

Activity 048 Maintenance Administration

Description

Activity 048 involves all costs related to the District Manager and any support person exclusively assigned to the District Manager. It also includes many of the items listed in Activity 047 when the District Manager is involved and the costs of any employee award or recognition programs.

General Information

Refer to discussion in the General Instructions section preceding Activity 014 in this section of the *Maintenance Guide* for additional information including environmental and traffic control recommendations and other important considerations.

Measurement of Accomplishment, Expenditure Account, Charge Activity

Measurement is number of worker hours involved. Expenditure account type is crew AD (administrative) EA; use a sub job appropriate for the crew performing the work.

- Charge all costs to Activity 048.