

**CALIFORNIA DEPARTMENT OF TRANSPORTATION
AUTHORIZATION PROCEDURES AND ACCEPTANCE CRITERIA FOR
NEW PRODUCT SUBMITTAL - TRAFFIC SAFETY RELATED DEVICES**



Traffic Safety Related Devices are evaluated by the Highway Safety Features New Products Committee (HSFNPC) before a device is listed on the Traffic Safety Programs Authorized Material List (AML). This list is the only list recognized by the Department for use on California State Highways and Right of Way. The following procedures are required to authorize a traffic safety related device for inclusion in the AML:

1. Manufacturer/Supplier shall provide:
 - a. Submittal Package for **each** new product which includes but is not limited to:
 - i. Authorized Materials List Submittal Form TL-9502 (Found on the AML Web Site at <https://dot.ca.gov/programs/engineering-services/authorized-materials-lists>)
 - ii. Product details
 1. Description (brochures, cut sheets, specs, etc.)
 2. Intended use
 3. General composition
 4. Product limitations
 5. Alternative for what existing products(s)
 6. Advantages
 7. Approximate material cost per unit
 8. Estimated installation cost (list assumptions)
 9. Estimated average repair cost (list assumptions)
 10. Is special equipment needed to install, maintain, or repair
 11. Has this product been submitted to Caltrans previously? If so, explain details.
 - iii. 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.
 - iv. Drawings of the device on the Caltrans border, stamped and signed by an engineer registered in California. The link to the drawing files is: <https://dot.ca.gov/programs/safety-programs/safety-devices/new-products>
 - v. Installation/Maintenance Manuals

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- vi. Evaluation letter from the Federal Highway Administration (FHWA), if available. FHWA acceptance does not constitute acceptance by Caltrans.
 - vii. 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.
 - viii. Safety Data Sheet, if required.
 - ix. Contact list, if applicable, of other agencies that have utilized the product.
 - x. Quality control plan, if product utilizes recycled material.
- b. All submissions must be submitted through email.
- i. Email completed New Product Submittal Package to New.Products@dot.ca.gov.
 - ii. **Incomplete Submittal Packages will not be considered and will be discarded after 30 days.**
 - iii. If portions of the submittal package are too large to send via email, arrangements can be made for submittal to the Caltrans FTP site.
 - iv. Submittal packages that are submitted in a non-digital format will not be accepted.
2. Caltrans will evaluate the submittal as follows:
- a. Ensure all required documentations are received.
 - b. Review the technical information provided for completeness and quality.
 - c. Review for compliance with crash testing guidelines.
 - d. Review for non-crashworthiness related if needed (relating to construction, Maintenance design, etc.).
 - e. Inform manufacturer/supplier in writing of the evaluation results.
3. Special notes:
- a. Only Crash Test facilities with valid accreditation from the International Organization for Standardization (ISO 17025) are recognized.
 - b. Products that have only been tested under NCHRP-350 will not be reviewed.
 - c. To maintain a product on the AML, the Manufacturer/Supplier should submit a package with current information approximately **6 months prior to the re-authorization date**.
 - d. Caltrans reserves the right to review, test, and/or remove a product from the AML at any time.