

memo

DATE August 3, 2006
Outdoor Living, Middlebury Facility
TO Performance Track File, Dave Mercer
FR Tim Keenoy
RE Change in Tracking of Commitment #3

I have again changed the method for recording and normalizing energy usage in our Performance Track commitment #3 (2% energy reduction). In our original Performance Track application, energy usage was recorded from the energy bills which was typically mid-month to mid-month (not always the same day and the gas and electricity bills were issued on different days). The heating & cooling degree days used for normalizing the data was from calendar month to calendar month. When the first annual Performance Track report was completed, we adjusted the heating & cooling degree days to coincide with the billing dates of the gas bill (cooling degree days not a factor in December/January). This was a relatively easy process when working with an entire year. Now that we have begun tracking this commitment on a monthly basis, another change has been made. The energy usage is now recorded on a monthly basis from the plant energy meters so that the heating & cooling degree days, plant production records and energy usage records all coincide. An Excel spreadsheet has been created that goes back to the baseline year (2004) to accurately track all these factors.

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