

**NR\_key\_name:** 21DAA87711FC71788525642D005EF8CC  
**SendTo:** CN=Cathy Rodriguez/O=ARRB @ ARRB

**CopyTo:** CN=Ron Haron/O=ARRB @ ARRB;CN=Jeremy Gunn/O=ARRB @ ARRB;CN=David Marwell/O=ARRB @ ARRB  
**DisplayBlindCopyTo:**  
**BlindCopyTo:** CN=R ecord/O=ARRB  
**From:** CN=Tracy Shycoff/O=ARRB  
**DisplayFromDomain:**  
**DisplayDate:** 01/28/1997  
**DisplayDate\_Time:** 12:17:18 PM  
**ComposedDate:** 01/28/1997  
**ComposedDate\_Time:** 12:13:12 PM  
**Subject:** compliance procedures  
I met with David and Jeremy about the enormous amount of copying involved in incoming compliance responses. We have agreed to the following procedure:1 copy to the compliance binder that is to be kept on your desk1 copy to be circulated with a routing slip to Jeremy, David, Ron and ??Original to 4.X.9 compliance fileA note should be placed in each of the 4.X.3 correspondence files stating that all compliance correspondence can be found in the 4.X.9 file.This should cut down on the amount of time spent at the copier as well as the number of trees killed!

**Body:**  
**recstat:** Record  
**DeliveryPriority:** N  
**DeliveryReport:** B  
**ReturnReceipt:**  
**Categories:**