

July 18, 2017

To The Participants of the Heavy Duty Rating Workshop:

The 2017 Heavy Duty Workshop is scheduled for Wednesday, October 4, 2017, through Friday, October 6, 2017. In a change from recent rating workshops, there will be two rating sessions for 2017. The first session will be by invitation-only and will be used to set targets for the workshop. The second session, held Wednesday through Friday, will be open to all raters. ***All 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:

http://www.astmtmc.cmu.edu/ftp/docs/rater_calibration/CertificateProgramOverview.pdf

Note that the host hotel for the workshop has changed for 2017. The workshop will be held at the Marriott San Antonio Northwest, 3233 NW Loop 410, San Antonio, Texas, 78213. A block of rooms has been set aside for participants. The room rate is \$119.00 per day, plus applicable taxes, and it *includes a daily breakfast buffet* for one. **Rooms at this rate will be held until September 10, 2017.** For hotel reservations, please call Ms. Melissa Kim at (210) 377-3900 ext. 6012 and mention “ASTM Test Monitoring” (or book online using the link below) to receive the rating workshop room rate.

[Book your group rate for ASTM Test Monitoring](#)

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). 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) 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
412-365-1022

The deadline for registration and payment is September 15, 2017. 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® 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 your entire workshop session, including all data review sessions, to its completion. As such, we highly recommend planning your return trip for late Wednesday or Thursday (Session 1 raters not staying on as trainers), Friday or Saturday (Session 2) to avoid missing any of the final data review session. **To receive a certificate, raters are required to attend the entire data review, to completion, for their workshop session.**

Sincerely,

Tony Barrera
Deposit Rating Project Leader

Lucio Dominguez
Workshop Coordinator

Michael Kasimirsky
Workshop Coordinator

2017 ASTM Heavy Duty Rating Workshop Schedule

Session B – Open Session for All Raters

Wed 10/4/17	8:00 A.M. - 10:00 A.M.	Introductory remarks; discussion of current rating issues.
Wed 10/4/17	10:00 A.M. - 5:00 P.M.	Rate and input data. Trainers will be available.
Thur 10/5/17	8:00 A.M. - 5:00 P.M.	Rate and input data. Trainers will be available.
Fri 10/6/17	8:00 A.M.	End of parts rating period.
Fri 10/6/17	8:00 A.M. - 10:00 A.M.	Input data.
Fri 10/6/17	10:00 A.M. - 1:00 P.M.	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 Friday may run until 1:00 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.