

PM - notifies:

Local Clerk of the Court, Board of Supervisors, City or Town Council, County Administrator, City

> Notice appears in newspaper, signs are posted on termini of project, environmental information and plans are available at District, local government offices (if applicable). Information is posted on VDOT web and iPM

Notice posted in newspaper (must be posted 15 and 7 days before expiration date)

PM - ensures:

- Notices (advertisement and location map) are posted in the appropriate courthouse, post office and other public places and buildings in the vicinity of the project
- Signs are posted on the termini of the project notifying the public of the proposed project in accordance with Traffic **Engineering Division** Memorandum TE-303

DPA provides:

Information for posting on project web page

ABBREVIATIONS

COPA - Central Office Public Affairs

DPA - District Public Affairs

Project Manger

PC - Project Coordinator

DPEM – District Preliminary Engineering Manager

DCE - District Construction Engineer

PA – Public Affairs

CR - Civil Rights

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