

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

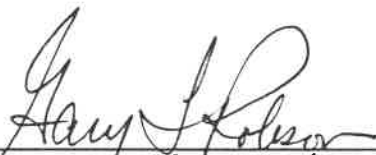
MATERIALS PROCEDURE

QUALITY ASSURANCE OF CORRUGATED POLYETHYLENE PIPE

- 1.0 PURPOSE
- 1.1 To provide the procedures for the Quality Assurance of Corrugated Polyethylene Pipe and for the certification of manufacturing plants.
- 2.0 SCOPE
- 2.1 This procedure shall apply to all Corrugated Polyethylene Pipe purchased for Division of Highways projects.
- 3.0 APPLICABLE SPECIFICATIONS
- 3.1 All items under this procedure shall meet the requirements of 714.19 of the West Virginia Division of Highways Standard Specifications for Roads and Bridges.
- 4.0 APPLICABLE DOCUMENTS
- 4.1 AASHTO M252
- 4.2 AASHTO M294
- 5.0 PREREQUISITES FOR CERTIFICATION
- 5.1 Manufacturers who wish to become certified must have a previously established historical record of compliance with Division specifications.
- 5.2 Manufacturers who wish to become certified must submit a formal letter of request to the Materials Control, Soils and Testing Division as well as an acceptable Quality Control Plan detailing how the product will be controlled. As a minimum, the Quality Control Plan must include the following:

- 5.2.1 Method and frequency of in-house testing of product
- 5.2.2 Name of manufacturer's person responsible for Quality Control
- 5.2.3 Method of documentation of test results
- 5.3 Manufacturers who wish to become certified must provide access to their manufacturing facility for an in-depth inspection by Division personnel or its representative.
- 6.0 CERTIFICATION
- 6.1 If the criteria of 5.2 are met and inspection indicates that the Quality Control Plan is being followed, the Division will assign the manufacturer an approval number for the plant. This number will be included on all shipping documents that accompany the pipe to Division projects.
- 6.2 At least once a year the Division or its representative will reaffirm the status of the manufacturer. Reaffirmation may consist of the following:
 - 6.2.1 An in-depth review of the manufacturer's Quality Control and manufacturing procedures will be performed to assure compliance with the approved Quality Control Plan.
 - 6.2.2 Random samples of the materials manufactured will be selected. These samples need not be taken from materials being supplied to the Division, but must be of identical specification requirements. These samples will be tested by the Division.
- 6.3 If the Quality Control documentation or random sampling and testing reveal noncompliance with the specifications, the manufacturer may be removed from the approved list.
- 6.4 Approval may be reinstated at the discretion of the Division, after corrections of all deficiencies can be documented and the manufacturer has reestablished his Quality Control to the satisfaction of the Division.
- 7.0 NONCERTIFIED MANUFACTURERS
- 7.1 Manufacturers who do not meet the requirements of Section 5 or who do not wish to become certified may provide material to the Division under the following conditions:

- 7.1.1 Material will be sampled and tested on a LOT-by-LOT basis by the Division or its representative.
- 7.1.2 If the material meets specification requirements, a laboratory number will be assigned to the LOT of material.
- 8.0 SHIPPING DOCUMENTATION
(CERTIFIED OR NONCERTIFIED)
- 8.1 The manufacturer shall furnish to the project and to the Division a shipping document. This document must include the following information:
- 8.1.1 Date of shipment
- 8.1.2 Project or purchase order number
- 8.1.3 Description and quantity of material shipped
- 8.1.4 Date code for the material being shipped
- 8.1.5 Manufacturer's certification approval number
- or
- 8.1.6 Laboratory number assigned to the LOT of material by the Division after testing
- 9.0 PROCEDURE AT DELIVERY SITE
- 9.1 Refer to MP 700.00.01
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