

## Minutes of the NANDTB Meeting

**Thursday 27<sup>th</sup> March 2008**  
**Helitech - Sikorsky, Brisbane Airport**

1. Opening: In the absence of the chairman, Gary Martin opened the meeting at 1000.
2. Present: Brian Tydeman (BT), Peter Virtue (PV), Shayne Flynn (SF) Ron Quirk (RQ), Gavin Smith (GS), Gary Martin (GM), Colin Hockings (CH), Garry Bowden (GB), Jason Maitland (JMa).  
Observers: Jed Murray (JM), Trevor Robinson (TR), Sqd. Ldr. Tony Wood (TW).  
Apologies: Malcom Oakey (MO), Neil Joiner (NJ), Chad Morgan (CM),
3. Adoption of the agenda – CH noted that item 10.5 should read “Minimum requirements for outside agencies”. Agenda adopted with that change SF/GS
4. Disclosures of interest – GM noted an interest in training issues.
5. Acceptance of previous minutes November 2007 BT/SF
6. Business arising from the minutes and not included in the main agenda –
  - Nov 07- 10.2 CH to advise Leanne of what files to archive and what new material to include. **Closed**
  - 10.5 (5) CH to arrange for the web site to have a hot link to the AINDT curriculum as training standard acceptable to the Board. **Closed**
  - 10.6 Report from CASA- TR to email the report to the secretary. Letter required from the Board to CASA requesting a MOU. **Closed**
  - 10.11 TC to write to TR noting his concerns about NDT certification by persons other than the operator. **Closed**
7. Correspondence in / out – CH tabled a summary of correspondence.
8. Chairman’s report – No report tabled.
  - 8(a) Website election results – CH tabled the summary provided by Leanne Foggarty showing the voting results from the web. The Board discussed how to resolve the issue of 13 persons receiving votes and only 12 positions available. A telephone call was placed to TC to clarify his intentions in regard to his membership, however he was not available. SF suggested to increase the maximum number of members to 14 and amend the procedure NA-003 accordingly. SF/RQ  
CH to amend the procedure NA-003 to show 14 members of the Board. **Action CH**
9. Election of Office Bearers –  
TR was appointed as the returning officer and conducted the elections for the positions of Board Chairman, Deputy Chairman and Secretary.

Nominations for Chairman: RQ was nominated by SF/PV – Elected unopposed

Nominations for Deputy Chairman: BT was nominated by CH/SF- Elected unopposed

Nominations for Secretary: CH was nominated by GM/GB - Elected unopposed

TR congratulated the persons elected on behalf of Board members. RQ thanked the Board for their confidence in him and the other executive. He also acknowledged the fine start made by the Board under the chairmanship of TC in the first period of the Board's existence.

## **10. General business**

**10.1** Web site report – CH Reported on the continuing development of the web site with the help of Leanne Foggarty. He also noted the number of “hits” the site has had. The following actions are to be undertaken:

- Home page: Change the logo on this and other pages, remove all other material and replace with a mission statement or similar to give a better introduction to the reader.
- News page: Add results of the results of the election to the Board and election of office bearers, replace August minutes with these March minutes, add the interview given to the AINDT Journal
- Board Activities page: Delete everything and replace with the forward plan developed at this meeting, update the completed projects list
- Publications page: Delete the Training Information heading, add the new procedures and number these as they appear in the manual.
- About the Board page: No change.
- Membership page: Delete the note about the elections, update the membership pics.
- Contact us: Make the chairman and secretary inbound emails redirect automatically to the respective persons emails.

Leanne Foggarty also noted that she can make a section where people can subscribe to updates.

**Action CH**

**10.2** Personnel and Training Document – SF tabled the document (draft #4) for discussion. He apologised for the delay. It is developing into a higher level document rather than more specific detailed guidance. It was noted that RTOs would be automatically accepted and in-house or other suppliers training would be assessed by this procedure.. GM noted that it will work well for RTOs and assist lesser organisations which deliver training. SF to circulate in the next few weeks.

**Action SF**

**10.3** Recognition of Level 3 document/policy – CH tabled the discussion paper seeking the Board's consensus on what qualifications and experience requirements would be acceptable for it to formally recognise persons as qualifying to AS3669 Level 3. TR noted the CASA was adopting EASA style system. There will be a transfer of licence categories (LAMEs) accounting for those who undertake the required additional training and those who don't. CASA will be faced with some “grandfathering” which will be unavoidable. This would mean that if a licence was granted under the standard of the day it would be allowed to continue. All new entrants however must meet the new requirements. In regard to NDT Level 3s, SF suggested a bridging course may be required to bring people up to the standard of the new requirements. TR further noted that the new EASA style regulations will be a

system which will not allow a “patch-up” type of approach. GB suggested CASA take responsibility for review of Level 3s for acceptability. TR suggested that CAR 214 differences training could apply for any current Level 3s who may not meet the requirements of the 2006 AS 3669, which incorporates a Level 3 exam.

