

From: Dan Miller

Sent: Feb 17, 2004

Subject: New Policy Concerning Notification of Cadd Standards Exhibit Revisions

It has been the decision of the R/W Plans Manager that notification of revisions to the Cadd Standards and Exhibits will generally be made at 6 month intervals. It is proposed at this time that the general notification times will be the end of January and the end of July of each year. This is being implemented with the hope that it will make it easier and more efficient for the On-Call Consultants and Plans Reviewers to keep track of the revisions. Attached to each notification email will be a list of which Exhibits/Items were revised over the previous 6 months, with a brief description of each noteworthy revision.

An exception to this policy is that if a revision is deemed by the R/W Plans Manager to be of such importance that it cannot wait until the next 6 month notification, it will be issued at the time of the change and become effective immediately.

Although the changes will typically be announced and come into effect every 6 months, the Standards Exhibits and the date of the pdf file on the ADOT website will be revised at the time of each revision.