# Local Agency Program (LAP) Certification-

# Materials Testing and Acceptance Quality Assurance Review

This form is to be completed by a representative of the Department’s Materials Office during the Certification or Recertification of a local agency for the Local Agency Program. Any questions may be directed to the State Local Program Administrator or the State Materials Office.

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| **Local Agency:** | **Reviewer:** |
| **Items** | **Notes** |
| 1. What is the process for getting your Specs ‘approved’? |  |
| 2. How do you determine what tests are to be used for acceptance? |  |
| 3. How do you determine the number of tests to be performed? |  |
| 4. What is the process for verifying the results?* Is the raw test data available?
* Do you perform spot checks of the results?
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| 5. How were failures handled? |  |
| 6. What is the process for qualifying technicians (both sampling and testing)? |  |
| 7. What is the process for qualifying testing laboratories? |  |
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| **Additional Notes:** (attach additional pages as necessary) |
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