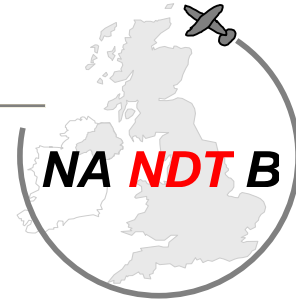


UK National Aerospace **NDT** Board



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CONFIRMED MINUTES OF THE 12TH MEETING OF THE UK NATIONAL AEROSPACE NDT BOARD

Meeting Date: Thursday 24th May 2007
Location: Material Measurements Ltd, Reigate, Surrey.

NANDTB/07/M2

1. The agenda was confirmed as circulated.
2. Attendance & apologies for absence
 - a. The meeting was attended by Jon Biddulph (Chairman), Pete Woollacott (CAA), John Hewitt, Graham McCully, Eric McIlroy, Chris Dootson, Roger Hogarth, Bob Murrell, Stanley Gane, Phil Berkley and John Thompson (Secretary).
 - b. Apologies were noted from Ian Chapman (CAA), Colin Thomas (UK TEG) and Mark Barker (CAA).
 - c. The Board was advised that Mark Barker (CAA) had recently become a father for the second time, and was presently on paternity leave. Those present asked that congratulations be passed to Mark on behalf of the Board.
3. Notes of the last meeting
 - a. The [notes of the 11th meeting](#) (distributed earlier) were confirmed as accurate and authorised for publication on the Board's web pages. **Action 07/2007: JRT.**
 - b. Actions and matters arising from the last meeting (not covered by the agenda)
 - i. Terms of reference for co-opted members had been drafted and were approved. These required to be signed by each of the co-opted members (Messrs. Thomas and McCully), and the chairman passed to the secretary the ToR signed by Graham McCully. The secretary accepted an action to send a copy to Colin Thomas for signature. **Action 08/2007: JRT**
 - ii. The secretary had received examination and training certificates and datasheets from four outside agencies, and had concatenated the resulting data into two tables, each of which were reviewed and discussed in some detail, resulting in comprehensive lists of what the Board considered to be essential or optional data for inclusion on Outside Agency (OA) training and examination certificates and/or data sheets. The secretary accepted an action to circulate the above tables to OA for comment, explaining that that the Board sought their support for this being voluntarily adopted by OA as a means of harmonising the scope and form of information provided to employers of trainees and candidates. The Board also wondered whether the OA industry might be interested in adopting a standard format of certificate and associated datasheet, and the secretary undertook to make this the subject of an enquiry. **Action 09/2007: JRT**

Secretary's note: Messrs. Roger Hogarth (BA) and Bob Murrell (Messier Dowty) joined the meeting at this point. Mr. Murrell was welcomed to his first meeting, and was introduced to the members present.

- iii. Graham McCully presented a draft proposal regarding the regulation and use of a Level 2 (limited) qualification. There was lengthy discussion of this, including debate as to the need for this qualification, and the fact that it was not covered in EN 4179 but was fairly widespread in practice, both in the UK and the rest of Europe. [\[The JRT1 presentation shown included reference to Fluorescent Penetrant Testing, and it was agreed that this was inappropriate and reference to PT should be removed.\]](#) The Board recognised that the CAA had a legitimate interest in the formalisation of what may presently be in use as an informal arrangement, and agreed to defer further discussion on this topic until such time as the CAA had reviewed the proposal and reached a conclusion as to the acceptability of such an arrangement under GR23, particularly in the context of critical inspections. **Action 10/07: JRT** to forward presentation to CAA with a request for feed-back by the next meeting.
- iv. The review and revision of GR23 was reported by Pete Woollacott as being 'in progress'. The Board expressed the hope that it would be privy to the draft before publication, and that it would be circulated to Board members prior to the next meeting to enable informed discussion at that meeting. Action 03/2007 was carried forward.

4. Membership.

There had been no changes in or extensions to membership, or in nominees of members and members' contact details were as listed in NAndtB 06 - List of NAndtB Members (full and co-opted) issued 2007-04-11.

