



For laboratory use only	
Submission Request No. (SRN)	
Test Request No. (TRN)	

### TEST REQUEST FOR LABORATORY SOIL TESTING

(Please read guidance notes attached prior to completion of this form)

Account No. (if available) _____	Customer Test Request Ref. No. _____
(Please provide the following project information if account no. is not available)	(Please limited to 14 characters including insert "R" after the Customer Test Request Ref. No. if the sample submitted as re-test and it must be <u>Unique</u> .)
Customer (Works Dept/Office) _____	Contract No. _____
Job Title _____	Job No. _____
Work/Site Location _____	

Method (Select appropriate box)	Test Description	PWLTM no.
<input type="checkbox"/> Geospec 3 - Test Method 5.1	Determination of moisture content by oven-drying at 45°C ± 5°C	GSP 5.1
<input type="checkbox"/> Geospec 3 - Test Method 5.2	Determination of moisture content by oven-drying at 105°C ± 5°C	GSP 5.2
<input type="checkbox"/> Geospec 3 - Test Method 5.3	Comparative test for determination of moisture content by oven-drying	GSP 5.3
<input type="checkbox"/> Geospec 3 - Test Method 6.1	Determination of liquid limit, plastic limit and plasticity index	GSP 6.1
<input type="checkbox"/> Geospec 3 - Test Method 6.2	Determination of liquidity index	GSP 6.2
<input type="checkbox"/> Geospec 3 - Test Method 8.1	Determination of particle size distribution by wet sieving (with dispersant)	GSP 8.1
<input type="checkbox"/> Geospec 3 - Test Method 8.2	Determination of particle size distribution by wet sieving (without dispersant)	GSP 8.2
<input type="checkbox"/> Geospec 3 - Test Method 8.5	Determination of particle size distribution by hydrometer(with dispersant)	GSP 8.5
<input type="checkbox"/> Geospec 3 - Test Method 8.6	Determination of particle size distribution by hydrometer (without dispersant)	GSP 8.6
<input type="checkbox"/> Geospec 3 - Test Method 8.7	Construction of a continuous particle size distribution curve	GSP 8.7
<input type="checkbox"/> Geospec 3 - Test Method 8.1/8.2	Determination of particle size distribution of fill material	GSP 8.8
<input type="checkbox"/> Geospec 3 - Test Method 10.1	Determination of dry density/moisture content relationship of soils containing particles which are not susceptible to crushing (1000cc mould and 2.5kg rammer)	GSP 10.1
<input type="checkbox"/> Geospec 3 - Test Method 10.2	Determination of dry density/moisture content relationship of soils containing particles which are susceptible to crushing (1000cc mould and 2.5kg rammer)	GSP 10.2
<input type="checkbox"/> Geospec 3 - Test Method 10.3	Determination of dry density/moisture content relationship of soils containing particles which are not susceptible to crushing (CBR mould and 2.5kg rammer)	GSP 10.3
<input type="checkbox"/> Geospec 3 - Test Method 10.4	Determination of dry density/moisture content relationship of soils containing particles which are susceptible to crushing (CBR mould and 2.5kg rammer)	GSP 10.4
<input type="checkbox"/> Geospec 3 - Test Method 10.5	Determination of dry density/moisture content relationship of soils containing particles which are not susceptible to crushing (1000cc mould and 4.5kg rammer)	GSP 10.5
<input type="checkbox"/> Geospec 3 - Test Method 10.6	Determination of dry density/moisture content relationship of soils containing particles which are susceptible to crushing (1000cc mould and 4.5kg rammer)	GSP 10.6
<input type="checkbox"/> Geospec 3 - Test Method 10.7	Determination of dry density/moisture content relationship of soils containing particles which are not susceptible to crushing (CBR mould and 4.5kg rammer)	GSP 10.7
<input type="checkbox"/> Geospec 3 - Test Method 10.8	Determination of dry density/moisture content relationship of soils containing particles which are susceptible to crushing (CBR mould and 4.5kg rammer)	GSP 10.8
<input type="checkbox"/> In-house method	Determination of soil moisture content by infrared oven drying	SOL 2.18
<input type="checkbox"/> Other Soil Compliance Tests	Please specify PWLTM No. and provide detail information to pwl_other_soil@cedd.gov.hk	

Sample(s) delivery supervised by <sup>(1)</sup>

Signature : \_\_\_\_\_

Name : \_\_\_\_\_

Post : \_\_\_\_\_

Tel./Fax No. : \_\_\_\_\_ / \_\_\_\_\_

Date : \_\_\_\_\_

Test(s) requested by

Signature : \_\_\_\_\_

Name : \_\_\_\_\_

Post : \_\_\_\_\_

Tel./Fax No. : \_\_\_\_\_ / \_\_\_\_\_

Date : \_\_\_\_\_

Fill in the box below the name, mailing and e-mail address to which the test report(s) should be sent or else mark  "To be collected" if the customer requests to collect the report(s) from the laboratory in person. <sup>(2)</sup>

<input type="checkbox"/> Preliminary results		
Fax No.:		



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**SAMPLE(S) INFORMATION**

Contract No.: \_\_\_\_\_ Customer Test Request Ref. No. \_\_\_\_\_

GSP 8.1 / 8.2 / 8.5 / 8.6:     Method A     Method B

Sampling/Testing location<sup>(3)</sup>: \_\_\_\_\_  
\_\_\_\_\_

PWLTM no.	Customer sample no. (4)	No. of sample(s)	Sample mass (kg) (5)	Sample type (6) (bulk samples / vibro-cores / block / U76 / U100 / Mazier / piston samples)	Additional information (7)	Oven-drying temperature of sample (45±5°C / 105±5°C / Infrared oven)

## Guidance Notes on Completion of Request Form for Laboratory Soil Testing

### General Guidance

A separate form should be completed for samples from each sampling/testing location. Each form should be signed and dated. It is recommended that the request form be vetted and signed by a qualified professional engineer responsible for checking of compliance (preferably the Engineer's Representative for the Contract or equivalent). The request form must accompany the samples, which should be delivered to the testing laboratory by trained technical or assistant professional staff of the customer. Please note that the customer who has made the request for testing is responsible for ensuring that the test samples/positions have been selected in accordance with the specification requirements and are representative, and that the samples are delivered to the testing laboratory by personnel of appropriate level, using secure means, with clear indelible labels/markings on the samples for identification to ensure traceability.

### Notes

- (1) The person who will be escorting the samples to the testing laboratory should be nominated by the engineer who signs the form.
- (2) If certificates are to be collected, any number of persons may be nominated by providing separate details on Form C Eng D (GEO) 2007. Certificates will not be released to persons not registered with the laboratory unless they can provide a letter of authorization. Certificates not collected within two weeks will be sent by post to the customer's Head Office.
- (3) Please give location identifiable from a drawing or figure (with grid references or chainage) for the contract/job, e.g. samples taken from or tests to be carried out at positions at level X mPD, chainage Y of embankment/fill platform/slope as shown on drawing/figure no. Z.
- (4) For traceability, each sample/test position should have a unique identification number.
- (5) Please ensure that the mass of sample provided is sufficient for all the tests requested for each sample. Reference should be made to the relevant testing standard for minimum mass requirements.
- (6) If undisturbed samples are provided, please indicate sample type, e.g. block, U76, U100, Mazier or piston samples.
- (7) Where required by the testing standard, additional information required for the test, e.g. on soil type (viz. colluvial, residual, saprolitic, alluvial or marine soil), shall be provided to the testing laboratory.