

Memorandum

*Flex your power!
Be energy efficient!*

To: DEPUTY DISTRICT DIRECTORS FOR
LOCAL ASSISTANCE
DISTRICT LOCAL ASSISTANCE ENGINEERS

Date: September 29, 2008

Original Signed By
From: EARL R. SEABERG, JR.
Acting Chief
Division of Local Assistance

Subject: Division of Local Assistance Office Bulletins

The Division of Local Assistance (DLA) has implemented a new process called DLA Office Bulletins (DLA-OBs) to disseminate policy and procedural changes quickly. DLA-OBs will supplement—not replace—Local Programs Procedures (LPPs). The release of a DLA-OB will be announced to appropriate stakeholders and posted on the DLA’s Internet web site until such time that these changes can be incorporated into appropriate procedures manuals, program guidelines or guidebooks.

I have enclosed a hardcopy of the first bulletin, “DLA-OB 08-01 – Office Bulletins,” which is posted on our web site under “Publications.” Subsequent DLA-OBs will be posted on the DLA web site and a listserver announcement will alert stakeholders to its release. Stakeholders are encouraged to subscribe to our listserver if they are not already subscribed, at:

<http://www.dot.ca.gov/hq/LocalPrograms/sub.htm>

We appreciate the Districts’ assistance in developing this process. Should you have questions, please visit the Local Assistance web site or contact David Saia of my staff at (916) 654-5620 or david.saia@dot.ca.gov

Enclosure

cc: DLA Office Chiefs
DAnbiah-SLA
FFalakfarsa-OFR
GPettrisans-Acctg
MACS-A&I
OFonseca-Civil Rights
RFalsetti-Programming
Suzette Musetti-R/W