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Acceptance letter

Commitment outline

**State of Wisconsin**  
**DEPARTMENT OF NATURAL RESOURCES**  
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Madison WI 53707-7921

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



February 14, 2017

Scott Nelson, Facility Manager  
Kimberly-Clark Corporation – Experimental Mill  
126 N. Commercial Street  
Neenah, WI 54956

Subject: Officially switching back to Green Tier – Tier 1

Dear Scott:

This is to confirm Kimberly-Clark Corporation – Experimental Mill’s move in Green Tier from the Tier 2 level to the Tier 1 level. We are supportive of your decision as this move makes good business sense for your facility. Please keep in mind that if you find reason to seek the flexibility opportunities that Tier 2 participants can recognize, we will be happy to walk you through that transition. Kimberly-Clark X-Mill has been a long standing, valuable participant since September 2006 and we value your participation in the program at any level. We look forward to continuing to work with you.

Jennifer Borski will continue to be your single point of contact. She can be reached at 920-424-7887 or at [jennifer.borski@wisconsin.gov](mailto:jennifer.borski@wisconsin.gov). Please continue to contact her with any questions concerning communications, required approvals, or technical assistance you may need. As a backup, you and your staff are also welcome to contact me (608-267-6817 or [laurel.sukup@wisconsin.gov](mailto:laurel.sukup@wisconsin.gov)).

For your convenience the attached Commitment Outline points out your benefits, commitments and important dates that affect your participation at the Tier 1 level.

On behalf of the Department of Natural Resources, I look forward to Kimberly-Clark Corporation -- Experimental Mill’s continued participation in Green Tier.

Sincerely,

/s/ Laurel Sukup

Laurel Sukup  
Sustainability and Business Support Section Chief

Cc: Jennifer Borski

Attachments: Green Tier Commitment Outline  
Green Tier Annual Report Guidance

## Green Tier Commitment Outline for Kimberly-Clark – Experimental Mill

- I. **Approval Date** – for initial Tier 1 participation: September 6, 2006  
– for Tier 2 participation: January 18, 2012  
– for current Tier 1 participation: February 14, 2017

### Commitment Outline Updated: 02/06/2020

The updates since participation started are:

- Change of annual report due date
- Change of project coordinator
- Updated general content, format and links

### I. **Environmental Management Systems (EMS) & Audit Requirements**

Your EMS must either be ISO-certified, or you must demonstrate that it is functionally equivalent. For information on how to demonstrate the functional equivalency of your EMS, please see: <https://dnr.wi.gov/files/PDF/pubs/co/CO503.pdf>

You have demonstrated that your EMS is functionally equivalent, satisfying initial Green Tier EMS requirements.

To maintain good standing with Green Tier EMS requirements:

- A. On or before, **January 1, 2018** and every year after that, you must perform an environmental management system audit. The department recommends that your first audit be completed by a DNR-approved outside EMS auditor.
- B. On or before, **January 1, 2018** and every third year, this audit **must** be completed by a DNR-approved outside EMS auditor. The list of approved auditors can be found at: <https://dnr.wi.gov/topic/GreenTier/Auditors.html>

### II. **Provide an Annual Report**

- A. **Annual Report Due Date** - We have mutually agreed that the deadline for your Green Tier annual report is **January 31<sup>st</sup>** and annually thereafter. (Please feel free to discuss alternative reporting dates with your Project Coordinator, [JenniferA.Birkholz@Wisconsin.gov](mailto:JenniferA.Birkholz@Wisconsin.gov) should your needs change.)
- B. **Reporting on Environmental Performance Commitments:** Your first report should follow the annual report instructions provided below and should provide data on your progress toward meeting your environmental performance commitments laid out in your Green Tier application or your previous year's Green Tier annual report.
- C. **Annually**, you will need to report progress on the commitments that you have made. For more details about annual reports and metrics, see the annual report instructions provided on the website; <https://dnr.wi.gov/topic/GreenTier/ReportInstructions.html>
- D. Please provide annual Green Tier Reports to both of these email addresses: [GreenTier@Wisconsin.gov](mailto:GreenTier@Wisconsin.gov) and to your Single Point of Contact, [Jennifer.Borski@Wisconsin.gov](mailto:Jennifer.Borski@Wisconsin.gov).

### III. Work toward Superior Environmental Performance

Implement environmental improvements that aim to achieve Superior Environmental Performance as defined in Green Tier law. This means environmental performance that results in measurable or discernible improvement in the quality of the air, water, land, or natural resources, or in the protection of the environment, beyond that which is achieved under environmental requirements. More information on Superior Environmental Performance can be found here:

<https://dnr.wi.gov/topic/GreenTier/SuperiorEnvironmentalPerformance.html>

### IV. Green Tier - Tier 1 – DNR Commitments

- A. **Single Point of Contact (SPOC):** Your single point of contact or SPOC is your liaison to the department, answering your questions or making connections within DNR or with other experts. Your SPOC is: Jennifer Borski - DNR, Phone 920-424-7887, Cell 920-424-4404, [Jennifer.Borski@Wisconsin.gov](mailto:Jennifer.Borski@Wisconsin.gov)
- B. **Green Tier Logo:** Green Tier participants may use the Green Tier logo on stationery, promotional and educational materials related to your facility. Logo files as well as the Green Tier Style Guide with additional guidelines and information are available online at: <https://wi-dnr.widencollective.com/portals/nkc57xuv/GreenTierBranding>. Your Project Coordinator can provide you with the current access code.
- C. **Recognition:** Along with the certificate of recognition, the department will host a [participant web page](#) for easy reference. Participants should provide information and pictures on their environmental efforts to populate the webpage. We will also promote your successes throughout your tenure in Green Tier using a variety of DNR communication channels.
- D. **Project Coordinators:** You should also feel free to contact your Project Coordinator for Green Tier specific information. Project Coordinators provide support to SPOCs and participants providing reminders on Green Tier requirement dates and by promoting a participant's successes. Your project coordinator is: Jenni Birkholz, Phone 608-266-8226, Cell 608-514-2182, [JenniferA.Birkholz@Wisconsin.gov](mailto:JenniferA.Birkholz@Wisconsin.gov)
- E. **Minimum Inspection Frequency:** Because you have implemented an EMS, you are entitled to inspections at the lowest frequency permitted by the programs under law. The department will work with you to determine how this will work for you.
- F. **Deferred Civil Action:** You are entitled to Deferred Civil Enforcement as described in statutes (299.83(6m)(d)). If you discover a violation of an existing environmental requirement, you are entitled to protection from any civil penalties that the department might otherwise impose if you:
  - 1. Notify the department
  - 2. Provide a corrective action plan and documentation of your Environmental Management System (EMS) adjustments that ensure the violation will not happen again, and
  - 3. Correct the violations within 90 days