Tektronix

ISO-14001 EMS OVERVIEW FOR SUPPLIERS

5/1/18

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FOREWORD

ENVIRONMENTAL IMPACTS

Suppliers, vendors and contractors who work at or deliver to the Beaverton Campus have the potential for environmental impacts. Actual or potential environmental impacts associated with their work can result from:

- Chemical deliveries
- On-site service of equipment
- Telecomm service and maintenance
- Waste and recycle pickups
- Excavation, demolition
- Asbestos maintenance
- Garbage and fryer oil pickup
- Janitorial services

FOREWORD

AWARENESS REQUIREMENT FOR SUPPLIERS

Consistent with our policy of continuous improvement, suppliers whose employees, activities, products or services have the potential to cause significant environmental impacts on Tektronix' Beaverton Campus are asked to increase their company's involvement in helping Tektronix maintain our environmental performance objectives by:

- Presenting this **Tektronix ISO-14001 Environmental Management System (EMS) Overview for Contractor's Training** to applicable employees who perform work and/or services on Tektronix' Beaverton premises and who meet any of the criteria that may result in environmental impacts.

- Provide an email to the Tektronix Procurement representative indicating the date the EMS Overview training was presented.

- Frequency: At least annually and as applicable to new employees.
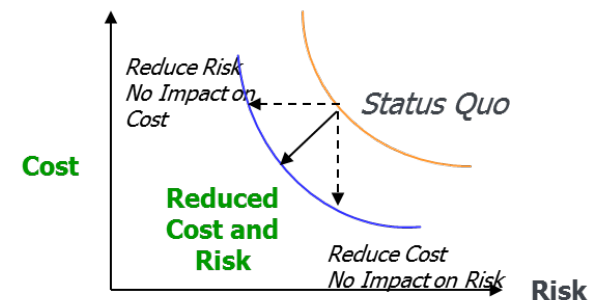
WHAT IS AN EMS?

- ISO-14001 is an international standard for Environmental Management Systems (EMS) to which 3rd party certification is available. Similar to the ISO-9001 QMS standard.

- An EMS is an effective means to ensure that Tektronix is meeting internal and external environmental performance expectations, and improving environmental performance through continual improvement.

- We are currently ISO-14001 certified at all of our manufacturing facilities.

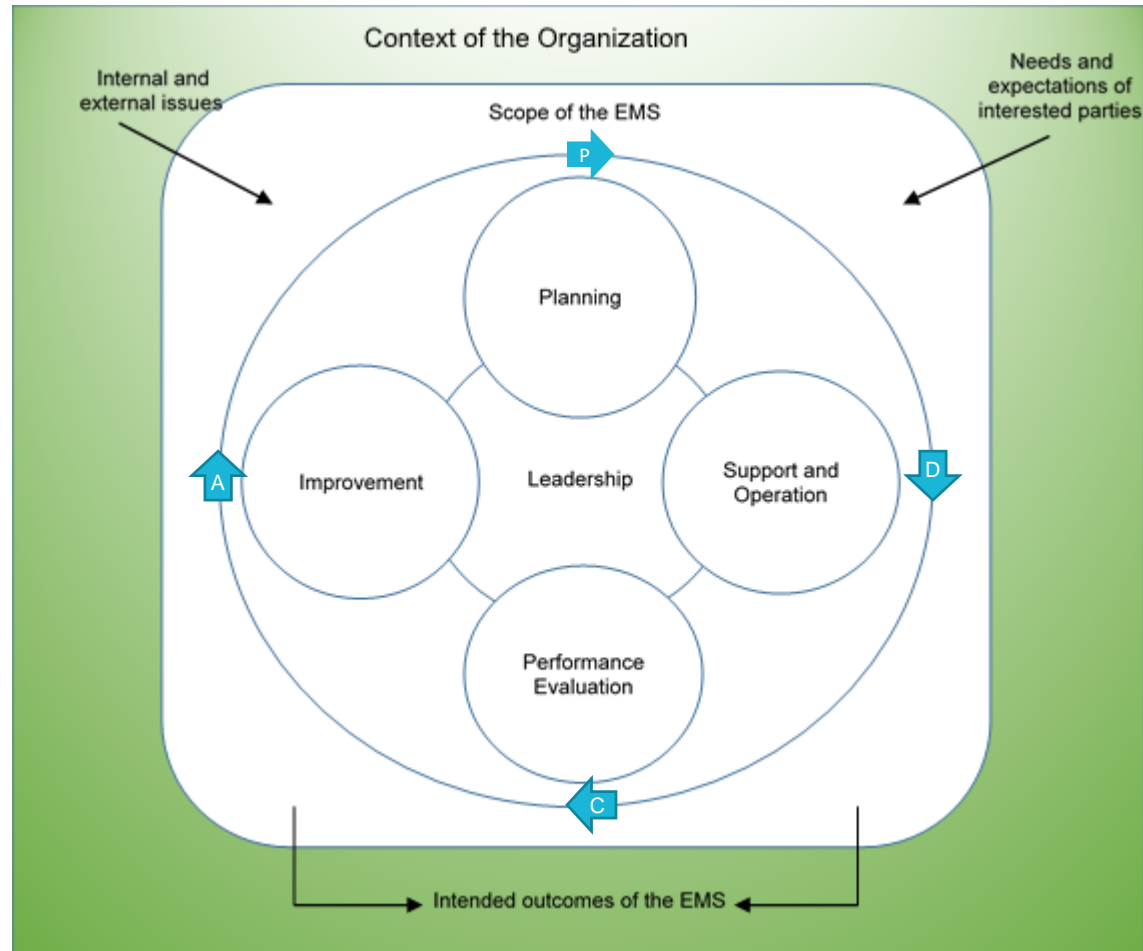- Tektronix is transitioning to the newly revised ISO-14001:2015 standard.

