

**Department of Transportation
Office of Materials and Testing**

**Standard Operating Procedure (SOP) 28
Inspection of Thermoplastic Drainage Pipe**

I. General

This Standard Operating Procedure provides a means whereby qualified pipe producers can utilize certified personnel to fulfill the supplier's responsibility for furnishing thermoplastic drainage pipe, couplings and fittings conforming to the Georgia Department of Transportation Specifications.

Each pipe producer must qualify under the acceptance requirements set forth herein. Qualified producers are defined as those with a Georgia Department of Transportation approved Quality Control Program, a certified technician, and an acceptable record of producing quality thermoplastic pipe. The Office of Materials and Testing will publish a list of all thermoplastic pipe producers which have qualified under the program set forth in this Standard Operating Procedure. This list is identified as Qualified Products List (QPL) 51, "Thermoplastic Drainage Pipe Producers".

A. Related Specifications and Documents

Standard Specifications Section 845-Thermoplastic Pipe

QPL 51, Thermoplastic Drainage Pipe Producers

Ga. Std. 1030P, Thermoplastic Pipe

II. Producer and Plant Approval Procedure

A. Application Requirements

Pipe producers seeking approval for placement on QPL 51 to furnish thermoplastic drainage pipe to Georgia Department of Transportation projects must submit written application for plant approval to the Inspection Services Branch of the Office of Materials and Testing. This application is also required to be submitted annually, no later than December 1st of each year, to remain an approved producer for the following year. The application package shall include the following items:

1. The "QPL Information Form" with the company information and contacts. (copy attached)
2. An outline of the company's Quality Control and Assurance Program. This shall include a brief description of the equipment and materials which will be used to manufacture, inspect and test the product.
3. The "Annual Certification and Guarantee" letter with the notarized signature of a responsible officer of the company with the authority to bind the company to contract. (copy attached)
4. National Transportation Product Evaluation Program (NTPEP) Certification. Thermoplastic drainage pipe producers are required to participate in and obtain certification for each type of thermoplastic drainage pipe they produce and supply to Georgia Department of Transportation projects. Successful completion of the NTPEP Auditing Program is required for placement on QPL-51. Information regarding the programs and contacts can be found at the following address:

AASHTO/NTPEP

NTPEP Program Director

444 North Capitol Street N.W., Suite 249

Washington, DC 20001

www.ntpep.org

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All application information shall be sent to the following address:

Georgia Department of Transportation
Office of Materials and Testing
Inspection Services Branch
15 Kennedy Drive
Forest Park, GA 30297-2599

B. Initial Inspection and Plant Evaluation

Upon receipt of the application package the Inspection Services Branch will review all documentation and, if complete and acceptable, will schedule an initial inspection and audit with the producer. Incomplete submissions will be returned for correction. The initial inspection will include a review of the producer's quality control techniques, quality control records, equipment and, if necessary, the testing and certification of the producer's selected Plastic Pipe Technician (PPT) candidate.

C. Certification of Technician

Personnel selected by producers to be the certified Plastic Pipe Technicians (PPT) shall establish their qualifications and proficiency by successfully completing written, oral, and/or on-the-job examinations prescribed by the Office of Materials and Testing. Quality control must be the primary function of the certified technician and the technician must not be under the supervision of the production manager and must report only to the general manager or owner. The general manager or owner must ensure that the technician is not overburdened with other miscellaneous duties that interfere with the technician's ability to perform quality control. The certified technician shall possess the authority to halt production upon discovery of manufacturing defects and/or improper manufacturing techniques until appropriate corrections are implemented.

D. Approval

Upon acceptance of the application package, successful plant inspection, and certification of a Plastic Pipe technician, the producer shall be submitted for approval to the State Materials Engineer as a qualified thermoplastic drainage pipe producer and be listed on QPL 51.

III. Producer Responsibilities – General

A. Quality Control

Each producer listed on Qualified Products List 51 shall have an approved materials control program that ensures that all raw materials used in the manufacture of thermoplastic drainage pipe for Georgia Department of Transportation projects conform to the applicable specifications and that all materials used in manufacturing have certified test reports meeting all requirements of the Department's governing specifications and are maintained on file at the plant. All producers shall have the testing equipment necessary at a central location to perform required testing as outlined in the governing Departmental, AASHTO, and ASTM specifications and are required to have all testing equipment certified on an annual basis by an independent third party testing/calibration agency. All producers shall have a means by which random samples of finished pipe can be obtained.

