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GOVERNOR

State of New Mexico  
**ENVIRONMENT DEPARTMENT**  
Hazardous & Radioactive Materials Bureau  
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MARK E. WEIDLER  
SECRETARY

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DEPUTY SECRETARY

**CERTIFIED MAIL**  
**RETURN RECEIPT REQUESTED**

August 11, 1997

Mr. James H. Moore Jr.  
Director of Operations  
Rinchem Company, Inc.  
6133 Edith Boulevard N.E.  
Albuquerque, New Mexico 87107

**RE: MEETING NOTES**  
**EPA ID NO. NMD002208627**

Dear Mr. Moore:

The New Mexico Environment Department (NMED) Hazardous and Radioactive Materials Bureau (HRMB) appreciates the effort of the Rinchem Company, Inc. (RNCM) to familiarize HRMB with the information presented/discussed at any of our meetings. HRMB has no objection if RNCM chooses to send a copy of their meeting notes for submittal to the HRMB files as a public record.

However, HRMB has been advised to no longer review and/or comment on any meeting notes. HRMB does not want the public to misconstrue that binding decisions have been made as a result of the review/comment process.

In addition, HRMB would also like to clarify that all past notes prepared by RNCM and reviewed by the HRMB regarding meetings do not represent the position of HRMB. If you have any questions concerning this letter, you may call me at 505/827-1561 for more information.

Sincerely,

A handwritten signature in cursive script, appearing to read "Robert S. Dinwiddie".

Robert S. (Stu) Dinwiddie, Ph.D., Manager  
RCRA Permits Management Program  
Hazardous and Radioactive Materials Bureau

File: Red, RNCM, 97  
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