MEMORANDUM FOR JEFFREY D. FEIT
PROGRAM MANAGER

 DOE TECHNICAL STANDARDS PROGRAM

 OFFICE OF NUCLEAR SAFETY

 OFFICE OF ENVIRONMENT, HEALTH, SAFETY

 AND SECURITY

FROM: NAME (*Senior Line Manager)*
 TITLE

 OFFICE

SUBJECT: Final Concurrence for 10-day review in RevCom for (*document number and title)*

The subject (*standard, handbook, specification)* completed review and comment negotiation in Technical Standards RevCom.

This Department of Energy (DOE) (*Standard, Handbook, Specification)* (*insert purpose or scope of standard submitted for concurrence)*

I request a normal 10-day concurrence period, to begin once the document is posted and available in Technical Standards RevCom.

If there are any questions, please contact (*name of preparing activity*) at (*phone number*) or by e mail at (*email*).

Attachment (*Include a redline and clean version of the document)*