

Post-It™ brand fax transmittal memo 7571		# of pages
To <i>Anna Ulaszewski</i>	From <i>C. Best</i>	
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Dept.	Phone # <i>590-4949</i>	
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July 29, 1994

To: Anna Ulaszewski
Long Beach Naval Shipyard

N60258.000614
NSY LONG BEACH
SSIC #5090.3

From: Claire Best
Department of Toxic Substances Control

Site 12 - Long Beach Naval shipyard Fact Sheet
Review of Draft Final

Anna--

The fact sheet looks good, but you need to give an example of "volatiles" and "semivolatiles" and "organotins". These terms are all in the first paragraph of the fact sheet. Providing information to the reader up front is essential to understanding what this removal action is about.

If there are several volatiles and semivolatiles just name the ones of the highest concentration. Often in fact sheets the term "volatile organic compounds" (VOC's) is used. The following is an example of a description of "VOC's" that might also work in this fact sheet:

VOC's are solvents that readily evaporate at room temperature and are commonly used in dry cleaning, metal plating, and metal degreasing.

I don't have a description of "organotins" on any of my other fact sheets. Please use another word or provide a brief description.

Under "Previous Investigations" we use the word "organics", again a brief description is needed.

The rest of the fact sheet is fine. I know space is limited on this fact sheet. But, clarifying the terms mentioned above will enhance the final product. Please call me at (310)590-4949 to discuss my comments if you have any concerns. Thank you.

DR
OK