

APR 1 1980

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- ✓ Docket File
- NRC PDR
- Local PDR
- NSIC
- TIC
- TERA
- LWR #1 File
- H. R. Denton
- NRR Reading
- E. G. Case
- D. Crutchfield
- D. F. Ross
- D. B. Vassallo

- S. A. Varga
- J. F. Stolz
- E. G. Hylton
- B. C. Buckley
- M. Groff (NRR-3757)
- E. Hughes
- B. Moore
- H. Berkow
- W. Russell
- D. Eisenhut
- R. J. Mattson
- R. DeYoung

50-275

Mr. Barton Shackelford
 President & Chief Operating Officer
 Pacific Gas & Electric Company
 77 Beale Street
 San Francisco, California 94106

Dear Mr. Shackelford:

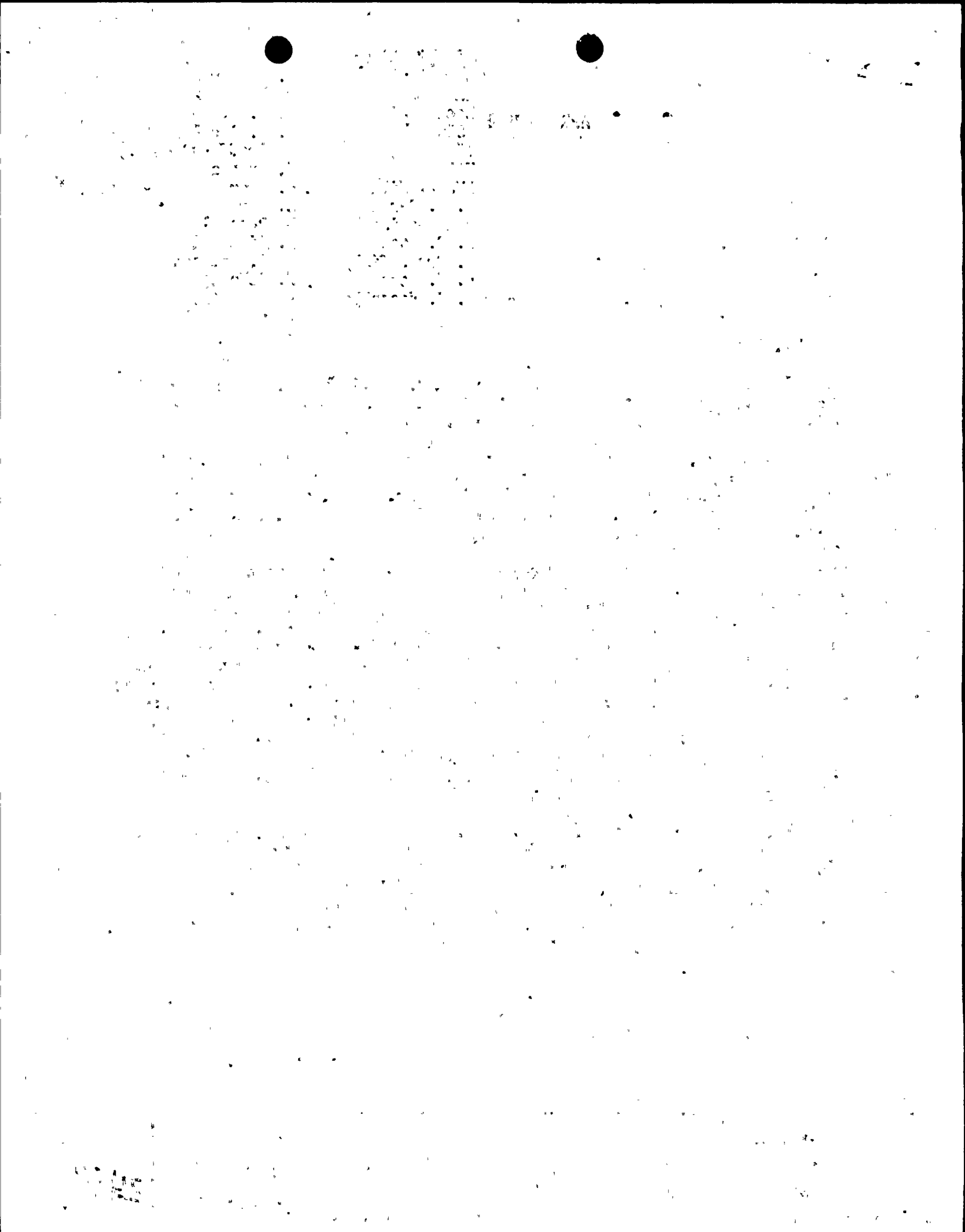
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I hope this information is useful regarding your concerns.

