

Supplier Quality Instruction

Material Test Reports (MTRs)

Website Search Engine

User Guide

ASC Engineered Solutions

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Revisions

Revision	Description of Changes	Date	Revised By
A	Initial Issue	30-MAR-2021	MDM
B	Revised: To current ASC format; To current process	02-FEB-2022	GLD

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Part 1: Introduction

ASC Engineered Solutions (ASC-ES) provides Material Test Reports (MTRs) for our customers, and they are retrievable using the ASC-ES “Certificates of Material Test Reports” website and the MTR Search Engine.

MTRs go by several different names that mean the same thing. Examples include Certification of Test, which is on our form, Material Test Reports, Material Certs, Mill Certification Reports and Mill Certs.

MTRs provide the objective evidence required by the applicable material specification requirements. They may contain chemical and physical measured values for the specific material heat code and/or heat number.

To use the MTR search engine, you must be a registered user as described in Part 2.

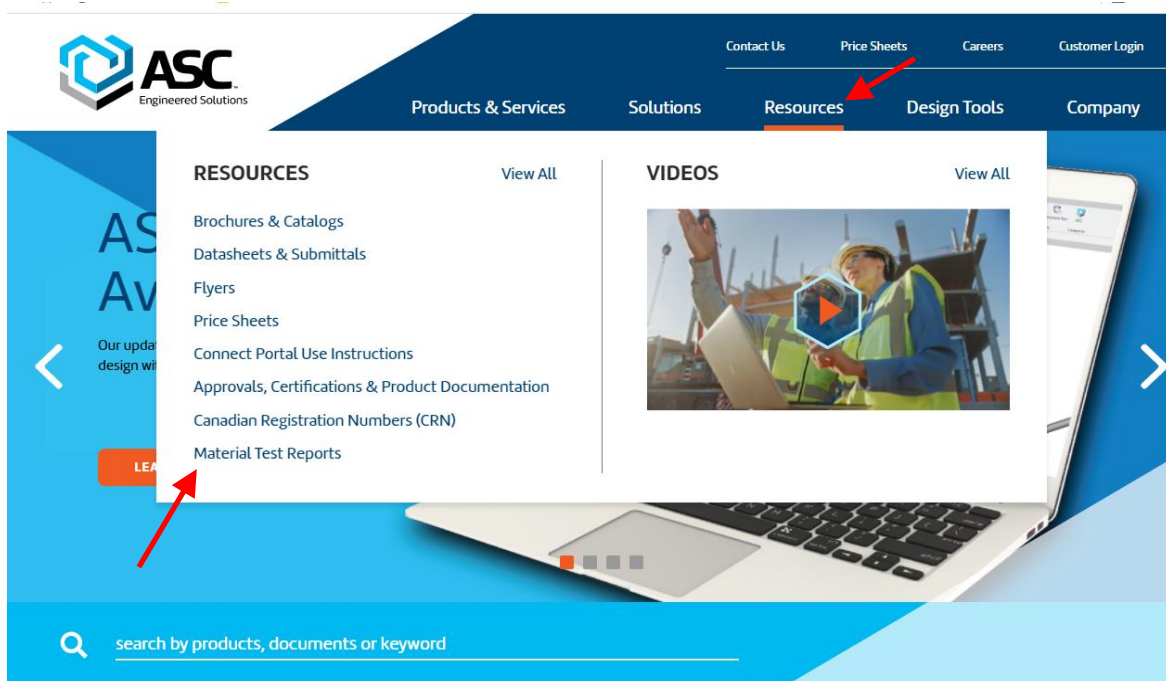
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Part 2: Registration

To use the MTR search engine, you must become a registered user. To do so go the following link:
<https://www.asc-es.com/>.



Hover on “Resources” and select “Material Test Reports”.

The following screen will be presented:

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Certificates of Material Test Reports

All ASC Engineered Solutions MTRs have been consolidated into a single database for ease of use. If you experience any trouble logging in on the site, simply reset your password from the Login Screen.

Returning Users login by clicking here:

If you do not have an Account set up with User Name and Password, [please click here to sign up](#).

Need assistance? Call us at 877-661-5941 or email us at helpdesk@asc-es.com

*By clicking the "Login" button, you accept the [Terms and Conditions](#)

1. If you experience registration or LOGIN difficulties and need assistance, please contact the Helpdesk by Email helpdesk@asc-es.com or by phone, 877-661-5941.
2. This screen provides the MTR search engine "[Terms and Conditions](#)".
3. If you agree with the Ts&Cs then select, "[please click here for sign up](#)".

