

# START DOCUMENT APPROVAL LOG

118  
557623

SITE NAME Courtch Property  
 DOCUMENT TYPE Final Report  
 SITE LEADER Jimmy S  
 AUTHOR "  
 DATE INTO REVIEW 1/23/98  
 EPA DUE DATE 1/30/98

EPA MONITOR L. Johnson  
 TDD NO. 95-07-0065  
 PCS NO. 1162  
 CHARGE TO 1162-70  
 FILE LOCATION S:\95070065  
 FILE NAME COVITCH.FNL  
 DOCUMENT CONTROL NO. A-2282

### DRAFT TYPED BY:

NAME [Signature] DATE 1/23/98 SPELL CHECK [initials]

|                             | INITIALS   | DRAFT DATE | INITIALS   | FINAL DATE |
|-----------------------------|------------|------------|------------|------------|
| AUTHOR'S REVIEW             | [initials] | 1/23/98    |            |            |
| PEER REVIEW BY              |            |            |            |            |
| TECHNICAL REVIEW BY         |            |            | [initials] | 1/27/98    |
| ADMIN PRE-PRODUCTION REVIEW |            |            |            |            |
| EDITORIAL REVIEW BY         | SO         | 1/27/98    | [initials] | 1/27/98    |
| APPROVED BY (START TL/ATL)  |            |            | [initials] | 1/28/98    |
| FINAL PRODUCTION REVIEW     | Admin:     | Date:      | Author:    | Date:      |

\*The Date Into Review must be THREE BUSINESS days prior to the EPA Due Date for all review deliverables except for After Action Reports, SI Worksheets, Draft SIP Reports, and other lengthy documents, which must be submitted 15 BUSINESS days prior to the EPA Due Date

### TASK ADMINISTRATION:

### ADDITIONAL DOCUMENT FILE LOCATIONS:

- TDD Checklist
- Safety Plan
- Safety Plan Location
- Safety Plan Not Required
- Trip Report (date of submittal)

| Document/Figure | File Location |
|-----------------|---------------|
|                 |               |
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PLEASE KEEP ALL COMMENTS ATTACHED UNTIL APPROVAL BY START TL/ATL.

| Please fill out if word processing is requested |             |  |  |  |  |
|---|-------------|--|--|--|--|
| Drop-off Date                                   |             |  |  |  |  |
| Drop-off Time                                   |             |  |  |  |  |
| Requested Date                                  |             |  |  |  |  |
| Requested Time                                  |             |  |  |  |  |
| Admin   | [Signature] |  |  |  |  |

### Notes:

Reprint prior to submittal.



SDMS DocID 557623

# START DOCUMENT APPROVAL LOG

**SITE NAME** Courtch Property **EPA MONITOR** D. T. H.  
**DOCUMENT TYPE** SIW **TDD NO.** 95-07-0085  
**SITE LEADER** Jennings **PCS NO.** 1162  
**AUTHOR** J **CHARGE TO** 1162-60  
**DATE INTO REVIEW** 7/2/97 **FILE LOCATION** S:\193020\85  
**EPA DUE DATE** 4/8/97, 10/29/97 **FILE NAME** COURTCH 2. SIW  
**DOCUMENT CONTROL NO.** \_\_\_\_\_

**DRAFT TYPED BY:**

**NAME** \_\_\_\_\_ **DATE** \_\_\_\_\_ **SPELL CHECK** \_\_\_\_\_

|                             | INITIALS     | DRAFT DATE     | INITIALS      | FINAL DATE      |
|-----------------------------|--------------|----------------|---------------|-----------------|
| AUTHOR'S REVIEW             |              |                | MA            | 7/31/97         |
| PEER REVIEW BY              | PSC          | 8-6-97         | (J.D.)        | 10/24/97        |
| TECHNICAL REVIEW BY         | PSC          | 7-17-97        |               |                 |
| ADMIN PRE-PRODUCTION REVIEW | <i>Casey</i> | 7/11/97/7/2/97 | <i>Casey</i>  | 7/11/97/8/14/97 |
| EDITORIAL REVIEW BY         |              |                | <i>Casey</i>  | 10/28/97        |
| APPROVED BY (START TL/ATL)  | 10/28/97     | (J.D.)         |               |                 |
| FINAL PRODUCTION REVIEW     | Admin: _____ | Date: _____    | Author: _____ | Date: _____     |

