

INVENTORY VIDEO PROCEDURE**A) OPENING STATEMENTS**

1. This inventory is for Project No. _____
2. This is a (Sign Signal Lighting) inventory
3. We are starting at (_____) County Line or Mile Post Marker
(_____)
4. The odometer reading is _____
5. We are traveling (North South East West) on Route

B) INFORMATION TO BE GATHERED

1. We are approaching a sign that reads _____
2. The sign is mounted on a _____ Structure
3. The structure is (breakaway / nonbreakaway)
4. The structure is located (in front of / behind) the ditch line
5. Comments and Recommendations
6. The odometer reading is _____

C) CLOSING STATEMENTS

1. This ends the inventory for Project No. _____
traveling (North South East West) on Route _____
2. _____
The odometer reading is _____.

D) OTHER STEPS TO BE PERFORMED ONLY WHEN AN INVENTORY IS REQUIRED AND NO NEW ROADWAY CONSTRUCTION IS TO BE PERFORMED.

1. Are wood posts drilled properly
2. Check saw cuts on VA's and VIA's
3. Check distance between wood posts on wooden post structure
4. Check objects behind guardrail (Deflection Zone)
5. Check signs on opposite shoulder of roadway