



## Policy for Use and Confidentiality of Proficiency Sample Data and Reports

### **Use of Proficiency Sample Reports**

An AASHTO re:source Proficiency Sample Program (PSP) report provides written evidence that a laboratory is enrolled in the AASHTO re:source PSP. The report does not imply that the laboratory has participated in the sample round, or that the laboratory is accredited in any way by AASHTO or any other accreditation body (AB). The individual laboratory reports shall not be used for advertising, publication, or promotional purposes.

AASHTO re:source proficiency sample round data (summary or raw) may be used by those who participate in the AASHTO re:source programs or others who have a professional interest (ex. standards writing bodies who prepare precision statements for technical standards). Any released data for the uses mentioned above shall not identify the laboratories participating in the AASHTO re:source programs.

### **Confidentiality of Data, Final Reports, and Ratings**

To the extent permitted by applicable laws, AASHTO re:source will seek to ensure confidentiality of all information from client laboratories and suppliers of equipment and materials used in its programs.

To protect the privacy and confidentiality of participants' information, AASHTO re:source restricts access to all individual laboratory data sets and ratings. This information is only accessible to current AASHTO staff who have employee login credentials or the individual laboratory that submitted the data and received the associated ratings. Distribution of Individual Laboratory Reports (IRLs) to other non-affiliated entities will only be provided with the expressed written consent from the participating laboratory. Additionally, all AASHTO employees have read, agreed to, and signed AASHTO's Confidentiality and Data Release Policy.

When transmitting electronic communication that includes confidential participant information and IRLs, AASHTO staff take reasonable precautions to prevent the information from entering the hands of unintended recipients.