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**TASK ADMINISTRATION:**

- TDD Checklist
- Safety Plan
- Safety Plan Location
- Safety Plan Not Required
- Trip Report (date of submit)

**ADDITIONAL DOCUMENT FILE LOCATIONS:**

| Document/Figure | File Location |
|-----------------|---------------|
| _____           | _____         |
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**PLEASE KEEP ALL COMMENTS ATTACHED UNTIL APPROVAL BY START TL/ATL**

**Notes:**

| Please fill out if word processing is requested |              |              |  |  |  |
|---|--------------|--------------|--|--|--|
| Drop-off Date                                   |              | 8/14/97      |  |  |  |
| Drop-off Time                                   |              | 1400         |  |  |  |
| Request Date                                    |              | 8/15/97      |  |  |  |
| Request Time                                    |              | AM           |  |  |  |
| Admin   | <i>Casey</i> | <i>Casey</i> |  |  |  |

# START DOCUMENT APPROVAL LOG

**SITE NAME** Covitch Property  
**DOCUMENT TYPE** Draft Report  
**SITE LEADER** JENNIN 23  
**AUTHOR** "  
**DATE INTO REVIEW** 3/11/97  
**EPA DUE DATE** 3/17/97  
10/29/97

**EPA MONITOR** D. Till  
**TDD NO.** 95-07-0065  
**PCS NO.** 1102  
**CHARGE TO** 1102-50  
**FILE LOCATION** S:\95070065  
**FILE NAME** COVITCH.DET  
**DOCUMENT CONTROL NO.** \_\_\_\_\_

**DRAFT TYPED BY:**

**NAME** \_\_\_\_\_ **DATE** \_\_\_\_\_ **SPELL CHECK** \_\_\_\_\_

|                             | INITIALS     | DRAFT DATE  | INITIALS      | FINAL DATE  |
|-----------------------------|--------------|-------------|---------------|-------------|
| AUTHOR'S REVIEW             |              |             | <i>gmg</i>    | 7/31/97     |
| PEER REVIEW BY              |              |             |               |             |
| TECHNICAL REVIEW BY         | <i>AK</i>    | 3/11/97     | <i>(OP)</i>   | 10/23/97    |
| ADMIN PRE-PRODUCTION REVIEW | <i>gmg</i>   | 3/11/97     | <i>gmg</i>    | 8/14/97     |
| EDITORIAL REVIEW BY         | <i>gmg</i>   | 3/12/97     | <i>gmg</i>    | 8/12/97     |
| APPROVED BY (START TL/ATL)  | <i>gmg</i>   | 10/24/97    | <i>gmg</i>    | 10/29/97    |
| FINAL PRODUCTION REVIEW     | Admin: _____ | Date: _____ | Author: _____ | Date: _____ |

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**TASK ADMINISTRATION:**

- TDD Checklist
- Safety Plan
- Safety Plan Location
- Safety Plan Not Required
- Trip Report (date of submittal)

**ADDITIONAL DOCUMENT FILE LOCATIONS:**

| Document/Figure | File Location |
|-----------------|---------------|
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**PLEASE KEEP ALL COMMENTS ATTACHED UNTIL APPROVAL BY START TL/ATL.**

| Please fill out if word processing is requested |            |            |  |  |  |
|---|------------|------------|--|--|--|
| Drop-off Date                                   |            | 8/14/97    |  |  |  |
| Drop-off Time                                   |            | 0830       |  |  |  |
| Requested Date                                  |            | 8/14/97    |  |  |  |
| Requested Time                                  |            | PM         |  |  |  |
| Admin   | <i>gmg</i> | <i>gmg</i> |  |  |  |

Notes:

# START DOCUMENT APPROVAL LOG

SITE NAME Covitch Property  
 DOCUMENT TYPE SIW  
 SITE LEADER M. Jennings  
 AUTHOR "  
 DATE INTO REVIEW 9/17/96  
 EPA DUE DATE 3/10/97

EPA MONITOR N. Smith  
 TDD NO. 95-07-0805  
 PCS NO. 1162  
 CHARGE TO 1162-30  
 FILE LOCATION S:\95070805  
 FILE NAME COVITCH.SIW  
 DOCUMENT CONTROL NO. \_\_\_\_\_

