



INDIANA DEPARTMENT OF TRANSPORTATION

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Bridge Inspection Announcement No. 23-09 Inspection Dates coding requirements in iTAMS

October 6, 2023

TO: All bridge inspectors

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

SUBJECT: Inspection Dates coding requirements in iTAMS

EFFECTIVE: Immediately

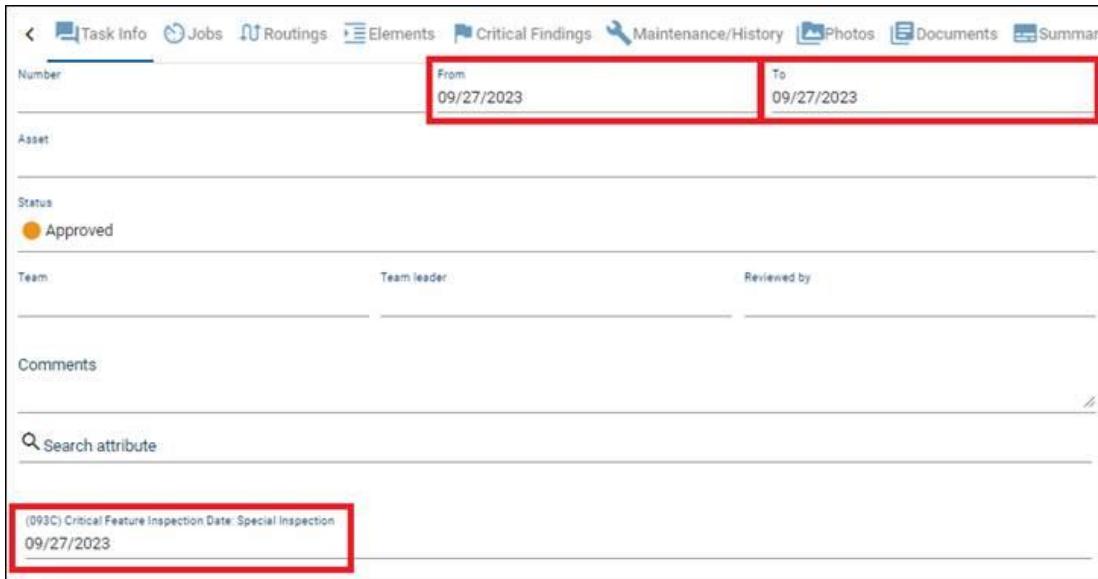
The following is required for all bridge inspector when updating inspection dates in iTAMS.

When completing a Routine Inspection Report, the dates highlighted below shall be updated once an inspection has started to accurately report when the field inspection started. Specifically, the "To" and "From" dates must report the day or days that the inspector started and completed the field inspection. In nearly all instances, these two fields will report the same date. In addition, the "(090) Inspection Date" must report the date that the field inspection was started.

A screenshot of the iTAMS software interface, specifically the "Task Info" tab of a bridge inspection report. The form includes fields for "Number", "Asset", "Status" (set to "Approved"), "Team", "Comments", and a search bar. At the bottom of the form, there is a table with three rows: "Scour Appraisal- Routine-Initial", "Condition Ratings- Routine", and "Inventory Data- Routine". The "Scour Appraisal" row contains the "(090) Inspection Date" field, which is highlighted with a red box and contains the value "09/28/2023". The "From" and "To" date fields in the "Task Info" tab are also highlighted with a red box and contain the value "09/28/2023".

Scour Appraisal- Routine-Initial
Condition Ratings- Routine
Inventory Data- Routine

Similarly, when completing critical feature inspection types, the “To”, “From”, “(093A) FC Inspection Date”, “(093B) Underwater Inspection Date”, and the “(093C) Critical Feature Inspection Date: Special Inspection” shall be completed in the same manner as detailed for Routine Inspections and as shown in the highlighted areas below.



The screenshot shows a software interface for managing inspection tasks. At the top, there is a navigation bar with links: Task Info, Jobs, Routings, Elements, Critical Findings, Maintenance/History, Photos, Documents, and Summary. Below the navigation bar, there are several input fields and sections. The 'From' and 'To' date fields, which are part of the '(093C) Critical Feature Inspection Date: Special Inspection' section, are highlighted with a red box. The 'From' field contains the date '09/27/2023' and the 'To' field also contains '09/27/2023'. The '(093C)' section also contains the text '09/27/2023'.

All date fields must be updated in iTAMS before the report has been put into the “Submitted for Review” status. All inspectors shall ensure that the master for the structure is accurate each time an inspection report has been completed and approved.

Any inspection reports that do not accurately report the inspection dates shall be unapproved and opened for corrections by a bridge inspection manager, corrected, and then routed back to the appropriate inspection team leader to be approved. All reports shall be reviewed for accuracy and necessary corrections shall be made by October 27, 2023.

Questions or additional issues with iTAMS should be emailed to: ITAMSHelp@indot.in.gov