Purpose
To establish a Utah Department of Transportation (Department) Authorized Products Panel (APP) that will review products submitted by a Manufacturer or their representative and determine if those products meet the applicable Department Standard Specification. This policy outlines the responsibilities of members of the APP and conditions governing products placement on the Authorized Products List (APL).

Policy
List products authorized by the APP on an Authorized Products List maintained in a Department database.

Section 01455 of the Department's Standard Specifications and the Materials Manual of Instruction Part 8 Section 1011 govern the requirements for use of products placed on the APL. Note the following:

- The APP reports to the Department's State Materials Engineer.
- The standard listing period is five years. Changes to the product’s ingredients, performance or UDOT Standard Specification, require renewal.
- It is the responsibility of the product manufacturer or their representative to initiate the process of product review or renewal.
- The product renewal is the same process as the original product review.

The APL Coordinator, along with the Implementation Engineer and the State Materials Engineer, will review disputes and will either uphold the APP decision or escalate to an Oversight Committee if the manufacturer or representative disputes the APP decision. The Oversight Committee will then make a final determination as to whether the submitted product will be placed on the APL.

Oversight Committee

Chair: Director of Materials and Pavements.

Members: Two members selected by the oversight committee chairman, one member is the director of the division of the APP member who originally reviewed the product.
The APP consists of members from the following groups:

- Central Materials Maintenance
- Preconstruction Pavement
- Traffic and Safety Research
- Structures FHWA Representative
- Environmental Region Materials Engineer
- Construction Hydraulics
- Geotechnical APL Coordinator
Responsibility: APL Coordinator

Actions

1. Organize, schedule and chair APP meetings.

2. Manage electronic data storage systems.

3. Receive and review Product Evaluation Form R-52 and all supporting information from the product manufacturer or their representative. Verify all the required documents were received and send the package to the assigned APP member to review.

4. Email the product manufacturer or their representative of the review decision and for affirmative authorizations, and include that the authorization will remain for five years, if there are no changes made to the manufacturing, labeling, or other changes that alter the original product information that the authorization decision was based on.

5. Receive from the product manufacturer or their representative, the APL dispute form on the Department’s APL Web page, when they formally register a dispute with the APP decision.

6. File all application documentation in the departmental electronic system.

Responsibility: Panel Member

7. Review the application to determine if the product meets the Department Standard Specification within 30 days. Notify the APL Coordinator of the resulting recommendation.

8. Attend APP meetings.

9. Review products on APL affected by their division owned specification change and notify the APL coordinator of the reviewing result.
Responsibility: Oversight Committee

10. Conduct a review of any appealed material or product submittal packages.
11. Make a final decision when required.
12. Notify the APL Coordinator of the decision.