

Facsimile Transmission

PROVO UTAH TEMPLE
2200 Temple Hill Drive
Provo, UT 84604
Telephone: (801) [REDACTED]
Fax number: (801) [REDACTED]

To	
Name	Total pages, including this one
[REDACTED]	4
Date	Fax number
[REDACTED]	T.D. Admin

From	
Name	Telephone
Kurt Jensen	(801) [REDACTED] ext. [REDACTED]

Comments:

In November, I had a meeting with all of the Provo Temple engineers and walked them step-by-step through the TFR process. We emphasized the difference between "conceptual" approval and "funding" approval. We went line by line through the TFR Form and also through the checklist. We discussed the entire process, outlined in Section C-12 of the *Temple Engineering Handbook*, from start to finish. I then had [REDACTED] assign each of them a TFR project to shepherd through the process so that they would understand what is entailed in a project. We have numerous projects pending and I thought that this could give [REDACTED] some assistance in getting more done.

My understanding is that a TFR is required for conceptual approval of most any change made in the temple. The form clearly makes this distinction. I instructed my engineers that we cannot "*modify the structure, décor, mechanical equipment or landscaping*" of the temple without going through the TFR process (see pg. 22 TEHB [right column]). Even if little or no money is involved. This protects everyone.

I emphasize this because the Provo Temple has had numerous furniture purchases and décor & structural changes in the past that should have gone through the TFR process. This was abundantly clear to me when [REDACTED], [REDACTED], and [REDACTED] were here for our 5-year plan last summer. Many times [REDACTED] commented that fabrics, furnishings, furniture, & etc. were not authorized. We have some very cheap office chairs, desks, tables, shelves, fabrics, etc. in several places that were purchased locally to save money (and to avoid the hassle of getting approval). I want, need, and welcome direction and counsel from TFD and the Interior Design group regarding the Provo Temple.

Attached is a TFR that one of my assistant engineers put together. He followed the TFR procedures as outlined. Apparently [REDACTED] ripped it up because we no longer need to get authorization unless we are seeking funding. My engineers now feel that we only need to send for approval if the project exceeds \$5000. I am very disappointed that the TFR training I did with my engineers has been undermined. I was attempting to teach them the program as outlined.

I would love to have some clear communication regarding TFRs. Have things really changed? Do you want us to just choose and buy replacement fixtures & furnishings locally? If so, that is fine, but it would be helpful for that policy change to come through proper channels. I am not trying to add to anyone's paper-work load. I just wanted you to be aware of this so that I might get clarification. Thanks for any light you may be able to shed on this situation.