

March 15, 2010

ATTACHMENT 2

Mark McDermid
Bureau Director, Cooperative Environmental Assistance
Wisconsin Dept. of Natural Resources
PO Box 7921
Madison WI 53707-7921

RE: Godfrey & Kahn, S.C. Green Tier Program and Strategy - Attachment 2

Dear Mr. McDermid:

It is my distinct pleasure to write to you today to provide further information regarding the environmental performance of Godfrey & Kahn, S.C. As our firm continues to strengthen its commitment to environmentally-conscious growth, we look forward to our potential new partnership with the Wisconsin Department of Natural Resources through the Green Tier Program.

I. Current Environmental Performance: Green Office Policy

Our Green Office Policy was rolled out in November of 2007, and we continue to monitor and adjust this program to ensure our presence in the community is increasingly "green." Available to all employees via our office intranet, our Green Office Policy has tangible impacts in the everyday lives of our attorneys and staff.

We are constantly involved in ensuring that our technology works as hard as we do to reduce our environmental impact. To this end, our Policy includes the strategy of purchasing only Energy Star-rated equipment. By converting our older CRT monitors to Energy Star LCD monitors, we estimate that we have reduced our annual CO₂ emissions by 66 tons. Further, our Policy mandates that computers, printers, and phone displays in our office are set to operate on a "sleep mode" that limits the hours in which displays will be active without human contact, or that reduces energy usage after 30 minutes of no human contact.

We have also focused particular attention on paper usage. Internal communications, under our Policy, are to occur via paperless means. Our fax system does not produce paper documents, but rather produces electronic PDF documents. We have chosen to run our conflict checks, a daily ethical requirement for law firms, through an office-wide email, which replaces delivery of a daily packet of conflict check sheets to our attorneys. This success led us to chose to go "paperless" for many other office functions, such as firm surveys, newsletters, legal

periodical subscriptions, and marketing. We have also focused on paper reduction for our printing. While our office cannot entirely avoid some use of paper, where possible we have set our printers to default to two-sided printing, thus requiring an attorney who desires single-sided pages to manually change the settings for each such document. In addition our Intellectual Property, Indian Nations, and Environmental and Energy Strategies teams have already begun to operate on a paperless filing system. Eventually, we plan to use a paperless filing system throughout the firm.

Aside from the above innovations, we practice recycling. All common areas and all our offices have their own recycling bins, which staff are encouraged to use via both the Green Office Policy, as well as informational postings.

Having made the above adjustments and commitments, we would like to set our Green Tier baseline date of the date of this letter, and continue to track our performance and “green growth” in the coming years during our Green Tier partnership with the DNR.

II. Commitments for Our Green Future

Our identified strategies for “green growth” in the future include the continuation and expansion of our Green Office Policy as well as adding further support and brainpower to that Policy by the formation and organization of our Green Office Committee.

We will continue to monitor and fine tune our Green Office Policy to take advantage of new ideas and environmental innovations. For example, in 2008, we replaced plastic drinking cups and utensils with reusable ceramic and glass drinkware, as well as permanent plates, forks, spoons, and knives. Starting in 2009, we began the process of replacing bulbs as they die out with energy efficient bulbs, and will continue to do so moving forward. The success of this Policy led, in 2008, to our being named an “Eco-Challenge Partner” by the American Bar Association in partnership with the United States Environmental Protection Agency.

To begin to track our progress and increase our accountability to our ideals as we move forward as a Green Tier office, we propose to start tracking the following key indicators: paper copies produced in our copy center, paper files opened by our Central File department, cases of paper ordered per month, and energy efficient light bulb usage. We look forward to creatively problem solving to discover ways for our office to increase its environmental efficiencies.

In addition to and in furtherance of our continuation of our Green Office Policy, we have formed a new “brain trust” to support and expand our green activities: our Green Office Committee. Our Committee, in late 2009, requested and received formal firm recognition as well as a start-up operating budget from our Management Committee. This Committee, chaired by John Clancy of our Environmental and Energy Strategies Team, contains a cross-section of our firm leadership. Our Green Office Committee is staffed by members of our Management Committee, Information Technology Team and the Administration, Human Resources, Library

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Information and Records, and Marketing Departments. It also boasts membership by attorneys from our Real Estate, Environmental and Energy Strategies, and Litigation Teams.

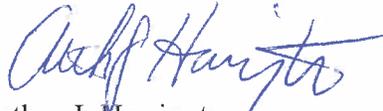
We believe we have assembled a team that can both drive our firm's environmental consciousness forward and use its members' collective innovation and institutional knowledge to ensure that our Committee accomplishes its goals. The Committee has recently formed subcommittees responsible for overseeing employee-backed environmental initiatives and event planning (Employee & Events Committee), internal and external marketing (Marketing & External Communications), and day-to-day operations (Operational Committee), as well as a team to take an active role in the planning of our prospective new home in an energy-efficient office building (New Milwaukee Office Committee).

With the growth of our Green Office Committee and the continuation of our Green Office Policy, partnering with DNR to participate in the Green Tier Program is a logical next step. We look forward to working with the Green Tier Program to advance our accountability for the environmental commitment we have made to benefit our clients, staff, attorneys, recruits, and community stakeholders.

Please do not hesitate to contact me if I can provide you with further information or clarification of any of the above. I thank you for your time and for the opportunity to participate in this groundbreaking Program.

Very truly yours,

GODFREY & KAHN, S.C.



Arthur J. Harrington

AJH:jaf

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Pursuant to Circular 230 promulgated by the Internal Revenue Service, if this correspondence, or any attachment hereto, contains advice concerning any federal tax issue or submission, please be advised that it was not intended or written to be used, and that it cannot be used, for the purpose of avoiding federal tax penalties unless otherwise expressly indicated.

Green Strides for Godfrey & Kahn from 2009 - 2010

<u>Dept.</u>	<u>Description</u>	<u>Change</u>	<u>Savings</u>	<u>Future Expectations</u>
<u>Paper intensive to electronic alternatives:</u>				
Marketing	Printed materials/mailed	E-mail scanned document	Paper, envelopes, postage	New database software to maintain more email addresses for electronic mailings
Marketing	Seminar binders	Flash drives	Paper, index cards, postage, binders	Continue flash drives or email scan
Library	Wall Street Journals for 81 attorneys (daily)	Down to only 15 paper copies 66 now read electronically	\$16,000, paper, delivery	Convert other 15 attorneys
Library	Law book material copied	Material not subject to copyright law now scanned	Paper, copier	Law book material on-line
Central File	Paper copies of Conflict Check routed to all staff	E-mailed to staff on daily basis	Paper, delivery	Complete
Central File	New materials	Reuse file folders, tabs, labels	Paper, supplies	Look for other ways to reuse
Recruiting	Candidate evaluations copied for all interviewing attorneys	Database format/e-mailed	Paper, delivery	New system later this year to take applications on-line
Payroll	Paystubs (24 x a year)	Electronic stubs for all employees	Paper	W-2's on-line
Office Services	Copy paper, other misc. supplies	Purchased recycled or partially-recycled when feasible	Recycling	Continue to extent cost effective & user-friendly
Office Services	Internal use-mailing env.	Use reusable interoffice envelopes	Paper	Purchase recycled interoffice envelopes
IT	One-sided printing/printers	Set printers to duplexing	Paper	Less use of printers/more scanning
Billing	Invoices	E-invoicing	Paper, envelopes, postage	Increase client base for this service
Training	Training materials	Electronic	Paper, manuals	Fully electronic
All	Paper files	Paperless files	Paper, materials	Convert files to electronic formats
<u>Purchasing/leasing new/replacement of Energy Star equipment:</u>				
Central File	File carts & shelving	Purchase of shelving units and file carts made from recycled materials		Continue to look for opportunities to purchase equipment made from recycled materials; begin purchasing recycled boxes for file storage
Office Services	Refrigerators, microwaves, copiers, fax machines	Continue to purchase or lease Energy Star equipment		Continue to replace older equipment as needed with Energy Star equipment

Electricity and fuel consumption:

All	Lighting in outer offices	Work with landlord to change to motion sensors	Electricity	In process of conversion
All	Light bulbs	Work with landlord to switch out to energy-efficient lighting	Electricity	Switched out all client areas Replace others as needed
All	Singular travel between offices	Carpool or video-conference	Gas, time	Add more Smart Boards to facilitate video conferencing
Central File	Storage areas lit with switch	Motion sensors installed	Electricity	Complete
Central File	Warehouse deliveries as needed	Combined trips	Gas, trip charges	Look into other ways to save
Office Services	Package deliveries via Services	Convert to bike messengers for downtown deliveries	Gas	Email scan instead of package deliveries
Recruiting	Travel to colleges for interviewing	Gone to video-interviewing for smaller colleges	Travel expenses: flight, hotel, etc.	Continue to look for ways to cut travel
All	Printers	Converted to Sleep Mode settings	Cut 70% of that electricity usage.	Purchases of new, higher energy efficiency equipment
All	Driving to work	Offer subsidies of over \$50 each month to encourage bus	Parking costs, gas	Looking for more incentives to encourage bus or carpooling
IT	Several IT servers working	Use of blade servers	Saved over 40% in electricity costs	Continue to replace as needed

Miscellaneous:

All	Plastic cups in kitchens	Purchase of ceramic cups	Plastics	Look for other ways to cut employee usage
All	Plastic bottles, cans, paper	Purchased specified containers for recycling	Packaging for janitorial disposal/recycling	Cut down usage
All	Paper plates and plastic silverware	Use of dishes and silver	Paper, plastics, costs	Continue as appropriate
Central File	Paper disposal	Use of vendor that converts shredding into other uses	Recycling instead of disposal	Looking for more vendors that recycle, reuse
Milwaukee	Worthy Eco-causes around city	Sent group of volunteers to help the Urban Ecology Center, the Hank Aaron State Trail and the Juneau State Park. More planned for 2011.	Plant, weed and otherwise assist these community green areas	Continue and expand volunteer activities
All	Green education lacking	Library formulated "green tips" sent to staff every Friday to educate employees on how to be more green at work and at home	Education tools	Continue and provide more educational programs

NOTE: Godfrey & Kahn's Green Committee, Green@Godfrey, has been and will continue to meet monthly with our landlord to work on energy efficiencies for the building, brainstorm co-projects and pool information on green changes made in the building.