

**North Carolina Department of Transportation
Materials and Tests Unit – GeoMaterials Laboratory
Conventional Density - On-the-Job Training (OJT) Checklist**

M&T 520 Form
Created 5/5/2016

Technician: _____ S.S.N. _____
Print (First) (Middle) (Last) (Last Four Digits)

Division (NCDOT): _____ Company (Non-DOT): _____

Contact Person: _____ Contact Info: _____
(Phone Number)

As a minimum, technician must complete the following tasks to begin the Field Certification process:

- ✓ Perform practice tests (designated below) while being observed by a certified and experienced Conventional Density Technician (complete all practice tests and request Field Certification within a 3 month period of time).
- ✓ Obtain testing equipment (list provided in Conventional Density Manual) in good working condition.
- ✓ Send completed checklist along with copies of test reports to Technical Trainer prior to Field Certification (electronic or faxed copy).

Type of Conventional Test	Date Performed	Trainee Initials	*Observed by <i>(Print - Name and Certification Number)</i>
Test 1A			
Test 1A			
Test 1A			
Test 1			
Test 1			
M/D Curve			
M/D Curve			

** I certify that the above named technician has satisfactorily completed all listed requirements on this checklist. This was done under a certified Conventional Density Technician while adhering to NCDOT Conventional Density testing procedures. I further certify that the above named technician has the necessary equipment to perform the tests, is knowledgeable of the NCDOT Conventional Density Manual, and can adequately perform all calculations and complete density reports.*

*** As final review of the O.J.T. process, I certify that the above training/review process has been completed and the technician has all the necessary equipment to perform the tests.*

Date

**Printed Name of Supervisor

**Signature of Supervisor

If for any reason this form and/or OJT cannot be completed, contact the GeoMaterials Laboratory (919) 329-4150 or a Technical Trainer for assistance.