To sign up, the New Account Registration form will be presented:

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Certificates of Material Test Reports

New Account Registration

Name:

Company:

Title:

Street Address:

City:

State/Province:

Country:

Zip Code/Postal Code:

Phone:

Fax:

Email:

To register complete all the fields and select “Register Now”.

The following screen will be presented:



Registration Successful

Your password for accessing the Certificates of Material Test Reports will be emailed to you by the next business day.

[Back to the Home Page](#)

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Part 3: MTR Search Engine Features

Go to the main menu



Certificates of Material Test Reports

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Returning Users login by clicking here:



If you do not have an Account set up with User Name and Password, [please click here to sign up.](#)

Need assistance? Call us at 877-661-5941 or email us at helpdesk@asc-es.com

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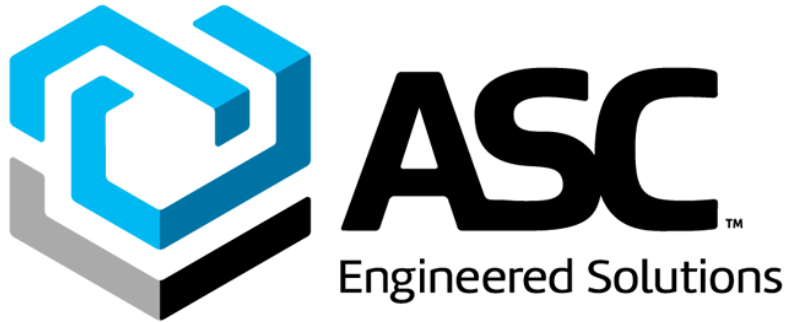
Select LOGIN

The Login screen will be presented:

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Certificates of Material Test Reports

Username:

Password:

Login

Cancel

[Forgot Password?](#)

[Download User Guide Here](#)

Enter your Username and Password then select Login.

If Username and Password are not compatible you will receive an error message:

Invalid Username/Password Combination

If you cannot correct this yourself, you can select [Forgot Password?](#)

This will result in a new screen

Enter your username and an email will be sent to the account you used during the MTR Search Engine setup.

Username:

Reset Password

Enter Username and select Reset Password. An Email will be sent to your registered address with instructions on how to reset your password.

The Login screen also provides a link to this User Guide, select [Download User Guide Here](#).

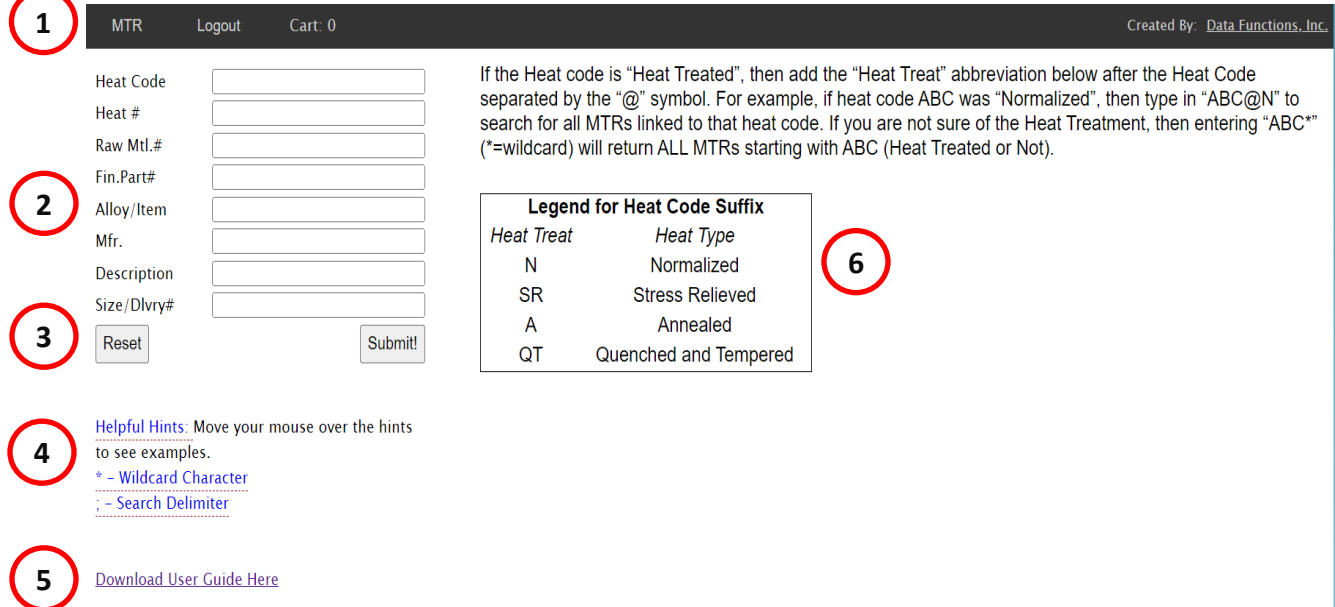
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Once Login is complete the MTR Search Engine screen will be presented.

