## CONSTRUCTION MEMORANDUM 7210.300.01

TO:

**Deputy Administrators** 

District Engineers, Directors All Construction Field Personnel

FROM:

Margaret B Martin, PE

**Deputy Director / Field Operations** 

Office of Construction

**SUBJECT:** Request for Revision of Environmental Plans / Permits

**FORM:** OOC62 / QA-3

**SOURCE:** OOC and OED

CONTACT PERSON: Don Hoey, Office of Environmental Design, Environmental Programs Division

**PHONE NUMBER: 410-545-8405** 

## **PURPOSE:**

1. To streamline the approval of minor field changes to the approved plans associated with erosion and sediment control measure contained in the Contract Documents.

- To separate small changes those that can be handled through the Quality Assurance (QA) Program – from a more complex change that requires Office of Highway Development / Highway Hydraulics Division and OHD/Project Review Division and/or Office of Environmental Design / Environmental Planning Division and OED / Landscape Operations Division.
- 3. To enable the QA Program to make minor field approvals associated with erosion and sediment control measures.
- 4. To document revisions that had prior verbal agreement of the Contractor and SHA. The OOC62 / QA-3 will be completed by the Contractor with the concurrence of SHA and approval by SHA QA program, OHD/HHD/PRD and OED/EPD/LOD.

NOTE: If it is found that this revision has created a situation whereby erosion and sediment runoff is not effectively controlled, immediate corrective action will be taken and the originally approved controls will be implemented.

cc: Steven Marciszewski, Director, OOC Sonal Sanghavi, Director, OED OOC Construction Support Section

