S Labeling requirements for Xerox® products, parts and materials, including primary packaging must be identified per Appendix C.

11. Plastic bags or sheets that meet the following criteria must be marked with the suffocation warning symbol shown below. This requirement does not apply to stretch or shrink wrap. Desired size of symbol is 76 x 127 mm (3 x 5 inches). Reduce appropriately to fit a smaller item.

Contact Xerox at EHSQuestions@xerox.com for an electronic file of this symbol.

- Bags: 1 mil thick or less (0.025 mm, 0.001 inches) **and** 305 mm (12 inches) or greater circumference opening.
- Sheets: 1mil thick or less (o.025 mm, 0.001 inches) **and** 232 cm² (36 in²).



12. Dissimilar packaging materials must be separable without the use of tools (e.g., foam must not be permanently adhered to any other type of packaging material). Exceptions include:
- Plastic bags (or wrap) affixed with paper labels that meet either of the following criteria:
 - a. Combined weight of single bag (or wrap) and label is less than 25 grams.
 - b. Surface area of label is less than 50cm².
 - Pallets or pallet assemblies that are part of the primary package
 - Tape, glue or staples used to construct or close a fiber-based container.
 - Multi-layer bags (e.g., metalized or static shielding bags).

Note: This is a **requirement** for machines, options and consumables/supplies and a **best practice** for FRU/spares and incoming materials to Xerox manufacturing facilities.

13. Elemental chlorine must not be used as a bleaching agent to bleach virgin or recovered content fibers in packaging.
14. Paperboard, corrugated fiberboard, solid fiberboard and spiral wound tubes must meet or exceed the minimum total recovered fiber content specified in the table below. Post-consumer recovered content is preferred over pre-consumer recovered content.

Minimum Total Recovered Fiber Content

| Category | Comments/Examples | Total Recovered Fiber Content ¹ |
|------------------------------------|------------------------------------------------------|--------------------------------------------|
| Paperboard | Boxboard Chipboard Barrierboard Cartonboard | 80% |
| Corrugated fiberboard ² | Containerboard Linerboard Corrugated medium | 50% |
| Solid fiberboard | | 40% |
| Spiral wound tubes | Comprised of paper only | 90% |

¹ calculated as percent of total packaging part weight over the course of a year using a weighted average.

² required content based on weighted average (by weight) of all components in packaging part (e.g. liners and mediums in corrugated).

15. Starting in 2022, newly supplied plastic or re-designed packaging must meet or exceed minimum recovered content as specified in the table below. Post-consumer recovered content is preferable over pre-consumer content, but both pre- and post-consumer may be added together to meet minimum recovered content requirements.

| Category | Comments/Examples | Total Recovered Content ¹ |
|---------------------------|-----------------------------------------------------------|--------------------------------------|
| Plastic bags | Equipment dust covers Documentation consolidation bags | 30% |
| Plastic trays and inserts | Plastic trays or parts cradles | 30% |
| Foamed plastics | Foam LDPE end caps/blocks Expanded PS end caps/blocks | 30% TBD% |
| Mixed material plastics | Anti-static bags | TBD% |

16. Suppliers must provide Xerox with “supplier letters” to verify compliance to certain requirements. Supplier letters can be found in Appendix D and Appendix E. One letter can be used to verify compliance for multiple packaging components (e.g., an entire product family) or all material sold to Xerox (i.e. all corrugated, all EPS foam, etc.).
- Elimination of intentionally added toxic constituents in packaging. Sample letter can be found in Appendix D.
 - Recovered content in select packaging materials. Sample letter can be found in Appendix E.

