

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



August 15, 2013

Mr. John McNamara
Union Cab
2458 Pennsylvania Ave.
Madison, WI 53704

Subject: Welcome to Green Tier – Tier 1

Dear Mr. McNamara:

Congratulations! We are glad to welcome you into Tier 1 of 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 we promise to work towards promoting and rewarding your facility for taking the lead in environmental performance while assuring strong economic performance. We are committed to publicizing Union Cab as a Green Tier participant on the DNR website. Undoubtedly, there will be other opportunities to bring attention to your accomplishments, and we hope to assist you in doing so as a Green Tier partner.

Laurel Sukup has been assigned as your single point of contact. She can be reached at 608-267-6817 or at laurel.sukup@wisconsin.gov. Please contact Laurel with any questions concerning communications, required approvals, or technical assistance you may need. For your convenience the attached Commitment Outline points out your benefits and important dates that affect your participation.

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 as your business grows.

Sincerely,

/s/ Cathy Stepp

Cathy Stepp
Secretary

Attachments: Green Tier Commitment Outline
 Green Tier Logo Files and Guidance CD

Green Tier Commitment Outline for Union Cab

I. Approval Date – August 15, 2013

II. Green Tier - Tier 1

- **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 and a corrective action plan and documentation of your EMS changes that ensure the violation will not happen again, you are entitled to protection from any civil penalties that the DNR might otherwise impose.
- **Green Tier Logo:** You can use 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):** Laurel Sukup - WDNR, 608-267-6817, laurel.sukup@wisconsin.gov
- **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 (EMS)

- You have agreed to have your EMS in place on or before **August 15, 2014**. For guidance on how to demonstrate the functional equivalency of your EMS, please see: <http://dnr.wi.gov/files/PDF/pubs/co/CO503.pdf>
- At least one time prior to **August 15, 2014**, and every year after that, perform an environmental management system audit. Every third year this audit must be done by an outside environmental auditor approved by the Department or certified by RABQSA. Your first external audit should be completed on or before **August 15, 2016**. For a list of auditors see: <http://dnr.wi.gov/topic/GreenTier/Auditors.html>

IV. Annual Reporting

- **First Annual Report Due Date** - By mutual agreement we have agreed to **February 15, 2014** and annually thereafter. (Please feel free to discuss alternative reporting dates with Laurel Sukup 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. For more details about annual reports and a metrics reporting spreadsheet see:
<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 both this email address: GreenTier@Wisconsin.gov and to your SPOC, Laurel.Sukup@wisconsin.gov. Electronic submission is preferable.