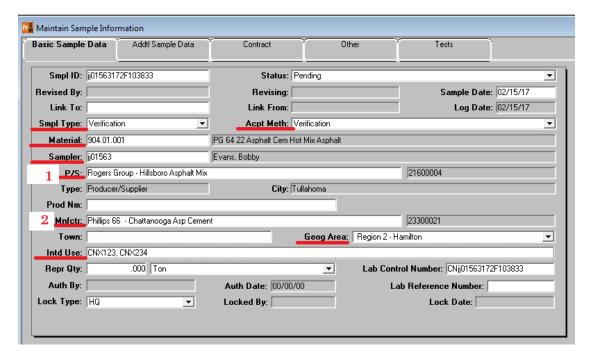
Operations Verification Sampling of Asphalt Cement

OVERVIEW: In order to track not only the manufacturer of component materials, but also the plants where they are stockpiled and sampled from; SiteManager has been modified to include the component materials in mix plants (asphalt, ready-mix, precast & prestress) as well as the manufacturer's plant. All contracts represented by the sample will be listed on the "Other" tab of the SiteManager sample (quicker and easier than selecting contracts, project, and items on "Contract" tab of sample, plus contracts that have not been made "Active" yet will appear to be included if needed). At the end of this document is a list of material codes that are contained in asphalt plants.

Below is the procedure a Regional Operations Inspector will follow for Asphalt Cement verification samples from the Asphalt Mix plant:

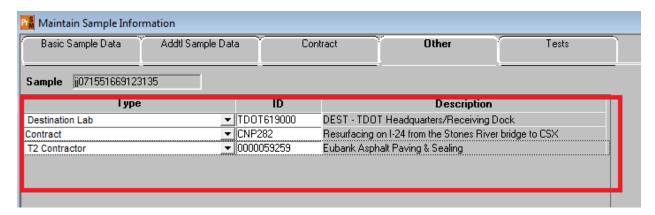
Create a "Verification" sample in SiteManager. Below are screen captures of what is required for the sample:



- 1. For AC samples, Asphalt Mix Plant sample was taken from. The county the plant is located in will be selected in the "Geog. Area" field of the sample record. For Emulsion samples the contractor doing the work will be selected on the "Other" tab.
- 2. Manufacturer of material being verified.
- 3. Save record before leaving tab to make sure P/S and product info is saved.

NOTE: In order to prepare for going paperless in the future, enter contract(s) represented by the sample in the "Intd Use" field. This will also be captured on the "Other" tab of the sample record.

You are now ready to enter destination lab and contracts on the "Other" tab of the sample record.



- 1. Enter destination lab
- 2. Create a line for each contract this sample will represent.
- 3. Add contractor performing work using "T2 Contractor" type
- 4. Save
- 5. Add tests ("T" icon) accept "Default Tests"
- 6. Write SiteManager Sample ID on container (please make as legible as possible)



7. Fill out T2. Include Sample ID on T2

Component materials sampled at Asphalt mix plants

904.01.001	PG 64 22 Asphalt Cem Hot Mix Asphalt
904.01.002	PG 70 22 Asphalt Cem Hot Mix Asphalt
904.01.003	PG 76 22 Asphalt Cem Hot Mix Asphalt
904.01.004	PG 82 22 Asphalt Cem Hot Mix Asphalt
904.01.005	PG 67 22 Asphalt Cem Hot Mix Asphalt