

5.6 Electronic File Naming

Each sheet shall be saved as a separate electronic file. For construction drawings, the name of those files shall match those of the sheet numbers, as shown below:

Table 4—Example File Names for Construction Drawings

Sheet Number	Revision	Filename
A1.2.2	0	A1.2.2.DWG
M3.R.1	2	M3.R.1.R2.DWG

For as-built drawings, the name of those files shall match those of the sheet numbers with AB at the end, as shown below:

Table 5—Example File Names for Construction Drawings

Sheet Number	Revision	Filename
A1.2.2	AB	A1.2.2.AB.DWG
M3.3.1	AB	M3.3.1.AB.DWG

PDF files of drawings shall be numbered the same as the drawing, with the corresponding revision for the particular revised sheet only, as shown in Table 6:

Table 6—Example File Names for PDF

Sheet Number	Revision	Filename
A1.2.2	0	A1.2.2.PDF
M3.3	2	M3.3.R2.PDF

When an entire set of drawings for the same contract is submitted as a single PDF, the file shall be named with the contract number and latest revision separated by a dash, for example: 10634.51-R4.PDF.