



# City of Petersburg

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## MEMORANDUM

**Date:** November 13, 2013  
**To:** Reggie Lantz, General Manager of Facility Management  
**From:** William E. Johnson III, City Manager   
**Subject:** ESMS Management Representative

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For the purposes of ISO 14001 certification, this memo is the objective evidence that you have been appointed as the management representative for our Environmental & Sustainability Management System (ESMS) for Facility Management – Custodial Services fence line.

As the appointed management representative, you have the responsibility for the ESMS and you have the designated authority to ensure the establishment, implementation, and maintenance of the ESMS at all applicable levels.

In addition, the ESMS procedure provides the specific Roles, Responsibilities, and Authorities for reporting to the Public Works Director on the performance of the ESMS review, including opportunities for improvements.

Thank you for taking the lead and ensuring that Facility Management – Custodial Services supports ESMS.

cc: Steven W. Hicks, Director of Public Works