**DRAFT TYPED BY:**

NAME MMJ DATE 9/17/96 SPELL CHECK \_\_\_\_\_

|                             | INITIALS ?         | DRAFT DATE      | INITIALS         | FINAL DATE      |
|-----------------------------|--------------------|-----------------|------------------|-----------------|
| AUTHOR'S REVIEW             | <u>MMJ 9/17/96</u> |                 |                  |                 |
| PEER REVIEW BY              |                    | <u>12.12.96</u> |                  |                 |
| TECHNICAL REVIEW BY         | <u>PC 3/5/97</u>   | <u>9/18/96</u>  | <u>PC 3/5/97</u> | <u>12.12.96</u> |
| ADMIN PRE-PRODUCTION REVIEW | <u>COG</u>         | <u>9/17/96</u>  | <u>MMJ</u>       | <u>3/6/97</u>   |
| EDITORIAL REVIEW BY         | <u>MMJ</u>         | <u>3/6/97</u>   | <u>MMJ</u>       | <u>3/6/97</u>   |
| APPROVED BY (START TL/ATL)  | <u>MMJ</u>         | <u>3/6/97</u>   | <u>MMJ</u>       | <u>2/5/97</u>   |
| FINAL PRODUCTION REVIEW     | Admin: _____       | Date: _____     | Author: _____    | Date: _____     |

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**TASK ADMINISTRATION:**

- TDD Checklist
- Safety Plan
- Safety Plan Location
- Safety Plan Not Required
- Trip Report (date of submittal)

**ADDITIONAL DOCUMENT FILE LOCATIONS:**

| Document/Figure | File Location |
|-----------------|---------------|
| _____           | _____         |
| _____           | _____         |
| _____           | _____         |
| _____           | _____         |
| _____           | _____         |

**PLEASE KEEP ALL COMMENTS ATTACHED UNTIL APPROVAL BY START TL/ATL.**

736 - 806  
912 - 1054

Notes:

| Please fill out if word processing is requested |                |  |  |  |  |
|---|----------------|--|--|--|--|
| Drop-off Date                                   | <u>9/17/96</u> |  |  |  |  |
| Drop-off Time                                   | <u>12:10</u>   |  |  |  |  |
| Requested Date                                  | <u>9/17/96</u> |  |  |  |  |
| Requested Time                                  | <u>1500</u>    |  |  |  |  |
| Admin   | <u>COG</u>     |  |  |  |  |

# START DOCUMENT APPROVAL LOG

**SITE NAME** Covitch Property **EPA MONITOR** N. Smith  
**DOCUMENT TYPE** Trip Report **TDD NO.** 75-07-0065  
**SITE LEADER** A. Jennings **PCS NO.** 1102  
**AUTHOR** " **CHARGE TO** 1102-40  
**DATE INTO REVIEW** 9/18/96 **FILE LOCATION** S:\75070065  
**EPA DUE DATE** 3/10/97 **FILE NAME** COVITCH.NTR COVITCH2.NTR  
**DOCUMENT CONTROL NO.** A-800 ?

**DRAFT TYPED BY:**

**NAME** mgj **DATE** 9/18/96 **SPELL CHECK**

|                             | INITIALS       | DRAFT DATE      | INITIALS      | FINAL DATE    |
|-----------------------------|----------------|-----------------|---------------|---------------|
| AUTHOR'S REVIEW             | <u>mgj</u>     | <u>9/18/96</u>  |               |               |
| PEER REVIEW BY              | <u>PSC</u>     | <u>12.12.96</u> |               |               |
| TECHNICAL REVIEW BY         | <u>DSC BJK</u> | <u>9/18/96</u>  | <u>PSC</u>    | <u>8-6-97</u> |
| ADMIN PRE-PRODUCTION REVIEW | <u>mgj</u>     | <u>9/18/96</u>  | <u>3/5/97</u> |               |
| EDITORIAL REVIEW BY         | <u>msm</u>     | <u>3/6/97</u>   | <u>msm</u>    | <u>3/7/97</u> |
| APPROVED BY (START TL/ATL)  | <u>msm</u>     | <u>3/6/97</u>   | <u>msm</u>    | <u>3/7/97</u> |
| FINAL PRODUCTION REVIEW     | Admin: _____   | Date: _____     | Author: _____ | Date: _____   |

