

State of Vermont  
AGENCY OF TRANSPORTATION  
CONSTRUCTION & MATERIALS BUREAU  
Materials Acceptance Program

**TA556 Approved Products List Procedure**

In accordance with the Standard Specifications for Construction, Subsection 700.03:

*The Engineer shall inform the [Materials Acceptance Program] of materials used from the APL by submitting form “TA556 – Project Materials Acceptance Report for Approved Products” to the [Materials Acceptance Program’s Certification Unit].*

Upon the use of a product included on the Approved Products List (APL), the Resident Engineer shall:

1. Verify that the material being incorporated in the project is on the APL that is applicable at the time of material installation.
2. Complete a TA556 (Approved Products List) form. More than one entry may be included on a single form only if all entries have the same material installation date. All fields on the form are required except for Additional Information, which is optional. The Product Name, Manufacturer, and Distributor should be taken directly from the APL.
3. Email the TA556 (Approved Products List) form to Certification Unit at AOT.MaterialsCertifications@vermont.gov, CC’ing the appropriate Regional Construction office. If necessary, the form can be mailed via USPS to the following address:

Vermont Agency of Transportation  
Materials Acceptance Program - Certification Unit  
2178 Airport Road, Unit B  
Berlin, Vermont 05641-8628

4. Keep a copy of the TA556 (Approved Products List) form for their records.

**NOTE:** The Approved Products List (APL) is a listing of products and materials that have been tested and/or evaluated by the [Research Section] and have been deemed satisfactory for use on Agency projects. Materials required to be on the APL do not have certification requirements, therefore material substitutions are not allowed.

However, should a product not be listed that is desired to be used, the manufacturer or distributor shall submit a New Product Submittal Form, along with materials safety data sheets and any pertinent information necessary to determine acceptable performance. The New Product Submittal Form should be submitted to the Research Engineer in the [Research Section]. A determination of its use and/or future testing requirements prior to inclusion on the APL will then be made at a meeting of the New Products Committee.