

Reclamation Manual







Directives and Standards

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:	
<input type="radio"/> New Release	<input type="radio"/> Major Revision
<input type="radio"/> New Temporary Manual Release (TRMR)	<input type="radio"/> TRMR Renewal
<input type="radio"/> Minor Revision	<input type="radio"/> Deletion
Summary of Action:	
List of Attachments*:	

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Reviewed by Employee/Labor Relations (84-5800) (Not required for minor revisions)	
<input type="checkbox"/>	Requirement for union notification/request for comments met; union comments, as appropriate, forwarded to originating office.
<input type="checkbox"/>	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 <i>Summary of Action</i> section above. If more than one approving official, both must sign below.	
Signature:	
Name and Title:	
Signature:	
Name and Title:	
*Required Attachments:	
<p>For New Releases, Major Revisions, Minor Revisions, and TRMRs:</p> <ul style="list-style-type: none">• Final clean Word draft version of release and related appendices <p>For Major Revisions and Minor Revisions:</p> <ul style="list-style-type: none">• Tracked changes version of updated release and related appendices <p>For New Releases, Major Revisions, New TRMRs and Deletions:</p> <ul style="list-style-type: none">• Comment disposition matrices (when applicable: RLT, RLT Fatal Flaw, External, External Fatal Flaw)	