

Traffic Control Log Book Reports

TCLB Daily Diary User Manual

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TCLB Instruction Manual

The traffic control logbook is used by the Traffic Control Supervisor (TCS) or the Traffic Control Technician (TCT) as an all-encompassing project traffic control diary. This application is provided to ensure similar daily record keeping on all projects.

It is the responsibility of the contractor's Traffic Control Supervisor to ensure that the Traffic Control Plan is implemented. The TCS keeps the traffic control diary current on a daily basis. By adding information into the TCLB application, the TCS certifies that the information added is correct and in accordance with the plans and specifications for the project. The TCLB should be available at all times for inspection by the LPA project engineer. The diary should be reviewed with the LPA PE on a weekly basis.

Site Manager user ID & password assistance? Contact LDOTD's Alan Rusch at 225-379-1592

Any and all deficiencies noted in the traffic control diary shall <u>also</u> be noted in the contractor's diaries.

The TCLB should summarize all the duties of the TCS, including the following items:

- Type of work being performed that day
- Traffic control plan used beginning & ending stations for each
- Traffic Control Devices number of each, correct location?, any missing/damaged?, condition
- Permanent or temporary striping removed or placed from beginning station to end station
- Memos, or change orders

TCLB Home Page

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		Search for Projects	s, Service	s, Manuals or	Other Information	Q f 🖸 🛚
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Figure 1: Home page of the "Traffic Control Log Book" Daily Diary application

There are several buttons on the TCLB applications main page as described below. Buttons that are gray in appearance are disabled and will not be able to be used at that moment.

Symbol Definitions:

Traffic Control Log Entries Report

This button will bring the user to another page where the TCS or contractor can select any contract assigned to him/her. Once a contract is selected, a report will be created that will list all the daily entries entered and the report can be uploaded to an Excel spreadsheet. This report can also be run if the user is assigned the "FullReportAccess" security role.

Print Traffic Control Log Report

This button will bring the user to another page where the TCS or contractor can select any contract assigned to him/her. The TCLB report will be created for each day selected using the to and from dates input. This report can also be run if the user is assigned the "FullReportAccess" security role.



Click this button to add a new daily log book entry. A daily entry can only be added on the current day or one day prior except on holidays and weekends. After a weekend, an entry can be added on Monday for the previous Friday. On a holiday, an entry can be made the day prior to the holiday.



This button is used to edit an existing daily report. The report can only be edited if it is for the current day or one-day prior except for holidays and weekends. The daily report will be read only if before that time, but can be viewed.



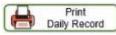
The validate button will check to make sure all mandatory fields are populated. If there are any issues, the panel with the issue will display a message. If validation is successful a message will appear on the top of the screen.



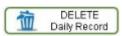
This button will Save the daily report. The TCLB will save the report automatically as the information is entered. As each panel is closed that current data is saved. So if the user is disconnected, they will be able to click the edit button, find the contract and log book date and finish entering data if within correct time frame.



When the TCS is finished entering data, has validated the report and has no more changes, he/she can approve the daily report. Approving the daily report will make the report <u>read only</u> and no more changes will be able to occur.



Print Daily Report will create a printable PDF report of the data entered for that day and the report can also be uploaded into an Excel spreadsheet.



Delete Daily Report is an irreversible button that will delete the daily report record for the day being viewed. The data deleted cannot be undeleted – BE CAREFUL! The delete button will only be visible on logbooks that are not read only. The log book must be saved and within the two day input period.



User Manual

Add New Daily Report

Click on Add NEW Daily Record button. Input at least 3 consecutive numbers of the contract number in the Contract Number Field. As you add numbers to the field, the selections in the drop down list will narrow. Click on the contract number desired in the drop down list, then hit Enter (does not work in Chrome) or the Select button.

