Monitor the Performance of AASHTO Accredited Testing Laboratories

What is a Specifier?

A Specifier is an entity that requires the materials testing on their projects to be performed by (a) laboratories accredited by the AASHTO Accreditation Program (AAP), (b) laboratories that receive an on-site assessment by AASHTO re:source or CCRL (Cement and Concrete Reference Laboratory), or (c) laboratories that participate in the AASHTO re:source or CCRL Proficiency Sample Programs.

Specifiers can include departments of transportation, state and local authorities, or quality managers that oversee multiple branch laboratories.

AASHTO re:source Tools for Specifiers

We have developed tools on our website that allow "specifiers" to easily monitor the performance of the laboratories working on their projects.
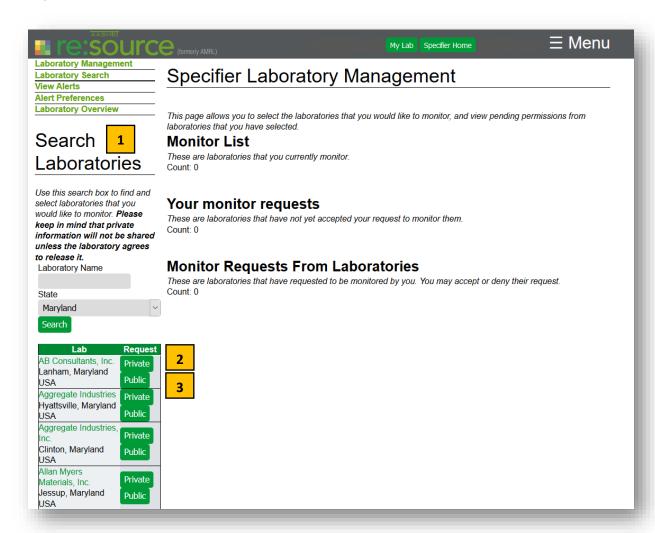
These tools can be used to track the accreditation status of specific laboratories, or even to access assessment reports and proficiency sample program ratings results (with approval from the testing laboratory). Specifiers can also choose to receive automated real-time email alerts whenever important changes occur to the monitored laboratories status. There is no fee required to become an AASHTO re:source specifier – the service is free.
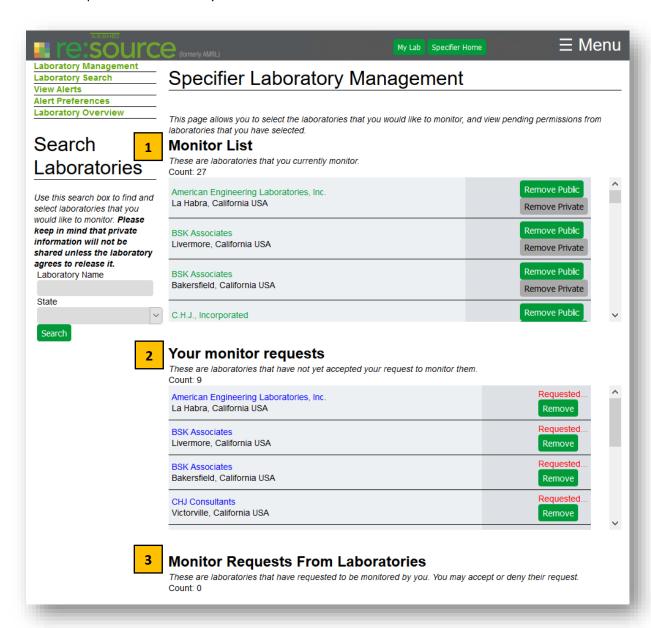
How does it work? (Public and Private Information)

1   Search for the laboratory by company name or location. A registered specifier can receive public and private information.

2   Once found, select "**Request Public**" to automatically receive accreditation alerts when the accreditation status of the laboratory changes – such as accreditation suspension, reinstatement, and adding new methods. This information is not confidential, private information as it can already be found by viewing the public AASHTO directory of accredited laboratories; therefore, the laboratory's permission to view this data is not needed.

3   When you select "**Request Private**", an system generated email is automatically sent to the laboratory contact requesting permission that you be granted Private access to their information.

Once **Private** access is granted by the laboratory, you will have access to view AASHTO re:source proficiency sample reports, AASHTO re:source and CCRL (Cement and Concrete Reference Laboratory) on-site assessment reports, and other accreditation notices issued to the laboratory. You can also 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).

Specifier Laboratory Management

1 "**Monitor List**" are laboratories that you select to monitor. You will receive email alerts about these laboratories. To stop receiving public information alerts for a given laboratory, select the "Remove Public" button next to their name. To stop receiving private information alerts for a given laboratory select the "Remove Private" button next to their name. You can completely remove laboratories from this list by clicking both buttons.

2 "**Your Monitor Requests**" 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 "Monitor List" section. If the laboratory denies the request, their name will be removed from the "Your Monitor Requests" section, and you will receive an email stating your request has been denied.

