



INTERNAL VARIANCE APPLICATION ROUTING
(Signatures, Approval / Denial to be noted on Actual Variance Form)

Route To:

Mailstop:

- 1. _____
Designer / Engineer / Engineering Services
- 2. _____
Everett / Regional / Distribution Engineer Svcs. Mgr:
- 3. _____ **OC / HL**
Construction Superintendent:
- 4. _____ **OM**
Meter Dept. Superintendent:
- 5. _____ **EB**
Meter Reading Manager:
- 6. _____ **02**
Standards:

Routing:

- Everett / Regional / Engineering Services; Route to appropriate Mgr. and to Construction Superintendent-OPS for review.
- South County Engineering route to Distribution Services Manager and to Construction Superintendent-HL for review.
- Other Regional Engineering offices, route to appropriate Distribution Services Manager.
- Additionally, all variances will be reviewed and approved / denied by the District’s Standards Department.
- Departments unaffected by the variance may be omitted from this routing list.
- Standards will be the final reviewer of the Variance Request and send a copy of the approved or denied Variance to the appropriate engineer or manager to notify the requestor. Standards will file the original variance request and send a copy to the originator.