Sincerely,

Original signed by
~~D. F. Ross~~

D. F. Ross, Jr., Acting Director
 Division of Project Management
 Office of Nuclear Reactor Regulation

*See previous yellow for previous concurrences

DPM:DD

DBVassallo

03/31/80

OFFICE	DPM:LWR #1	DPM:LWR #1	DPM:LNR #1	DPM:LWR:AD	OELD	DPM:DD
SURNAME	EGSton:pcm	BCBuckley	JFStol	*SAVarga	*LDDavis	DFRoss
DATE	03/28/80	03/20/80	03/28/80	03/07/80	03/12/80	03/31/80

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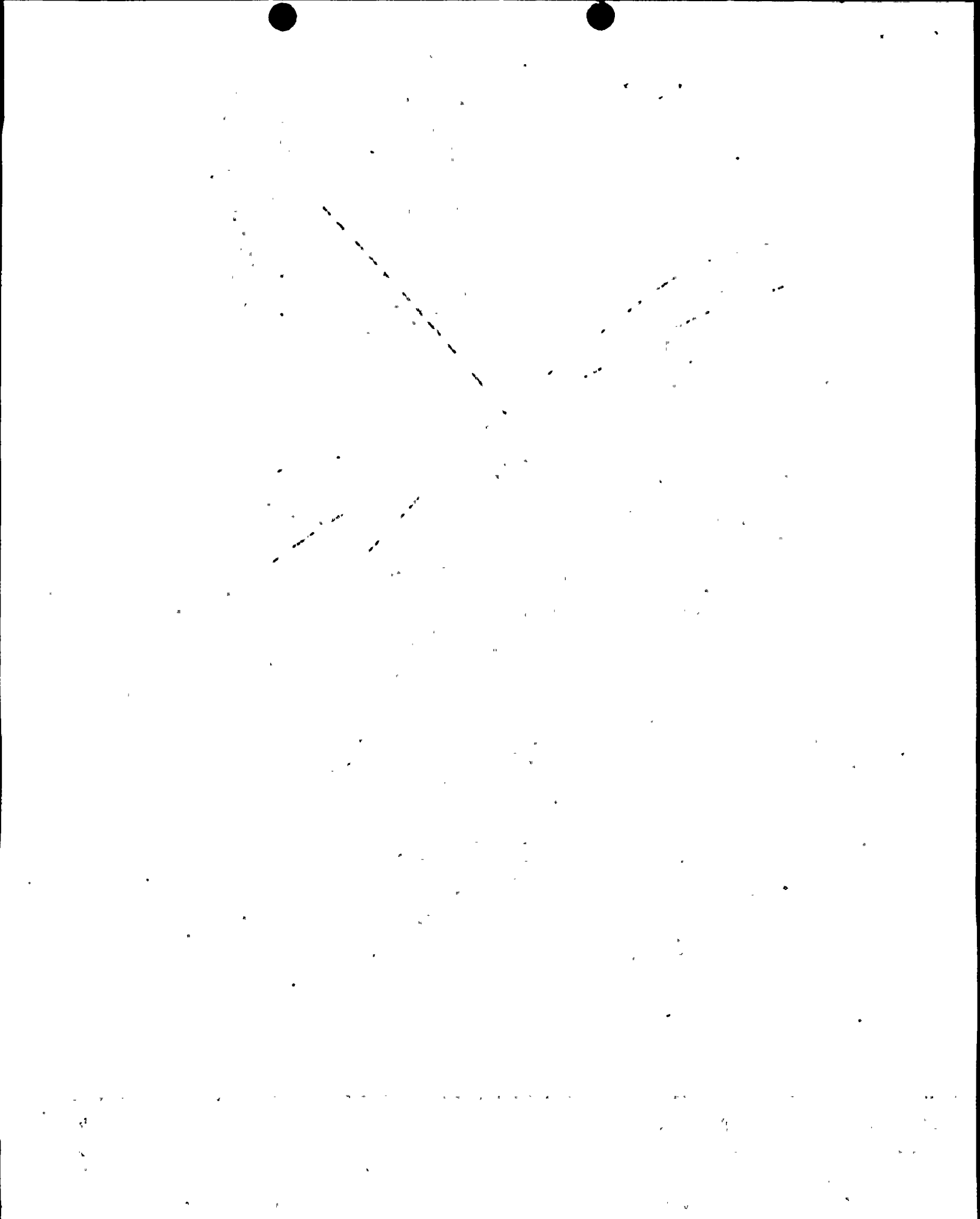
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Mr. Barton Shackelford

