

N 8086  
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To whom it may concern,

In regards to your violation notice we received in the mail,

Steps have been taken to resolve the daily fuel use records, I have given the dyno operators a sheet to fill out for each day printed right from the Fuel log spreadsheet.

I have created a 'daily page for fuel usage' in the spreadsheet. (I am still in process of updating this page)

A copy of this sheet is located at each dyno cell and updated into the spreadsheet @ the end of each shift.

As for the dates the violation occurred I cannot be exactly sure as the spreadsheet was entered on a weekly basis instead of daily, I updated the spreadsheet splitting out the time logged for each week into daily amounts.

As for the cause, the individual who was inputting the data was not aware that there needed to be a daily record.

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**PREFIX**  
excellence is expected.



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