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**CONFIRMED NOTES OF THE 48th MEETING OF THE
UK NATIONAL AEROSPACE NDT BOARD**

Meeting Date: Thursday 24th July 2014, 10:00

Location: 1710 Naval Air Squadron, Unicorn Building, HMNB Portsmouth, Hants, PO1 3GX

NANDTB/2014/M3

1. Confirmation of the agenda (and any other business)

J Biddulph (Chair) welcomed all to the meeting and N Scutt introduced new secretary Tracy Grant, who it was noted, would be replacing Jennifer Cook.

2. Attendance & apologies for absence (Annex A)

Refer to attached attendance sheet. C Thomas asked if we could amend Training and Examination Group to the new OA/IA user group.

3. Notes of the 46th meeting (distributed earlier)

a. Confirmation

The minutes of the last meeting were confirmed.

b. Review of allocated actions below with special mention to the following;

Ref	Actions brought forward	Remarks
06/2013	C Worrall (LEAD), G McCully, C Thomas, T Blacklay, S Algar to review NANDTB-18. Comments to be submitted to J Cook by close of business 5th April 2013 for implementation with approval at the next meeting.	ON HOLD Document update to be postponed until publication of new issue EN 4179
24/2013	<u>All</u> members to send suggestions to K Phillips for collation, on 'what the UK NANDTB wants the forum to achieve'. Suggestions to be put to T Blacklay at a meeting between UK NANDTB and CAA at Aviation House TBC. (action re-allocated to KP from JB)	ON HOLD No suggestions received from members
29/2013	K Phillips to draft letter to EASA informing them of the Board's decision to no longer accept future, overseas affiliations. (relates to 13/2013)	CLOSED – New action 25/2014

32/2013 Amended	<p>All members - comments to T Blacklay for changes to Part 145.</p> <p>T Blacklay advised that comments are still required</p>	<p>OVERDUE</p> <p>No comments received to date: options listed as discussed:</p> <ol style="list-style-type: none"> 1. Retain EN4179 as the recognised standard and revise Part 145 to explicitly state the obligations and role of a European NAndtB. 2. Retain EN4179 as the recognised standard and revise Part 145 to remove the requirement for a NAndtB and place all the responsibility on the responsible level 3. 3. Retain EN4179 as the recognised standard and revise the regulations to facilitate a National or European wide certification body accredited in accordance with ISO 17024 to approve training and examination organisations. 4. Revise Part 145 and Part 147 to place the training and examination to NDT personnel on a similar footing to aircraft licenced engineers, i.e. all training and examination organisations would be directly approved by a NAA or EASA. In all likelihood this would necessitate replacing EN4179 with a standard controlled by EASA.
35/2013	N Scutt to email Board members for volunteers for the Eddy Current specific, questions review to be held 3 rd December.	CLOSED – TRANSFERRED TO GTC
37/2013	J Biddulph to issue a letter to N Scutt, formally nominating G McCully as the GTC representative of the Aerospace industry & UK NANDTB.	OVERDUE
39/2013	T Blacklay to formally correspond with Primes' employers advising why it is important that members of UK NANDTB attend and witness audits of Aerospace agencies/training & examination centres.	OVERDUE
01/2014	T Blacklay to visit the potential changes to GR23 defining what is required by an organisation using PCN/AERO.	COMPLETE – AGENDA ITEM
02/2014 Amended	N Scutt to circulate the BINDT auditor training criteria	OVERDUE
09/2014	4 new members to be selected for review of audit reports (previously JB, AW, RB, CW)	ACTION DUE MEETING 48, 3RD SEPTEMBER
10/2014 Amended	<p>G McCully (Lead), P Berkley and J Biddulph WG to review OAQS-7 for IA audits. J Cook to circulate auditor comments.</p> <p>It was added that all document references within OAQS/7 need revising, as document changes have not been referenced within the checklist since it's last update</p>	COMPLETE – AGENDA ITEM
11/2014 Amended	C Thomas to create this checklist/work instruction as a NANDTB document, to TEG for review/approval, to NANDTB for ratification. This checklist should be linked with the audit checklists OA/IA.	NEW ACTION 26/2014
12/2014	T Blacklay to confirm who will represent the CAA on the BINDT Certification Management Committee	OVERDUE
13/2014	N Scutt to request that new lead assessor joins the WG for action 10/2014 review of OAQS-7	<p>ONGOING</p> <p>G McCully stated that they have left OAQS7 until EN4179 is re-issued. New lead assessor joining 4 August – Alan Parsons</p>