B. Plastic Pipe Technician (PPT) Responsibilities

The technician's responsibilities shall include supervising the producer's quality control program. The technician will take appropriate action to ensure that all pipes, couplings and fittings are manufactured to meet the governing Specifications. In addition, to ensure the Department that all pipes produced for Georgia Department of Transportation usage meets all governing Specifications, the technician shall personally test and inspect all thermoplastic pipes as outlined in the governing Departmental, AASHTO and ASTM specifications and reject any pipe which fails to meet the requirements. The technician shall then personally place an approval stamp (PPT-#), by means of either a thermal branding iron or approved sticker, on the interior wall of each pipe section that is found to meet requirements of the governing Specifications, and/or approved plans. This approval stamp is required to be applied to all thermoplastic drainage pipes shipped and supplied to Georgia Department of Transportation projects and shall not be placed on any pipe prior to completion of the testing and inspection process.

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C. Shipment of Pipe

All thermoplastic drainage pipe shall be direct shipped to GDOT construction projects from approved producer's listed on QPL 51 and reported per Section V. Shipping, stockpiling and storage of stamped pipe by third party distributors and vendors is not permitted. Shipment reporting form OMR-INSP-89 and material certifications are to be provided with each shipment to GDOT construction projects.

IV. Office of Materials and Testing Responsibilities

The Office of Materials and Testing will monitor each plant's quality control procedures. This will include a review of the records of production, shipment, material control, certification, and inspection. In addition, the Department shall randomly perform tests, visually inspect, and sample finished pipe. The Office of Materials and Testing shall provide the producers with a copy of all test reports for any samples secured at that location, and these reports shall also become part of the producers' records.

V. Reporting

All producers shall comply with the approved system of reporting each shipment of pipe to a GDOT construction project. Each shipment shall be reported on Form OMR-INSP-89 and shall have certified test reports attached that include all test results required by the Specifications. These reports shall be submitted to the Office of Materials and Testing within one week of inspection and shipment. Authorized plant personnel shall complete this form and certify all information to be correct. The Office of Materials and Testing will review each report for accuracy and maintain these reports on file in the Inspection Services Branch.

VI. Removal of Fabricators from Qualified Products List 51

The State Materials Engineer will remove any producer from the approved list due to failure to comply with any of the requirements of this SOP, governing specifications, and approved plan drawings.

VII. Project Acceptance of Thermoplastic Drainage Pipe

The construction project engineer may accept pipe from any approved producer listed on QPL 51 provided that the OMR-INSP-89 shipment report form is provided and each pipe section is clearly marked with the producer's approval PPT-# stamp and there is no evidence of damage due to shipping and handling.

State Materials Engineer

Director of Construction

**QPL Information Form
Georgia Department of Transportation**

Office of Materials and Testing
Inspection Services Branch

DATE: _____

Company Name: _____

Contact #1: _____

E-mail: _____

Address: _____

Phone # _____
Area Code EXT

Toll Free # _____
800 or 888 EXT

Fax# _____
Area Code

Contact #2: _____

E-mail: _____

Address: _____

Phone # _____
Area Code EXT

Toll Free # _____
800 or 888 EXT

Fax# _____
Area Code

In the spaces below please tell us how you want your company information listed in the Department's QPL.

Company Name: _____

Address: _____

Phone # _____
Area Code EXT

Customer Service # _____
800 or 888 or Area Code

Fax # _____

Internet Address _____

QPL #	Initial Eval.	Annual Eval.	Type of Material

ANNUAL CERTIFICATION AND GUARANTEE

_____ guarantees that all
(Company Name)

_____ furnished to State
(Type of Material)

of Georgia projects in the forthcoming twelve (12) months will be in accordance with and will conform fully to the requirements of the governing specifications and will be replaced without cost to the purchaser and State of Georgia when found not in conformity with any of the specified requirements. We certify that we accept full responsibility for determining the governing specifications for each order and further certify that all materials furnished will meet the specifications and details which apply to each order.

Very truly yours,

(Company Name)

(Plant Location)

(Signature)

(Date)

(Typed Name)

(Notary Public)

(Date)

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OMR-INSP-89
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Office of Materials & Testing**

Thermoplastic Pipe Shipping Report

Contract ID No. _____ PI No. _____
 Project No. _____ County _____
 Manufactured by _____ Location _____
 Furnished by _____ Location _____
 Contractor _____

Pipe Type						
Date Shipped						
Lot No.						
Date Manufactured						
Diameter in/mm						
No of Sections						
Length of Sections feet/meter						
Total feet/meter						
Invoice Number						
PPT No.						

I certify that the material covered by this report was manufactured to comply with the Georgia Department of Transportation Standard Specifications and that representative samples of the listed material have been tested and that the attached test results conform to the requirements outlined in Section 845.

Plastic Pipe Technician (PPT) Signature

Subscribed and sworn to before me,

this _____ day of _____, 20____

Notary Public