

# In pursuit of a zero-carbon society Using resources effectively helps promote a recycling-oriented society and keeps used products out of landfills. By reusing and recycling materials, we can generate less waste, reduce the demand on our natural resources to create new materials and move toward a zero-carbon society. At Ricoh, our goal is to support a circular economy through the effective use of resources. We're placing importance on producing smaller and lighter products, extending the life of parts, reusing products, adopting recycled materials and utilizing recyclable resources. Ricoh environmental features and programs guide 2

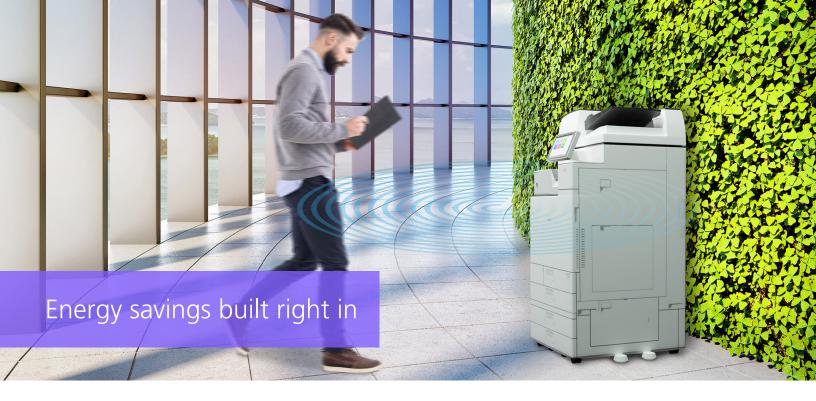
## Eco excellence by design



Our products are designed both for productivity and for the environment. The principles of reducing, reusing and recycling resources are a core part of our design thinking and process.

\*Ecolabels are applicable in the following countries/regions: ENERGY STAR® (U.S. and Canada), EPEAT® (U.S.), Ecologo® (Canada), Blue Angel Mark (Europe), EcoLeaf (Japan).

Not all imaging devices include every feature. Please refer to the tables at the end of this guide for complete information.





#### Eco mode/quick recovery

Configured to work on its most energyefficient settings (entering sleep mode within 1-6 minutes of inactivity).



#### Weekly timer

Switches to low energy consumption sleep mode on a specified day and time of the week to help balance system availability and power consumption.



#### Sleep mode timer

Places the machine in low energy consumption sleep mode after a predetermined time, allowing the machine to awaken quickly for use.



#### Motion sensors

Promote efficiency by detecting a user's presence so the Smart Operation Panel responds quickly to user input.



#### Auto on/off timer

System can be turned on or off at specified times, allowing customers to match system availability and power consumption to their work schedule to reduce costs.

#### TIP: Stick with the factory default settings

Ricoh is building advances in sustainability right into our products. Our products are designed to be environmentally efficient and productive — as they are shipped — with factory default settings.

Built-in advanced energy management features — such as Eco mode/quick recovery along with low sleep mode electricity consumption — help you save energy without getting in the way of your productivity. Our devices are designed to be sustainable and productive, so there's no need to change the device's default settings.



Saving paper saves trees and supports conservation

Ricoh technology can help you save paper in many areas of your day-to-day operations. We can help you discourage waste and meet environmental initiatives. Make eco-friendliness the norm in settings that make the green choice the easy choice.

Ricoh products are designed to promote environmental sustainability and distinguish themselves in the productivity benefits they provide.



#### Duplexing

Cuts paper bills in half and saves trees by making duplexing the norm and printing on both sides of the paper.



#### Locked print

Saves paper and other consumables by only printing documents released by the user with a password at the machine. This also ensures confidential documents are kept safe.



#### Blank page removal

Eliminates the blank pages within a document that require unnecessary use of resources, reducing paper waste.



#### Condensing pages

Reduces the amount of paper required to print and copy by combining multiple pages into one.



#### Sample print

Automatically outputs a sample set before committing the system to a lengthy print job that could result in error and waste.





#### **Eco-friendliness widget**

Displays percentage of paper reduction and color utilization to increase environmental awareness.



#### Staple-free option

Ricoh's exclusive unique technology binds up to five sheets of paper using no staples.



#### Toner saving mode

Toner saver mode is an effective way to reduce printing costs with less toner than usual. This is convenient when print outs are needed for internal viewing.



