

MARYLAND DEPARTMENT OF TRANSPORTATION
STATE HIGHWAY ADMINISTRATION
OFFICE OF MATERIALS TECHNOLOGY
7450 Traffic Drive, Building #4
Hanover, MD, 21076

**PROCEDURE FOR THE QUALIFICATION OF
FERTILIZER MANUFACTURERS**

The Maryland Department of Transportation State Highway Administration (MDOT-SHA) maintains a Qualified Products List (QPL) which includes Fertilizer Manufacturers. Fertilizer Manufacturers shall conform to [Section 920.03](#) of MDOT-SHA's Standard Specifications for Construction and Materials.

If you are interested in having your product qualified, visit [Maryland's Product Evaluation Listing \(MPEL\)](#) and select VENDOR REGISTRATION to begin.

When your registration has been accepted, you will receive an email requesting submission of the following information into MPEL:

1. Certification that the fertilizers are commercial grade, labeled for use as agricultural fertilizer, and conform to Federal and Maryland State regulations and the Standards of the Association of Official Analytical Chemists.

After the requested information is approved, you will be required to submit a copy of the label and a sample of the product you wish to have qualified. The sample should be representative of normal production.

Approved products are required to continue to meet specifications. Materials used based on Certificates of Compliance may be sampled and tested after qualification per Section 920.03. Products found not in compliance with contract requirements or specifications will be subject to rejection whether in place or not. Samples of the product **may be taken** by the Administration periodically to ensure quality assurance and quality control.

Inform the Administration immediately of any changes in the composition of the product. After MDOT-SHA has reviewed the changes, a new sample(s) may be requested to be submitted along with the information above.

Materials/Products representing revised formulations/standards of currently approved products will not be approved for testing within six months of the most recent evaluation unless requested by the Administration.

Materials/Products evaluated and not approved are not eligible for resubmission within six months of the most recent evaluation unless requested by the Administration.

Producers are required to recertify their products annually to remain on the QPL beginning January 2015. Cost reimbursement of \$50.00 will be applied for the Recertification process.

Submit a certified letter on manufacturer's letterhead stating that the product formulation has not changed. Also submit a current MSDS and current test results. Samples will be requested as needed.