



Highway Maintenance Manual

Chapter 02 Administration

Section 01 Introduction

Subject 15 Operations Online Directory

Bureau of Highway Maintenance

February 2022

1.0 General Policy

The Bureau of Highway Maintenance publishes an online directory of principal state and county highway operations and/or maintenance managers and key staff. The directory includes each individual's title, address, telephone, fax numbers, and e-mail addresses. This online directory is updated by the Bureau of Highway Maintenance annually or as changes are warranted.

2.0 County Responsibility

Each county is expected to notify the appropriate region office of highway operations personnel changes for principal employees, including the office manager, accountant, patrol superintendents, highway commissioner, and other relevant staff. Counties are also expected to report personnel changes in the MPM system.

3.0 Region Responsibility

Each region office shall notify the Bureau of Highway Maintenance of changes for the online directory on an annual basis, or as changes are warranted more frequently as necessary.

The region office shall submit changes by email to the Section Chief of the Program Management and Roadside Facilities Section and the HMM coordinator.