4. Best Practices (Preferred)

- Where possible, at least 90% of overall unit packaging (by weight) shall consist of materials that are compostable, fiber-based, or commonly recyclable.
- Use Kraft or unbleached paper materials whenever possible.
- Use molded pulp, corrugated or boxboard packaging materials in place of plastic packaging whenever possible.
- Do not use coatings or adhesives that prevent recycling.
- Avoid using polyurethane foam.
- Avoid using pre-molded polyurethane and/or foam-in-place.
- Avoid using commingled plastics and copolymers. Only use if there is an established recycling process that can be utilized in all applicable markets. Rubberized versions of Expanded Polystyrene (EPS) are acceptable if they can be recycled as a monomer material (e.g., brand names RMER, NEPS).
- Rigid Plastic Packaging Container (RPPC) shall be composed of at least 25 percent post-consumer resin.
- Single use plastics should be avoided.
- Where there is no feasible alternative, approval of single use plastic must be obtained from the Xerox Packaging Engineering Manager prior to use. Example of single use plastics are dust sheets, bags, and foam packaging which protect the product during transportation.
- All plastics used must be recyclable.
- All plastic packaging should contain the highest percentage practical of recycled plastic content, aiming for a minimum of 30% recycled content (pre- and/or post-consumer).
- Plastic packaging that cannot meet the minimum recycled content requirements should be prioritized for redesign.

5. Appendices

Appendix A: Harmonized Prohibited Substance List

Packaging used to ship Xerox equipment or consumables to an end customer must be in compliance with applicable packaging substance restrictions, for example those covered under the REACH Regulation, and the EU packaging Directive. Suppliers are required to submit an EHS1001 declaration confirming product compliance.

Packaging used to ship component parts to Xerox for incorporation into equipment or consumables does not require EHS1001 supplier declaration but must comply with EHS710.

Xerox Standard EHS1001 - Environment, Health and Safety Supplier Requirements: Chemical Bans/Restrictions and Part Marking, provides information on restrictions and can be found here: http://www.xerox.com/downloads/dl/usa/en/f/FILE_EHSA_XRX_INFO_REQUIREMENTS_1001.pdf

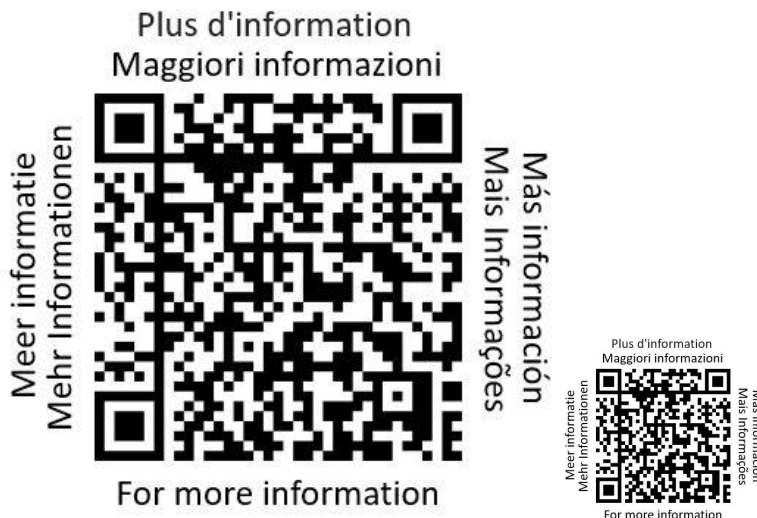
EHS1001 Compliance Forms can be found here: https://www.xerox.com/downloads/usa/en/e/EHS_1001_Compliance_Forms.xls

Completed forms must be submitted to: RoHS.Compliance@xerox.com

Appendix B: Material Identification

These requirements are based on regulations from the European Union, China, Japan and Korea. Their intent is to facilitate recycling by identifying the material of each packaging component.

1. Every component requires a material identification mark per component. The mark must be legible.
2. All packaging components for products, options and consumables must be identified as indicated in the table below. Stretch wrap, shrink film, banding, tape, desiccant, and pallets do not require identification. FRUs and spares are regarded as best practice
3. The outermost unit package should also contain a QR code to scale with other packaging marking (artwork shown below) that links to additional general and country-specific packaging sorting and disposal instructions.