MTR Search Engine Page (Search page):



The screenshot shows the MTR Search Engine interface. At the top, there is a ribbon with 'MTR', 'Logout', and 'Cart: 0'. On the right of the ribbon, it says 'Created By: Data Functions, Inc.'. Below the ribbon are search input fields for Heat Code, Heat #, Raw Mtl.#, Fin.Part#, Alloy/Item, Mfr., Description, and Size/Dlvry#. There are 'Reset' and 'Submit!' buttons. To the right of the fields is a text box explaining the Heat code format: 'If the Heat code is "Heat Treated", then add the "Heat Treat" abbreviation below after the Heat Code separated by the "@" symbol. For example, if heat code ABC was "Normalized", then type in "ABC@N" to search for all MTRs linked to that heat code. If you are not sure of the Heat Treatment, then entering "ABC*" (*=wildcard) will return ALL MTRs starting with ABC (Heat Treated or Not)'. Below this is a 'Legend for Heat Code Suffix' table with two columns: 'Heat Treat' and 'Heat Type'. The legend entries are: N (Normalized), SR (Stress Relieved), A (Annealed), and QT (Quenched and Tempered). Below the legend are helpful hints: '* - Wildcard Character', '; - Search Delimiter', and a link to 'Download User Guide Here'.

MTR Search Engine Page Definition:

1. Top ribbon:
 - “MTR” – Hovering over “MTR” finds Search or Cart.
 - “Search” – Is used to search and find MTRs (this is the same screen shown above and is provided for you to return from Cart).
 - “Cart” – Identifies the number of MTRs in the Cart and lists them to View or to Remove.
 - “Logout” – Logs you out of the search engine
 - “Cart” – Identifies the number of MTRs in the Cart and lists them to View or to Remove.
2. Search Options:

There are eight search options for users to enter in data to help find a desired MTR certificate. These options can be combined. If more than one option is entered, then the results will have to meet each of the options specified.
3. Buttons:
 - “Reset” clears all the search fields
 - “Submit” sends the search to the MTR Search Engine. The “Enter” key does the same. This displays the findings on the results page.
4. [Helpful Hints:](#)

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Provides search methods that may be used to find MTRs that are not being found as originally entered in the search fields. Hovering over the Hint text will display a small detail window with additional information.

*** Wildcard Character:**

Use an * for wildcard characters or to broaden your search

EX Heat #: C01* or *5L

EX Mfr.: Para* (for Paragon)

EX Description: *SMLS* (for Seamless)

Wildcards can be used:

- “Before” the value: *AB will result in ALL MTRs ENDING with the characters “AB”.
- “After” the value: AB* will result in ALL MTRs BEGINNING with the characters “AB”.
- “Before” and “After” the value: *AB* will result in ALL MTRs that contain the characters AB.

; Search Delimiter:

Use for multiple search criteria.

EX Heat #: 04155;SP86117

- To use this option, users enter a semi-colon between each value.
- Special Note: Users MUST NOT leave any spaces after the semi-colon. If they do, then all values after the “semi-colon and space” are ignored.
- Delimiters can be used to search for more than 1 value for any given option.
- Example: The values of “AB;CD” will result in ALL “AB” and ALL “CD” MTRs.
- Wildcards can be used in each value.
- Example: The values of “*AB;CD*” will result in ALL MTRs ending in “AB” and ALL MTRs beginning with “CD”.

5. The search page also provides a link to this User Guide, select [Download User Guide Here](#).

6. Legend for Heat Code Suffix:

Four types of heat treating are identified in this box. These suffixes may be found as part of the heat code on the results page. This is dependent on the search method used. Entering the heat code with an “*” as a suffix in the search field will find the heat-treated version of the heat code.