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**TASK ADMINISTRATION:**

**ADDITIONAL DOCUMENT FILE LOCATIONS:**

- TDD Checklist
- Safety Plan
- Safety Plan Location
- Safety Plan Not Required
- Trip Report (date of submittal)

| Document/Figure | File Location |
|-----------------|---------------|
| _____           | _____         |
| _____           | _____         |
| _____           | _____         |
| _____           | _____         |
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**PLEASE KEEP ALL COMMENTS ATTACHED UNTIL APPROVAL BY START TL/ATL.**

Please fill out if word processing is requested

|                |                |  |  |  |  |
|----------------|----------------|--|--|--|--|
| Drop-off Date  | <u>9/18/96</u> |  |  |  |  |
| Drop-off Time  | <u>1120</u>    |  |  |  |  |
| Requested Date | <u>9/18/96</u> |  |  |  |  |
| Requested Time | <u>1700</u>    |  |  |  |  |
| Admin          | <u>mgj</u>     |  |  |  |  |

**Notes:**

Please assign ~~Doc. No.~~  
Doc. Cont. No.

COVITCH 2.NTR

# START DOCUMENT APPROVAL LOG

**SITE NAME** Covitch Property **EPA MONITOR** N. Smith  
**DOCUMENT TYPE** Non-sampling memo **TDD NO.** 95-07-0065  
**SITE LEADER** M. Jennings **PCS NO.** 1162  
**AUTHOR** " **CHARGE TO** 1162-30  
**DATE INTO REVIEW** 9/18/96 **FILE LOCATION** S:\95070065  
**EPA DUE DATE** 3/10/97 **FILE NAME** COVITCH.NSL  
**DOCUMENT CONTROL NO.** \_\_\_\_\_

**DRAFT TYPED BY:**

**NAME** mgj **DATE** 9/18/96 **SPELL CHECK**

|                             | INITIALS           | DRAFT DATE      | INITIALS      | FINAL DATE    |
|-----------------------------|--------------------|-----------------|---------------|---------------|
| AUTHOR'S REVIEW             | <u>mgj</u>         | <u>9/18/96</u>  | _____         | _____         |
| PEER REVIEW BY              | <u>PSC</u>         | <u>12-12-96</u> | _____         | _____         |
| TECHNICAL REVIEW BY         | <u>DS6 for JK</u>  | <u>9/19/96</u>  | <u>PSC</u>    | <u>3-5-97</u> |
| ADMIN PRE-PRODUCTION REVIEW | <u>[Signature]</u> | <u>3/5/97</u>   | _____         | _____         |
| EDITORIAL REVIEW BY         | _____              | _____           | <u>mjm</u>    | <u>3/6/97</u> |
| APPROVED BY (START TL/ATL)  | _____              | _____           | <u>mjm</u>    | <u>3/6/97</u> |
| FINAL PRODUCTION REVIEW     | Admin: _____       | Date: _____     | Author: _____ | Date: _____   |

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**TASK ADMINISTRATION:**

- TDD Checklist
- Safety Plan
- Safety Plan Location
- Safety Plan Not Required
- Trip Report (date of submittal)

**ADDITIONAL DOCUMENT FILE LOCATIONS:**

| Document/Figure | File Location |
|-----------------|---------------|
| _____           | _____         |
| _____           | _____         |
| _____           | _____         |
| _____           | _____         |
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**PLEASE KEEP ALL COMMENTS ATTACHED UNTIL APPROVAL BY START TL/ATL.**

| Please fill out if word processing is requested |                    |  |  |  |  |
|---|--------------------|--|--|--|--|
| Drop-off Date                                   |                    |  |  |  |  |
| Drop-off Time                                   |                    |  |  |  |  |
| Requested Date                                  |                    |  |  |  |  |
| Requested Time                                  |                    |  |  |  |  |
| Admin   | <u>[Signature]</u> |  |  |  |  |

Notes:



# START DOCUMENT APPROVAL LOG

|                                   |  |
|-----------------------------------|--|
| SITE NAME <u>Courtch Property</u> | EPA MONITOR <u>N. Smith</u>                |
| DOCUMENT TYPE <u>Letters</u>      | TDD NO. <u>95-07-0085</u>                  |
| SITE LEADER <u>M. Jennings</u>    | PCS NO. <u>1162-40</u>                     |
| AUTHOR <u>"</u>                   | CHARGE TO <u>1162-40</u>                   |
| DATE INTO REVIEW <u>8/2/96</u>    | FILE LOCATION <u>S:\95070085</u>           |
| EPA DUE DATE _____                | FILE NAME <u>PICTURES.LJ + PICTURES.CG</u> |
|                                   | DOCUMENT CONTROL NO. <u>A-561 + A-562</u>  |

