



**INDIANA DEPARTMENT OF TRANSPORTATION
Division of Materials and Tests**

Directive 102

Expediting Testing of Samples

Samples are tested in the order received at the Division of Materials and Tests; however, occasionally there is a need to expedite the testing of a sample. The procedure for this process will be as follows:

1. All requests to expedite the testing of specific samples will be submitted in writing to the Director, Division of Materials and Tests.
2. The request will state the reason for expediting the testing and will include the sample identification numbers.
3. The requests may be made by the source of the material, District Testing Engineer, District Construction Engineer, or their designated appointee.

The requests for expediting samples should be minimized due to the disruption of the normal sequence of testing that this procedure will cause at the Division of Materials and Tests.