

MARYLAND STATE HIGHWAY ADMINISTRATION
OFFICE OF MATERIALS TECHNOLOGY
7450 Traffic Drive, Building #4
Hanover, MD 21076

**PROCEDURE FOR THE QUALIFICATION OF
FERTILIZER MANUFACTURERS**

The Maryland State Highway Administration (SHA) maintains a Qualified Products List (QPL) which includes Fertilizer Manufacturers. Fertilizer Manufacturers shall conform to [Section 920.03](#) of SHA's Standard Specifications for Construction and Materials Manual.

If you are interested in having your product qualified, please visit [Maryland's Product Evaluation Listing \(MPEL\)](#) and then select **VENDOR REGISTRATION** to begin the process.

When your registration has been accepted, you will receive an email requesting you to submit the following information into MPEL:

1. Certification that the fertilizers are commercial grade, labeled for use as agricultural fertilizer, and conform to Federal and Maryland State regulations and the Standards of the Association of Official Analytical Chemists.

After the requested information is accepted, you will be required to submit a copy of the label and a sample of the product you wish to have qualified. The sample should be representative of your normal production.

All products approved are required to continue to meet the specifications mentioned above. Materials used on the basis of Certificates of Compliance may be sampled and tested after qualification per **Section 920.03**. At any time your product is not in compliance with contract requirements or specifications, this material will be subject to rejection whether in place or not. Periodic samples of your product will be taken at the discretion of the administration to ensure quality assurance and quality control.

The Administration must be informed immediately of any changes in the composition of the product. After SHA has reviewed the changes, new sample(s) may be requested and submitted along with the aforementioned information.

Materials/Products representing revised formulations/standards of currently approved Qualified Products will not be accepted for testing within six (6) months of the most recent evaluation, unless requested by SHA.

Materials/Products evaluated and not accepted, are not eligible for resubmission within six (6) months of the most recent examinations, unless requested by the SHA.

Producers are required to recertify their products annually in order to remain on SHA's QPL beginning January 2015. Cost reimbursement of \$50.00 will be applied for the Recertification process.