#### Recycled paper runability

Ricoh devices have the ability to work using paper with higher recycled content, which reduces environmental impact.

#### Sustainability without sacrifice

Sustainability and workplace productivity shouldn't be mutually exclusive. We value and emphasize technologies that help sustainability for our future — but we don't stop there. With the right partner, processes and technology, you can take charge over your environmental impact while giving your people the tools they need to do their jobs well. Whether your goal is to reduce energy expenditure or to simply work more efficiently, you allow you to address business challenges



Ricoh devices deliver superior energy performance by incorporating unique technologies and features into their product designs. Ricoh is a charter member of the EPEAT® (Electronic Product Environmental Assessment Tool) program and has been a strong supporter of ENERGY STAR®. With energy saving, green printing processes and reduced environmental footprints, our customers can work the way they want while being sustainable.

Our devices are specifically designed for "practical" energy performance — achieving the ENERGY STAR® qualification while maintaining ease of use. With a recognized sustainability partner on your side, you don't have to choose between a productive workplace and a green workplace.



## ENERGY STAR® certified (U.S. and Canada)

Certification that the U.S. Government approves the device as energy-efficient in design and specification. ENERGY STAR® certified products contribute to a more energy-efficient world and help keep your costs down.



#### EPEAT (U.S.)

EPEAT® is a comprehensive procurement rating program which includes energy efficiency, take-back programs for equipment, packaging and consumables, reduction/elimination of environmentally sensitive substances and other important environmental attributes.



#### Ecologo® certified (Canada)

Ecologo® certified products are multi-attribute, life cycle-based environmental sustainability standards that indicate a product has exceeded product performance standards.



#### Blue Angel Mark (Europe)

Developed by the federal government of Germany, the Blue Angel environmental ecolabel sets high standards for product design and sustainable consumption.



#### EcoLeaf (Japan)

EcoLeaf environmental label uses the Life Cycle Analysis (LCA) method to quantitatively show the environmental information of products through life cycle stages from the extraction of resources to manufacturing, assembly, distribution, use, discarding and recycling.



We encourage recycling Ricoh branded end-of-life consumables and supplies to keep products out of landfills and reduce environmental impact. By reusing and recycling materials, we can generate less waste and reduce the demand on our natural resources to work toward a zero-carbon society.



#### End-of-life equipment recycling

Take-back programs look to refurbish and reuse devices or perform environmentally responsible demanufacturing to recover reusable parts and materials that can be recycled or converted into other useful resources. Visit ricoh-return.com for services in your area.



#### Global consumables take-back programs

Toner containers and cartridges can be returned to us. Our environmentally friendly recycling helps keep plastic and other materials out of landfills while yielding usable materials. Visit <u>ricoh-return.com</u> for services in your area.



#### Toner bottles/cartridges contain recycled content

We're working to reduce reliance on new resources in product manufacturing. Consumables such as toner bottles and cartridges are designed with the goal of utilizing recycled content.

Supporting biodiversity and addressing climate change



Using resources effectively helps promote a recycling-oriented society. Within our focus on the planet and driving sustainability for our future, we are focused on supporting the United Nations Sustainable Development Goals related to affordable and clean energy, responsible consumption and production, and climate action.



Based on our "Comet Circle" concept, we aim for the effective use of resources by engaging in recycling with lower environmental impact and higher economic benefits. We are also working to reduce the input of new resources in product manufacturing by placing importance on size of products, longevity of parts, adoption of recycled materials and utilization of recyclable resources.



#### Lighter weight design

Products that are lighter and more compact generally have less of an impact on the environment. We design products to be lighter and to consume fewer resources — both in component materials and in resources used during manufacturing, like energy and water.



#### Interchangeable parts design

Improving sustainability starts with design. Recycling and conservation are core parts of the design process that impact the overall effective use of resources. This includes reducing the manufacturing impact by utilizing parts that can be interchanged across models, as well as giving parts a second life.



#### Longer life design

Extending the service life of equipment and parts is good for customers and good for the environment. Ricoh products are designed so their content, manufacturing processes, shipping and end-of-life recovery minimize environmental impact. Another way to achieve longer equipment life is to delay technological obsolescence. RICOH Always Current Technology enables software and security updates to be handled remotely, leading to longer hardware life and even lowering field service and maintenance-related travel emissions.



