

Design Standards Letter

Letter Number: G-1964-24

Letter Date: 05/27/1964

Effective Date: 06/01/1964

Section/Plan No.: None

Subject: Personnel Departmental Reorganization

Body

ALL DIVISION, DISTRICT AND URBAN ENGINEERS AND CHIEF COUNSEL

This is in reference to your letter of May 19, 1964, from the Chief Engineer, advising that the State Highway Commission, at its May, 1964 meeting, approved the reorganization of the Department and its respective Divisions, Districts, and Sections, as outlined in the attachments.

You will note that the Supplementary Roads Division was consolidated into this Division at that time. To start the implementation of this reorganization, effective June 1, 1964, all correspondence relative to Supplementary Highways and Local Roads, will be directed to this Division. It will be satisfactory to use the following form in the subject heading as a typical example:

SURVEYS & PLANS: Supplementary Roads
Subject _____
Route _____ Project _____
County _____

Naturally, personnel who are currently being carried on the Supplementary Highways and Local Roads payroll will also be payrolled through this Division. Personnel now assigned to the Supplementary Roads Division will retain their present office space at the Main Office until further advised.

L. V. McLaughlin
Engineer of Surveys and Plans