

Exhibit A-3. INRMP Update Report

Use this INRMP update report, along with the INRMP master update list (see Exhibit A-2), to keep your INRMP current. For an electronic copy of this form in Microsoft Word, go to <http://www.denix.osd.mil/INRMP>.

Complete this form electronically or in hard copy, and insert into the INRMP. Consolidate forms from each staff member when completing annual or 5-year INRMP updates.

Report Number _____
 INRMP Section _____, Page _____
 Prepared by _____

Type of Update: *Supplement* Existing Project or Action
 Remove Existing Project or Action
 Create New Project or Action

1. Project or action.		
2. Goal / objective for the project or action.		
3. Related projects. List relevant INRMP sections and pages. Indicate if these projects are contingent on completion of project or action listed in 1 above.		
4. Anticipated start / end dates. Indicate whether one-time (e.g., survey) or routine (e.g., monitoring).		
5. Resources needed.		
Initial Costs (+) / Savings (-): \$		Yearly Costs (+) / Savings (-): \$
Installation Labor: hours	Volunteer Labor: hours	Contractor Labor: hours

Equipment:
Training:
IT/Information Management:
6. Coordination requirements. Include estimated timeline/schedule.
Installation Offices/Programs:
Local Authorities:
State Agencies:
Federal Agencies:
7. Compliance requirements. List appropriate regulations, documentation, permits.
Service/Installation:
State:
Federal:
8. Briefly describe reason for update.