



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY

REGION 6
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*Arthur
Cody
Steve P*

JUN 01 1994

JUN 7 1994

Thomas A. Norris, Colonel, USAF
Director, Environmental Management Division
377 ABW/EM, 2000 Wyoming Boulevard SE
Kirtland Air Force Base, NM 87117-5659

RE: Paperless Initiative

Dear Colonel Norris:

The Environmental Protection Agency offers the following comments in response to your April 29, 1994 letter concerning your initiative to be "paperless" by the year 2000:

1. In general, any documents or reports requiring an official signature or certification should be maintained as paper copies;
2. Data tables and other documents not requiring an official signature may be maintained on CD-Rom but only if they are read only; and
3. Public information repositories must be supplied with paper copies of all documents.

Please feel free to contact Nancy R. Morlock of my staff at (214) 655-6650 if you have any questions or need additional information.

Sincerely yours,

David W. Neleigh
for David W. Neleigh, Chief
New Mexico and Federal Facilities
Section, RCRA Permits Branch

cc: Mr. Benito Garcia, Chief
Hazardous and Radioactive Materials Bureau
New Mexico Environment Department

