

Memo



To: Participants of AASHTO's NTPEP Audit Programs
From: Katheryn Malusky, Senior Program Manager for NTPEP
Date: April 7th, 2020
Re: COVID-19 Update for AASHTO NTPEP Audit Program

In the memo I provided to you on March 13th (attached below this memo), I indicated a re-evaluation would be conducted on April 10th to determine if NTPEP on-site audits would continue to be suspended while the COVID-19 pandemic is going on.

Since the Center for Disease Control and Prevention (CDC) still has strong restrictions in place, beginning immediately, NTPEP will begin conducting remote-audits. A remote audit is an alternate to a traditional on-site audit in which the manufacturing facility, documentation, product sampling, and quality testing are reviewed over live video conferencing. Supporting documentation will be provided digitally to the Auditor. All documentation resulting from the remote audits will be available in DataMine in the same manner on-site audit documentation is provided to both the manufacturers and the AASHTO member departments.

A NTPEP team member will send an invitation via email to those facilities invited to have a remote audit conducted at their facility. Please do not reach out to the NTPEP staff to ask for a remote audit to be conducted at your facility. If you do not receive an invitation, an on-site audit will be conducted at your facility in 2020. Remote audits will only be conducted during the COVID-19 pandemic.

This information is also being relayed to all AASHTO state agencies. Please do not hesitate to contact me if you have any questions or concerns. I appreciate your patience as we work through this situation.

Sincerely,



Katheryn Malusky
Senior Program Manager, NTPEP
AASHTO Executive Offices
555 12th Street NW, Suite 1000
Washington, DC 20004



Memo

To: Participants of AASHTO's NTPEP Audit Programs

From: Katheryn Malusky, Senior Program Manager for NTPEP

Date: March 13th, 2020

Re: Suspension of Scheduled NTPEP On-Site Audits (located in North America) as a Result of COVID-19 Pandemic

In accordance with what the Center for Disease Control and Prevention (CDC) is recommending and for the safety and health of all parties involved, effective immediately, all NTPEP on-site audits (located in North America) have been suspended through Friday, April 10th, 2020. This is resulting from the COVID-19 Pandemic as well as some strict visitor policies some companies have put in place.

A re-evaluation will be conducted on April 10th to determine if the suspension of on-site audits will continue after April 10th. You will receive a memo on April 10th notifying you of the results of this re-evaluation.

For those who are scheduled to have an on-site audit conducted at your facility between now and April 10th, the NTPEP team will work with you to make sure an on-site audit is conducted at your facility in 2020.

This information is also being relayed to all AASHTO state agencies. This is a unique situation and exceptions will need to be made related to the technical aspect for this program.

Please do not hesitate to contact me if you have any questions or concerns. I appreciate your patience as we work through this situation.

Sincerely,



Katheryn Malusky
Senior Program Manager, NTPEP
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555 12th Street NW, Suite 1000
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