14/2014	NANDTB_09 – review by; C Dootson and A Williams	ONGOING C Dootson had a look at both documents 09 and 15 as they go hand in hand. The Board discussed whether or not a co-opted member should be a permanent position. CD to amend both documents ready for the next meeting.
15/2014	NANDTB_14 (remove PPT) – review by; G McCully	ONGOING
16/2014	NANDTB_15 – review by; C Dootson and A Williams	ONGOING See action 14/2014
17/2014	NANDTB_19 – review by; C Dootson, J Dugard, G McCully and T Blacklay	ONGOING
18/2014	To draft essential changes to GR23 for T Blacklay review and implementation C Thomas (Lead), J Biddulph, C Worrall, G McLeod	CLOSED – AGENDA ITEM
19/2014	WG to review UK NANDTB suite of documents and advisories to ensure alignment with ANDTBF_08. J Dugard (Lead), G McCully, K Phillips, J Biddulph	CLOSED
20/2014	To review the current certificate disclaimer wording on Outside agency certificates issued to candidates. C Thomas (Lead), G McCully and D Griffin	AGENDA ITEM
21/2014	J Biddulph and N Scutt to co-ordinate expediting the transfer of ANDTBF information and documentation to be included on BINDT website	ONGOING J Biddulph will chase Bernard to expedite the transfer of information.
22/2014	J Biddulph to inform T Grant of ATS&S company information to be included on NANDTB_21	ONGOING
23/2014	J Biddulph to create an advisory and organisation chart showing the Board has signed up to ANDTBF_08 recognition of approvals and removing the overseas affiliations process.	OVERDUE
24/2014	BINDT to hold a ballot of OAs/IAs for QA representation on the Board. J Biddulph to speak with TEG chair regarding this role change	CLOSED

c. Other matters arising (not covered by the agenda)

No other matters arising.

4. Membership (current list)

a. Changes were made in real time to amend the following:

- i. BINDT representative and secretary
- ii. Change TEG to OA/IA User group
- iii. G McCully to be changed to Part 145 & Sig

It was noted that Clive Worrall is the only membership that is due to expire – TG to reconfirm membership. **Action 27/2014 – TG to reconfirm CW membership status.**

5. Documents for discussion and/or approval

See table of documents NANDTB_01

- o **NANDTB_4** – review by J Biddulph, T Blacklay and K Phillips
Action 28/2014 – JB, TB, KP to review NANDTB 04
- o **NANDTB_09** – review by C Dootson and A Williams – C Dootson agreed to make the change to this document

See action 14/2014

- **NANDTB_10** – review by G McCully, C Thomas, J Biddulph and T Blacklay
Action 29/2014 – G McCully, CT, JB, TB to review NANDTB 10
- **NANDTB_12** – review by G McCully; C Thomas, J Biddulph and T Blacklay
Action 30/2014 - G McCully, CT, JB, TB to review NANDTB 12
- **NANDTB_13**
Action 31/2014 – TG to withdraw NANDTB 13 – Now GTC responsibility.
- **NANDTB_14** – review by G McCully (remove PPT)
See Action 15/2014
- **NANDTB_15** – review by C Dootson and A Williams
See Action 14/2014
- **NANDTB_16** – to be transferred to OA/IA User Group
Action 32/2014 - C Thomas to take NANDTB 16 & AD 007 to OA/IA User Group for review
- **NANDTB_19** – review by C Dootson, J Dugard, G McCully and T Blacklay
See Action 17/2014
- **NANDTB_21** – review by T Blacklay, K Griffiths, A Williams and K Phillips
See Action 25/2014 – To be reviewed by the affiliation WG.
- **NANDTB_22** – There was a discussion regarding the use of the Logo it was suggested that this be reviewed in line with NANDTB 16. CT to take back to OA/IA User group for review.
Action 33/2014 – CT to take NANDTB 22 to the OA/IA user group for review.
- **NANDTB_27** – Amended in real-time.
Action 34/2014 – TG to publish NANDTB 27

T Blacklay asked if J Biddulph could take NANDTB 27 to the European Forum and request they create a similar document as the CAA received numerous queries regarding equivalencies.