Management Review
Policy
Continual Improvement
Checking
Planning
Implementation & Operation

Shifting the Cost-Risk Curve

Reduce Risk No Impact on Cost

Status Quo

Cost

Reduced Cost and Risk

Reduce Cost No Impact on Risk

Risk

ISO 14001:2015 High Level Structure

1. **Scope**
2. **Normative References**
3. **Terms and Definitions**

EMS System Elements

4. **Context of the Organization**
5. **Leadership**
6. **Planning**
7. **Support**
8. **Operation**
9. **Performance Evaluation**
10. **Improvement**

Context of the Organization

Internal and external issues

Needs and expectations of interested parties

Scope of the EMS

P

Planning

A Improvement   Leadership   Support and Operation   D

Performance Evaluation

C

Intended outcomes of the EMS

The following slides explain Clauses 4 through 10 of the Standard, how Tektronix complies with these Clauses, and what they should mean to every Tektronix employee.

SCOPE OF THE EMS

- EMS provides a structured approach for improving environmental performance by managing all of a business' **"activities, products, or services that can interact with the environment",** in other words, its **Environmental Aspects**.

- **EMS has business wide applications** including; manufacturing, facilities operation and maintenance, product design, service and repair, and supply chain management, among others.

- Beaverton certificate **applicable only to** Tektronix business operations at Tektronix's **Beaverton Campus**.

LEADERSHIP & ENVRIONMENTAL POLICY

Policy:

- A policy statement establishes a base and sets corporate goals from which decisions are made within an organization. ISO-14001 requires the formal establishment of a policy related to environmental issues.

- Tektronix has a combined Environmental, Health & Safety Policy.

Key policy elements:

- Commitment to conducting business in an environmentally responsible manner

- Commitment of compliance with all applicable environmental laws

- Commitment to prevention of pollution

- Commitment to continual improvement in environmental performance

Environmental
Policy

expect more...

TEKTRONIX ENVRIONMENTAL, HEALTH & SAFETY POLICY

PLANNING: OBJECTIVES AND TARGETS

What ISO-14001:2015 Requires:

- Establish, implement and maintain the process(es) needed to:
  - Consider needs and expectations of interested parties
  - Identify compliance obligations
  - Identify potential emergency situations
  - Consider risks and opportunities
  - Establish and achieve environmental objectives
- Take action to address risks and opportunities and to achieve environmental objectives.

