

Oklahoma DOT Materials Field Acceptance Method: **5002**
Acceptance of Pre-Delivery Inspected Materials
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BASIS

Material quality of products coded 5002 is monitored and conditionally accepted by the Materials Division or their Authorized Representative by a pre-delivery (shop) inspection, typically occurring at a Manufacturer's plant. Acceptance of products coded 5002 is based on:

- Field inspecting for handling damage and pre-delivery (shop) inspection markings
- Verifying that the product/manufacturer combination is approved listed
- Documenting product information to project records

PROCEDURE

1. Inspect delivered products for any apparent significant handling damage and the existence of pre-delivery inspection markings. Markings should appear as detailed in Reference Document 5002-R1.(1) Every effort should be made to make this inspection at point and time of delivery.

2. Verify the product has an unexpired listing on the Approved Products List with a Field Acceptance Method of 5002.(2)

3a. For all SiteManager projects: Required documentation involves the Residency capturing data in an electronic SiteManager Contract Sample Information / AM5002 Test Template Record.

3b. For Non-SiteManager projects: Key data fields of the SiteManager method are recreated on Reference Document Form 5002-F1.(3) Printing and completion of a Form 5002-F1 by the Residency and placement of it by them in their Non-SiteManager project file is the acceptable method.

NOTES

1. Frequently inspect delivered products for handling damage and inspection markings. Typically, products are subject to handling damage until they rest in their final assembly position.

2. Any delivered product bearing a red 105.03 marking is subject to acceptance under the provisions of Section 105.03 of the Standard Specifications.

3. This Acceptance Method has a delivery/usage point and time focus: What product was delivered, will be or is being used on the project, and is it pre-delivery inspected? This is the most accurate and thus desirable point and time to verify, control and document actual pre-delivery inspected product usage.

Products with an unexpired listing on the Approved Products List and a Field Acceptance Method of 5002 are pre-delivery inspected, marked and do not require any project-level material, manufacturer or supplier certifications as evidence of their material quality or material acceptability.

FREQUENCY

Ideally, inspect each shipment at point and time of delivery. Minimum is once per Product Name per project, with reasonable awareness that handling conditions, inspection markings and product information are unchanged.

REFERENCE DOCUMENTS

- (1) [5002-R1](#) – Pre-Delivery Inspection Marking Details
- (2) Approved Product Lists may be found in the Approved List section of the Materials & Testing e-Guide at: https://www.ok.gov/odot/Doing_Business/Materials/
- (3) [5002-F1](#) - Acceptance Form for Pre-Delivery Inspected Materials on Non-SiteManager Projects

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Revision 3/16/2015: Changed Materials & Testing e-Guide link, in Reference Documents (2) above, to new Materials & Testing e-Guide web page link.

Revision 7/5/2016: Changed Materials & Testing e-Guide hyperlink, in Reference Documents (2) above, to current Materials & Testing e-Guide URL.