



**NANDTB**  
**QANTAS Melbourne Airport Meeting Rooms**  
**Wednesday 28<sup>th</sup> January 2015**  
**10:00 to 16:00hrs**

**Meeting Minutes**

<b>Venue</b>	QANTAS Melbourne Airport Meeting Rooms
<b>Chair</b>	Garrett Booth
<b>Secretary</b>	Frank Simmer
<b>Attendees</b>	Col Hockings, Garrett Booth, Garry Bowden, Malcolm Oakey, Michael Gaugg, Neil Joiner, Ron Quirk, Shane Flynn, Tony Collier, Frank Simmer
<b>Guests</b>	Peter Milligan (AINDT), Richard Allen (CASA Observer),
<b>Apologies</b>	Gavin Smith, Jason Maitland (proxy to CH), Shane Wilson

	<b>AGENDA ITEM</b>	<b>Assigned</b>	<b>Minute</b>	<b>Status</b>	<b>Allocated</b>
1	Welcome of Guests – apologies	GB	Meeting Commenced 10:00		
2	Meeting Protocol (phones off; respect one another)				
3	Adopt Agenda		Additional Items in new Business. 11.4 CAO108.8 & CAO108.10, 11.5 NANDT representative shirts, 11.6 Malaysian NDT board member visit, 11.7 EU NDTB attendances.	Accepted	
4	Disclosure of Interest		Nil		

<b>5</b>	Accept previous minutes, 30/09/2014, & Teleconferences 05/11/2014, 16/12/2014	GB	CH noted from Sept 2014 meeting item 11.1.06 no subcommittee for Body of Knowledge was formed. Tele conference meetings acceptable	noted	See item 10.11
<b>6</b>	Correspondence	GB/ FS	Victorian Consumer affairs Revalidation of 2 level 3 CASA appreciation of training course		
<b>6.1</b>	CAO100.27 sent, Victorian Consumer Affairs	FS	CAO100.27 sent to CASA Financial statement for FY2012/2013 sent. FY2013/2014 has been sent by MO.	Closed	
<b>7</b>	Chairman's report	GB	Separate attachment	In work	GB
<b>8</b>	Financial Report	FS			FS
<b>8.1</b>	Current position and projected expenditure	FS	Current financial position tabled. Budget tabled. Add EU forum attendance & seminar income from seminar committee. Statement to CASA outstanding	In Work	FS
<b>8.2</b>	Brisbane seminar expected expenditure	SF	SF: Ambition to contain costs to \$25000. Cost to board for 50 attendees \$27000, to 110 attendees \$31000. Facility costs increase with higher numbers. Profit and loss statement to be distributed by end of week. Need for 22 papers to be presented. Currently only 12 confirmed. Further information to be distributed by the seminar subcommittee. Further paper support to be followed up by: RQ: training org on SMS, Level III in organisations FS: Darren Cook SMS & Human Factors RA: CASA, SIDS,	In Work	SF/ GB  ACTION ALL

			CH: Tool control TC: TBA GB: SW NANCAP Workshop Exhibitors Opening speaker- proposed from QLD government TBA		
9	AINDT Report	GB	PM: Certification board meeting in November 2014. Now working to ISO9712 in lieu of AS3998. New website info to be published Working groups. Standards, website, careers in NDT New President	Fixed Agenda Item	AINDT
10	<b>General Business and actions from previous minutes</b>				
10.1	Identify local or regional aviation groups to be associated with	ALL	Propose to remove from agenda CH. Second NJ	Closed	
10.2	Financial report to CASA to be presented at end of April & November	FS	Item 8 to be forwarded to RA. Deed requires reports at the end of June, September, December 2014, and March 2015. FS to action	In Work	FS
10.3	Brisbane Seminar (5-5 May 2015) progress report <ul style="list-style-type: none"> <li>• Seminar Key note speaker</li> <li>• Commit to papers</li> <li>• Workshops TBA</li> <li>• Dinner and other arrangements</li> </ul> All members to contribute	SF/ GS/ RQ  ACTION ALL	Included at item 8.2	In Work	Item 8.2
10.4	GB to contact John Michael to clarify his intentions to attend meetings, in accordance with the NA003 Membership procedure. Chairman to write to John Michael.	GB	Correspondence received from John Michael 21/10/2014- Resigned from Board due to current work commitments. Removed from Website	Closed	

10.5	SF to follow up with GB to ensure representation on the Standards committee. Info to be added to the web site.	SF/ GB	See item 10.16	Closed	
10.6	RA to follow up with FS re Part 145 ARC. FS to report the result to the board.	FS/ RA	Form 1 release only permitted under the C rating only- not the D rating. This is the current position from CASA	Closed	
10.7	2012 amended version of the AINDT MOU to be circulated to members. Check original copy aligns with new copy	CH/ FS	Amended version forwarded to all members. Proposed by CH, Second SF. Accepted. Action FS: To forward a copy to Les Dick (AINDT)	In Work	FS
10.8	NDT authorities issued by CASA. CAO 100.27 consultation draft response period is now closed. RA to provide feedback from the project lead Mick McGill. RA is to invite a person from licence management to the next meeting to discuss proposed changes to the licensing manual.	RA	CAO100.27 Instrument consultation draft has been released. CASA questioned the term Level 2 limited and its application. Board advise that the term originates from the workshop environment where fully trained Inspectors have not completed the variation in SOE for a unrestricted Level 2 authority, but are experienced to the satisfaction of their organisation to hold a limited authority based on their experience. CAO100.27 is applicable to the CAR30 environment only Licencing Department unable to attend this meeting	Closed	
10.9	EASA recognition of the Board, and Level 3. Circulate EASA responses when received. (see new business)	CH	See Item 10.17		
10.10	Management and Administration of Aerospace NDT Examinations. With reference to existing procedures NA012 and NA022. Report on development of examination database.	SF	SF: One set of Level 3 exams. One set of Level 2 exams prepared. Importance of providing source document with questions. Action all: Provide questions to SF SF: Concerned over the use (and misinterpretation) of term General exam or Main method exam. IAW EN4179 term General is used and is accepted by the Board.	In Work	SF  ACTION ALL

