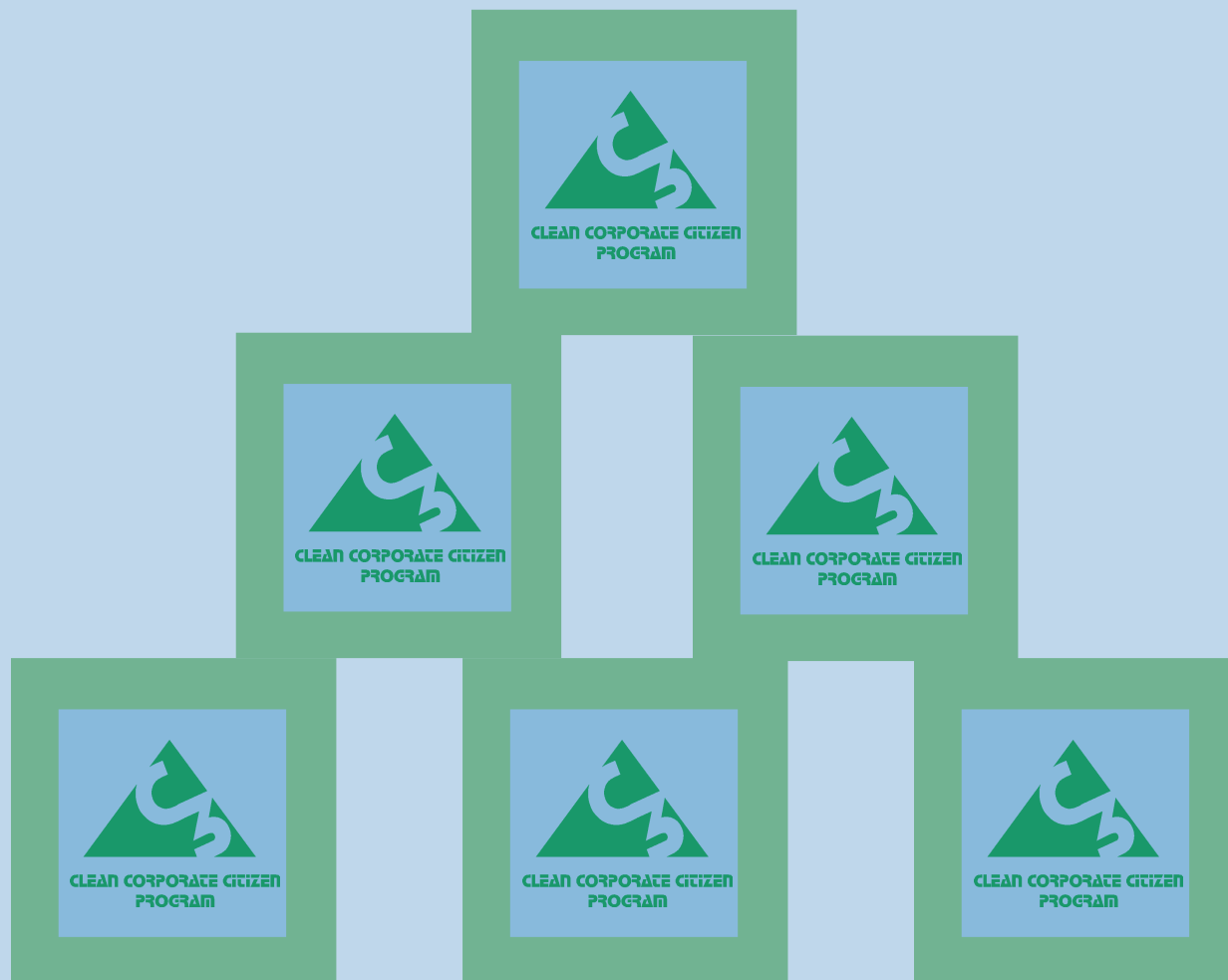


# MICHIGAN CLEAN CORPORATE CITIZEN PROGRAM

## ANNUAL REPORT



**A voluntary program designed to recognize Michigan Clean Corporate Citizens for environmental performance and stewardship**

**environmental management   pollution prevention   environmental compliance**



Governor Jennifer M. Granholm ♦ Director Steven E. Chester

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Authority: PA 451 of 1994, as amended. Completion is mandatory to remain in the Clean Corporate Citizen Program and be eligible for Clean Corporate Citizen Regulatory Benefits as provided under R 324.1501 to R 324.1511.



