

# Design Standards Letter

Letter Number: **G-1960-24**

Letter Date: **09/20/1960**

Effective Date: **09/20/1960**

Section/Plan No.: **None**

Subject: **Surveys and Plans Meeting Commission Hearing Room October 13, 1960 - 9:00 a.m.**

Body

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**TO ALL DISTRICT AND URBAN ENGINEERS:**

**A meeting has been called at 9:00 a.m. on Thursday, October 13, 1960, for the purpose of discussing various changes in plan preparation, personnel, revision in Standard Specifications - 1961 Edition, and the new Design Manual.**

**The meeting will be very informal as usual, and every effort will be made to thoroughly cover all topics on the agenda during the one-day session. However, should the program not be completed the first day, it may be necessary to continue the meeting the following day.**

**Mr. Whitton will talk to a group on the morning of October 13th and will attend as much of the meeting as his time will permit.**

**Any additional topics that you feel would be of general interest will be welcome and discussed as time allows.**

**Inasmuch as the meeting is being arranged for the benefit of the Surveys and Plans personnel only, it is requested that your District Surveys and Plans Engineer, District Senior Engineers, and District Chief Designer arrange to attend.**

**Accommodations for lodging will not be made by this office, so please advise each person who plans to attend this meeting to make his own reservations.**

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