

## **About the Administrative Record**

This administrative record file contains the documents that the U.S. Environmental Protection Agency (EPA) used to identify removal activities appropriate for the Factory Street Lead Site, in Honolulu, Hawaii.

Please address questions regarding this administrative record to:

Amanda Pease  
On-Scene Coordinator  
U.S. EPA (SFD-9-2)  
75 Hawthorne Street  
San Francisco, CA 94105  
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## **What is an Administrative Record?**

An administrative record is a collection of documents that forms the basis for an agency's decision, in this case the selection of a response action.

Under section 113(k) of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), 42 U.S.C. § 9613(k), as amended by the Superfund Amendments and Reauthorization Act, the EPA is required to establish an administrative record for every CERCLA response action and to make a copy of the administrative record available for public review.

Questions regarding the maintenance of the administrative record file should be directed to:

Elaine Chan  
Administrative Record Coordinator  
U.S. EPA (SFD-7-5)  
75 Hawthorne Street  
San Francisco, CA 94105-3972  
Phone: (415) 972 3128

## **How to obtain copies of administrative record documents:**

Individuals may copy any documents contained in the administrative record file according to the procedures at the local repository ([www.response.epa.gov/FactoryStreet](http://www.response.epa.gov/FactoryStreet)) or request a copy of the CD by calling the Regional Records Center at (415) 947-8717.