

#### **Sec. 1.04 Daily Diary**

A complete diary, which shall be kept by the Survey Party Manager (Land Surveyor), should indicate the activities of all members of the party and the type and amount of work accomplished by the party. The diary will be checked frequently by the District Survey Manager to insure completeness and accuracy.

#### **Sec. 1.05 Refuse Disposal**

It is the responsibility of the person in charge of the party to see that the grounds are cleaned up after lunch and all refuse is disposed of, whether on private property or on the State's right-of-way. Under no circumstances shall the survey personnel leave waste paper or any miscellaneous debris on any job.

#### **Sec. 1.06 Specifications and Standards**

Each party will be furnished, according to its needs, one or more copies of the Road and Bridge Specifications, Road Designs and Standards, the Construction Manual, and Post Construction Operations Manual, and revisions or errata for same as they are issued. These will be charged to the Survey Party Manager (Land Surveyor) and every member of the party must become familiar with the contents. Of particular importance should be the specifications covering the type of road for which the survey is being performed. Other standard plans, such as minor drainage structures and revisions thereto, will be issued from time to time as deemed necessary.

#### **Sec. 1.07 Accuracy of Surveys**

**All Survey topographic information must comply with the *Model Virginia Map Accuracy Standards* and the *National Map Standards* for the scale of mapping.** These standards are attached as [Appendix C](#). Control and Right of Way surveying is to comply with all applicable requirements of the latest edition of the Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects regulations.

#### **Sec. 1.08 Submission of Completed of Surveys**

All GPS control "subject data" for VDOT surveys (either primary control or photogrammetric control) shall be delivered to VDOT's Geodetic Surveys Engineer for a quality control check and evaluation. This information will be delivered to the Geodetic Surveys Engineer immediately after completion of the primary control (deliverables are in Section 10.06).

◇

---

◇ March 3, 2014