It was agreed to upload the PPP from the Sub Group Meeting 16 June 2014 which reviewed all the NANDTB documents in light of new policy changes, to the NANDTB website under the minutes.

Advisories

- AD003 – Withdraw when new draft of EN4179 published. Requirement to specify minimum time on each subject area in EN4179 withdraw.
- AD005 – Withdraw when new draft of EN4179 published. Para 8.4 allows current NANDTB certificates to be used for new employment provided the new employer administers specific and practical exams.
Action 35/2014 – TG to withdraw AD003 & AD005 when revised EN4179 published.
- AD007 – Merge with NANDTB/16 and withdraw.
- AD008 – Link with review of NANDTB/21 and withdraw.
Action 36/2014 – TG to withdraw AD007 & AD008 when actions 25/2014 & 32/2014 have been closed.

Website

- There was a few amendment to the NANDTB web pages it was agreed to:
- Remove the link to PCN GEN-PCN AERO.
- Remove the link to Level 3 Recertification.
- Remove the link to Nadcap page

Action 37/2014 – TG to amend the Webpages as requested above.

6. Overseas Affiliations - Working Group update

A WG comprised of T Blacklay, J Biddulph, B Scott, K Griffiths and K Phillips were tasked with reviewing the documents which have been supplied by the affiliated organisations.

J Biddulph said that we increased a level of control over the affiliations. Each organisation was tasked with submitting documentation, each company was reviewed by the WG in turn.

It was noted that 5 out of the 9 organisations have submitted paperwork for review.

The Board agreed to re-affiliate the following organisations, ADAT, ATS&S, Royal Brunei & Malaysian Airlines. It was agreed to request further information from the following organisations, Bedek & Chromalloy,

There was a discussion about the organisations that had not responded so far and would they be removed or re-affirmed, JB suggested that they should remain on the list but we shouldn't be chasing any further information. N Scutt confirmed that we should either chase everybody or don't chase any of them. We shouldn't be chasing the ones that have responded but not sent enough information and not chase the ones that haven't. C Thomas confirmed that the ones that have reacted positively and have tried to respond they will have more work to do and the ones that haven't responded at all you are just going to let them go. He proposed that we write to all 8 say we are chasing our policy, thank you for everything you have supplied and the policy from hereon in will be he suggested that 1 letter fits all 8.

It was noted that the following organisations had not submitted their paperwork and need chasing, Tap ME, GE Aviation & Kenya Airlines.

It was agreed to email the organisations giving them until the 31st August to respond.

Action 38/2014 – KP & TG to contact the organisations requesting further information and for those who hadn't responded giving a cut-off date of 31st August.

7. Qualifying Agencies -

a. Oversight Matrix Update (to be tabled)

The Matrix was tabled and the Board agreed to inform TG which audit they would be witnessing.

Action 39/2014 – Board members to inform TG of oversight audits they will attend.

b. Audit comments

No comments had been received

c. Inside Agency Checklist

It was reported that a WG have reviewed the OAQS7 to make it appropriate for Inside Agency audits. The new checklist was tabled for approval.

There was a discussion on the use of words either External or Outside or internal or inside. The Board agreed to adopt the use of Inside & Outside. **Action 40/2014 – TG to review all NANDTB & OAQS docs for the use of Internal and external.**

There was a discussion at point 3.3 on the checklist as to whether the Responsible L3 needs to be independently or externally qualified, the Board discussed the wording and agreed that the Responsible L3 needs to be externally qualified to prove it is independent.

CT confirmed that at the recent OA/IA meeting they had discussed this exact issue and confirmed that those present their understanding was that the responsible L3 would be externally qualified.

