

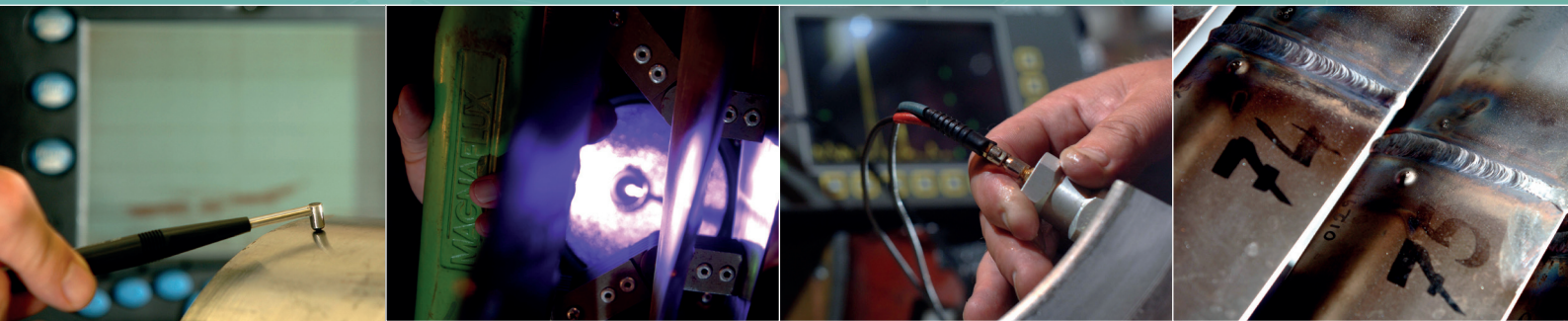
PCN24/CP12

Transitional arrangements for the appointment of examiners – New or resurrected certification schemes or sectors

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A division of



Contents

Section	PCN24/CP12: Content	Page
	Document title cover sheet	1
1	Document scope	3
2	Definitions	3
3	Transitional Level 3 arrangements.....	3
4	Appointed examiner requirements for Level 3 certification	4
5	Impartiality	5
6	Criteria for acceptance of transitional arrangements	5
7	Application types	5
Annex A	CP12 procedure	6
8	Change control record	8

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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1. Document scope

The intention of this document is to facilitate the use of a suitable process, herein referred to as 'the scheme', sufficient that when the Certification Body (BINDT) wishes to apply PCN's Certification Scheme requirements to a non-destructive testing (NDT) method that is not yet covered within its scope of approval, then the introduction of any such scheme can be achieved, with the intention being that after a successful transition period, the scheme (all training, examination and practical industrial experience requirements) shall meet the requirements of BS EN ISO 9712 and PCN24/GEN and relevant appendices.

1.1 The above principle shall also apply where:

- 1.1.1 There is a reintroduction of any PCN legacy certification scheme previously placed in abeyance or for the introduction of those schemes that require a new sector, as defined in Annex A of PCN24/GEN, to be created; or
- 1.1.2 There is a recognised need for personnel certified as competent under an alternative third-party certification scheme (*by a Certification Body listed in Schedule 2 of the European Federation for Non-Destructive Testing (EFNDT) or the International Committee for Non-Destructive Testing (ICNDT) Mutual Recognition Agreement*) to be allowed to gain PCN certification to facilitate and improve recognition and acceptance of other certification schemes; or
- 1.1.3 Where a recognised industry sector second-party certification scheme seeks to transfer certified personnel into a third-party BS EN ISO 9712 scheme such as BINDT's PCN Scheme and where currently such a scheme does not exist.

2. Definitions

- 2.1 **Transitional arrangements:** PCN24/CP12 considers transitional arrangements to be those plans and preparations that are specified in order to allow the Certification Body (BINDT) to consider developing and introducing new certification schemes for use which are not yet covered within the Certification Body's scope of approval and for which impartiality upon the new scheme's introduction may be a consideration due to a lack of suitable providers, a situation often experienced during early-phase adoption.
 - 2.1.1 In addition to the implementation of any new certification scheme, the transitional agreements herein may also be implemented for use by the Certification Body where it is necessary to reintroduce previously accepted certification schemes placed in abeyance due to technical and/or other circumstances.
 - 2.1.2 In this instance, and to address impartiality upon the acceptance of a new or reintroduction of a once already accepted/existing certification scheme, the requirements within PCN24/CP09 aim to address circumstances that may affect the impartiality of the PCN Certification Scheme where low provider adoption rates are experienced and, in addition, through Certification Management Committee (CMC) input.
- 2.2 **The transition period:** PCN24/CP12 considers time constraints as the period of time in which the change from one state to meeting the requirements of BS EN ISO 9712 are/can be accomplished; this shall typically be a period not exceeding five years.
 - 2.2.1 Where duly qualified persons have demonstrated to the satisfaction of BINDT's CMC that the standard of competency applied at the appropriate level for the newly implemented PCN scheme can be met, BINDT will seek to award PCN Level 3 certification to nominated examiners meeting the criteria for duly qualified examiners without examination, as appropriate, for a period of five years from the date of issue.

