

PART 506 - TECHNICAL MATERIALS

AL506.05(f)(7)

AL506.05 Distribution of engineering technical materials within NRCS.

(a) The state conservation engineer (SCE) is responsible for procuring all engineering technical materials needed in the state. The SCE will automatically distribute all new engineering technical materials, as well as subsequent revisions. Requests for additional copies of technical materials shall be made to the SCE.

(b) All engineering technical materials will be filed in loose leaf, three ring binders. They shall be filed in accordance with appropriate instructions. As revisions or new materials are received, they are to be filed in the proper binder. When revised reference specifications are received, the older copy is to be discarded after all contracts which incorporate the older specification are completed.

(c) All engineering technical materials used at the field level will be assigned directly to the field office. It will be the responsibility of the district conservationist (DC) to keep the engineering technical references current at the field office.

(d) Engineering technical materials for resource engineers will be assigned directly to the engineer. It shall be each engineer's responsibility to keep his/her technical materials up-to-date. Engineers relocated within the state shall take all technical materials assigned to them to their new location. Engineers transferred out of state shall leave all technical materials assigned to them at that location.

(e) Engineers assigned to the state office will not have a complete set of technical materials assigned to them individually. They will have access to the complete engineering technical material assigned to the engineering section.

(f) The following shall be considered as the complete engineering technical material for all engineers regardless of their assignment.

- (1) National Engineering Manual
- (2) National Engineering Handbook Series
 - (i) Parts 600-649.
 - (ii) Parts 650-659 – Field Office Handbooks include the following:
 - Part 650 – Engineering Field Handbook – Volumes 1 and 2
 - Part 651 – Agricultural Waste Management Field Handbook
 - Part 652 – Irrigation Guide
 - Part 653 – Stream Corridor Restoration
- (3) Field Office Technical Guide (FOTG) – Section I, Engineering References and Section IV, Standards and Specifications.
- (4) Alabama Engineering Field Design Manual.
- (5) Alabama Engineering Computer Software Handbook.
- (6) Alabama Poultry Waste Management – Waste Utilization and Poultry Design Workbook.
- (7) Alabama Irrigation Guide.

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- (8) Alabama Engineering technical notes and forms.
- (9) Bulletins and Instructions received from the national and state office.
- (10) Miscellaneous technical references as follows:
 - (i) Applicable National Technical Releases
 - (ii) Applicable design notes, specification notes, soil mechanics notes, and technical notes from the National Office.

[NOTE: Due to the fact that all technical materials are in the process of being incorporated into the NEHS, it will be necessary to maintain technical material (i.e., technical releases, etc.) as they are until they are included in the NEHS.]

(g) The following shall be considered as the complete engineering technical materials to be maintained in NRCS offices and the distribution of these materials.

DIRECTIVE	ASTC FO	DC	RES CON	SOIL TECH	SOIL CON
National Engineering Manual	X	X			
Engineering Field Handbook - Volumes 1 and 2 (NOTE: This Handbook is Part 650 of the National Engineering Handbook Series.)	X	X		X	X
Agricultural Waste Management Field Handbook (NOTE: This Handbook is Part 651 of the National Engineering Handbook Series.)	X	X	X	X	
Stream Corridor Restoration Handbook (NOTE: This Handbook is Part 653 of the National Engineering Handbook Series.)	X	X	X		
Alabama Engineering Field (Design) Manual	X	X		X	X
Alabama Poultry Waste Management - Waste Utilization and Poultry Design Handbook	X	X	X	X	X
Alabama Irrigation Guide	X	X			
Alabama Engineering Technical Notes	X	X			
Alabama Engineering Forms	X	X			

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- (h) The following technical materials will be distributed to engineers and offices as needed and shall be maintained as part of that office location or engineer's file.

(1) Reference Specifications

(i) Those standard specifications of other agencies, associations, institutes, or societies that are referenced in NRCS National Engineering Handbook NEH-19, Construction Inspection; NEH-20, Construction and Material Specifications; and the FOTG Section IV, Conservation Practice Standards. See NEM 542.40 for list of reference specifications.

(ii) Alabama Department of Transportation, Standard Specifications for Highway Construction.