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C ()	localhost/local_apps1/TCLB/DailyReportPage.aspx		☆ ָ :
	DOTD	DOTD AZ CONTACT US SITE MAP EMPLOYEE PORTAL Search for Projects, Services, Manuals or Other Information	ŕ
	LOUISIANA DEPARTMENT OF TRANSPORTATION & DEVELOPMENT RESIDENTS In My Community	D Employment Maps / GIS News & Events My DOTD BUSINESS GOVERNMENT IN SIDE Working With DOTD State and Local Resources La DOTD	
	Home Taffic Control Log Entries Report Print Traffic Control Log Report Traffic Control Log Book Add NEW Add NEW Add NEW Maily Record	Save by Record Pint Daily Record Daily Record	
	 Input at least 3 numbers (###" or 'H.# on It. H.010457.6 - US 80: LA 133 TO US 425 H.010460.6 - LA 565: LA 129 - LA 600 H.010487.6 - LA 863: LA 4 - LA 578 H.011047.6 - LA 577: LA 860 - NEW BOYS 	YS ROAD	

Then select a log book date. The log book date cannot be in the future and cannot be prior to one day before today's date. This includes weekends and holidays.

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C 🕕 localhost/local_apps1/TCLB/DailyReportPage.aspx	☆ 0 :
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Search for Projects, Services, Manuals or Other Information 🔍 🚹 🗖 🎔	
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Home > TCLB	-
Traffic Control Log Entries Report Print Traffic Control Log Report	
Traffic Control Log Book	
Add NEW Daily Record Validate Daily Record Validate Daily Record Validate Daily Record Daily Record Daily Record Daily Record Daily Record Daily Record	
• next to a field indicates a ma • June, 2021 • Su • Su • Su	
* Enter a Contract Num 27 28 29 30 4 2 3 129 - LA 600 Select	
* Input at least 3 numbers (### 4 5 6 7 8 9 40 px. As you enter more numbers the list will become more selective. Select one contract number from the drop down list by clickin on it.	19
Today: June 18, 2021	
* Please enter date in dd/mm/yyyy format or select a date by clicking on the calendar icon.	

Click on Create NEW Record button. This will display the first panel to fill out and also save the initial project data. After each panel is closed the information from that panel is automatically saved.

Traffic Control Log Entries Report Print Traffic Control Log Report Traffic Control Log Book	G G User G Guide
Add NEW Zetit / View Existing Daily Record Validate Daily Record Save Save	d
* next to a field indicates a mandatory field which must be filled in order to proceed to next panel.	
* Enter a Contract Number: H.010460.6 - LA 565: LA 129 - LA 600	Select
* Input at least 3 numbers (### or 'H.#') of a contract number in the box. As you enter more numbers the list will become more selective. Select one con on it.	tract number from the drop down list by clicking
* Log Book Date: 06/18/2021 IIII * Please enter date in dd/mm/yyyy format or select a date by clicking on the calendar icon.	
Cancel Create NEW Record	

Figure 2: Add NEW Daily Record Screen

Edit/View Existing Daily Record

Click on Edit/View Existing Daily Record button. Input at least 3 consecutive numbers of a previously entered contract number in the Contract Number Field. As you add numbers to the field, the selections in the drop down list will narrow. Click on the contract number desired in the drop down list, then hit Enter (does not work in Chrome) or the Select button.

C (i) localhost/local_apps1/TCLB/DailyReportPage.aspx	Q	:
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Search for Projects, Services, Manuals or Other Information 🔍 🖬 💌		*
About DOTD Employment Maps / GIS News & Events My DOTD RESIDENTS In My Community BUSINESS Working With DOTD GOVERNMENT INSIDE State and Local Resources IN SIDE La DOTD		
Home ► TCLB Traffic Control Log Entries Report Print Traffic Control Log Report User Guide User Guide Control Log Book Control Log Book		
* next to a field indicates a mandatory field which must be filled in order to proceed to next panel. Input at least 3 consecutive numbers (###" or H.#") of a contract. Select a contract number in drop down list, then Enter or click on the Select button. Please be patient while waiting for the returned drop down list after entering contract number. System could be pulling an abundant amount of data. * Enter a Contract Number: 104 10104600.6 - LA 565: LA 129 - LA 600 1010457.6 - US 80: LA 133 TO US 425		

Then select a log book date. The log book date will consist of a drop down list of previously entered daily report dates. Once the log book date is selected the daily report is automatically loaded. If the record selected is prior to one day before signed on date, then the record will be read-only.

