
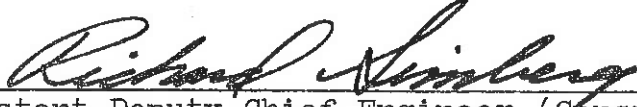


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TO: Director, Preliminary Plan Review Bureau	 ENGINEERING INSTRUCTION NEW YORK STATE DEPARTMENT OF TRANSPORTATION
Distribution: <input checked="" type="checkbox"/> Main Office <input checked="" type="checkbox"/> Regions <input type="checkbox"/> Special	Code: <u>EI-72-61</u>
APPROVED:  <u>Assistant Deputy Chief Engineer (Construction)</u>	Date: <u>6/7/72</u> Supersedes:
SUBJECT: WEEKLY SUMMARY OF SOILS TESTS Subject Code: 7.32-1-1.03	

A recent survey by Audit and Control on highway construction activities indicated that the weekly summaries of soil tests (Forms SM 18-3R2 and SM 198b) were not being transmitted to the Regional Soils Engineer in accordance with the distribution notes on the bottom of the forms.

These weekly summaries should be distributed as follows: one copy to the Regional Construction Engineer, one copy to the Regional Soils Engineer and one copy to the project files. Project file copies should be bound together separate from the Soil Test Record Book (see page 15, MURK) for more convenient examination of these summaries on the project.

RNS:LG

