4 Title Block

The information entered into the title block (shown below in red) must be the same as the information shown on the first sheet of the contract plans (title sheet). The title sheet’s title block will contain most of the information you will need to complete your signal plan title blocks. The information you will need from this sheet is the, project name, the name of the highway and the county name.

Each sheet must be signed and approved by the designee of Traffic - Roadway Section (TRS) before the plans can be used for construction. Each sheet will be given a unique sheet number assigned by TRS. The unique sheet number shall be shown in the T.R.S DWG. NO. area in lower right side of the title block. The TSSU number shall also be entered in the lower right of the title block. The title block shall also have the first initial and last name of the designer, reviewer and drafter. The F.C.: area is to be filled out with the highway number (i.e. the Oregon Coast Hwy is Hwy. 009). The Oregon highway cross references can be found at [http://www.oregon.gov/ODOT/TD/TDATA/Pages/otms/Route_Hwy_CrossRef.aspx](http://www.oregon.gov/ODOT/TD/TDATA/Pages/otms/Route_Hwy_CrossRef.aspx).

The M.P.: area will be filled in with the mile point. The M.P. can be found on the State Traffic Engineers traffic signal approval letter for each signal. The traffic signal approval letters are available at [ftp://ftp.odot.state.or.us/techserv/Traffic-Engineering/Signal_Approval_Scans](ftp://ftp.odot.state.or.us/techserv/Traffic-Engineering/Signal_Approval_Scans).
In the figure below, the areas in **RED** require information to be entered by the drafter. Elements and text that are shown in **BLACK** shall not be altered.

**Figure 4-1 | Title Block Example**

Traffic signal title blocks are available in the tasks & workflows of Microstation V8i.

**NOTE:** The title block shown above shall not be altered in any area that is not shown in **RED**. The “REGION AND OR CONSULTANT LOGO” area is provided for ODOT region and consultant logos and contact information.