

# 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

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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.

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.

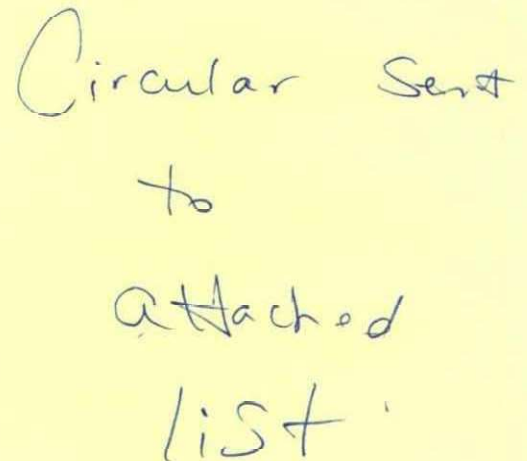
Sincerely yours,



**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