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U· S· DEPARTMENT OF THE INTERIOR
OFFICE OF SURFACE MINING
RECLAMATION AND ENFORCEMENT

DIRECTIVES SYSTEM

Subject Number:	INF-2-1
Transmittal Number:	191
Date:	10/4/83

Subject: Administrative Record System

Approval: Title: Director

Subject No.: INF-2
Transmittal: 133

Dated: October 4, 1982
Subject: Administrative Record System

Please make the following pen and ink changes:

Paragraph 2a: Line 10. Delete "internal memoranda".

Paragraph 2a: Add: ***technical literature.***: Internal memoranda should not, as a matter of course, be included in the administrative record. There may be occasions, however, when it may be useful to include such a solicitor opinion or explanatory internal memorandum. Decisions on the inclusion of internal memoranda should be made on a case-by-case basis.

CHANGE NOTICE