Search Options (Fields):

Heat Code:

This is the default search criteria. It represents the Heat Code stamped on the physical item (when possible).

The Heat Code is between 1 and 25 characters in length. It can contain letters A-Z, digits 0-9 and seven special characters () * - / \ #.

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If the item has been “Heat Treated”, the Heat Treatment type is part of this value. It follows the “@” symbol.

There are 4 possible “Heat Treatments”:

N	=	Normalized
SR	=	Stress Relieved
A	=	Annealed
QT	=	Quenched and Tempered

Example: A909@N, ELM@QT, D55@A, etc.

Exception: When searching for Quadrant valve MTR’s, this field would represent the Date Code (Ex. D21 = April 2021)

Heat #:

It represents the “Heat Number”. It is between 1 and 25 characters in length. It can contain letters A-Z, digits 0-9 and 6 special characters () * - / \.

Raw Mtl.

It represents the “Raw Material Number”. This is the identification for the starting material that the item is made from. It is between 1 and 25 characters in length. It can contain letters A-Z, digits 0-9 and the special character “-”.

Fin.Part#

It represents the “Finished Goods Part Number”. This is the identification for the final product. It is between 1 and 25 characters in length. It can contain letters A-Z, digits 0-9 and the special character “-”.

Alloy/Item

Alloy: It is between 1 and 25 characters in length. Some MTRs may contain the abbreviated “Specification/Grade and Alloy” and some may contain the “Customer PO Number” for custom customer MTRs.

Item: Specific to Quadrant valve Fig#

Mfr.

Represents the “Manufacturer” of the item. It is between 1 and 25 characters in length.

Description

It represents the “Description” of the item. It is between 1 and 40 characters in length. Some MTRs may contain the “Pressure” information included at the end of the description separated by a blank.

Size/Dlvry#

It represents either the “Size” of the Item or the “Delivery Number” for custom customer MTRs. It is between 1 and 35 characters in length.

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Part 4: Processing an MTR Search and Retrieval

To search for an MTR, you need either the heat code or heat number. The heat code is the primary method of search. Heat Code and/or Heat Number provides a unique traceability to the product.

To find an MTR, you need at least two pieces of information.

1. A method of traceability such as a heat code or heat number.
2. The description of the product.

Additional pieces of information can assist in narrowing down your search, but the heat code and description can find what you're searching for most of the time.

Use the wildcard * after the heat code and if you still have difficulties finding anything put the * before the code.

Placing the * after the code will find heat codes that have had heat treatment.

Sometimes breaking the heat code into a smaller quantity of characters using the * before and after can assist in finding the actual heat code.

Sometimes heat codes are written from someone speaking on the phone (or similar) resulting in misidentifying an "A" as an "8" or similar. The same with possible typos where a "V" is actually a "C".

Sometimes a little creativity is helpful when tracking down the actual code in the search engine whereas the actual part markings may be misread as an 8 when it's a 3.

If any of these circumstances come up, be sure to verify that what was found by the search engine matches the part.

Main Results Page:



Heat Code	Heat #	Raw Mtl.#	Fin.Part#	Alloy	Mfr.	Description	Size/Dlvry#	[clear sort]
-----------	--------	-----------	-----------	-------	------	-------------	-------------	--------------

The Main Results page contains the same columns as the eight search options (fields) on the Search page. If no MTRs can be found using the search criteria entered, the above blank page is displayed. Clicking the "back" arrow on the browser returns to the Search page. The << and >> arrows allow quick access to the FIRST page and LAST page of results.

The search engine columns are all sortable, ascending or descending, to assist in visual review of the records displayed.

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Clicking on the heading of any column will sort by that column and auto-expand to include the other columns. This can reduce search time when there are a number of pages found.



Click a FIRST time on any column heading and the findings will be displayed in alphabetical ASCENDING order. An UP ↑ arrow is displayed in the column heading.



Click a SECOND time on the same column heading and the findings will be displayed in alphabetical DESCENDING order within that column. A DOWN ↓ arrow is displayed in the column heading.



Click a THIRD time on the same column heading and the sort is cancelled for that column. NO arrow is displayed in the column heading. Alternatively, clicking on the “clear sort” removes all the currently active sorts.

More than one column can be sorted at the same time. Results are displayed in the order that the headings are clicked.