General Requirements

- Minimum size should be 20 x 20 mm. Marking can be proportionately reduced below this size to accommodate smaller packaging components if it is still legible.
- For products launched after 1 January 2016, if space and cost permit, use both Option A and Option B resin codes for high density polyethylene and low-density polyethylene. If cost and space do not permit the use of both Option A and Option B resin codes, use only Option B.

Plastic

| Type | Code | # | | | |
|---------------------------|----------------|----|--------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|
| Polyester | PET | 01 |  PET | Option A (HDPE) | Option B (PE-HD) |
| High density polyethylene | HDPE and PE-HD | 02 | |  HDPE |  PE-HD |
| Polyvinyl chloride | PVC | 03 | | | |

| | | | | | |
|--------------------------|----------------|----|--|---------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|
| Low density polyethylene | LDPE and PE-LD | 04 | | Option A (LDPE) | Option B (PE-LD) |
| Polypropylene | PP | 05 | |  LDPE |  PE-LD |
| Polystyrene | PS | 06 | | | |
| Other plastic | Other | 07 | | | |




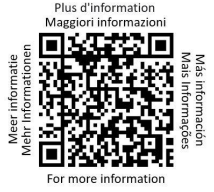





Paper

Not required for packaging components with a surface area smaller than 200 mm²

Outermost cardboard boxes must be marked with QR code as specified.







- If sufficient space is available on outer cardboard box, include QR code, PAP20 marking, cardboard box recyclable symbol and mobius loop symbol.
- If space is limited, include QR code + PAP20 + cardboard box symbol
- If space is extremely limited, include QR code + PAP20

Interior cardboard components larger than 200 mm² must be marked at a minimum with material ID code (e.g. PAP20).


| Type | Code | # | Required | Optional |
|--------------------------------------------------------|------|----|--------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Corrugated Cardboard (including molded pulp packaging) | PAP | 20 |  PAP |   |
| Outer box only: | | |  | |
| Non-corrugated fiberboard | PAP | 21 |  PAP |   |
| Paper | PAP | 22 |  PAP |  |

Metal, Glass and Wood

Not required for packaging components with a surface area smaller than 5 x 10³ mm² (5000 mm²)

| Type | Code | # | Required |
|--------------------------------------------|------|----|---------------------------------------------------------------------------------------|
| Steel | FE | 40 |  |
| Aluminum | ALU | 41 |  |
| Natural wood (including boxes and pallets) | FOR | 50 |  |
| Glass – clear (colorless) | GL | 70 |  |
| Glass – green | GL | 71 |  |
| Glass – brown | GL | 72 |  |

Composite Materials

| Type | Code | # | SAMPLE |
|------------------------------------------|---------|----|-------------------------------------------------------------------------------------|
| Plastic/aluminum | No code | 90 |  |
| Plastic/tin | | 91 | |
| Plastic/mixed metal | | 92 | |
| Plastic/glass | | 95 | |
| Glass/aluminum | | 96 | |
| Glass/tin | | 97 | |
| Glass/mixed metals | | 98 | |
| Paper or fiberboard/mixed metals | | 80 | |
| Paper or fiberboard/plastic | | 81 | |
| Paper or fiberboard/aluminum | | 82 | |
| Paper or fiberboard/tin | | 83 | |
| Paper or fiberboard/plastic/aluminum | | 84 | |
| Paper or fiberboard/plastic/aluminum/tin | | 85 | |

Requirements for Korea

The appropriate Korean recycle symbol shown below must be placed on all packaging components – foam cushions, plastic film, thermoform plastics, sheets, and bags.

The symbol can be molded into or printed directly on the packaging part or printed onto a label that is applied to the part. It is recommended that the label be of the same material as the part to which it is being applied.

Design detail information

1. The triangular recycling symbol (excluding the “material name” text below it) must be at least 8 mm in width and length. The triangular recycling symbol and the material composition must be at least 11 mm in length. See design detail information for further details regarding size of symbol and code.
2. The material type name inside the symbol must be written in Korean. The material composition name below the symbol must be written in English.
3. The extension of each side of the symbol is a regular triangle, whose inside angle is 60 degrees and outside angle at the bended part of the arrow’s end is 120 degrees.
4. The label is to be located on the front or side flank or around the barcode of the component unless it is impossible; in which case the mark could be located on the bottom or lid of the package.

