

Applicant/Violator System Office System Advisory Memorandum



SAM # 1 DATE: October 3, 2016

Subject: SYSTEM ADVISORY MEMORANDA

On May 21, 1993, we established a formal communication system to transmit information concerning system changes, enhancements, operational procedures, and policy matters to all users of the Applicant/Violator System (AVS). We called this communication vehicle System Advisory Memoranda (SAMs). SAMs reference Federal Regulations, but are applicable to both Federal and State program procedures for AVS entry and maintenance.

This SAM replaces previous SAM # 1; "System Advisory Memoranda" dated April 16, 2013. This version updates the website link information, which has changed since the previous version.

SAMs do not describe how to perform specific AVS functions. Users are encouraged to rely upon the AVS Users' Guide for operational and technical guidance. Both the SAMs, with an accompanying numerical inventory, and the AVS Users' Guide can be viewed at the website of the AVS Office at <http://www.osmre.gov/programs/avs.shtm>.

If you have any questions or comments regarding the System Advisory Memoranda communication system, please contact the AVS Office Chief at 1.800.643.9748.

Signed: *Stephanie L. Varvell*

**Stephanie L. Varvell, Chief
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