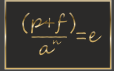


Downstream Vendor Survey



**Pfane**  
ELECTRONICS REFINING

**General Information**

Company Name	Pfane Incorporated / Pfane	Main Contact Name	Dale Scott Marion
Facility / Site Name	Pfane Gouverneur LLC	Main Contact Phone	17753414838
Street Address	606 County Rte 11	Main Contact Email	dale@pfane.com
City / Province / State	Gouverneur	Secondary Contact Name	Nauman Kureshy
Postal / Zip Code	13642	Secondary Contact Email	nkureshy@pfane.com
Country	United States	Quality Manager	Cubez Smith
Phone	1 (917) 992-5370	Environmental Manager	Eric Shultze
Fax		H&S Manager	Bruce Larock
Company Website	<a href="https://www.pfane.com">https://www.pfane.com</a>	President	Bill Banham
Date Received	January 2021	# of Employees	13
Date Completed	07.07.2020	Year Facility Opened	2021
Form Completed By	Dale Scott Marion	Storage Capacity	22000 sqft
		Processing Rate*	480 t/mo

\* (Pounds/Tons per Month/Year)

**Downstream Information**

Materials Received	Processing Method	Country of Disposition	Final Disposition Product State
<i>List materials received or planning to receive from R2 Supplier</i>	<i>Recycled? Disposed as waste? Sold to brokers?</i>	<i>Canada? USA? China?</i>	<i>Raw Material? Hazardous waste? New products?</i>
PCB Manufacturing Waste	Recycled		Raw Material / New Products
Circuit Boards / wo components	Recycled		Raw Material / New Products
Wires and Connectors	Recycled		Raw Material / New Products
Shred Circuitboards	Recycled		Raw Material / New Products
Trims, Frames, Cutoffs, Foils	Recycled		Raw Material / New Products

**Process Details**

Operation	Available at Site?	Description
manual sorting	yes	Manual Sorting
automated sorting	yes	Automated Sorting
grinding / shredding	yes	3 size reduction grinders
leaded glass (CRT) recycling	NO	NOT ACCEPTED
unleaded glass recycling	NO	NOT ACCEPTED
plastic recycling	Yes	Regrinding 9mm
transport (materials or waste)	no	
precious metal recovery	yes	Thio UreaTri Sulphate
mercury recovery	NO	NOT ACCEPTED
ink / toner recovery	NO	NOT ACCEPTED
melting	yes	for clean copper only
metal smelting	no	NOT ACCEPTED
incineration / energy recovery	no way	NOT ACCEPTED
deepwell	no	NOT ACCEPTED
landfill	no	NOT ACCEPTED
other: (describe)		Brick Production line sandless bricks from PCB NonMetals


**Licenses / Permits / Insurance / Policies / Procedures**

Permit / Insurance #	Provide Description
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## Downstream Vendor Survey

Business License	Attached	E.g. Business registration, tax id, operating permit
Comprehensive & Liability Insurance	Attached	As applicable
Environmental Impairment/pollution Insurance	NA	As applicable
Automobile/Transportation Insurance	NA	As applicable
Workers' Compensation Coverage	Attached	
Security Policy or Procedure		Camera System QR code logging . Strong Outside Locks Remote Location Low Crime Rate
Environmental, Quality, Health + Safety Policy		R4
Health and Safety Manual		Copy of H+S Manual - Table of Contents
Focus Material Management Plan		R2 certified recyclers only
ISO, R2, E-Steward, RIOS or R4 Certificates		Attached
Waste Handling Permit		Attached
Air Emissions Permit		N/A
Stormwater Permit		N/A
Waste Generator / EPA ID #		N/A
Other:		

Copies of licenses, permits, insurance, policies, and procedures as applicable are attached

Compliance Requirements			
Question	Response		Comments
1. Does your company comply with the attached Electronics Recycling Standard?	Yes	No	 ERS_2015
2. Are you in compliance with all application environmental and health & safety regulations, including waste processing, storage, handling and shipping, and air permits or certificates as applicable to your site? Do you store materials adequately to prevent harm to worker and environment?	Yes	No	
3. Will Pfane allow scheduled visits or audits of your facility by R2 Members or Associates?	Yes	No	Must be scheduled 60 days in advance and will comply with all current pandemic measures and may be canceled due to such
4. Pfane will provide supplier with certificates of recycling as required / requested for all suppliers loads processed through our facility?	Yes	No	digitally available through the ViewPas software Supplier Portal
5. Do you maintain security and inventory control procedures to ensure the security of materials within your facility? Please provide security procedure or policy. If not documented, please provide photos of cameras, gates, fences, strong doors with locks.	Yes	No	What is your video retention time? 3mo.
6. Do you maintain a minimum of 5 years record retention for all documents, including shipping documents?	Yes	No	Online Backups, server based access to Supplier.
7. If you are not the end processor of material, will you provide full transparency of your downstream recyclers and end processors?	Yes	No	N/A

