



### Our services

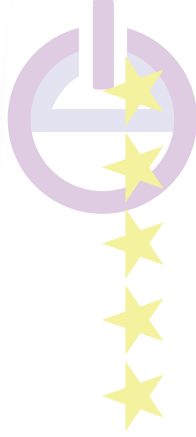
Through a team approach to document development, DynaGlobe can:

- ◆ augment your staff with professional writers and editors during peak work periods, thus reducing overtime costs and hire/layoff cycles;
- ◆ apply our methods to minimize duplication of effort while maximizing accuracy—producing superior documents for less cost;
- ◆ streamline your management and operations systems to increase productivity and eliminate deficiencies;
- ◆ decrease work stoppages, returns, and re-work because end users fully understand processes and products;
- ◆ minimize conflicts by analyzing and integrating all facets of a project, operation, or process;
- ◆ reduce accidents by identifying and helping eliminate or mitigate hazards; and
- ◆ eliminate errors that could compromise your credibility.

**We improve your documents, your image, and your bottom line.**

### Value added

DynaGlobe adds value to your company—through enhanced internal and stakeholder communications, streamlined procedures, winning proposals, effective plans, polished reports, and greater levels of client satisfaction and public acceptance.

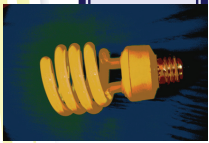


**DYNA  
GLOBE**

PO Box 1288, Portsmouth, OH 45662  
Phone: 740-858-3282  
Mobile: 740-727-8696

**Dynamic Global Solutions**  
(DynaGlobe) is a small, woman-owned, HUBZone- and Edge-certified company that provides technical writing, editing, and document design services. We specialize in cradle-to-grave development of technical documents for nuclear (non-reactor) and environmental management applications.

*DynaGlobe has an active DOE FOCI clearance ("L" level).*



### What problem may we solve for you today?

We offer technical writing and editing services that ensure you receive the total package—a polished technical document that conveys accurate, meaningful information to its intended audience while maximizing your profits and minimizing problems.

DynaGlobe has extensive experience in the environmental-management field, such as:

- ◆ environmental remediation (including CERCLA/Superfund),
- ◆ regulatory compliance (DOE, EPA, DOT, NRC, OSHA)
- ◆ environmental compliance (NEPA, NESHAP, CWA, CAA),
- ◆ facilities management,
- ◆ fissile/nuclear materials,
- ◆ information technology,
- ◆ work control and integration,
- ◆ safety and health,
- ◆ quality assurance/compliance,
- ◆ waste management (RCRA, TSCA, radioactive, fissile).

### Technical writing

Our technical writers work with your subject matter specialists to develop outlines, flow charts, and rough drafts; our writers analyze information and facilitate communication to profile target audiences, enhance work flow,

and resolve conflicts. Our writers then develop final drafts and coordinate review cycles and approval. They build documents on the basis of:

- ◆ conduct of operations,
- ◆ configuration management,
- ◆ logic sequencing,
- ◆ problem solving,
- ◆ process integration,
- ◆ industrial and radiological safety,
- ◆ quality assurance/compliance, and
- ◆ requirements implementation.



### Technical editing

Editing enhances readability and consistency while relieving you of document-management burdens.

Our computer-savvy editors provide:

- ◆ substance or copy editing,
- ◆ printing
- ◆ coordination,
- ◆ iteration
- ◆ control, and
- ◆ records/file management.



### Graphic design

We enhance your information with desktop-publishing techniques and custom graphics elements such as:

- ◆ formats and tailored templates,
- ◆ photography, and
- ◆ technical drawings and graphs.

### Document types

We have extensive expertise with all manner of documents, including:

- ◆ procedures, policies, and training modules;
- ◆ environmental assessments, statements, and reports;
- ◆ project, program, and work plans;
- ◆ proposals, estimates, and schedules;
- ◆ safety plans/hazard analyses;
- ◆ technical reports;
- ◆ user manuals/instructions; and
- ◆ waste management plans.