

PEP - ENVIRONMENTAL STATEMENT MEMORANDUM NO. ESM96-2

To: Heads of Bureaus and Offices

From: Willie R. Taylor, Director
Office of Environmental Policy and Compliance

Subject: EIS Filing Address Information for EPA

1. The Environmental Protection Agency's Office of Federal Activities has recently relocated. OFA has furnished the attached information on their new location.
2. Please circulate this information to all within your bureau who routinely file EISs with EPA.

Attachment

UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
OFFICE OF ENFORCEMENT AND COMPLIANCE ASSURANCE
WASHINGTON, DC 20460

Dear Sir/Madame:

I am writing to provide you with information needed to file federal environmental impact statements (EIS) with the Environmental Protection Agency's (EPA) Office of Federal Activities (OFA). As you know, OFA has the responsibility for the environmental impact statement filing process. As of December 4, 1995, OFA has relocated to the Ariel Rios Building located at 1200 Pennsylvania Avenue, NW, Washington, DC 20044. This move requires the following changes to your delivery procedures:

When mailing your EISs to OFA using the regular United States mail service send your EISs to:

US Environmental Protection Agency
Office of Federal Activities
NEPA Compliance Division
EIS Filing Section
Mail Code 2252-A
401 M Street, SW
Washington, DC 20460.

When sending your EISs by special delivery (Federal Express, United Parcel Service, etc.) Or hand carrying EISs to the OFA the documents should be taken to the guard station at the South Oval lobby. The address is:

US Environmental Protection Agency
Office of Federal Activities
NEPA Compliance Division
EIS Filing Section
Ariel Rios Building (South Oval Lobby)
Mail Code 2252-A, Room 7241
1200 Pennsylvania Avenue, NW
Washington, DC 20044.

The guard on duty will ask the delivery person to call our office to verify access to the building. The telephone number for verification to gain access to the building is 564-2410 or 564-2400.

We would appreciate you providing this information to your regional offices. If you have any questions concerning the above information please contact Pearl Young on 202-564-7167 or Marilyn Henderson on 202-564-7153.

Sincerely,

Richard E. Sanderson
Director
Office of Federal Activities

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