

ITD 783 SIGNATURE SHEET INSTRUCTIONS

Key No.	Project Tracking, Project Data.
Project No.	Project Tracking, Project Data
Hwy. Route	Project Tracking, Project Data.
MP	Project Tracking, Project Data.
Fed. Aid Rte.	Milepost logs(Must have segment code) Project Tracking, Project Data.
Project Title	Project Tracking, 2101 'Location'.
Program (WA) No.	Project Tracking, Project Data

District Engineers may approve Concepts.

All LHTAC Projects require approval of Headquarters and FHWA if applicable.

All Full Oversight Projects require FHWA review prior to approval of the Concept.

SIGNATURES

The following Matrix shows the signatures that are required and at what level (N/A, Recommended, Reviewed, Approved) for each category of project. Also, shown are the design exception check requirements.

CONCEPT APPROVAL

Local Sponsor	Recommended if Sponsored or N/A
LHTAC F.A. Manager	Recommended if LHTAC Project or N/A
Project Development Engineer	Recommended if District Engineer to Approve
District Engineer	Approved or Reviewed or N/A if LHTAC Project
Roadway Design Engineer	N/A if DE Approved or Reviewed
Assistant Chief Engineer (Dev)	N/A if DE Approved or Approved

DESIGN EXCEPTION APPROVAL

Design Exception Required		
NON-NHS	Check Approved by DE and add Date	Check Approved Committee and add Date
NHS	Check Approved by DE & FHWA and add Date	Check Approved by Committee and FHWA and add Date
NO Design Exception Required		
Leave All Check Boxes Blank		