



NANDTB
QANTAS MELBOURNE DOMESTIC TERMINAL MEETING ROOMS
16TH MARCH 2016
10:00 to 16:00hrs

MEETING MINUTES

Venue	QANTAS Melbourne Domestic Terminal meeting rooms
Chair	Tony Collier
Secretary	Frank Simmer
Invitees	Garry Bowden (GJB), Michael Gaugg (MG), Neil Joiner (NJ), Ron Quirk (RQ), Shane Flynn (SF), Tony Collier (TC), Frank Simmer (FS), Colin Hockings (CH).
Guests	Richard Allen (CASA Observer) (RA), Peter Milligan (PM), Niranjan Herath (Air New Zealand) (NH), Michael McGill (CASA), Greg Wilson (RAAF)
Apologies	Garrett Booth (Proxy to FS), Malcolm Oakey (no Proxy), Jason Maitland (Proxy to CH), Shane Wilson (no proxy)

Time		AGENDA ITEM	Assigned	Action	Status	Previous minutes item no.
10:00	1	Welcome of Guests – apologies	TC	Meeting opened 09:55		
	2	Meeting Protocol (phones off; respect one another)	TC			
	3	Adopt Agenda	TC	Accepted all		
	4	Disclosure of Interest	All	nil		
	5	Accept previous minutes 05/11/2015	TC/ FS	Accepted by email and uploaded. NA-005 updated. Proposed NJ, Second RQ	In work	

6	General Business and actions from previous minutes				
6.1	2012 amended version of the AINDT MOU to be circulated to members. Check original copy aligns with new copy. Prior to sending to AINDT (Les Dick)	FS	<p>Action: FS to send to AINDT with corrected names. Ready for signing with new names</p>	In Work	6.3
6.2	Management and Administration of Aerospace NDT Examinations. With reference to existing procedures NA012 and NA022. Report on development of examination database.	SF	<p>SF to prepare an agreement document which will be tabled at the next meeting for acceptance by the Board The agreement would be on a 2 year renewal cycle NA013 will be required to be reviewed-Action CH Syllabus required to be finalised to ensure questions are relevant-see item 6.3 Database required to generate at least 3 varied papers. Request for more database questions in particular Eddy Current (level 2) Action: all SF also noted the need for employers to understand that specific examinations are also required. See Appendix for report</p>	In Work	6.4
6.3	Sub Committee Body of Knowledge report back. All members are to provide sources of NDT syllabi for consideration. CH to chair subcommittee. Level 3 training course. Syllabi Subcommittee progress	CH NJ TC	<p>CH: Preference is to adopt ISO25107 as the basis for the syllabus. FS to recirculate Gap analysis (FS) for all members to review to identify any additional syllabus material they believe is required. What is the CASA position in regard to mapping the syllabus to the MEAs? (RA) CH noted that if RTOs wish to also train to the MEAs then they need do any applicable gap analysis between the Board's syllabus and the MEA. This is not a Board task. Motion CH: All members to review the Gap analysis and provide comments by 30/06/2016 to the secretary.</p>	In Work	6.5

