

HOW TO SUBMIT A MODIFICATION REQUEST WITH A FULL BOARD CONTINUING REVIEW PACKET:

1. Prepare an original Continuing Review packet assuming the Full Board Mod revisions will be fully approved. (Use a clean copy of the revised documents in CR packet.)
2. Prepare a copy of the Modification packet with redlined/highlighted and clean copies of the revised documents.
3. Place the CR packet on top of the Mod packet and make 20 copies.
4. The original version of the packet (CR followed by Mod) should be placed on top of the copies. Please place two copies of the clean and redlined/highlighted protocol behind the original version of the CR/Mod packet.