



A09-0035 1/31/02

***National
Environmental
Achievement Track***

Application Form

Thermal Media Group and Reprographics Supply Group

Name of facility

REI Ricoh Electronics, Inc.

Name of parent company (if any)

2320 Redhill Avenue

Street address

Street address (continued)

Santa Ana, CA 92705

City/State/Zip code

Give us information about your contact person for the National Environmental Achievement Track Program.

Name Eiko Risch

Title Management Representative (ISO 14001)

Phone (949) 263-2046

Fax (949) 263-2150

E-mail erisch@rei.ricoh.com

Section A

Tell us about your facility.

Why do we need this information?

EPA needs background information on your facility to evaluate your application.

What do you need to do?

- Provide background information on your facility.
- Identify your environmental requirements.

1 What do you do or make at your facility?

Manufacture of Dry Toner, Liquid Toner, Thermal Transfer Ribbon and Thermal Media Paper Products

2 List the Standard Industrial Classification (SIC) code(s) or North American Industrial Classification System (NAICS) codes that you use to classify business at your facility.

SIC
2672

NAICS

3 Does your company meet the Small Business Administration definition of a small business for your sector?

Yes No

4 How many employees (full-time equivalents) currently work at your facility?

- Fewer than 50
 50-99
 100-499
 500-1,000
 More than 1,000

5 Does your facility have an EPA ID number(s)? Yes No

If yes, list in the right-hand column. CAD021229901

6 Identify the environmental requirements that apply to your facility. Use the Environmental Requirements Checklist, at the back of the instructions, as a reference. List your requirements to the right *or* enclose a completed Checklist with your application. See attached Checklist

7 Check the appropriate box in the right-hand column. I've listed the requirements above.
 I've enclosed the Checklist with my application.

8 Optional: Is there anything else you would like to tell us about your facility?

Section B

Tell us about your EMS.

Why do we need this information?

Facilities need to have an operating Environmental Management System (EMS) that meets certain requirements.

What do you need to do?

- Confirm that your EMS meets the Achievement Track requirements.
- Tell us if you have completed a self-assessment or have had a third-party assessment of your EMS.

1 Check **yes** if your EMS meets the requirements for each element below as defined in the instructions.

a. Environmental policy Yes

b. Planning Yes

c. Implementation and operation Yes

d. Checking and corrective action Yes

e. Management review Yes

2 Have you completed at least one EMS cycle (plan-do-check-act)? Yes

3 Did this cycle include both an EMS and a compliance audit? Yes

4 Have you completed an objective self-assessment or third-party assessment of your EMS? Yes

If yes, what method of EMS assessment did you use?

Self-assessment

GEMI Other

CEMP

Third-party assessment

ISO 14001 Certification

Other

ABS Quality Evaluations, Inc.

Management System Certification

16855 Northchase Drive

Houston, TX 77060

Certificate No. 32976

Section C

Tell us about your past achievements and future commitments.

Why do we need this information?

Facilities need to show that they are committed to improving their environmental performance. This means that you can describe past achievements and will make future commitments.

What do you need to do?

Refer to the Environmental Performance Table in the instructions to answer questions 1 and 2.

- 1 Describe your past achievements for at least two environmental aspects. If you need more space than is provided, attach copies of this page.

Note to small facilities: If you qualify as a small facility as defined in the instructions, you need to report past achievement for at least one environmental aspect.

First aspect you've selected

What aspect have you selected?	What was the previous level (2 years ago)? Not shipped amt		What is the current level?	
	Quantity	Units	Quantity	Units
Total Solid Waste (Landfill waste)	0	LBS	228,346	LB
<p>i. How is the current level an improvement over the previous level?</p> <p>320,000 LBS of Landfill waste was shipped to Landfill in 1999. Now we have 100% recovery. About 70% of the total solid waste is now being sorted and recycled. About 30% is shipped to electricity generation facility in Long Beach called Serf.</p>				
<p>ii. How did you achieve this improvement?</p> <p>In 2001 diverting Internal Waste to 5 R recycling methods through a total Employees activity called Zero Waste to Landfill. 5R Activity means: (Reduce, Refuse, Return, Reuse, Recycle).</p>				

Second aspect you've selected

What aspect have you selected?	What was the previous level (2 years ago)?		What is the current level?	
	Quantity	Units	Quantity	Units
Nox Emission	15,706/yr	LBS	13,401	LBS
<p>i. How is the current level an improvement over the previous level?</p> <p>8.5% improvement</p>				
<p>ii. How did you achieve this improvement?</p> <p>By Tuning Burners in our Production.</p>				

2 Select at least four environmental aspects (no more than two from any one category) from the Environmental Performance Table in the instructions and then tell us about your future commitments. If you need more space than is provided, attach copies of this page.

Note to small facilities: If you are a small facility, you need to make commitments for at least two environmental aspects in two different categories.

First aspect you've selected

a. What is the aspect? Solid Waste

b. Is this aspect identified as significant in your EMS? Yes No

c. What is the current level? You may choose to state Option A: Absolute value 320,000 LBS

this as an absolute value or in terms of units of production or output.

(Quantity/Units)

Option B:
In terms of units of production or output

(Quantity/Units)

d. What is the level you are committing to achieve over the next three years? You may choose to state this as an absolute level or in terms of units of production or output.

Option A:
Absolute value

325,000 lbs. **We are continuously improving the level of 5R activities and increasing the recycling ratio.**

Option B:
In terms of units of production or output

(Quantity/Units)

(Quantity/Units)

e. How will you achieve this improvement?

We are committed to diverting our waste to reuse, reduce, recycle and maintain not sending any waste to Landfill.

Second aspect you've selected

a. What is the aspect?

Nox Emission

b. Is this aspect identified as significant in your EMS?

Yes No

c. What is the current level? You may choose to state this as an absolute value or in terms of units of production or output.

Option A:
Absolute value

13, 401 /yr
(Quantity/Units)

Option B:
In terms of units of production or output

(Quantity/Units)

d. What is the level you are committing to achieve over the next three years? You may choose to state this as an absolute level or in terms of units of production or output.

- Option A:
Absolute value Reduce 10% per year
9,340 lbs./year
(Quantity/Units)
- Option B:
In terms of
units of production
or output (Quantity/Units)

e. How will you achieve this improvement?

By reducing 10% per year
Changed the paper-coating oven heating method. Made it more efficient. This method reduced the amount of natural gas the oven has to use. Engineering will complete all the phases of this improvement project.

Third aspect you've selected

- a. What is the aspect? Hazardous material
- b. Is this aspect identified as significant in your EMS? Yes No
- c. What is the current level? You may choose to state this as an absolute value or in terms of units of production or output.
- | | |
|---|---------------------------------|
| <input checked="" type="checkbox"/> Option A:
Absolute value | 3185 LBS/yr
(Quantity/Units) |
| <input type="checkbox"/> Option B:
In terms of
units of production
or output | (Quantity/Units) |
- d. What is the level you are committing to achieve over the next three years? You may choose to state this as an absolute level or in terms of units of production or output.
- | | |
|---|--|
| <input checked="" type="checkbox"/> Option A:
Absolute value | Reduce by 10% per
year. (850 lbs/3 years)
(Quantity/Units) |
| <input type="checkbox"/> Option B:
In terms of
units of production
or output | (Quantity/Units) |
- e. How will you achieve this improvement? Look for none hazardous material through suppliers and our technology department's research and try to reduce the usage of hazardous material into our processes.

Fourth aspect you've selected

- a. What is the aspect? Energy Use
- b. Is this aspect identified as significant in your EMS? Yes No
- c. What is the current level? You may choose to state this as an absolute value or in terms of units of production or output.
- | | |
|---|--|
| <input checked="" type="checkbox"/> Option A:
Absolute value | 98.14 mmcf/year (local
natural Gas)
(Quantity/Units) |
| <input type="checkbox"/> Option B:
In terms of
units of production
or output | (Quantity/Units) |

Section D

Tell us about your public outreach and reporting.

