

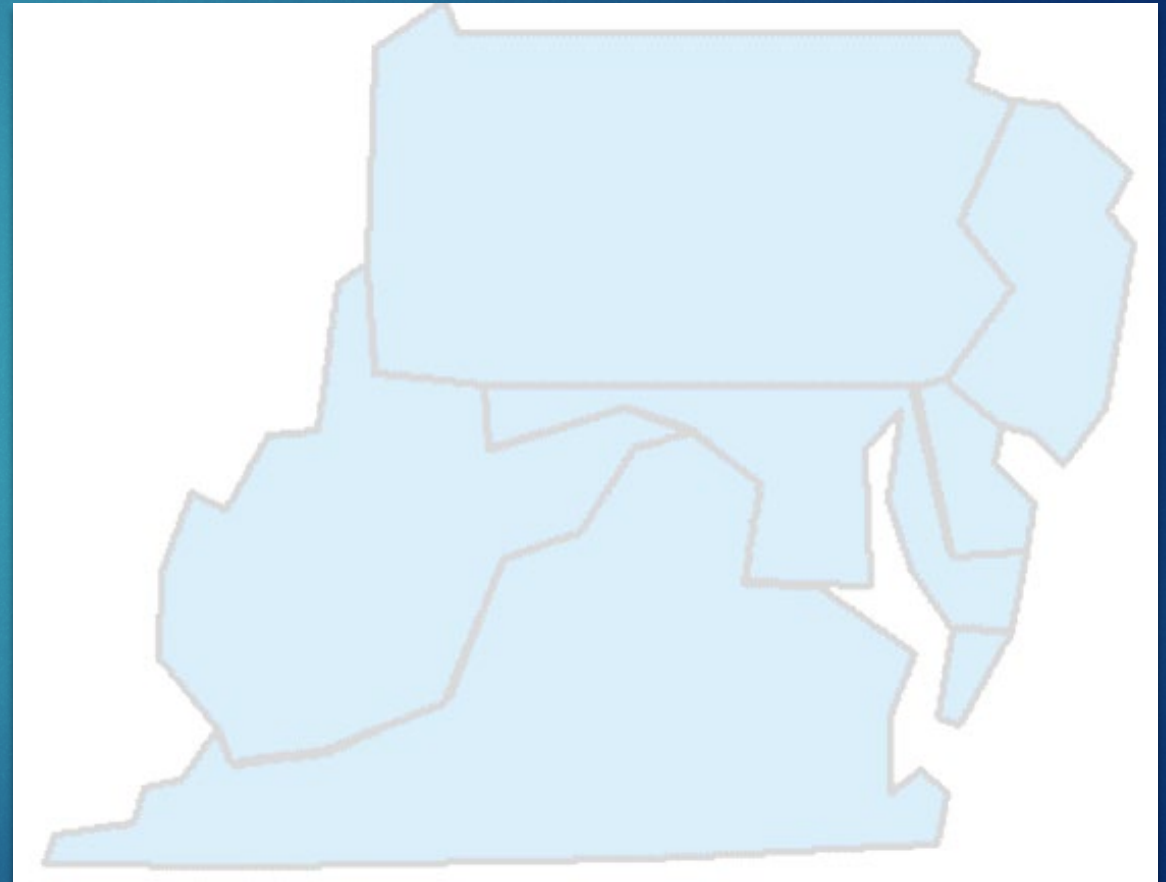


Mid-Atlantic Region Technician Certification Program (MARTCP)

**PRESENTED BY: SAPRINA STAFFORD,
MARTCP ADMINISTRATIVE OFFICER,
MATERIALS MANAGEMENT DIVISION**

PROGRAM OVERVIEW

- ▶ MARTCP WEBSITE
- ▶ REQUESTS FOR RECERTIFICATION, RECIPROCITY & NEW CERTIFICATION
- ▶ MARTCP APPLICATIONS
- ▶ MARTCP HELPFUL LINKS



Mid-Atlantic Region Technician Certification Program

The Maryland State Highway Administration (SHA) Office of Materials Technology (OMT) Materials Management Division (MMD) maintains the Mid-Atlantic Region Technician Certification Program (MARTCP) for technicians performing Quality Control/Quality Assurance (QC/QA) testing in various materials disciplines. Two MARTCP informational brochures have been developed to provide specific details related to the program. In addition, the MARTCP Training Schedule is available at the link below.