5. NANDTB documents [NANDTB/01](#)

It was noted that NANDTB/13 (the procedure that detailed the review and approval of PCN aerospace sector examination papers) was due review in July 2007, and John Hewitt accepted an action to review and comment to the next meeting on the need (or not) for revision of the document. **Action 11/2007: John Hewitt.**

6. NAS 410, Rev 3 / EN 4179, Ed 4 – February 21, 2007.

- a. The secretary presented the UK Board member's comments received in tabular form, and each was discussed in turn.
- b. The area of vision testing and the applicable standard was considered problematic, and that there was a need to respond to this in several matters. It was agreed to propose the harmonised text from ISO 9712 and EN 473.
- c. Also of universal concern was the present requirement for examiners to be certificated to level 3 "in accordance with *this* standard".
- d. The [agreed response](#) of UK Board was inserted into the official response format for forwarding by the chairman. **Action 12/2007: Jon Biddulph.**

7. Control of Qualifying Agencies

- a. The Board was advised that there had been no PCN [AQB](#) audits since the last meeting, and that the next NANDTB witnessed AQB audit would be at TWI, Abingdon, Cambridge, and that this would be carried out by John Thompson under observation by Bobby Scott.
- b. There had been three Outside Agency audits:
 - i. Argyll Ruane (Rotherham), which had been witnessed by Chris Dootson, who presented a report to the present meeting in which he provided a detailed breakdown of the audit trails followed, and the methods of conduct and reporting of the audit.
 - ii. [ISA](#) (Norwich), which was conducted the previous week, and
 - iii. [MML](#) (Reigate), which had been audited under observation by Jon Biddulph (UK Board Chairman) and Pete Woollacott (CAA). Mr. Biddulph reported on the conduct of this audit, highlighting areas for improvement to include:

1. focus on the provision of training aids and materials where the auditee is *not* a BINDT accredited training organisation;
 2. ensuring that written practices made clear the fact that qualification examination specimens contained defects or discontinuities (notwithstanding the fact that specimens may be production hardware or data for evaluation).
- c. It was agreed that in future the Board would be presented with a summary report of the PCN Aerospace AQB and Outside Agency audits conducted between meetings, and that unexpurgated audit reports would be provided for review at the meeting if required. The Chairman had utilised an oversight report format that the Board suggested be adopted for future audit oversights. **Action 13/07: JB** to provide oversight audit report for circulation by the **Secretary** to *full members only*.
8. Review of the agenda and papers for the [29th June 2007 European Forum](#) in Istanbul
The Secretary presented the agenda and draft action plan for the EF NANDTB, which included a range of issues and items, many of which had originated from proposals by the UK Board.
 9. There being no other business, the meeting was closed at 13:00 on Thursday 24th May 2007, with the Chairman expressing the gratitude of the Board to Material Measurements Limited for their generous hospitality and the use of meetings facilities, as well as for the support provided by MML staff.
 10. Date and location of the next two meetings of the UK NAndtB: 16th August 2007 at Warton and 22nd November 2007 at Filton

Ref	Action	Assignment	Action by / Status
03/07	Provide draft GR23 (with cut-off date for comments) to JRT for circulation to and comment by the Board members	Ian Chapman	Received and circulated to Board Members in the first week of August 2007.
04/07	Forward draft PPP definition of Level 2 (Limited) for CAA review and comment with a view to inclusion in GR23.	Secretary	Attached to email dated 2007-07-23
07/07	Upload confirmed minutes of 11 th meeting	NLS	Email dated 2007-07-23 copied as a reminder to Nicole Scutt
08/07	send a copy of NANDTB/15 to Colin Thomas for signature	Secretary	2007-05-31
09/07	circulate draft NANDTB essential data for exam and training datasheet content to OA for comment, asking for a reaction to the possibility of a standard format	Secretary	Email to OA dated 2007-07-23, requesting responses by 2007-08-15
10/07	forward Level 2 (limited) PowerPoint presentation to CAA with a request for feedback by the next meeting	Secretary	Attached to email dated 2007-07-23
11/07	review and comment to the next meeting on the need (or not) for revision of NANDTB/13	John Hewitt	Document sent for attention of John Hewitt
12/07	Forward UK Board comments to NAS/EN WG	Chairman	2007-05-31
13/07	provide MML oversight audit report for circulation to <i>full NANDTB members only</i>	Chairman/Secretary	Circulated separately on 2007-07-23 as confidential to Full Board members only