Why do we need this information?

Facilities need to demonstrate their commitment to public outreach and performance reporting. You should have appropriate mechanisms in place to identify community concerns, to communicate with the public, and to provide information on your environmental performance.

What do you need to do?

- Describe your approach to public outreach.
- List three references who are familiar with your facility.

1 How do you identify and respond to community concerns?

We identify and respond to community concerns by partnering with local nonprofit environmental organizations to organize and participate in community service projects; we educate employees about community concerns through posters, contests, trainings, newsletters and community service projects.

2 How do you inform community members of important matters that affect them?

Through award applications and newspaper articles about achievements, company newsletters distributed to community members, Prop 65 warnings, corporate environmental reports, Rideshare programs, cable television show.

3 How will you make the Achievement Track Annual Performance Report available to the public?

Website www.rlicohthermalproducts.com

Newspaper

Open Houses

Other

Corporate Environmental reports

4 Are there any ongoing citizen suits against your facility? Yes No

If yes, describe briefly in the right-hand column.

5 List references below

	<i>Organization</i>	<i>Name</i>	<i>Phone number</i>
<i>Representative of a Community/Citizen Group</i>	Earth Resource Foundation	Stephanie Barger Executive Director	949-645-5163
<i>State/Local Regulator</i>	California Environmental Protection Agency	Mardis Coers	916-322-0712
<i>Other community/local reference</i>	Madison Elementary School	Marti Baker Principal	714-992-6400

Section E

Application and Participation Statement.

On behalf of 2320 Redhill Ave. Santa Ana, CA 92705
[my facility],

I certify that

- I have read and agree to the terms and conditions, as specified in the *National Environmental Achievement Track Program Description* and in the *Application Instructions*;
- I have personally examined and am familiar with the information contained in this Application (including, if attached, the Environmental Requirements Checklist). The information contained in this Application is, to the best of my knowledge and based on reasonable inquiry, true, accurate, and complete, and I have no reason to believe the facility would not meet all program requirements;
- My facility has an environmental management system (EMS), as defined in the Achievement Track EMS requirements, including systems to maintain compliance with all applicable federal, state, tribal, and local environmental requirements, in place at the facility, and the EMS will be maintained for the duration of the facility's participation in the program;
- My facility has conducted an objective assessment of its compliance with all federal, state, tribal, and local environmental requirements, and the facility has corrected all identified instances of potential or actual noncompliance;
- Based on the foregoing compliance assessment and subsequent corrective actions (if any were necessary), my facility is, to the best of my knowledge and based on reasonable inquiry, currently in compliance with applicable federal, state, tribal, and local environmental requirements.

I agree that EPA's decision whether to accept participants into or remove them from the National Environmental Achievement Track is wholly discretionary, and I waive any right that may exist under any law to challenge EPA's acceptance or removal decision.

I am the senior facility manager and fully authorized to execute this statement on behalf of the corporation or other legal entity whose facility is applying to this program.

Signature/Date Eiko Risch, January 29, 2002

Printed Name/Title Eiko Risch, Director of Systems Management Department
Environmental Management Representative for RSG & TMG.

Facility Name Ricoh Electronics, Inc.

Facility Street Address 2320 Redhill Avenue Santa Ana, CA 92705

Facility ID Numbers A090035

National Environmental Achievement Track

Environmental Requirements Checklist

We've included the following Checklist to help you answer questions in Section A, Tell us about your facility. The Checklist will help you identify the major federal, state, tribal, and local environmental requirements that apply at your facility, but it is not an exhaustive list of all environmental requirements that may be applicable at your facility.

If you use this Checklist and choose to submit it with your application, fill in your facility information below and enclose the completed Checklist with your application (see instructions).

