PCN24/PSL30/Guidance

Guidance to successfully capture, document and log practical industrial NDT work experience for review by the referee

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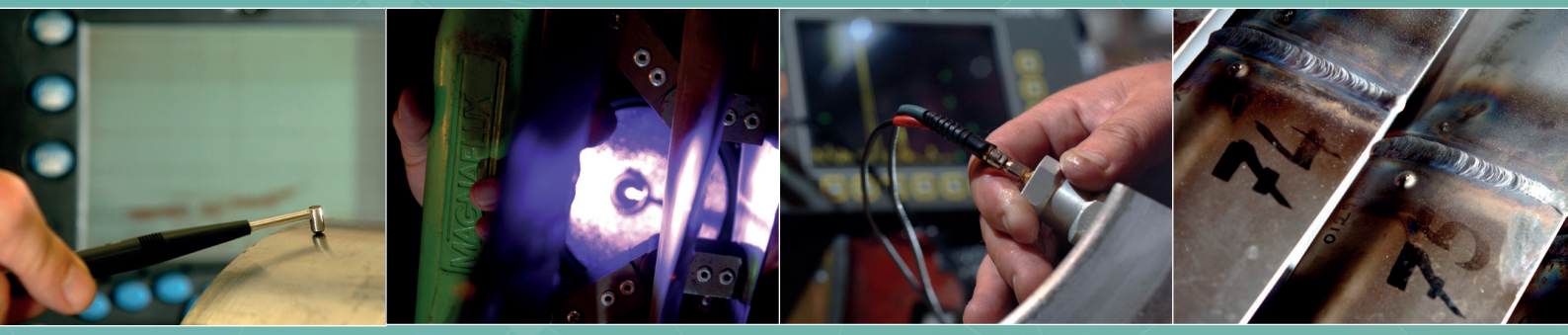
A division of BINDT THE BRITISH INSTITUTE OF NON-DESTRUCTIVE TESTING



Practical industrial non-destructive testing (NDT) experience is defined as experience acceptable to the Certification Body, gained under qualified supervision, in the application of the NDT method within the relevant industrial sector for which certification is sought.

All aspirant PCN certification candidates will be required to demonstrate that they have acquired the experience and practical competencies required to meet the provisions of qualification.

This guidance document provides information to candidates, employers and suitably qualified persons/referees for the successful completion of the candidate's practical industrial experience log (PCN24/PSL30).

The document guides the reader on making a successful declaration needed to confirm the aspirant PCN certificate holder's practical testing ability. The document provides guidance on making signed declarations when confirming that the candidate has met all required industrial experience and practical competency criteria prior to certification release by PCN and as required by BS EN ISO 9712, PCN24/GEN and PCN24/PSL30.

Note: PCN24/PSL30 should be downloaded via the BINDT website and filled out using Acrobat or similar software. Filling the form out directly from your browser should be avoided, as this can lead to display issues.

1. Recording industrial experience (PCN24/PSL30 – Form 2)

BS EN ISO 9712 mandates that all practical industrial NDT experience will be achieved prior to the release of certification to the candidate by PCN and that all evidence and signed written attestation will be provided to the Certification Body confirming matters.

To facilitate this, PCN mandates that demonstrable evidence will be captured on an ongoing basis within the candidate's *'personal experience log'*.

An example of a personal experience log template *(which may be used by the candidate and employer)* is provided within PCN24/PSL30 (see Form 2). Each individual entry made on Form 2 will be reviewed for suitability by the referee.

Referee – requisites:

A referee shall be:

(a) certified to Level 2 or 3 in the NDT method for which certification is sought; or

(b) classified as a non-certified person who is deemed acceptable by the Authorised Qualifying Body (AQB) and/or Certification Body based upon their possession of NDT knowledge, skills, training and experience required to attest to the PCN candidate's industrial experience, continued employment and competence. Such persons are normally those with NDT management and/or NDT supervisory experience within the employer's facility. Persons acting under clause (b) will seek the authority from the AQB to act as the referee prior to the candidate's accrual of practical industrial experience.

The acceptability and suitability under clause (b) shall be at the discretion of the AQB. Where doubt exists, the AQB will contact the Certification Body for authorisation to accept or reject the proposed non-certified person as a referee.

During completion of the personal experience log, the referee must physically monitor and review progress at key stages throughout the experience-gathering process. This will ensure that the candidate receives the appropriate level of supervision, guidance and support while developing the practical NDT experience required to successfully test the employer's products or plant.

2. Final declaration and submission (PCN24/PSL30 – Form 1)

Once the candidate has achieved the required duration of documented practical industrial experience, recorded in days, where one day is defined as a minimum of seven (7) hours, as specified in PCN24/GEN and PCN24/PSL30, and the referee is satisfied that the candidate is competent to perform NDT inspections within the method for which certification is sought, the employer, candidate and referee shall complete and sign Form 1 contained within PCN24/PSL30.

Their signatures will attest to the accuracy and authenticity of the information provided.

Form 1 must then be submitted, together with the candidate's personal log of practical industrial experience (Form 2) and PCN24/PSL57C, to the AQB and/or PCN for review.

Upon satisfactory review and verification, and where the candidate has successfully met all examination requirements in accordance with PCN procedures, PCN certification will be issued.

If it is subsequently determined that any false statements have been made by the candidate, referee or employer concerning declarations of practical industrial experience, any certification issued or pending issuance shall be rendered null and void.

Furthermore, additional disciplinary actions may be applied in accordance with:

- PCN24/CP27 – Code of Ethics for PCN certificate holders.