				<p>Second: TC SF</p> <p>Action: After comments received CH & MG to prepare a syllabus taking care not to breach any copyright. Tele conference if required</p>		
	6.4	Follow up with Standards to ensure representation on the review committee for AS3669. Standards Meeting held on 24/06/2015. Maintain AS3669 GB/ CH	GB/ CH	<p>Motion CH: MG and CH to prepare appendix for competency based qualification for presentation and acceptance by the Board</p> <p>Accepted: all</p> <p>Action: MG & CH</p> <p>CH: reinforce requirement to produce appendix (ADF- MG to address).</p> <p>MG: GW/ MG to produce by end of April</p>	In Work	6.7
	6.5	Approved data pertaining to PT and MT. CAO108.8 and CAO108.10 cannot be used. Level 3 must approve ASTM1417 and ASTM1444. Response	NJ/ GB/ RA	<p>TC: CAO108.8 and 108.10 still exist.</p> <p>RA: Advises the documents are still referred to in AD's etc, hence cannot be repealed. The CAO does contain an applicability paragraph, which means that it may <u>only</u> be used if the approved maintenance data refers to them. CASA need a framework to manage procedures developed from the ASTMs, using CAR 2A(4).</p> <p>Motion TC: Request CASA to publish the limitations on using these CAO's. Action RA</p> <p>CH: is the letter circulated at the last meeting in the public domain? Action RA</p> <p>NJ: What do CAR30 organisations use in lieu of CAO108.8 and 108.10? Real hardship for MRO's.</p> <p>RA: Concern is over how/ who issues the approved data, and that CASA must be careful to avoid issuing contradicting instructions.</p> <p>TC: Draft procedures have been sent to CASA for approval several years ago with an unacceptably slow response. Board members agreed.</p> <p>Action RA: CASA to refer to the Manager Certification and Authorisation Standards (Mike</p>	In work	6.9

				<p>Broom) and provide feedback on reporting requirements for Non Destructive inspection procedures. RA believes that a detailed record of the work done is required. RQ made reference to schedule 6 as guidance.</p> <p>TC/NJ emphasised the difficulty of detailed procedures when the MT and PT are process based.</p> <p>CH to find the original procedures offered to CASA and circulate for review for continued relevance.</p> <p>Action CH</p>		
6.6	CASA Deed Amendment Remove influencing & revision to EN4179 Increase funding and change to schedule. Draft	FS/ CH	<p>FS: To be table under the finance report. Not all funds will be spent in this period, hence difficult to ask for additional funding.</p> <p>RA: CASA does have financial restrictions due to funding deficit. Deed is being rewritten into a grant document with better plain English terms. Draft grant is progress. RA to provide this to FS when it is finalised. Action RA</p> <p>RQ: For special events/ programs, could be funded under one off grants.</p>	In work	6.11	
6.7	New Representative on the AS3998 Aerospace representative committee	MO & SW	<p>SF: Reinforced the need for representation on Certification Board.</p> <p>CH: What is the value to the Aerospace Board?</p> <p>SF/ PM: provide liaison with General industry.</p> <p>TC: In regard to the use of non-aircraft NDT technicians, he believed that there is enough safe guards in the regulation to prevent certification on aircraft:</p> <p>Motion CH: NANDTB representative to issue report of CB meetings and the agenda. NANDTB to prepare a brief of duties for representatives to follow. Action CH.</p>	In Work	16.1	

				PM to provide the Board with the AINDT expectations of the role of the NANDTB representative. Action PM Second: GJB		
6.8	CASA CAR 30 Maintenance Authority. Template of terms and text	RQ & RA	RQ: has circulated letter to CASA (RA and Hugo Vaughan). Action : TC to draft templates	In work	16.2	
6.9	Frequency of Board Meetings. March, August & November	FS	Proposed 16 th March 2016, Melbourne 04 th August 2016, Brisbane 30 th November 2016. Adelaide (subject to budget / deed analysis) Action : FS publish on Website	In work	16.4	
6.10	Board elections. Front page of website. Returning officer FS.	FS & All	FS noted that there were sufficient nominations received to form a board, with a new nomination from Anthony Doherty. It was noted by TC that most board members represent multiple sectors and the demographics of the membership had changed. CH to review/revise the membership wording to more accurately describe the composition of the Board. Action CH Executive formed. CH chairman RQ Deputy chairman FS secretary/treasurer	In work	16.5	
6.11	New Zealand representation on the Board. How to and funding. NZ NDT association representation	FS TC NH	Following some discussion about how best to accommodate New Zealand representation on the Board, and that the representation was to be for the aerospace sector and not just a part of it, it was resolved that the NZ NDT association representation is continued as an observer, and reviewed again in a year. NJ reported that he reports back through the NZ NDTA newsletter after each meeting.	In work	16.6	

