

Contributing to the Creation of A Resource-Recirculating Society Through the Promotion of Communications in Good Faith

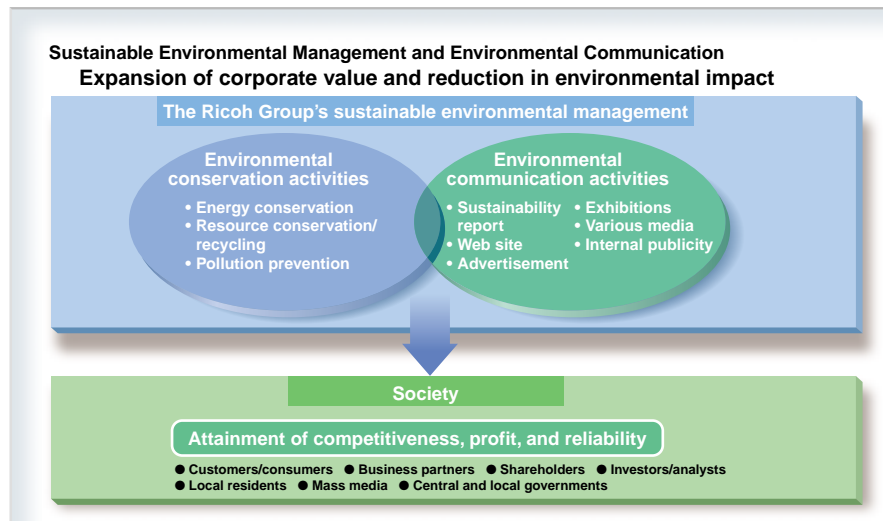
To be a going concern that is favorably rated by society, it is important to not only promote environmental conservation activities, but also to make an effort to inform as many people as possible of our philosophy and activities so that we may win public confidence. The active disclosure of information to internal and external stakeholders will contribute to the further activation of activities and the creation of a resource-recirculating society. With the firm belief that environmental communication and conservation activities are the two wheels of sustainable environmental management, the Ricoh Group is promoting communications in good faith.

Sustainability Reports (Environment)

The Ricoh Group's environmental report has been issued annually since its first publication in April 1998, which disclosed fiscal 1996 data. Starting with the year 2002 edition, published in July 2002 under the new name, "Sustainability Report," the Ricoh Group has presented the concepts and performance of its sustainable environmental management. The 2004 Japanese edition was published in June 2004.

Issue Dates of Reports and Number of Copies Issued

		Date of Issue	No. of Copies	No. of Pages
Ricoh Group Environmental Report 1998	Japanese	Jan. 1999	26,200	30
	English	Jan. 1999	500	
Ricoh Group Environmental Report 1999	Japanese	Sept. 1999	51,300	32
	English	Sept. 1999	8,375	
Ricoh Group Environmental Report 2000	Japanese	Sept. 2000	45,950	60
	English	Dec. 2000	6,800	
Ricoh Group Sustainability Report 2001	Japanese	Sept. 2001	25,950	74
	English	Dec. 2001	7,000	
Ricoh Group Sustainability Report 2002	Japanese	Jul. 2002	21,315	84
	English	Sept. 2002	6,000	
Ricoh Group Sustainability Report (Environment) 2003	Japanese	Jun. 2003	21,045 (As of April 30, 2004)	84
	English	Sept. 2003	7,000	



Environmental Reports Issued by Business Sites

To enhance relationships with local communities, Ricoh Group business sites issue their own environmental reports as a means of communication with government offices, residents of neighboring areas, and family members of their employees. The Ricoh Group established the guidelines for the preparation of site reports on environmental conservation* for its business sites in fiscal 2001. In fiscal 2003, production sites (Ricoh Gotemba Plant and Yashiro Plant) and non-production sites (NBS Ricoh, Tokyo Ricoh, Lanier Switzerland, and Ricoh Australia) issued site reports for the first time. As a result, the number of site reports issued by the Ricoh Group increased to 12. Ricoh Fukui Plant, which has issued a site report since 1999, adopted a new system in fiscal 2003 under which they asked residents in the neighborhood to check a draft of their site report, after which they reflected the opinions in the final site report. Ricoh Fukui Plant was

given the 7th Environmental Report Award. They have won this award for four straight years.

* <http://www.ricoh.co.jp/ecology/report/site.html> (Japanese language only)

Environmental Web Site

Ricoh's environmental web site focuses on visibility, simplicity, and user-friendliness so that visitors can easily find the information they want, including the latest news and information on products covered by the Law Concerning the Promotion of the Procurement of Environmentally Conscious Goods and Services by the State and Other Entities (Law on Promoting Green Purchasing). In fiscal 2003, Ricoh was chosen as a recipient of an Eco Web Prize by the general public. On the ECO TODAY web site for children, a section called the Tempel-Tuttle Story is set up. In it, forest ecosystem conservation activities are explained in an easy-to-understand way, using examples from China, Brunei, Malaysia, and Japan, and children can learn about environmental problems through quizzes and games. Ricoh's environmental web site was awarded the 2003 Environment Goo Award from Japan's largest environmental information web site, Environment Goo.



http://www.ricoh.co.jp/ecology/ecotoday/index_e.html

Environmental Advertisements

Ricoh produces environmental advertisements to inform persons in charge of environmental conservation at government organizations and business enterprises, citizens, and other stakeholders of its activities and concepts.



Advertisement of green procurement (Nikkei Ecology)



Advertisement of forest ecosystem conservation activities (National Geographic)



Advertisement of energy conservation technology (Nikkei Business)

Exhibitions

In December 2003, Ricoh participated in a general environmental exhibition titled Eco Products 2003 held at Tokyo Big Sight. Under the theme "Toward Competitive Sustainable Environmental Management," Ricoh introduced the expertise obtained from past activities, eco-friendly products such as the Aficio 2075 series that were developed with state-of-art energy conservation technology, those technologies and parts that were developed under green partnership with suppliers, a printer delivery system with less waste, and the rewriting technology currently under development. Ricoh thus presented its state-of-the-art eco-technology and the efforts made by all of its employees to realize sustainable environmental management.



Eco Products 2003

Lectures

The top management of the Ricoh Group has actively delivered lectures on the importance of environmental conservation and the concept of sustainable environmental management. In fiscal 2003, as an enterprise that won the WEC Gold Medal, Masamitsu Sakurai, president of the Ricoh, delivered a lecture on the Ricoh Group's sustainable environmental management at the International Environmental Forum, which was held for the first time in Asia by the World Environment Center (WEC).



Lecture at the International Environmental Forum

Two-Way Communication

To facilitate communication with stakeholders, Ricoh's plants and offices accept visitors and hold meetings with them. In February 2004, 16 members of the Santama Group, Tokyo Branch of Japan Small and Medium Enterprise Management Consultants Association, visited Ricoh Gotemba Plant. They were given a plant tour and had a meeting with the manager and staff of sustainable management. In October 2003, Chief Executive Ernst Ligteringen, Global Reporting Initiative (GRI)* visited the Ricoh Aoyama Office and held a meeting with its staff.

* GRI (headquarters: Amsterdam, the Netherlands): the official organization supporting the United Nations Environment Programme (UNEP). This organization has established international standards for the assessment and reporting of impacts and performances concerning three aspects (environment, corporate social responsibility, and economy) of enterprises (the GRI Guidelines).



Members of the Santama Group, Tokyo Branch of Japan Small and Medium Enterprise Management Consultants Association visited Ricoh Gotemba Plant.



Meeting with Chief Executive Ernst Ligteringen, Global Reporting Initiative (GRI)