3. Employer responsibilities and candidate declarations

All employers must be fully aware of their obligations, as outlined in Section 5.5 of PCN24/GEN. It is the employer's responsibility to ensure accurate documentation of the applicant's personal information. This includes, but is not limited to, declarations relating to education, training, practical industrial experience and visual acuity, all of which are required to determine the applicant's eligibility for certification.

In all cases, whether the applicant is employed or self-employed, the record of industrial experience must be attested by a qualified referee.

Where a candidate is unemployed or self-employed, the declarations of education, training and industrial experience must be attested by at least one independent party deemed acceptable by the Certification Body.

Where necessary, PCN may provide additional guidance to assist candidates and employers in meeting these requirements.

4. Guidance on gaining and documenting NDT experience

The process of gaining NDT experience should not be viewed as unnecessarily complex; however, it is essential that candidates are provided with sufficient opportunities to develop and demonstrate their practical competence.

The following list, while not exhaustive, provides examples of valuable activities that may be recorded on Forms 1 and 2, detailing the specific knowledge and skills a candidate has achieved throughout the experience-gaining period.

Form 1 – Utilisation of written NDT instructions

- Has the candidate used, reviewed or assisted in the drafting of written NDT instructions?
- Where the answer is *yes*, the candidate should include a brief statement outlining their interaction, knowledge and practical experience relating to the use or development of written NDT instructions.

Form 1 – Application and interpretation of relevant NDT codes and standards

- Does the candidate have knowledge of the specific codes and standards used by their employer?
- Where the answer is *yes*, the candidate should include a concise statement confirming their understanding and awareness of the applicable NDT standards and/or codes.

Form 1 – Execution and comprehension of approved NDT procedures

- PCN Level 1 and Level 2 candidates should be able to demonstrate an awareness of approved NDT procedures, while PCN Level 3 candidates are expected to show a detailed understanding of such procedures and how they may be used to generate written NDT instructions.
- Candidates should provide a brief statement summarising their level of awareness or knowledge of the procedures used by their employer.

Form 1 – Liaison with clients to define inspection requirements

- Has the candidate liaised with clients on matters related to NDT inspections or contributed to the preparation of written NDT reports?
- Where applicable, the candidate should provide a short statement outlining the nature of this involvement.

Form 1 – Calibration of NDT equipment

- Does the candidate have demonstrable experience in setting up and calibrating NDT equipment in accordance with specified techniques, procedures, codes or standards?
- This may include the use of NDT reference standards, calibration blocks or similar tools.
- Where applicable, the candidate should provide a brief statement confirming their knowledge and experience in performing such tasks within the method for which certification is sought.

Form 1 – Understanding and application of complementary NDT methods

- Candidates may wish to demonstrate awareness of complementary NDT methods used to confirm or correlate findings.
- While not mandatory for certification, evidence of such understanding contributes to demonstrating broader NDT knowledge beyond the primary method for which certification is sought.

Form 1 – Familiarity with product technology, materials, components and structures

- This section relates specifically to the NDT method and products for which certification is sought.
- Candidates may wish to provide brief statements highlighting their familiarity with product types, materials and the manufacturing or in-service defects they have encountered.

Form 1 – Awareness of statutory, local and organisational health & safety obligations

- Candidates are encouraged to provide a brief statement confirming their understanding and application of health & safety practices relevant to their NDT experience.

Form 1 – Knowledge of regulatory and industry bodies

- Although not a mandatory requirement, candidates may provide a brief statement confirming their awareness of the relevant regulatory or industry bodies associated with their sector.
- Examples include, but are not limited to:
  - **Aerospace:** Civil Aviation Authority (CAA – UK), Federal Aviation Administration (FAA – USA).
  - **Rail:** Rail Safety and Standards Board (RSSB – UK).
  - **Maritime:** Maritime and Coastguard Agency (MCA – UK).
- The above examples are provided for guidance only and are not exhaustive.

Form 2 – Performance of hands-on NDT inspections under qualified supervision

- Does the candidate have verifiable experience performing practical NDT testing under direct supervision?
- The candidate should complete **Form 2** for each NDT task carried out on an ongoing basis.
- **Form 2** shall be continually reviewed and endorsed by the person providing direct supervision.
- The candidate should include, where appropriate:
  - The NDT instruction, code or standard followed for the task.
  - Basic details of the product tested (for example material type, component, weld, plant or structure), avoiding disclosure of proprietary information.
  - The number of days of practical industrial experience accrued.
  - ***Note:*** *One day is defined as a minimum of seven (7) hours.*
  - Where candidates work longer shifts (for example 12-hour days), experience should be converted using the formula: **Hours worked ÷ 7 = Number of days.**
- The supervising individual shall attest to the candidate's practical industrial experience on **Form 2**.
- **Forms 1 and 2** shall be reviewed by the referee, who may also serve as the supervising individual.
- Form 1 shall attested to by the candidate, referee and employer before final submission.

5. Further guidance

Properly documented evidence of these activities constitutes an essential component of the candidate's industrial experience record. When such experience is obtained and recorded under the supervision of a suitably qualified and experienced individual, it provides assurance that the candidate is adequately prepared and competent to perform NDT tasks independently and without supervision following the successful achievement of PCN certification.

For further information or clarification regarding this revised process, please contact: **technical@bindt.org**

Change control record

PCN24/PSL30/Guidance – Document issue and review status		
Document issue for review	**Changes/amendments**	**Current document status**
Issue 01	Updated to PCN24 Scheme.	November 2025.

The British Institute of Non-Destructive Testing is an accredited Certification Body offering personnel and quality management systems assessment and certification against criteria set out in international and European standards through the PCN Certification Scheme.

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