



**NANDTB BOARD MEETING**  
**Thursday 21<sup>st</sup> October 2021**  
**10:00 to 14:00hrs**  
**VIDEO CONFERENCE**  
**MEETING MINUTES**

<b>Venue</b>	Video Conference
<b>Chair</b>	Rodd Smith
<b>Secretary</b>	Frank Simmer
<b>Attendees</b>	Ron Quirk (RQ), Steve Swift (SS), Frank Simmer (FS), Rodd Smith (RS), Garry Bowden (GJB), Greg Wilson (GW- ADF), Dominic Pace (DP- DASR), Richard Allen (RA-CASA), Colin Hockings (CH)
<b>Guests</b>	FLTLT Andrew McKelvie (AMK- DASR observer),
<b>Apologies</b>	Vincent Visser, Malcolm Oakey (MO), Peter Milligan- (AINDT-PM), Shane Wilson (SW) late arrival,

<b>Time</b>		<b>AGENDA ITEM</b>	<b>Assign</b>	<b>Action</b>	<b>Status</b>
<b>10:00</b>	<b>1</b>	Welcome of Guests – apologies	RS	Open	
	<b>2</b>	Meeting Protocol (phones off; respect one another)	RS		
	<b>3</b>	Adopt Agenda	RS	Accepted GJB	
	<b>4</b>	Disclosure of Interest	All		
	<b>5</b>	Accept previous minutes 08/07/2021	All	Posted on website. Accepted Ron Quirk	

	<b>6</b>	<b>General Business and actions from previous minutes</b>			
	<b>6.1</b>	Procedures Review	RS	<p>NA-025 improvement. Develop Checklist for document review to reduce risk of errors.</p> <p>Drafts circulated in info pack for examination and procedure evaluation. Still Drafts at this time</p> <p>CH questioned Ensure the technique accomplishes the intended purpose of the inspection? How do we ensure? Term Ensure should be rephrased.</p> <p>CASA request the Board to look at efficacy of the NDT technique only.</p> <p><b>Action subcommittee</b> GJB, FS, RS, GW, SS, SW</p> <p>Publish on website when complete</p>	In work
	<b>6.2</b>	Board Membership	FS	<p><b>Action All: future membership promotion and mentoring.</b></p> <p>FS NOTE: CURRENT BOARD RETIRES 31/MAR/2022</p> <p>GW: Highlight problem of less Level 3's in the Australian aerospace industry and minimum requirement for board functionality. NA-003 membership procedure outlines the minimum Board membership.</p> <p>CH: The standards specify board requirements and functions.</p> <p>GW: Board organisation and sector representation model, is this still appropriate?</p> <p><b>Action all:</b> All Board members to continue to seek industry participation.</p>	In Work
	<b>6.3</b>	CASA MPL request	RS GW RA	<p>CASA Maintenance Personnel Licensing using EN4179 over AS3669 for certification. AS3669 and EN4179 are both valid standards for the purpose of granting a CASA NDT MA.</p> <p><b>Action</b> RS review guideline, in particular initial assessment.</p> <p>Hold open</p>	In work

				<p>Discussion: Training standards workshop committee RS, GW. Problems with AS3669 Annex B competency training. Opportunity for Improvement especially for sole traders (examiners)</p> <p>GW: review of AS3669, and migration to EN4179 formed the opinion that this would present minimal cost to industry.</p> <p>RS: The concern is over Annex B.</p> <p>CH: Where is the evidence that safety is compromised?</p> <p>Australian skills appendix 6, includes government policy on competency.</p> <p>RS: There is no standard for competency based training.</p> <p>GW: Annex B, competency must be delivered by registered training organisation. Competency training program must be articulated and approved by the RTO.</p> <p>FS: we need to be flexible on training and experience requirements. These should be appropriate for the technique, especially for less complex processes and limited authorisations</p> <p>RA: the organisation sets the standard.</p> <p>CH: approved data is now specifying the standard of training (e.g. statements in procedures that specify “must be a level 2 to perform this inspection”).</p> <p>RA: CASA would expect to see a formal letter from the Board to migrate to EN4179.</p> <p>GW: DASR states competency based training may be approved in lieu of prescribed hours of the standard.</p> <p><b>Action:</b> RS &amp; GW: Letter to CASA recommending EN4179, and examination of the competency based training process and better definition.</p> <p><b>Action:</b> FS: final version to be uploaded on website.</p>	
	6.4	EASA Compliance Comments	RS	<p><b>Action RS:</b> update NA-013. Specifically General Knowledge requirements. One time exam on including 4 other methods (60 questions).</p> <p><b>Action RS:</b> Add to NA-013 revision</p>	In work