- 2 -

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I hope this information is useful regarding your concerns.

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Office of Nuclear Reactor Regulation

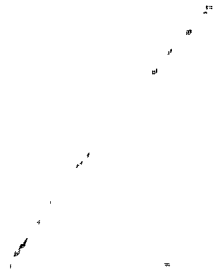
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DBVassallo

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Mr. Barton Shackelford

- 2 -

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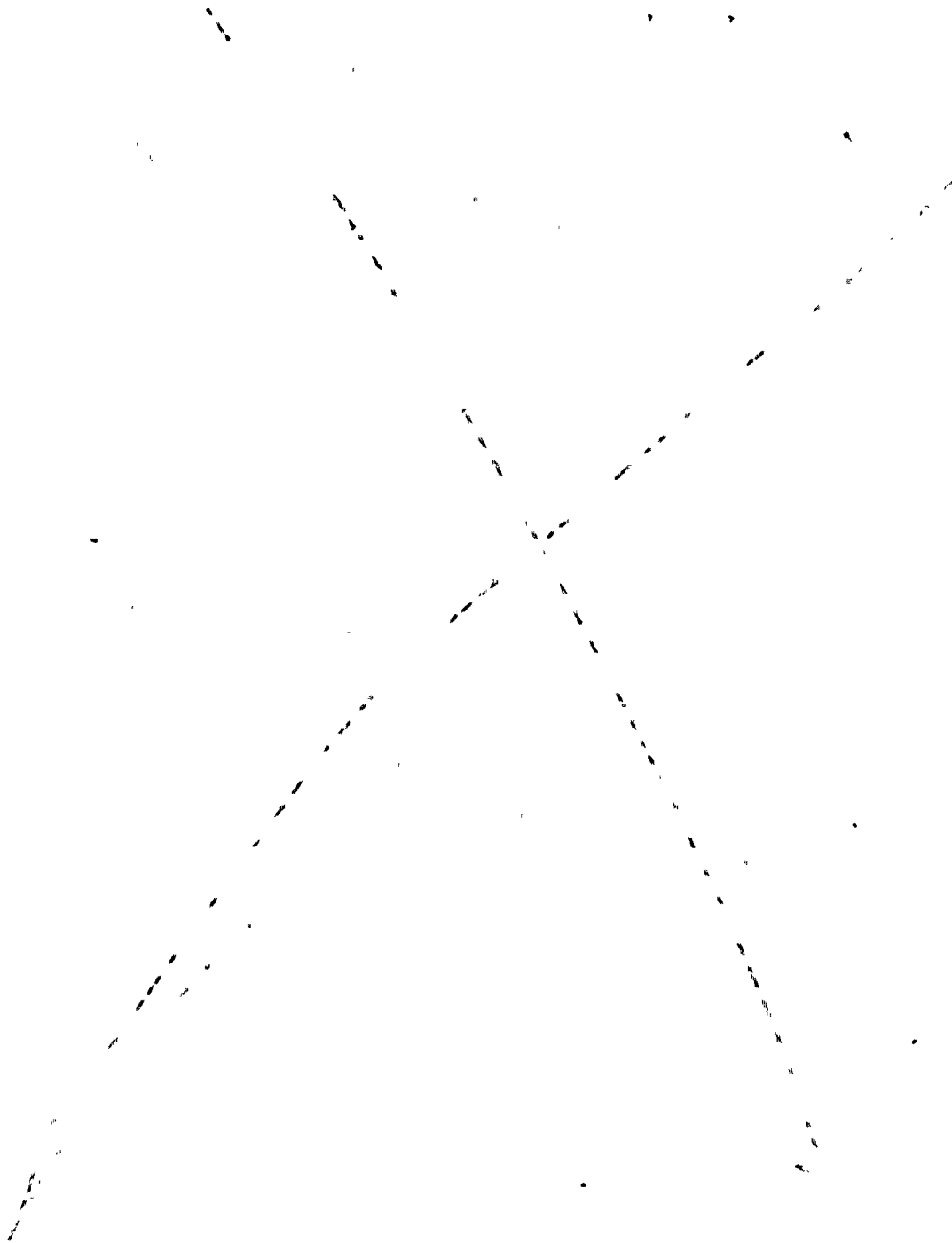
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SURNAME	EGHydron:pcm	RCBuckley	JFStolz	S/Varga	edd	DRoss
DATE	03/7/80	03/7/80	03/7/80	03/7/80	03/12/80	03/ /80





