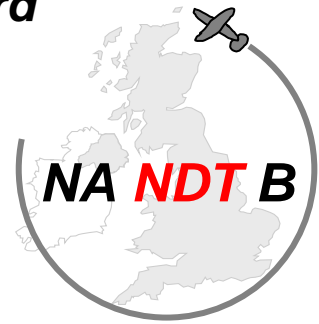


26th Meeting UK National Aerospace **NDT** Board

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CONFIRMED MINUTES OF THE 26th MEETING OF THE UK NATIONAL AEROSPACE NDT BOARD

Meeting Date: Wednesday 25th August 2010
Location: SWS of NDT, Pentwyn, Cardiff.

The meeting was opened at 09:30 by Mr. Jon Biddulph, the Chairman of the Board. CT was thanked for hosting the meeting.

1. Confirmation of the agenda. The agenda was confirmed.
 2. Attendance & apologies for absence
 - a. The meeting was attended by Messrs. J Biddulph (Chairman, Rolls Royce), K Phillips (Airbus UK) , C Dootson (BAE Systems), C Thomas (Messier Dowty), C Worrall (British Airways), B Scott (Bombardier) and A Lambie (Secretary, BINDT).
 - b. Apologies were recorded for Messrs. D Griffin (UK TEG), G McCully (Outside Agencies, Co-opted), P Berkley (Agusta Westland), A Williams (Airbus UK), B Rossiter and B Murrell (Messier Dowty), S Gane (Honeywell) ,T Blacklay (CAA – Observer) and C Lawrence (CAA – Observer)
 - c. BINDT's secretariat support was questioned, AL apologised due to his current workload that the support had been tardy, CT offered secretarial support but all the information would still have to be fed back to AL , AL stated he would use a secretarial resource from the institute to assist in the future.
 - d. Messier Dowty to be contacted of they wish to carry on supporting the UK NANDTB
- Action 2010/24 on JB Letter to Messier Dowty**
3. Notes of the last meeting
 - a. The minutes from the previous meeting were accepted as an accurate record and were authorised for upload to the Board's web pages as Confirmed Minutes.
 - b. The following actions were assigned at the 25th meeting

Ref	Agreed action	Assignment	Remarks
2008/45	Circulate Draft communiqué on BINDT accreditation of training and examinations administered by internal qualifying agencies to CAA Surveyors, to all members	AL	Circulated with minutes for 26th meeting. Complete
2009/09	NANDTB logo prominence on BINDT website	AL	New Action 2010/25

2009/18	Distribute Level 2 & 3 Specific papers to members for comment	AL + members listed at 8a	Awaiting papers, email to all as a reminder. Ongoing
2009/26	EN4179 requirement for time spent on each subject area within training outlines to be documented, board to issue an advisory.	JB	Advisory 03 issued 25 th June 2010
2010/01	NANDTB16 dated and ready for use 18 months, await responses from Action 2010/03	AL	Issued to Webpage 25 th June 2010
2010/02	NANDTB document (NANDTB 22) to define usage of logo (size , only use on certificates etc) issue document when NANDTB 16 is finalised	AL	Item 6 f on agenda at 26 th meeting, for approval
2010/03	NANDTB16 Sub-group –Request outside agencies what they believe they are competent to deliver and what they are approved to deliver.	CT, GMcC, DG	Ongoing, report at next meeting
2010/06	NANDTB /20 to be revised by Vision requirements sub-team incorporating new protocols.	AL,JB, TB,DG	NANDTB 20 issued to webpage
2010/10	PCN syllabi and question references to be forwarded to review team PCN questions are to be reviewed against PCN syllabus and question references.	AL Members listed at 8a	Emailed to members Item 7 on agenda at 26 th meeting
2010/14	An advisory is to be drafted to provide Board guidelines on EN4179 requirement that time spent in each subject area needs be documented in training course outlines.	JB/AL	Item 6 b. On agenda at 25 th meeting. Approved during 25 th meeting, uploaded to website 25 th June 2010
2010/15	Sub-team to discuss OA audit process presentation and continue with the review.	BS Members listed in 6e	Item 6 b. On agenda at 26 th meeting. Ongoing in with Action 2010/16
2010/16	Compile initial standardised checklist for OA audits.	BS, CD	Item 6 c. (i) On agenda at 26 th meeting,. Ongoing
2010/17	JB to forward document (NANDTB 23)to AL for upload to the webpage	JB, AL	Item 6 e. On agenda at 26 th meeting
2010/18	Certification of outside agency Level 3's advisory 04 , issue	AL	Complete, uploaded to webpage
2010/19	TB to confirm MOD representative on the Board	TB	Item 4 a on 26 th agenda
2010/20	Circulate outside agency audit process PPT presentation to all members	AL	Circulated with minutes for 26 th meeting Complete
2010/21	Sub group to review specific papers	CT,GMcC & AL	Item 7 on 26 th agenda
2010/22	Issue NANDTB 24 to webpage	AL	Ready, awaiting link to tumbling E charts see 2010/3
2010/23	Issue Tumbling E charts to webpage	AL	Awaiting link

c. Concerning action 2008/45 - JB requested all members to review the document and return any comments to AL