The first brochure [MARTCP Training/Testing Information](#) (PDF, 400 KB) provides information related to technician certification courses including: course descriptions, school schedules, contacts and fees.

The second brochure [MARTCP Renewal Policy](#) (PDF, 500 KB) provides information and requirements for certification renewal.

The technician certification program has transitioned into providing all MARTCP cards electronically. Notification of new certification status, reciprocity, renewals of certifications and all correspondence will also be sent electronically. Please ensure all information is completed in its entirety on every application for delivery of documents that can take up to two weeks for processing.

MARTCP documents are electronically distributed and card holders are expected to maintain the integrity of the issued documents. In the event any MARTCP document or card is found to have been altered, changed, or forged, the card holder will be penalized as follows:

First Offense: 18-month revocation of all certifications of the card holder. Re-certification must be performed by MARTCP examination after the 18-month revocation period.

2nd Offense: All certifications of the card holder will be permanently revoked, and the card holder will be banned from participating in any future MARTCP certifications.

MARTCP Document/Application Links

[MARTCP Training/Testing Information](#) (PDF, 400 KB)

[MARTCP Renewal Policy](#) (PDF, 500 KB)

[MARTCP Training Schedule 2024](#) (PDF, 100 KB)

[Frequently Asked Questions](#) (PDF, 100 KB)

[Accepted Reciprocity List](#) (PDF, 200 KB)

[Technician Certification Application](#) (PDF, 300 KB)

[2024 HMA Field Exam Application](#) (PDF, 200 KB)

[Updated MARTCP Guidelines During COVID-19 Pandemic \(March 2022\)](#) (PDF, 200 KB)

For general questions regarding MARTCP and comments on the brochures:

Saprina Stafford, MARTCP Administrative Officer
Maryland State Highway Administration
Office of Materials Technology

For scheduling of Independent Assurance Audits, send all requests to:

iaateam@mdot.maryland.gov



Soils/Aggregates

[Soils and Aggregates Compaction Manual \(PDF, 4.5 MB\)](#)

[MSMT 350 In-Place Density of Embankment, Subbase, Base, Surface and Shoulder Materials \(PDF, 400 KB\)](#)

[MSMT 351 Field Determination of Moisture Density Relations of Soils \(PDF, 200 KB\)](#)

[MSMT 352 In-Place Density of Embankment, Subbase, Base, Surface and Shoulder Materials using the Nuclear D/M Gauge \(PDF, 300 KB\)](#)

[MSMT 354 Sampling of Soil and Bank Run Materials for Approval of Borrow Sites \(PDF, 200 KB\)](#)

[Nuclear Gauge Safety Training Vendor List \(PDF, 200 KB\)](#)

[Soils School Lecture Module 1 – Soil Rounding and Compaction Introduction \(Training Video\)](#)

[Soils School Lecture Module 2 – One Point Proctor and Moisture Content \(Training Video\)](#)

[Soils School Lecture Module 3 – Family of Curves \(Training Video\)](#)

[Soils School Lecture Module 4 – Sand Cone Calibration and Test \(Training Video\)](#)

[Soils School Lecture Module 5 – Nuclear Density Gauge \(Training Video\)](#)

[One Point Proctor Moisture and Family of Curves \(Practical Training Video\)](#)

[Sand Cone Demonstration \(Practical Training Video\)](#)

[Nuclear Gauge Demonstration \(Practical Training Video\)](#)

Aggregate Technician

[Aggregate Technician Manual \(PDF, 8.5 MB\)](#)

[Aggregate Technician Supplement Manual - English \(PDF, 3.6 MB\)](#)

[Aggregate Technician Supplement Manual - Spanish \(PDF, 900 KB\)](#)

Concrete Plant

[Concrete Plant Technician Handbook \(PDF, 10.5 MB\)](#)



