

# Field Sampling and Testing Qualification Program

February 7-8, 2019

Asphalt Unit  
at  
Hawaii District Office  
50 Makaala Street  
Hilo, Hawaii

# Field Sampling and Testing Qualification Program

**February 7-8, 2019**

The Personnel Qualification Program for Field Sampling & Testing has been developed for the purpose of qualifying persons in the sampling and testing methods for which they have demonstrated the knowledge and ability to properly perform the procedures required by those methods. Hawaii Asphalt Paving Industry (HAPI) will provide written qualification examinations for candidates. The qualification for asphalt will be held at the Hawaii District Office, 50 Makaala Street, Hilo, Hawaii on the following dates:

**February 7 & 8, 2019**

**(Asphalt Unit)**

**at**

**Hawaii District Office**

**50 Makaala Street**

**Hilo, Hawaii**

**Notes:**

1. Personnel arriving late for the Exams will not be allowed to take the written or performance exam, forfeit their application fees, and will have to be rescheduled for the next set of examinations.
2. Personnel with expired qualification must be re-qualified in order to perform field sampling and testing of materials on all HDOT Highway construction projects.
3. In the event a participant with qualification time remaining from their previous examination for the Asphalt Unit, fails the February 2019 qualification examination, the participant will lose their qualification time remaining. Qualification time remaining does not accumulate; qualification is only good for five years.
4. The Transportation Personnel Qualification Program recognizes the American Concrete Institute (ACI) and Western Alliance for Quality Transportation Construction (WAQTC) or other independent sources acceptable to the Materials Testing and Research Branch a on case by case basis of certification programs for technicians performing sampling and testing activities.



# Schedule of Events

## Asphalt Unit

### February 7, 2019

8:30 a.m. – 11:30 a.m.

12:30 p.m. – 3:30 p.m.

Classroom Review for Consultants @HWY-H (Hilo, Hawaii)

1<sup>st</sup> Session (Maximum 12 persons)

2<sup>nd</sup> Session (Maximum 12 persons) (If Necessary)

### February 8, 2019

8:30 a.m. – 10:00 p.m.

11:30 a.m. – 1:00 p.m.

Written Exam @HWY-H

EXAM (Lunch Provided)

RETEST

#### Notes:

1. A study guide which includes copies of the sampling and testing methods and a practice exam will be provided to each participant for the Asphalt Unit after registration.

# Exam & Registration Information

## THE EXAMINATION

The written examination will include the following test methods:

### **Bituminous (Asphalt) Materials Unit**

1. AASHTO R66 – Sampling Bituminous Materials
2. AASHTO T168 – Sampling Bituminous Paving Mixtures
3. ASTM D5361 – Standard Practice for Sampling Compacted Asphalt Mixtures for Laboratory Testing
4. ASTM D3665 – Standard Practice for Random Sampling of Construction Materials

## REGISTRATION FOR EXAMINATIONS

To register for the Asphalt methods unit's qualification examination, complete forms (HDOT-TPQP-1 and HDOT TPQP-2) and mail the forms to the Materials Testing and Research Branch with a check for registration fees payable to Hawaii Department of Transportation (there are no registration fees for Highways or County personnel), with the following address label:

Materials Testing and Research Branch  
Attn: FSTQP – Feb 2019  
2530 Likelike Highway  
Honolulu, Hawaii 96819

**DEADLINE: Registration form & payment for Asphalt, must be received by the MTRB by 4:30 p.m. on Friday, January 25, 2019.**

Last day to cancel for refund of Asphalt unit is Wednesday, January 30, 2019. To request cancellation and a refund, please contact Ms. Faith Keene at (808) 832-3404 or e-mail her at [Faith.F.Keene@hawaii.gov](mailto:Faith.F.Keene@hawaii.gov).

If you have any questions on registration, for Asphalt unit, please contact Ms. Faith Keene by phone at (808) 832-3404 or e-mail at [Faith.F.Keene@hawaii.gov](mailto:Faith.F.Keene@hawaii.gov).

# Examination Procedures

## Field Sampling and Testing Qualification Program

### QUALIFICATION REQUIREMENTS

1. Participants who passed the written examination for the test methods in the Asphalt Unit will be qualified for that Unit and a certificate with their qualifications will be issued to the participant.
2. Participants with time remaining on their existing qualification will forfeit their remaining qualification time for the Units in which the participants failed to obtain qualification through the February 8 examination.