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Heat Code	Heat #	Raw Mtl.#	Fin.Part#	Alloy	Mfr.	Description	Size/Dlvry#	[clear sort]
37451		A615301000	A615301000		I1100	2 X 1 1/2 6000 SW AN		View Add To Cart
37457@N		A280510000	A280510000		I1100	10 X 8 XS BW AN		View Add To Cart
37452		A610321000	A610321000		I1100	10-3 X 1 6000 SW AN		View Add To Cart
37452	37452	A612110000	A612110000		I1100	2 1/2-2 X 1 1/4 6000 THRD AN		View Add To Cart
37452		A610121000	A610121000		I1100	10-3 x 1 6M SE ANV A105N		View Add To Cart
3745	3745	0361501802	0361501802			2 3000 STLXSTL FS THD UNION		View Add To Cart
3745	3745	0362501801	0362501801			2 3000 STLXSTL SKT/W UNION		View Add To Cart
3745	3745			A105N	BOTH-WELL	RED TEE S/W 3000	3/4"X1/2"	View Add To Cart
3745	3745			A105N	BOTH-WELL	SQUARE PLUG NPT 3000/6000	2"	View Add To Cart
3745	3745			A105N	BOTH-WELL	SQUARE PLUG NPT 3000/6000	2"	View Add To Cart
3745	3745			A105N	BOTH-WELL	CAP NPT 3000	1-1/2"	View Add To Cart
3745	3745			A105N	BOTH-WELL	CAP NPT 3000	1-1/2"	View Add To Cart
3745	3745			A105N	BOTH-WELL	TEE NPT 3000	1/2"	View Add To Cart
3745	3745			A105N	BOTH-WELL	CAP NPT 3000	1-1/2"	View Add To Cart
3745	3745			A105N	BOTH-WELL	TEE NPT 3000	1/2"	View Add To Cart
3745	3745			A105N	BOTH-WELL	CAP NPT 3000	1-1/2"	View Add To Cart
3745	3745			A105N	BOTH-WELL	REDUCING TEE S/W 3000	3/4" X 1/2"	View Add To Cart
3745	3745			A105N	BOTH-WELL	CAP NPT 3000	1-1/2"	View Add To Cart
3745	3745			A105N	BOTH-WELL	CAP NPT 3000	1-1/2"	View Add To Cart
3745	3745			A105N	BOTH-WELL	CAP NPT 3000	1-1/2"	View Add To Cart



Three pages of MTRs were found. At this time, you could use the column sorting to narrow the window of visual search or just look through the pages until you find the correct product description. Selecting pages using the numbers on lower left brings the user straight to that page.

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This is page 2

Heat Code	Heat #	Raw Mtl.#	Fin.Part#	Alloy	Mfr.	Description	Size/Dlvry#	[clear sort]
3745	3745			A105N	BOTH-WELL	CAP NPT 3000	1-1/2"	View Add To Cart
3745	3745			A105N	BOTH-WELL	CAP NPT 3000	1-1/2"	View Add To Cart
3745	3745			A105N	BOTH-WELL	CAP NPT 3000	1-1/2"	View Add To Cart
3745	3745			A105N	BOTH-WELL	CAP NPT 3000	1-1/2"	View Add To Cart
3745	3745			A105N	BOTH-WELL	CAP NPT 3000	1-1/2"	View Add To Cart
37452@N	37452	A12053	A12053			3 1/2X2 STDBW ANV 105N		View Add To Cart
37452@N	37452	A12054	A12054			4X2 STDBW ANV 105N		View Add To Cart
37452@N	37452	A31043	A31043			36-2X1 3M SW EL ANV 105N		View Add To Cart
37452@N	37452	A61033	A61033			36-12X1 6M SW ANV 105N		View Add To Cart
37452@N	37452	A61041	A61041			36-2X1 6M SW EL ANV 105N		View Add To Cart
37453@N		A11058	A11058			36-12X1 STDBW ANV 105N		View Add To Cart
37453BRP@N		A11058	A11058			36-12X1 STDBW ANV 105N		View Add To Cart
37454@N	37454	A30312	A30312			2 1/2-1 1/4X3/8 3M TD ANV 105N		View Add To Cart
37454@N	37454	A30333	A30333			36-3X3/8 3M SW ANV 105N		View Add To Cart
37454@N	37454	F20211	F20211			1/4 2M TD 90 105N		View Add To Cart
37454@N	37454	F20221	F20221			1/4 2M TD 45 105N		View Add To Cart
37454@N	37454	F30111	F30111			1/8 3M TD 90 105N		View Add To Cart
37454@N	37454	F30121	F30121			1/8 3M TD 45 105N		View Add To Cart
37454@N	37454	F30213	F30213			1/4 3M SW 90 105N		View Add To Cart
37456@N	37456	A31514	A31514			4-3 1/2X1 1/2 3M TD ANV 105N		View Add To Cart