				Action: NH is to provide some evidence of his wider representation of the NZ aerospace industry possibly through a letter from the NDT association		
	6.12	SW certificate corrections	SW	Action TC:	Closed	17.3
12:00 - 12:30		LUNCH	All			
	7	Revision of Board procedures	All	Held over to item 16.3	Fixed agenda item	
	8	Correspondence	TC/ FS	Tabled by FS	Fixed agenda item	
	9	Chairman's report	TC	Deputy Chairman as acting Chairman Action: TC review requirement to provide an annual report to CASA Tabled TC CH motion to accept Accepted all See appendix	Fixed agenda item	
	10	Financial Report	FS	Financial and budget reports tabled Accepted GJB, second MJ See appendix	Fixed Agenda Item	
	10.1	Current position and projected expenditure	FS	Current Balance \$9500 New Deed payment due on 01/04/2016	Fixed Agenda Item	10.1
	11	EU Forum Report	TC	There was no forum meeting to be attended this period	Fixed Agenda Item	
	11.1	Comment on Benefits realised by CASA due to attendance at EF NDTB's	RA	RA: CASA view is to maintain annual representation at the EF NDTB's TC: Noted that Australia is treated as an observer in relation to influencing policy and procedure.	Closed	11.1

				Resolution: continue with annual representation		
11.2	Report back by Board members from the industries they represent, on value of representation at the EF NDTB's	All		There was no commentary received.	Closed	
12	AINDT Report	PM		PM reported that Les Dick left AINDT. AINDT is assisting set up the Singapore NDT certification scheme Digital radiography and critical defect certification is to be added to the AINDT scheme. NDT career pathway project continues.	Fixed Agenda Item	12
13	CASA Report	RA		Restructure continues No update on Form 2. Enquires received for non-aviation NDT career pathway to aviation were redirected to the NANDTB website Deed now a grant- no change in funding CASR Part 145- heavy Helicopter maintainers next to transition	Fixed Agenda Item	13
14	RAAF Report	MG		Action: MG to forward Tech Order 4B-1 Introduction of Greg Wilson as the new ADF representative on the board. Funded from training resources rather than Engineering. MG to provide a letter from the RAAF noting the change in representation. Action MG. Restructure is complete with good funding. Composite and NDT training now treated similarly. The new Defence air regulations for maintenance to be introduced are modelled on European military system which aligns closely to EASA Part 145. First of the revised NDT training course completed- challenging but good outcomes from the program. Delivering/ addressing ageing workforce.	Fixed Agenda Item	14

				<p>The ADF has issued a WHS report including Magnetic particle inspection bench radiation-assessment requiring specified distance between technicians and energised benches, and portable yokes. MG will seek authority to provide this to the Board. Action MG</p> <p>PAUT for FA18 composite upper and lower wing skin is a large new project.</p>		
	15	Website Report	FS	<p>Tabled</p> <p>See appendix</p>	Fixed Agenda Item	15
13:30		Break				
13:45	16	New Business				
	16.1	Discussion: possible implications of adopting exact text in EN4179 -2014 to replace AS3669	CH	<p>Attached</p> <p>CH demonstrated difficulties with achieving the draft EN4179 and adopting in entirety as AS3669</p> <p>Action CH: to produce a document with proposed alternate text where there are unsuitable implications for new AS3669.</p>		
	16.2	CASA's use of the NANDTB to technically assess NDT procedures brought to CASA for approval	CH	<p>Attached</p> <p>CH: Suggestion by ATSB is incorrect to assume NANDTB is contracted to CASA to review NDT procedures.</p> <p>NJ: concerned over commercially sensitive information may be distributed to competitors.</p> <p>Board members agreement requires members to disclose interest.</p> <p>RA, M McG: CASA will continue to use the board as SME, and agreed to provide clarification to the ATSB and report back. Action RA</p>		
	16.3	Discussion: NANDTB management system	CH	<p>Attached</p> <p>CH: Board should consider consolidation of procedures and develop a NANDT Management System. Reflects the maturity of the board policy</p>		