**DRAFT TYPED BY:**

|                |                    |   |
|----------------|--------------------|---|
| NAME <u>mg</u> | DATE <u>8/2/96</u> | SPELL CHECK <input checked="" type="checkbox"/> |
| NAME _____     | DATE _____         | SPELL CHECK _____                               |
| NAME _____     | DATE _____         | SPELL CHECK _____                               |
| NAME _____     | DATE _____         | SPELL CHECK _____                               |

|                             | INITIALS     | DRAFT DATE    | INITIALS      | FINAL DATE    |
|-----------------------------|--------------|---------------|---------------|---------------|
| AUTHOR'S REVIEW             | <u>mg</u>    | <u>8/2/96</u> |               |               |
| TECHNICAL/PEER REVIEW BY    | <u>JK</u>    | <u>8/2/96</u> |               |               |
| ADMIN PRE-PRODUCTION REVIEW |              |               |               |               |
| EDITORIAL REVIEW BY         |              |               | <u>ODM</u>    | <u>8/2/96</u> |
| APPROVED BY (START TL/ATL)  |              |               |               |               |
| FINAL PRODUCTION REVIEW     | Admin: _____ | Date: _____   | Author: _____ | Date: _____   |

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**TASK ADMINISTRATION:**

**ADDITIONAL DOCUMENT FILE LOCATIONS:**

|  |   |   |
|--|---|---|
| <input type="checkbox"/> TDD Checklist<br><input type="checkbox"/> Safety Plan<br><input type="checkbox"/> Safety Plan Location<br><input type="checkbox"/> Safety Plan Not Required<br><input type="checkbox"/> Trip Report (date of submittal) | <p style="text-align: center;"><i>Document/Figure</i></p> <hr/> <hr/> <hr/> <hr/> <hr/> | <p style="text-align: center;"><i>File Location</i></p> <hr/> <hr/> <hr/> <hr/> <hr/> |
|--|---|---|

**PLEASE KEEP ALL COMMENTS ATTACHED UNTIL APPROVAL BY START TL/ATL.**

**NOTES:**

# START DOCUMENT APPROVAL LOG

**SITE NAME** Govitch Property/Farmer ATF Davidson Co. **EPA MONITOR** Nancy Smith  
**DOCUMENT TYPE** Site Access Agreement Letter **TDD NO.** 95-07-0065  
**SITE LEADER** Mike Jennings **PCS NO.** 1162  
**AUTHOR** " **CHARGE TO** 1162-20  
**EPA DUE DATE** ASAP - No Dredging **FILE LOCATION** T:\SIP\95070065  
**DATE OF DELIVERY** \_\_\_\_\_ **FILE NAME** GOVITCH.SAA  
**DOCUMENT CONTROL NO.** \_\_\_\_\_

**DRAFT TYPED BY:**

|                 |                           |   |
|-----------------|---------------------------|---|
| NAME <u>mgj</u> | DATE <u>5 DECEMBER 95</u> | SPELL CHECK <input checked="" type="checkbox"/> |
| NAME _____      | DATE _____                | SPELL CHECK _____                               |
| NAME _____      | DATE _____                | SPELL CHECK _____                               |
| NAME _____      | DATE _____                | SPELL CHECK _____                               |

|                            | INITIALS       | DRAFT DATE      | INITIALS  | FINAL DATE     |
|----------------------------|----------------|-----------------|-----------|----------------|
| AUTHOR'S REVIEW            | <u>mgj</u>     | <u>5 Dec 95</u> | _____     | _____          |
| TECHNICAL/PEER REVIEW BY   | _____          | _____           | <u>CS</u> | <u>12/6/95</u> |
| EDITORIAL REVIEW BY        | _____          | _____           | _____     | _____          |
| ADMINISTRATIVE REVIEW BY   | <u>Heather</u> | <u>5/7/95</u>   | _____     | _____          |
| APPROVED BY (START TL/ATL) | _____          | _____           | _____     | _____          |
| FINAL REVIEW BY AUTHOR     | _____          | _____           | _____     | _____          |

\*Review Due Date will be THREE BUSINESS days prior to the due date for all review deliverables except for site assessments, PA/SI Reports, After Action reports, and other lengthy documents, which shall be submitted FIVE to 10 BUSINESS days prior to the due date. Site Assessment Reports shall be submitted 10 BUSINESS days prior to due date.