This is page 3

Heat Code	Heat #	Raw Mtl.#	Fin.Part#	Alloy	Mfr.	Description	Size/Dlvry#	[clear sort]
37457@N		A28051	A28051			10X8 X5 BW ANV 105N		View Add To Cart
37458@N	37458	A18154	A18154			18X10 STDBW ANV 105N		View Add To Cart
3745@N	326704	0366714103	0366714103			1 1/2 3M THD CAP 105N		View Add To Cart
3745@N	326704	0366742864	0366742864			2 FG SQ PLUG 105N		View Add To Cart
3745@N	326704	0366745503	0366745503			2X1 FG HEX BUSH 105N		View Add To Cart
3745@N	326704	0861189405	0861189405			1 1/2 IMP 3000 FS THRD CA		View Add To Cart
3745@N	326704	0861333318	0861333318			2X1 IMP FS HEX BUSHIN		View Add To Cart
3745@N	326704	0861501609	0861501609			1 1/2 3000 STLXSTL IMP FS AAR THRD		View Add To Cart
3745@N	326704	0862501608	0862501608			1 1/2 3000 STLXSTL IMP FS SKT/W UNI		View Add To Cart



In this case three pages are easy to visually search, however some search results may have hundreds of pages. In those cases, column sorting will help and adding more search criteria can greatly reduce the number of findings.

Things of note in the above three pages:

- Not all MTRs have the Fin. Part#.
 - Using the Fin. Part# as search criteria is helpful when narrowing down the quantity of MTRs found but may cause a miss during the search.
 - The Fin Part# may assist when the heat code is not certain so finding the MTR using Fin. Part# can assist in finding a heat code that may have been provided incorrectly.
- Not all MTRs have Heat #.
 - Using the Heat # as search criteria is helpful when narrowing down the quantity of MTRs found but may cause a miss during the search.
- Description: All MTRs have a Description which is the prime method of ensuring the correct MTR is provided for specific product and heat code.
 - E.G. Using *CAP* in the description search field will only show MTR descriptions with CAP in them.

Refining the Search:

This example will use the heat code and description (two primary search criteria):

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MTR
Logout
Cart: 0

Heat Code

Heat #

Raw Mtl.#

Fin.Part#

Alloy/Item

Mfr.

Description

Size/Dlvry#

Helpful Hints: Move your mouse over the hints to see examples.

* - Wildcard Character

;- Search Delimiter

This results in one page of results and two parts to review:

Heat Code	Heat #	Raw Mtl.#	Fin.Part#	Alloy	Mfr.	Description	Size/Dlvry#	[clear sort]
3745	3745			A105N	BOTH-WELL	CAP NPT 3000	1-1/2"	View Add To Cart
3745	3745			A105N	BOTH-WELL	CAP NPT 3000	1-1/2"	View Add To Cart
3745	3745			A105N	BOTH-WELL	CAP NPT 3000	1-1/2"	View Add To Cart
3745	3745			A105N	BOTH-WELL	CAP NPT 3000	1-1/2"	View Add To Cart
3745	3745			A105N	BOTH-WELL	CAP NPT 3000	1-1/2"	View Add To Cart
3745	3745			A105N	BOTH-WELL	CAP NPT 3000	1-1/2"	View Add To Cart
3745	3745			A105N	BOTH-WELL	CAP NPT 3000	1-1/2"	View Add To Cart
3745	3745			A105N	BOTH-WELL	CAP NPT 3000	1-1/2"	View Add To Cart
3745	3745			A105N	BOTH-WELL	CAP NPT 3000	1-1/2"	View Add To Cart
3745	3745			A105N	BOTH-WELL	CAP NPT 3000	1-1/2"	View Add To Cart
3745	3745			A105N	BOTH-WELL	CAP NPT 3000	1-1/2"	View Add To Cart
3745	3745			A105N	BOTH-WELL	CAP NPT 3000	1-1/2"	View Add To Cart
3745	3745			A105N	BOTH-WELL	CAP NPT 3000	1-1/2"	View Add To Cart
3745@N	326704	0366714103	0366714103			11/2 3M THD CAP 105N	1-1/2"	View Add To Cart

<< 1 >>

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The first 12 findings are all the same product (size and description) and heat code therefore the chemical and physical makeup are the same. There were 12 deliveries so there's one MTR for each delivery. The 13th MTR is from a domestic supplier whereas the first 12 are import.

