

## One Possible General Format For Engineering Geology Reports

### Table of Contents

Summary (abstract; abstract by Landes)

### Introduction

Statement of problem as presented to you

Description of information you were presented with (maps, cross sections, tables)

Conditions/deadlines that you operated under

(This covers you and gives the reader an appropriate starting point)

### Topography

Description

Interpretation

Relevance

### Geology

Description

Interpretation

Relevance (if any) to engineering and hydrology

### Hydrology

Description

Interpretation

Relevance (if any) to geology and engineering

### Engineering

Options

Requirements of different options

Relevance (if any) to geology and hydrology

Costs of different options (if possible)

Pros and cons of different options

### Conclusions

Key findings/interpretations from geology and engineering analyses

Key recommendations

Things you were asked to do

Things you weren't asked to do but you think your client should know

(e.g., possible follow-up investigations)

### References

Almost invariably some graphics/illustrations will need to be included (e.g., maps and cross sections, engineering design plans, etc).

Remember to use the four step approach as best you can:

1. Recognition of potentially hazardous/beneficial situations
2. Characterization of potentially hazardous/beneficial situations
3. Evaluation of risk associated with potential hazards and benefits
4. Assessment: Is the level of risk acceptable?