



NANDTB BOARD MEETING
Thursday 03rd November, 2022
10:00 to 15:00hrs
South Sydney Graphic Arts Club
MEETING MINUTES

Venue	South Sydney Graphic Arts Club (182 Coward Street, Mascot)
Chair	Rodd Smith
Secretary	Frank Simmer
Invitees	Rodd Smith (RS), Ron Quirk (RQ), Steve Swift (SS), Frank Simmer (FS), Garry Bowden (GJB), Jason Maitland (JM), Scott Newcomb (SN), Greg Wilson (GW-ADF), Andrew McKelvie (AMK- DASR observer), Shane Norman (SN)
Guests	David Punshon (DP- CASA), Vincent Visser (NZ ANDT), Peter Milligan (AINDT)
Apologies	Vincent Visser, Scott Newcombe, Shane Wilson, Peter Milligan, Greg Wilson, Andrew McKelvie, David Punshon

Time		AGENDA ITEM	Assign	Action	Status
09:30	1	Welcome of Guests – apologies	RS	09:55 opening Regarding apologies from David Punshon, the Board will request a deputy be allocated in the absence of the incumbent CASA representative.	
	2	Meeting Protocol (phones off; respect one another)	RS		
	3	Adopt Agenda		RQ	
	4	Disclosure of Interest	All	None noted	
	5	Accept previous minutes 08/07/2022	RS	GJB	

6	General Business and actions from previous minutes			
6.1	Procedures Review	RS	<p>NA-025 improvement. Develop Checklist for document review to reduce risk of errors.</p> <p>21/10/2021 Annex A&B draft for Examination assessment and Procedure assessment.</p> <p>Examination checklist for Examinations. See 6.4</p> <p>SS: MIL-HDBK-1823A and other standards are available as guidance for procedure standardisation and content.</p> <p>General discussion: responses to procedure assessments are responses in relation to the Technical content only. They are essentially desk top reviews however the reviewers have (as they see fit) made contact with the authors to articulate elements of the procedure, limitations of the procedure or practical demonstration of the technique. The Board is not authorised to issue ICA's</p> <p>Action FS: Add a disclaimer on the document assessment letters returned to CASA. Consult with our insurer</p>	In work
6.2	Board Membership	FS	<p>Mal Oakey as resigned from the Board and passed over to Shane Norman representing the Training sector. Website updated.</p> <p>Action all: All Board members to continue to seek industry participation.</p>	In Work
6.3	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>Previous Discussion: Training standards workshop committee RS, GW. Problems with AS3669 Annex B competency training. Opportunity for Improvement especially for sole traders (examiners)</p>	

				<p>RS reports this is included in the CAO100.27 amendments. Draft NANDTB assessment guidelines have been submitted to CASA via Munir Sial.</p> <p>Comments: The purpose of these guidelines is to ensure those AS3669 applications using competency based training must articulate how competency was assessed/ achieved by the supporting NDT Level 3. Action is with Munir Sial/ and Craig Johnson (CASA)</p> <p>Action: RS & GW: Letter to CASA recommending EN4179, and examination of the competency based training process and better definition.</p> <p>Airworthiness authorities are 2 years. Out of phase with 5 yearly requirements of the various standards. Needs to be articulated as a requirement at the 4 to 6 year assessment.</p> <p>Ensure oversight of competency based training, and adequate review interrogation of the Level 3 assessment.</p> <p>SS: suggested Letter to CASA.- our duty of care to inform CASA</p> <p>Action FS: To be Include in CASA training seminar (May 2023)</p> <p>Action RS: send out final draft</p> <p>Action FS: final version to be uploaded on website.</p>	In work
6.4	EF ANDTBF Compliance	Comments	RS	<p>Action RS: update NA-013. Specifically General Knowledge requirements. One time exam on including 4 other methods (60 questions).</p> <p>Action RS: Add to NA-013 revision?</p> <p>Comment from RS: Regarding EF Board Proc ANDTBF_10. We can't enforce this as the specifics detailed in it are above and beyond the EN4179 requirements and any regulatory requirements. I included a statement about as per RL3 discretion etc to give some wriggle room. Need to discuss, vote or ask members to chew it over and provide feedback to myself prior to next meeting, preferably within the next 3</p>	