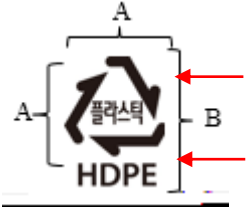
Exemptions

The following packaging materials are exempt from the marking requirement:

- Toner containers and CRUs
- Packaging for spares/FRUs
- Unprinted films, sheets, and bags
- Packaging materials whose surface is less than 50 cm² (7.75 in²)
- Plastic sheet and film with a surface area less than 100 cm² (15.5 in²). Plastic bags are included in the scope of plastic sheet and film. Bag example: A 6 cm wide x 10 cm tall bag that uses 120 cm² plastic film, exceeding the >100 cm² limit, must be marked unless otherwise exempt.
- Plastic film or sheet packaging materials with thickness less than 20 microns.


Plastic foam cushion

Plastic foam and buffer packaging must use the following marks

| Type | Code |  | <p>A:Minimum size 8mm, B:Minimum size 11mm</p> <p>Text does not change (Meaning: foam cushion)</p> <p>Code changes according to material type</p> |
|---------------------------|-------|--------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| High density polyethylene | HDPE | | |
| Low density polyethylene | LDPE | | |
| Polypropylene | PP | | |
| Polystyrene | PS | | |
| Polyvinyl chloride | PVC | | |
| Other plastic | Other | | |

Film sheet

Film sheet packaging, including aluminum bags, must use the following marks

| Type | Code |  | Text does not change (Meaning: Film sheet) Code changes according to material type |
|---------------------------|-------|------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|
| High density polyethylene | HDPE | | |
| Low density polyethylene | LDPE | | |
| Polypropylene | PP | | |
| Polystyrene | PS | | |
| Polyvinyl chloride | PVC | | |
| Other plastic | Other | | |

Polyester (PET)

PET packaging must use the following marks

| Type | Code |  | Text does not change (Meaning: PET) |
|-----------|------|------------------------------------------------------------------------------------|----------------------------------------|
| Polyester | PET | | |

Appendix C: EH&S Labeling Requirements

For Xerox® products, parts, and materials, including primary packaging

Product marking requirements are covered in EH&S-1001. Note to Supplier: Artwork containing these requirements is typically provided by Xerox in the form of an Adobe Illustrator file. Contact Xerox Group program manager if artwork has not been provided.

Key:

- ✓ Required
- NR Not presently required by current EH&S regulatory regulations

Packaging Contents

| | Waste Container, Ink & Toner | Toner, developer replenisher, or cartridge & primary pkg.) | Toner, developer or replenisher bottle | Solid Inks | Water-based liquid inks | Solvent-based liquid inks | Photo-receptor | Service materials/ supplies (primary & sec. pkg.) | Equip. parts (printers, copiers, kits and options) | |
|----------------------------|----------------------------------------------|------------------------------------------------------------|----------------------------------------|------------|-------------------------|---------------------------|----------------|---------------------------------------------------|----------------------------------------------------|------|
| Label Graphics and Symbols | Chemical Comp. of packaging (e.g., SPI code) | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| | Ingredients of product (e.g., CAS#) | NR | NR | NR | NR | ✓ #5 | ✓ #5 | NR | ✓ #5 | NR |
| | Health Hazard Warning | ✓ #5 | NR | NR | NR | ✓ #5 | ✓ #5 | NR | ✓ #5 | NR |
| | Physical Hazard Warning | NR #1 | NR | NR | NR | ✓ #5 | ✓ #5 | NR | ✓ #5 | NR |
| | Agency Approval | NR #6 | NR #6 | NR #6 | NR | NR | NR | NR | NR | #6 |
| | Product Identifier (e.g., part#) | ✓ #4 | ✓ #4 | ✓ #4 | ✓ #4 | ✓ #4 | ✓ #4 | ✓ #4 | ✓ #4 | ✓ #4 |
| | Green World Alliance | #2 | #2 | #2 | NR | #2 | #2 | #2 | #2 | #2 |
| | Haz. Material Shipping Info. | NR | NR | NR | NR | NR | ✓ #5 | NR | ✓ #5 | NR |
| | Voluntary Ecolabel | NR | NR | NR | NR | NR | NR | NR | NR | ✓ #3 |

