
Section 2

DEFINITIONS, ACRONYMS AND ABBREVIATIONS

2.1 DEFINITIONS, ACRONYMS AND ABBREVIATIONS

Acceptable Quality System List (AQSL): A listing of accepted quality management systems that the Department has reviewed and found compliant to the quality management system specification listed in **Section 6**.

Ancillary Device: A device that does not fit the definition of official traffic control signal or official traffic control device but is an integral part of the traffic management system. A list of ancillary devices listed on the APL is located in **Section 4**.

Ancillary Device Quality System Acceptance Compliance Matrix: A compliance matrix used in the evaluation and acceptance process where the applicant/supplier self-certifies as conforming to the quality management system specification of **Section 6** without supplying evidence of conformance (equivalent to an applicant/supplier's declaration of conformity).

Ancillary Device Quality System Re-Acceptance Compliance Matrix: A compliance matrix used in the re-evaluation and re-acceptance process where the applicant/supplier self-certifies as conforming to the quality management system specification of **Section 6** without supplying evidence of conformance (equivalent to an applicant/supplier's declaration of conformity).

Approved Product List (APL): A listing of certified products that the Department has reviewed and found compliant with specifications and authorized for use on the streets and highways of Florida. The published information concerning the certified product consists of the following: (a) product specification to which conformity has been certified (first three digits in certification number), (b) product type, (c) product description/model number, (d) certification number, (e) last date of approval, (f) product photo(s) and/or schematics, (g) supplier name/address/web site address/phone number, and (h) supplier contact name(s)/e-mail address(es)/phone number(s). The list is available at: <https://fdotwp1.dot.state.fl.us/ApprovedProductList/Specifications>

Certified Product: An official traffic control signal or device, or ancillary device that complies with the Federal Highway Administration's (FHWA) *Manual on Uniform Traffic Control Devices (MUTCD)*, or *Standard Specifications for Road and Bridge Construction (SSRBC)* as applicable. Note that, in the absence of Department specifications, the *MUTCD* is used for product certification of an official traffic control signal or device.

Compliance Matrix: A document directly developed from a specification for use by the Department and the applicant/supplier in assessing conformance with a specification. Compliance matrices for products are available at:
http://www.fdot.gov/traffic/Traf_Sys/Product-Specifications.shtml

Corrective Action: An action taken to eliminate the causes of an existing nonconformity, defect, or other undesirable situation to prevent recurrence.

Declaration of Conformity for Quality Management System: A statement by the applicant/supplier affirming that its quality management system conforms to the Department's quality assurance standards of **Section 6**.

Department: Florida Department of Transportation

Developmental Specifications: Specifications written around the development of a new process, procedure, or material approved for limited use on a project basis. These specifications are used in authorizing traffic control products for limited use on the streets and highways of the state and listing them on the Innovative Products List. Developmental specifications are available at:
<https://www.fdot.gov/programmanagement/OtherFDOTLinks/Developmental/Default.shtml>

Field Evaluation Due Date: The date when a field evaluation and associated report must be complete unless an extension is granted in relation to a traffic control device permit or a product on the Innovative Products List.

Field Evaluation Extension: An extension of a field evaluation to allow additional time for completing the evaluation in relation to a traffic control device permit or a product on the Innovative Products List.

Field Evaluation Monitoring Team: A team of designated staff responsible for the oversight of a field evaluation. The team is also responsible for assessing product performance and developing a field evaluation report in relation to a traffic control device permit or a product on the Innovative Products List.

Field Evaluation Plan: A document developed by the applicant and/or the Department that provides methods and criteria for conducting an evaluation of a product in the field in relation to a traffic control device permit or a product on the Innovative Products List.

Field Evaluation Report: A document developed by the field evaluation monitoring team that provides results of a field evaluation in relation to a traffic control device permit or a product on the Innovative Products List. The report includes a recommendation regarding consideration for APL listing (or lack-there-of).

First-Party Product Testing: Testing of the applicant's product by the applicant.

Innovative Products List (IPL): A listing of products that the Department has authorized for limited use on the streets and highways of Florida based on compliance with developmental specifications. The published information concerning the innovative product consists of the following: (a) developmental specification for product to meet, (b) product description, (c) product information, and (d) Department contact authorizing limited product use. The list is available at:

<https://fdotwp1.dot.state.fl.us/ApprovedProductList/Specifications?IsDevSpec=True>

IPL Monitor: Professional Engineer licensed in Florida, employed by the Department, and qualified to prepare a Developmental Specification in relation to an IPL product. The IPL Monitor signs and seals the Developmental Specification and approves its use on specific projects. He/she also approves the product for IPL listing (or de-listing), and monitors product performance on projects.

ISO: International Organization for Standardization.

Maintaining Agency: The state, county, city, or other authorized governmental entity in Florida that has operational and/or maintenance responsibility for traffic control signals or devices on a given roadway. If traffic control signals or devices are located on a state road, it is the agency that has an executed maintenance agreement with the Department.

Manual on Uniform Traffic Control Devices (MUTCD): The Federal Highway Administration's (FHWA) standards used for the evaluation and certification of official traffic control signals and devices. The Department has adopted the MUTCD by Rule 14-15.010, Florida Administrative Code. The *MUTCD* is available at:

<https://www.fdot.gov/traffic/TrafficServices/MUTCD.shtm>

Mark of Conformity: A legally registered certification mark applied by or issued under the procedures of a third-party certification system for a product or service which is in conformity with specific standards or other technical specifications.

