

Gilsenan, Michael

From: Atteloney, Leonard
Sent: Friday, November 15, 2002 10:48 AM
To: 'mnolan@warrenpanzer.com'
Cc: Gilsenan, Michael
Subject: Invoice # 955527



invoice955527.doc

MEMORANDUM

To: Mike Nolan, Project Manager
Warren & Panzer Engineers, P.C.

From: Leonard Atteloney, Director of Laboratory Services
Bureau of Environmental Compliance

Date: November 15, 2002

Topic: Documents Needed for Processing Invoice

In order to approve invoice # **955527** please submit the following:

1. Explanation of hours and or laboratory report for employee # 381 on 09/14/02.
2. Explanation of hours and or laboratory report for employee # 400 on 09/14/02.
3. Explanation of hours and or laboratory report for employee # 407 on 09/15/02.
4. Explanation of hours and or laboratory report for employee # 421 on 09/13/02.
5. Explanation of hours and or laboratory report for employee # 430 on 09/15/02.
6. Explanation of hours and or laboratory report for employee # 433 on 09/09/02.
7. Explanation of hours and or laboratory report for employee # 436 on 09/15/02.
8. Explanation of hours and or laboratory report for employee # 440 on 09/12/02.

c: M. Gilsenan, Asst. Commissioner BEC