





PROJECT ID	1	PAY ITEM NO.	2
MATERIAL NO.	3	SAMPLE NO.	4
STA FROM	6	STA TO	7
RDWAY SIDE	9	OFFSET DISTANCE	10
REFERENCE LINE	13	OFFSET DIRECTION	11
PLANT OR PIT NO.	15	QUANT REP	16
INTENDED USE	17	INSP ID	18
ROAD NO.	19	DISTRICT NO.	20
MATERIAL DESC.	23	COUNTY	21
MANUFACTURER	24	CONTRACT	22
GRADE	26	DESIGN MIX NO.	25
BATCH NO.	27	LOT NO.	28
		LAB NO.	29
CONTROL OF CONCRETE			
MATERIAL NO.	30	P/F	32
DEL TICKET NO.	33	TEST BY CODE	31
		TESTER ID	35
LOAD NO.	34	% AIR	36
		SLUMP	37
		CONC TEMP.	38
		W/C RATIO	39
LIMS ID NUMBER	40		
REMARKS	41		
CONTACT	42	PHONE	43
ADDRESS	44		

1. PROJECT ID - Refers to the Financial Project ID Number.
  2. PAY ITEM NO - Refers to the Pay Item Number as found in the Job Guide Schedule for that particular project. NOTE: If the sample being submitted represents more than one pay item, then leave this area blank and note the corresponding Pay Item Numbers in the Remarks section (see number 41 below).
  3. MATERIAL NO - Refers to the Material Number as found in the Sampling, Testing and Reporting Guide (STRG).
  4. SAMPLE NO - This is the number assigned to each sample.
  5. DATE SAMPLED - this is the date the sample was actually taken.
  6. STA FROM - Refers to the beginning Station Number that the sample represents.
  7. STA TO - Refers to the ending Station Number that the sample represents.
  8. SAMP FROM - Refers to where the sample was taken from. Example: Truck Mixer, Borrow Pit, Stock Pile, 34+06,164+67.
  9. RDWY SIDE - Refers to which side of the roadway the sample was taken from(C, L, R). NOTE: Undivided Hwy - C (composite), Divided - L or R.
  10. OFFSET DISTANCE - Measured distance from the Reference Line as shown in the plans.
  11. OFFSET DIRECTION - refers to which direction, left (L) or right (R), from the reference line that the sample was taken.
  12. MAINLINE - Enter 'Y' if sample is referenced to the mainline roadway and 'N' if not.
  13. REFERENCE LINE - Refers to the Controlling Line of the project as shown in the plans.
  14. SOURCE - Most commonly used 2digit codes: 03 - Pit, 05 - Plant, 08 - Jobsite.
  15. PLANT/PIT NO - Refers to the Assigned F.D.O.T. Plant or Pit Number that the sample actually came from.
  16. INTENDED USE - Refers to what the Sampled Material is being used for.
  17. QUANT REP - Refers to the total Quantity of material that the sample represents.
  18. INSP ID - Record the Technician Identification Number (TIN) of the person who actually collected the sample. This may, or may not, be different from the person (see number 35 below) who performed any required field tests or prepared the samples for delivery to the lab. For concrete samples, enter the TIN of the person who made the cylinders.
  19. ROAD NO - Refers to the State/County/City designated Road Number.
  20. DISTRICT NO - Refers to the District Number that the project is located in.
  21. COUNTY - Refers to the County Name that the project is located in.
  22. CONTRACT - Refers to the Contract Number of the project as found in the project contract.
  23. MATERIAL DESC - Describe the material being sampled. Please be as descriptive as possible in the space allowed.
  24. MANUFACTURER - Refers to the Company Name that actually manufactured the material.
  25. DESIGN MIX NO - Refers to the Design Mix Number found on the approved Mix Design document.
  26. GRADE - As found in the Certification documents received from the manufacturer.
  27. BATCH NO - As found in the Certification documents received from the manufacturer.
  28. LOT NO - That is represented by the sample.
  29. LAB NO - Refers to the Approved Lab performing the testing, as applicable.
- NOTE: Items 30-39 below refer to the CONTROL OF CONCRETE (COC) section of this document.
30. MATERIAL NO - Refers to the Material Number as found in the Sampling, Testing and Reporting Guide (STRG). For COC examples are: 160F, 145L, etc.
  31. TEST BY - Two (2) digit code that shows which office is submitting the sample (ex. 2G, 2L, 11, etc.).
  32. P/F - Enter 'P' if all of the concrete plastic properties tests passed. Enter 'F' if any of the concrete plastic properties tests failed.
  33. DEL TICKET NO - Refers to the Concrete Delivery Ticket Number for load tested.
  34. LOAD NO - Refers to the Load Number that is given to the truck that the sample was taken from.
  35. TESTER ID - Record Technician Identification Number of the person who actually performed the field tests. If more than one person performed the plastic properties tests, enter an asterisk (\*) in 35 and enter the TIN of the person(s) performing the tests and which tests the technician(s) performed in Remarks (41) with an asterisk (\*). For example if one technician performs slump, air content and temperature and another technician calculates the water to cementitious ratio, enter \*TIN1 - slump, air content, temperature; TIN2 - w/c ratio.
  36. PERCENT AIR - Refers to the Air Content Percentage as determined by the appropriate testing method.
  37. SLUMP - Refers to the Slump as measured by the appropriate testing method.
  38. CONC TEMP - Refers to the Concrete Temperature as determined by the appropriate testing method.
  39. W/C RATIO - Refers to the Water Cement Ratio as determined by using the appropriate formulas and calculations.
- NOTE: Items 40-43 below apply to all submittals regardless of the material involved.
40. This is the tracking number assigned by the LIMS upon log-in of the sample.
  41. REMARKS - Used to provide any additional information that the Inspector deems necessary. Also used when sample submitted will represent more than 1 Pay Item Number or multiple Project Numbers (see number 2 above).
  42. CONTACT - Name of person to contact if additional information is needed.
  43. PHONE - Phone Number of Contact Person.
  44. ADDRESS - Physical address of Contact Person.