

Designation: D 228 – 02

Standard Test Methods for Sampling, Testing, and Analysis of Asphalt Roll Roofing, Cap Sheets, and Shingles Used in Roofing and Waterproofing¹

This standard is issued under the fixed designation D 228; the number immediately following the designation indicates the year of original adoption or, in the case of revision, the year of last revision. A number in parentheses indicates the year of last reapproval. A superscript epsilon (ϵ) indicates an editorial change since the last revision or reapproval.

1. Scope

1.1 These test methods include procedures for sampling, examination, physical testing, and analyses of asphaltcontaining materials used in roofing and waterproofing. These materials include but are not limited to roll roofing, cap sheets, and shingles. Any of these materials are allowed to be partially or fully coated, surfaced, or laminated, or combination thereof.

1.2 The values stated in SI units are to be regarded as the standard. The values given in parentheses are for information only.

1.3 The test methods and procedures in this standard appear in the following order:

| Section | Content Content Content |
|------------|---|
| 5 | Types of Roofing |
| 6 | Sampling Sampling |
| 7 | Mass and Area Determination |
| 8 | Selection of Representative Specimens |
| 9 | Moisture |
| 10 | Pliability |
| 11 | Weight Loss and Behavior on Heating |
| 12 | Tear Strength |
| 13 | Preparation and Selection of Small Test Specimens STM D228 |
| | for Analyses |
| http://sta | Analysis of Glass Felt Products Landards/SIST/9a584581-5 |
| 15 | Analysis of Roofing Products with Organic or Asbestos Felts |
| 16 | Ash of Desaturated Felt |
| 17 | Calculation |
| 18 | Adjusting Back Coating Fine Mineral Matter and |
| | Back Surfacing |
| 19 | Report |
| 10 | |

19 Precision and Bias

1.4 This standard does not purport to address all of the safety concerns, if any, associated with its use. It is the responsibility of the user of this standard to establish appropriate safety and health practices and determine the applicability of regulatory limitations prior to use.

2. Referenced Documents

2.1 ASTM Standards:

- D 95 Test Method for Water in Petroleum Products and Bituminous Materials by Distillation²
- D 224 Specification for Smooth-Surfaced Asphalt Roll Roofing (Organic Felt)³
- D 225 Specification for Asphalt Shingles (Organic Felt) Surfaced with Mineral Granules³
- D 249 Specification for Asphalt Roll Roofing (Organic Felt) Surfaced with Mineral Granules³
- D 371 Specification for Asphalt Roll Roofing (Organic Felt) Surfaced with Mineral Granules; Wide Selvage³
- D 1079 Terminology Relating to Roofing, Waterproofing, and Bituminous Materials³
- **Teh Stand D 1922** Test Method for Propogation of Tear Resistance of Plastic Film and Thin Sheeting by Pendulum Method⁴
 - D 2178 Specification for Asphalt Glass Felt Used in Roofing and Waterproofing³
 - D 2626 Specification for Asphalt-Saturated and Coated Organic Felt Base Sheet Used in Roofing³
 - D 3462 Specification for Asphalt Shingles Made from Glass Felt and Surfaced with Mineral Granules³
 - **D** 3909 Specification for Asphalt Roll Roofing (Glass Felt) Gol Surfaced with Mineral Granules³ stm-d228-02
 - D 4601 Specification for Asphalt-Coated Glass Fiber Base Sheet Used in Roofing³
 - D 4897 Specification for Asphalt-Coated Glass-Fiber Venting Base Sheet Used in Roofing³
 - D 6380 Specification for Asphalt Roll Roofing (Organic Felt)³

3. Terminology

3.1 Definitions:

3.1.1 For definitions of terms used in these test methods, see Terminology D 1079D 1079.

3.1.2 As referenced in 13.1, "Materials of Uniform Composition" designates products that are manufactured to be the same thickness, ply count, and mass per unit area in all areas of the material. This would include traditional "3 Tab" shingles and other shingles that have areas of material removed for

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² Annual Book of ASTM Standards, Vol 05.01.

