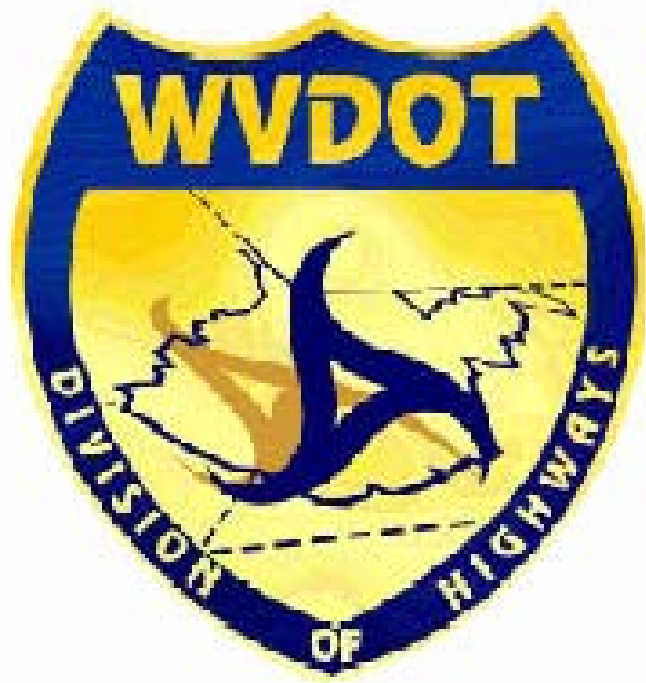


WEST VIRGINIA
DIVISION OF HIGHWAYS



CONSTRUCTION
MANUAL

2002

PREFACE

The 2002 revised *West Virginia Division of Highways Construction Manual* has been developed as a primary source of guidance for the Division's personnel both in the inspection and documentation activities associated with the administration of contract highway construction. Guidance is provided to the Engineer in establishing both uniform procedures for supervision and inspection of projects under construction and documentation and checking of associated quantities. The *Manual* is written to assist in achieving the desired results of the Standard Specifications, Roads and Bridges, but it is not a contract document. The guidance provided in this *Manual* in no way replaces, modifies or supersedes any provisions of the Specifications, Proposal or Plans for any project. All personnel involved in any phase of contract administration are expected to use the procedures in this *Manual* to document and accept the contract work.

The content of former Construction Memoranda has now been incorporated directly into the *Manual*. The loose-leaf three ring binder format has been adopted to facilitate the replacement of outdated content with revised pages as the Division moves into a continual renewal mode and to allow the individual inspector to easily obtain a copy of the pages pertinent to his/her activity for the day. To expedite the ongoing improvement process any recommended revisions should be committed to writing and directed to the Contract Administration Division for periodic review and action by the Construction Manual Review Committee.

The timely completion of projects to a high standard, on a uniform basis throughout the state, is the goal of this *Manual* and ultimately will reflect deserved credit upon each employee and the Division of Highways.

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