

**NORTH CAROLINA DEPARTMENT OF TRANSPORTATION  
MATERIALS AND TESTS UNIT  
SOILS LABORATORY**

**CERTIFICATION POLICIES: BORROW PIT SAMPLING SCHOOL (MAT 410)**

**Course Description:** This course is designed to instruct technicians and engineers in the proper sampling procedures for obtaining and submitting soil samples from a proposed borrow pit. Prior to obtaining borrow pit samples, NCDOT or CEI technicians must be certified by the Department.

**Prerequisites:** None

**PDH's:** 2.5

**Length of Class:** 4 hours

**Course Materials:** Pencil, pen, highlighter, and notepad

**Provided Materials:** Borrow Pit Sampling Manual

**Fees:** \$50.00 (nonrefundable)

**Fee policies:**

1. If the technician can not attend the class, the Soils Laboratory must be notified at least 24 hours prior to class starting. Upon notification the technician can attend class at another date (no additional fees apply).
2. If the technician fails to attend the class, he or she can not attend a class at a later date. The technician must re-register for the next class and pay another registration fee.
3. If a technician is registered for a class and leaves the company prior to class, another technician may attend in their place.
4. No one may attend a class unless he/she has been registered and paid the registration fee.
5. If the technician attends a class and fails the test, he/she may attend ONE additional class at no charge. When re-taking the class make a note at the top

of the enrollment form as "RE-TEST" and include the date the technician originally attended the class. If the technician fails the test a second time, the registration fee will be charged to retake the class a third time.

**Certification Process:** Must attend class and pass a written exam. The exam is open book and the minimum passing grade is 80. Once the technician successfully completes the class he/she will be entered into HiCAMs with a "pending" status. To become a

certified borrow pit-sampling technician, a Technical Trainer must perform the necessary field training with the technician. Call the Soils Laboratory at least two weeks prior to needing the technician certified to schedule an appointment with a Technical Trainer. Once the Technical Trainer judges that the technician can properly sample a proposed borrow pit, the Trainer will issue the card and certificate. The technician's status will be changed in HiCAMs from "pending" to "active" and he/she will remain certified for 3 years from the date of attending the school. However, if warranted, the Technical Trainer can revoke a certification at anytime.