³ Annual Book of ASTM Standards, Vol 04.04.

⁴ Annual Book of ASTM Standards, Vol 08.01.

appearance purposes but the rest of the shingle is of uniform composition. When determining the mass per unit area, the measured area of the material is the area where material is actually present.

3.1.3 As referenced in 13.2, "Materials of Nonuniform Composition" designates products that are intentionally manufactured to have different thickness, ply count, or mass per unit area within different areas of the product. Examples of materials of nonuniform composition are selvage edge rolls and overlaid or multiply laminated shingles (where not all of the product has the same thickness or number of plies).

3.1.4 As referenced in these test methods, "Machine Direction" (indicated as MD) is the direction running the long dimension of a roll product (before samples or specimens are cut) or the long dimension of a shingle, unless otherwise known and agreed to between supplier and purchaser. "Cross Direction" (indicated as CD) designates the direction perpendicular to the MD.

4. Significance and Use

4.1 These test methods include procedures for sampling, examination, physical testing, and analyses of asphalt roll roofing, cap sheets, and shingles used in roofing and waterproofing. Other components of these materials are allowed to include, but are not limited to, felts, mats, films, foils, mineral stabilizers, papers, and mineral surfacing.

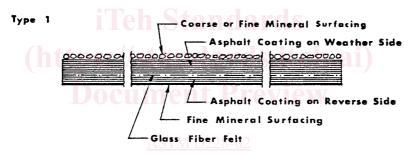
4.2 These test methods include tests that are not required by every product standard which references Test Methods D 228. The individual product standards are the authority for which tests are required for compliance. It is allowed to run tests in addition to those required in the product standards, but these test methods make no claim to their suitability or significance.

4.3 Five random samples are required from lots equal to or less than 1000 packages. The number of samples required for lots greater than 1000 packages is dependent on the variation in the unit mass within the lot and is determined by the two-step sampling plan in 6.5.

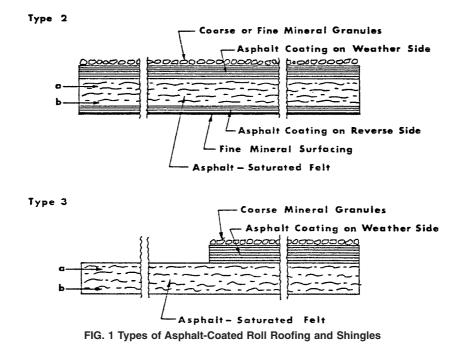
4.4 The results of a visual examination, physical testing, and compositional analysis are required for each sample. The analytical data are further used to compute the probable minimum and the probable range for the average mass of each of the components.

5. Types of Roofing

5.1 Asphalt-coated roll roofing and shingles are divided into the following types for the purposes of these test methods (see Fig. 1).



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5.1.1 *Type 1*—A single thickness of glass felt, coated with asphalt and mineral surfacing such as in Specifications D 2178, D 3462, D 3909, D 4601, and D 4897D 2178D 3462D 3909D 4601D 4897. The backing material (designated "Fine Mineral Surfacing" in Fig. 1) shall be permitted to be any suitable material that prevents these products from sticking together while packaged.

5.1.2 *Type 2*—A single thickness of asphalt-saturated felt coated with asphalt and mineral surfacing such as in Specifications D 224, D 225, D 249, D 2626D 224D 225D 249D 2626D 3462, and some of the products in Specification D 6380D 6380. The backing material (designated "Fine Mineral Surfacing" in Fig. 1) shall be permitted to be any suitable material that prevents these products from sticking together while packaged.

5.1.3 *Type 3*—Similar to Type 2, but asphalt coated and surfaced with mineral granules for part of one side of the saturated felt such as in Specification D 371D 371.

6. Sampling

6.1 The rolls or packages selected in accordance with this section constitute the representative sample used in Sections 7 and 8.

