



INDIANA DEPARTMENT OF TRANSPORTATION

Driving Indiana's Economic Growth

100 North Senate Avenue
Room N750
Indianapolis, Indiana 46204-2216 (317) 234-0408 FAX: (317) 234-1930

Mitchell E. Daniels, Jr., Governor
Karl B. Browning, Commissioner

January 2009

SUBJECT: *Certified Technician Program (CTP)*

PURPOSE: To provide to individuals outside of the department on how to obtain certification under the program.

The Indiana Department of Transportation (INDOT) developed the Certified Technician Program (CTP) as a vehicle to increase the number of experienced professionals to perform construction contract inspections.

The Certified Technician Program is comprised of six areas of certification:

- **Hot Mix Asphalt (3-Hours)**
- **Bridge Construction and Deck Repair (3-Hours)**
- **Construction Earthworks (2-Hours)**
- **Concrete Paving (3-Hours)**
- **Construction Procedures 1 (3-Hours)**
- **Construction Procedures 2 (2-Hours)**

Dating back from the January 1993 Highway Letting, one of the qualifications for whoever is performing the daily on-site inspection on any federally-funded Local Public Agency (LPA) project is that they must either be:

- **a licensed Professional Civil Engineer**
- **a "BS in Civil Engineering" graduate from an accredited college,**
- **or certified under INDOT'S Certified Technician Program**

To qualify based on Certified Technician Program (CTP) certification, the individual must be certified in the specific subject area (one of the six courses listed above) related to the type of work that comprises 50% or more of the total work to be done on the project. For example, certification in Bridge Construction and Deck Repair would be required for bridge projects. Certification is obtained by passing the applicable CTP course exams with a score of **70% or higher**. All individuals will be notified by either phone or e-mail with the results of their exam.

Upon passing all six (6) exams, a certification card will be issued showing all exams passed by the individual.

All training manuals are available on the Indiana Department of Transportation internet site (<http://www.in.gov/indot/6721.htm>). The Indiana Standards Specification Book is also used as supplemental material for the exams and is available from the same web site mentioned above.

The examinee is allowed to use the course manual and INDOT's Standards Specifications book during the exam. **If an individual does not pass the test, he or she may retest after 30 days from taking the initial exam.**

Exams are scheduled throughout the year on a monthly basis. If you are interested in testing for certification, please contact:

Kimberly Sons, Certified Technician Coordinator
317-234-0408 or by-e-mail ksons@indot.in.gov
www.in.gov/dot/
An Equal Opportunity Employer