

MATERIALS CERTIFICATE AUDIT - METHOD 1

(PROJECTS LET BEFORE JANUARY, 2002)

- 1. The audit is conducted at the end of the project when the Final (c'd-out) construction report is received from Construction for all projects in the contract by Materials Audit.**
- 2. The Project Engineer maintains and submits copies of all lab test reports, inspection reports, pay reports, approval letters, consultant/sponsor letters, and manufacturer's material certifications and test analysis in the project file (i.e., DOT forms 159, 553, 164, 549, 546, 627, etc. – all reports under columns "E" and "J" on the checklist).**
- 3. All reports should be verified to meet GDOT Specifications, Project Plans, QPL approval, Special Provisions, and the Sampling and Testing Manual.**
- 4. Submit a detailed "Materials Disposition – DOT-633," for all failing, missing, and non-inspected materials, except concrete.**
- 5. Submit Swiss hammer test results for missing, destroyed, or failing concrete cylinders.**