

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

MATERIALS PROCEDURE

INORGANIC ZINC PRIMER QUALITY ASSURANCE PROCEDURES

1.0 PURPOSE

1.1 To establish a procedure for certifying inorganic zinc paint suppliers and to set forth sampling, testing, and shipping procedures for certified and non-certified suppliers.

2.0 SCOPE

2.1 This procedure shall apply to all suppliers of inorganic zinc paint. Both certified and non-certified sources shall follow the sampling, testing, documentation, and shipping instructions of this materials procedure.

3.0 APPLICABLE DOCUMENTS

3.1 MP 711.00.20 - Paint Testing Methods

3.2 ASTM D3925 - Sampling Liquid Paints and Related Pigment Coatings

3.3 AASHTO M300 - Standard Specification for Inorganic Zinc Rich Primer

4.0 PROCEDURE

4.1 Initial Requirements for Certification

4.1.1 The supplier shall submit a written request for certification stating that all material shipped to the Division will conform to specifications. This request is to be signed by an authorized representative of the company.

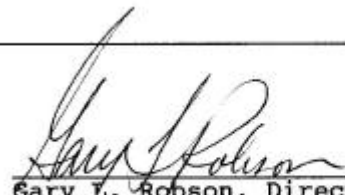
4.1.2 A Quality Control Program adequate to ensure that the material complies with specifications.

- 4.1.3 Test equipment and qualified personnel necessary to test the material for compliance with specifications. The laboratory may be at a location other than the place of manufacture. The laboratory shall be approved by the Division.
- 4.1.4 A satisfactory record of compliance with the specifications.
- 4.1.5 Once the requirements for certification have been met, the Division will notify the supplier. Shipments may then be made using the procedure given in Paragraph 6.1.
- 5.0 SAMPLING AND TESTING
- 5.1 The sampling and testing is divided into two phases as follows:
 - 5.1.1 Phase One consists of the suppliers Quality Control testing and the Division's optional monitor sample tests.
- 5.2 Phase One Sampling and Testing: Sampling shall be conducted in accordance with ASTM D3925. Testing shall be conducted by the test methods required by AASHTO M300. When the test method is not mentioned in AASHTO M300, the test shall be conducted by the methods in MP 711.00.20.
 - 5.2.1 The supplier shall test material which is produced to meet the AASHTO M300 specification. All tests required by the M300 specification shall be conducted and the test data shall be sent to the Division. Work sheets and panels shall be maintained for 1 year and be available to the Division's representative upon request.
 - 5.2.2 The supplier shall submit to the Division on a semi-annual basis, test results on a batch of previously qualified product (approved code number).
 - 5.2.3 At the Division's option, monitor samples will be tested at periodic intervals for specification compliance. Actual sampling frequency will vary in accordance with such factors as the past history of the material.

- 5.3 Phase Two Sampling and Testing: Shall consist of field samples and independent assurance samples. The samples shall be tested by the Division for all requirements of the governing specifications.
- 6.0 PROCEDURES FOR SHIPPING
- 6.1 Certified Source
- 6.1.1 The supplier shall include the following information on the shipping invoice: Name and location of company, type of material, quantity, date shipped, suppliers certification number, batch code number, date of manufacture, and a statement that the material meets AASHTO M300 Specifications.
- 6.2 Non-Certified Source
- 6.2.1 Each batch or LOT shall be sampled and tested. The quantity represented by the sample shall be the quantity in the vat at the time of sampling, or if the material is stored in drums or pails, the quantity of the particular batch on hand at time of sampling.
- 6.2.2 Tests shall be conducted by a Division approved laboratory. The Division may elect to use the supplier's test results, in combination with their own test results.
- 6.2.3 If the sample meets specifications, shipments may be made until the entire batch or LOT has been shipped. Notification of shipment is to be made by phone to the Materials Control, Soils and Testing Division prior to shipment.
- 6.2.4 Material which has been tested and does not meet specifications may not be shipped until it has been reworked, retested, and meets specifications.
- 6.3 Documentation Required of Non-Certified Suppliers
- 6.3.1 Shipments will be made in accordance with 6.1.1 of this procedure except that the following additional information will be required on the shipping documents: Batch number and date sampled. If the material has been tested and meets specifications, the invoice shall list the Division's laboratory number assigned to that sample.

7.0 CERTIFICATION COMPLIANCE

- 7.1 Samples taken in accordance with Section 5.3, which fail to meet specifications, shall be reviewed by this Division to determine the cause of failure. This investigation shall include a review of the suppliers test records.
- 7.2 Two consecutive failing samples shall be cause to remove the supplier from the certified list. The supplier shall show proof by actual test data that the cause of failure has been found prior to recertification.
- 7.3 During the decertification period, the supplier may have his material sampled and tested on a batch-by-batch basis in accordance with Section 6.2.
- 7.4 When the quantity of material is 189 Liters or less, the Division may elect to accept the material based on certified test data from the supplier, or passing test results from a Division approved laboratory.



Gary L. Robson, Director
Materials Control, Soils
and Testing Division

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