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localhost/local_apps1/TCLB/DailyReportPage.aspx				4	0
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Home TCLB Traffic Control Log Entries Report Print Traffic Control Log Report					
Traffic Control Log Book			G User Guide		
Add NEW Daily Record Daily Record C Edit / View Existing Daily Record C Edit / View Existing C Edit / View Existing C Edit / View Existing C Edit / View Existing C Edit / View Existing Daily Record C Edit / View Existing C Edit / View Exist	ve tecord Save & Appro Daily Recor	d Print Daily Record			
* next to a field indicates a mandatory field which must be filled in order to proceed to next pa	mel				
Input at least 3 consecutive numbers (### or 'H.#') of a contract. Select a contract number in Please be patient while waiting for the returned drop down list after entering contract number : * Enter a Contract Number: H.010460.6 - LA 565: LA 129 - LA 600	rop down list, then Enter or clic				
[●] Log Book Date: Select A Log Book Date: ▼ Select A Log Book Date: D6/14/2021					
You must select a 06/03/2021 06/03/2021 06/01/2021 06/01/2021 05/28/2021 05/28/2021					
05/26/2021 05/25/2021 Approved 05/24/2021 05/24/2021					
05/19/2021					

Figure 3: Edit Existing Daily Report – select a log book date

TCLB Daily Report Panels

General Information Panel

An * next to a field means that the field is mandatory. Once all mandatory fields are populated and validations corrected, then the panel can be closed and the next panel will be able to be opened.

This approaction accompanies data as each parents closed.
O General Information
* Not all Mandatory fields in this section have values or invalid data was input.
TCS Arrival Time: * TCS Departure Time: *
Weather: * V
High Temp: * O F
Low Temp: * O F
If working overnight, be sure the proper date is selected for the time entered.
*At least one inspection time must be filled: First, Second, or Night Inspection time.
First Inspection Time:
Second Inspection Time:
Night Inspection Time:
Existing Speed Limit: * 0 Reduced Speed Limit: * 0 Special Speed Limit: 0 (below Reduced Speed)

<u>TCS Arrival Time</u> – mandatory - be sure this date and time is prior to the TCS Departure Time. The date is necessary in case the work is at night and the departure time carries over to the next day. Date and time cannot be entered for a future time. If entering for a previous day be sure to select that day from the calendar before entering the time.

<u>TCS Departure Time</u> – mandatory - be sure this date and time is after the TCS Arrival Time. Make sure the date of departure is the correct selected date. Date and time cannot be entered for a future time.

Weather - mandatory - Choose weather from the drop down list.

<u>High Temp</u> – mandatory - The highest temperature for the day. This temperature has to be greater than the Low Temp.

Low Temp – mandatory - The low temperature has to be lower than the High Temp.

<u>Morning Inspection Time</u> - be sure this date and time is before the TCS Arrival Time and prior to the TCS Departure Time. One of the three inspection times must have a value.

<u>Afternoon Inspection Time</u> - be sure this date and time is before the TCS Arrival Time and prior to the TCS Departure Time. One of the three inspection times must have a value.

<u>Night Inspection Time</u> - be sure this date and time is before the TCS Arrival Time and prior to the TCS Departure Time. One of the three inspection times must have a value.

Existing Speed Limit – mandatory - This speed limit should be higher than the Reduced Speed Limit.

<u>Reduced Speed Limit</u> – mandatory - This speed limit has to be lower than the Existing Speed Limit.

Special Speed Limit – This speed limit has to be lower than the Reduced Speed limit.

Existing Site Conditions Panel

Enter comments describing the existing site conditions. These comments are mandatory.

Existing Site Conditions Not all Mandatory fields in this section have values or invalid data was input. Comments: *	
	^
	~

Work Performed Panel

At least one check box for work performed must be checked.

Work Performed			
* Not all Mandatory fields in this section have values or in	ivalid data was input.		
No Work	Concrete Barrier Rail	Bridge	Utilities Movement
Saw Cutting Driveways	Saw Cutting Roadway	Patching	Detour Road
Housekeeping/cleanup	Cold Planing	Premixing	□ Soil Cement
Lime Treatment	□ Stone	Asphalt Base	Asphalt Binder
Asphalt Wearing	Grinding	Rumble Stripe	Striping
Drainage	Curb & Gutter	Turn Lane	Ramp
Profilographing	Guardrail	Elevated Island	Concrete Road
Misc. Concrete	ITS Work		
Other:			
, Note: You must select at least one 'Work Performed' item			

Today's Operations Panel

Type in explanation of today's operations. This is mandatory.



