



# INDIANA DEPARTMENT OF TRANSPORTATION

*Driving Indiana's Economic Growth*

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**Michael R. Pence, Governor**  
**Karl B. Browning, Commissioner**

March 20, 2015

## CONSTRUCTION MEMORANDUM 15-03

TO: District Deputy Commissioners  
District Construction Directors  
District Technical Services Directors  
District Testing Engineers  
District LPA Coordinators  
District Area Engineers  
Field Engineers  
Project Engineers/Supervisors

FROM: Mark A. Miller, Director   
Division of Construction Management and District Support

SUBJECT: SiteManager Test Template Reviewer ID Removal

The purpose of this memorandum is to notify all field personnel of the recent change to SiteManager's Material Management Section.

Effective immediately, the reviewer ID is no longer required to be filled out when inputting a test method or material record. The removal of this requirement is due to SiteManager's ability to capture the first user ID and date when the sample was originally authorized and also captures the user ID and date when the sample was last modified. It is interpreted that the first user to authorize the sample is the user that is required to review all the information on the sample record. District Testing will still be reviewing all of the sample records for any contracts prior to certifying the material and will be holding the PE/S responsible for blank testing information on the test tab.

Any questions should be directed to the Office of Construction Management.

MAM/ekh