

July 14, 2015

To The Participants of the Heavy Duty Rating Workshop

The 2015 Heavy Duty Workshop is scheduled for Tuesday, October 6, 2015, through Thursday, October 8, 2015. As was the case at the 2014 rating workshops, there will only be one, three-day rating session for 2015. ***Participants are expected to have some rating experience.***

In addition, raters will have the opportunity to participate in the ASTM TMC Rater Personnel Certificate Program as a result of their performance at this workshop. Full details of the Certificate Program are available at the following link:

[ftp://ftp.astmtmc.cmu.edu/docs/rater\\_calibration/CertificateProgramOverview.pdf](ftp://ftp.astmtmc.cmu.edu/docs/rater_calibration/CertificateProgramOverview.pdf)

The workshop will be held at the Embassy Suites Hotel Northwest, 7750 Briaridge, San Antonio, Texas, 78230. A block of rooms has been set aside for participants. The room rate is \$109.00 per day, plus tax. Rooms at this rate will be held until September 14, 2014. For hotel reservations, please call Ms. Melissa Kim at (210) 253-5960 and mention the “ASTM Rating Workshop 2015” to receive the rating workshop room rate.

The non-refundable fee for the workshop session is \$1350.00 for participants (\$1250.00 for participants who wish to forgo the ASTM Certificate Program). ***Due to space limitations, no Observers will be permitted to register for this workshop.*** Payment for the workshop can be made by credit card during online registration, or by check.

To register for this workshop, visit the TMC website ([www.astmtmc.cmu.edu](http://www.astmtmc.cmu.edu)) or follow the direct link, below:

<http://www.astmtmc.cmu.edu/cc/>

If paying by check, first register online for the workshop, select “check” as your form of payment, and mail a check payable to ‘ETMC – Carnegie Mellon University’ to:

ASTM Test Monitoring Center  
Attention: Amanda Darcy  
6555 Penn Avenue  
Pittsburgh, PA 15206  
[ahd@astmtmc.cmu.edu](mailto:ahd@astmtmc.cmu.edu)  
412-365-1022

**The deadline for registration and payment is September 18, 2015.** Because of the preparation necessary for a rater to access the computer systems used at the workshop, pre-registration is required. *Any registrations submitted after this date will be subject to a \$400 Late Registration Fee, and will be approved on a case-by-case basis. No walk-in registrations will be accommodated under any circumstances.*

The workshop hours will be 8:00 A.M. to 5:00 P.M. each day. Lunch is scheduled for one hour, starting at 12:00 noon, and is provided. Each workshop participant will be provided with a new, serialized varnish scale and a new, serialized sludge photo scale, but is expected to bring all other necessary rating aids, manuals, calculators, and any other necessary items.

Participants are also **required** to bring a laptop computer, capable of wireless internet access, for rating data entry purposes. Participants without a wireless-accessible laptop computer may find it difficult to complete the required data entry in the time allotted. In addition, be advised that non-Bluetooth<sup>®</sup> wireless computer accessories (wireless keypads, mice, etc.) may be subject to interference and cause data entry errors for you or other participants.

If your particular rating responsibilities require you to have a current workshop certificate, be sure to schedule your travel to allow you to attend **all** the data review sessions to their completion. As such, we highly recommend planning your return trip for Friday to avoid missing any of the final data review session. **Attendance at all data review sessions, to their completion, is mandatory to receive a certificate.**

Sincerely,

Tony Barrera  
Deposit Rating Project Leader

Michael Kasimirsky  
Workshop Coordinator

### **2015 ASTM Heavy Duty Rating Workshop Schedule**

<b><u>Date</u></b>	<b><u>Time</u></b>	<b><u>Activity</u></b>
Tues 10/6/15	8:00 A.M. - 5:00 P.M	Introductory remarks; discussion of current rating issues; calibration; rating.
Wed 10/7/15	8:00 A.M. - 5:00 P.M.	Rate and input data.
Thur 10/8/15	8:00 A.M. - 5:00 P.M.	Rate and input data; review and discuss results.

The rating area will be made available for extended hours (before 8:00 A.M. and after 5:00 P.M.) based upon individual requests.

Times are approximate and depend on data flow.

***The final data review on Thursday may run until 5:00 P.M. or later and attendance at all data review sessions, to their completion, is mandatory to receive a certificate. Please make your travel plans accordingly.***