PIA512.51 Scope
B. As-built drawings shall be prepared for all Engineering Class I-V jobs. As-built drawings should contain the following as applicable:
   (1) All final elevations (cut/fill, structural, pipe invert, etc.) and measurements
   (2) Final locations of structural elements and appurtenances (valves, pipelines, etc.)
   (3) Locations of utilities discovered during construction
   (4) Any substituted materials
   (5) Any major geologic differences encountered during construction
   (6) Locations of survey control points not included on the original drawings
   (7) Name of contractor (or a statement that the landowner performed the work)
   (8) Any other pertinent information that may be useful at a later date

For small projects where no changes were made during construction an as-built may be as simple as a copy of the original drawings stamped “As-Built – No Changes During Construction” signed and dated by the individual approving and certifying the installation.

PIA512.52 Documentation
A. As-built drawings should be prepared by the individuals responsible for quality assurance during project installation. A red ink pen (or red lines in AutoCAD) shall be used for recording changes.
B. All changes in notes, measurements, elevations and other details shall have the original crossed out with a single line and the as-built value written adjacent and “boxed.” Example: elev. 23.6 24.5 The individual certifying the as-built drawings must initial each sheet of the drawings and sign the title sheet with the following statement:

   “I certify that these practices were installed in accordance with the NRCS Plans and Specifications prepared for this site.”

   ___________________________ ___________________________ ____________
   Printed Name   Signature   Date

F. The as-built drawings will be stored in the project folder in the Field, Area or State Office that has technical responsibility for the works of improvement. A copy of the as built drawings should be provided to the owner.