

Technical Circular: T-1-90  
September 13, 1990

TO: ASSISTANT CHIEF HIGHWAY ENGINEER  
ALL H.Q. DIRECTORS: Prof. Services, Planning & Major Projects  
ALL REGIONAL MANAGERS: Prof. Services, Planning & Operations  
ALL DISTRICT HIGHWAYS MANAGERS

SUBJECT: TECHNICAL CIRCULAR LETTERS

REFERENCE: (Manual, Specifications, Standard or Circular): All

PURPOSE:

To ensure timely and uniform application of technical information throughout the Ministry.

TECHNICAL CIRCULAR LETTERS:

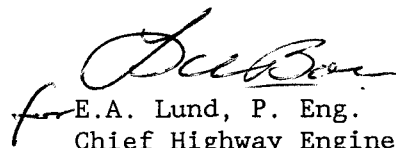
The Ministry uses many different standards and products to design, construct and maintain the highway system. Documents, such as the RTAC Manual of Geometric Design Standards, the Road and Bridge Maintenance Standards and Specifications, and The General Specifications for Highway Construction are the principal guides to engineering practice by and for the Ministry. Technical Standards and Specifications change over time as a result of the appearance of new products and design methods. Our design manuals, General Specifications etc. are definitive documents which are not changed easily without detailed but time consuming reviews. It is often desirable that the Ministry avail itself of new technology on a trial or permanent basis as soon as it becomes available. It is also necessary at times to clarify or modify existing practices in the administration of technical issues.

The system of Technical Circular Letters will be used to ensure timely and uniform application of technical standards and practices within the Ministry. The issuance of a Technical Circular Letter is generally preceded by the following steps:

- identification and initiation of issues at any level;
- consideration and advocacy by a Regional Manager or Branch Director;
- Province wide review, if necessary, by the most appropriate Branch Director;
- Approval of the Chief Highway Engineer and identification of the sponsoring Branch Director or Manager.

The sequential numbering system (this one is T1/90) will be maintained by the office of the Chief Highway Engineer. It is anticipated that the accumulated T Circulars over time will represent an important element of our system of technical standards and policy. It is therefore recommended that a separate file or binder be established for these T Circulars.

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