

CALIFORNIA DEPARTMENT OF TRANSPORTATION RE-AUTHORIZATION
PROCEDURES AND ACCEPTANCE CRITERIA FOR PRODUCTS ON THE
AUTHORIZED MATERIALS LIST (AML) - TRAFFIC SAFETY RELATED DEVICES



To ensure each AML-listed product continues to match the device previously approved for use on California State Highways, manufacturers must re-authorize every two (2) years by submitting current information and any changes since the last approval. Significant changes may require re-evaluation as an updated device by the Highway Safety Features New Products Committee (HSFNPC) through the new-product process.

The following procedures are required to re-authorize a traffic safety-related device for continued inclusion on the AML:

1. Timeline & Notifications:

- a. Manufacturers should submit a current information package (See 3a or 3b) approximately 6 months prior to the product's reauthorization date shown on the AML.
- b. When manufacturers are formally contacted by Caltrans, they must respond within ten (10) business days to avoid temporary suspension of their product's use on California Highways.

2. Submission:

All submissions must be submitted through email.

- a. Send re-authorization materials to HQ.OSSD.Support@dot.ca.gov
- b. Incomplete Submittal Packages (See 3a or 3b) will not be considered and will be discarded after 30 days.
- c. If portions of the Submittal Package are too large to send via email, arrangements can be made for submittal to the Caltrans FTP site.
- d. Submittal Packages that are submitted in a non-digital format will not be accepted.

3. Re-authorization Submittal Package:

Follow one of two routes outlined below:

a. No changes to the product

- i. Manufacturer certifies that the product is unchanged, including but not limited to its design, application, materials, parts, manuals, performance, and crashworthiness.
- ii. Attestation of "no changes" since last approval (include product ID/model and AML category).

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- iii. Updated drawings on the Caltrans border, stamped and signed by a California registered PE (update the stamp date even if design is unchanged). The link to the drawing files is:
<https://dot.ca.gov/programs/safety-programs/mash>
- iv. Latest Installation/Maintenance Manual (confirm edits—if any—do not alter crashworthiness).

If truly unchanged and documentation is current, Caltrans updates the product's re-authorization date on AML without delay.

b. Changes to the product

Depending on the degree of change, minor modifications may allow Caltrans to reauthorize the product for continued inclusion on the Authorized Materials List (AML) without delay. Significant changes will require the product to undergo the full evaluation process as a New Product.

Manufacturer outlines all changes since last approval and provides supporting materials:

- i. Change summary: clear, itemized description of modifications including but not limited to its design, application, materials, parts, manuals, performance, and crashworthiness.
- ii. Updated drawings on the Caltrans border, stamped and signed by a California registered PE for each affected sheet. The link to the drawing files is:
<https://dot.ca.gov/programs/safety-programs/mash>
- iii. Updated Installation/Maintenance Manual reflecting the changes.
- iv. Updated crash test reports and videos (in a .wmv format) prepared by an independent test facility which is accredited to International Organization for Standardization (ISO)-17025. Crash testing must comply with the current performance requirements of the American Association of State Highway and Transportation Officials (AASHTO) Manual on Assessing Safety Hardware (MASH16). Surrogate test devices, such as pendulums and bogies, may not be acceptable. All missing tests will be fully justified with written engineering judgement, calculations, computer simulations, etc.

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- v. Updated evaluation letter from the Federal Highway Administration (FHWA), if available. FHWA acceptance does not constitute acceptance by Caltrans.
 - vi. Updated documentation of other independent product testing (if available), including any testing by other departments of transportation, government agencies, AASHTO or ASTM or other nationally recognized facilities/organizations, and evidence of compliance with any specifications that may exist for this type of product.
 - vii. Updated safety Data Sheet, if required.
 - viii. Updated quality control plan, if product utilizes recycled material.
4. Caltrans will evaluate the re-authorization submittal as follows:
- a. Ensure all required documents per Route 3(a) or Route 3(b) are received.
 - b. Review the technical information provided for completeness and quality.
 - c. Review crashworthiness compliance with MASH 2016.
 - d. Inform the manufacturer in writing of the evaluation outcome, including reauthorization status or next steps.
5. Decision & Communication:
- a. **Re-authorize:** Update AML date and approval letter for unchanged or minor changes.
 - b. **Re-authorize with Updates:** Revise approval letter, drawings, and manuals as needed for minor modifications.
 - c. **Require New Product Evaluation:** Hand off to HSFNPC workflow for full review and crash testing per MASH 2016.
 - d. **Temporary Suspension:** Apply if the manufacturer fails to respond within 10 business days of formal notice.