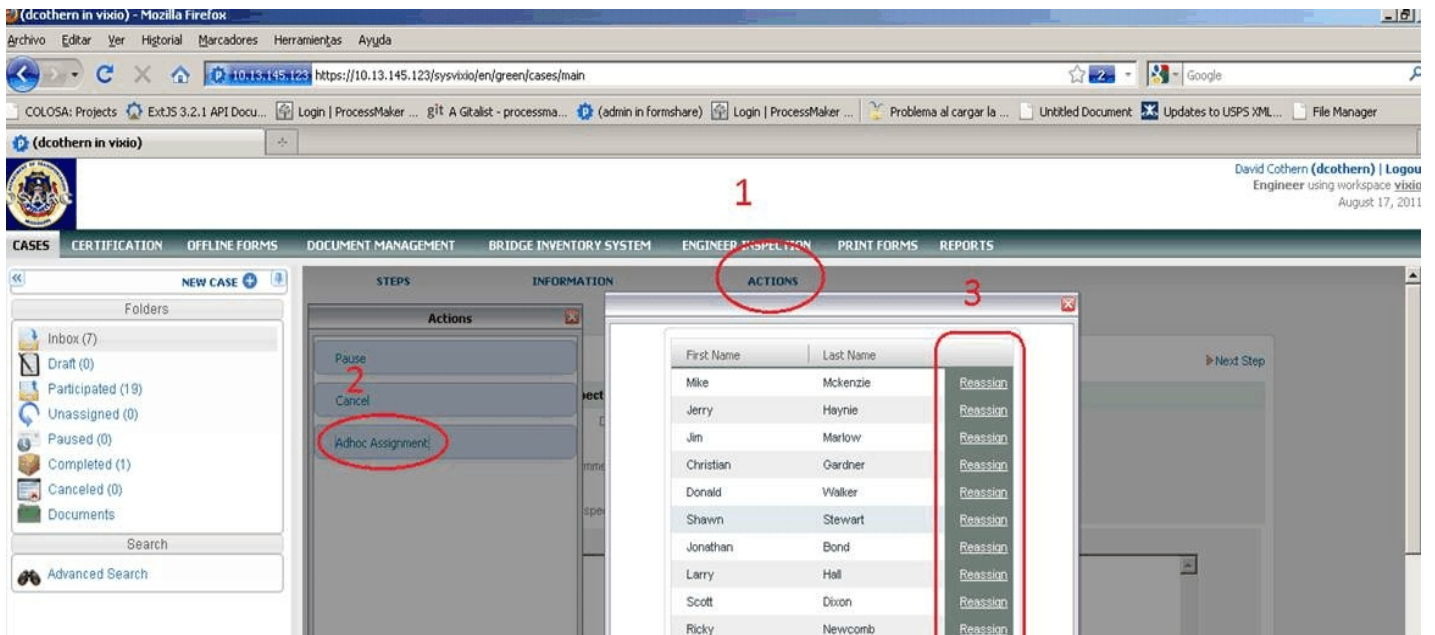


## Assigning a Local Program Manager

A Local Program Manager is the person who has been designated by the County Engineer to assign bridges to Inspectors. There is no requirement that a County Engineer assign a Local Program Manager.

Here is how to assign a Local Program Manager:

In the County Engineer's task "Assign Inspection" we assigned the group of users "Local Program Manager" the CE can reassign a case, see image below.



The County Engineer selects the "Assign Bridges" task then selects (1) "Action" then clicks on (2) "Ad Hoc" then selects their designee from the (3) list of (all) possible Local Program Managers. When the selection is made, the "Assign Bridges" task in the County Engineer's in box (queue) is transferred to Local Program Manager.