Department of Energy
Washington, D.C. 20585

Road
JAN 25 1980

MEMORANDUM FOR: Nuclear Regulatory Commission

FROM:

for Christina L. Rathkopf
Christina L. Rathkopf
Executive Secretary

SUBJECT:

Correspondence Referral

The attached correspondence has been misdirected to this Department for reply. Inasmuch as it appears to fall within the purview of your agency, we are referring this communication herewith for your reply. We have informed the writer of this action.

Thank you for your attention.

Mr. Barton W. Shackelford
President and Chief Operating Officer
Pacific Gas and Electric Company
77 Beale Street
San Francisco, California 94106

11. 11. 11

THE WHITE HOUSE


WASHINGTON

NOV 23 1979

MEMORANDUM:

The attached letter(s) addressed to the President is referred to your office for suitable acknowledgment or other appropriate handling at the earliest opportunity. Should you receive mail that has been misdirected, please forward to the appropriate agency. I would also appreciate knowing when you are forwarding such mail. My phone number is 456-2717.

Thank you.



Mary Martha Seal
Director
Correspondence Agency Liaison

037414

1979 NOV 26 PM 3: 07

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1979 DEC -3 PM 12: 11

In reply 4/1

APR 1 1980

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1. The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that this is crucial for ensuring the integrity of the financial statements and for providing a clear audit trail.

2. The second part of the document outlines the specific procedures that should be followed when recording transactions. It details the steps from identifying the transaction to posting it to the appropriate ledger account.

3. The third part of the document discusses the importance of reconciling the accounts regularly. It explains how this process helps to identify and correct any errors or discrepancies in the records.

4. The fourth part of the document discusses the importance of maintaining proper documentation for all transactions. It lists the types of documents that should be kept and how they should be organized and stored.

5. The fifth part of the document discusses the importance of reviewing the records periodically. It explains how this helps to ensure that the records are up-to-date and accurate, and that any errors are identified and corrected promptly.

6. The sixth part of the document discusses the importance of maintaining a clear and concise record of all transactions. It provides tips on how to format the records and how to use abbreviations and codes to save space.

7. The seventh part of the document discusses the importance of maintaining a separate record of all adjustments. It explains how this helps to ensure that the financial statements are accurate and that any adjustments are properly documented.

8. The eighth part of the document discusses the importance of maintaining a clear and concise record of all transactions. It provides tips on how to format the records and how to use abbreviations and codes to save space.

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