



## Green Tier Commitment Outline for Phillips-Medisize – Design Development Center

### I. Approval Date – October 10, 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):** Gina Keenan, 715-839-3765  
Gina.Keenan@wisconsin.gov

You should also feel free to call Project Coordinator Laurel Sukup, WDNR, 715-365-8936, laurel.sukup@Wisconsin.gov for any additional information that you might need.

- **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 **October 10, 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 October 10, 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 **October 10, 2016**. For a list of auditors see: <http://dnr.wi.gov/topic/GreenTier/Auditors.html>

### IV. Annual Reporting

- **Reporting on Environmental Performance Commitments:** Your first annual report should provide data on your progress toward meeting your environmental performance commitments laid out in your Green Tier application. You identified the following:
  - Waste: Minimize pollution impacts through proper waste disposal and recycling.
  - Energy: Review and implement 2 energy reduction projects by end of fiscal year.
  - Involvement: Develop, communicate, and post EMS, energy and recycling topics throughout the year with the involvement of the sustainability/recycling committee.
- **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, (715)365-8936, laurel.sukup@wisconsin.gov 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](mailto:GreenTier@Wisconsin.gov) and to your SPOC, [Gina.Keenan@wisconsin.gov](mailto:Gina.Keenan@wisconsin.gov). Electronic submission is preferable.