

# Design Standards Letter

Letter Number: **G-1960-11**

Letter Date: **05/20/1960**

Effective Date: **05/20/1960**

Section/Plan No.: **None**

Subject: **Survey Party Report**

Body

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**TO ALL DIVISION, DISTRICT AND URBAN ENGINEERS:**

**You were informed at the Surveys and Plans meeting held May 19, 1960 that the Survey Party Progress Report form presently used would be replaced by a new and simplified form. The new form, a copy of which is attached hereto, must be prepared monthly, plus a final report. Preparatory work has been reduced since the weekly submittal will be discontinued, and expenditures will henceforth be included in the Cost Analysis reports.**

**This form will not be stocked in the Main Office since it might be revised if necessity demands, therefore, each District will have to supply its own, at least temporarily.**

**C. C. Tevis  
Engineer of Surveys and Plans**