



Annual Performance Report

OMB No. 2010-0032
Expiration Date: 06/30/03

Facility Name: Epson Portland Inc
Performance Track ID #: A100001
Annual Performance Report #: 1
Reporting Year: 2001
Due Date: 07/01/2002

Section A. General Facility Information

Please supply or revise information in A.1 – A.8 as is necessary to ensure that it is accurate, complete, and up-to-date. Items A.9 and A.10 cannot be pre-completed; please respond as directed in A.9 and A.10 below.

- A.1 Name of your facility:** Epson Portland Inc
- A.2 Name of your parent company:** Seiko Epson Corp
- A.3 Facility contact person for the Performance Track program:**
Name: Mr. George Lundberg
Title: Environmental and Safety Engineer
Phone: 503-617-5607
Fax: 503-690-5453
E-mail: george.lundberg@epi.epson.com
- A.4 Facility's location**
Street Address: 3950 NW Aloclek Place

Address (cont.):

City: Hillsboro

State: OR

Zip Code: 97124

A.5 Facility's Website address (if any):

www.epi.epson.com

A.6 Number of employees (full-time equivalents) who currently work in the facility:

100-499

A.7 Does your company meet the Small Business Administration definition of a small business for your sector?

No

A.8 North American Industrial Classification System (NAICS) Code(s) that are used to classify business at the facility:

325910

A.9 In your application and, perhaps, in previous annual performance reports, you described what your facility does or makes. Have there been any (additional) changes to your facility's list of products and/or activities? If so, please list them here:

Yes

We have discontinued printer assembly, circuit board assembly, and plastic mold injection for printers.

A.10 Please update the list of environmental requirements that apply to your facility by listing any changes that have taken place during this reporting period. If you have no changes to report, please enter "No changes".

No changes, however right now we do not generate any hazardous waste in production areas.

**Section B.
Environmental Management System**

B.1 Environmental Management System Assessment. Please summarize EMS assessments conducted during the year.

a. Was an EMS audit or other assessment done by an independent third party?

Yes

If yes, please provide the type (e.g., ISO 14001 certification), the scope, and the dates (mo/yr) of each assessment.

Type	Scope	Dates (mo/yr)
ISO14001	Re-certification audit all elements were reviewed	05/2002
ISO9000-2000	Re-certification audit all elements were reviewed	05/2002

b. Was an internal or corporate EMS audit conducted? Yes

If yes, please provide the scope and dates (mo/yr) of each audit.

Scope	Date (mo/yr)
All elements of ISO 14001 and 9000/2000 were completed throughout the year. Internal auditor conducts audits every month.	01/02
Internal EMS Audit & External Non-conformance Status (FY'01) (30 DAYS) Last Updated 4/04/02 Vicki Woodall MAXIMUM = CLOSED = OPEN = PAST DUE Original CLOSING Closing Over N/C # Audit # Dept. # Dept. Audit Date Auditor Element Non-Conformance Issue Date Date Date 30 days E201 E133 112 Circuit Assy. 04/09/01 V. Woodall 4.4.6 Small bottle in Machiene area inspection station not labeled (line C) 04/12/01 05/11/01 05/10/01 E202 E133 112 Circuit Assy. 04/09/01 V. Woodall 4.4.2 Employees do not know evacuation procedures, MSDS location (Swing Shift) 04/12/01 05/11/01 05/10/01 E203 E134 230 Core Eng. 04/11/01 V. Woodall 4.4.3 No evidence of communication process evaluated through employee surveys, 5s audits etc? 04/12/01 05/11/01 05/24/01 Ext to 5/31/01 by C. Bozich E204 E134 230 Core Eng. 04/11/01 V. Woodall 4.4.3 File for all reported environmental health and safety hazards is not maintained. 04/12/01 05/11/01 05/24/01 Ext to 5/31/01 by C. Bozich S4-01 BVQI 112 Circuit Assy. 05/02/01 B. Beltrame 4.4.6 No W/I for Significant Aspect (Scrap Lead Metal and Solder Paste handling and disposal) 05/02/01 06/01/01 05/02/01 Closed on site by auditor S4-02 BVQI EITC EITC 05/03/01 B. Beltrame 4.3.1 Environmental Aspects and Impacts worksheet not up to date. 05/03/01 05/25/01 05/31/01 S4-03 BVQI EITC EITC 05/03/01 B. Beltrame 4.4.5 Current procedure in not consistent with the documented procedure. 05/03/01 05/25/01 05/30/01 E205 N/A 113 Ink Cart. Pkg 09/07/01 V. Woodall 4.4.6 A bottle marked incorrectly in the packaging area, marked Isopropanal and contains a green liquid. 09/07/01 10/08/01 10/26/01 Ext to 10/29/01 by C. Bozich E206 E145 116 I/C Plastic 09/10/01 V. Woodall 4.4.5 MSDS not available for Valvoline SAE 75w - 90 gear oil 09/18/01 10/18/01 10/24/01 Ext to 10/25/01 by C. Bozich	

E207 E146 232/233 I/C Eng/ MPI 09/10/01 V. Woodall 4.4.6 Syring containing a red substance found in storage cabinet 09/18/01 10/18/01 10/29/01 Ext to 10/29/01 by C. Bozich
 E208 E145 113 I/C prod. CLR 09/10/2001 V. Woodall 4.4.6 Round container containing white cristal stored in chemical cabinet clean room not labeled. 09/18/01 10/18/01 10/25/01 Ext to 10/25/01 by C. Bozich
 BVQI S5-O2-TR Env- Eng 10/17/2001 BVQI 4.5.1 Present EMS documentation does not clearly define how these monitoring and measurement requirements are being fulfilled. 10/17/01 11/17/01 11/14/01
 E209 E154 251 Facilities 12/05/2001 V. Woodall 4.4.6 Does not communicate EPI policy to Contractors 12/07/01 01/07/02 01/24/02 Ext. to 1/25/02 by C. Bozich
 E210 E154 251 Facilities 12/05/2001 V. Woodall 4.4.5 MSDS not available for SENCO (Compressor Pump Oil PCO 344) 12/07/01 01/07/02 01/24/02 Ext. to 1/25/02 by C. Bozich
 E211 E156 233 I/C Prd. Eng. 01/22/02 V. Woodall 4.4.2 Employees not aware of proper procedure for cleaning up large chemical spills. 01/30/02 03/01/02 03/01/02
 E212 E156a 113 I/C prod. CLR 02/26/02 V. Woodall 4.4.6 small containers used to purg ink are not labeled 03/04/02 04/03/02 04/04/02

Internal EMS Audit & External Non-Conformance Status (FY'02) (30 DAYS)
 Last Updated 5/30/02 Vicki Woodall MAXIMUM
 = CLOSED = OPEN = PAST DUE Original CLOSING Closing Over
 N/C # Audit # Dept. # Dept. Audit Date Auditor Element Non-Conformance Issue
 Date Date Date 30 days
 E213 NA 400 04/26/02 C. Bozich 4.4.4 EPES1101 references an HR ISO procedures that is Obsolete. 04/26/02 05/23/02 05/23/02
 E214 NA 405 Environmental Engineer 03/15/02 G.Lunberg 4.4.6 report to clean water services was late and not complete. 03/15/02 04/29/02 04/29/02
 RA-SR-01 BVQI 405 Environmental Engineer 04/30/01 S. Ruddell 4.6 The management review, results, and recommended actions regarding Epson's EMS is not conducted and not documented are required in procedure EPES1107. 04/30/02 05/30/02
 RA-SR-02 BVQI 405 Environmental Engineer 04/30/02 S. Ruddell 4.4.4 EMS manual does not make adequate references to other documents 04/30/02 05/30/02
 RA-SR-03 BVQI 405 Environmental Engineer 05/01/02 S. Ruddell 4.4.5 EPES1101 requires departments to create, maintain, and control work instructions but does not provide adequate guidance for how work instructions should be controlled. 05/01/02 06/01/02
 RA-SR-04 BVQI 405 Environmental Engineer 05/01/02 S. Ruddell 4.5.4 EPQS1001 and EPES1101 do not address the EMS representative's responsibility for planning, conducting, and reviewing the results of internal EMS audits, improvement action request or for approving and closing non-conformances. 05/01/02 06/01/02
 RA-SR-05 BVQI 361 Facilities 05/01/02 S. Ruddell 4.4.2 Training needs assessment was not available 05/01/02 06/01/02

c. Was a compliance audit conducted?

Yes

If yes, please provide the scope and the dates (mo/yr) of each audit, and indicate who conducted the audit(s) (e.g., facility staff, corporate groups, third party).

Scope	Dates	Who conducted the audit
Non-system licence / solid waste that goes to waste to energy	04/2002	Metro Regional Government
Industrial waste water discharge	03/2002	Clean Water Services

d. (Optional) If you would like to describe any other audits or inspections that were conducted at your facility,

please do so here.