Comments:

1. For products distributed in Asia/Pacific market, include warning "DO NOT INCINERATE".
2. Use if return system has been established.
3. Applies if ecolabel certification has been achieved, and required by the scheme e.g., Energy Star
4. Both primary and secondary packaging shall include Xerox name, product name and part number. Refer to MN2-155.2 and Xerox Packaging Graphic Standards for details.
5. Language may vary by country, symbols, graphics, will remain the same All information to be obtained from and reviewed by materials safety and compliance.
6. Consult with Xerox Product Safety Engineering for unique applications. Examples include CE and some in-country certifications (EAC, Ukraine, NOM, etc.).

Appendix D: Supplier Letter

Completed forms should be returned to Victoria.Deyoung@xerox.com

Supplier Letter to Verify Elimination of Intentionally Added Toxic Constituents in Packaging

The purpose of this letter is to verify compliance to the following requirement for the packaging components listed in this letter. Note that one letter can be used to verify compliance for multiple packaging components (i.e. an entire product family) or all material sold to Xerox (i.e., all corrugated, all EPS foam, etc.).

Product:

Packaging component (list all):

We certify that packaging components provided to Xerox comply with the following:

Cadmium/Cadmium Compounds, Hexavalent Chromium and its Compounds, Lead/Lead Compounds and Mercury/Mercury Compounds shall not be intentionally added to any package or packaging component. For incidental presence, the sum of the concentration of lead, cadmium, mercury, and hexavalent chromium present in any packaging component shall not exceed 100 ppm by weight, except for packaging components that qualify for the recycled content exemption.

“**Recycled content exemption**” is specified in the Model Toxics in Packaging Legislation as the following:

Packaging components that would not exceed the maximum contaminant levels, i.e., the sum of the concentration levels of lead, cadmium, mercury and hexavalent chromium present in any packaging component shall not exceed 100 parts per million by weight but for the addition of recycled materials; and provided that none of the four regulated metals in the packaging components has been recovered and/or separated from other materials for use as a metal or metallic compound; and provided that the packaging components do not exceed a maximum concentration limit of 200 ppm by weight for the sum of the four regulated metals.

Furthermore, packaging inks are certified not to contain mineral oils.

Supplier Name: _____

Authorized by: _____

Print name

Print title

Signature

Date

Appendix E: Supplier Letter

Completed forms should be returned to Victoria.Deyoung@xerox.com

Supplier Letter to Verify Recovered Content in Select Packaging Materials

The purpose of this letter is to verify compliance to the following requirement for the packaging components listed in this letter. One letter can be used to verify compliance for multiple packaging components (i.e. an entire product family) or all material sold to Xerox (i.e., all corrugated, all EPS foam, etc.).

Product:

Packaging component (list all):

We certify that packaging components provided to Xerox comply with the following:

Paperboard, corrugated fiberboard, solid fiberboard, and spiral wound tubes shall meet or exceed the minimum total recovered fiber content specified in the table below. Post-consumer recovered content is preferred over pre-consumer recovered content.

Newly offered or redesigned plastic packaging supplied after January 2022 shall meet or exceed the minimum recycled plastic content specified in the table below. While post-consumer is preferred over pre-consumer recycled content, both can be included in the recycled content calculation.

