



## **General Instructions**

- The first step to becoming a Corporate Champion of the Green Suppliers Network is to formalize your commitment to the program with a letter on your company's letterhead.
- We have included a sample letter for you on the next page. You can customize the letter below or submit your own letter that includes the bulleted commitments listed.
- Corporate Champions must engage at least five suppliers to complete the Green Suppliers Network review process within the first 12 months. After the first year, Corporate Champions have the opportunity to renew their membership through the program website.
- ***Please address the letter to:***  
Matt Bogoshian, Senior Policy Counsel  
Office of Chemical Safety and Pollution Prevention  
U.S. Environmental Protection Agency  
1200 Pennsylvania Avenue, N. W. (7101M)  
Washington, DC 20460
- ***Please submit the letter via e-mail to:***  
Becky Cool, EPA Program Manager  
Green Suppliers Network  
U.S. Environmental Protection Agency  
E-mail: [cool.rebecca@epa.gov](mailto:cool.rebecca@epa.gov)

Please copy [Green\\_Suppliers@epa.gov](mailto:Green_Suppliers@epa.gov) and [murray.tom-hq@epa.gov](mailto:murray.tom-hq@epa.gov) on your e-mail.



## **Sample Champion Commitment Letter to the Green Suppliers Network**

Matt Bogoshian, Senior Policy Counsel  
Office of Chemical Safety and Pollution Prevention  
U.S. Environmental Protection Agency  
1200 Pennsylvania Avenue, N. W. (7101M)  
Washington, DC 20460

Dear Mr. Bogoshian,

**[Your Company Name]** pledges its support and commitment to the U.S. Environmental Protection Agency (EPA) and Department of Commerce's (DoC) Green Suppliers Network to help our suppliers integrate *Lean and Clean* methods into their manufacturing operations. As a Corporate Champion, **[Your Company Name]** supports innovative and cost-effective process improvements and waste elimination strategies that result in improved supplier productivity, capacity building, efficiency, and environmental performance.

**[You may choose to include a statement about your Company's current environmental efforts here and how they are aligned with the Green Suppliers Network program]**

As a champion of the Green Suppliers Network, **[Your Company Name]** commits to:

- **Engaging at least five suppliers [or specify # of suppliers] to complete the Green Suppliers Network review process within the first 12 months of joining the program.** We will educate our suppliers with the support of the Green Suppliers Network about the benefits of *Lean and Clean* reviews and encourage them to become program partners.
- **Exploring options to recognize and reward suppliers who have completed Green Suppliers Network reviews and have implemented appropriate recommendations.**
- **Providing implementation resources to suppliers, as appropriate and available.** Corporate Champions may choose to provide suppliers with internal support for implementation or can direct suppliers to the DoC's local Manufacturing Extension Partnership Center for assistance.

In addition, we give permission for the Green Suppliers Network to use our company name in association with the Green Suppliers Network program.

**[Your Company Name]** welcomes this opportunity to collaborate with the Green Suppliers Network to address key environmental issues common to our industry. Together, we can enhance the competitiveness of U.S. manufacturers in the global market while improving our material and resource efficiency.

Sincerely,

**[NAME]**

**[E-mail address]**

cc: Becky Cool  
EPA Program Manager, Green Suppliers Network