All other definitions/terms can be found within the current edition of PCN24/GEN.

3. Transitional Level 3 arrangements

- 3.1 As a part of these requirements and in order to facilitate such requests, BINDT may award transitional PCN Level 3 certification to appoint PCN examiners (by PCN) in order to facilitate the implementation of newly developed PCN certification examinations at the required levels for the certification sought within the new PCN certification scheme being considered for implementation.
- 3.2 The validity of such Level 3 status at 1.1.2 shall not exceed five years, at which time, and in order to recertify, the appointed examiner shall be required to pass the Level 3 theoretical and practical examinations in accordance with normal policy, as detailed in PCN24/GEN.

- 3.3 Transitional arrangements shall only be implemented once the relevant PCN training and examination modules are available for use or, if in development, once the training and examination processes are fully documented and approved by PCN.
- 3.4 Those appointed examiners may conduct, supervise and grade examinations at all levels during the scheme implementation period; however, the five-year implementation period is not to be used by the Certification Body as a means to certify candidates who do not meet the requirements of this document.
- 3.5 When training and examination requirements within the new scheme are adopted by other providers, temporarily recognised personnel shall provide documented evidence of full compliance with PCN24/GEN at the next recertification cycle.

3.6 'Appointed examiners' means personnel who shall demonstrate:

- 3.6.1 Knowledge of the principles of the NDT method and, in addition, possession of appropriate sector-specific knowledge in relation to the NDT technique(s) to be deployed within those sectors for which new certification is being developed.
- 3.6.2 Industrial experience within the application of the NDT method and associated NDT techniques using appropriate equipment.
- 3.6.3 The ability to conduct examinations at all levels for both written theory and practical examinations.
- 3.6.4 The capability of interpreting and grading written theory and practical examinations.
- 3.6.5 For the practical testing examination element, competency of the duly qualified examiners when reviewing and interpreting data, reviewing NDT inspection reports and validating the candidate's ability to confirm correct calibration and operation of NDT equipment, to include system verification checks.
- 3.6.6 The ability to review and apportion marks to written NDT instructions produced by candidates for PCN certification at Level 2.
- 3.6.7 The ability to review and apportion marks to the written procedure drafted by candidates seeking PCN certification at Level 3.
- 3.6.8 The knowledge and ability to test and master appropriate specimens for the certification sought.
- 3.6.9 The ability to develop NDT techniques for use by candidates within the PCN examination. The same NDT techniques for use by the candidate shall be applied by the examiner to specimens tested during the specimen mastering process.

4. Appointed examiner requirements for Level 3 certification

Appointed PCN Level 3 examiners seeking recertification shall provide confirmation issued by the employer of continued satisfactory work activity without significant interruption in the method and sector for which certification is sought and:

- 4.1 In cases where a number of Authorised Qualifying Bodies (AQB) exist at the end of the transition period, satisfy the PCN Level 3 requirements in the method, to include successful completion of the appropriate parts of a Level 3 examination, as detailed in PCN24/GEN.
- 4.2 In situations where only one AQB exists at the end of the transition period, where appointed examiners have demonstrated to the satisfaction of BINDT's CMC that the standard of competency applied at the appropriate level for the newly implemented PCN Scheme can be met, BINDT will seek to award PCN Level 3 certification to nominated examiners via the structured credit system combined with appropriate testimony of satisfactory performance by the employer or clients of the individual concerned.
 - 4.2.1 Meet the requirements of the PCN structured credit system for recertification at Level 3.
- 4.3 The individual shall decide between the examination or credit system for recertification. If the credit system is chosen and requires submission of an employer's documents or access to an employer's premises, the individual shall provide the Certification Body with a written statement of approval from the employer for acceptance.
- 4.4 In both cases (written examination or structured credit system), the individual shall either provide appropriate documented evidence, acceptable to the Certification Body, of their continued practical competence in the method or pass a Level 2 practical examination, as specified within PCN24/GEN, except for the drafting of a written NDT instruction.

5. Impartiality

In order to address impartiality upon the acceptance of a new or reintroduction of a once already accepted/existing certification scheme, the requirements within PCN24/CP09 look to address circumstances that may affect the impartiality of the PCN scheme where low provider adoption rates are experienced and, in addition, through CMC input.