Traffic Control Plan Panel

Sheet number, From and To Stations for sheet 1 are mandatory.

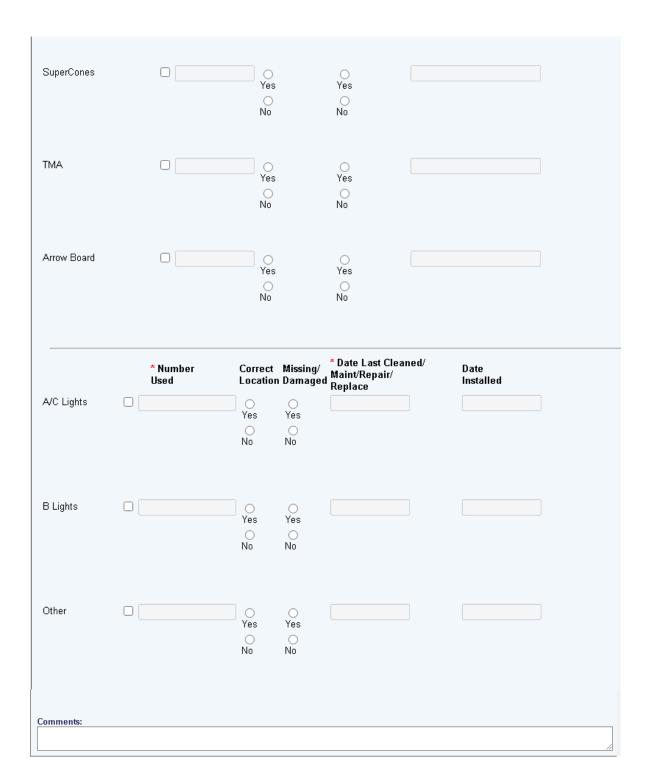
Γ	Traffic Control Plan			
	* Not all Mandatory fields in this section have values			
	Sheet Nbr: *	From Station: 000 + 000	To Station: 000 + 000	
		, ,		
	Sheet Nbr:	From Station: 000 + 000	To Station: 000 + 000	
	,		, , , , , , , , , , , , , , , , , , , ,	
	Sheet Nbr:	From Station: 000 + 000	To Station: 000 + 000	
	,	,,		

Items Used Panel

Once a checkbox is checked next to an item, all the fields to the right of the checkbox will become mandatory. The date last cleaned will automatically be filled in from the previous day's record, but will not be saved going forward unless the checkbox for that item is rechecked.

⊖ Items Used					
Click on checkbox of item used.	All fields to the right of the * Number Used	e checkbox are manda * Correct Location	* Missing/	* Date Last Cleaned/ Maint/Repair/Replace	
Pilot Vehicle		Yes No	Damaged	манижеран/кергасе	
Flaggers		Yes No			
Construction Signing		Yes No	○ Yes No		
Barricades		Yes No	○ Yes No		
Drums		Yes No	O Yes No		
Vertical Panels		Yes No	○ Yes No		
Tubular Traffic Markers		Yes No	○ Yes ○ No		

Traffic Control Log Book Daily Diary Online - Revised 06/18/2021



Law Enforcement Presence

The "Were law enforcement officers used?" is a mandatory question. If the answer to this question is 'yes', then all questions in this panel will be mandatory and will need to have an answer.



Message Boards Panel

The "Number of empty Message Boards to add" will only display on a new daily report that has no previous message board data. Enter the number of boards used on the project and click on Submit. This will add that number of empty boards. Each of those boards will have to be edited to add valid data.

<mark>⊖</mark> Me	ssage B	oards							
	With a new contract you have the option to add a number of empty message boards to edit after or just Insert each new message board by filling in empty blocks on bottom row and then click INSERT. After message board is Inserted, click EDIT to add the screen messages.								
Numbe	Number of empty Message Boards to add: Submit								
	All Correct	Missing/ Damaged	Distance	Date Last Cleaned/ Maint/Repair/ Replace	Protection Required	Date Approved	Approved By (user name)		
				There are r	no data reco	ords to display.			
To add a new message board, fill fields then click the INSERT Button	<u> </u>	⊖Yes [⊖No			○ Yes ○ No			Insert Cancel	

Below is what the message board will look like after adding 2 empty boards as described above. Click EDIT on each board to add detailed information.