	<b>7</b>	Examinations report	GJB	No actions to report	Fixed agenda
	<b>8</b>	Correspondence	FS	<ul style="list-style-type: none"> <li>• FPI approval for work at a Regional Airline (part145), and high cost of accessing inspection services. Inquiry on pathway to approving within own organisation however experience hours are difficult to achieve.</li> <li>• CASA document review x 1 (second and third assessment)</li> <li>• Part 43 comments on 'first draft'</li> </ul>	Fixed agenda
	<b>9</b>	Chairman's report	RS	As contained in info pack	Fixed agenda
	<b>10</b>	Secretary/Financial Report	FS	As contained in info pack.	Fixed agenda
	<b>11</b>	Website Report	FS	As contained in the info pack- Google Analytics now working. Update website images	Fixed agenda
	<b>12</b>	AINDT Report	PM	Nothing to report from the AINDT other than we have employed an operations manager and we have the NDTCB meeting and Federal council meeting coming up in November and our AGM via teams on the 29th October	Fixed agenda
	<b>13</b>	CASA Report	RA	As contained in info pack.	Fixed agenda
	<b>14</b>	ADF Report	GW	<ul style="list-style-type: none"> <li>• Training has been impacted by COVID travel restrictions, however the NDT Level 2 course has remained on schedule.</li> <li>• NDT Level 2 course next year (2022) will be at max capacity.</li> <li>• Scheduled to not run L2 CSE in 2023.</li> <li>• Revised DASA NDT Fact sheets are scheduled for release within the next couple of weeks.</li> <li>• ECA general has experienced delays and scheduled for release early next year.</li> </ul>	Fixed Agenda

				<ul style="list-style-type: none"> <li>CR general is also experiencing delays and scheduled for release early next year.</li> </ul>	
	<b>15</b>	European Forum Report	RQ	Next meeting 24 <sup>th</sup> & 25 <sup>th</sup> November	Fixed Agenda
	<b>16</b>	Procedures review	RS	See Item 6.1 & 6.4 above	Fixed agenda
	<b>17</b>	Members development/ continuation training	All/ SS/SW	<u>Continuing Professional Development (CPD) for NDT Level 3</u> <b>Action SS:</b> to circulate conferences and webinars, share information with group <b>Action all:</b> share communications on upcoming events and papers AINDT webinar series shared by GJB	Fixed agenda
	<b>18</b>	Standards Australia Report	FS	Quotes received on short list of standards. Board approval received to procure these and place on the Board Google drive.	Fixed agenda
	<b>19</b>	<b>New Business</b>			
	<b>19.1</b>	CASA EX60/20	RP	<b>Action:</b> FS link to EX60/20 on website to promote EX60/20. CH: Publicise rather than promote.	Complete
	<b>20</b>	<b>Questions without notice</b>			
	<b>20.1</b>			Nil	
	<b>21</b>	<b>Next meeting</b>		Proposed meeting dates for 2022 (Locations to be advised) <ol style="list-style-type: none"> <li>03/March/2022 in Sydney.</li> <li>07/April/2022 Teleconference to announce new Board</li> <li>07/July/2022 includes AGM</li> </ol>	



				4) 04/November/2022	
				NOTE: ZOOM Video conference is available at any time.	
<b>14:00</b>	<b>22</b>	<b>Close</b>		13:00	