#### Reduced packaging

To further minimize our environmental footprint, Ricoh has implemented reduced packaging strategies. By optimizing packaging design and using recyclable materials, we decrease waste and enhance the efficiency of our logistics, contributing to a more sustainable product life cycle.



#### Increased post-consumer recycled content

Ricoh's commitment to sustainability is exemplified by the use of post-consumer recycled materials in our latest models. These products incorporate up to 50% recycled materials, significantly reducing the need for new resources and lowering the environmental impact of our manufacturing processes.



We are committed to pursuing the reduction of emissions across the entire value chain, continually striving to improve the energy efficiency of our products, and encouraging business partners and customers to work together to reduce GHG emissions.



Ricoh hardware and software incorporate major sustainability features — such as rules-based printing, sleep/energy saver modes, green reporting and more.

Whether you're considering implementing Ricoh devices and solutions for the first time or are looking to upgrade your current Ricoh device fleet, our <u>Carbon Calculator</u> can demonstrate potential energy, paper and even financial savings between your current state and a more optimized fleet.

With hard numbers at your fingertips, it's easy to see how Ricoh devices can lower costs while reducing your carbon footprint.

Commercial and industrial printing devices are out of scope for this tool.





Environmental health & safety

Ricoh is committed to ensuring that health and safety requirements are met in order to provide a healthy and safe working environment for customers, employees and stakeholders. We also recognize our responsibilities as a corporate citizen to promote health and safety as it relates to our products and business practices. Ricoh supports local, national and international initiatives as they apply to multiple areas — including regulatory, compliance and environmental sustainability.

Ricoh has set strict standards for chemical substances related to our products. These standards enable many products to meet the requirements for leading environmental labels — such as the Blue Angel Mark from Germany and Japan's Eco Mark. As Ricoh continues to develop products, compliance with such standards helps ensure that products avoid negative health effects.

In addition, our standards for toner and other chemical substances comply with the regulations of each world region in which our products are sold. Testing of these substances is done in accordance with relevant regulations.



#### Safety data sheets

A safety data sheet, or SDS, is a standardized document that contains safety and health data. The International Hazard Communication Standard (HCS mandates that chemical manufacturers must communicate a chemical's hazard information to chemical handlers by providing a safety data sheet.

Access safety data sheets online

For <u>Americas region</u> – select **Americas**For <u>EMEA region</u> – select **Support & Downloads**from the individual product page, then **Environment, Health and Safety (EHS)** 



#### IT Eco Declarations

Ricoh publicly discloses product environmental information in an industry standard format known as the ECMA-370: "The Eco Declaration." This environmental information includes but is not limited to chemicals, electromagnetic compatibility and safety regulations, materials, packaging and energy efficiency. Ricoh makes Eco Declarations available via its websites.

#### **Multifunction Color**

Feature availability by product¹		IM C6500 IM C8000	IM C2510 IM C3010 IM C3510 IM C4510 IM C6010 IM C7010	M C240FW	M C251FW	M C320FW	IM C320F	IM C300F IM C400F IM C400SRF	IM C530FB
w	Eco Mode Activated/ Quick Recovery <sup>1</sup>	-	<b>V</b>	-	~	<b>/</b>	<b>~</b>	~	<b>V</b>
VING	Sleep mode timer	~	~	~	~	<b>/</b>	~	~	<b>V</b>
3Y SA	Auto on/off timer	~	<b>V</b>	-	-	-	<b>~</b>	~	<b>V</b>
ENERGY SAVINGS	Weekly timer	~	<b>~</b>	-	-	-	~	~	<b>~</b>
	Motion sensors	<b>~</b>	ı	-	-	-	ı	-	-
	Duplexing	<b>~</b>	<b>&gt;</b>	~	<b>Y</b>	<b>/</b>	<b>~</b>	<b>Y</b>	<b>~</b>
PAPER SAVINGS	Do not print blank pages	~	Optional	~	~	-	-	-	<b>V</b>
R SAV	Locked print	<b>~</b>	<b>&gt;</b>	~	<b>Y</b>	<b>/</b>	<b>~</b>	<b>Y</b>	<b>~</b>
PAPE	Condense multiple pages	<b>~</b>	<b>&gt;</b>	~	<b>V</b>	<b>/</b>	<b>&gt;</b>	<b>V</b>	<b>~</b>
	Sample print	<b>~</b>	<b>&gt;</b>	-	-	-	<b>~</b>	<b>Y</b>	<b>~</b>
	Eco-friendliness widget	~	-	-	-	<b>V</b>	<b>V</b>	~	<b>~</b>
ζ	Staple-free option	-	Optional	-	-	-	-	-	-
EFFICIENCY	Toner saving mode	<b>~</b>	<b>&gt;</b>	~	<b>Y</b>	<b>/</b>	<b>~</b>	<b>~</b>	<b>V</b>
ä	Recycled paper runability	~	<b>~</b>	~	~	<b>/</b>	~	~	<b>~</b>
	ENERGY STAR® certified	~	<b>~</b>	~	~	<b>V</b>	<b>~</b>	~	<b>~</b>
25	EPEAT®	Gold	Gold	Silver	Silver	Gold	Gold	Gold	Silver
BELS	Ecologo® certified	~	~	-	~	~	<b>V</b>	~	<b>V</b>
ECOLABELS <sup>2</sup>	Blue Angel Mark	~	<b>V</b>	~	-	~	<b>V</b>	~	<b>V</b>
Ш	EcoLeaf	<b>V</b>	<b>V</b>	-	-	-	-	-	-