O Mes	sage Board	ls							
Insert each	new message	board by filling	in empty blocks on bot	tom row and th	nen click INSERT. After me	ssage board is Inserted,	click EDIT to add the scree	en messages.	
All Correct	Missing/ Damaged	Distance	Date Last Cleaned/ Maint/Repair/ Replace	Protection Required	Date Approved	Approved By (user name)	Screen 1 Message	Screen 2 Message	
Yes	Yes			Yes					Edit Delete
No	No			No					
Yes	Yes			Yes					Edit Delete
No	No			No					
OYes	○Yes		_/_/	OYes	_/_/				Insert Cancel
ONo	○ No			○ No					

Date Last Cleaned and Approved Date are both mandatory. Once fields are filled in, click on the Update button.

Edit Message Board	
p Device Type	mb
All Correct	• •
I	Yes No
Missing/Damaged	0 0
	Yes No
Distance	I
Distance	
Date Last Cleaned	/_/ Please enter a valid Last Cleaned Date.
Protection Required	O ● Yes No
Date Approved	Enter the Date Approved
Approved By (user name)	
Screen 1 Message	
Screen 2 Message	
Update Cancel	

Once the message boards are entered, they will automatically carry over into the next day's daily report. If there are any changes needed to a message board, just click on the Edit button. If the message board is no longer being used, then click on the Delete button.

O Mess	sage Board	ls							
Create eacl	h new messa	ge board by fillir	ng in the empty bloc	ks on the bottom	row and then click (CREATE. After message boar	d is Created, click EDIT to) add the screen messa	ages.
			Date Last						
	Missing/ Damaged	Distance	Cleaned/ Maint/Repair/ Replace	Delineation Required	Date Approved	Approved By (user name)	Screen 1 Message	Screen 2 Messag	e
Yes	○ Yes ● No	1 mile	01/24/2022	○ Yes ● No	01/28/2022	Brett Morgan	One lane ahead	Slow traffic	Edit Delete
YesNo	○ Yes ● No	1 mile	02/28/2022	○ Yes ● No	02/28/2022	Brett Morgan	Stop ahead!	No shoulders ahead.	Edit Delete
○ Yes ○ No	○ Yes ○ No			○ Yes ○ No					Create Cancel

To add another message board, fill in the fields on the bottom line and click on Insert.

OYes	\bigcirc Yes	_/_/ OYes _/_/	Insert Cancel
ONo	\bigcirc No	○ No	

Once the board is added by Insert, click on the Edit button on that newly added board to add the messages.

	Missing/ Damaged	Distance	Date Last Cleaned/ Maint/Repair/ Replace	Delineation Required	Date Approved	Approved By (user name)	Screen 1 Message	Screen 2 Message	
Yes	○ Yes ● No	1 mile	02/28/2022	○ Yes ● No	02/28/2022	Brett Morgan	Stop ahead!	No shoulders ahead.	Edit Delete
	○ Yes ● No	1 mile	01/24/2022	◯ Yes ● No	01/28/2022	Brett Morgan	One lane ahead	Slow traffic	Edit Delete
Yes	○ Yes ● No	1.5 miles	03/07/2022	○ Yes ● No	03/07/2022				Edit Delete
○ Yes ○ No	○ Yes (○ No			○ Yes ○ No					Create Cance

Barriers Panel

All information in the concrete panel will automatically carry over into the next day's daily report. Data in this panel can be edited if the information has changed.

⊖ Barriers	3							
	Numl Used		Missing/ x Damaged	Station From	Station To	Reflectors	Color	Date Installed
Barriers		O Yes	_ Yes	+	+) () Yes	○ White ○ Yellow	
		O No	O No			O No	OBoth	

Other Details Panel

Enter other details of project if needed. This section is not mandatory.

⊖ Other Details]
Other Detail:	-

Removal of Permanent Stripe

If check box is checked, then the To Station and From Station fields will be mandatory.