6. Criteria for acceptance of transitional arrangements

- 6.1 Where aspirant and/or current BINDT Approved Training Organisations (ATOs) and AQB's seek to implement new PCN certification schemes, where no current certification scheme exists, BINDT requires that the same measures for certification schemes already in use shall be applied to any new aspirant certification scheme where the aspirant scheme has been accepted for development/use by BINDT/PCN. In this regard, the ATO/AQB shall be required to demonstrate to the satisfaction of BINDT in so much that requirements detailed within PCN24/CP08 and PCN24/CP09 are being or shall be met at the end of any transitional arrangement in place.
- 6.2 Where 6.1 can be confirmed, BINDT will authorise the PCN scheme for use and any transitional PCN certification required.
- 6.3 Other NDT training and examinations associated with other certification schemes or professional qualifications may be used to attest to and validate competence in regard to transitional arrangements. Where this is not the case, but competence to train and examine can be validated by other appropriate means, then the other appropriate means considered for use shall be documented in regard to any transitional agreement looking to be implemented.
- 6.4 All transitional appointments of PCN examiners shall be valid for a period of five years from the date of issue to those persons authorised within the new PCN scheme.

7. Application types

- 7.1 **Newly proposed schemes:** following an agreement being reached between PCN and the organisation wishing to undertake the responsibility of an ATO/AQB for the scheme or operate a newly proposed certification scheme, there will be an interim period of time, defined in the notices issued announcing the agreement, during which applications shall be made by appropriate personnel (*trainers and examiners*) for consideration by PCN to meet the requirements of PCN24/CP08 and PCN24/CP09, after such time as the scheme has become established. A decision will be provided by PCN on the proposed scheme's acceptance (or not, as the case may be). Where the scheme is accepted, routes detailed herein shall apply.
- 7.2 **Schemes moving out of abeyance:** in such situations where an organisation previously operated a scheme that was previously placed/moved into abeyance, where PCN certification is no longer being offered, PCN may determine whether previous transitional arrangements may be accepted from the organisation and its employees holding or who have held certification issued under the legacy scheme in use as suitable evidence to progress in moving the scheme out of abeyance for use. Where PCN deems it necessary, it shall approach the CMC for judgement on any proposed new application to move the legacy scheme out of abeyance.

ANNEX A – CP12 PROCEDURE

The submission and assessment of applications for transitional arrangements for:

- Certification schemes that are not yet covered within the Certification Body's scope of approval; or
- For the reintroduction of PCN certification schemes where the scheme has previously been withdrawn from the Certification Body's scope of approval (*placed in abeyance*) and is required to be resurrected.

1 – INTRODUCTION

- 1.1 This document sets out the procedures to be adopted when considering revised requirements for PCN (*personnel certification*) when making an application for certificate holders of the proposed scheme to be certificated by BINDT under the terms and conditions set out in PCN24/CP12 (Transitional arrangements).
- 1.2 The document also covers the procedures to be established by BINDT to examine and assess all such applications, the criteria against which any such application would be assessed and the terms and conditions under which transitional arrangements would be promulgated.

2 – SUBMISSION OF APPLICATION

- 2.1 New (*aspirant*) BINDT (PCN) Personnel Certification Scheme providers shall make nominations for the appointment of proposed examiners, under these transitional arrangements, using BINDT form PCN24/CP12/F01.
- 2.2 Nominations will be considered from any existing BINDT-approved ATO/AQB or any organisation intending to attain such approval. An ATO/AQB within BINDT's PCN Scheme shall fully satisfy the requirements of PCN24/CP08 and PCN24/CP09.
- 2.3 **Organisations seeking to establish the use of an agreed transitional arrangement shall set out the scope and conditions of the scheme, giving:**
 - 2.3.1 The scheme's NDT method and any associated applicable NDT techniques for use and the particular areas of operation/deployment, for example industry and product sectors for use.
 - 2.3.2 Details of all (*if any*) existing documented procedures on the proposed scheme.
 - 2.3.3 Details of the organisation proposing the scheme, its structure, management exposition quality system, etc, for consideration against PCN24/CP08 and PCN24/CP09 requirements.
 - 2.3.4 The scope and levels of all PCN certification proposed.
 - 2.3.5 Gap analysis for the proposed scheme against PCN scheme requirements (*PCN24/GEN*) with specific reference to the equating of levels for certification, training requirements against an agreed syllabus (*TS 25107*) and the requirements for PCN examination content, both theoretical and practical. Where there have been significant changes in a scheme once placed in abeyance relating to certificates that are still valid, full details of these differences shall be included.
 - 2.3.6 Where appropriate, details on the categories and number of certificates that remain in existence (*extant*).
- 2.4 **Application shall, in the first place, be made in writing to:**
 - 2.4.1 The Certification Manager, BINDT Certification Services Department, Midsummer House, Riverside Way, Bedford Road, Northampton NN1 5NX.
 - 2.4.2 Email: jennifer.cook@bindt.org