3 "**Monitor Requests from Laboratories**" are laboratories that have requested to be added to your "Monitor List" section. You may accept or reject each request. If you click "Accept," the laboratory will be added to your "Monitor List". If you click "Deny," (a) the laboratory will not be added to your "Monitor 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.
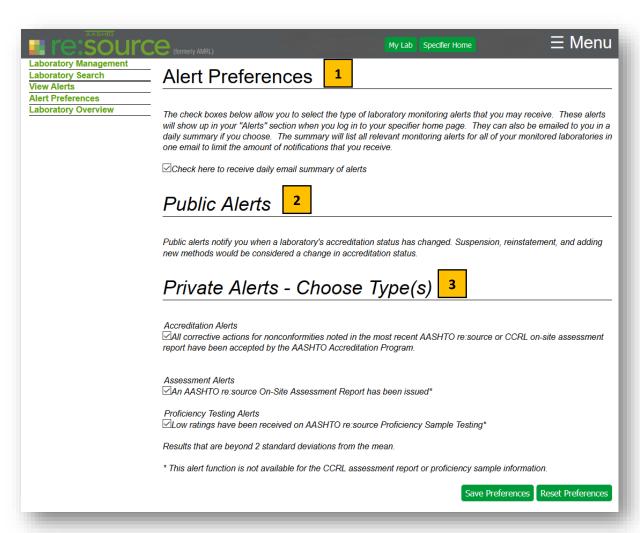
Configuring Email Alert Preferences

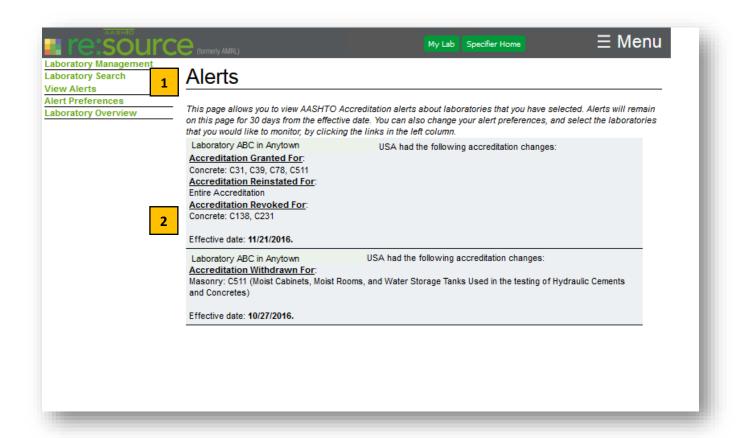You may configure the following alerts via email:

[1] **Daily Alerts** - If you check the box labeled "Check here to receive daily email 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.

[2] **Public Alerts** - 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.

[3] **Private Alerts** - 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.

Select your laboratories, configure your preferences, and then relax with the confidence that you will get the information you need as it happens!
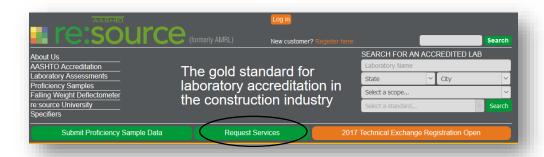
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re:source (formerly AMRL)   My Lab   Specifier Home   ☰ Menu

Laboratory Management
Laboratory Search
View Alerts
Alert Preferences
Laboratory Overview

Alert Preferences **[1]**

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.

☑ *Check here to receive daily email summary of alerts*

Public Alerts **[2]**

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 - Choose Type(s) **[3]**

Accreditation Alerts
☑ *All corrective actions for nonconformities noted in the most recent AASHTO re:source or CCRL on-site assessment report have been accepted by the AASHTO Accreditation Program.*

Assessment Alerts
☑ *An AASHTO re:source On-Site Assessment Report has been issued**

Proficiency Testing Alerts
☑ *Low ratings have been received on AASHTO re:source Proficiency Sample Testing**

Results that are beyond 2 standard deviations from the mean.

* *This alert function is not available for the CCRL assessment report or proficiency sample information.*

Save Preferences   Reset Preferences

Viewing Alerts

1 Alerts are generated nightly and can be reviewed, when logged in, by selecting "View Alerts" on the left-hand side of the web page.

2 All alerts clearly identify the laboratory, the actions, and the effective date. Alerts are maintained on this page for 30 days.
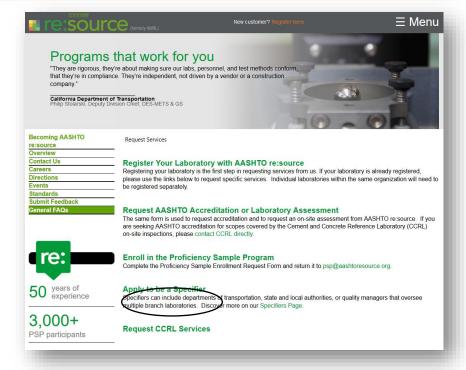
Become an AASHTO Re:source Specifier!

1 Click on "Request Services" on the home page of the AASHTO re:source website

2 Click on "Apply to be a Specifier" on the next page.

3 Complete the Specifier request form and click the Submit button. AASHTO re:source will contact you to complete the process.