GM and FS noted the difference between AS 3998 basic exams and general exams. GB holds a list of level 3 recognised by the AANDTC. SF suggested that the company should determine what level of acceptance is required for its level 3 based on its own requirements and that of its customers. GM suggested the Dutch model be modified to suit our local situation. TR produced some statistics on “blue book” holders in CASA records, and suggested that the blue book could be restricted to Level 3s. GS suggested that Level 3s could be represented in a matrix on the web site, but inclusion in the matrix would be voluntary. CH noted that EASA auditors require evidence of independent qualification exams, so mutual recognition with European Boards would not be possible unless this Board’s procedure was similar. GS/RQ to modify the Dutch model and circulate

**Action GS/RQ**

**10.4** Affiliation with AINDT document – SF circulated a draft document for comment. SF noted that it needs AINDT Federal Council acceptance which will take some time (September?). There being no adverse comments SF will take it to the AINDT Federal Council. Recognising advantages to both groups. **Action SF**

**10.5** Minimum Requirements for Outside Agencies – JM reported on progress with the document .TR suggested that current Part 147 Regulations have good guidance which may be useful. GM suggested the model shown in the agenda paper be followed and further suggested titles for the “Annexes”. All members to provide JM with relevant existing documents to assist in the further development of this guideline.

**Action All**

JM gave a presentation on the national RTO requirements as an option to the Board recognising NDT training providers. JM to provide a copy of the presentation to Board members and secretary to be included into the minutes. The background information may be drawn upon in future work of the Board. TR favoured the National RTO approach from a CASA viewpoint. GM that his organisation will need to change some aspects of his training to meet these new requirements. The number of NDT RTOs is very small and so is a very small lobby group. If the aerospace could join general industry trainers will increase their influence. SF noted that the NDT industry needs to provide a subject matter expert to ensure the outcome is what the industry needs. GM noted that RPL will be granted for training done under earlier arrangements. SF?GM to report back on the progress of including aerospace NDT into the MEM (Manufacturing Engineering Module). TR noted that CAR 30 or 147 organisations are not automatically RTOs.

**Action JM/GM/FS**

**10.6** Outside agency audit – Discussed in 10.5

**10.7** AS3669 interpretation document – RQ/GS presented the interpretation document for discussion. RQ/GS to take away comments and produce a final form document.

**Action RQ/GS**

**10.8** Control of examinations document – PV/CM In the absence of material for this meeting, CH referred to a document under Other Business for members to consider.

**Action All**

**10.9** MOU letter for CASA – CH tabled a draft letter. All members agreed to the text. CH to send the letter to RQ for dispatch to CASA.

**Action CH/RQ**

**10.10** New logo – The Board thanked GM for having some examples of artwork prepared. CH tabled a summary of Board members' preferences and noted which design had the most support. It was agreed that the design be adopted as the Board's logo.

**GB/BT**

**10.11** Seminars and events – CH asked TR how the Board compares to other specialist groups used by CASA. TR noted other areas which have specialist expertise (eg war birds), the expertise is used by CASA without liability on the experts. He noted that GAF, parachutes are self administering not self regulating. Balloons are an exception and are self regulating. These groups self promote within their interest community. He suggested that the Board should use an indirect approach in the Aviation Safety Digest using Quiz or "what went wrong" type articles to raise interest in NDT. The item is to remain on future agendas.

**10.12** Procedure for the invitation of observers – CH tabled the draft procedure for comment. After some discussion it was recommended it for adoption. CH/PV

CH to include this into the procedures manual as NA-018

**Action CH**

**10.13** Report from CASA – Including progress or finalisation of penetrant and magnetic particle guidance material for use by general aviation – TR asked for final approval/comment on the documents circulated. This will allow him to withdraw the CAOs. Members have until 14<sup>th</sup> April to offer comment to TR. He also noted a growth in CAR 30 organisations performing NDT, and CASA will be seeking assistance from the Board to promote compliance to NDT standards. At that time the work of the Board can also be promoted. He noted that the removal of CASA NDT Authorisation should start later this year, and he will need to work with the regional offices to make this change. David Villiers from the engineering area will begin to take over responsibilities for NDT within CASA later in the year.

**Action All**

**10.14** Report from the RAAF – JM introduced Sqd Ldr Tony Wood as the new CO of NDISL. The RAAF are to introduce competencies to the Manufacturing Skills Council guidelines. T9022 (NDT Contractor requirements) is being amended to reflect AS3669. TW thanked the Board for the opportunity to attend the meeting.

**10.15** Report from the European Forum for NANDTBs – CH noted that he distributes all incoming emails related to the European Forum. The agenda papers include the activities list as a guide to the state of development of that group. The next meeting is scheduled for June or July, but no notification has yet been received.

**10.16.** Linking the NANDTB web page to NDT equipment or service supplies – CH reported an approach from a NDT equipment supplier to have a link on the Board's website. The Board discussed the merits of having advertising on the site or linked. TR stated that CASA sponsors the site but does not own the site. The Board was free to decide. SF noted the AINDT web site charge for advertising and if AINDT and NANDTB agree to an alliance, then there will be a disagreement on this issue based on lost revenue opportunities for AINDT. Hence he believes it is not appropriate. The Board agreed to decline the offer.