Minimum Total Recovered Fiber Content

| Category | Comments/Examples | Total Recovered Fiber Content ¹ |
|------------------------------------|------------------------------------------------------|--------------------------------------------|
| Paperboard | Boxboard Chipboard Barrierboard Cartonboard | 80% |
| Corrugated Fiberboard ² | Containerboard Linerboard Corrugated Medium | 50% |
| Solid fiberboard | | 40% |
| Spiral Wound Tubes | Comprised of paper only | 90% |

¹ Calculated as percent of total packaging part weight over the course of a year using a weighted average.

² Required content based on weighted average (by weight) of all components in packaging part (e.g., liners and mediums in corrugated).

Minimum Plastic Recycled Content for NEWLY DESIGNED and RE-DESIGNED plastic packaging starting Jan 2022

| Category | Comments/Examples | Recycled Content ³ |
|----------------------------------|-----------------------------------------------------------|-------------------------------|
| Plastic bags | Equipment dust covers Documentation consolidation bags | 30% |
| Plastic trays and inserts | Plastic trays or parts cradles | 30% |
| Foamed plastics | Foam LDPE end caps/blocks Expanded PS end caps/blocks | 30% TBD |
| Mixed material plastic packaging | Anti-static bags | TBD |

³ Calculated as percent of total packaging part weight over the course of a year using a weighted average. Includes pre-consumer and/or post-consumer recycled plastic.

Supplier Name: _____

Authorized by: _____
 Print name Print title

 Signature Date

6. Revision History

| Rev | Date | Changes |
|-----|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| OR | 05Aug02 | <ul style="list-style-type: none"> Original release – Harmonized |
| B | 10Aug07 | <ul style="list-style-type: none"> Major revision adding China RoHS, Japan EcoMark and Korean marking requirements. |
| C | 26Oct07 | <ul style="list-style-type: none"> Amend requirement 3.5 to include the statement: “Compliance with ISPM-15 shall be based on heat treatment (HT) only. Methyl bromide (MB) fumigation is prohibited to support Xerox applications.” Removed “Green Dot” from Appendix C |
| D | 16Dec08 | <ul style="list-style-type: none"> Section 2: New terms defined Requirement 3.6 added requiring conformance with formaldehyde emission limits specified in 93120-93120.12, Title 17 of the California Code of Regulations. Requirements 3.8 and 3.10 to packaging of machines, options and consumables/supplies. Requirement 3.14 added: All non-reusable packaging shall be separable. Moved from best practice to a requirement for machines, options and consumables/supplies. Remained a best practice for FRU/spares and incoming materials to Xerox manufacturing facilities. Best practice 4.6. added to the list Appendix A: Addition of “Polyvinyl chloride (PVC) only permitted in parts used for ensuring safety (i.e., electrical cable, tube, tape, sleeve and battery, fuse breaker, electrolytic capacitor, switch, terminal block).” Appendix A: (Asia Pacific Prohibited Substances): Removal of substances prohibited before the date of this Standard. Appendix B: Limited requirements to packaging of machines, options, consumables/supplies and FRU/spares (i.e., excluded requirement for stretch wrap, shrink film, banding, tape, desiccant and pallets). Appendix B: Added symbol for natural wood that had been mistakenly deleted last version. Appendix B: The symbol for corrugated fiberboard is not marked as “optional” (i.e., Mobius loop is mandatory). Appendix B: (Paper) Added “Not required for packaging with a surface area smaller than 200 mm²”. Appendix B: (Metal, Glass, Wood) Added “Not required for packaging components with a surface area smaller than 5x10³ mm²”. Appendix B: (Marking Requirements for Korea) revised to state: “Note: This requirement does not apply to the packaging of consumables, spare parts and options. It only applies to the foam cushions on products including printers, scanners and copiers.” Appendix B: Removed requirements for Japan |