Non-Conformity: A deviation from specified requirements related to the product or to the Department's certification requirements.

Official Device Quality System Acceptance Compliance Matrix: A compliance matrix used in the evaluation and acceptance process where the applicant/supplier is required to provide complete evidence of conformance to the quality management system specification of **Section 6** (i.e., second-party assessment conducted by the Department).

Official Device Quality System Re-Acceptance Compliance Matrix: A compliance matrix used in the re-evaluation and re-acceptance process where applicant/supplier is required to provide complete evidence of conformance to the quality management

system specification of **Section 6** (i.e., second-party assessment conducted by the Department).

Official Traffic Control Devices: As defined in Section 316.003, FS, all signs, signals, markings, and devices, placed or erected by authority of a public body or official having jurisdiction for the purpose of regulating, warning, or guiding traffic. Official traffic control devices listed on the APL can be found in **Section 4**.

Official Traffic Control Signals: As defined in Section 316.003, FS, any device, whether manually, electrically, or mechanically operated, by which traffic is alternately directed to stop and permitted to proceed. Official traffic control signals listed on the APL can be found in **Section 4**.

Permit Conditions: A set of requirements accompanying a traffic control device permit.

Product Application Tracking and History (PATH): Portal used by applicant/supplier to submit product information used for product listing on the APL or IPL and for correspondence regarding product evaluation. The PATH link is available at: <https://fdotwp1.dot.state.fl.us/ApprovedProductList/Specifications>

Quality Assurance: The activity of providing fact-based evidence that verifies quality products, services, and information are being delivered.

Quality Management System (QMS): A set of interrelated or interacting elements used by organizations to direct and control how quality policies are implemented and quality objectives are achieved.

Second-Party QMS Assessment: An assessment of the applicant/supplier's quality management system by the Department to determine conformance with quality assurance standards located in **Section 6**.

Standard Specifications for Road and Bridge Construction (SSRBC): Specifications written to the bidder, prior to award of a contract, and to the contractor. Contain requirements setting out or relating to the method or manner of performing work or to the quantities and qualities of materials and labor for all Department contracts. These specifications are also used for the APL evaluation and certification of official traffic control signals and devices, and ancillary devices for use on the streets and highways of the state. The approval date of the SSRBC by the FHWA is used as the effective date for product evaluation and certification. The SSRBC are available at: <https://www.fdot.gov/programmanagement/Implemented/SpecBooks/default.shtm>

Supplier: A manufacturer or vendor of approved official traffic control signals, official traffic control devices, or ancillary devices. Entity responsible for ensuring its quality management system and/or products meet or continue to meet the Department's

standards on which the APL certification or IPL authorization for field evaluation are based.

Surveillance: A systematic iteration of conformity assessment activities as a basis for maintaining the validity of the statement of conformity.

TERL: Traffic Engineering Research Laboratory.

Third-Party Product Testing: Testing by a party independent from the Department or the applicant that verifies the applicant's product conforms to applicable specifications.

Traffic Control Device Permit: An official document issued by the Department's State Traffic Engineering and Operations Office to an applicant allowing use of a traffic control product under specified permit conditions.

2.2 DOCUMENT HISTORY

Rev	Description	Authored and Checked	Reviewed	Approved	Approval Date
1.0	New Product Certification Handbook section	A. Burleson	D. Vollmer R. Meyer J. Morgan T. Tillander	M. Wilson	06/12/2012
2.0	Added definitions for first and third-party testing and modified definition of permit expiration date.	A. Burleson	J. Morgan	M. Wilson	06/29/2012
3.0	Comments from FDOT Legal Office addressed.	J. Morgan A. Burleson	J. Morgan	M. Wilson	01/30/2013
4.0	Revised to include changes to permit terminology and permitting procedure and to include more detailed information about the APL as specified in clause 7.8 of the ISO 17065 standard.	A. Burleson	J. Morgan	M. Wilson	06/02/2013
5.0	Added the latest revised URL.	A. Burleson	J. Morgan	M. Wilson	08/05/2013
6.0	Updated definitions related to permitting to reflect latest permit process and requirements changes.	A. Burleson	J. Morgan	M. Wilson	12/10/2013
7.0	Updated position title for Mark Wilson in document control panel. Removed definitions for 'Minimum Specifications for Traffic Control Signals and Devices' (MSTCSDs) and 'Approved Product'. Removed references to MSTCSDs. Modified definition for 'Certified Product' to include ancillary devices. Revised information listed on the APL in the definition for 'APL'. Revised URL for APL. Added definition for Innovative Product List and associated URL.	A. Burleson	J. Morgan	M. Wilson	03/02/2015
8.0	Revised broken links.	K. Moser	J. Morgan	M. Wilson	09/30/2015
9.0	Propagated changes to names of Quality System Compliance Matrices triggered	K. Moser	J. Morgan A. Burleson	M. Wilson	12/03/2015

	by using the ISO 9001:2015 standard's requirements in addition to those of the existing ISO 9001:2008 standard.		E. Birriel		
10.0	Added definitions for PATH, permit and IPL related terms, and developmental specifications. Updated links and names of quality system compliance matrices.	A. Burleson	D. Vollmer M. DeWitt W. Geitz	T. Tillander	05/27/2022