



## *Florida Department of Transportation*

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### **Tunnel Inspection Program Manager Duties and Responsibilities**

The Tunnel Inspection Program Manager (TIPM) is responsible for ensuring that the FDOT tunnel inspection program meets the requirements of the National Tunnel Inspection Standards (NTIS). The TIPM responsibilities are:

- Ensure that the tunnel inspection team leaders meet the requirements of the NTIS
- Update the Guidance for highway tunnel inspection document as required
- Review applications for certification of tunnel inspection team leaders, convening the review and approval committee, issuing Certified Tunnel Inspection (CTI) Team Leader Numbers
- Determine when CTIs must meet additional requirements for complex tunnels
- Maintain records of continuing education requirements for CTIs
- Verify that National Tunnel Inventory and Element Inspection data is submitted to FHWA as required
- Conduct reviews of the District Structure Maintenance Offices for compliance with the NTIS and Department Procedures
- Act as a technical resource for the Districts
- Coordinate special investigations when required