Air Pollution Regulations

Check All That Apply

- 1. National Emission Standards for Hazardous Air Pollutants (40 CFR 61)
- 2. Permits and Registration of Air Pollution Sources
- 3. General Emission Standards, Prohibitions and Restrictions
- 4. Control of Incinerators
- 5. Process Industry Emission Standards
- 6. Control of Fuel Burning Equipment
- 7. Control of VOCs
- 8. Sampling, Testing and Reporting
- 9. Visible Emissions Standards
- 10. Control of Fugitive Dust
- 11. Toxic Air Pollutants Control
- 12. Vehicle Emissions Inspections and Testing

- 13. Other (you must list these) Federal, State, Tribal or Local Regulations Not Listed Above
Ozone Depleting Substances (40CFR 82, 102, 82, 152)
California Clean Air Act (CA H&SC 39000, et seq.)
Air Quality Management District Regulation South Coast

Hazardous Waste Management Regulations

Check All That Apply

- 1. Identification and Listing of Hazardous Waste (40 CFR 261)
 - Characteristic Waste
 - Listed Waste
- 2. Standards Applicable to Generators of Hazardous Waste (40 CFR 262)
 - Manifesting
 - Pre-transport requirements
 - Record keeping/reporting
- 3. Standards Applicable to Transporters of Hazardous Waste (40 CFR 263)
 - Transfer facility requirements
 - Manifest system and record-keeping
 - Hazardous waste discharges
- 4. Standards for Owners and Operators of TSD Facilities (40 CFR 264)
 - General facility standards

- Preparedness and prevention
- Contingency plan and emergency procedures
- Manifest system, Record keeping and reporting
- Groundwater protection
- Financial requirements
- Use and management of containers
- Tanks
- Waste piles
- Land treatment
- Incinerators
- 5. Interim Standards for TSD Owners and Operators (40 CFR 265)
- 6. Interim Standards for Owners and Operators of New Hazardous Waste Land Disposal Facilities (40 CFR 267)
- 7. Administered Permit Program (Part B) (40 CFR 270)
- 8. Other (you must list these) Federal, State, Tribal or Local Regulations Not Listed Above
 Hazardous Waste Control Law (CA H&SC 25100, et seq.: CCR Title 22)
 Hazardous Waste Source Reduction & Management Review Act (CA H&SC 25244, 12, et seq.; CCR Title 22)
 Environmental Health Standards for the Management of Hazardous Waste (CCR Title 22)
 Medical Waste Management Act (CA H&SC 117915-118350; 25015-25099)

Hazardous Materials Management

Check All That Apply

- 1. Control of Pollution by Oil and Other Hazardous Substances (33 CFR 153)
- 2. Designation of Reportable Quantities and Notification of Hazardous Materials Spill (40 CFR 302)
- 3. Hazardous Materials Transportation Regulations (49 CFR 172-173)
- 4. Worker Right-to-Know Regulations (29 CFR 1910.1200)
- 5. Community Right-to-Know Regulations (40 CFR 350-372)
- 6. Other (you must list these) Federal, State, Tribal or Local Regulations Not Listed Above
 Hazardous Material Release Response Plans and Inventory (CA H&SC 25500, et. seq.; CCR Title 19)

Solid Waste Management

Check All That Apply

- 1. Criteria for Classification of Solid Waste Disposal Facilities and Practices (40 CFR 257)
- 2. Permit Requirements for Solid Waste Disposal Facilities
- 3. Installation of Systems of Refuse Disposal
- 4. Solid Waste Storage and Removal Requirements
- 5. Disposal Requirements for Special Wastes