				and procedures. Modelled on Non for profit organisation management system. Accepted: All Action: CH to circulate draft Management System which includes procedure updates. Significant reading will be required by the board		
	17	Questions without notice				
	17.1	TC: mentoring new board members and NDT level3's		TC reminded the Board that new/replacement members need to be mentored and given the opportunity to attend meetings. Members agreed and were to consider possible solutions given the general lack of interest to participate. Action All		
	17.2	GJB: To PM How many level 3's pa does AINDT offer certification? GJB: To RA How will CASA be affected as the number of qualified NDT Level 3s diminish over time? Greatly!! Industry will be compromised		PM noted that about 20-30 examinations are sat. RA noted that the industry would be greatly compromised		
	17.3	NJ: Can a non approved person take a radiograph, and then an approved person develop, view, and certify for the task under CAR30 or Part 145 regulations?		RA replied that the regulations prohibit non- authorised persons performing work unless when being directly supervised by an authorised person and the remainder of the Board agreed.		
	17.4	SF: Can examinations be issued if requested		CH: Reviewed NA-013 and agreed that if the procedure was followed then board provided examinations could be issued		
		TC and NJ leave at 15:20				
16:00		Close		15:30		
		Next meeting		04th August 2016 Brisbane		



Appendix

Item 6.2 Report by Shayne Flynn

8 March, 2016

RE: Committee Report NANDTB Examination data 16th March 2016

This report is an overview of the current status of NANDTB examination data. Currently the data base has groups of questions for the five basic methods at L2 and L3. It is the aim of the examination data base committee to have three exam papers in each method for L2 and L3 General. The time frame allowed to meet this objective was initially set at two years in 2014. Unfortunately due to a number of reasons this action will not be completed in this time frame. The committee will continue to work on their objectives as time permits and report back to the NANDTB every six months on current status of examinations that are available through AINDT CB the current custodian of the data base.

Other action items against this committee are review of NA – 022 In-house Training and Assessment as well as NA – 012 Recognition of Outside Agencies. Both these documents have links to examination requirements from an audit prospective but are not linked to the committee actions for the Boards examination data base requirements. Each document has been reviewed and updated by Mr Colin Hocking so no further action is deemed necessary at this stage.

NA – 013 Requirements for Control of Examinations has also been updated by Mr Colin Hocking to reflect current requirements for examination that meets with compliance to AS 3669-2006 and the NANDTB. At this point in time there is no further action required.

In the past twelve months the NANDTB has set up a sub-committee to draft NDT syllabus for the Board to consider adopting. On completion of any new syllabus acceptance the Examination committee will require a full review on current examinations to ensure there is alignment between what is being taught and what the candidates are examined on.

On 15th March 2016 the examination Co-ordinator will meet with the certification manager at AINDT to map out a formal agreement on the NANDTB examination by that organisation. It will be recommended that any agreement reached will have a two year tenure followed by a review and if required a retendering process may be necessary.

The outcomes of this meeting will be presented at a board meeting to be held in Melbourne on 16th March 2016.

The examination committee will continue to add questions to the data base as they become available post submission and acceptance review.

Kind Regards

Shayne Flynn

NANDTB Examination Co-ordinator



Item 9

Deputy Chairman's Report - March 2015 to March 2016

Overview

2015 was a busy year for the NANDTB. The highlight being the highly successful seminar in Brisbane during May. Three meetings were held: January in Melbourne, May in Brisbane and November in Sydney. The Board was represented at the September European Forum of NDT Boards in Telford England.

The Chairman (Mr Garrett Booth) resigned the Chairmanship suddenly in August for personal reasons. As per Board procedures the Deputy Chairman (Mr Tony Collier) assumed the role of the Chairman until the elections in March 2016.

Retiring Member

After a long and productive tenure with the NANDTB (Founding member) Mr Gavin Smith retired from his employment and the Board during 2015.