3 – TRANSITIONAL ARRANGEMENTS COMMITTEE

- 3.1 Where appropriate, a presentation shall be made by the applicant organisation to the BINDT CMC, which may delegate members from the CMC to act as a Transitional Arrangements Committee to aid with the introduction of the proposed certification scheme.
- 3.2 Where accepted for implementation by the CMC, the CMC shall instruct (where required, a Transitional Committee) and the BINDT Certification Manager, supported by other BINDT representative(s) with specific technical expertise relating to the operation and implementation of such transitional arrangements, to commence work with the organisation to progress with the implementation of the proposed certification scheme.

- 3.3 Representatives of the organising scheme under the provisions of PCN24/CP12 shall progress to meeting the full requirements of PCN24/CP08 and/or PCN24/CP09 by the end of any transitional agreement in place. Where this has not been possible due to low scheme take up, the organisation will seek further guidance and assistance from the Certification Manager/CMC where impartiality may have an effect in maintaining the scheme.

4 – TERMS OF REFERENCE

- 4.1 No member of the BINDT Committee shall have or have had a direct or indirect interest in the submitting organisation during the previous two years. Where such a situation exists, the member shall declare that interest and shall not participate in the examination and assessment of such application; the CMC shall appoint a substitute.
- 4.2 All declarations of the Committee shall be treated in the strictest confidence.
- 4.3 The Certification Manager (*and, where required, the Transitional Arrangements Committee*) shall sit within three months of a valid application for scheme use being received by the PCN Head of Certification to review the current status and preparedness of the proposed PCN scheme against the current PCN Certification Scheme requirements and the requirements contained herein (PCN24/CP12).
- 4.4 Where it is deemed that the necessary requirements have been met for both ATO and/or, where required, AQB status, and that all aspirant PCN Certification Scheme requirements have been met, a recommendation shall be made to the CMC that the proposed scheme be included on the BINDT PCN scope of approval for use.
- 4.5 Minutes of this decision on which the final approval of the scheme was made shall be held on file by the PCN Certification Manager.

5 – ASSESSMENT OF APPLICATIONS

- 5.1 All applications shall initially be reviewed by the Certification Manager for correctness of format, presentation and required evidence. Where significant anomalies exist, the Certification Manager will inform the applicant organisation of the situation and provide guidance on a resubmission.
- 5.2 Applications deemed as 'acceptable' shall then be submitted to the BINDT Technical Department for technical review and assessment. The Technical Department shall have authority under the CMC to make a decision on whether to confer approval or not. All applications where a decision is not possible via the Technical Department shall be referred to the CMC for a final decision. The Technical Department and/or the CMC shall complete the relevant sections of the PCN24/CP12/F01 form.
- 5.3 The applicant organisation shall demonstrate that personnel to be considered for appointed examiner under transitional arrangements satisfy the criteria for eligibility set out within this document.
- 5.4 The approval process may result in the awarding of approval under these transitional arrangements, either in total or in part. Any acceptance may include proposals for the need for 'topping-up' by means of current PCN examinations as considered necessary. However, the relevancy of the 'top-up' certification in terms of when it was issued and the acceptability of the industry concerned shall be taken into consideration.
- 5.5 The period of implementation shall be mutually agreed between BINDT and the organisation that is requesting the transitional arrangement.
- 5.6 Successful applicants shall be issued with a BINDT letter of approval, valid for a maximum of five years from the date of issue. The period of validity could be less than five years.
- 5.7 Prior to the expiry of initial transitional approval, the appointed examiners shall make an application for the award of PCN certification by examination or the structured credit system, as detailed in Annex C (Level 3 renewal) in PCN24/GEN. Upon success in the examination process or a successful credit system application, a five-year PCN certification will be issued.
- 5.8 The attainment of initial PCN certification by examination may not be possible where alternative independent examination centres do not exist. Where this is not possible, applicants must follow the structured credit system route.
- 5.9 As a last resort and where neither route detailed in 5.8 above is possible, BINDT may consider reapproval of a Level 3 under the transitional arrangements. This will require a full reapplication under the conditions detailed in this document. This fall-back option will only be considered where the continued availability of examinations, as required by industry, may be in doubt.

8. Change control record

PCN24/CP12 – Document issue and review status		
Document issue for review	Changes/amendments	Current document status
Issue 1	Complete review, restructuring and rewrite following issue of BS EN ISO 9712:2022 and the PCN Scheme rebrand as PCN24. Replaces and supersedes CP25 Issue 4 Revision A, which is withdrawn as of 1 January 2024.	1 January 2024.

