

<b>OFFICE OF STATE AID ROAD CONSTRUCTION</b> <b>STANDARD OPERATING PROCEDURES</b>			S.O.P. NO. SA II-1-44 Page 1 of 2
Subject: S.O.P. FIRST CONSTRUCTION REPORT (FORM SA-FCR-1)			Distribution A, B, C, D, E
EFFECTIVE  July 1, 2005	ISSUED  July 1, 2005	SUPERSEDES Page 1 of 2  S.O.P. NO. SA II-1-44  EFFECTIVE: July 1, 1999	APPROVED  J. Brooks Miller, Sr.  STATE AID ENGINEER

**PURPOSE:** To State Policies and Procedures for Submitting the First Construction Report.

No special instructions are required for completing the form. As soon as the Contractor arrives on the project, the First Construction Report is to be completed by the Engineer and mailed to the State Aid Engineer. Copies are to be furnished the Division Administrator of the Federal Highway Administration (Federal Aid Projects Only) and the MDOT Materials Engineer.

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Form SA FCR-1

Office of State Aid Road Construction  
Mississippi Department of Transportation  
Jackson, Mississippi

Place: \_\_\_\_\_

Date: \_\_\_\_\_

**FIRST CONSTRUCTION REPORT**

Project No. \_\_\_\_\_

\_\_\_\_\_ County

Contractor and Address: \_\_\_\_\_

Contract Time Began: \_\_\_\_\_, 20\_\_

Work Begun: \_\_\_\_\_, 20\_\_

Date Specified in Construction Work

Order for Contract Time to Begin: \_\_\_\_\_, 20\_\_

Estimated Labor Required \_\_\_\_\_ Days

Number of Men Employed \_\_\_\_\_

Nature of Work: \_\_\_\_\_

Contractor's Superintendent, Address and Telephone Number: \_\_\_\_\_

County Engineer's Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ (Office) \_\_\_\_\_ (Res.)

Location of Office: \_\_\_\_\_

\_\_\_\_\_  
County Engineer

CC: \_\_\_\_\_, Division Administrator  
Federal Highway Administration  
Jackson, Mississippi

\_\_\_\_\_, State Materials Engineer  
Mississippi Department of Transportation  
Jackson, Mississippi