

Canada-Newfoundland Infrastructure Program

Programme d'Infrastructures Canada-Terre-Neuve

CIRCULARS - Engineering Division

To: All Engineering Consultants & Municipalities

Re: Canada/Newfoundland Infrastructure Program
Monthly Project Status Report
Final Project Report
Project Signs

Date: December 21, 2001

I would appreciate your providing Mr. Ken Powell, P. Eng., of the Atlantic Canada Opportunities Agency with a copy of all future monthly project status reports. It is not necessary to copy Mr. Powell, P. Eng. with the job control sheet or progress claims.

Additionally, a "Final Project Report" must be completed and signed by an authorized representative of the municipality, prior to the Department of Municipal & Provincial Affairs releasing the final funding for a project. Copies of the "Final Project Report" are to be forwarded to the following:

Mr. Dennis Hickey
Administrative Officer
Dept. of Municipal & Provincial Affairs
Confederation Building, West Block
P.O. Box 8700
St. John's, NF A1B 4J6

Mr. Ken Powell, P. Eng.
Manager of Infrastructure Program
Atlantic Canada Opportunities Agency
Cabot Place 10 Barter's Hill
P.O. Box 1060, Station "C"
St. John's, NF A1C 5M5

A third copy should be forwarded to the Regional Engineer of the appropriate Regional office of the Department of Municipal & Provincial Affairs.

Effective immediately, the Department of Municipal & Provincial Affairs will require confirmation that a project sign has been installed at the project site. In this regard, the Department will require that a photograph of the project sign be accompanied with the first progress claim, prior to the issuance of any monies by this Department.

Canada



GOVERNMENT OF
NEWFOUNDLAND
AND LABRADOR

Your cooperation in the above matter is appreciated.

Should you have any questions, please feel free to contact Mr. Erik Seaward, Coordinator of the Infrastructure Program at 729-5411.

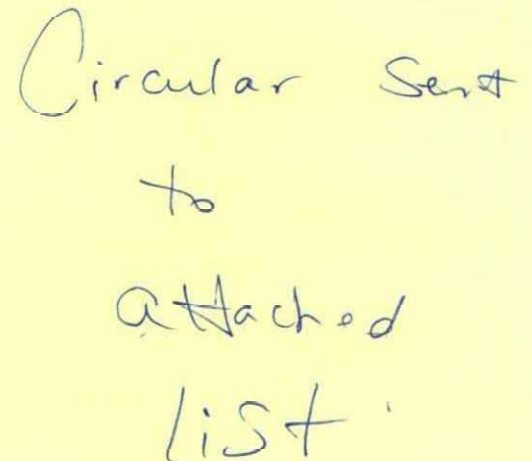
Sincerely yours,



**WAYNE CHURCHILL, P. ENG.,
Assistant Deputy Minister
Engineering Services**

cc: Mr. K. Powell, P. Eng.
cc: Mr. E. Seaward
cc: Mr. D. Hickey
cc: Regional Engineers

/ms



Circular Sent
to
Attached
list