**TASK ADMINISTRATION:**

- TDD Checklist
- Safety Plan
- Safety Plan Location
- Safety Plan Not Required
- Trip Report (date of submittal)

**ADDITIONAL DOCUMENT FILE LOCATIONS:**

| Document/Figure | File Location |
|-----------------|---------------|
| _____           | _____         |
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| _____           | _____         |
| _____           | _____         |
| _____           | _____         |

PLEASE KEEP ALL COMMENTS ATTACHED UNTIL APPROVAL BY START TL/ATL

**NOTES:**

# START DOCUMENT APPROVAL LOG

|   |   |
|---|---|
| <b>SITE NAME</b> <u>Cowitch Property / Former ATF Davidson Co.</u><br><b>DOCUMENT TYPE</b> <u>Letter</u><br><b>SITE LEADER</b> <u>Mike Jennings</u><br><b>AUTHOR</b> <u>"</u><br><b>EPA DUE DATE</b> <u>No deadline</u><br><b>DATE OF DELIVERY</b> <u>"</u> | <b>EPA MONITOR</b> <u>Nancy Smith</u><br><b>TDD NO.</b> <u>95-07-0065</u><br><b>PCS NO.</b> <u>1162</u><br><b>CHARGE TO</b> <u>1162-20</u><br><b>FILE LOCATION</b> <u>T:\SIP\95070065</u><br><b>FILE NAME</b> <u>MANUAUG.LTR</u><br><b>DOCUMENT CONTROL NO.</b> _____ |
|---|---|

**DRAFT TYPED BY:**

|                 |                      |   |
|-----------------|----------------------|---|
| NAME <u>mgj</u> | DATE <u>12/11/95</u> | SPELL CHECK <input checked="" type="checkbox"/> |
| NAME _____      | DATE _____           | SPELL CHECK _____                               |
| NAME _____      | DATE _____           | SPELL CHECK _____                               |
| NAME _____      | DATE _____           | SPELL CHECK _____                               |

|                            | INITIALS          | DRAFT DATE      | INITIALS | FINAL DATE |
|----------------------------|-------------------|-----------------|----------|------------|
| AUTHOR'S REVIEW            | <u>mgj</u>        | <u>12/11/95</u> | _____    | _____      |
| TECHNICAL/PEER REVIEW BY   | <u>J.F. Kelly</u> | <u>12/11/95</u> | _____    | _____      |
| EDITORIAL REVIEW BY        | _____             | _____           | _____    | _____      |
| ADMINISTRATIVE REVIEW BY   | _____             | _____           | _____    | _____      |
| APPROVED BY (START TL/ATL) | _____             | _____           | _____    | _____      |
| FINAL REVIEW BY AUTHOR     | _____             | _____           | _____    | _____      |

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**TASK ADMINISTRATION:**

**ADDITIONAL DOCUMENT FILE LOCATIONS:**

|                                 |                 |               |
|---------------------------------|-----------------|---------------|
| TDD Checklist                   | Document/Figure | File Location |
| Safety Plan                     | _____           | _____         |
| Safety Plan Location            | _____           | _____         |
| Safety Plan Not Required        | _____           | _____         |
| Trip Report (date of submittal) | _____           | _____         |
|                                 | _____           | _____         |
|                                 | _____           | _____         |

**PLEASE KEEP ALL COMMENTS ATTACHED UNTIL APPROVAL BY START TL/ATL**

**NOTES:**

# START DOCUMENT APPROVAL LOG

|  |   |
|--|---|
| <b>SITE NAME</b> <u>Covitch Property / Former ATF Davidson</u><br><b>DOCUMENT TYPE</b> <u>Letter</u><br><b>SITE LEADER</b> <u>Mike Jennings</u><br><b>AUTHOR</b> _____<br><b>EPA DUE DATE</b> <u>No deadline</u><br><b>DATE OF DELIVERY</b> <u>"</u> | <b>EPA MONITOR</b> <u>Nancy Smith</u><br><b>TDD NO.</b> <u>95-07-0065</u><br><b>PCS NO.</b> <u>1162</u><br><b>CHARGE TO</b> <u>1162-20</u><br><b>FILE LOCATION</b> <u>T:\SIP\95070065</u><br><b>FILE NAME</b> <u>Covitch.env</u><br><b>DOCUMENT CONTROL NO.</b> _____ |
|--|---|

