



October 11, 2013

David Garner, Quality Manager
DMK USA, Inc.
4917 Coye Drive
Stevens Point, WI 54481

Subject: Welcome to Green Tier – Tier 1

Dear David:

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 recognizing your facility for taking the lead in environmental protection while assuring economic stability and growth. We are committed to publicizing DMK USA, Inc. 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.

UPDATE: Tom Nowakowski is DMK's SPOC.
Phone: 608-266-8226 Email: Thomas.Nowakowski@wisconsin.gov

~~Kimberly Ake has been assigned as your single point of contact. She can be reached at (608) 267-6743 or at Kimberly.ake@wisconsin.gov.~~ Please contact [Kimberly](#) 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 DMK USA, Inc.

I. Approval Date – October 11, 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):** Tom Nowakowski, 608-266-8226
Thomas.Nowakowski@wisconsin.gov
- **Minimum Inspection Frequency:** After you have implemented an EMS you are entitled to inspections (if applicable, based on any DNR permits that you hold) 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 agree to have your EMS in place on or before **October 11, 2014**. (Per earlier correspondence, DMK USA, Inc. is pursuing ISO 14001 registration. At such time as this is completed, please send proof of registration to ~~Kimberly Ake~~ to satisfy EMS requirement.)
- At least one time prior to **October 11, 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 11, 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 (as well as any additional goals that you have decided to pursue throughout the year). You identified the following commitments to superior environmental performance in your application:
 - Disposal of inkjet cleaning solution
 - Better recycling containers for the office
 - Environmentally friendly lawn treatments
- **First Annual Report Due Date** – It is agreed that you will send your first annual report by November 1, 2014 and annually thereafter. (Please feel free to discuss alternative reporting dates with ~~Kimberly Ake, (608) 267-6743 or Kimberly.ake@wisconsin.gov~~ should your needs change.) Tom Nowakowski, 608-266-8226, Thomas.Nowakowski@wisconsin.gov

- 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, ~~Kimberly.ake@wisconsin.gov~~. Electronic submission is preferable. Thomas.Nowakowski@wisconsin.gov