6.2 The lot is defined as a shipment or fraction thereof representing a product of the same kind, class, and mass.

6.3 Select five rolls or packages from the lot at random. Determine the average net mass per g/m^2 (lb/100 ft²) and the standard deviation in accordance with 7.1-7.8.

6.4 If the lot is 1000 or fewer rolls or packages, proceed to Section 7. If the lot is 1001 or greater in number, follow the second part of the sampling plan in 6.5.

6.5 Calculate the required number of samples based on the standard deviation (s) of the preliminary sampling by:

$$n = \frac{t^2 s^2}{d^2} \tag{1}$$

where:

- n = total number of samples required (n 5 more rolls or packages must be selected at random as samples),
- t = test statistic for number of samples in the preliminary test series for 4° and a 95% confidence that the calculated average mass will not exceed d (t = 2.776), and
- $d = 100 \text{ g/m}^2 (2 \text{ lb/100 ft}^2)$ (the mean mass obtained from the analysis should be within $\pm 100 \text{ g/m}^2$ of the true value, with 95 % confidence).

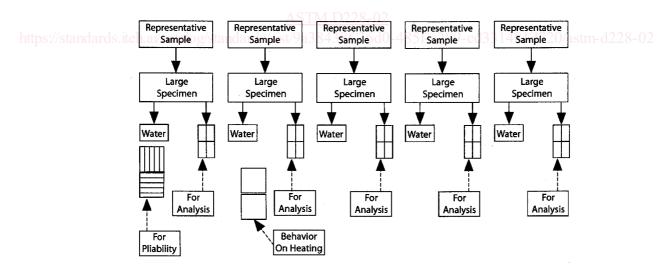
6.6 See Fig. 2.

7. As Received Mass and Area Determinations, All Types of Roofing

7.1 *Gross Mass*—Determine and record the mass of each representative sample to the nearest 0.1 kg (0.2 lb).

7.2 *Net Mass*—Disassemble each package or unroll each roll of the representative sample; shake off any loose surfacing and determine and record the net mass of all the shingles or the entire roll to the nearest 0.1 kg (0.2 lb). Where a product standard requires it, the loose surfacing is to be collected and the mass determined.

7.3 Packaging and Fixture Mass—Determine and record the mass to the nearest 0.1 kg (0.2 lb) of the packaging and all associated fixtures shipped with each roll or package of the representative sample, such as nails and adhesive.



In Section 6, initial "Representative Samples" are selected (typically five per lot). These are full bundles or rolls. These are the samples used in Section 7. In Section 8, one large "Specimen" is taken from each representative sample (full shingles from Section 7.5 or a portion of each roll selected in Section 6). These are

confirmed to be within 1.5 % of the mass per area (from Section 7.6) for the corresponding representative sample.

In Section 9 (where product standards require measurement of water content per Test Method D 95D 95), 50-g small test specimens are taken from each "Large Specimen" for determination of water.

In Section 10, five MD and five CD small test specimens are cut from one of the "Large Specimens" for evaluation of pliability.

In Section 11, two small test specimens are cut from one of the "Large Specimens" for evaluation of behavior on heating.

In Section 13, small test specimens (three for glass felt, four for organic felt) are cut from each of the "Large Specimens" for analysis by Section 14 (for glass felt) or by Section 15 (for organic felt).

FIG. 2 Sample Selection Summary and Flow Diagram (See Individual Sections for Sample Selection Details)

7.4 Dimensions of Roll Products—Measure and record the length and width of each roll of roofing and the selvage width to the nearest 3 mm ($\frac{1}{8}$ in.).

7.5 Shingle Count and Dimensions—From each of the representative sample packages generated in Section 6, count and record the number of shingles in each package. Select one shingle randomly from each package. Measure the width, length, and cutout dimensions for each of these selected shingles to the nearest 1 mm ($\frac{1}{32}$ in.). Calculate and record the average for each of these measurements.

7.6 Calculate the area of the roofing and the net mass per unit area of the roofing. Report the net mass per unit area as g/m^2 (lb/100 ft²) for each representative sample (without packaging, cut outs or loose surfacing).

