

NA-019 - LEVEL 3 TECHNICAL QUALIFICATION RECOGNITION

Policy: It is NANDTB policy to offer Level 3 recognition only to those who fully satisfy the technical qualification requirements of AS3669, and in accordance with this procedure.

Introduction

The Civil Aviation Safety Authority requires persons appointed as Responsible NDT Level 3 to be recognized by the NANDTB. This procedure describes the NANDTB processes for recognising NDT Level 3 personnel technical qualifications according to AS3669. It also describes how the recognition may be renewed.

All Level 3s seeking to have their technical qualifications recognised by the NANDTB shall as a minimum provide the following;

1. Evidence of having completed training appropriate to the method(s) of recognition (see NA-020)
2. Evidence of having successfully completed a Level 3 general examination in the method(s) which is acceptable to the NANDTB procedure NA-013.

Note: For Level 3 recognition in less than all five main methods, evidence of a successful Level 2 general examination in the other NDT methods (ie those methods not requested) must be provided.

3. Evidence of Level 2 qualification and the required minimum Level 2 experience.

Recognition will follow the *Flowchart for Level 3 Qualification Recognition Procedure* on page 2, and a letter from the Board will be sent to the applicant showing the result.

Note for applicants from outside Australia

The NANDTB will not consider recognition of persons in jurisdictions outside Australia, unless the application is accompanied by a statement from the National Aviation Authority (NAA) that it accepts the NANDTB of Australia as meeting its requirements as a NANDTB.

Conflict of Interest

This procedure defines a Conflict of Interest as a situation in which the NANDTB Recognized Level 3 has a duty or loyalty to more than one person or organization, which may influence his/her ability to make an impartial decision. This includes when the Level 3's personal interests are inconsistent with the fair and correct outcome sought.

Application for recognition per this procedure implies a commitment by the applicant that if granted recognition he/she will avoid both real and perceived conflicts of interest, specifically;

- Personal gain or advantage a result of the Level 3's decision
- Gain or advantage to an immediate relative as a result of the Level 3's decision.
- Gain or advantage to a business partner as a result of the Level 3's decision.

General

It is important to understand that NANDTB recognition of Level 3 technical qualifications is not an authorisation to perform and certify for work. According to the standard, only the employer may authorise NDT staff in accordance with its written practice, including Level 3. It is imperative therefore that maintenance organisations wishing to use the services of a Level 3 have a written practice which describes how the organisation authorises the Level 3. The Written Practice must address the suitability and other qualifications the employer may require.

The NANDTB recognition is current for 5 years. If Level 3 recognition is based on successful qualification or requalification examination(s), the period of the recognition will expire five years from when the examination was taken, and not five years from the application, and he/she may be listed on the NANDTB web site as a Level 3 technically qualified in accordance with the Standard. In the case of multiple method examinations, the expiry will be five years from the oldest examination. Recognition is also dependent on the person accepting and adhering to the NANDTB Code of Ethics shown below and on the NANDTB web site.

Code of Ethics for NANDTB Recognised Level 3

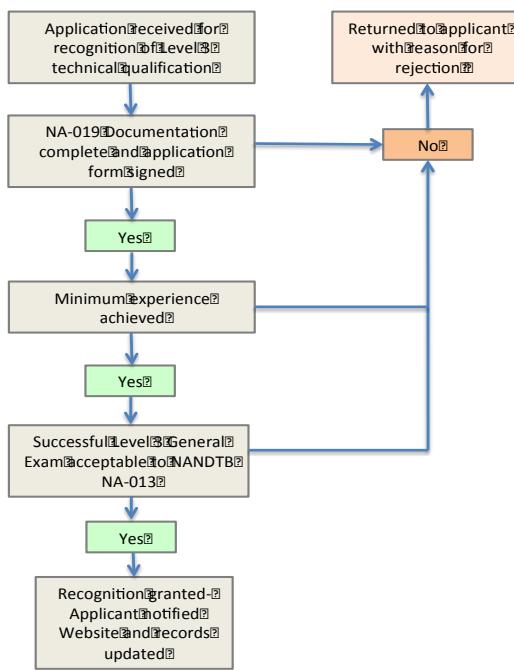
- Co-operate with the customer and/or employer in all aspects of WHS management and procedures, and never compromise safety.
- Make no misrepresentations and always act in good faith in the interests of the customer and/or employer and the NANDTB.
- Accept professional obligations only for those tasks for which they are qualified and competent.
- Avoid and disclose both real and perceived conflicts of interests.