Environmental and safety audit by parent company

e. Briefly summarize corrective actions taken and other improvements made as a result of your EMS assessments and compliance audit

Improved Chemical labels company wide, Communication to contractors about environmental policy was improved, Up date and consolidated ISO14001 procedures to one manual and 2 sub procedures, We have corrected EPQS1001 and EPES1101 to address the EMS representative's responsibility for planning, conducting, and reviewing the results of internal EMS audits, improvement action request or for approving and closing non-conformances, review and assess training needs company wide

f. Has your facility corrected all instances of potential non-compliance and EMS non-conformance identified during your audits and other assessments?

Yes

If no, please explain your plans to correct these instances.

g. When was the last Senior Management review of your EMS completed?

05/2002

Who headed the review? Name: Mr. Dave Graham Title: Executive Vice President

B.2 ISO 14001 Certification. Is your facility currently certified to ISO 14001?

Yes

B.3 Environmental Aspects Identification. When did your facility last conduct a systematic identification and/or review of your environmental aspects?

03/2002

B.4 Progress Toward Achieving Objectives and Targets. In the table below, please provide a narrative summary of progress made toward EMS objectives and targets. You may limit the summary to environmental aspects that are significant and towards which progress has been made during the reporting year. In cases where progress relates specifically to a Performance Track performance commitment, complete the Environmental Aspect column, but in the Progress column simply refer to the performance commitment tables in Section C, i.e. "See Section C."

<i>Environmental Aspect</i>	<i>Progress Made This Year (e.g., quantitative or qualitative improvements, activities conducted)</i>
Hazardous Waste	We achieved our target maintain below 220 pounds until we shut down printer production. Due to the excess chemicals we had to dispose of we jump up to SQG.
Soild Waste	We achieved 73% deduction due to material changes and re-use of boxes and shut down of printer production.
VOC (Air emissions)	Reduced air emission by 99%. Due to chemcial changes and than shut down of printer production.
Green Purchasing	We achieved 40% green purchasing by dollars spent for general materials. However the metrics and measurement our not clearly defined. Green purchasing will care over to next fiscal year.
Energy Consumption	Water Consumption 7.3% reduction Gas consumption 60% reduction Electrical consumption 9.2% reduction

**Section C.
Environmental Performance Commitments**

Please use the tables below to summarize your facility's environmental performance against your Performance Track performance commitments. Complete only those boxes related to the baseline, current year, and performance commitment.

C.1 Performance Commitment 1

a. Use this table to report data related to your first performance commitment.

Category:	Waste				
Aspect :	Total Solid Waste				
	Aspect Specifics (Optional):				
	Baseline (as stated in your application)	Year 1	Year 2	Year 3	Performance Commitment (the goal stated in your application)
Calendar Year	1999	2001	2002	2003	2003
Actual Quantity (per year)	646	0			Optional:
Measurement Units	tons				
Normalizing Factor	1.0	0.5			Optional:
Basis for your Normalizing Factor	Due to the lost of printer production				
Normalized Quantity* (per year)	646	0			420
*Calculated for you					

b. Briefly describe how you achieved improvements for this aspect or, if relevant, any circumstances that delayed progress.

March of 2000 EPI achieved zero waste to landfill by diverting all of its solid waste to a waste to energy facility. EPI reduced total solid waste by 73%. In part due to printer production shut down

If you have additional information that you would like to include please attach it here:

Any attachments will be located at the end of the report.

c. Please list any other EPA voluntary programs to which you are also reporting these data (e.g. Energy Star, Project XL).

C.2 Performance Commitment 2

a. Use this table to report data related to your second performance commitment.

Category :	Air Emissions				
Aspect :	Emissions of VOCs				
	Aspect Specifics (Optional):				
	Baseline (as stated in your application)	Year 1	Year 2	Year 3	Performance Commitment (the goal stated in your application)
Calendar Year	1999	2001	2002	2003	2003
Actual Quantity (per year)	2.27	0.08			Optional:
Measurement Units	tons				
Normalizing Factor	1.0	0.8			Optional:
Basis for your Normalizing Factor	Due to the lost of circuit assembly production				
Normalized Quantity* (per year)	2.3	0.1			0.25
*Calculated for you					

b. Briefly describe how you achieved improvements for this aspect or, if relevant, any circumstances that delayed progress.

Reduced air emission by 99%. Due to chemical changes and than shut down of printer production.

Attach:

Any attachments will be located at the end of the report.

c. Please list any other EPA voluntary programs to which you are also reporting these data (e.g. Energy Star, Project XL).

C.3 Performance Commitment 3

a. Use this table to report data related to your third performance commitment.

