



Executive Summary - Interim IA/JTCP/IP Guidance

With the recent COVID-19 pandemic, the Independent Assurance program has adjusted the delivery of our critical systems to keep projects moving forward while reducing risk. Below are the responses and/or changes to the Independent Assurance (IA) Program, Joint Training and Certification Program (JTCP), and Inertial Profiler Certification Program (IPCP).

IA Program COVID-19 Response:

The IA Program will continue to deliver essential services to new laboratories and new technicians as requested through the IA Service Request system at IA.Service.Request@dot.ca.gov. To reduce exposure risk related to COVID-19, we will provide extensions to those labs and personnel that have current certifications but are expiring. We anticipate these extensions will be offered to laboratories and technicians for approximately one month, though that is subject to change. An IA Service request must still be provided for cases of extension. Caltrans IA personnel will evaluate each service request and work directly with the laboratory and technician for extensions.

Joint Training and Certification Program COVID-19 Response:

In-person JTCP classes have been canceled through May 22nd due to university closures and will be rescheduled after this date. Those who are currently registered in the canceled classes will be contacted individually by the JTCP program operators to provide options for refunds or transfer into a new section. Caltrans may grant extensions to existing certifications as conditions warrant.

In the short-term, the Joint Training & Certification Program process will remain intact, but with some modifications. Those seeking certification will still go to the JTCP website, register, complete the on-line forms and pre-work, and pay for a future class. If the future class is cancelled, they will be contacted by the JTCP program with options. In some cases, new technicians may request to arrange for a Caltrans IA staff to provide a ***provisional*** certification. ***Provisional*** certifications may be performed at a pre-determined laboratory location and consists of verification that the technician is qualified to perform the test through written and practical examination. The technician will be required to complete all other requirements (attending the in-person class) at the future date for which they signed up. The decision for extension versus new certification will be made case by case. All extensions and requests for new certifications should be made to JTCP@dot.ca.gov.

Smoothness Operator and Equipment Certifications Response:

The 2020 schedule for Inertial Profiler Certification Program (IPCP) is posted on the Program's website at: <https://dot.ca.gov/programs/engineering-services/inertial-profiler-certification-program>. In support of the construction program which is identified as an essential function, Caltrans and our partner UCPRC will abide by the schedule while implementing social distancing protocols. The next certification scheduled for April 7th may be delayed to May if the COVID-19 pandemic dictates this need. Extensions will be provided if the certification date is delayed so the construction program is not impacted.