A recognized Level 3 who comes to the notice of the NANDTB for alleged failure to comply with the Code of Ethics may be required to show cause why the recognition should not be withdrawn.

Pages 7, 8 and 9 of this procedure constitute the application form. Applicants should use this form together with the necessary supporting documents. Evidence of periodic qualification renewal as per the requirements of the qualification scheme, must also be provided if renewal has been due since the original qualification was issued. Persons who relinquish their Level 3 certification as per the standard will need to complete a new Level 3 General Examination before reapplying for Recognition.

Standard of Evidence

The documents supporting Level 3 recognition must be complete, and show sufficient detail for the assessors may make informed judgments. Level 3 General Examinations are not acceptable if given and administered by the Level 3's own employer or organisation if self-employed. Employer statements of attainment or competency of the employee is insufficient by itself. Certificates, examination scores or other verifiable written results are required.



Application Flowchart

Renewal of NDT Level 3 Technical Qualification Recognition

Requirements

It is the responsibility of the recognized Level 3 to apply for renewal of recognition well before its expiry date (allow 10 weeks). NANDTB recognition will not be renewed without application.

Renewal of recognition in a NDT method may be granted after the applicant completes one of the following processes:

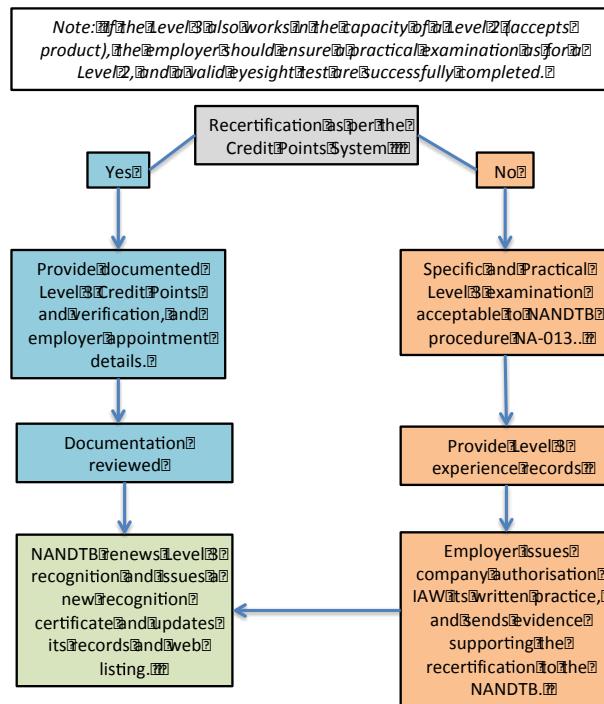
- 1) Specific and Level 3 Practical examination (procedure writing)
- 2) Credit Points per Appendix C
- 3) Level 3 General examination (as for initial recognition)

Note: For Level 3 accepting product, the employer must ensure that the person has successfully completed a Level 2 practical examination for the methods used, and a visual acuity test.

Application

For Level 3 recognition renewal, the applicant must have:

- 1) Employment in a Level 3 function for a minimum of 36 months (at least 12 of which are in the last 24 months) within the previous five years in the method(s) for which renewal of recognition is sought. The number of months is cumulative and does not need to be consecutive. Employers are required to provide written support that the Level 3 has met the above employment requirements and is currently employed by them.
- 2) If not using Level 3 examination results to support renewal, objective evidence such as shown in Appendix A, is required to show that the applicant has obtained a minimum of 24 points during the five year period, irrespective of the number of certifications (methods) obtained, by engaging in a combination of activities listed in Appendix C.



Flowchart for Level 3 recognition Renewal Procedure

Credit Points and Interpretation

- A. A minimum rolling aggregate of 24 points is required over any five consecutive years.
- B. Table 1 of this procedure may be used to record points earned. Documentary evidence is required to justify the entries in the table. Examples of acceptable evidence are shown in Appendix A.
- C. Credit activity evidence must be provided for each NDT method in which recognition is sought. Amount of evidence per method will be determined by the reviewer/s and will be based on quantity and quality of evidence provided
- D. Where an activity could be described by more than one classification, the classification which allocates the lowest point score is to be used.