⊖ Removal of Permanent Stripe					
Check if permanent stripe was removed	/ed.				
Removal Method: 🗆 Blasting 🗆 Grinding 🗆 Other					
From Station: 000 + 000 To Stati	on: 000 + 000				

Temporary Pavement Markings Panel

This section is not mandatory, but if paint/tape or color are selected then all fields in this section become mandatory except the Comments field.

O Temporary P	Pavement Markings						
Fields in this section	are not mandatory, but if Paint/Tape or Color are selected then both of those fields and the From and To Station fields become mandatory.						
Baint/Tana	Color						
Paint/Tape	COLO						
\bigcirc	0						
Paint	White						
0	0						
Tape	Yellow						
\odot	0						
Both	Both						
Removal Metho	od: 🗆 Blasting 🔲 Grinding 💭 Other						
From Station: 000 + 000 To Station: 000 + 000							
Comments:							
	A						

Validate Daily Record

Validate will check to make sure all mandatory fields have been populated. If the validation fails, then the panel with the issue will display an error. If all mandatory fields are populated the message below will display.



Save Daily Record

The save button will save data in an opened panel. This application automatically saves data as each separate panel of data closes. This will stop major loss of data in case of disconnection of service during entry of data. If disconnected, just reconnect and click on Edit/View Existing Daily Record. If the record saves with no issues, then the following message is will display.

Add NEW Daily Record Daily Record Daily Record	Validate Daily Record Daily Record	Save & Approve Daily Record Print Daily Record
SAVE is successful!		

Save and Approve Daily Record

This button will save data in an opened panel and also flag the daily report as Approved. When a report is approved it becomes <u>read-only</u> and nothing on the report can be changed.

Contract Number: * 016-01-0043	\checkmark
Log Book Date: * 04/09/2020 Approved 🗸	TCS/TCT Name: Jim Hegwood
	APPROVED

Print Daily Report

A PDF report can be created on the daily report being viewed by clicking Print Daily Report. The PDF report can be created and printed on any daily report on file whether current or read-only.

Delete Daily Report

A daily report can only be deleted if it is not read-only which means it had to be input today or the day prior.

Traffic Control Log Entries Report

BOTB			DOTD A-Z CONTACT US SITE MAP	EMPLOYEE PORTAL
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LOUISIANA DEPARTMENT OF	About DOTD	Employment	Maps/GIS News & Events	My DOTD
TRANSPORTATION & DEVELOPMENT	RESIDENTS In My Community	BUSINESS Working With DOTD	GOVERNMENT State and Local Resources	IN SIDE La DOTD
Home				
Listing of Traffic Log Entries	Report			
* Input at least 3 numbers of a contract in the b	ox. Select one contract number from drop down list, th	en click on the Run Report but	iton.	
Processing Timeline Report for				
Run Report Clear Screen	Return to Home Screen			

Input at least 3 consecutive numbers of the contract number in the 'Processing Timeline Report for' Field. As you add numbers to the field, the selections in the drop down list will narrow. Click on the contract number desired in the drop down list, then click on Run Report. Contracts displayed in the drop down list are only contracts assigned to the user signed in. Unless the user is assigned the "FullReportAccess" security role. That user will be able to pull data for any project.

🧲 🔿 🉋 htt	tp://localhost/local_apps1/TCLB/ListLogs_Re	port.aspx 🛛 🔎 🗸 🏉 Louisiana De	epartment of Tr ×			🟦 🛧 🔅
<u>F</u> ile <u>E</u> dit <u>V</u> iev						
🙀 🤗 TCLB-asp	inet 🧧 Web Security - Home 🕓 HR Intran	et New 🏮 Skillpipe 🚾 Stage_0 🎒 StageZero	-appstest 🔯 Start application t	esting I Suggested Sites - I TE		(T Prod
	DOTD					^
			Search for Projects, Servi	ices, Manuals or Other Information	Q f 🖸 У	
	LOUISIANA DEPARTMENT OF TRANSPORTATION & DEVELOPMENT	About DOTD		Maps / GIS News & Event		
	TRANSFORTATION & DEVELOPMENT	RESIDENTS In My Community	BUSINESS Working With DOTD	GOVERNMENT State and Local Resources	IN SIDE La DOTD	
	Home					
	Listing of Traffic Log Entries	Report				
		box. Select one contract number from drop down list, i 33	then click on the Run Report buttor	n.	×	
		H.010338.6 - LA 582: LA 2 - LA 17				
	Run Report Clear Screen	H.010334.6 - LA 3051: LA 138 to US 425				
	•	H.003332.6 - I-20: RICHLAND/MADISON P	ARISH RAMP REHAB			
	•	H.003302.6 - I-20: LA 145 TO OUACHITA F	P/L			
	•	020-02-0033 - LA 568 NORTH - LA 128 NO	ORTH			
						~

The report displayed can be exported to Excel.