N Scutt asked the Board to confirm as she was aware of a situation where the RL3 is independently qualified but not externally. NS noted that the checklist is confusing and misleading as its states independent not external. T Blacklay invited everyone to review NANDTB_23 clause 3.3 which states:

3.2 Responsible Level 3's cannot recertify themselves and shall be recertified in accordance with EN4179 by the employer and shall include as a minimum one of the following:

3.2.1 Independent re-qualification via examination, e.g. EN4179 qualification administered by a BINDT accredited Outside Agency or;

3.2.2 Independent validation by an BINDT Outside Agency of re-qualification based on the EN4179 credit system; or

3.2.3 Independent re-certification, via the PCN/AERO scheme or ASNT program.

It was agreed to strengthen NANDTB 23 to make the expectations of the Board very clear. **Action 41/2014 – J Dugard, M Cox, J Biddulph and T Blacklay to look at NANDTB_23**

N Scutt stated that the checklist needs to state independent and external the Board agreed.

Action 42/2014 –GMcCully to amend the OAQS7 to state independent and external.

CT stated that he would make this clear to all OA/IAs in the information he reports back to them on key points raised during this meeting.

Action 43/2014 – Board members to review the checklist for IA.

Action 44/2014 – TG to issue IA checklist as OAQS/8 if no comments received.

8. ANDTBF including NAS410/EN4179 update -

J Biddulph confirmed there is nothing to report. There hasn't been a meeting since the last board meeting. The next meeting is in Prague on 7 October. BINDT will be providing the secretariat for that meeting.

9. Use of online NDT training to meet EN4179 classroom hours

B Scott There was a discussion on the use of online training, N Scutt confirmed that she recently took this query to the Accreditation Panel who deals with ATOs to discuss the use of online training and it declined as the MQ&E believed that there is no proof who is sitting in front of the computer and also how many hours are completed. BINDT will not be implementing online training any time soon.

The board does not agree that online training satisfies EN4179 requirements at this time to be reviewed again in the future.

10. Pt. 145 Orgs, QAs and SIG members Update -

Nothing to update.

11. Regulators Update –

a. GR23 revision – 3.36 on recording

- i. T Blacklay thanked the Board for amending GR23 but noted that the authority have reviewed it and made amendments these were tabled for discussion.

Action 45/2014 – J Biddulph and N Scutt to inform TB of location of ANDTBF documents.

TB agreed to include Level 2 limited in GR23 revision at clause 5.3.

There was a discussion regarding the clause 4.6(g), it was noted by the technical audits should be conducted every 12 months, the redraft of the clause allows a 24 month option. The Board felt that the L3 gets access to suppliers because the documents requires an annual audit if this was extended to 24 months then the feeling was that the L3 would only be granted access once every 24 months for audit. It was agreed to leave this clause to allow the 24 month option and add a number of site visits in a time period at clause 4.4(b). The Board and the CAA agreed to have a site visit at least once a quarter on the service agreement.

Action 46/2014 – T Blacklay to make amendments to GR23 and publish.

TB clarified that at clause 9.1 the CAA is only the competent authority in the UK and cannot legislate outside the UK.

It was noted that there is an imminent revision of CAP747 so if TB had the required information by the end of the month then the publication date would be October if not probably looking at 6 months for both to be amended and published.

b. Part 145 Specialised Tasks update

- i. T Blacklay confirmed that Part 145 Regulation not AMC has been reviewed to define necessary changes. The first draft AMC for NDT has been written. It has actually taken its basis from GR23. T Blacklay confirmed it has been circulated to the European board members but no response back as of yet. It was agreed to circulate this to the Board members but iterate this must not be circulated outside the Board.

Action 47/2014 – TG to circulate draft AMC to Board members only.

CAA asked EASA to do a survey/questionnaire out to industry. It was agreed to circulate this for info to Board members and again reiterate the fact that it shouldn't be circulated outside the Board.

Action 48/2014 – TG to circulate standards used for NDT to Board members only.

12. OA/IA Group

CT reported that the first inaugural meeting of the OA/IA user group was on the 15th May. CT confirmed that the meeting was well attended and he was more convinced now that it is a step that in the long term will both serve the user group and the board well. A formal vote for chair and vice chair was conducted and the results are that C Thomas is the Chair and David Griffin is Vice Chair.

It was agreed to hold a minimum of two meetings a year and that after every board meeting C Thomas will disseminate what he thinks are significant area of policy that the board have come up with or heads up on things that are going to change and actually email the rest of the user group with the information. This will work the other way also.

