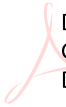


VIRGINIA DEPARTMENT OF TRANSPORTATION

MATERIALS DIVISION

MEMORANDUM

GENERAL SUBJECT: Laboratory Qualification Requirements	NUMBER: MD 461-23
SPECIFIC SUBJECT: Revisions to Section 115 of the Manual of Instructions; Laboratory Qualification Requirements to work on VDOT Projects	DATE: August 8, 2023
	SUPERSEDES: n/a
APPROVED: Babish Charles dax24016	
 Digitally signed by Babish Charles dax24016 Date: 2023.08.08 15:10:36 -04'00'	
Charles A. Babish, PE State Materials Engineer	

EFFECTIVE DATE

- This memorandum is effective August 14, 2023.
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PURPOSE/NEED/SCOPE/REQUIREMENTS

- VDOT does not currently have a published definition of a qualified laboratory, which is needed for our quality assurance programs. A new Section; 115.02, is being added to the Materials Division's Manual of Instructions (MOI) to address this.
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Changes are **Blue**

PROCEDURES

[Sec. 115.02 Laboratory Qualification](#)

The Department's unified Laboratory Qualification Program is detailed as follows:

For VDOT and municipal agency laboratories, Producer or Contractor laboratories performing asphalt binder testing, Consultant laboratories employed by VDOT or the municipality on construction projects, Consultant or QAM laboratories used on design-build or PPTA projects, and Consultant laboratories under contract to VDOT performing preliminary engineering testing, proof-of-concept type testing, or special design testing:

- Laboratories and laboratory personnel conducting materials tests used for acceptance, Independent Assurance (IA), referee testing, or dispute resolution on federal aid, state aid, or state-maintained VDOT projects are required to be Qualified. A qualified laboratory shall have a current AASHTO R 18 accreditation and be enrolled in the AASHTO re:source assessment program and proficiency testing programs for any AASHTO tests conducted for acceptance, IA, referee testing, or dispute resolution on federal aid, state aid, or state-

maintained VDOT projects, and the personnel conducting the tests shall have been properly trained on the tests per AASHTO R 18 with training records maintained, and have the plant certifications required in Sec. 104.01 below.

- Laboratories conducting concrete and cement testing used for acceptance, IA, referee testing, or dispute resolution shall also be currently enrolled in the CCRL assessment program and in the proficiency testing programs for the AASHTO or ASTM tests they conduct for acceptance, IA, referee testing, or dispute resolution on federal aid, state aid, or state-maintained VDOT projects.
- For VTMs and other tests not covered by the AASHTO or CCRL assessment and proficiency programs, personnel training records as well as equipment maintenance and calibration records shall be kept and made available to the Department; the Department reserves the right to review the laboratory facility and these records at any time.

For Approved List No. 34 Precast laboratories, and for aggregate and asphalt Producer laboratories other than those performing asphalt binder testing (see above, first paragraph and bullets), as they are engaged in testing which becomes part of the acceptance decision:

- These labs are not required to be Accredited by AASHTO, but personnel training records as well as equipment maintenance and calibration records shall be kept and made available to the Department; the Department reserves the right to review the laboratory facility and these records at any time. Section 204.27 describes the VDOT inspection program of precast facilities, Section 308.02(i) describes same for aggregate Producers, and Section 502.02 describes same for asphalt Producers.

NOTES

- N/A
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REFERENCES

- AASHTO re:source
 - AASHTO R 18 Standard Recommended Practice for Establishing and Implementing a Quality Management System for Construction Materials Testing Laboratories
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Virginia Ready Mix Association
Precast Concrete Association of Virginia
Virginia Transportation Construction Alliance
Virginia Asphalt Association
American Concrete Paving Association Mid-Atlantic Chapter
Old Dominion Highway Contractors Association