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Point of Contact Email/Phone:		
<b>Initial Routing Date:</b>		
<b>DUE DATE, if required:</b>		
<b>From (Name/Division/Branch/Section/Program):</b>		
<b>Name</b>	<b>Date Returned for Edits</b>	<b>Final Sign Off</b>
Enforcement Lead (Originator):		
Workgroup Lead/Peer Reviewer, if needed:		
Section Chief:		
Case Attorney:		
Senior or Lead Attorney, if needed:		
WLO Chief, if needed:		
Tribal Coordinator, if needed:		
WEB Administrative Assistant:		
WEB Branch Chief:		
ECAD IO Administrative Assistant:		
ECAD Deputy Director:		
Additional ECAD Deputy Director, if needed:		
ECAD Director:		
Regional Administrator, if needed:		
Others not listed above, if needed:		
For RJO/RHC:		
<b>PURPOSE, REMARKS OR SPECIAL INSTRUCTIONS:</b>		
<b>Electronic Version Save Location:</b>		
<b>Follow Up Completed by:</b>		<b>SENT:    Email    Mail    DATE:</b>
<b>WEB Admin.</b>	Date Saved to Reading File	