Note: In exceptional circumstances, a signed Statutory Declaration may be accepted by the reviewing panel for meeting some of the credit point's criteria. Circumstances and acceptability will be at the sole discretion of the reviewing panel and all decision will be kept on the applicant's file.

The Credit Points table is by its nature brief and generalised. An interpretation of each category of activity is provided below to ensure a consistency of understanding by those seeking to renew their Level 3 recognition. The interpretations are as follows:

1. Authoring or co-authoring technical NDT papers and presentations

Meaning: Self-Explanatory, but the work must be published or presented at a recognized conference or seminar. Examples of acceptable evidence are shown in Appendix A1.

2. Authoring, co-authoring or custodian for company or industry NDT specifications or standards.

Meaning: Being tasked with the management of the development or amendment of NDT specifications. This could be chairing a Standards committee or similar.

Acceptable evidence: A letter from the organisation indicating the NDT Standard or specification, date and author(s).

3. Attending technical sessions, seminars, committee or panel meetings of national or international technical NDT societies or institutes, inter-company NDT teams comprised of members from several locations. *Meaning: Self-explanatory.*

Intercompany means the participation of more than one company not simply the involvement of persons from several locations or departments of the same company.

Acceptable evidence: Minutes of meeting page showing attendance.

4. NDT Technical training instructor teaching courses which are designed to prepare students for NDT qualifications or other academic qualifications. *Meaning: Assisting*

Skills Training by delivering NDT courses or providing specialist training to staff on NDT methods and techniques. The training could be delivered internally or externally to the employer. Acceptable evidence is summary of courses delivered that includes course title, dates, client name and duration or course covers with the above information (A2).

5. Participating in technical courses or seminars.

Meaning: Attending courses or seminars to gain knowledge on an NDT subject, or participating in the delivery of the course or seminar. Certificates of attendance are acceptable evidence (A4).

6. Participating in technical courses or seminars for which academic credit is given.

Meaning: Training which is identified in a national framework as part of an award or qualification. Copies of results from the Institute are required.

7. NDT Examiner

Meaning: Developing and marking a written examination or developing, administering and marking a practical examination. Statement from Examining body detailing subject, level and date of paper is acceptable.

8. NDT related technical and/or scientific publications published either internally or externally. *Meaning: Producing an NDT paper for publication either within the Level 3's employment or externally.* Acceptable evidence: Copy of paper showing title, Author(s), place of publication (journal, book, etc.) date of publication and page numbers.

9. Documented NDT contributions to company, technical society or industry committee projects.

10. Committee or Panel Meetings.

Meaning: Meetings, conferences, symposia, seminars, trade association meetings, panels, etc. organized or sponsored by a regional, national or international NDT organization or technical society. Foreign or international meetings qualify if the sponsor(s) are national or international.

11. Committee Projects.

Meaning: Specific identifiable official activities of regional or national technical societies, committees or work groups, such as round robins or individual studies, preparation of guidelines, appendices, specifications, recommended practices, procedures, codes or standards, etc. Documentation may include memos or reports, drafts of committee output documents, or official written comments submitted by the candidate on such documents.

12. Documented participation in NDT related studies, developments or investigations.

Meaning: Producing detailed NDT investigations, evaluations or reports for engineering or management consideration. It does not mean a routine NDT report. It could include assessment of new NDT equipment. Copy of front page showing project name, participants, dates and summary of work done is acceptable evidence.

13. Documented continuous satisfactory performance as a Level 3.

Meaning: Annual successful revalidation of Level 3 company authorisation. This is mostly based on the attaining of sufficient points as outlined above. Accordingly, any points allocated for this are to be considered as extra to the 24 point rolling aggregate. Refer to Appendix B.

14. Conduct external NDT audit. *Meaning: Audits of non-company NDT facilities.* Acceptable evidence is front page of audit sheet showing name of company audited and standard against which audit was carried out, see example A3.

Records

Each Level 3 should maintain an activity table similar to the one shown in Appendix C, and note the allocated points as soon as the activity is completed. A current copy is to be submitted to the NANDTB with documentary evidence of the activities when seeking renewal of recognition.

NDT LEVEL 3 QUALIFICATION RECOGNITION APPLICATION

Please TICK the relevant box.

- Initial Recognition
- Re-recognition
 - Specific and Practical - Level 3 (Procedure)
 - Credit Points Method.

