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**REMOVAL ACTION MEMORANDUM - SAFE  
SHUTDOWN ACTIVITIES**

**10-18-91**

**DOE/WEMCO**

**DOE-106-92**

**1**

**LETTER**



COMMITMENT: 12/15/91

DW:92:0046  
ACTION: COYLE 2341

**Department of Energy**

Fernald Environmental Management Project  
P.O. Box 398705  
Cincinnati, Ohio 45239-8705  
(513) 738-6357

ASSIST: MOHR  
(ITEM 2)

SCHWARTZMAN  
(ITEM 4)

OCT 18 1991  
DOE-106-92

COPY: RHODUS  
10/21/91

Mr. W. H. Britton, President  
Westinghouse Environmental Management  
Company of Ohio  
P. O. Box 398704  
Cincinnati, Ohio 45239-8704

Dear Mr. Britton:

**REMOVAL ACTION MEMORANDUM - SAFE SHUTDOWN ACTIVITIES**

The purpose of this letter is to direct WEMCO to initiate a Removal Action to address the current Safe Shutdown Program. This removal action shall be titled Safe Shutdown and shall be established within the Administrative Record as Removal Action No. 12.

Consistent with this determination, WEMCO is directed to complete the following:

- 1) Establish an administrative record file for the removal action.
- 2) Complete an addendum to the Community Relations Plan to accommodate this removal action consistent with the requirements of the NCP.
- 3) Modify existing internal procedures to ensure that appropriate documentation is entered into the administrative record.
- 4) Provide an update to the existing Safe Shutdown procedures to the FO by December 15, 1991, for review and submittal to the U.S. and Ohio EPAs by January 15, 1992.

If your staff has any questions, please ask them to contact Robert Janke at extension 6883.

Sincerely,

R. E. Tiller  
Manager

FO:Janke