

**State of Wisconsin**  
**DEPARTMENT OF NATURAL RESOURCES**  
101 S. Webster Street  
Box 7921  
Madison WI 53707-7921

Scott Walker, Governor  
Cathy Stepp, Secretary  
Telephone 608-266-2621  
FAX 608-267-3579  
TTY Access via relay - 711



April 4, 2013

Ms. Ann M. Whalen  
Appleton Coated/Utopia  
540 Prospect St  
Combined Locks, WI 54113

Subject: Welcome to Green Tier

Dear Ms. Whalen:

Congratulations! We are glad to welcome you into Green Tier. You join a group of companies who are not only committed to superior environmental performance but also to superior economic performance.

In recognizing your past accomplishments and future commitments the we promise to work towards promoting and recognizing your facility for taking the lead in environmental protection while assuring economic stability and growth. We are committed to publicizing Appleton Coated as a Green Tier participant on the DNR website. Undoubtedly, there will be other opportunities to bring the attention of your accomplishments to the forefront, and we hope to assist you in any manner possible in doing so as a Green Tier partner.

~~Craig Stemler~~ has been assigned as your single point of contact. ~~He can be reached at craig.stemler@wisconsin.gov or at (920) 303-5422.~~ Please contact ~~Craig~~ with any questions concerning communications, required approvals, or technical assistance you may need. For your convenience the attached guidance outlines your benefits and important dates that affect your participation.

We have included two signed originals of the contract. Please sign both. Retain one for your records and return one to the Department of Natural Resources, Cooperative Environmental Assistance – CO/7, 101 S. Webster – Box 7921, Madison, WI 53707-7921. Please mark it to the Attention of Niki Exterovich.

On behalf of the Wisconsin Department of Natural Resources, I am proud to extend this welcome to you. We are committed to working with you to build a customized relationship under the Green Tier Program. I am excited to embark on our new relationship and my staff is ready to assist in meeting your business needs and environmental objectives.

UPDATE: Laurel Sukup is Appleton Coated's SPOC.  
Phone: 608-267-6817 Email: laurel.sukup@wisconsin.gov

Sincerely,

/s/ Cathy Stepp

Cathy Stepp  
Secretary

Attachments: Commitment Outline  
Green Tier Logo Files and Guidance CD to Diane Ernst under separate cover

## Appleton Coated Green Tier Participation Quick Reference

Laurel Sukup  
Phone: 608-267-6817 Email: laurel.sukup@wisconsin.gov

**I. Approval Date – April 4, 2013**

**II. Green Tier - Tier 2 as specified in the contract**

- **Deferred Civil Action:** You are entitled to Deferred Civil Enforcement as described in statutes (299.83(6m)(d)). In brief, if you discover a violation of an existing environmental requirement, provide us notice of your discovery, a corrective action plan that you complete then DNR will not seek civil penalties.
- **Green Tier Logo:** Use of the Green Tier logo on materials related to your facility. The CD provided in your packet provides additional guidelines and information.
- **Single Point of Contact (SPOC):** ~~Craig Stemler, craig.stemler@wisconsin.gov, (920) 303-5422~~
- **Minimum Inspection Frequency** – After you have implemented an EMS you are entitled to inspections at the lowest frequency permitted by the programs under law. We will work with you to determine how this will work for you.
- **Recognition** – Along with the numbered certificate of recognition, the department will host a participant web page for easy reference.

**III. Environmental Management Systems**

- You have supplied us with a copy of your ISO certification/demonstration of functional equivalency, satisfying initial Green Tier EMS requirements.
- You will supply us with a copy of your EMS certification each year as evidence of the third party audit. Should you drop ISO 14000 certification, you will need to work with the program to assure an annual third party systems audit each year.
- You will conduct an annual compliance audit for the facility.
- Please see guidance from the links below:  
<http://dnr.wi.gov/topic/GreenTier/documents/provingEMS.pdf>  
<http://dnr.wi.gov/topic/GreenTier/Auditors.html>

**IV. Annual Reporting**

UPDATE: Annual report due date is now **April 16.**

- **First Annual Report Date** - By mutual agreement we have agreed to ~~July 2013~~ and annually thereafter. (Please feel free to discuss alternative reporting dates with Craig Stemler should your needs change.)
- Annually you will need to report progress on the commitments that you have made. You will need to report your progress on the specific commitments and information which will give us context for those commitments. If you have a goal to reduce energy consumption then the context would be total energy consumed. We will work with you to find the context reporting that will work best for you. Examples of context information can be found at:  
<http://dnr.wi.gov/files/PDF/pubs/co/CO521.pdf>  
<http://dnr.wi.gov/topic/GreenTier/documents/SustainabilityMetricsSpreadsheet.xlsx>

Please provide annual Green Tier Reports to ~~Craig Stemler~~ (SPOC) and ~~Bureau of Cooperative Environmental Assistance—CO/7~~. Electronic submission is preferable

[GreenTier@Wisconsin.gov](mailto:GreenTier@Wisconsin.gov)

You should also feel free to call ~~608-267-3125~~ or [GreenTier@Wisconsin.gov](mailto:GreenTier@Wisconsin.gov) for any additional information that you might need.

Laurel Sukup  
Phone: 608-267-6817 Email: laurel.sukup@wisconsin.gov