Of interest is they are all Normalized product, import and domestic. This is stated on the MTRs and identified on this page in two ways:

- For the first 12 the Alloy is identified as A105N. The “N” is a common, but not required, means of identifying the product as Normalized
- The 13th finding is identified as 3745@N which, as noted previously in Part 3, means a heat treatment, Normalizing, was accomplished.

Retrieving MTRs:

Retrieving MTR's can be accomplished one at a time by downloading or printing. They can also be put in the Cart.

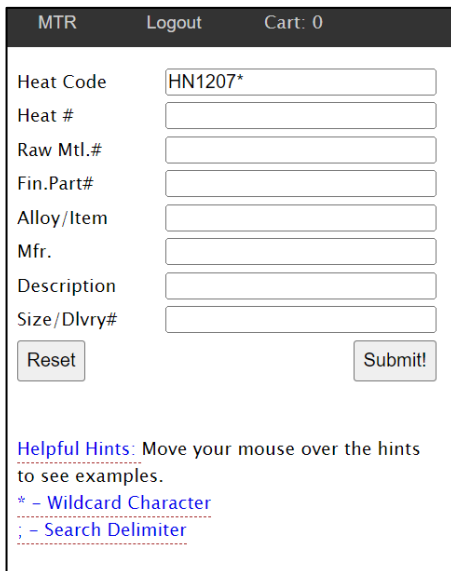
Adding them to the Cart allows for downloading collectively.

If you're saving the MTRs in an electronic folder, they may be printed as pdf into the folder.

Sample:

Searching for: Heat code, HT1207; Desc, 2 3000 304 Threaded Hex Plug

Search included Wildcard * (recommended)



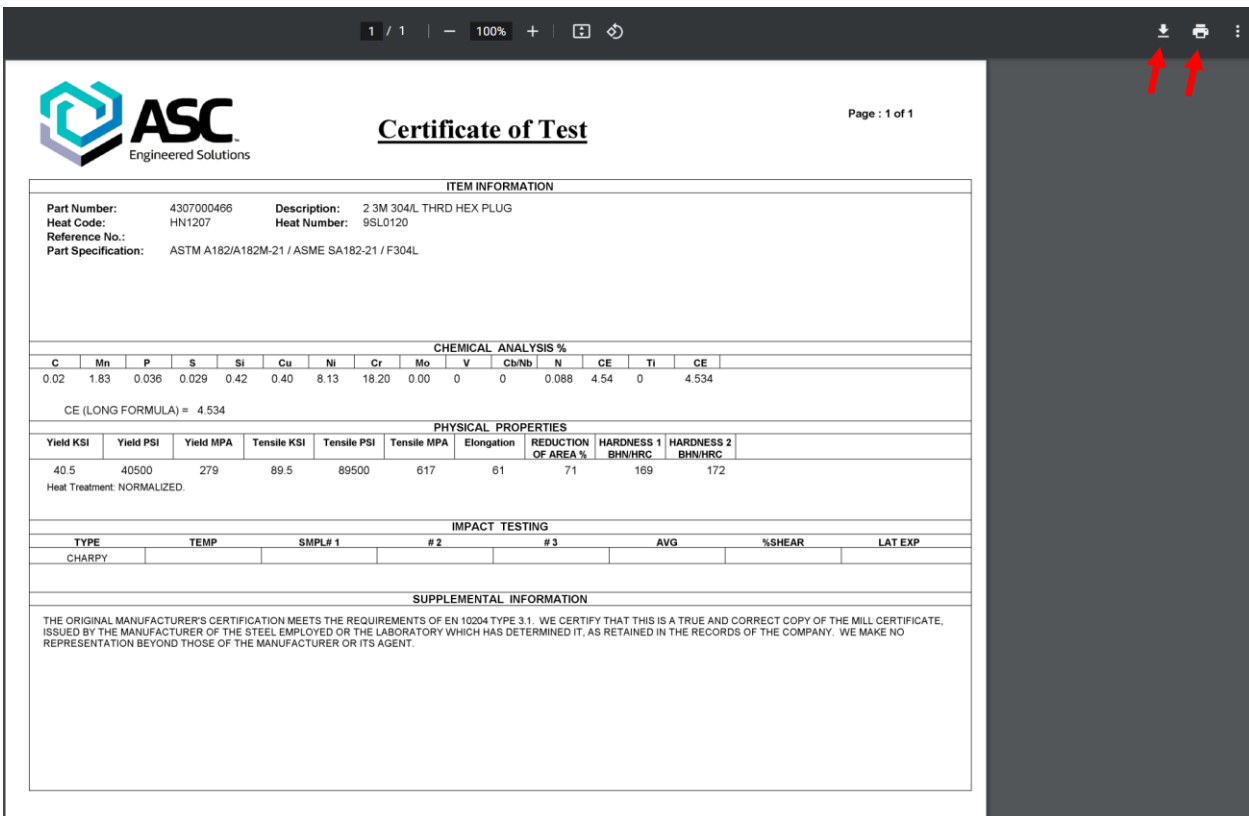
The screenshot shows a search interface with a dark header bar containing 'MTR', 'Logout', and 'Cart: 0'. Below the header is a form with several input fields: 'Heat Code' (containing 'HN1207*'), 'Heat #', 'Raw Mtl.#', 'Fin.Part#', 'Alloy/Item', 'Mfr.', 'Description', and 'Size/Dlvry#'. There are 'Reset' and 'Submit!' buttons at the bottom of the form. Below the form, there are 'Helpful Hints' and two links: '* - Wildcard Character' and '; - Search Delimiter'.