				<p>weeks.</p> <p>Action: JM refer to EN4179. Basic examination as determined by the methods used in the organisation. Rephrase note 2.</p> <p>RS: 60 question examination exceeds the requirements of standard. Default to statement in EN4179 clause 7.1.3</p> <p>Action RS: NA013 to be sent next week</p> <p>Action RS: Examination check list to be sent out. Next week.</p> <p>Action RS: Penetrant procedure review to be sent</p>	In work
	6.5	Part43 consultation	all	Action All: review part 43 AC when published Link to Part 43 consultation	Closed
	7	Examinations report	GJB	Nil to report	Fixed agenda
	8	Correspondence	FS	<p>Website contacts</p> <ul style="list-style-type: none"> • A number of requests for Level 2 certification for aerospace • Further discussions on Level 3 recognition and establishing a consultancy business for aerospace • Question for this meeting (See 19.1) on those recognised for EN4179 performing revalidations for Level 2 using AS3669. <p>Action FS: check FAQ on website regarding level recognition.</p>	Fixed agenda
	9	Chairman’s report	RS	Included in info pack	Fixed agenda
	10	Secretary/Financial Report	FS	<p>Included in Info pack</p> <p>Invoice to CASA for Oct 2022 Grant payment.</p>	Fixed agenda
	11	Website Report	FS	<p>Action FS: Update website images</p> <p>Access to Google drive for all members.</p>	Fixed agenda

				Partition active work files with historical files Action FS: Contact DataSearch	
	12	AINDT Report	PM	APCNDT 2023 forum (Feb 2023) Invitation from AINDT for a Booth. No resources to man the booth or services to sell, hence the board will not take this opportunity.	Fixed agenda
	13	CASA Report	DP	Action RQ: EFNDT audit will be required soon. Formal request to come. Discussion on NANDTB awareness. GW: promotion of Board activity? GJB: Question on volume of NDT activity within CASA? Action DP: Report back next meeting Nil further – Hold until DP responds Proposed NANDTB presentation to Airworthiness and Engineering Branch moved from December 2022 to 3 May 2023. Action FS: Question to DP on what CASA wishes the NANDTB to include. Action FS: EF audit is due now. Liaise with DP to complete by end of year.	Fixed agenda
	14	ADF Report	GW	Level 2 course (8x students) exams No Level 2 for next year. Single event/ specific courses and revision to courses will occur next year. AMK will leave next year	Fixed Agenda
	15	European Forum Report	RQ	Meeting moved to Zurich November 2022	Fixed Agenda
	16	Procedures review	RS	See Item 6.1, 6.2 & 6.4 above	Fixed agenda
	17	Members development/ continuation training	All/ SS/SW	<u>Continuing Professional Development (CPD) for NDT Level 3</u> Action all: share communications on upcoming events and papers	Fixed agenda

18	Standards Australia Report	FS	<p>Quotes received on short list of standards. Board approval received to procure these and place on the Board Google drive. On hold. Large number of standards have been revised in the last quarter of 2021. Action FS: to procure April 2022 Action FS & GJB: Circulate AS committee activity/ events MT-07 no meeting scheduled</p>	Fixed agenda
19	New Business			
19.1	EN4179/ AS3669 revalidations	FS	<p>Question came from a recently recognised EN4179 Level 3 performing revalidations for Inspectors using AS3669. Is there an instrument that specifically ensures such revalidations are valid and acceptable to the regulator? This is covered in recognition letter issued to the Level 3.</p>	closed
19.2	EX60/20 update	RQ	<p>Discussion: Without reference to any specific organisations application, the exception EX60/20 was set up to in response to industry requests however there has been limited take-up and the change process is inconsistent with the intention of the exemption and provisions already in place with issuing a form 1. Action FS: Question to Bob Park EX60/20 to expire Apr 2023. Possible extension?</p>	In Work
20	Questions without notice			
20.1		JM	<p>Calibration of equipment. Is it really calibration or it verification? Cost of calibrations services time/ money/ transport trauma. In service inspections are different to manufacturing inspections. Are there options/ relief for in service providers? Action DP: Is there a CASA CAP? What Engineering justification is required to allow for this?</p>	



21	Next meeting		Proposed meeting dates for 2023 (Locations to be advised) 1) 02/March/2023- South Sydney Graphic Arts club 2) 06/July/2023 and AGM- South Sydney Graphic Arts club 3) 02/November/2023- South Sydney Graphic Arts club CASA Briefing 03/May/2023 Canberra NOTE: ZOOM Video conference is available at any time.	
22	Close		13:45	