Recognition of Initial Level 3 Applications

Early in the year it became evident to the Board that Procedures NA-019 and NA-013 did not serve the current needs of the industry. Various individual concerns of Board members resulted in a Board decision to suspend Initial recognition of Level 3 Technicians until NA-019 and NA-013 could be amended and ratified by the Board. This process was completed by the November meeting.

The evaluation process of the procedures highlighted that the Board's responsibility is to establish that a candidate has been a Level 2 for a minimum of four years and has passed the Level 3 theory examination for the methods being sought. AS3669/EN4179/NAS410 have a further list of requirements to be met prior to an employer appointing a candidate as a Level 3.

The Board noted that the certificate being issued could be misleading to an employer that the candidate had met the requirements of a Level 3 and could be appointed as a Level 3 without further evaluation.

The Board now issues a letter to an employer rather than a Certificate. The wording for the letter will no doubt evolve over the next year.

2012 MOU with AINDT

A revised MOU with the AINDT was successfully negotiated with the AINDT. The AINDT's secretarial support for the Brisbane conference was most appreciated.

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CAR 30 Airworthiness NDT Authorities

CASA has reported a 2/3 reduction in the renewal of CAR 30 NDT Authorities. This has been attributed to the 1998 Part 145 regulations allowing organisations to appoint specialist maintenance staff.

European Forum of NDT Boards

During the course of the year the Board has questioned the value of being a member of the European Forum of NDT Boards. CASA's position is that the Board shall maintain its membership. As a result the Board will approach CASA through the Deed to increase funding to \$60,000.00 to allow attendance to two forum meetings a year.

EN4179



The Board initially decided to adopt EN4179 in place of AS3669-2006 due to the difficulty in having AS3669 updated to reflect the changes in the current version of EN4179. The Board is possibly reconsidering this position due to minor wording having a large impact on Australia.

Telecon Meetings

The Board ratified that a Telecon meeting is to be used for one subject item only. The meetings will be recorded to avoid ambiguity in recording the minutes.

March 2016 Board Elections

The Board has received less nominations than are positions available. Therefore, a full voting ballot for membership will not be necessary. The executive will be voted on by the committee at the March meeting in Melbourne.

Conclusion

The Board encountered a difficult policy year during 2015 which raised questions and some solutions. There will need to be plenty of healthy discussion this year to provide certainty for the aviation community, CASA and Board members alike.

Tony Collier
Deputy Chairman
NANDTB
14 March 2014



Item 10

updated MARCH 2016

NANDTB Budget Proposal - July 2015- July 2016

item	Description	Due	Outgoings	Deed Income	Other Income
	Balance brought forward			\$3,604	
	BNE seminar refund (ex AINDT)	Jul-15			\$4,011
	Deed payment	Oct-15		\$24,000	
	Association liability Insurance	Nov-15	\$3,400		
	EF NDTB forum	Nov-15	\$12,000		
	Board meeting	Nov-15	\$6,000		
	Consumer affairs statement	Nov-15	\$60		
	Board Elections	Mar-16	\$1,000		
	Board meeting	Mar-16	\$8,000		
	TOTALS		\$30,460	\$27,604	\$4,011
	Returned to CASA	Apr-16	\$1,155		
	Balance brought forward			\$0	
	CASA Deed payment	Apr-16		\$24,000	
	Business & corporate travel Insurance	Jun-16	\$1,800		
	Web site maintenance	Jul-16	\$2,000		
	Board meeting	Aug-16	\$8,000		
	Deed Payment	Oct-16		\$24,000	
	Association liability Insurance	Nov-16	\$3,400		
	EF NDTB forum	Nov-16	\$12,000		
	Board meeting	Nov-16	\$8,000		
	Consumer affairs statement	Nov-16	\$60		
	Board meeting	Mar-17	\$8,000		
	TOTALS		\$43,260	\$48,000	\$0
	CASA Deed refund		\$4,740		

Assumed this will be required
Assumed this is the next meeting

Nett affect- CASA funds the account to the Deed Amount by invoice.