The user group went through all the Board Policy's and CT state that there was a query on slide 11 of the Power Point presentation previously circulated by JB. JB clarified that the note under specific & practical examination in EN 4179 has been removed and is now included in the actual paragraph.

CT also stated that the Board cannot assume that when they make policy and create documents/advisories that these are read and fully understood outside the Board. CT confirmed that the next OA/IA meeting will be held after the next Board meeting.

JB noted that the fact that any feedback given to the Board is gratefully received.

13. Any other business

a. NAndtB 17 expansion to allow inclusion of thermography & sherography.

C Worrall reported that he didn't know the history of NANDTB17 but he has a requirement in BA to add Liquid crystal and wondered whether the document was specifically for ultrasonic and eddy currents or could it be expanded to thermography and sherography.

J Biddulph stated that the intent of the document was for use where there is a method which obviously has lots of little techniques like with eddy current there are lots of very specific techniques that can use that like with ultrasonic. Especially when a technique within a method which is actually quite specific and personnel using only that technique don't need to have all this training and experience covering the whole method like magnetic and penetrative testing.

Everybody agreed for the document to be modified to include thermography and sherography.

Action 49/2014 – CW & JD to amend NANDTB_17 and circulate.

b. ChromaGen lenses

B Scott reported that he has been made aware of Chromogen lenses which are lenses that personnel who fail the colour vision test they can put these lenses in which can be contact lenses or normal glass and they enable them to pass the colour vision test. It is a UK company who is manufacturing these lenses. Upon further investigation it showed that the lenses could help with some colours but in the meantime cause problems with others.

The Board agreed that the use of these lenses will not be acceptable until there has been sufficient investigation to see if the use of these lenses affects NDT detection. Organisations should be performing a trade test for those employees that fail the Ishihara colour test.

14. Date and location of the next meetings

49th meeting – Wednesday 3rd September - Flybe

50th meeting – Wednesday 5th November – Minton

51st meeting – Wednesday 10th December – Airbus

Annex A – attendance and apologies for absence at the 2014 NANDTB meeting no. 48

Name	Representing	In attendance	Apologies for absence
Alun Williams	(Airbus UK)		1
Bobby Scott	(Bombardier)	1	
Carl Sheppard	(British Airways)		1
Chris Dootson	(BAE Systems)	1	
Chris Durrant	(Messier-Bugatti-Dowty)		1
Clive Worrall	(British Airways)	1	
Colin Thomas	(Training & Examination Group)	1	
Dave Griffin	(Training & Examination Group Deputy)		1
Jes Dugard	(MoD)	1	
Graham Mcleod	(Honeywell)		1
Graham McCully	(Pt. 145 Orgs, QAs and SIG members)	1	
Jon Biddulph (Chair)	(Rolls Royce)	1	
Keith Griffiths	(Rolls Royce)	1	
Keith Phillips	(Airbus UK)	1	
Kevin Pickup	(BAE Systems)		
Mandy Cox	MAA	1	
Nicole Scutt	(BINDT)	1	
Phil Berkley	(Agusta Westland)	1	
Rob Bright	(Flybe)		1
Stuart Algar	(Civil Aviation Authority)		1
Ted Blacklay	(Civil Aviation Authority)	1	
Tracy Grant (Secretary)	(BINDT)	1	
	Totals	14	7

Actions allocated and carried over from meeting 48th Meeting.