### C3 Annual Report

C3 designations are valid for **3 years for ISO 14001:2004 certified C3s and 2 years for non – ISO 14001:2004 certified C3s**. To retain a C3 designation, however, a Clean Corporate Citizen must also submit an **Annual Report** not later than 30 days before the annual anniversary date of the current C3 designation as required by R 324.2509a. The Annual Report shall summarize activities undertaken over the past year to:

- 1) Identify and implement pollution prevention activities
- 2) Set, revise, and implement goals, objectives, targets, and the strategy the Clean Corporate Citizen is employing to resolve any unmet goals, objectives, and targets in its environmental management system and pollution prevention programs. (See Pages 2 and 3 - Environmental Performance)

The Annual Report request shall also include a statement by the responsible official that the Clean Corporate Citizen is in compliance with **all applicable state environmental requirements and applicable federal environmental requirements** and has no outstanding, unresolved violations, or is in compliance with a schedule acceptable to the department to correct any outstanding violations.

Annual Reports should be submitted to the Pollution Prevention and Compliance Assistance Section, Environmental Science and Services Division, Michigan Department of Environmental Quality, PO Box 30457, Lansing, MI 48909-7957. Questions can be directed to the Pollution Prevention and Compliance Assistance Section at 517-335-5540 or the Environmental Assistance Center (EAC) at 1-800-662-9278.

1. ESTABLISHMENT NAME			
OTHER IDENTIFYING NAME (if applicable)			
2. ESTABLISHMENT ADDRESS (number and street)			
CITY	STATE	ZIP CODE	3. COUNTY
4. NAME/TITLE OF CONTACT PERSON	E-MAIL		TELEPHONE NUMBER (include area code)
5. DATE OF ORIGINAL C3 DESIGNATION OR MOST RECENT RENEWAL			

### Environmental Compliance - COMPLETE AND SIGN COMPLIANCE STATEMENT BELOW:

I have reviewed the environmental compliance record for _____ and to the best of my knowledge the establishment is in compliance with <b>all applicable state environmental requirements and applicable federal environmental requirements</b> and has no outstanding, unresolved violations, or is in compliance with a schedule acceptable to the department to correct any outstanding violations. (R 324.1509(3)).	
NAME/TITLE OF RESPONSIBLE OFFICIAL (printed or typed)	TITLE
SIGNATURE	DATE
E-MAIL	

# CLEAN CORPORATE CITIZEN ANNUAL REPORT



## ENVIRONMENTAL PERFORMANCE

In order to quantify the successes of C3 facilities and measure the effectiveness of their EMS and P2 Programs, R324.1509a(1)(b) requires each establishment to report on their environmental goals, objectives, and targets. This information not only highlights the achievements of individual establishments, but will also serve as a valuable measure of the overall effectiveness of the C3 program. Please review each of the following categories below that apply to your operations and summarize your past year's results. Please indicate an N/A for those areas that are not applicable to your operations. (Attach additional sheets as necessary).

Reporting Period: From \_\_\_\_\_ To \_\_\_\_\_

<u>Performance Indicator</u>	<u>Goal/Objective/Target (from EMS/P2)</u>	<u>Results this reporting period</u>	<u>Estimated cost benefit</u>
<b><i>Air Emissions</i></b>	(Example: 10% VOC reduction)	(1,200 lbs. VOC reduced)	N/A - No cost figures available
<b><i>Energy Use</i></b>	(Example: 5% energy use reduction)	(250,000 kwh reduced)	(\$50,000)
<b><i>Hazardous Waste</i></b>	(Example: 15% reduction in hazardous waste generation)	(1,350 pounds reduced)	(\$125,000)
<b><i>Materials Use</i></b>	(Example: 50% reduction in the use of corrugated cardboard)	(1.1 tons of cardboard reduced)	(\$37,500)

CLEAN CORPORATE CITIZEN ANNUAL REPORT



ENVIRONMENTAL PERFORMANCE

(Continued)

<u>Performance Indicator</u>	<u>Goal/Objective/Target (from EMS/P2)</u>	<u>Results this reporting period</u>	<u>Estimated cost benefit</u>
<b>Solid Waste</b>	(Example: 25% reduction in solid waste sent to landfill)	(2,600 pounds of cardboard, paper and wood recycled)	(\$17,800)
<b>Wastewater Discharges</b>	(Example: Reduce copper in wastewater discharge by 25%)	(435 lbs of copper eliminated from wastewater discharge)	N/A - No cost figures available
<b>Water Use</b>	(Example: 10% reduction in water consumption)	(140,00 gallons reduction in water consumption)	(\$6,800)
<b>Other</b>			
<b>Habitat Preservation and/or Restoration</b> (attach description as necessary)			
<b>Community Outreach</b> (attach description as necessary)			