PLANNING: OBJECTIVES AND TARGETS

The ISO-14001 **EMS manages environmental performance** through a hierarchal method of identifying, assessing, and establishing environmental risks, opportunities and objectives.

Risk/Opportunity Analysis

- This process involves a detailed analysis of how the different risks and opportunities of Tektronix' business impact the environment and to what extent. Once this analysis is complete the **significant aspects are identified** based on rankings of the most severe impacts.

- From these Significant Aspects specific **objectives are created**. Objectives reflect the areas of improvement in relation to the significant aspects. Measurable targets are set to achieve those objectives.

- **Environmental programs are then created** to define how objectives and targets are to be achieved.

PLANNING: 2018 SIGNIFICANT ENVIRONMENTAL ASPECTS

TARGET		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	CY18 YTD
RoHS 10 Compliance	Plan	Plan												
	Act													
EHS Kamishibai	Plan	Plan												
	Act	(green)	(green)											
Management of Change Process	Plan	Benchmark Data	Benchmark Data	Document Draft	Document Review	Implement								
	Act	(green)	(green)	(green)										
Model Shop System Support	Plan	Plan		Operators Manual			Training Feasibility			Upgrade Plan				
	Act	(green)	(green)	(green)										
Instapak Secondary Containment	Plan	Plan												
	Act													
Hazardous Waste: Aerosols & Waste Truck Recycle	Plan	Plan					Repair PO	Process Redesig		Truck Recycle				
	Act	(green)	(green)											
Solid Waste Composting	Plan	Plan												
	Act													
Employee Commute	Plan	Concept			Transport Fair	Survey				BMW Metrics				
	Act	(green)	(green)	(green)	(green)									
Solid Waste Recycling: 60% Recycling Rate by weight	Plan	60%	60%	60%	60%	60%	60%	60%	60%	60%	60%	60%	60%	
	Act	61%	63%											62%
- 3% YoY; Elec. (KwH)	Plan	-3%	-3%	-3%	-3%	-3%	-3%	-3%	-3%	-3%	-3%	-3%	-3%	
	Act	-11%	-16%											-14%
GHG Emissions -5% YoY (ongoing ops)	Plan			-5%										
	Act	(gray)	(gray)	10% (red)	(gray)		(gray)		(gray)		(gray)		(gray)	
Reductive Dechlorination (B40N/B38/BC)	Plan	Monitor			Monitor			Evaluate						
	Act	(green)	(green)	(green)										

WHO IS RESPONSIBLE?

The roles and responsibilities for compliance with environmental rules and regulations and Tektronix environmental policy and procedures lies with the **individual associates, contingent staff and contractors**. All associates, temps and contractors are expected and required to actively participate in achieving environmental compliance and performance measures.

- Recognize you do have environmental impacts!

- Understand the Environmental Policy and your role and responsibility in achieving the objectives of the Policy through the EMS.

- Follow policy and procedures.

- **Execute your duties within the requirements of the EMS and with the best interest of Tektronix and its business objectives in mind.**

- Report exceptions. Protect the environment.

TRAINING RESPONSIBILITIES

Summary of EMS **training responsibilities for temps and contractors** who perform work and/or services on Tektronix' Beaverton Campus:

- Ensure that **employees are advised of and will comply with all laws, rules and regulations**, particularly those regarding environmental, health and safety, and conformance with Tektronix' EMS.
- Present this EMS Overview to each applicable employee
- **Provide training as necessary** to ensure employees are competent to perform the job assigned

CONTACT US

Contact your Tektronix representative for assistance. The following resources are available:

Emergency: **503-627-3333**
- Medical
- Chemical Spill

Environmental: **503-627-2677**
- EMS Management
- Regulatory Compliance & Reporting
- Environmental Permits management
- Hazardous Waste Management & Disposal

Health & Safety: **503-627-2677**
- OSHA/Or-OSHA Compliance & Reporting
- Ergonomics Assessments
- Hazard Assessments
- Indoor Air quality
- Safety Committees