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32/2013 Amended	All members - comments to T Blacklay for changes to Part 145. T Blacklay advised that comments are still required	OVERDUE – Options as follows: 1. Retain EN4179 as the recognised standard and revise Part 145 to explicitly state the obligations and role of a European NAndtB. 2. Retain EN4179 as the recognised standard and revise Part 145 to remove the requirement for a NAndtB and place all the responsibility on the responsible level 3. 3. Retain EN4179 as the recognised standard and revise the regulations to facilitate a National or European wide certification body accredited in accordance with ISO 17024 to approve training and examination organisations. 4. Revise Part 145 and Part 147 to place the training and examination to NDT personnel on a similar footing to aircraft licenced engineers, i.e. all training and examination organisations would be directly approved by a NAA or EASA. In all likelihood this would necessitate replacing EN4179 with a standard controlled by EASA.
35/2013	N Scutt to email Board members for volunteers for the Eddy Current specific, questions review to be held 3rd December.	CLOSED – TRANSFERRED TO GTC
37/2013	J Biddulph to issue a letter to N Scutt, formally nominating G McCully as the GTC representative of the Aerospace industry & UK NANDTB.	CLOSED
39/2013	T Blacklay to formally correspond with Primes' employers advising why it is important that members of UK NANDTB attend and witness audits of Aerospace agencies/training & examination centres.	OVERDUE
02/2014 Amended	N Scutt to circulate the BINDT auditor training criteria	OVERDUE
09/2014	4 new members to be selected for review of audit reports (previously JB, AW, RB, CW)	ACTION DUE MEETING 48, 3RD SEPTEMBER
12/2014	T Blacklay to confirm who will represent the CAA on the BINDT Certification Management Committee	OVERDUE
13/2014	N Scutt to request that new lead assessor joins the WG for action 10/2014 review of OAQS-7	ONGOING G McCully stated that they have left OAQS7 until EN4179 is re-issued. New lead assessor joining 4 August – Alan Parsons

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16/2014	NANDTB_15 – review by; C Dootson and A Williams	ONGOING See action 14/2014
17/2014	NANDTB_19 – review by; C Dootson, J Dugard, G McCully and T Blacklay	ONGOING
21/2014	J Biddulph and N Scutt to co-ordinate expediting the transfer of ANDTBF information and documentation to be included on BINDT website	ONGOING J Biddulph will chase Bernard to expedite the transfer of information.
22/2014	J Biddulph to inform T Grant of ATS&S company information to be included on NANDTB_21	Closed
23/2014	J Biddulph to create an advisory and organisation chart showing the Board has signed up to ANDTBF_08 recognition of approvals and removing the overseas affiliations process.	OVERDUE
25/2014	NANDTB_21 to be redrafted by the Affiliation WG Including AD008, TB to write a letter to EASA informing them of the Boards position.	
26/2014	CT To take checklist/work instruction on marking procedures to OA/IA user group.	
27/2014	TG to reconfirm CW membership status.	TG emailed CW on 9/9 email in from Carl Shepherd confirming membership okay to continue however due to the ever increasing focus on costs, activities associated with supporting the Board may be limited.
28/2014	JB, TB, KP to review NANDTB 04	Ongoing
29/2014	G McCully, CT, JB, TB to review NANDTB 10	Closed. Tabled for approval, Approved.
30/2014	G McCully, CT, JB, TB to review NANDTB 12	Ongoing
31/2014	TG to withdraw NANDTB 13	Closed Agenda item
32/2014	C Thomas to take NANDTB 16 & AD007 to OA/IA User Group for review	Closed Agenda item
33/2014	CT to take NANDTB 22 to the OA/IA user group for review.	Closed Agenda item
34/2014	TG to publish NANDTB 27	Closed
35/2014	TG to withdraw AD003 & AD005 when revised EN4179 published.	On hold
36/2014	TG to withdraw AD 007 & AD 008 when Actions 25/2014 & 32/2014 have been closed.	On hold
37/2014	TG to amend the Webpages stated in mins.	Closed
38/2014	KP & TG to contact the organisations requesting further information and for those who hadn't responded giving a cut-off date of 31 st August.	Closed

39/2014	Board members to inform TG of oversight audits they will attend.	Closed
40/2014	TG to review all NANDTB & OAQS docs for the use of Internal and external.	Closed
41/2014	J Dugard, M Cox, J Biddulph and T Blacklay to look at NANDTB_23	???
42/2014	GMcCully to amend the OAQS7 to state independent and external.	
43/2014	Board members to review the checklist for IA.	GMcCully to circulate to all Board members for comments, Then complete 44/2014. & re-issue OAQS7 removing training sections.
44/2014	TG to issue IA checklist as OAQS8 if no comments received.	Ongoing pending 43/2014
45/2014	J Biddulph and N Scutt to inform TB of location of ANDTBF documents.	Closed
46/2014	T Blacklay to make amendments to GR23 and publish	Ongoing
47/2014	TG to circulate draft AMC to Board members only.	Closed
48/2014	TG to circulate standards used for NDT to Board members only.	Closed
49/2014	CW & JD to review NANDTB_17 and circulate	Agenda item 5