Category :	Waste				
Aspect :	Hazardous Solid Waste				
	Aspect Specifics (Optional):				
	Baseline (as stated in your application)	Year 1	Year 2	Year 3	Performance Commitment (the goal stated in your application)
Calendar Year	1999	2001	2002	2003	2003
Actual Quantity (per year)	2.32	1.89			Optional:
Measurement Units	tons				
Normalizing Factor	1.0	1.4			Optional:
Basis for your Normalizing Factor	Due to the lost of circuit assembly production				
Normalized Quantity* (per year)	2.3	1.4			0
*Calculated for you					

b. Briefly describe how you achieved improvements for this aspect or, if relevant, any circumstances that delayed progress.

We achieved our target maintain below 220 pounds until we shut down printer production. Due to the excess chemicals we had to dispose of we jump up to SQG.

Attach:

Any attachments will be located at the end of the report.

c. Please list any other EPA voluntary programs to which you are also reporting these data (e.g. Energy Star, Project XL).

C.4 Performance Commitment 4

a. Use this table to report data related to your fourth performance commitment.

Category :	Materials Use				
Aspect :	Total Materials Use				
	Aspect Specifics (Optional):				
	Baseline (as stated in your application)	Year 1	Year 2	Year 3	Performance Commitment (the goal stated in your application)
Calendar Year	2000	2001	2002	2003	2003
Actual Quantity (per year)	100	75			Optional:
Measurement Units	tons				
Normalizing Factor	1.0	0.7			Optional:
Basis for your Normalizing Factor	Total procurement				
Normalized Quantity* (per year)	100	107.1			115
*Calculated for you					

b. Briefly describe how you achieved improvements for this aspect or, if relevant, any circumstances that delayed progress.

We achieved 40% green purchasing by dollars spent for general materials. However the metrics and measurement our not clearly defined. Green purchasing will care over to next fiscal year.

Attach:

Any attachments will be located at the end of the report.

c. Please list any other EPA voluntary programs to which you are also reporting these data (e.g. Energy Star, Project XL).

**Section D.
Public Outreach and Performance Reporting**

D.1 Please briefly summarize the public outreach and reporting activities that your facility has conducted during the year. Feel free, but not obligated, to attach supporting materials (e.g., meeting agendas, public announcements).

The legal affairs manager documents all community concerns. When a response is required the legal affairs manager will reply. The community can also respond by e-mail through Epson's website. The FY 2001 open house was canceled due to shut down of printer production.

Attachment:

Any attachments will be located at the end of the report.

D.2 Please indicate which of the following methods your facility plans to use to make its Performance Track Annual Report available to the public. Please check as many as appropriate.

Web Site

URL: www.epi.epson.com

Other:

**Section E.
Self-Certification of Continued Program Participation**

On behalf of **Epson Portland Inc,**
(name of my facility)

I certify that

- I have read and agree to the terms and conditions as specified in the *National Environmental Performance Track Program Guide*. This facility, to the best of my knowledge, continues to meet all program criteria;
- I have personally examined and am familiar with the information contained in this Annual Performance Report. The information contained in this report is, to the best of my knowledge and based on reasonable inquiry, true, accurate, and complete;
- My facility has an environmental management system (EMS), as defined in the Performance Track EMS criteria, 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 applicable 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 assessments 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 Environment Performance 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 manager with responsibility for the facility and am fully authorized to execute this statement on behalf of the corporation or other legal entity whose facility is part of the National Environmental Performance Track program.

Signature/Date

Printed Name

Mr. Randy McEvers

Title

Manager Legal Affairs

Phone Number

503-617-5604

E-mail Address

randy.mcevers@epi.epson.com

Facility Name

Epson Portland Inc

Facility Street Address

3950 NW Aloclek Place

Hillsboro, OR 97124

Performance Track ID#

A100001

Appendix:**Do you want to add Appendix?****When adding additional comments, please refer to question number.****Comments:****Attachment:**

View attachments here:

[Total Solid Waste for EPA.xls](#)[Air Emissions for EPA.xls](#)[Hazardous Waste for EPA.xls](#)**Paperwork Reduction Act Notice**

The public reporting and recordkeeping burden for this collection information is estimated to average 188 hours per respondent annually. Burden means the total time, effort, or financial resources expended by persons to generate, maintain, retain, or disclose or provide information to or for a Federal agency. This includes the time needed to review instructions; develop, acquire, install, and utilize technology and systems for the purposes of collecting, validating, and verifying information, processing and maintaining information, and disclosing and providing information; adjust the existing ways to comply with any previously applicable instructions and requirements; train personnel to be able to respond to a collection of information; search data sources; complete and review the collection of information; and transmit or otherwise disclose the information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

Send comments on the Agency's need for this information, the accuracy of the provided burden estimates, and any suggested methods for minimizing respondent burden, including through the use of automated collection techniques to the Director, Collection Strategies Division, U.S. Environmental Protection Agency (2822), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.