7.7 Calculate and record the average net mass per unit area for the combined representative samples (without packaging, cut outs or loose surfacing) as g/m^2 (lb/100 ft²).

7.8 Calculate and record the estimate of the standard deviation by:

$$s = \sqrt{\frac{\Sigma X^2}{n-1} - \frac{(\Sigma X)^2}{n(n-1)}}$$
 (2)

where:

s = an unbiased estimate of the standard deviation,

- ΣX^2 = the sum of the squares of the individual mass determinations,
- $(\Sigma X)^2$ = the square of the sum of the individual mass determinations, and
- *n* = the number of rolls or packages in the representative sample.

7.9 Calculate the 95 % confidence interval for the average mass by:

$$\frac{\Sigma X}{n} \pm \frac{ts}{\sqrt{n}}$$
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 ΣX = sum of the individual mass determinations and

t = appropriate *t* statistic for 95 % confidence and n - 1 dF (t = 2.776 for n = 5; consult standard reference table for other values of n).

8. Selection of Representative Specimens, All Roofing Types

8.1 Several product standards reference sampling as designated in Test Methods D 228 for tests that are not specifically covered by Test Methods D 228. Unless otherwise specified in these test methods, the large specimens and small test specimens shall all be selected from the representative sample (roll or package selected in Section 6) which has the individual net mass per unit area closest to the average net mass per unit area for the combined representative samples as determined in Section 7. If more than one roll or package needs to be selected to provide sufficient specimens for all the tests dictated within the product standard, any additional specimens shall be selected from the representative sample that has the net mass per unit area that is next closest to the average net mass per unit area of the combined representative sample that has the net mass per unit area of the combined representative sample samples.

NOTE 1-It is the intent of these test methods that whenever not

specifically directed to select specimens in some other manner, specimens shall be selected from the representative sample which is the closest in mass per unit area to the average mass per unit area of the combined representative samples.

8.2 For roll products, select a specimen of roofing, the full sheet width and at least 1 m (3 ft) in length from each roll, starting a minimum of three wraps into the roll. For shingle products, the shingles from 7.5 shall be used.

8.3 Determine the mass of each specimen and calculate the mass in g/m^2 (lb/100 ft²).

8.4 Discard all specimens that differ by more than 1.5 % from the net mass determined in 7.6, select replacements, and determine the mass as in 8.3.

8.5 Continue this process until five representative specimens are obtained, no more than one from each package or roll, that reflect that roll or package's average net weight as determined in 7.6.

8.6 If fewer than five specimens are available, use all the available specimens and adjust the final calculations to reflect the lower number of samples tested.

8.7 See Fig. 2.

ALL ROOFING TYPES

9. Moisture

9.1 Determine the water in each sample in accordance with Test Method D 95D 95; use 50 g (0.11 lb) of product for each determination, cut up to fit in the flask. Report the water content as a percent of the dry (water-free) product mass. 9.2 See Fig. 2.

ASPHALT ROLL ROOFING, CAP SHEETS, AND SHINGLES

10. Pliability

10.1 From one of the large specimens selected in Section 8, cut ten small test specimens $25.4 \pm 3 \text{ mm} (1 \pm \frac{1}{8} \text{ in.})$ in width by $200 \pm 50 \text{ mm} (8 \pm 2 \text{ in.})$ in length, five MD and five CD. Condition the small specimens and the block at $23 \pm 2^{\circ}\text{C}$ (73 $\pm 4^{\circ}\text{F}$) for 2 ± 0.1 h and perform the test at $23 \pm 2^{\circ}\text{C}$ (73 $\pm 4^{\circ}\text{F}$). Perform the test with the weather side up, at a uniform speed through 90° in approximately 2 s over the rounded edge of a block. If a water bath is needed to hold the designated temperature, the samples are to be placed in a plastic bag before placing them in the water bath so that they can be tested dry. Evaluation of the sample for cracking is much clearer when the sample does not have a wet surface.

