



# INDIANA DEPARTMENT OF TRANSPORTATION

Driving Indiana's Economic Growth

## Bridge Inspection Memorandum No. 22-01 Bridge Inspection Manual Revisions

March 10, 2022

**TO:** All Inspection Personnel, and Consultants

**FROM:** /s/ Anthony Marino SPM  
Anthony Marino  
State Bridge Inspection Program Manager  
Bridge Management Division

**SUBJECT:** Updated Approved Team Leader Minimum requirements – Critical Finding Course

**REVISION:** INDOT Bridge Inspection Manual 1.04(07)

**EFFECTIVE:** Immediately

The Bridge Inspection Critical Finding Course has been updated. To register, go to the [INDOT Learning Portal](#)

All current INDOT Approved Team Leaders shall complete this training to maintain their Approved Team Leader status in good standing. In addition, the INDOT Bridge Inspection Manual, Part 1 (Administration), Section 1.04(07), Item 7 is updated as follows:

### 7. Complete the On-Line Critical Finding Course

- a. All Approved Team Leaders (ATL) are required to complete and pass the On-Line Critical Finding Course through the INDOT Training Portal. Newly certified bridge inspection team leaders shall complete and pass this course within 60 calendar days of becoming an ATL.
- b. The certificate acquired upon successful completion shall be uploaded by the ATL into the ATL's BIAS User Account into a folder titled "INDOT Courses". Once the certificate is uploaded to the ATL's BIAS User Account, the ATL shall send an email to the BIAS Administrator at [INBridgesHelp@indot.in.gov](mailto:INBridgesHelp@indot.in.gov) confirming that the requirement has been completed in the prescribed time frame to maintain a valid "Approved Team Leader" status.
- c. This course and certification shall be completed and passed no later than 45 calendar days following the date of this memorandum. In addition, this course and certification shall be renewed biennially to maintain a valid Approved Team Leader status.
- d. The course should take approximately 60 minutes to complete. Successful completion of the course provides 1 Professional Development Hour (PDH) credit.