



FINAL REVISION

DATE: June 24, 2010

TO: Mike Hasinec
Vice President of Maintenance Support
Penske Truck Leasing
Reading, Pennsylvania
Fax: 610-775-6418

FROM: Vivek Bedi
Fax: 248-624-4525

SUBJECT: ESOC 400 Fuel Recycling Machine
Cylinder Repair and Upgrade Procedure

1. Penske personnel empty the fuel from the machine into a proper receptacle.
2. Penske personnel remove the cylinder from the machine.
3. Penske personnel wipe down the cylinder and make sure there is no diesel fuel on the cylinder and no residual fuel remaining inside the cylinder.
4. Penske personnel place the cylinder inside a plastic bag and tie the bag. **ONLY THE CYLINDER IS TO BE SHIPPED TO ESOC COMMERCIAL TRUCK, INC.**
5. Penske personnel place the plastic bag containing the cylinder in a shipping box.
6. Penske personnel prepare a note to ESOC Commercial Truck, Inc. The note, which is to be placed inside the box with the cylinder, must include the following information (i) description of the malfunction (i.e., what occurred) (ii) name and phone number of the Penske facility point of contact and (iii) instructions for shipping the repaired cylinder back to Penske, complete with the preferred shipping method (e.g. ground or next day air) and the facility address.
7. ESOC Commercial Truck, Inc will repair the cylinder and phone the Penske facility point of contact to obtain information for billing.

NOTE-ONLY GROUND WILL BE ALLOWED FOR SHIPPING THE CYLINDER TO ESOC COMMERCIAL TRUCK PER PENSKE TRUCK LEASING MANAGEMENT INSTRUCTIONS



Kind Regards,

Vivek Bedi
Managing Director

Cc: Karen Shchuka, PTL
Mike Costanza, PTL
Dr. Ram Bedi, ESOC
George Blundy, ESOC