**DRAFT TYPED BY:**

|            |                      |   |
|------------|----------------------|---|
| NAME _____ | DATE <u>12/11/95</u> | SPELL CHECK <input checked="" type="checkbox"/> |
| NAME _____ | DATE <u>12/15/95</u> | SPELL CHECK <input checked="" type="checkbox"/> |
| NAME _____ | DATE _____           | SPELL CHECK _____                               |
| NAME _____ | DATE _____           | SPELL CHECK _____                               |

|                            | INITIALS           | DRAFT DATE      | INITIALS           | FINAL DATE      |
|----------------------------|--------------------|-----------------|--------------------|-----------------|
| AUTHOR'S REVIEW            | <u>MSJ</u>         | <u>12/11/95</u> |                    |                 |
| TECHNICAL/PEER REVIEW BY   | <u>[Signature]</u> | <u>12/13/95</u> | <u>[Signature]</u> | <u>12/15/95</u> |
| EDITORIAL REVIEW BY        | _____              | _____           | _____              | _____           |
| ADMINISTRATIVE REVIEW BY   | _____              | _____           | _____              | _____           |
| APPROVED BY (START TL/ATL) | _____              | _____           | _____              | _____           |
| FINAL REVIEW BY AUTHOR     | _____              | _____           | _____              | _____           |

\*Review Due Date will be THREE BUSINESS days prior to the due date for all review deliverables except for site assessments, PA/SI Reports, After Action reports, and other lengthy documents, which shall be submitted FIVE to 10 BUSINESS days prior to the due date. Site Assessment Reports shall be submitted 10 BUSINESS days prior to due date.

**TASK ADMINISTRATION:**

- TDD Checklist
- Safety Plan
- Safety Plan Location
- Safety Plan Not Required
- Trip Report (date of submittal)

**ADDITIONAL DOCUMENT FILE LOCATIONS:**

| Document/Figure | File Location |
|-----------------|---------------|
| _____           | _____         |
| _____           | _____         |
| _____           | _____         |
| _____           | _____         |
| _____           | _____         |

**PLEASE KEEP ALL COMMENTS ATTACHED UNTIL APPROVAL BY START TL/ATL**

**NOTES:**



# START DOCUMENT APPROVAL LOG

|  |  |
|--|--|
| <b>SITE NAME</b> <u>Courch Property / Former ATF Davidson Co</u> | <b>EPA MONITOR</b> <u>N. Smith</u>       |
| <b>DOCUMENT TYPE</b> <u>Letter</u>                               | <b>TDD NO.</b> <u>95-07-0065</u>         |
| <b>SITE LEADER</b> <u>M. Jennings</u>                            | <b>PCS NO.</b> <u>1162-20</u>            |
| <b>AUTHOR</b> <u>..</u>  | <b>CHARGE TO</b> <u>1162-20</u>          |
| <b>DATE INTO REVIEW</b> <u>8 May 1996</u>                        | <b>FILE LOCATION</b> <u>5:195070065</u>  |
| <b>EPA DUE DATE</b> _____  | <b>FILE NAME</b> <u>JOLLES.DVF</u>       |
|  | <b>DOCUMENT CONTROL NO.</b> <u>A.470</u> |

**DRAFT TYPED BY:**

|                       |                           |  |
|-----------------------|---------------------------|--|
| <b>NAME</b> <u>mg</u> | <b>DATE</b> <u>5/8/96</u> | <b>SPELL CHECK</b> <input checked="" type="checkbox"/> |
| <b>NAME</b> _____     | <b>DATE</b> _____         | <b>SPELL CHECK</b> _____                               |
| <b>NAME</b> _____     | <b>DATE</b> _____         | <b>SPELL CHECK</b> _____                               |
| <b>NAME</b> _____     | <b>DATE</b> _____         | <b>SPELL CHECK</b> _____                               |

|                                   | INITIALS       | DRAFT DATE    | INITIALS          | FINAL DATE    |
|-----------------------------------|----------------|---------------|-------------------|---------------|
| <b>AUTHOR'S REVIEW</b>            | <u>mg</u>      | <u>5/8/96</u> | _____             | _____         |
| <b>TECHNICAL/PEER REVIEW BY</b>   | _____          | _____         | <u>(initials)</u> | <u>5/8/96</u> |
| <b>EDITORIAL REVIEW BY</b>        | <u>Heather</u> | <u>5/8/96</u> | _____             | _____         |
| <b>ADMINISTRATIVE REVIEW BY</b>   | _____          | _____         | _____             | _____         |
| <b>APPROVED BY (START TL/ATL)</b> | _____          | _____         | _____             | _____         |
| <b>FINAL REVIEW BY AUTHOR</b>     | _____          | _____         | _____             | _____         |

