

ACI Concrete Transportation Construction Inspector Examinee Information

What do I need to do to be certified as an ACI Concrete Transportation Construction Inspector?

You need to hold a current valid certification as an ACI Concrete Field Testing Technician — Grade I, successfully complete a written inspection examination, successfully complete a written plan reading examination, and supply evidence of education and/or work experience.

How much education and/or work experience do I need for certification?

You must meet one of the four following criteria:

1. Two years of verified college or technical school (copy of diploma or transcript required) **and** two years of verified work experience in concrete construction inspection.
2. High school or equivalent graduate (copy of diploma or certificate required) **and** 3 years of verified work experience in concrete construction inspection.
3. Five years of verified work experience in concrete construction inspection.
4. If you have been certified as a Concrete Construction Inspector, you need only submit evidence of that certification (copy of certificate or wallet card), **and** two (2) years of verified work experience as a Concrete Transportation Construction Inspector. This work experience **must** be submitted on a Concrete Transportation Construction Inspector D5 application form, and may either be in *addition* to the work experience submitted for the prior Concrete Construction Inspector certification, *or a re-evaluation* of that work experience using the Concrete Transportation Construction Inspector range criteria.

Note: Work experience during this time period must include: decision-making responsibility and authority; verification of compliance with plans, specifications and codes; evaluation of concrete construction in the field; documentation and reporting of inspection results. Inspection experience must include the following: formwork installation, reinforcements, embedments; sampling and testing of freshly mixed concrete; conveying, placing, consolidating, finishing, and jointing; curing, protection and formwork removal; pavements, pilings and drilled piers; soil cement.

How is this work experience verified?

The work experience is verified by your former and/or present employer(s); these persons are called **RESPONDENTS**.

What forms do I need?

You need Form D5 and the INFORMATION FOR RESPONDENT.

What do I do with the forms?

Form D5 and INFORMATION FOR RESPONDENT sheet — Complete Sections A and B of Form D5 and send to the respondent along with the INFORMATION FOR RESPONDENT. Send one package of these forms to as many respondents as needed to prove the amount of work experience that applies to your particular situation as described above. The respondent completes Section C and returns it to you in a sealed envelope. Bring the sealed envelope(s) containing the forms with you along with your transcript(s) or diploma(s) (if applicable) to the written exam session, or mail to the ACI Certification Department at:

PO Box 9094
Farmington Hills, MI 48333

April 2006

**ACI Concrete Transportation Construction Inspector Certification Program
INFORMATION FOR RESPONDENT**

You are asked by an applicant for ACI certification to be a respondent in order to verify information concerning the applicant's work experience and are asked to complete, sign, and return Form D5.

WHAT THIS MEANS: An individual who wishes to apply for certification as a Concrete Transportation Construction Inspector must submit an Examinee Application (Form D5). For certification as a Concrete Transportation Construction Inspector, the statements made on this form, or affidavit, must be verified by a respondent. You have been selected as a respondent because you are in a position to verify the part of the applicant's work history with which you are familiar.

COMPLETING THE FORMS

FORM D5 (Examinee Application)

This form is used to indicate the applicant's previous work experience. Sections A and B should be already completed by the applicant. You are being asked to complete Section C and sign the form.

Note that in Section B, Item 5, the percentage that is entered should reflect actual circumstances as closely as possible. This number is based on the idea that 100% is equal to 40 hours per week working solely on concrete inspection-related work. Lower percentages would apply if the average work week (over the time period in Section B, Item 4) was less than 40 hours; or, the applicant had divided job responsibilities between concrete inspection and non-concrete inspection related work. Time-off during the period will lower the percentage. Overtime will increase the percentage. It is possible for the percentage to be higher than 100%.

Example: An applicant who had a mathematically averaged work week of 50 hours and who worked totally on concrete inspection would be given a rating of 125%. If the same applicant worked one half of their time on concrete inspection the rating would be 63% (one-half of 125%).

If you feel the percentage given is not accurate in your judgment, or if any other information is deficient, please cross it out and write in your correction. Applicants are in no way penalized for having forms with information that has been modified by the respondent, unless intentional deception is involved.

Please return the form(s) promptly to the applicant in a sealed envelope.

If any questions or uncertainties arise regarding the meaning of these instructions, please contact the ACI Certification Department at (248) 848-3700. Thank you for your cooperation.