6. Other (you must list these) Federal, State, Tribal or Local Regulations Not Listed Above

Water Pollution Control Requirements

Check All That Apply

1. Oil Spill Prevention Control and Countermeasures (SPCC) (40 CFR 112)
2. Designation of Hazardous Substances (40 CFR 116)
3. Determination of Reportable Quantities for Hazardous Substances (40 CFR 117)
4. NPDES Permit Requirements (40 CFR 122)
5. Toxic Pollutant Effluent Standards (40 CFR 129)
6. General Pretreatment Regulations for Existing and New Sources (40 CFR 403)
Name of POTW
ID # of POTW
7. Organic Chemicals Manufacturing Point Source Effluent Guidelines and Standards (40 CFR 414)
8. Inorganic Chemicals Manufacturing Point Source Effluent Guidelines and Standards (40 CFR 415)
9. Plastics and Synthetics Point Source Effluent Guidelines and Standards (40 CFR 416)
10. Water Quality Standards
11. Effluent Limitations for Direct Dischargers
12. Permit Monitoring/Reporting Requirements
13. Classifications and Certifications of Operators and Superintendents of Industrial Wastewater Plants
14. Collection, Handling, and Processing of Sewage Sludge
15. Oil Discharge Containment, Control and Cleanup
16. Standards Applicable to Indirect Discharges (Pretreatment)
17. Other (you must list these) Federal, State, Tribal or Local Regulations Not Listed Above
Porter-Cologne Water Quality Act (CCR Title 22)
California Above Ground Storage of Petroleum (CA H&SC 25270-25270.13)
OC Sanitation District (Santa Ana)

Drinking Water Regulations

Check All That Apply

1. Underground Injection and Control Regulations, Criteria and Standards (40 CFR 144, 146)
2. National Primary Drinking Water Standards (40 CFR 141)
3. Community Water Systems, Monitoring and Reporting Requirements (40 CFR 141)
4. Permit Requirements for Appropriation/Use of Water from Surface or Subsurface Sources
5. Underground Injection Control Requirements
6. Monitoring, Reporting and Record keeping Requirements for Community Water Systems

7. Other (you must list these) Federal, State, Tribal or Local Regulations Not Listed Above
California Safe Drinking Water Act (CA H&SC 4010, et. seq.; CCR Title 22)
Safe Drinking Water & Toxic Enforcement Act (CCR Title 22)
Water Supply Backflow Prevention (CCR Title 17)

Toxic Substances

Check All That Apply

1. Manufacture and Import of Chemicals, Record-keeping and Reporting Requirements (40 CFR 704)
2. Import and Export of Chemicals (40 CFR 707)
3. Chemical Substances Inventory Reporting Requirements (40 CFR 710)
4. Chemical Information Rules (40 CFR 712)
5. Health and Safety Data Reporting (40 CFR 716)
6. Pre-Manufacture Notifications (40 CFR 720)
7. PCB Distribution Use, Storage and Disposal (40 CFR 761)
8. Regulations on Use of Fully Halogenated Chlorofluoroalkanes (40 CFR 762)
9. Storage and Disposal of Waste Material Containing TCDD (40 CFR 775)
10. Other (you must list these) Federal, State, Tribal or Local Regulations Not Listed Above
Significant New Uses of Chemical Substances (40 CFR 721)
Water Treatment Chemicals (40 CFR 749)
Asbestos (40 CFR 763)

Pesticide Regulations

Check All That Apply

1. FIFRA Pesticide Use Classification (40 CFR 162)
2. Procedures Storage and Disposal of Pesticides and Containers (40 CFR 165)
3. Certification of Pesticide Applications (40 CFR 171)
4. Pesticide Licensing Requirements
5. Labeling of Pesticides
6. Pesticide Sales, Permits, Records, Application and Disposal Requirements
7. Disposal of Pesticide Containers
8. Restricted Use and Prohibited Pesticides
9. Other (you must list these) Federal, State, Tribal or Local Regulations Not Listed Above
Worker Protection Standard (40 CFR 170; CCR Title 3 Div 6)

Environmental Clean-Up, Restoration, Corrective Action

Check All That Apply

1. Comprehensive Environmental Response, Compensation and Liability Act (Superfund) (Please identify)
Hazardous Substances Account Act (CA H&SC 25340-25392)
2. RCRA Corrective Action
Santa Ana Region Regional Water Quality Control Board Clean-up Order 88-78
(2320 Redhill Avenue, Santa Ana CA 92705)

3. Other (you must list these) Federal, State, Tribal or Local Regulations Not Listed Above

Facility Name REI RICOH ELECTRONICS, Inc.
Facility Location: 2320 Redhill Avenue Santa Ana, CA. 92705
Facility ID Number(s): CAD021229901