10.1.1 The corner radius over which the small specimens are to be tested is typically specified in the individual product standards. If not otherwise specified, the block will be 75 mm minimum (3 in. minimum) square by 50 mm minimum (2 in. minimum) thick with rounded corners of $13 \pm 1 \text{ mm} (\frac{1}{2} \pm 0.04 \text{ in.})$ radius for Type 2 roofing and $19 \pm 1 \text{ mm} (\frac{3}{4} \pm 0.04 \text{ in.})$ radius for Types 1 and 3 roofing. When bending, hold the specimens by hand tightly against the upper face of the block and bend the projecting end of the specimen over the rounded corner without exerting any stress other than that required to keep the specimen in contact with the block and avoid kinking.

10.1.2 For coated products, failure of a specimen in this test is defined as cracking of the coating asphalt which exposes the

reinforcement of the specimen (organic or fiberglass). The cracking shall be visible to the naked eye when the specimen is viewed in the bent condition on the mandrel block. Separation of granules or other superficial fissures which do not extend through the coating asphalt surface to the reinforcement do not constitute cracking. Fracture through the specimen is also considered a failure. Report the number of specimens passing.

NOTE 2—Some products require testing with granules surfacing up and granule surfacing down. Those products shall have that additional requirement clearly stated in their product standard. The additional samples are to be selected in a manner consistent with the instructions above.

10.2 See Fig. 2.

ASPHALT ROLL ROOFING, CAP SHEETS, AND SHINGLES

11. Weight Loss and Behavior on Heating

11.1 Cut two test specimens, each approximately 100 by 100 mm (4 by 4 in.) from a large specimen selected in accordance with Section 8. Condition the smaller specimens for 24 h in a desiccator, weigh to the nearest 0.1 g, and then by means of a thin wire fastened through holes punctured near one edge, suspend them vertically in the center of an air oven maintained at 80 \pm 3°C (176 \pm 5°F) with the cross machine direction vertical. The internal dimensions of the oven shall be not less than 305 by 305 by 305 mm (12 by 12 by 12 in.). The oven shall be electrically heated with forced draft. Insert a thermometer in the center of the oven to such a depth that its bulb is in line with the center of the specimens. Maintain the specimens at the prescribed temperature for $2 \text{ h} \pm 5 \text{ min}$, then cool in a desiccator and weigh each specimen. Calculate the average loss of volatile matter as percentage of the final specimen mass. Record any change in appearance of the specimen such as blistering, absorption of the asphalt coatings, or sliding of coating or granular surfacing. Record the extent of the latter to the nearest 2 mm (1/16 in.).

11.2 See Fig. 2.

METHODS OF ANALYSIS

12. Tear Strength

12.1 *Tear Strength*—Use Test Method D 1922D 1922 as modified here.

12.1.1 Specimens shall be rectangular, 76 by 63 mm (3 by 2.5 in.) $\pm 3 \%$.

12.1.2 Condition specimens at $23 \pm 2^{\circ}C$ (73 $\pm 4^{\circ}F$) for at least 2 h prior to testing and conduct tests at $23 \pm 2^{\circ}C$ (73 $\pm 4^{\circ}F$).

12.1.3 Each specimen will be composed of a single ply. Cut specimens from shingles in areas free of sealing resin and release tape. The 76–mm edges of the specimens shall be parallel to the long dimension (machine direction) of the shingles so that the tears will run in the short dimension (cross machine direction) of the shingle. Enough specimens shall be prepared so that ten results can be recorded after excluding any that must be rejected as prescribed in 12.1.4.

12.1.4 Use an Elmendorf Tear Strength Tester with 3200 or 6400 g (31 or 63 N) full scale capacity. Make all tests with granule surface of specimens facing away from the knife blade. Do not reject the results from specimens that tear through a side edge as opposed to the top edge. Reject results of specimens that tear in such a way that the portion of the specimen that is in the stationary jaw rubs against the pendulum.

