

Division of Environment
Curtis State Office Building
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Topeka, KS 66612-1367



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Lee A. Norman, M.D., Secretary

Laura Kelly, Governor

December 4, 2020

Dear Storage Tank Consultants:

We hope this letter finds all of you well during these uncertain times. Due to unprecedented circumstances presented by the current pandemic, electronic reports in the form of PDFs can be submitted by email to the appropriate KDHE Project Manager to meet the established deadline. For all electronic PDF reports being submitted to the Project Manager by email, please copy Cathy Herring for tracking purposes. Cathy's email is Cathy.Herring@ks.gov. If your document is too large to email, please mail in the hard copy as you normally would by the deadline for that scope of work. An approved paper copy must be submitted prior to reimbursement of the report.

If you have extenuating circumstances and feel an extension of a due date is justified, you may submit a written request, prior to the due date, to the Trust Fund project manager for a new due date stating why the extension is necessary.

Many Storage Tank staff are teleworking and the best way to contact the Project Manager is through email or phone call. Mail service will continue to be delivered to and picked up from the Curtis Building.

Please keep in mind this is for work in the Storage Tank Section only; check with other programs as needed for direction regarding reporting, etc.

We will provide additional guidance as it is available.

Sincerely,

Storage Tank Section Staff