MARTCP
WEBSITE

HMA Plant Level I Class

- [Certification Renewal Policy \(PDF, 500 KB\)](#)
- [Training and Testing Information \(PDF, 500 KB\)](#)
- [HMA Plant Level I Class Agenda \(PDF, 200 KB\)](#)
- [Title Page and Table of Contents \(PDF, 300 KB\)](#)
- [Chapter 1 MARTCP Certification Guidelines \(PDF, 200 KB\)](#)
- [Chapter 2 Introduction and Asphalt Terminology \(PDF, 11.5 MB\)](#)
- [Chapter 3 Manual \(PDF, 12.2 MB\)](#)
- [Chapter 4 Manual \(PDF, 10.4 MB\)](#)
- [Chapter 5 Manual \(PDF, 7.5 MB\)](#)
- [Chapter 6 Manual \(PDF, 7.7 MB\)](#)
- [Chapter 7 Manual \(PDF, 11.3 MB\)](#)
- [Chapter 8 Manual \(PDF, 12.2 MB\)](#)
- [Chapter 9 Manual \(PDF, 3.4 MB\)](#)
- [Specifications and Policies \(PDF, 400 KB\)](#)
- [Glossary of Keywords \(PDF, 200 KB\)](#)
- [Performance Confirmation HMA Level I \(PDF, 100 KB\)](#)

Pavement Markings

- [Pavement Marking Student Manual \(PDF, 1.5 MB\)](#)
- [MSMT 729 Field Evaluation of Pavement Marking Materials \(PDF, 300 KB\)](#)
- [Field Quality Assurance Team \(Video Link\)](#)



**MARTCP
WEBSITE**

REQUESTS FOR RECERTIFICATION, RECIPROCITY & NEW CERTIFICATION

RECERTIFICATION



COMPLETE THE MARTCP TECHNICIAN CERTIFICATION APPLICATION & CHECK THE BLOCK FOR RE-CERTIFICATION

RECIPROCITY



COMPLETE THE MARTCP TECHNICIAN CERTIFICATION APPLICATION & CHECK THE BLOCK FOR RECIPROCITY

NEW CERTIFICATION



COMPLETE THE MARTCP TECHNICIAN CERTIFICATION APPLICATION & CHECK THE BLOCK FOR NEW CERTIFICATION



EMAIL THE FORM WITH THE REQUIRED 3 IA AUDIT RECEIPTS TO martcp@mdot.maryland.gov



EMAIL THE FORM WITH THE COURSE CERTIFICATE IN WHICH WE ACCEPT RECIPROCITY.
EMAIL THE FORM TO martcp@mdot.maryland.gov



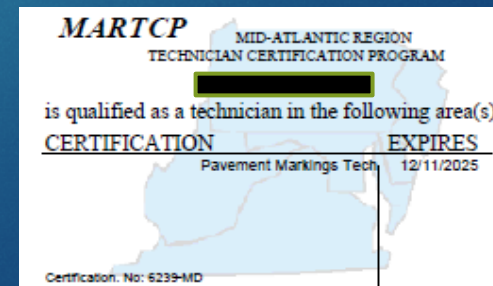
CHECK THE COURSE YOU TO REGISTERING FOR.

- INCLUDE COPY OF REQ'D COURSE CERTIFICATE
- SUBMIT COPY OF PHOTO ID.
- EMAIL THE FORM TO martcp@mdot.maryland.gov



3 IA AUDITS OBTAINED IN DIFFERENT YEARS IN THE 5-YR CERTIFICATION PERIOD W/THE LAST AUDIT CONDUCTED IN THE CALENDAR YEAR OF EXPIRATION, PRIOR TO THE EXPIRATION DATE

**PLEASE ALLOW UP TO 2 WEEKS
TO PROCESS ALL REQUESTS**



**Check
your
Email !!**

Please note handwritten applications will no longer be accepted.
Adobe Acrobat is the suggested format of usage when filling and submitting this form for further processing.