Employer Statement

The current employer shall submit in writing a statement that the Level 3 applying for recognition is fulfilling Level 3 duties, either full time or on regular basis for the company and/or its clients.

Personal Information

Name:

Birth date:

Address:

Town:

Postcode:

Telephone:

Email;

Employer

Company name:

Business Activity:

Address:

Town:

Telephone:

Email:

Contact person:

Attach local aviation regulator statement of acceptance of the Australian NANDTB.

NOTE: If the aviation regulator in the jurisdiction of the applicant is NOT the Australian regulator, then the application will NOT be processed unless the above is attached.

NDT Methods

Indicate the methods below for which recognition is sought Eddy Current Testing

- Magnetic Particle Testing
- Penetrant Testing
- Radiographic Testing
- Ultrasonic Testing
- Other (Specify).....

Level 3 Qualification

Indicate the source of your Level 3 qualification

- AS3669
- A.S.N.T
- EN 473 (Aero)
- N.A.S 410
- ISO 9712
- AS3998/ISO9712 (Aero)
- AS3998/ISO9712 (Multi Sector)
- EN4179
- PCN Aero
- Other (Specify)

Qualification certificate issue date and number if applicable:.....

Provide a copy of the qualification and renewals with this application.

Statement of Relevant Experience

The applicant may provide documentary evidence of relevant aerospace NDT experience as a Level 2 or Level 3 in each NDT method for which recognition is sought, in support of the application.

Conditions of Signature

By signature on this application, the applicant agrees to the following:

To abide by any decisions taken by the Board in regard to recognition, including the granting, suspension or cancellation of the recognition.

If recognised by the NANDTB, to abide by the Code of Ethics for Level 3 Personnel.
To release the National Aerospace NDT Board of Australia from any and all liabilities,
claims, demands, or causes of action whatsoever, which now exist or which may
hereafter arise on account of the undersigned's activities henceforth as Level 3
recognised by the NANDTB.

To guarantee that all information provided on this application and the attachments are
true and correct and no information, which might be detrimental to the consideration
of the application, has been withheld. The NANDTB may make any inquiries
necessary to determine my NDT qualifications and experience.

Not to misrepresent any decisions of the NANDTB.

- Optional:** I authorise the NANDTB to publish my name, Level 3 test methods
and contact information on its web site.

Signature of Applicant:

Print Name of Applicant:

Date of Application:

Return application to:

National Aerospace NDT Board

C/- The Secretary

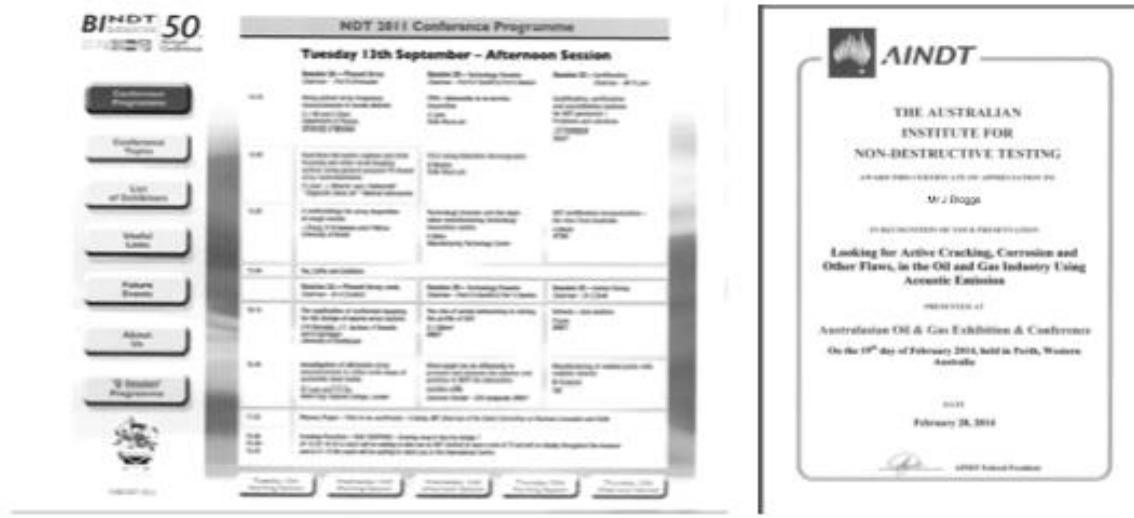
secretary@ndtboard.com

Email via website www.ndtboard.com

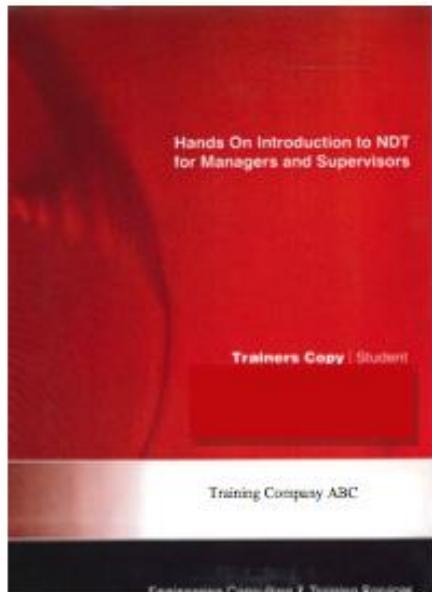
Appendix A

Examples of Acceptable Documentation for Level 3 Recognition

A1 Authoring or co-authoring technical NDT papers and presentations



A2 NDT Technical training



A3 Participating in technical courses or seminars.



A4 Conduct external NDT audit

Training Company ABC

A5. Documented NDT contributions to company, technical society or industry committee projects.



APPENDIX B

EXPOSITION OF “CONTINUOUS SATISFACTORY PERFORMANCE AS A LEVEL 3”

All of the activities of a Level 3 are not fully described in the Credit System shown above. This appendix provides details and guidance on other related activities which are considered to be a valid part of the Level 3 work scope. They form a subset and are treated the same way by using a scoring system to determine if the intent of item 11 of the Credit System has been met. To qualify for all four points permissible under item 11, the candidate must achieve eight points from this appendix from at least three separate activities. Documentary evidence must support each point’s allocation.

<i>Activity</i>	<i>Points</i>	<i>Max Allowable</i>
a) Annual review of Level 1 NDT tasks.	2 per review	2
b) Internal audit of company NDT group	2 per audit	6
c) Deliver Specialised NDT Training	1 for each 4 hours	4
d) Conduct revalidation assessments	1 for each day spent	4
e) Internal/external NDT/Quality training	2 for each day	4
f) Review of NDT procedures and specifications	1 for each day	4

Appendix C Level 3 Re-recognition Points Summary.

Level 3 Credit Points aggregate for five years 20..... to 20.....

ACTIVITY	CRITERIA	Point Allocation	Max points per 5 years
Authoring or co-authoring technical NDT papers, presentations, or white papers	Sole Author	8	8
	Co-author	4	
Authoring or co-authoring for company or industry NDT specifications or standards	Each Standard/Specification	2	8
Attending NDT technical sessions, committee or panel meetings organized by: a) National or international technical societies, associations and institutes b) Inter-company NDT teams comprised of members from several locations	1 day or 1 meeting	1	8
	2 days	2	
	3 or more days	4	
NDT instructor teaching academic courses, or courses designed to prepare students for NDT qualification	For each 8 hours of instruction	4	8
Participating in technical courses or seminars	For every 8 hours of documented instruction	2	8
Participating in technical courses or seminars for which academic credit is given	For actual Continuing Education Units (CEUs) or academic credit earned	Actual CEUs/credit awarded	8
Obtaining an initial * Level 3 certificate from a recognized industry source (applicable only to initial professional certification. * This does not apply to professional recertification)	For each method obtained	4	4

ACTIVITY	CRITERIA	POINT ALLOCATION	MAX POINTS PER 5 YEARS
Nondestructive testing Examiner	each qualification examination	1	6
NDT related technical and/or scientific publications published either internally or externally	each published paper	4	8
Documented NDT contributions to company, technical society, or industry committee projects	each documented contribution	4	8
Documented participation in NDT-related studies, developments, or investigations.	each documented contribution	4	8
Documented continuous satisfactory performance as a Level 3.	ten testament for each method in the certification period	1	4
Attend NDT equipment or trade show	each show attended	1	4
Conduct external NDT audits	each external audit conducted	2	6
Development of new NDT processes, facilities, or systems	each documented contribution	4	8
Submitting and/or obtaining a patent for an NDT product or process.	Sole inventor	8	8
	Co-inventor	4	