<sup>&</sup>lt;sup>1</sup> Eco Mode Activated/Quick Recovery: Ricoh devices have been configured to work on the most energy-efficient settings (going to sleep within 1-6 minutes of inactivity). If the device is not utilized for more than 1 minute, it goes into a series of power-saving modes to reduce electricity consumption.

<sup>&</sup>lt;sup>2</sup> Ecolabels are applicable in the following countries/regions: ENERGY STAR® (U.S. and Canada), EPEAT® (U.S.), Ecologo® (Canada), Blue Angel Mark (Europe), EcoLeaf (Japan).

### **Multifunction B&W**

Feature availability by product <sup>1</sup>		IM 550F	IM 600SRF	IM 370F IM 460F IM 460FTL	M 320F	IM 6000 IM 5000 IM 4000 IM 3500 IM 2500	IM 7000 IM 8000	IM 9000
(0	Eco Mode Activated/Quick Recovery <sup>1</sup>	~	~	~	-	~	~	-
VINGS	Sleep mode timer	<b>V</b>	~	~	<b>V</b>	<b>V</b>	~	<b>V</b>
ENERGY SAVINGS	Auto on/off timer	<b>V</b>	~	~	-	~	~	<b>V</b>
NERG	Weekly timer	<b>V</b>	~	~	-	~	~	<b>V</b>
ш	Motion sensors	-	-	-	-	-	~	<b>V</b>
	Duplexing	<b>V</b>	~	~	<b>~</b>	<b>V</b>	~	<b>~</b>
PAPER SAVINGS	Do not print blank pages	~	~	~	<b>V</b>	<b>V</b>	~	<b>~</b>
R SAV	Locked print	<b>V</b>	~	~	<b>~</b>	<b>V</b>	~	<b>~</b>
PAPE	Condense multiple pages	~	~	~	<b>V</b>	<b>V</b>	~	<b>~</b>
	Sample print	<b>V</b>	~	<b>~</b>	-	<b>V</b>	~	<b>~</b>
	Eco-friendliness widget	<b>V</b>	~	-	-	<b>V</b>	~	<b>~</b>
CY	Staple-free option	-	-	-	-	-	-	-
EFFICIENCY	Toner saving mode	<b>V</b>	~	~	<b>V</b>	<b>V</b>	~	<b>~</b>
Ë	Recycled paper runability	<b>V</b>	~	<b>~</b>	<b>/</b>	<b>V</b>	~	<b>~</b>
	ENERGY STAR® certified	<b>V</b>	~	~	<b>V</b>	<b>V</b>	~	<b>~</b>
ECOLABELS <sup>2</sup>	EPEAT®	Silver	Silver	Gold	Silver	Gold	Gold	Gold
	Ecologo® certified	<b>V</b>	~	~	<b>V</b>	<b>V</b>	~	<b>V</b>
	Blue Angel Mark	<b>V</b>	~	~	<b>V</b>	<b>V</b>	~	<b>V</b>
	EcoLeaf	-	-	-	-	V	V	V