\*Review Due Date will be **THREE BUSINESS** days prior to the due date for all review deliverables except for site assessments, PA/SI Reports, After Action reports, and other lengthy documents, which shall be submitted **FIVE to 10 BUSINESS** days prior to the due date. Site Assessment Reports shall be submitted **10 BUSINESS** days prior to due date.

**TASK ADMINISTRATION:**

**ADDITIONAL DOCUMENT FILE LOCATIONS:**

|  |                        |                      |
|--|------------------------|----------------------|
| <input type="checkbox"/> TDD Checklist                   | <u>Document/Figure</u> | <u>File Location</u> |
| <input type="checkbox"/> Safety Plan                     | _____                  | _____                |
| <input type="checkbox"/> Safety Plan Location            | _____                  | _____                |
| <input type="checkbox"/> Safety Plan Not Required        | _____                  | _____                |
| <input type="checkbox"/> Trip Report (date of submittal) | _____                  | _____                |

**PLEASE KEEP ALL COMMENTS ATTACHED UNTIL APPROVAL BY START TL/ATL**

**NOTES:**

Jen  
Kroll address

181 Harbor Drive  
Stamford, CT 06902

# START DOCUMENT APPROVAL LOG

**SITE NAME** Covitch Prop **EPA MONITOR** L. Johnson  
**DOCUMENT TYPE** Close Letter **TDD NO.** 95-07-0065  
**SITE LEADER** Jennings **PCS NO.** 1162  
**AUTHOR** " **CHARGE TO** 1162-90  
**DATE INTO REVIEW** 2/19/98 **FILE LOCATION** S:\95070065  
**EPA DUE DATE** 2/23/98 **FILE NAME** CLOSE.LTR  
**DOS** X **WINDOWS** \_\_\_\_\_  
**DOCUMENT CONTROL NO.** A-2402

**DRAFT TYPED BY:**

**NAME** mg **DATE** 2/19/98 **SPELL CHECK** \_\_\_\_\_

|                             | INITIALS     | DRAFT DATE  | INITIALS      | FINAL DATE     |
|-----------------------------|--------------|-------------|---------------|----------------|
| AUTHOR'S REVIEW             | _____        | _____       | <u>mg</u>     | <u>2/19/98</u> |
| PEER REVIEW BY              | _____        | _____       | _____         | _____          |
| TECHNICAL REVIEW BY         | _____        | _____       | <u>ESD</u>    | <u>2/19/98</u> |
| ADMIN PRE-PRODUCTION REVIEW | _____        | _____       | _____         | _____          |
| EDITORIAL REVIEW BY         | _____        | _____       | _____         | _____          |
| APPROVED BY (START TL/ATL)  | _____        | _____       | _____         | _____          |
| FINAL PRODUCTION REVIEW     | Admin: _____ | Date: _____ | Author: _____ | Date: _____    |

\*The Date Into Review must be THREE BUSINESS days prior to the EPA Due Date for all review deliverables except for After Action Reports, SI Worksheets, Draft SIP Reports, and other lengthy documents, which must be submitted 15 BUSINESS days prior to the EPA Due Date

**TASK ADMINISTRATION:**

- TDD Checklist
- Safety Plan

**ADDITIONAL DOCUMENT FILE LOCATIONS:**

| Document/Figure | File Location |
|-----------------|---------------|
| _____           | _____         |
| _____           | _____         |

**PLEASE KEEP ALL COMMENTS ATTACHED UNTIL APPROVAL BY START TL/ATL.**

**Notes:**

| Please fill out if word processing is requested |  |  |  |  |  |
|---|--|--|--|--|--|
| Drop-off Date                                   |  |  |  |  |  |
| Drop-off Time                                   |  |  |  |  |  |
| Requested Date                                  |  |  |  |  |  |
| Requested Time                                  |  |  |  |  |  |
| Admin   |  |  |  |  |  |

Please assign DCC No.  
 Spell check +  
 Put on letterhead  
 Thanks  
 Mike