MTR Logout Cart: 0

Heat Code	Heat #	Raw Mtl.#	Fin.Part#	Alloy	Mfr.	Description	Size/Dlvry#	[clear sort]
HN1207	HN1207			304/304L	BOTH-WELL	TOL3000	36"-8"X2"	View Add To Cart
HN1207@N	9SL0120	4307003270	4307003270			2 X 8 - 36 580 3M 304/L WOL		View Add To Cart
HN1207@N	9SL0120	4307000466	4307000466			2 3M 304/L THRD HEX PLUG		View Add To Cart
HN1207@N	9SL0120	4307002870	4307002870			2 X 8 - 36 3M 304/L TOL		View Add To Cart

<< 1 >>

We identify the MTR and select "View" – NOTE this product is Normalized, that's why the Wildcard is useful, to find it with one search.



1 / 1 | - 100% + | [refresh] [back]

ASC Engineered Solutions **Certificate of Test** Page : 1 of 1

ITEM INFORMATION

Part Number: 4307000466 Description: 2 3M 304L THRD HEX PLUG
 Heat Code: HN1207 Heat Number: 9SL0120
 Reference No.:
 Part Specification: ASTM A182/A182M-21 / ASME SA182-21 / F304L

CHEMICAL ANALYSIS %

C	Mn	P	S	Si	Cu	Ni	Cr	Mo	V	Cb/Nb	N	CE	Ti	CE
0.02	1.83	0.036	0.029	0.42	0.40	8.13	18.20	0.00	0	0	0.088	4.54	0	4.534

CE (LONG FORMULA) = 4.534

PHYSICAL PROPERTIES

Yield KSI	Yield PSI	Yield MPA	Tensile KSI	Tensile PSI	Tensile MPA	Elongation	REDUCTION OF AREA %	HARDNESS 1 BHN/HRC	HARDNESS 2 BHN/HRC
40.5	40500	279	89.5	89500	617	61	71	169	172

Heat Treatment: NORMALIZED.

IMPACT TESTING

TYPE	TEMP	SMPL# 1	# 2	# 3	AVG	%SHEAR	LAT EXP
CHARPY							

SUPPLEMENTAL INFORMATION

THE ORIGINAL MANUFACTURER'S CERTIFICATION MEETS THE REQUIREMENTS OF EN 10204 TYPE 3.1. WE CERTIFY THAT THIS IS A TRUE AND CORRECT COPY OF THE MILL CERTIFICATE, ISSUED BY THE MANUFACTURER OF THE STEEL EMPLOYED OR THE LABORATORY WHICH HAS DETERMINED IT, AS RETAINED IN THE RECORDS OF THE COMPANY. WE MAKE NO REPRESENTATION BEYOND THOSE OF THE MANUFACTURER OR ITS AGENT.

This allows the Certificate to be Downloaded or printed (to paper or file).

Selecting the back arrow on the browser returns to the search engine where the Logout is provided on the top ribbon.

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