



INDIANA DEPARTMENT OF TRANSPORTATION Division of Materials and Tests

Directive 110

New Products

A new material, product, or procedure that is not included in the Standard Specifications or Special Provisions will be designated as a new product. New products will be reviewed to determine if the product will assist in accomplishing the INDOT mission. If the new product is accepted, a specification will be prepared for the use of the new product.

New Products Evaluation Committee

The New Products Evaluation Committee (NPEC) will consist of the following individuals or their representatives:

1. State Materials Engineer, Chairman
2. State Construction Engineer
3. Director, Research and Development
4. Director, Highway Design
5. Director, Bridges
6. Director, Traffic Engineering
7. Director, Maintenance Management and District Support
8. District Technical Services Director
9. Director, Traffic Management & District Support Operations
10. Materials Services Engineer, Division of Materials and Tests, Secretary
11. FHWA Pavement and Materials Engineer (Non-Voting)

All members of the NPEC are voting members except for the Secretary. A quorum of the Chairman and four members of the NPEC will be required for approval of a new product. The Chairman will cast a vote if there is a tie vote.

The NPEC will meet every six months, or upon call by the Chairman.

Procedures

The Secretary, will be responsible for the following:

1. Reviewing all submitted materials, products, or procedures to determine if the items are to be referred to the NPEC
2. Assigning the referred new product to an individual for review
3. Sending all available information on the new product to the assigned individual
4. Maintaining a database of all submitted new products and the status of the product
5. Preparing an agenda and minutes for each NPEC meeting

If the product will be evaluated by the NPEC, the vendor or manufacturer will be notified of the action that will be taken on the submitted product.

If the product will not be evaluated by the NPEC, the vendor or manufacturer will be notified of the reason for rejection. Once the New Product Information Form (TD-477) has been received, the product or process will be reviewed for up to 36 months. Unless an active field evaluation is underway or planned at that time, the vendor or manufacturer will be notified that the product has been rejected for lack of activity. This sunset period may be extended at the discretion of the Chairman.

Evaluation

The NPEC will evaluate all products presented to the Committee and may take any of the following actions:

1. Recommend the new product for general highway application by the Standard Specifications
2. Recommend the new product for special highway application by a Special Provision or by special conditions
3. Recommend the new product as a specialty item that may be used for warranty contracts
4. Direct the evaluation of the new product by a field trial application of the product
5. Direct the evaluation of the new product by a laboratory study of the product
6. Direct a delay in the evaluation of the new product for a specified time or until a specified event
7. Reject the new product for use based on specifically identified reasons

If the new product is approved by the NPEC, an individual will be designated to develop the specifications for the new product. The specification will be sent to the Standards Committee for approval. The final action concerning the use of the new product will be sent to the vendor or manufacturer.