(2) Reference Textbooks:

- (i) Handbook of Hydraulics by King and Brater
- (ii) Occupational Safety and Health Administration (OSHA), Parts 1910 and 1926 Construction Industry Standards and Interpretations.
- (iii) Surveying, by Davis and Foote.
- (iv) Earth Manual, Bureau of Reclamation.
- (v) Concrete Manual, U.S. Department of Interior, Eleventh Edition.
- (vi) Structures and Environment Handbook, Midwest Plan Service, Eleventh Edition, 1987.
- (vii) Post-Frame Building Handbook Materials, Design Constructions, Construction Procedures, Northeast Regional Agricultural Engineering Service, Revised 1997.
- (viii) Water Measurement Manual, U.S. Department of the Interior, Bureau of Reclamation, Third Edition, 1997.

(i) Consultants, contractors, or other individuals desiring copies of reference specifications and NRCS manuals may obtain them from the issuing agencies in the list below.

(1) NRCS Publications can be purchased from:

National Technical Information Service
U.S. Department of Commerce
Springfield, VA 22161
(703) 605-6500
www.ntis.gov

(2) Federal specifications, standards, and interim specifications (and the index thereof) may be purchased from:

Superintendent of Documents
Government Printing Office
Washington, D.C. 20401
(202) 512-1530
www.access.gpo.gov/su_docs/sale/prf/prf.html

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- (3) Specifications and test methods of the American Society for Testing and Materials (ASTM) may be purchased from:

American Society for Testing and Materials
100 Barr Harbor Drive
West Conshohocken, PA 19428-2959
(610) 832-9585
www.astm.org

- (4) Commercial standards and product standards may be obtained from:

Commodity Standards Division
NIST, Office of Weights and Measures
820 W. Diamond, Room 223
Gaithersburg, MD 20878
(301) 975-4004
www.nist.gov/owm

and

Superintendent of Documents, GPO
Washington, D.C. 20401
(202) 512-1530
www.access.gpo.gov/su_docs/sale/prf/prf.html

- (5) Manuals of the Bureau of Reclamation, U.S. Department of the Interior, may be purchased from:

U.S. Government Printing Office
Superintendent of Documents
Washington, D.C. 20402
(202) 512-1800 or (888) 293-6498
www.access.gpo.gov/su_docs/sale.html

or

National Technical Information Service
Port Royal Road
Springfield, VA 22161
(800) 553-6847
www.ntis.gov/

- (6) Standards of the American Water Works Association (AWWA) may be purchased from:

American Water Works Association
AWWA Bookstore
6666 W. Quinicy Avenue
Denver, CO 80235
(800) 926-7337 or (303) 795-2114
www.awwa.org/orders.htm

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- (7) Standards of the American Concrete Institute (ACI) may be purchased from:

American Concrete Institute
Member/Customer Services Department
P.O. Box 9094
Farmington Hills, Michigan 48333
(248) 848-3800
www.aci-int.org/bookstore/bo-custser.htm

- (8) Specifications of the American Institute of Steel Construction (AISC) may be purchased from:

American Institute of Steel Construction
Dept. 77-5245
Chicago, IL 60678-5245
(800) 644-2400
www.aiscweb.com/publications/

- (9) Publications of the American Welding Society (AWS) may be purchased from:

American Welding Society
550 N.W. LeJeune Road
Miami, FL 33126
(800) 334-9353 or (305) 443-9353
www.aws.org/cgi-bin/shop

- (10) Standards of the American National Standards Institute, Inc. (ANSI) (USA or AN Standards), can be purchased from:

American National Standards Institute, Inc.
11 West 42nd Street
New York, NY 10036
(212) 642-4900
www.ansi.org/

- (11) Military Specifications may be purchased from:

Commanding Officer
Naval Supply Depot
5801 Tabor Avenue
Philadelphia, PA 19120
Attn: Code CDS.
(215) 697-2667
www.dodssp.daps.mil/dodssp.htm

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AL506.06

AL506.06 Distribution of engineering technical materials outside of NRCS.

(a) Outside requests for engineering technical materials are to be handled by the office receiving the request. Generally, requests are to be referred to the appropriate issuing office as listed in NEM AL506.05(i).

(b) Copies of Alabama engineering directives, amendments, conservation practice standards, etc., may be provided directly to units of government, individuals with whom NRCS has established a professional relationship, individuals who may be involved with NRCS programs and contracts, or others. When a field office cannot provide copies locally, these requests should be forwarded to the SCE. Copies of Alabama conservation practice standards and guide sheets are available on the Alabama NRCS homepage at <http://www.ga.nrcs.usda.gov/al/>

(c) Requests for NRCS technical materials out of publication or not available for sale normally require reproduction which is can be time consuming. When a field office cannot make copies locally, these requests should be screened and a real need determined before the request is forwarded to the SCE.