DEPARTMENT OF THE ARMY
U.S. Army Corps of Engineers
Washington, D.C. 20314-1000

CEMP-CP

Pamphlet
No. 415-1-260

6 December 1990

Construction
RESIDENT ENGINEER MANAGEMENT GUIDE

TABLE OF CONTENTS

	Paragraph	Page
SECTION 1 - INTRODUCTION		
Purpose	1-1	1-1
Applicability	1-2	1-1
Regulatory Publications	1-3	1-1
Construction Bulletins	1-4	1-2
Definition of Terms	1-5	1-3
Resident Engineer Responsibilities	1-6	1-4
Responsibilities with Respect to Designs	1-7	1-6
Organization	1-8	1-7
Contractor Relations	1-9	1-7
Relations with the Using Service	1-10	1-10
Life Cycle Project Management	1-11	1-11
SECTION 2 - OFFICE MANAGEMENT		
Correspondence	2-1	2-1
Filing and records	2-2	2-2
Forms	2-3	2-4
Reports	2-4	2-4
Visitors to the resident office	2-5	2-4
General FOIA procedures	2-6	2-5
SECTION 3 - PERSONNEL MANAGEMENT		
Management	3-1	3-1
Personnel strength forecast	3-2	3-2
CERRAMMS	3-3	3-2
Selecting employees	3-4	3-4
Personnel utilization	3-5	3-4
Incentives & Awards	3-6	3-5
Training	3-7	3-6
Time administration	3-8	3-7
Travel	3-9	3-8

This pamphlet supersedes EP 415-1-260, 15 October 1973

TABLE OF CONTENTS (Continued)

	Paragraph	Page
SECTION 4 - FISCAL ADMINISTRATION		
General	4-1	4-1
Job cost control	4-2	4-1
Contract costs	4-3	4-2
Auditor visits	4-4	4-2
Supervision and administration costs	4-5	4-3
SECTION 5 - PROPERTY ADMINISTRATION		
General	5-1	5-1
Definitions of property	5-2	5-1
Classification of property	5-3	5-2
Receipt of property	5-4	5-3
Inventory of disposition of property	5-5	5-4
Delivery of property to contractors	5-6	5-4
Salvaged, excess, or surplus property on construction projects	5-7	5-5
Purchasing	5-8	5-6
SECTION 6 - PRE-CONSTRUCTION ADMINISTRATION		
General	6-1	6-1
Biddability, constructibility, and operability (BCO) review	6-2	6-1
Considerations prior to award	6-3	6-2
Award, notice to proceed, and commencement of work	6-4	6-3
Preconstruction conference	6-5	6-4
Federal, state, and local regulations	6-6	6-5
SECTION 7 - CONSTRUCTION ADMINISTRATION		
General	7-1	7-1
Inspection by Audit Agencies	7-2	7-1
DPAS	7-3	7-2
Mobilization Areas	7-4	7-4
Buy American Act	7-5	7-4
Changes and Modifications	7-6	7-5
Office Engineering	7-7	7-18
Prompt Payment Act	7-8	7-28
Contractor Performance Evaluations	7-9	7-32
Value Engineering	7-10	7-37
Closeout and Warranties	7-11	7-38
Post Completion A-E Evaluation	7-12	7-45
Management of LCPM Civil Works Projects	7-13	7-46

TABLE OF CONTENTS (Continued)

	Paragraph	Page
Small Business and Small-Disadvantaged Business Utilization	7-14	7-48
SECTION 8 - QUALITY ASSURANCE		
Quality, a joint venture	8-1	8-1
HTW & Chemical Quality Management	8-2	8-9
DCAF Bulletins	8-3	8-10
Code Forms	8-4	8-10
A/E Responsibility Management Program	8-5	8-10
SECTION 9 - SAFETY		
General	9-1	9-1
Responsibilities	9-2	9-2
Accident Prevention Plans	9-3	9-3
Preconstruction Safety Conference	9-4	9-5
Activity Hazard Analysis	9-5	9-7
Compliance Inspections	9-6	9-8
Unsafe Practices	9-7	9-9
Employee Safety and Health Training	9-8	9-10
General Procedures	9-9	9-11
Accident Investigation and Reporting	9-10	9-12
Compliance with Fed, State, and Local Reg.	9-11	9-13
Hazardous Materials	9-12	9-13
SECTION 10 - LABOR RELATIONS		
Labor Relations and Labor Standards Enforcement	10-1	10-1
Equal Employment Opportunity	10-2	10-1
Davis-Bacon Act	10-3	10-2
Overtime Compensation	10-4	10-2
Apprentices and Trainees	10-5	10-3
Payrolls and Basic Records	10-6	10-3
Copeland Act	10-7	10-5
Subcontracts	10-8	10-5
Labor Disputes	10-9	10-5
Labor Organization Representatives on work sites	10-10	10-5
SECTION 11 - PHYSICAL SECURITY		
General	11-1	11-1
Responsibility	11-2	11-1

TABLE OF CONTENTS (Continued)

	Paragraph	Page
Reporting	11-3	11-2
Physical security assistance	11-4	11-3
SECTION 12 - REAL ESTATE		
General	12-1	12-1
Real estate responsibility	12-2	12-1
Real estate disposal, components, and use by others	12-3	12-1
SECTION 13 - ENVIRONMENTAL POLICY		
General	13-1	13-1
Environmental Restor. Project Management	13-2	13-1
Air pollution	13-3	13-2
Water pollution	13-4	13-3
Land pollution	13-5	13-4
Noise pollution	13-6	13-5
SECTION 14 - STANDARDS OF CONDUCT		
Introduction	14-1	14-1
Basic Principles	14-2	14-1
Standards of Conduct Regulations	14-3	14-2
Fraud, Waste, and Abuse	14-4	14-5
SECTION 15 - CONSTRUCTION BULLETINS	-	-
(For future insertion of bulletins)		
SECTION 16 - DCAF BULLETINS & CODE FORMS	-	-
(For future insertion of bulletins)		
APPENDICES:		
A. References		A-1
B. Preconstruction conference guide		B-1
C. Safety checklist		C-1
D. Glossary		D-1