Listing of Traffic Log Entries Report

* Input at least 3 numbers of a contract in the box. Select one contract number from drop down list, then click on the Run Report button.
Processing Timeline Report for H.003302.6 - I-20: LA 145 TO OUACHITA P/L

Run Report Clear Screen Return to Home Screen

Export to Excel

ID	Contract	Log Book Date	Entered Date	Approved Date	TCS Arrival	TCS Departure
cdjc0003	H.003302.6	07/08/2014	7/8/2014	07/08/2014	4:00PM	4:30PM
cdjc0003	H.003302.6	07/07/2014	7/7/2014	07/08/2014	6:45AM	11:00AM
cdjc0003	H.003302.6	07/06/2014	7/6/2014	07/08/2014	5:15PM	5:30PM
cdjc0003	H.003302.6	07/05/2014	7/6/2014	07/08/2014	10:00AM	10:15PM
cdjc0003	H.003302.6	07/04/2014	7/5/2014	07/08/2014	9:00AM	9:15PM
cdjc0003	H.003302.6	07/03/2014	7/3/2014	07/08/2014	4:00PM	4:15PM
cdjc0003	H.003302.6	07/02/2014	7/3/2014	07/08/2014	8:30AM	8:45AM
cdjc0003	H.003302.6	07/01/2014	7/2/2014	07/08/2014	12:30PM	2:30PM
cdjc0003	H.003302.6	06/30/2014	6/30/2014	06/30/2014	6:00PM	6:30PM
cdjc0003	H.003302.6	06/29/2014	6/29/2014	06/30/2014	3:30PM	3:45PM
cdjc0003	H.003302.6	06/28/2014	6/29/2014	06/30/2014	6:15PM	6:30PM
cdjc0003	H.003302.6	06/27/2014	6/28/2014	06/30/2014	11:45AM	12:15PM
cdjc0003	H.003302.6	06/26/2014	6/27/2014	06/30/2014	9:00AM	9:30PM
cdjc0003	H.003302.6	06/25/2014	6/25/2014	06/25/2014	12:00PM	12:15PM
cdjc0003	H.003302.6	06/24/2014	6/24/2014	06/25/2014	10:15AM	10:30AM
cdjc0003	H.003302.6	06/23/2014	6/23/2014	06/25/2014	6:30PM	6:45PM
cdic0003	H.003302.6	06/22/2014	6/23/2014	06/25/2014	10:00AM	10:15AM

Print Traffic Log Control Report

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Home TCLB				
Print Traffic Log Control	Report			
) of a contract number in the box. As you enter mo rop down list, then click on the Run Report button.		selective.	
Please be patient after clicking on the	Run Report Button for the PDF to be created. The ce report run has been started. You can tell the rep	system could be pulling an abundant		
r rease do not doable ond, any keys on		on is suit familing because there will	be a spinning once in the tab at the top of the	- soreen.
Processing Timeline Report for				
Report Range: Begin Date	End Date			
Run Report Clear Screen	Return to Home Screen			

This report will create the daily TCLB report for each day entered into the system. This report can be used for court cases, etc.

Input at least 3 consecutive numbers of the contract number in the 'Processing Timeline Report for' Field. As you add numbers to the field, the selections in the drop down list will narrow. Click on the contract number desired in the drop down list. Once a contract is selected the To and From dates will automatically be filled in from the first record stored in the database and the last record stored in the database. The dates displayed can be changed if desired. Then click on Run Report. Contracts displayed in the drop down list are only contracts assigned to the user signed in. Unless the user is assigned the "FullReportAccess" security role. That user will be able to pull data for any project.