10.11	Body of Knowledge. All members are to provide sources of NDT syllabi for consideration. CH to chair subcommittee.	ALL	TC, NJ, CH to form a subcommittee to work this item. Proposed CH, Second GB	In Work	CH NJ TC
10.12	Part 145 Training for NANDTB Members. Workshop is to be incorporated into the upcoming seminar, which board members are to attend.	SF/RQ/RA	Workshop to be held by CASA in the Brisbane Seminar. Part 145 as applied to the Maintenance environment in relation to Certification, D rating, Part42- Part145 link, Allow 2 hour workshop in Seminar. Action RA in consultation with Brisbane seminar committee.	In Work	RA
10.13	Meeting quorum review. In the event that a quorum is not achieved, then it is proposed that an immediate past executive member could stand-in for an absent executive member. Procedure NA-005 to be reviewed if accepted	MO (& ALL)	NA-005 revised by (proposed) CH, second GB Accepted Action: FS to add to website	In work	FS
10.14	Future meetings. Discussion on the use of teleconferencing, video links and face to face meetings.	ALL	Discussion on the use of Teleconference facilities. Board agree teleconferencing is successful for single issues. Should be called more often. Significant Cost savings to board. Some technical issues with quality at the last call. FS to circulate suggested improvements.  In view of the additional cost and long duty period incurred by West Australian Board member an additional \$350 will be provided to the member in lieu of overnight accommodation expenses. Proposed, NJ, second GJB. Accepted.	In work	FS
	12:15 Lunch				
10.15	NJ to action outstanding expense claims	NJ	To be supplied- action NJ	In Work	NJ
10.16	Follow up with Standards to ensure representation on the review committee for AS3669. Adopt EN4179	GB	GB: Technically EN4179 and NAS410 are equivalent. Standards Australia does not have a licence to use NAS410. GB proposed the board accept EN4179 over NAS410. Second NJ- Accepted.  AS3669 Annex B allows for Competency Based Training. Proposed GB: Annex B be removed (10 for 1 against)	In Work	GB

			Accepted. Propose GB: NANDTB adopt EN4179 in lieu of AS3669 and recommend the withdrawal of AS3669. second GJB (10 for 1 against) Accepted		
10.17	EASA Part 145.A.30(f).4 Draft reply to Colin Langley and Karl Specht	SW/ GB/ FS	FS: Draft reply circulated here. Mixed terms from EASA on recertification. Draft to be adjusted. Circulated and then sent to EASA. Proposed CH, Second SF. Action FS	In Work	FS
11	<b>New business</b>				
11.1	Level 3 course- refer mail 31/10/2014	TC	TC: Add to Syllabi Subcommittee. Recommend to generate guidance material or a syllabus.	In Work	ACTION ALL
11.2	The application of NA-019 in view of the recent rejected Boeing Level 3 late last year.	TC	TC offered clarity on the subject, as did RQ. TC emphasised the importance of the board to serve industry and not itself. GB: The candidate offered only a company internal examination. The standard provides for two paths to Level 3 recognition (company internal process or recognition by the NANDTB). Action: Refer NA-004 internal self-evaluation to be carried out. all Action: FS procedures review and enlist the help of all members to review. GB: Offered to look at NA-019 SF: view to have an external audit on the board. All: an external audit would be more appropriate once the current procedures have been reviewed and updated as required	In work	FS  ACTION ALL
11.3	Gavin Smith Retirement	GS	GB: accepted retirement of GS	In Work	FS

			GS indicates no replacement from his company. FS: post vacancy on website		
11.4	Approved data pertaining to PT and MT. CAO108.8 and CAO108.10 cannot be used. Level 3 must approve ASTM1417 and ASTM1444	NJ	RA: Application is in CAR30 organisations. Level 3 must write a procedure, however, the procedure is approved by the Part 42 of the organisation. Deviation can be authorised by CAR2A.	Closed	
11.5	NANDTB Shirts	GB	Support for Business shirt for board members to wear when representing the board. Action TC to advise on cost.	In Work	TC
11.6	Malaysian NDT board member to attend next meeting		Mohd Pardi from Malaysian Airlines and the Malaysian NDT Board to Attend the Brisbane meeting (04/May/2015). Approved. Action: Invitation to be sent	In Work	GB FS
11.7	EU meeting attendance		TC: who will attend and when is the next meeting? Chairman to attend. Action GB to advise the board. NJ: Board should consider sending a delegate if the delegate is in the region at the time of the meeting. GB: Should refer to the requirement in the Deed	In Work	GB
12	Revision of Board Procedures	ALL		Fixed Agenda Item	See Item 11.2
	TC departure 14:40				
13	CASA Report	RA	CASA NDT authorities dropped by 2/3 since Part 145 Phase 2 of Part145 introduction in progress (for smaller organisations)	Fixed Agenda Item	RA
14	RAAF Report	MG	Organisational restructure in place. Focus on Training. Courses now at 30 weeks at NDTCT. NDTCT Facility expanding and has purchased a Hornet hull. US military not training to NAS. Issues with cross training	Fixed Agenda Item	MG