**SF/RQ**

**10.17** ADF training paper – JM thanked the Board for the commentary received and backgrounded the request in the possibility that the required training provided to ADF personnel may change. There was general discussion on the use of "limited" approved NDT personnel and the difficulty in maintaining sufficient experience to meet requalification requirements. CH to draft a response and forward to RQ to dispatch to the RAAF.

**Action CH/RQ**

**10.18** CASA field office knowledge of and access to the NANDTB web site – CH drew to the attention of the Board and to CASA that the KSA office staff had only a vague awareness of the Board’s existence and did not appear to have a link to it on the internal CASA links page. TR was requested to attempt to make the web link to the Boards web site from the CASA links page easier to find. **Action TR**

**10.19** Forward plan – Discussion - TR advised that CASA is to provide a series of pamphlets on various aspects of maintenance. A tri-fold pamphlet on NDT is to be included. This would be a project for the Board to communicate with the safety promotional group. GA is the target audience. SF suggested that GM/TR/CH collate information for this purpose. TR is to provide a copy of an existing brochure is to be used as a model. TR noted that information about the cost of training and duration is important information to include.

In a broader sense, the Board agreed that a strategic plan was GB to provide a model strategic plan. **Action GM/CH/TR/GB**

RQ asked for a clarification of the relationship between CASA and the Board. TR noted that the new government is moving toward a policy of consultation before legislation. CASA regards the Board as a suitable group to vet and develop relevant material to assist it. TR is to provide a “wish list” for Board projects which will assist CASA. TR noted an example of how FAA audits of propeller overhaul shops were improved by having the FAA auditors undertake some targeted training. This is the type of thing that could bring real benefits to the Australian industry. RQ noted that someone from the local CASA office could attend the NANDTB meetings. Agreed. TR suggested that NDTers knowledge of air legislation should be improved.

**Action TR**

SF suggested that promotion of the Boards existence should be a project

TR stated that he will formulate an AWB about the appropriate use of Red Dye, for review by the Board. **Action TR**

**10.20** Garrett Booth document review request – CH noted that Garrett Booth was working with the Pakistani military to develop internal NDT qualification procedures, and asked if from time to time he may refer these in draft from for the Board to comment on. After some discussion, the Board believed it was not in a position to offer commentary on those documents, and declined the request. RQ/GM

**Other Business:** The following draft procedures were tabled for comment and discussion. Recognition of Technician Qualifications, Recognition of Technician Training, Requirements for Examinations. Discussion of the proposals resulted in SF agreeing to review the qualifications and training quoted to determine if these will meet AS 3669 requirements. **Action SF**

TR reported that for Australian registration aircraft maintainers, English Language knowledge of its staff to a specified standard (Diplomatic level 3) will soon to be introduced.

## **11. Agreed actions**

**CH** to amend Procedure NA-003 to show 14 members of the Board. (15<sup>th</sup> April)

**CH** to provide all the web site updates to Leanne Foggarty (30<sup>th</sup> April)

**SF** to circulate the Personnel and Training document (12<sup>th</sup> April).

**GS/RQ** to modify the Dutch model for acceptance of persons as Level 3 qualified and circulate (30<sup>th</sup> April)

**SF** to present the proposed affiliation agreement to AINDT Federal Council (Sept 08)

**ALL** to provide material to **JM** to assist his Outside Agency audit guide (30<sup>th</sup> May)

**JM** to provide members with a copy of the ppt presentation on RTOs/AFF (30<sup>th</sup> April)

**SF/GM** to report back on the progress of including aerospace NDT into the Manufacturing Engineering Module. (Next Meeting)

**RQ/GS** to produce a final form of the AS3669 interpretation doc.(Next Meeting)

**All** to consider the Control of Examinations document (Next Meeting)

**CH** to send MOU letter to **RQ** (15<sup>th</sup> April)

**RQ** to send MOU letter to **CASA** (15<sup>th</sup> April)

**CH** to include Guest Invitations into the procedures manual as NA-018

**ALL** to offer final comment on **PT** and **MT** AWBs (14<sup>th</sup> April)

**CH** to send Board comments on ADF training paper to **RQ** (15<sup>th</sup> April)

**RQ** to send Board comments on ADF training paper to **JM** (15<sup>th</sup> April)

**TR** to attempt to make the web link to the Boards web site from the **CASA** links page easier to find.

**GM/TR/CH** collate information for an information brochure on NDT (30<sup>th</sup> July)

**TR** to provide a sample brochure to use as a model (30<sup>th</sup> April)

**GB** to prepare and circulate a draft strategic plan (30<sup>th</sup> June)

**TR** to provide a “wish list” of possible Board projects (31<sup>st</sup> August)

**TR** to prepare an AWB about the appropriate use of Red Dye, for review by the Board. (31<sup>st</sup> August)

**12.** Schedule of next meeting- July-August 2008 TBC. Various venues were discussed, Melbourne preferred TBC.

**13.** Close

The Chairman closed the meeting at 1530. The Board thanked Helitech for their hospitality.