



STANDARD OPERATING PROCEDURE

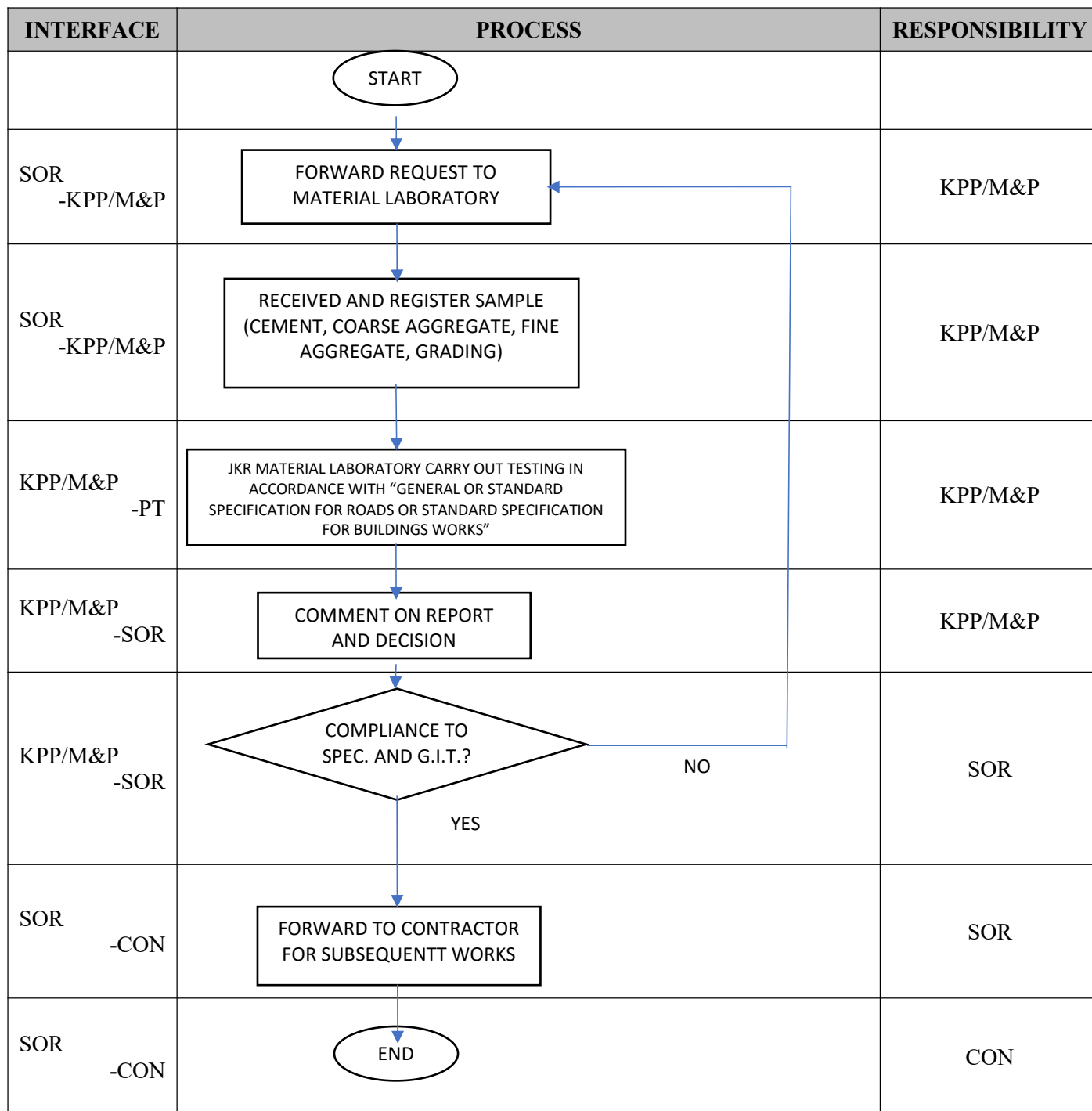
MATERIAL

Ibu Pejabat JKR,
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Tarikh:

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1.0 FLOW CHART OF DEPARTMENTAL PROCEDURE FOR “MATERIAL”



2.0 STANDARD OPERATING PROCEDURE

INTERFACE	ACTION	RESPONSIBILITY
CON -SOR	1. Forward testing request to JKR Material and Laboratory. Material must be collected from on-site stockpile. Stockpile has to be covered/protected from weathering.	KPP/M&P
SOR -KPP/M&P	2. Receive and Register Sample (Cement, Coarse Aggregate, Fine Aggregate, Grading) and obtain detail information on the project name, type of sample, specification to be used and the location where sample was taken.	KPP/M&P
KPP/M&P -PT	3. JKR Material Laboratory carried out testing in accordance with Departmental Instruction.	KPP/M&P
	<ul style="list-style-type: none"> ▪ Cement <ul style="list-style-type: none"> i) Ordinary Portland Cement to comply with MS 522 ii) Rapid Hardening Portland Cement to comply with MS 522 iii) Sulphate Resisting Portland Cement to comply with MS 1037 iv) Portland Pulverized-Fuel Ash Cement to comply with MS 1227 v) Portland Slag Cement to comply with MS 1389 ▪ Aggregates <ul style="list-style-type: none"> i) Coarse aggregates shall comply with MS 29. ii) Fine aggregates shall comply with MS 29 iii) Grading <ul style="list-style-type: none"> (a) Coarse Aggregates - The grading of coarse aggregates shall be analysed as described in MS30 and shall be within the limits specified in Table 2. (b) Fine Aggregates - The grading of fine aggregates shall be analysed as described in MS 30 and shall be within the limits specified in Table 3. ▪ Water shall comply with the requirements of MS 28. It shall be clean and free from materials deleterious to concrete in the plastic and hardened state and shall be from a source approved by the S.O. 	
KPP/M&P -SOR	4. Comment on report and make decision on compliance of Spec.	SOR
SOR -CON	5. If non-compliance with Spec. and G.I.T., reject the material.	CON
SOR -CON	6. If compliance with Spec. and G.I.T. Forward the decision to contractor to proceed with subsequent works.	SOR

3.0 DEFINITION

KPP/M&P	-	Ketua Penolong Pengarah/Makmal & Penyiasatan Tapak.
SOR	-	Superintending Officer Representative who can be KPP or Project Engineer or District Engineer or Consultant Engineer appointed by PKR to supervise the works.
CON	-	The contractor undertakes the works.
PT	-	Pembantu Teknik (Technical Assistant).
Lab	-	Private Laboratory.
Spec	-	Standard or General Specification of Road Works.

4.0 REFERENCES

- i. Quality Manual – Section 8.2.4 – Monitoring and Measurement of Product (MK/JKR?JLN/01)
- ii. Quality Procedure – Construction Supervision (PK/JLN(SELIA)/02)
- iii. Guideline for Inspection and Testing of Road Works (State)
- iv. Standard Specification for Road Works (Federal)
- v. Contract Document & Drawing