MDOT SHA - MARTCP Technician Certification Program Application

Application For: *(Please make one selection from available options below)*

Clear

- New Certification
- Re-Certification
- Reciprocal Certification
- Retest
- Information Update

(When applicable, please attach copy of Certification from another approved Certifying Organization)

(Please make only one selection from the available options below)

Clear

- Soils and Aggregate Compaction Tech
- Aggregate Technician
- Concrete Field Technician
- Concrete Plant Technician
- Inertial Profiler Operator
- Asphalt Field Technician
- Asphalt Plant Technician (Level 1)
- Asphalt Plant Technician (Level 2/Superpave)
- Pavement Marking Technician

Technician's Information:

First Name: _____ MI: _____ Last Name: _____

Tech. Email: _____ Phone Number: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Date of Birth: _____

Employer's Information:

Employer's Name: _____ Employer's Email: _____

Employer's Address: _____

City: _____ State: _____ Zip Code: _____

Employer's Phone: _____ Invoice Contact: _____

Comments/Additional formation: _____

SHA/District Office Only: _____

Submit Form

Clear Form

TECHNICIAN CERTIFICATION FORM



Please note handwritten applications will no longer be accepted.
Adobe Acrobat is the suggested format of usage when filling and submitting this form for further processing.

MDOT SHA - MARTCP Technician Certification Program
Application for Asphalt Field Technician Training Written Exam or Retest

Only technicians who have registered and paid for their HMA Field Online Training and have completed the training within 45 days will be allowed to register and take the examination. The Asphalt Field Technician Exam will be conducted in person at the MDOT SHA's Office of Materials Technology. Technicians must arrive 15 minutes before the selected exam time. It is a 2hr, open book exam with 60 questions. You must have a calculator and manual. No cell phones or other electronic devices are allowed.

Applicant Information: * All form fields are required fields *****

First Name: _____ Last Name: _____ DOB: _____

Tech Email: _____ Tech Phone: _____

Home Address: _____

City: _____ State: _____ Zip Code: _____

Employer: _____ Employer Email: _____

Employer Address: _____ Employer City: _____

Employer State: _____ Employer Zip Code: _____ Employer Phone: _____

Please select an Exam Date below and click "Submit for Processing". All exams will be held at the Office of Materials Technology, Bldg. #4, 7450 Traffic Drive, Hanover, MD 21076

January 19, 2024 at 8:00am January 19, 2024 at 11:00am	February 16, 2024 at 8:00am February 16, 2024 at 11:00am	March 15, 2024 at 8:00am March 15, 2024 at 11:00am
April 19, 2024 at 8:00am April 19, 2024 at 11:00am	May 17, 2024 at 8:00am May 17, 2024 at 11:00am	June 14, 2024 at 8:00am June 14, 2024 at 11:00am
August 16, 2024 at 8:00am August 16, 2024 at 11:00am	September 20, 2024 at 8:00am September 20, 2024 at 11:00am	October 18, 2024 at 8:00am October 18, 2024 at 11:00am
November 15, 2024 at 8:00am November 15, 2024 at 11:00am	December 19, 2024 at 8:00am December 19, 2024 at 11:00am	

You must complete the application form and submit it at least two weeks prior to the chosen test date to the contact below. Also required is a copy of the technician's Photo ID and a copy of the HMA Online Training Certificate when you submit this application.

HMA CERTIFICATION FORM



MARTCP Helpful Links

- ▶ MARTCP Website:
<https://www.roads.maryland.gov/mdotsha/pages/Index.aspx?PageId=53>
- ▶ 2024 MARTCP Training Schedule:
<https://www.roads.maryland.gov/omt/CertSched24.pdf>
- ▶ Technician Certification Application:
<https://www.roads.maryland.gov/omt/CertApplication.pdf>
- ▶ 2024 HMA Field Exam Application:
<https://www.roads.maryland.gov/omt/HMAFldExam24.pdf>

MARTCP Contact Information

- For questions regarding the Mid-Atlantic Region Technician Certification Program (MARTCP) contact:

Saprina Stafford

Administrative Officer

Materials Management Division

Office: 443-572-5040

Toll Free: 1-866-926-8501

martcp@mdot.maryland.gov

QUESTIONS ?