### WRITTEN EXAMINATION

1. Closed book exam.
2. The only items allowed on the desk are the exam, a pen or pencil, and a calculator. Pens and calculators will be provided.
3. The examiner will collect all examination papers, used scratch paper, and calculators.
4. Participants must pass with a minimum score of 70%.



# Hawaii Transportation Personnel Qualification Program Registration Form

Deadline: FRIDAY, January 25, 2019

Check one:

- ☐ Initial Qualification  
☐ Renewal of Qualification

## PARTICIPANT CONTACT INFORMATION

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Position Title: \_\_\_\_\_ Bargaining Unit: \_\_\_\_\_  
E-mail Address: \_\_\_\_\_ Office HWY- \_\_\_\_\_  
Employer's Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

If the Participant's employer is making class arrangements, please include the following information.

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Contact E-mail Address: \_\_\_\_\_

Study Guides will be emailed to all participants by HAPI.

## DESIRED QUALIFICATIONS

☐ Bituminous (Asphalt) Unit \$200

Examination Fee

\_\_\_\_\_

**TOTAL** \_\_\_\_\_

Office use only:

Check #: \_\_\_\_\_ Study Guides: \_\_\_\_\_

Amount: \_\_\_\_\_ Certificates: \_\_\_\_\_

# Transportation Personnel Qualification Program (TPQP)

Qualification carries inherent rights and responsibilities. These rights include being exclusively sanctioned along with others so qualified by TPQP to perform sampling, testing, and reporting of test results for quality control and quality assurance programs. These responsibilities include performing and reporting tests with the accuracy and precision expected of the individual in accordance with the required test procedures. By signing this document, the individual agrees to abide by all of the terms of the TPQP and as set forth by the contracting agency.

## RIGHTS AND RESPONSIBILITIES AGREEMENT

This document affirms that \_\_\_\_\_ (*print name*), hereinafter

the applicant, desires to be qualified by the Transportation Personnel Qualification

Program (TPQP) in the: ☐ Bituminous (Asphalt) Unit

The applicant should also be aware that both State and Federal laws may govern construction projects, including Title 18, United State Code, Section 1020, that in brief states that anyone making falsifications on Federal-aid projects,

**“Shall be fined not more than \$10,000 or imprisoned not more than five years, or both.”**

I, \_\_\_\_\_, have read, understand, and agree

to abide by the rights, responsibilities, and penalties associated with receipt of this

qualification.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# Highways Division

## State of Hawaii Department of Transportation

### Highways — Materials Quality Assurance Program

The Materials Quality Assurance (QA) Program represents the Hawaii Department of Transportation, Highways Division's recognition of its responsibility and commitment to ensure that materials incorporated into highway construction projects conform substantially to requirements of the plans and specifications. This program provides uniform statewide procedures to ensure personnel are capable of performing materials sampling and testing in accordance with test methods used in the program.

All personnel performing field sampling and testing of materials for all State Highway construction projects (Federal & State funded) and all County Federal-Aid projects on the National Highway System (NHS), shall be qualified per the QA Program's Personnel Qualification Program of the Quality Assurance Manual for Materials. In accordance with Title 23 CFR, Part 637, the sampling and testing has to be performed by qualified sampling and testing personnel.

Personnel must successfully pass a written examination to become qualified to perform field sampling and testing of materials for all State Highway construction projects and all County Federal-Aid projects on the NHS.

Personnel who successfully pass the written Asphalt examination will receive a 5-year

qualification certificate. All qualified personnel must requalify every 5 years. To requalify for another 5 years, personnel must successfully pass the examination.

Personnel who are qualified and are actively performing field sampling and testing of materials on various State Highway construction projects and all County Federal-Aid projects on the NHS, shall participate in the MTRB's Independent Assurance (IA) Program on an annual basis.

The purpose of the IA Program is to provide uniform statewide procedures to ensure personnel qualified under the Personnel Qualification Program remain capable of performing sampling and testing correctly and to ensure testing equipment is checked and calibrated.

Personnel from the MTRB will schedule the annual IA evaluation with the Quality Assurance Officer (QAO) at the four Highways District Offices (Oahu, Hawaii, Maui & Kauai). If you have any questions concerning the program, please contact James Kephart at (808) 832-3410 ext. 112. Or email at [james.a.kephart@hawaii.gov](mailto:james.a.kephart@hawaii.gov)



Materials Testing and Research Branch  
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2530 Likelike Highway  
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