

SECTION xxxxx

NAME GOES HERE

This is an example of wording and format for a Standard Specification. Use and modify the below examples that best fit your needs.

Use Heading codes 1, 2, 3, and 4 for formatting Style Codes for all Specifications. The Section number above is a Heading 1. The Title is a Heading 2. Part 1, Part 2, and Part 3 lines are all Heading 3. All main Article numbers and name lines are Heading 4. Use the Normal style for all remaining text within the body of the Specification.

Insert the proper number for the “total pages” as a hard code not an automatic page number in the Specification when complete. **Delete these three paragraphs and any unused examples.**

PART 1 GENERAL

1.1 SECTION INCLUDES

A.

B.

or

1.1 SECTION INCLUDES Not Used

Note: “Not Used” option applies if one of following required Articles does not apply for the Section. All Sections in Standard Specifications and Special Provisions must include these articles:

- 1.1 SECTION INCLUDES
- 1.2 RELATED SECTIONS
- 1.3 REFERENCES
- 1.4 DEFINITIONS
- 1.5 SUBMITTALS

1.2 RELATED SECTIONS

A. Section 00000: Title here

Title Here

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Date goes here

- B. Repeat for each specification referenced in the body of this section listing in numerical order by Section number

or

1.2 RELATED SECTIONS Not Used

1.3 REFERENCES

- A. AASHTO M 288: Geotextile Specification for Highway Applications
- B. ASTM A 252: Welded and Seamless Steel Pipe Piles
- C. Repeat for each item referenced in the body of this section
- D. List all AASHTO references first, followed by ASTM references, and finally all others as applicable. List each document or reference only once even if a document is listed several times in the body of the section, each referring to a different chapter or section. List the main subject part of the title for AASHTO and ASTM references. Do not include the “Standard...for” or similar text.

or

1.3 REFERENCES Not Used

1.4 DEFINITIONS

- A. List alphabetically as needed.
- B. Repeat for each required definition.

or

1.4 DEFINITIONS Not Used

1.5 SUBMITTALS

- A. List as needed.
- B. Repeat for each required submittal or to expand as needed.

or

1.5 SUBMITTALS Not Used

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1.6 TITLE AS APPLICABLE (Enter title for remaining articles as required and paragraphs as needed.)

- A. Add text and continue paragraph lettering as appropriate.
- B. This is an example of subparagraph levels.
 - 1. Add text and continue paragraph lettering as appropriate.
 - 2. Example of text.
 - 3. Example of text:
 - a. Example of text.
 - b. Example of text.
 - 4. Example of text.
 - a. Example of text.
 - b. Example of text.

PART 2 PRODUCTS

2.1 NAME or ITEM

- A. Add text and continue paragraph lettering as appropriate.

2.2 NAME or ITEM

- A. Add text and continue paragraph lettering as appropriate.
- B. Add text and continue paragraph lettering as appropriate. Example of ASTM reference.
 - 1. Free of lead, chromium, or other related heavy metals ASTM D 5381.
 - 2. ASTM D 2743, ASTM D 4451 and ASTM D 5381: Tests used to verify paint samples meet Accepted Products Listing.

PART 3 EXECUTION

3.1 NAME or ITEM

- A. Add text and continue paragraph lettering as appropriate.

3.2 NAME or ITEM

- A. Add text and continue paragraph lettering as appropriate.
- B. Example statement to reference another Section. Do not place emulsified asphalt prior to verification the respective viscosity test results meet the
Title Here

requirements of Section 02745. (Do not refer to any article or paragraph within another section, just the section number.)

- C. Example of text referencing another part of the same Section. Comply with this article, paragraph A.
- D. Another example of text referencing another part of the same Section. Refer to this Section, Article 2.2, paragraph B.

3.3 NAME or ITEM

- A. Example statement to reference another Section. Refer to Section 02748.

END OF SECTION

Title Here

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