

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

MATERIALS PROCEDURE

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PREPARING, RECORDING AND TRANSMITTING INFORMATION ON APPROVED  
LIST OF WELDED STUD SHEAR CONNECTORS

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- 1.0 PURPOSE
  - 1.1 To establish a system whereby manufacturers may prequalify their welded stud shear connectors for use on Division of Highways projects.
  - 1.2 To establish a procedure for maintaining a record of such information.
  - 1.3 To establish a procedure for transmitting such information to the Districts and to the Contractor on Division of Highways projects.
- 2.0 SCOPE
  - 2.1 Certified test reports.
  - 2.2 Valid age of tests.
  - 2.3 Record keeping.
  - 2.4 Transmittal of information.
- 3.0 Procedure
  - 3.1 Certified test reports.
    - 3.1.1 The manufacturer shall furnish to the Central Laboratory in Charleston, certified copies of test reports of all pertinent required tests of the Division of Highways of West Virginia, Standard Specifications for Roads and Bridges, section 615.33, Welded Stud Shear Connection.

3.2 Valid Age of Tests

3.2.1 The tests submitted shall be valid until such time as the manufacturer makes any change in the base stud, the flux, or the arc shield, which may effect the welding characteristics.

3.2.2 The manufacturer may submit certified reports of tests at any time.

3.2.3 The manufacturer may request removal of his name from the approved list at any time.

3.3 RECORD KEEPING

3.3.1 As certified reports of tests are received, they shall be reviewed and the approved manufacturer's name listed and filed together with the test data. A separate file shall be kept of those failing to qualify for the approved list, together with the reason for failure.

3.3.2 Should any manufacturer request the removal of his name from the approved list, it shall immediately be deleted acknowledgement to the manufacturer. Such information shall be promptly transmitted to each Department of Highways District Materials Engineer and/or Supervisor, who in turn shall notify any contractor using welded stud shear connectors from that manufacturer.

3.4 Transmittal of Information


3.4.1 As soon as a manufacturer has been placed on the approved list this information shall be promptly sent to all District Materials Engineers and/or Supervisors.

3.4.2 Additional copies of the approved list shall be sent to all District Materials Engineers and/or Supervisors on request.

3.4.3 Additions to or deletions from the list shall immediately be sent to all District Materials Engineers and/or Supervisors who turn shall notify any Contractors using such materials.

- 3.4.4 This approved list of manufacturers of welded stud shear connectors shall be available to all Contractors on Department of Highways projects by application to the District Materials Engineer and/or Supervisor.

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Gary L. Robson, Director  
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