## Downstream Vendor Survey

8. If you are not the end processor of material, will you provide documentation for shipments containing material shipped to your downstream processors?	Yes	No	N/A	When requested and within 30 days from the written request.
9. Will you ensure that hazardous materials, waste materials, and other materials sold for disposal are not exported to non-OECD countries or sold to brokers throughout the recycling chain?	Yes	No		Absolutely
10. Will you notify R2 Supplier of a change in your downstream chain within 15 days of the change?	Yes	No		
11. Has the company received any fines or regulatory orders within the last 5 years?	Yes	No		
12. Will you notify R2 Supplier of any contractual violations, including any with your downstreams, within 15 days?	Yes	No		
13. When was the last lost time injury at your facility?	Date: NEVER			
14. How many reportable injuries have occurred at your facility in the last 12 months?	0			
15. If you are accepting focus materials, have you received, read, and agree to conform to R2 Supplier's Focus Material Management Plan?	Yes	No	N/A	
16. Does your company employ foreign migrant workers?	Yes	No		
16a. If yes, does your company employ and pay these employees directly and not by an agent or third party?	Yes	No	N/A	
16b. If yes, do all foreign migrant workers retain their passports or other documents that would enable them to leave the country if they chose to do so?	Yes	No	N/A	
17. Does your company maintain policies that reflect the values detailed in SA8000 and the EICC Code of Conduct with respect to minimum hiring age, discrimination policies, sexual harassment policy, the use of prison labour, and human trafficking?			Yes	No

### External References

**EICC:** <http://www.responsiblebusiness.org/code-of-conduct/>

**SA 8000:** [http://www.sa-intl.org/\\_data/global/files/SA8000Standard2014\(3\).pdf](http://www.sa-intl.org/_data/global/files/SA8000Standard2014(3).pdf)

**Human Trafficking:** <https://www.ohchr.org/EN/ProfessionalInterest/Pages/ProtocolTraffickingInPersons.aspx>

### Management System Information

1. Is the Company registered to ISO 9001, ISO 14001, ISO 45001, R2, or e-Stewards?

Yes

No

If yes, please list: .....

## Downstream Vendor Survey

**If you answered "No" to Question 1, please answer the following questions:**

2. Do you have a system in place to evaluate / determine legal and / or other requirements as they pertain to the Company? Provide details.

Yes

No

We have a legal team

3. Does the Company have any Management Systems / Programs in place?

Yes

No

ViewPass

3a. If yes, please list: ViewPas Electronics Recycling Management and Reporting Software

4. Is the Company qualified / recognized by any OEMs, NGOs, or do you have any other applicable qualifications?

Yes

No

OEM = Original Equipment Manufacturer  
NGO = Non-Government Organization

4a. If yes, please list: Pfane Environmental Association

5. Does the Company have the following procedures / programs in place?

**Please supply documentation for review.**

a. Emergency Preparedness and Response Plan for Emergency Situations	Yes	No	
b. Security Policy / Procedure	Yes	No	
c. Spill Response Procedure / Training Program	Yes	No	
d. Transportation of Dangerous Goods Procedures / Training Program	Yes	No	Not Accepted
e. DOT Dangerous Goods Procedures / Training Program	Yes	No	Not Accepted
f. Receiving Procedure and Inspection Process	Yes	No	
g. Calibration Program (if required)	Yes	No	
h. Preventative Maintenance Program (if required)	Yes	No	
i. Data Destruction Procedure	Yes	No	Not Accepted
j. Health & Safety Hazard Identification and Risk Assessment	Yes	No	
k. Health and Safety Program	Yes	No	
l. Health & Safety Hazard Identification and Risk Assessment	Yes	No	
m. Environmental Aspects Identification / Control Programs	Yes	No	
n. Objectives & Targets (H&S / Environmental)	Yes	No	
o. Hazardous Material Management Plan	Yes	No	Not Accepted
p. Corrective Action Process	Yes	No	
q. Hiring Policy / Procedure	Yes	No	