

WEST VIRGINIA DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS
MATERIALS CONTROL, SOILS AND TESTING DIVISION

MATERIALS PROCEDURE

PORTLAND CEMENT MILL CERTIFICATION

1.0 PURPOSE

1.1 To provide the Division's acceptance procedures for Portland Cement.

2.0 SCOPE

2.1 This procedure shall apply to all Portland Cement production mills which furnish cement to Division projects except that the Division may elect to use other control procedures when special conditions dictate the need for more stringent control.

3.0 APPLICABLE SPECIFICATIONS

3.1 All items under this procedure shall meet the requirements of Section 701 of the WVDOH Standard Specifications for Roads and Bridges. This section specifically includes ASTM Specification C-150. In addition, samples will be obtained in accordance with ASTM C-183.

4.0 PROCEDURE

Cement mills which produce cement for use in Division projects shall be identified as Certified or Non-Certified, as outlined below.

4.1 CERTIFIED

To be considered for certification, the manufacturer shall do the following:

4.1.1 Submit a certified statement to Materials Control, Soils and Testing Division that all cement shipped to Division projects will conform to the specification requirements.

The certified statement shall be signed by a representative of the manufacturer having legal authority to bind the company.

- 4.1.2 Maintain records of production control tests for a period of at least five years and make them available to the Division upon request.
- 4.1.3 Have mill laboratory facilities periodically inspected by the Bureau of Standards Cement and Concrete Reference Laboratory (CCRL). A copy of the CCRL report on the mill laboratory inspection shall be provided to the Division, accompanied by documentation of resolution of any discrepancies noted in the CCLR report.
- 4.1.4 Submit to the Materials Division test data developed on the type(s) of cement to be certified. This data must consist of test results developed from each day's production over the most recent fifty production days. The required tests are for all the standard chemical and physical requirements listed in ASTM C-150. Each complete battery of tests shall represent not more than twenty-four hours of continuous production per finish mill.
- 4.1.5 The quality history of a cement plant seeking certification will be determined using the data submitted by the manufacturer as specified in 4.1.4. Statistical limits, as defined in ASTM C-183, will be developed from this data from this data. When an acceptable quality history has been determined, the Division will compare test data developed on production grab samples taken by Division representatives, to the statistical limits established by the mill's production data.
- 4.1.6 When a cement mill has met the above criteria and has been designated by the Division as Certified, the manufacturer will be required to submit test data on a monthly basis in the same manner as described in 4.1.4.
- 4.1.7 Division representatives will take paired samples from a certified plant's production at a frequency dependent upon the variability of test data. The frequency will generally be such that the sampling is accomplished at least once a quarter.


- 4.1.7.1 The paired samples will be obtained, tested, and evaluated in accordance with applicable ASTM procedures.
- 4.1.7.2 Two consecutive pairs of test values failing to meet the statistical control criteria may be considered cause to remove the mill from the certified group.
- 4.1.7.3 If any individual sample fails to meet the requirements of the applicable ASTM Specification, the mill may be removed from the certified group.
- 4.1.7.4 If a certification is removed, it may be reinstated at the discretion of the Division when sufficient sampling and testing has been conducted to insure statistical control.
- 4.1.8 When all requirements for certification have been met, the manufacturer may ship cement of the type certified to Division projects. Records of quantities of cement shipped to West Virginia projects must be maintained by the manufacturer for a minimum of three years and made available to the Division upon request.
- 4.1.9 The manufacturer and the Division's District Materials offices will be notified of all changes in the status of a mill's certification.
- 4.1.10 Once each quarter, or anytime the list is updated , the Materials Division will provide the District with a list of all currently certified cement mills.
- 4.2 Non-Certified

A cement mill defined as non-certified may supply cement to the Division projects from approved LOTs.
- 4.2.1 The Division will sample, test, approve, and seal LOTs of cement for use in Division projects. Samples will be obtained in accordance with ASTM C-183 except that one grab sample shall be secured for each 400 tons in the sampling of bulk storage at points of discharge, while the cement is flowing through the openings. All of the applicable chemical and physical tests noted in ASTM C-150 will be conducted by the Division laboratories.

- 4.2.1.1 Any individual sample failing to meet all of the applicable ASTM requirements will result in rejection of the entire LOT of cement.
- 4.2.2 When a LOT of cement has been sampled, tested, and found to meet all specification requirements, the Division will notify the manufacturer of approval and a WVDOH approval number will be assigned to the LOT.
- 4.2.3 A manufacturer may make shipments from approved LOTs upon notification of Division approval. When such shipments are made the manufacturer shall provide documentation as follows:
- a) Project to which material is shipped (if available)
 - b) Silo number from which material drawn
 - c) Location of shipping origin
 - d) Contractor (i.e. consignee)
 - e) WVDOH approval number assigned to silo
 - f) Identification of carrier
 - g) Quantity of material in shipment
 - h) Type of material
- 4.2.3.1 This documentation may be provided in the form of bills of lading and shall have the following distribution:
- a) 1 copy sent to Materials Control, Soils and Testing Division
 - b) 1 copy sent to accompany shipment and to be left at the destination to become the property of the Division
- 4.2.3.2 Records of quantities of cement shipped to West Virginia projects must be maintained by the manufacturer for a minimum of three years and made available to the Division upon request.
- 4.2.3.3 A balance sheet shall be maintained by the manufacturer for each LOT of cement approved for shipment to West Virginia projects. This balance sheet shall provide the following information:
- a) The silo number
 - b) The Division approval number assigned to the silo
 - c) The test quantity

- d) Separate entries for each shipment made from the silo showing bill of lading number and quantity.
- e) The balance left in the test quantity after each shipment

4.2.3.4 The manufacturer may not ship material in excess of the test quantity plus five percent (5%).



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