Assumed this is the next meeting

Assumed this is the next meeting

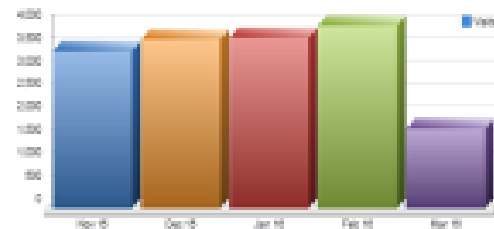
Assumed this is the next meeting

Item 15

NANDTB website statistics Nov. 2015 to Mar. 2016

Monthly Visitors (allboard.com)

Date Range: 1/11/2015 to 1/03/2016

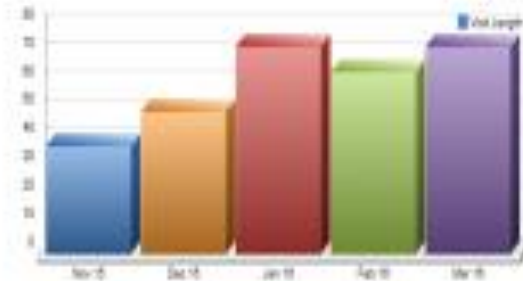


Month	Visits	Unique Visitors	New Visitors	Repeat Visitors
November, 2015	3429	1,646	1,646	0
December, 2015	3600	1,551	1,390	243
January, 2016	3724	1,612	1,237	285
February, 2016	3880	1,564	1,207	317
March, 2016	1704	862	668	294

NANDTB website statistics Nov. 2015 to Mar. 2016

Monthly Visit Length (minutes)

Site Usage: 315221 to 162226



Month	Visits	Visit Length
November 2015	1,222 visits	36
December 2015	2,340 visits	49
January 2016	2,701 visits	71
February 2016	2,480 visits	64
March 2016	1,299 visits	71

NANDTB website statistics Nov. 2015 to Mar. 2016

World Countries (millions)

See Report: NANDTB 15-160009



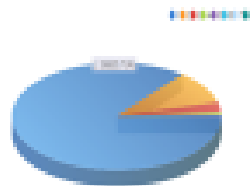
0 20-271 271-2,864 2,864-17,718

Rank	Country	Page Views	Visits	URLs	Downloads (KB)
1	US	1,122,000	1,122,000	26,228	1,226,228
2	United States	1,739,000	1,600,000	16,492	1,791,000
3	Germany	1,004,000	832,000	4,271	481,000
4	France	1,000,000	226	1,794	21,000
5	Australia	888,000	888,000	11,483	400,000
6	China	847,000	807,000	2,148	328,000
7	United Kingdom	567,000	567,000	1,880	144,000
8	Israel	294	221	379	12,128
9	Greek Republic of	290	228	1,001	26,172
10	Netherlands	242	76	452	26,028
Other Asia (10)		2,116	2,227	19,364	1,223,228
Totals		22,000	19,000	85,794	2,220,040
Unranked		220	78	300	81,188

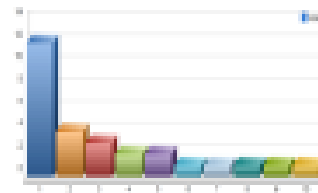
NANDTB website statistics Nov. 2015 to Mar. 2016

Next Page Back Home Dashboard

Category: NANDTB Website



Rank	Page Type	Count	Percentage
1	Page	28	62.2%
2	Page	2	4.3%
3	Page	1	2.2%
4	Page	1	2.2%
5	Page	1	2.2%
6	Page	1	2.2%
7	Page	1	2.2%
8	Page	1	2.2%
9	Page	1	2.2%
10	Page	1	2.2%
Total		45	100%
Average		4.5	



Rank	Page	Count	Percentage
1	Page	28	62.2%
2	Page	2	4.3%
3	Page	1	2.2%
4	Page	1	2.2%
5	Page	1	2.2%
6	Page	1	2.2%
7	Page	1	2.2%
8	Page	1	2.2%
9	Page	1	2.2%
10	Page	1	2.2%
Total		45	100%
Average		4.5	