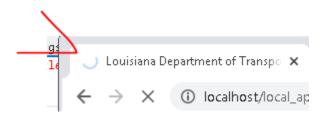
Select the contract you want to view.

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← → C ① localhost/local_apps1/TCLB/PrintTCLBReport.aspx	☆ () :
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Search for Projects, Services, Manuals or Other Information 🔍 🗗 🖸 💆	
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TRANSPORTATION & DEVELOPMENT RESIDENTS BUSINESS GOVERNMENT INSIDE In My Community Working With DOTD State and Local Resources La DOTD	
Home + TCLB	
Print Traffic Log Control Report	
Input at least 3 numbers (###" or "H.#") of a contract number in the box. As you enter more numbers the list will become more selective.	
Select one contract number from the drop down list, then click on the Run Report button. Please be patient after clicking on the Run Report Button for the PDF to be created. The system could be pulling an abundant amount of data.	
Please do not double click any keys once report run has been started. You can tell the report is still running because there will be a spinning circle in the tab at the top of the screen.	
Processing Timeline Report for 1046 H.011046.6	
Report Range: Begin Date H.010461.6 H.010460.6	
Run Report Clear Screen	
▶ SITE MAP LADOTD HEADQUARTERS 1201 Capitol Access Road, Baton Rouge, LA, 70802 Telephone: (225) 379-1232 Email: dotdos@la.gov	

Once the contract is chosen the begin and end date will automatically fill what is in the database. These dates can be changed if needed.

Print Traffic Log Control Report	
* Input at least 3 numbers (###" or 'H.#") of a contract number in the box. As you enter more numbers the list will become more selective. Select one contract number from the drop down list, then click on the Run Report button. Please be patient after clicking on the Run Report Button for the PDF to be created. The system could be pulling an abundant amount of data. Please do not double click any keys once report run has been started. You can tell the report is still running because there will be a spinning circle Processing Timeline Report for H.010460.6	in the tab at the top of the screen.
Report Range: Begin Date 01/16/2019 End Date 06/21/2021	

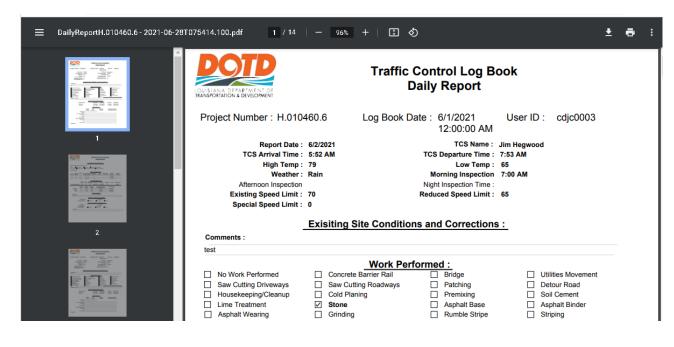
Click on the Run Report button. Please DO NOT click on any other buttons while report is running. You can see if the report is running because there will be a spinning circle at the top of the page.



When the report is finished a box will appear at the bottom of your screen. Click on the up arrow in that box and choose open.

	Print Traffic Log Control Report
	* Input at least 3 numbers (###" or 'H.#') of a contract number in the box. As you enter more numbers the list will become more selective. Selectione contract number from the drop down list, then click on the Run Report button. Please be patient after clicking on the Run Report Button for the PDF to be created. The system could be pulling an abundant amount of data. Please do not double click any keys once report run has been started. You can tell the report is still running because there will be a spinning circle in the tab at the top of the screen.
	Processing Timeline Report for H.010460.6
	Report Range: Begin Date 06/01/2021 End Date 06/21/2021
	Run Report Clear Screen Return to Home Screen
	SITE MAP LA DOTD HEADQUARTERS 1201 Capitol Access Road, Baton Rouge, LA, 70802 Telephone: (225) 379-1232 Email: do
🔁 DailyReportH	.0104pdf

This is how the report will look once opened.



Security Access Roles for TCLB

UserAdmin – When assigned this role you will be able to add a TCLB for days prior to one day before a date. Add TCLB after the fact if system has been down.

SecAdmin – When assigned this role you will be able to assig any of the security roles to users.

FullReportAccess – When assigned this role you will be able to run the two reports for any contract without being assigned to that contract.