



RECLAMATION MANUAL (RM) APPROVAL FORM



RM Release Series Number(s) (ex. RCD 03-01):

RM Release Subject(s):

Originating Office:

Point of Contact (POC):

Type of Action:

New Release	Major Revision
New Temporary Manual Release (TRMR)	TRMR Renewal
Minor Revision	Deletion

Summary of Action:

List of Attachments*:



Reviewed by Employee/Labor Relations (84-5800) (Not required for minor revisions)

Requirement for union notification/request for comments met; union comments, as appropriate, forwarded to originating office.
No union referral required.

Signature:

Name and Title:

Approved by Management (temporary actings cannot approve RM actions)

My signature below indicates my approval of the Reclamation Manual action described in the *Summary of Action* section above. If more than one approving official, both must sign below.

Signature:

Name and Title:

Signature:

Name and Title:

***Required Attachments:**

For New Releases, Major Revisions, Minor Revisions, and TRMRs:

- Final clean Word draft version of release and related appendices

For Major Revisions and Minor Revisions:

- Tracked changes version of updated release and related appendices

For New Releases, Major Revisions, New TRMRs and Deletions:

- Comment disposition matrices (when applicable: RLT, RLT Fatal Flaw, External, External Fatal Flaw)