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#### **Printers** — Color

Feature availability by product <sup>1</sup>		P C600	IP C8500	P C375	P C311W	P C200W
ENERGY SAVINGS	Eco Mode Activated/Quick Recovery <sup>1</sup>	<b>V</b>	<b>~</b>	~	<b>V</b>	-
	Sleep mode timer	<b>V</b>	~	~	<b>V</b>	<b>~</b>
	Auto on/off timer	-	<b>V</b>	-	-	-
NER	Weekly timer	-	<b>~</b>	-	-	-
ш	Motion sensors	-	-	-	-	-
	Duplexing	<b>V</b>	<b>~</b>	<b>~</b>	<b>V</b>	<b>V</b>
PAPER SAVINGS	Do not print blank pages	1	<b>~</b>	<b>~</b>	<b>V</b>	<b>V</b>
R SAV	Locked print	Optional	<b>~</b>	~	<b>V</b>	<b>V</b>
PAPE	Condense multiple pages	-	<b>~</b>	V	<b>V</b>	<b>V</b>
	Sample print	-	~	~	-	-
	Eco-friendliness widget	-	-	-	-	-
کِ	Staple-free option	-	Optional	-	-	-
EFFICIENCY	Toner saving mode	<b>V</b>	<b>~</b>	V	<b>V</b>	<b>~</b>
ä	Recycled paper runability	<b>V</b>	~	~	<b>V</b>	<b>~</b>
	ENERGY STAR® certified	<b>V</b>	<b>V</b>	V	<b>V</b>	<b>V</b>
ECOLABELS <sup>2</sup>	EPEAT®	Silver	Gold	Gold	Silver	Silver
	Ecologo® certified	<b>V</b>	<b>V</b>	V	<b>V</b>	-
	Blue Angel Mark	V	V	V	-	-
	EcoLeaf	-	<b>V</b>	-	-	-

<sup>&</sup>lt;sup>1</sup> Eco Mode Activated/Quick Recovery: Ricoh devices have been configured to work on the most energy-efficient settings (going to sleep within 1-6 minutes of inactivity). If the device is not utilized for more than 1 minute, it goes into a series of power-saving modes to reduce electricity consumption.

<sup>&</sup>lt;sup>2</sup> Ecolabels are applicable in the following countries/regions: ENERGY STAR® (U.S. and Canada), EPEAT® (U.S.), Ecologo® (Canada), Blue Angel Mark (Europe), EcoLeaf (Japan).

#### Printers — B&W

Feature availability by product <sup>1</sup>		P 800 P 801	P 501	P 502	SP 8400DN	P 311
ENERGY SAVINGS	Eco Mode Activated/Quick Recovery <sup>1</sup>	<b>V</b>	~	<b>~</b>	V	-
	Sleep mode timer	<b>V</b>	~	<b>~</b>	~	<b>~</b>
	Auto on/off timer	<b>V</b>	V	<b>V</b>	V	-
NER	Weekly timer	-	-	-	V	-
ш	Motion sensors	-	-	-	-	-
	Duplexing	<b>V</b>	V	<b>V</b>	V	<b>V</b>
PAPER SAVINGS	Do not print blank pages	-	-	-	V	<b>V</b>
R SAV	Locked print	Optional	~	<b>~</b>	Optional	<b>~</b>
PAPE	Condense multiple pages	-	-	-	V	<b>V</b>
	Sample print	-	-	-	Optional	-
	Eco-friendliness widget	-	-	-	-	-
کِ	Staple-free option	-	-	-	Optional	-
EFFICIENCY	Toner saving mode	<b>V</b>	~	<b>~</b>	V	<b>V</b>
ä	Recycled paper runability	<b>V</b>	~	<b>~</b>	~	<b>~</b>
	ENERGY STAR® certified	<b>V</b>	V	<b>V</b>	V	<b>V</b>
22	EPEAT®	Silver	Gold	Gold	Gold	Silver
ECOLABELS <sup>2</sup>	Ecologo® certified	<b>V</b>	V	<b>V</b>	<b>V</b>	V
	Blue Angel Mark	<b>V</b>	V	V	V	V
Ш	EcoLeaf	-	-	-	<b>V</b>	-

<sup>&</sup>lt;sup>1</sup> Eco Mode Activated/Quick Recovery: Ricoh devices have been configured to work on the most energy-efficient settings (going to sleep within 1-6 minutes of inactivity). If the device is not utilized for more than 1 minute, it goes into a series of power-saving modes to reduce electricity consumption.



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