Facility Modification Request – AR 6601 Corrective Action Notice

Date:	

To: Responsible Originating Administrator (ROA)

From: District Office Facilities (DO Facilities) Facility Planning, District Construction and Support Services

Re: Facility Modification Request No.

In the course of investigating the above-referenced FMR, District Office Facilities has identified the following items (code violations; fire, life and safety deficiencies; etc.) that require corrective action.

Failure to address the item(s) in a timely manner may cause the FMR to be suspended and/or delayed until such correction action is completed, depending on the nature and scope of work that is required.

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Project Manager (Name):	
Project Manager Initials: Date:	
DO Facilities Reviewers:	
Director (Name): Assistant Vice Chancellor (Name):	
Signature:	Date: