

Introducing valuable tools for Specifiers on the innovative new AMRL website!

What is a ***Specifier***?

•A Specifier is an agency that requires that the materials testing on their projects be performed by (a) laboratories accredited by the AASHTO Accreditation Program (AAP), (b) laboratories that receive an on-site assessment by AMRL, or (c) laboratories that participate in the AMRL proficiency sample program. These new tools are designed so that a Specifier can quickly track the performance and accreditation status of the laboratories working on their projects. Track one laboratory, ten, or hundreds – with ease.

•These tools can also be used by a corporate officer responsible for tracking the accreditation progress and status of many different laboratory locations operating within the same company.



How does it work?

1. Search for the laboratory by company name or location.
2. Once found, select “Request Public” to automatically receive accreditation alerts when accreditation status changes – accreditation suspension, reinstatement, and adding new methods would be considered a change in accreditation status. This is not confidential, private information as it can already be found by viewing the AASHTO directory of accredited laboratories; therefore, the laboratory’s permission to view this data is not needed.
3. Select “Request Private” to request that you be given permission to receive alerts when an AMRL assessment report has been issued to a laboratory, when their corrective actions have been accepted, and when they receive low ratings on AMRL proficiency sample testing. (You can configure your alert preferences – see the Alert Preferences section below.) However, these alerts will not be issued unless the applicable laboratory agrees to share it, since this is private and confidential information.

Home My Tab About Us AASHTO Accreditation Laboratory Assessments Proficiency Samples FWD Library Forums

Specifier Laboratory Management

This page allows you to select the laboratories that you would like to monitor, and view pending permissions from laboratories that you have selected.

Current Laboratories

These are laboratories that you currently monitor.

Brian's Super Gravel Gaithersburg, Maryland USA	<input type="button" value="Remove Public"/> <input type="button" value="Remove Private"/>
Cementos Progreso S.A. Guatemala City, Guatemala GUATEMALA	<input type="button" value="Remove Public"/> <input type="button" value="Remove Private"/>
Idaho Transportation Department	<input type="button" value="Remove Public"/>

Requested Laboratories

These are laboratories that have not yet accepted your request to monitor them.

Oil Test International de Guatemala, S.A. Guatemala, Guatemala Centro America	<input type="button" value="Requested..."/> <input type="button" value="Remove"/>
--	--

Pending Requests

These are laboratories that have requested to be monitored by you. You may accept or deny their request.

Request to Monitor Laboratories

Use this search box to find and select laboratories that you would like to monitor. Please keep in mind that each laboratory must agree to be monitored before they will be added to your list of current laboratories.

Laboratory Name
State

[Greg's](#)
[Roadside](#)
[Testing](#)
Gaithersburg,
Maryland USA

1
2
3

Specifier Laboratory Management

1. “Current Laboratories” are laboratories that you selected to be on your monitor list. You will receive alerts about these laboratories. You can stop receiving public information alerts for a given laboratory by selecting the “Remove Public” button next to their name. You can stop receiving private information alerts for a given laboratory by selecting the “Remove Private” button next to their name. You can completely remove laboratories from this list by clicking on both buttons.
2. “Requested Laboratories” are laboratories that have not yet acted on your request to monitor their private information. If the laboratory accepts the request, their name will be moved to the “Current Laboratories” list. If the laboratory denies the request, their name will be removed from the “Requested Laboratories” list, and you will receive an email stating that your request has been denied.
3. “Pending Requests” are laboratories that have requested to be added to your “Current Laboratories” monitor list. You may accept or reject each request. If you click “Accept,” the laboratory will be added to your “Current Laboratories” list. If you click “Deny,” (a) the laboratory will not be added to your “Current Laboratories” list, (b) the laboratory will be removed from the “Pending Requests” list, and (c) the laboratory will receive an email that their request to be added to your monitor list has been denied.

Home My Tab About Us AASHTO Accreditation Laboratory Assessments Proficiency Samples FWD Library

Specifier Laboratory Management

This page allows you to select the laboratories that you would like to monitor, and view pending permissions from laboratories that you have selected.

Current Laboratories 1

These are laboratories that you currently monitor.

Cementos Progreso S.A.	<input type="button" value="Remove Public"/>
Guatemala City, Guatemala GUATEMALA	<input type="button" value="Remove Private"/>
Idaho Transportation Department	<input type="button" value="Remove Public"/>
Boise, Idaho USA	<input type="button" value="Remove Private"/>

Requested Laboratories 2

These are laboratories that have not yet accepted your request to monitor them.

Oil Test International de Guatemala, S.A.	<input type="button" value="Requested..."/>
Guatemala, Guatemala Centro America	<input type="button" value="Remove"/>

Pending Requests 3

These are laboratories that have requested to be monitored by you. You may accept or deny their request.

Greg's Roadside Testing	<input type="button" value="Accept"/>	<input type="button" value="Deny"/>
Gaithersburg, Maryland USA		

Request to Monitor Laboratories

Use this search box to find and select laboratories that you would like to monitor. Please keep in mind that each laboratory must agree to be monitored before they will be added to your list of current laboratories.

Laboratory Name

State

SPECIFIER OPTIONS

- [Specifier Laboratory Management](#)
- [View Alerts](#)
- [Alert Preferences](#)
- [Search Accreditation Directory](#)
- [Contact the AAP](#)

Configuring Alert Preferences

1. There is currently only one type of public information alert: the accreditation alert. Therefore, we have not provided any options for configuring this type of alert.
2. There are currently three types of private information alerts (see below). If interested in these alerts, a Specifier may check any or all of the boxes.
3. We are very excited to also be able to offer these alerts via email. If you check the box labeled "Email daily summary of alerts," you will receive one summary email of alerts, but only on the days when alerts have been generated for your laboratories. (These alerts will still be available to you on the "View Alerts" page when you are logged in.) This feature delivers the information to you in one clear and concise email. Select your laboratories, configure your preferences, and then relax with the confidence that you will get the information you need as it happens.

The screenshot shows the 'Alert Preferences' page with a navigation bar at the top containing links for Home, My Tab, About Us, AASHTO Accreditation, Laboratory Assessments, Proficiency Samples, FWD, and Library. On the left, a sidebar lists 'SPECIFIER OPTIONS' including Specifier Laboratory Management, View Alerts, Alert Preferences, Search Accreditation Directory, and Contact the AAP. The main content area is titled 'Alert Preferences' and includes a descriptive paragraph about the alert system. Below this, there are three sections: 'Public Alerts' (marked with a red box '1'), 'Private Alerts' (marked with a red box '2'), and 'Email daily summary of alerts' (marked with a red box '3'). The 'Public Alerts' section is currently selected. The 'Private Alerts' section contains three sub-sections: 'Accreditation Alerts' with a checked box for 'Corrective actions for nonconformities...', 'Assessment Alerts' with a checked box for 'An AMRL On-Site Assessment Report has been issued*', and 'Proficiency Testing Alerts' with a checked box for 'Low ratings have been received on AMRL Proficiency Sample Testing*'. At the bottom, there are 'Save Preferences' and 'Reset Preferences' buttons.

Home My Tab About Us AASHTO Accreditation Laboratory Assessments Proficiency Samples FWD Library

Alert Preferences

The check boxes below allow you to select the type of laboratory monitoring alerts that you may receive. These alerts will show up in your "Alerts" section when you log in to your specifier home page. They can also be emailed to you in a daily summary if you choose. The summary will list all relevant monitoring alerts for all of your monitored laboratories in one email to limit the amount of notifications that you receive.

**Please keep in mind that some specifier functionality is not available for the CCRL on-site assessment and proficiency sample information.*

Public Alerts **1**

Public alerts notify you when a laboratory's accreditation status has changed. Suspension, reinstatement, and adding new methods would be considered a change in accreditation status.

Private Alerts **2**

Accreditation Alerts
 Corrective actions for nonconformities noted in the most recent AMRL or CCRL on-site assessment report have been accepted by the AASHTO Accreditation Program.

Assessment Alerts
 An AMRL On-Site Assessment Report has been issued*

Proficiency Testing Alerts
 Low ratings have been received on AMRL Proficiency Sample Testing*
Results that are beyond 2 standard deviations from the mean.

Email daily summary of alerts

Save Preferences Reset Preferences

3

View Alerts

1. Alerts are generated nightly and can be reviewed, when logged in, by selecting “Specifier Alerts” under My Tab or by selecting “View Alerts” on the left-hand side.
2. All alerts clearly identify the laboratory, the actions, and the effective date.
3. Alerts are maintained on this page for 30 days.

The screenshot shows the AASHTO Accreditation website interface. At the top, there is a navigation bar with links: Home, My Tab, About Us, AASHTO Accreditation, Laboratory Assessments, Proficiency Samples, FWD, and Library. The 'My Tab' menu is open, showing options: Specifier Laboratory Management, Specifier Alerts (highlighted), and Specifier Alert Preferences. On the left sidebar, under 'SPECIFIER OPTIONS', there are links for 'Specifier Laboratory Management', 'View Alerts', 'Alert Preferences', 'Search Accreditation Directory', and 'Contact the AAP'. The main content area displays a message: 'This page allows you to view alerts from laboratories that you have selected. You can also change your alert preferences, and select the laboratories that you would like to monitor by clicking the links under Specifier Options in the left column.' Below this, it states: 'Idaho Transportation Department has had the following accreditation changes:'. The changes are listed in four categories: 'Granted:' (Asphalt Binder T201), 'Reinstate:' (Asphalt Binder T300), 'Revoked:' (Portland Cement Concrete T119), and 'Suspended:' (Asphalt Binder T49, Quality Systems R18). A 'Withdrawn:' category lists 'Portland Cement Concrete T121'. At the bottom, it notes: 'These accreditation changes are effective as of 1/5/2011'. A red box with the number '1' is positioned over the 'View Alerts' link in the sidebar, and a red box with the number '2' is positioned over the 'Idaho Transportation Department' link in the main content area.



Interested in the Specifier functionality?

1. Click on “Request AMRL Services” on the home page of the new AMRL website.
2. Click on “Apply to be a Specifier” on the next page.
3. Complete the Specifier request form and click the Submit button. AMRL will contact you to complete the process.

Request AMRL Services

- Register Your Laboratory With AMRL
- Request AASHTO Accreditation
- Request a Laboratory Assessment
- Enroll in the Proficiency Sample Program
- Apply to be a Specifier
- Request CCRL Services

Request to be a Specifier

I would like to register to be a Specifier.

Company Name: <input type="text"/>	Contact Name: <input type="text"/>
Address (Line 1): <input type="text"/>	Title: <input type="text"/>
Address (Line 2): <input type="text"/>	Phone: <input type="text"/>
City: <input type="text"/>	Fax: <input type="text"/>
State: <input type="text"/>	E-mail: <input type="text"/>
Zip Code: <input type="text"/>	
Country: <input type="text"/>	
Comments: <input type="text"/>	