**FOR RESEARCHERS:**

How to Turn Materials Related Research Results into a formal AASHTO Materials Standard Specification

1) Work with your State DOT Materials and State DOT Research representatives to identify if the research is appropriate for AASHTO Materials Standards

2) Document the development of Test Methods, Recommended Practices, and Materials Specifications in the proper AASHTO format - see [http://materials.transportation.org/Pages/Ballots%20and%20References.aspx](http://materials.transportation.org/Pages/Ballots%20and%20References.aspx)

3) **Identify the correct Subcommittee on Materials Technical Section** (TS) to present the Standard. Note: there are 20 different TSs
   a. Contact your State’s Materials Engineer for information or see the AASHTO SOM website for the related materials TS Chair: [http://materials.transportation.org/Pages/Technical-Sections.aspx](http://materials.transportation.org/Pages/Technical-Sections.aspx)
   b. **Provide the properly formatted Standard to the TS Chair with a separate short commentary detailing the benefits and potential uses of the standard**, references for the research that developed the standard, and, any other pertinent information related to the need for the standard
   c. **Volunteer to present the results** to State DOT Materials representatives at a TS meeting, at the annual SOM meeting (held July/August) or through a webinar
   d. **If balloted, assist** SOM with addressing TS and SOM comments

**AASHTO Materials Standards**

New Standards can be designated as ‘Provisional’ or ‘Full’ Standards (Provisional Standards are expected to have changes; additional research is still in progress to improve the standard, but it is ready to be used and shared)

- Both types of Standards must be approved by a ballot of the full SOM to become official AASHTO Standards in the AASHTO Book
- It is required that new standards come through a Technical Section (TS), and, it is highly preferred they be approved by a TS ballot before going to full ballot
- TS ballots can be held at any time of the year, TS Chairs prerogative
- The full SOM ballot is held every year in the Fall (October- November timeframe)
- The SOM meets every August to finalize ballot items for the Fall ballot

Starting in 2014, each TS will have a Research Liaison. The Chair may forward your Standard to the Research Liaison for evaluation before submitting to the TS.