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| | | <ul style="list-style-type: none"> Appendix D: Added U.S. Environmental Protection Agency (EPA) recommended recovered fiber content for paperboard and packaging components. |
| E | 21Mar09 | <ul style="list-style-type: none"> Added Appendix E, Substances of Very High Concern as listed in the European Union Registration, Evaluation, Authorization and Restriction of Chemicals (REACH) Directive Appendix A updated to include Perfluorooctane sulfonate (PF)S) and remove PBDO. |
| F | 23Mar09 | <ul style="list-style-type: none"> Removed requirement: "Composite wood products, including packaging materials made from hardwood plywood, particle board and medium density fiberboard must comply with the formaldehyde emission limits specified in 93120-93120.12, title 17, California Code of Regulations. A label, in conformance with the regulation, is to be applied to every finished good produced or to every box containing finished goods. Any additional documentation required for compliance, including exemptions for sell-through provisions, is to be provided upon request." |
| G | 17Jul09 | <ul style="list-style-type: none"> Updated Appendix A (Prohibited Substance list) to include dimethylfumarate (DMF) and cobalt dichloride. |
| H | 04Jan12 | <ul style="list-style-type: none"> Changed internet link to standard (www.xerox.com) Minor changes for clarification. Revised 3.11 for clarity Revised to comply with EPEAT as follows: <ul style="list-style-type: none"> Revised section 3.12 to be consistent with exact language in EPEAT. Added sections 3.14, 3.15, 3.16 and Appendix E. Removed section <6.6> and Appendix D. Deleted Appendix containing REACH list and replaced with link to European Chemicals Agency (ECHA) in section 3.13. Revised Appendix B to comply with latest Korean requirements. |
| J | 13Oct15 | <ul style="list-style-type: none"> Revised Appendix B to comply with revised plastic packaging HDPE and LDPE marking requirements for China. Revised Appendix B to comply with latest Korean requirements. |
| K | 02Nov18 | <ul style="list-style-type: none"> Contact address updated to EHSQuestions@xerox.com from ProductStandards@xerox.com Changed internet link to: https://www.xerox.com/en-us/about/supplier-relations/packaging-standards Added Xerox footnote and revision details to standard |
| L | 10Jun19 | <ul style="list-style-type: none"> Section 3 - Information on completion of EHS1001 added to requirements section Appendix A – now provide direct links to EHS1001 standard and forms where all substance restrictions are listed and actively maintained Appendix A – Additional detail added to halogen containing polymers restriction, identifying source of requirement |

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| | | <ul style="list-style-type: none"> • Section 3 - Revised language regarding weight and type of packaging to be provided to Xerox. • Section 3 - Added new reporting template to mandatory requirements • Appendix C – EHS Labeling Requirements table revised and updated • Appendix D and E have been revised to show completed documents must be returned to Tori Deyoung. • Review completed of all referenced standards and measures contained in the standard • Removed the following requirement - “The following are prohibited only for products that will be distributed in Asia-Pacific market areas: Brominated Flame Retardants (BFR) in addition to PBB and PBDE” |
| M | 31Mar20 | <ul style="list-style-type: none"> • Section 2: Additional examples of non-packaging and tertiary packaging provided in the definitions section • Section 4: Information provided on single use plastics and the approval for use • Section 5: Appendix A – Removal of the halogen containing polymers requirement (Blue Angel) as this has now been added to the substance restriction standard -EHS1001 |
| N | 09Oct20 | All sections – updated to latest branding requirements |
| O | 04Jan22 | <ul style="list-style-type: none"> • Definition of mineral oils and prohibition of mineral oils in packaging inks • Marking requirements aligned with EU 129/97/EC - Identification system (alphanumeric code) for packaging material pursuant to 94/62/EC • New requirement for a QR code on all NEW/RE-DESIGNED corrugated packaging after Jan 2022 • Updated recovered material content requirements for corrugated from 25% to 50%. • Added minimum recycled content requirements for plastic packaging • Added plastics recycled content requirements for NEWLY SUPPLIED and RE-DESIGNED plastic packaging AFTER Jan 2022 to supplier certification letter template. |
| P | 20Jan22 | <ul style="list-style-type: none"> • Modified QR code requirements to include additional translated languages (PFIGS+Dutch+English) • Clarified required & optional cardboard box markings in the event of limited space • Added “Furthermore, packaging inks are certified not to contain mineral oils” to supplier certification letter |