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**To:** <dla-website-updates-announce@lists.dot.ca.gov>  
**CC:** Bill Sandoval <bill\_sandoval@dot.ca.gov>  
**Date:** 08/28/09 11:32 AM  
**Subject:** [DLAWUA] Announcement: DLA-OB 09-05--Progress Invoice Review

Announcement:

A new Office Bulletin (DLA-OB 09-05 - Progress Invoice Review) has been posted to the Local Assistance "Publications" website here:

[http://www.dot.ca.gov/hq/LocalPrograms/DLA\\_OB/DLA\\_OB.htm](http://www.dot.ca.gov/hq/LocalPrograms/DLA_OB/DLA_OB.htm)

Change:

DLA-OB 09-05 establishes a major process change. It requires Local Agencies to submit payment invoices directly to the District Local Assistance Engineer (DLAE) on all Federal and/or State funded projects. The DLAE must review and approve the invoices prior to forwarding them to Accounting for payment.

Impacts:

This Office Bulletin impacts the approval process of all payment invoices submitted on all Federal and/or State funded projects.

Contact:

Questions or comments regarding this change should be directed to: Bill Sandoval at [bill.sandoval@dot.ca.gov](mailto:bill.sandoval@dot.ca.gov) or (916) 653-4231.

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