12.1.5 Report the average tear resistance of ten specimens to the nearest 0.1 N (10 g).

12.1.6 The following criteria shall be used to judge the acceptability of the results at the 95 % confidence level:

12.1.6.1 *Repeatability*—Duplicate results by the same operator should be considered suspect if they differ by more than 17 %.

12.1.6.2 *Reproducibility*—The results submitted by each of two laboratories should be considered suspect if they differ by more than 28 %.

13. Preparation and Selection of Small Specimens for Analyses

13.1 Materials of Uniform Composition-Each of the five large specimens selected in Section 8 is to have small test specimens cut for composition analysis. Cut 50- by 100- \pm 1-mm (2- by 4- $\pm \frac{1}{32}$ -in.) small test specimens from each of the large specimens. Compare the equivalent mass per unit area of the small test specimens to the mass per unit area previously generated for the large specimens (Section 8). For products that contain organic felt, four small test specimens must be cut from each large specimen that are within 1.5 % of the equivalent mass per unit area of the large specimen. For products that contain only glass felt, three small test specimens must be cut from each of the corresponding large specimens that are within 1.5 % of the equivalent mass per unit area of the large specimen. The small test specimens from each large specimen are to be kept together as a unit, separate from the small test specimens cut from the other large specimens. The "top" of each product is the surface that is applied toward the weather.

13.2 Materials of Nonuniform Composition-Cut 50- by $100-\pm 1$ -mm (2- by 4- $\pm \frac{1}{32}$ -in.) small test specimens that are representative of the different materials, types of surfacing or thickness present in the five large specimens from Section 8. By proportion, select small specimens that are within 1.5 % of the equivalent mass per unit area of each of the large specimens. In the case of laminated shingles, determine the weight per unit area and the relative area proportion for each ply configuration (proportion of each configuration for products which have additional combinations of single, double, triple, and so forth, layers). This relative proportion is to be determined from the average surface area measured on four consecutive shingles from one of the representative samples, measuring only the portion of the shingle that is exposed to the weather when applied in conformance with the manufacturer's application instructions. The small specimens are to be cut so they represent the same proportion of each layer configuration as the entire exposed area of that large specimen. The balance of this analytical method assumes that a roofing product of uniform composition is being tested. Use the same procedures

for the small specimen representative samples of the nonuniform products. At least five sets of four small representative specimens are required for each composition of products containing organic or asbestos felts; five sets of three small specimens are required for each composition containing glass felts.

NOTE 3—As an example, if a laminated shingle has some areas that are single thick and some that are double thick, determine what the relative percentages of single thickness and double thickness are for the exposed area of the shingle. The small test specimens shall be cut to represent the same proportion.

13.3 See Fig. 2.

14. Analysis of Glass Felt Products

14.1 *Total Net Mass*—Identify the specimen from each set of three small specimens cut in Section 13 that is the closest to representing the unit mass of the large specimen from which it was obtained. Record the mass of each specimen so selected, to the nearest 0.01 g, as "Total Net Mass." The top section of Fig. 3 shows the selection process for the five representative specimens for a fiberglass based product (note the weights for three small specimens).

14.2 Total Asphalt:

14.2.1 Wrap each of the small specimens identified in 14.1 in two layers of predried filter paper (Note 4), and secure each wrapped small specimen with a soft copper wire. Mark and record the mass of each wrapped specimen, to the nearest 0.01 g, as "Total Mass + Tare."

Note 4—Predry hardened Whatman No. 50, 185-mm (7.3-in.) diameter filter paper for 60 min \pm 10 % in a 80°C (176°F) oven. Store paper in desiccator until needed.

14.2.2 Extract the asphalt from each specimen from 14.2.1 in a soxhlet or similar extractor with 1,1,1 trichloroethane (Note 5) until the extract is clear. This can require up to 30

extraction hours. Dry the extracted specimens in a hood at room temperature. Final dry each specimen in a $105^{\circ}C$ (221°F) \pm 5% forced draft oven for 60 min \pm 10%. Cool the specimens in a desiccator to room temperature and record the mass of each, to the nearest 0.01 g, as "Extraction Residue + Tare."

