

## Amendment to a Service Manual Chapter

<b>Series:</b> Finance
<b>Part 260:</b> Financial Management
<b>Chapter 6:</b> Environmental and Disposal Liability (EDL) Reporting
<b>Amendment Number:</b> 2
<b>Purpose:</b> The purpose of this amendment is to revise the existing language for transmitting review information on quarterly EDL reporting from “send” to “inform.”

### Actions:

#### 1. Under section 6.6C, change:

(2) Documents his/her review of site information in the Department's Office of Environmental Policy and Compliance (OEPC) Environmental Database (Environmental Database) and sends the information to OEPC and the Office of Financial Management. (See [Figure 6-1](#) for a diagram of the EDL review and reporting process).

#### To:

(2) Documents his/her review of site information in the Department's Office of Environmental Policy and Compliance (OEPC) Environmental Database (Environmental Database) and informs the OEPC and the Office of Financial Management that the update is complete. (See [Figure 6-1](#) for a diagram of the EDL review and reporting process).

#### 2. Under section 6.6D, change:

(4) Documents his/her review in the Environmental Database and sends the information to the Chief, Division of Engineering.

#### To:

(4) Documents his/her review in the Environmental Database and informs the Chief, Division of Engineering that the review is complete.

#### 3. Under section 6.6E, change:

(3) Sends information to the Chief, Branch of Accountability and Program Assistance, for review and preparation of financial reporting information.

#### To:

(3) Informs the Chief, Branch of Accountability and Program Assistance that the review is complete.

#### 4. Under section 6.6F, change:

(5) Notify the Service EDL Coordinator in writing when they complete the review.

**To:**

(5) Notify the Service EDL Coordinator when they complete the review.

**5. Under section 6.6G, change:**

(5) Send information to the RECC or other appropriate Regional personnel for review.

**To:**

(5) Inform the RECC or other appropriate Regional personnel that the information is ready for review.

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ACTING DIRECTOR

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