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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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**CERTIFIED MAIL  
RETURN RECEIPT REQUESTED**

August 15, 1997

Mr. Michael K. O'Donnell  
General Electric Company  
One River Road  
Building 2, Room B35  
Schenectady, New York 12345

**RE: CORRECTIVE ACTION DOCUMENT REVIEW PROCESS**

Dear Mr. O'Donnell:

To enhance the working relationship and efficiency between the Hazardous and Radioactive Materials Bureau and the General Electric Apparatus Shop (GEAP), the RCRA Permits Management Program (RPMP) as of July 25, 1997, changed its procedures for reviewing documents and issuing Notices of Deficiency (NOD). The RPMP will first issue a comments letter (Request for Additional Information) on each document with a thirty (30) calendar day response time indicated. During this time should a pre-NOD meeting be required one may formally be scheduled on a document specific basis. Should the facility fail to adequately address NMED's concerns and/or provide the information required within the specified time frame, a NOD will be issued. If the facility fails to provide the required information as indicated in the NOD, an escalated enforcement action may be initiated.

Should you have any questions regarding this review process, please contact me or Mr. Phillip Solano, RPMP's GEAP Facility Manager, at 505/827-1561.

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: HSWA, GEAP/GMG, 97  
Track: GEAP, 8/15/97, O'Donnell/GEAP, HRMB/PJS, RE