Note 5-1,1,1 trichloroethane is recommended because it is less toxic than alternate solvents and does not burn. Any suitable solvent can be used.

14.2.3 Record the difference in the mass measured in 14.2.1 and the mass measured in 14.2.2 as the "Total Asphalt."

14.3 Mineral Matter in the Extraction Residue:

14.3.1 One at a time, open each package from 14.2.2 over a nest of No. 6 (3.25-mm), No. 70 (212- μ m) sieves, and a pan. Retain the glass felt after removing, and putting in the sieve nest, as much of the fine mineral matter that is in or on the glass felt. Dust all mineral matter off the filter papers into the sieve nest and discard the cleaned papers and the wire.

14.3.2 Tap and shake the sieve nest until no change is noted in the contents of each sieve. Record the mass of the material retained on the No. 70 (212- μ m) sieve, to the nearest 0.01 g, as the "Coarse Mineral Matter." Record the mass of the material in the pan of the nest, to the nearest 0.01 g, as the "Unadjusted Fine Mineral Matter."

14.4 Felt in Glass Felt Products (Fig. 4):

14.4.1 Determine the unadjusted mass of the glass felt from 14.3.1 to the nearest 0.01 g.

14.4.2 Clean the felt from 14.4.1 in an ultrasonic cleaning bath (Note 6), dry the cleaned felt in a forced draft 105° C (221°F) oven for 60 min \pm 10 %, and determine its mass to the nearest 0.01 g.

14.4.3 Add the difference between the masses determined in 14.4.1 and 14.4.2 to the mass of the fine mineral matter in 14.3.2.

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Selection of Representative Specimens (Section 13)

| | Small Specimen: Sample | 1 | 2 | 3 | Large Specimen Mass From Section 8 | | | |
|--|-----------------------------|-------|-------|-------|---------------------------------------|-------|--|--|
| А | grams, | 22.64 | 22.59 | 22.70 | 22.65 | | | |
| | percent of mean | 100.0 | 99.7 | 100.2 | | | | |
| В | grams, | 22.84 | 22.68 | 22.73 | 22.74 | | | |
| | percent of mean | 100.4 | 99.7 | 100.0 | | | | |
| С | grams, | 22.67 | 22.63 | 22.60 | 22.64 | | | |
| | percent of mean | 100.1 | 100.0 | 99.8 | | | | |
| D | grams, | 22.36 | 22.31 | 22.47 | 22.36 | | | |
| | percent of mean | 100.0 | 99.8 | 100.5 | | | | |
| Е | grams, | 22.78 | 22.89 | 23.01 | 22.87 | | | |
| | percent of mean | 99.6 | 100.1 | 100.6 | | | | |
| Note that these are examples of typical data | | | | | | | | |
| Analysis (Section 14) | | | | | | | | |
| | Selected Small Specimen | A1 | B3 | C2 | D1 | E2 | | |
| Total net mass (13.1) | | 22.64 | 22.73 | 22.63 | 22.36 | 22.89 | | |
| Tota | I mass + tare (13.2.1) | 24.65 | 25.61 | 25.00 | 25.08 | 24.86 | | |
| Extract, residue and tare (13.2.2) | | 20.61 | 21.37 | 20.98 | 20.94 | 20.60 | | |
| Total asphalt (13.2.3) | | 4.04 | 4.24 | 4.02 | 4.14 | 4.26 | | |
| Coa | rse mineral matter (13.3.2) | 9.89 | 9.99 | 10.16 | 9.74 | 10.06 | | |
| Fine mineral matter (13.3.2) | | 7.29 | 7.90 | 7.38 | 7.71 | 7.06 | | |
| Percent FMM in FMM + total asphalt | | 64.3 | 65.1 | 64.7 | 65.1 | 62.4 | | |
| Glass felt (13.4.2) | | 0.44 | 0.47 | 0.46 | 0.51 | 0.49 | | |

FIG. 3 Analysis of Roofing Products that Contain Glass Felts Work Sheet