

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

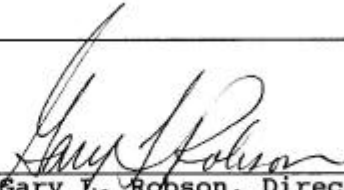
MATERIALS PROCEDURE

QUALITY CONTROL OF STEEL SIGN POSTS CHANNEL BAR TYPE

- 1.0 PURPOSE
 - 1.1 To describe the sampling, inspection, testing and acceptance procedures to be followed in assuring the quality of steel channel bar type posts for signs and delineators.
 - 1.2 To establish two basic designations for suppliers, certified and non-certified.
- 2.0 SCOPE
 - 2.1 Set forth the requirements for classification as a certified supplier and the method for handling material from a non-certified supplier.
- 3.0 PROCEDURE
 - 3.1 In order to be classified as a certified manufacturer, the manufacturer must have supplied channel bar type posts used on Division projects for a period of time. An evaluation of test data of previously supplied material, from this manufacturer, must indicate substantial compliance with specification requirements.
 - 3.1.1 The manufacturer must submit a notarized certification that his material meets the specification of the West Virginia Division of Highways for Channel Bar Supports. The galvanizer must submit a notarized certification that galvanizing meets the requirements of ASTM A123. Certifications must be signed by a responsible officer of the company and submitted to Materials Control, Soils and Testing Division, or their authorized representative.
 - 3.2 Samples of each weight of post must be obtained by the Division personnel, at least once per year; samples to be taken after galvanizing.

- 3.2.1 Results of laboratory testing of these samples, certification of manufacturers and galvanizer, shall all be given the same laboratory number for identification purposes.
- 3.3 In case of an intermediate supplier, his certification of the source of his supply must be added to the results and certifications as set forth in paragraph 3.2.1, above.
- 3.3.1 Each source, whether manufacturer or intermediate supplier, must be assigned an individual laboratory number.
- 3.4 Certified manufacturers or suppliers may ship channel bar type posts to Division projects without Division inspection and without being tagged for shipment.
- 3.5 At least once a year, or as often as there are additions or deletions; the MCS&T Division will prepare and distribute to each District, a list of certified manufacturers and suppliers. This list shall include the laboratory number to be used to identify the documentation for each source listed.
- 3.5.1 Upon receipt at the project of channel bar posts from a certified source, the project supervisor shall record the following on form HL-440:
1. Material - Channel Bar Posts
 2. Quantity - For each length
 3. Certified source -
 4. Laboratory Number - (From approved list covering the time period during which posts received).
 5. Thickness of Zinc Coating - Average of random sampling using elecometer or similar instrument, where available.
- 3.6 Provided that the channel bar posts are shipped from a certified source, the information given in accordance with paragraph 3.5.1 shall constitute coverage for these items.

- 4.0 NON-CERTIFIED MANUFACTURER OR SUPPLIER
- 4.1 Manufacturers of suppliers who do not meet the criteria for certification may supply Channel Bar Posts under the following procedures.
- 4.1.1 Presampling - Pretesting at source or intermediate points.
- 4.1.2 Presampling procedures set forth in IM #17 may be used. In this event the supplier will be notified when tests are completed on the presampled and CS (White) tagged material. If the test results comply with specifications; the manufacturer/supplier may then ship the CS (White) tagged material. The manufacturer/supplier shall enter the CS (White) tag numbers as well as the master number on the bill of lading and forward one copy of same to the Materials Control, Soils and Testing Division.
- 4.1.3 Other applicable procedures may be used as specified by the Division.
- 4.2 Coverage for Posts from Non-Certified Sources.
- 4.2.1 The district shall initiate forms T-702 and HS-30 in requesting coverage, listing CS (White) tag numbers, master laboratory report number and all usual pertinent information.


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