2008/45 Action AL to circulate communiqué to all members

- d. Concerning action 2009/09 AL reported that David Gilbert could give NANDTB a separate page on the BINDT website that would be accessible with its own web address.
 - I. JB asked if there could be a link added to the site for anybody to send queries to the board by email, would it be possible that the link directed the emails to the secretariat and the chairman.
 - II. CT mentioned the NDTAEROTECH website and asked if the NANDTB page could have a link displayed on that website
 - III. KP asked if it would be possible to have a regular ¼ page in NDT News/Insight

Action 2010/29 AL to see if it is possible to add an email link to the NANDTB webpage

Action 2010/30 AL to see if it is possible to get a link to the UK NANDTB webpage on the NDT Aerotech webpage

4. Membership

- a. MOD representative, TB had not nominated anyone to date, CT mentioned that the MOD were aligning their practices for NDT training and approval with EN 4179, the Board agreed to invite a MOD Level 3 representative to join the Board as an observer

Action 2010/19 TB to confirm MOD representative.

Action 2010/27 JB, Letter to MOD asking if there was an interest to join the board as an observer

- b. Application to join the Board_ An email application to join the Board was submitted by AL, there were questions that needed to be answered before a decision would be taken. JB was to contact the organisation and report back at the next meeting.

Action 2010/26 JB to report back to the Board.

5. NANDTB documents due review within next 6 month period

- a. NANDTB 16. Covered at 6 a.

6. Documents for discussion/approval

- a. NANDTB 16 –Scope of Approval.

CT reported to the board on behalf of the sub group, the group recognised that they needed to determine the scope of approval to be included on the BINDT accreditation certificates.

A scope matrix was sent to all outside and inside agencies for scope identification.

The scope of approval accreditation will be re- issued to each agency, appended to the accreditation certificate with the UK NANDTB logo attached.

All agencies have replied and this information will be forwarded to AL.

CD asked if members of the Board could visit the Outside Agencies to verify the scope declared.

This was agreed and the Board members will visit all accredited Outside Agencies prior to the issue of the scope of approvals.

The following members will visit the agencies listed as follows::

Outside Agency	Board Member
The South West School of NDT, Pentwyn, Cardiff	Bobby Scott Complete
Lavender International NDT, Penistone	Chris Dootson

Argyll-Ruane Ltd, Rotherham	Chris Dootson
Caparo Testing Technologies, Reigate	Clive Worrall 1 st October
Aerospace Inspection Training, Norwich	Jon Biddulph
International School of Aerospace NDT, Norwich	Jon Biddulph
NDT Consultants Ltd., Coventry	Bobby Scott
NDT Ltd., Sheffield	Jon Biddulph
Test NDT International Ltd., Preston	Alun Williams

Action 2010/31 on AL , Forward completed matrixes to members

Action 2010/32on AL issue approval on verification from NANDTB member

- b. Outside Agency audit process- Report to the board from BS.

BS reported that the sub group was working on the audit criteria to be used as part of the BINDT accreditation of Outside/Inside Agencies. The group aimed to develop a checklist to audit organisations quality management systems relating to NDT training, examination and compliance relative to personnel who have been trained and qualified.

The completed checklist will be used to generate a requirements document against which organisations must comply with.

The sub group agreed that Outside /Internal agencies must have an accredited quality management system by the next audit.

BS reported that there was a lot of work to be carried out and the sub group would have 3 weekly WebEx meetings to get the work completed.

2010/16 Action on sub group, compile initial standardised checklist & process for OA/IA audits.

- c. Standardised checklist for Outside Agency audits discussed at 6b

- d. Vision requirements, tumbling E .

NANDTB 24 is ready for issue, AL needs the link for the tumbling E charts from A. Bakewell to progress this action. The tumbling E chart is permitted with immediate effect and will become mandatory on the 01st January 2011

Action 2010/22 on AL issue NANDTB 24 to webpage

Action 2010/23 on AL issue Tumbling E charts to webpage

- e. EN 4179 Annex A (NANDTB 23) –

JB to draft NANDTB 23 from PowerPoint presentation

Action 2010/17 JB to forward document (NANDTB 23)to AL for upload to the webpage

- f. ANDTB 22 AL presented document to Board, amended during the meeting and approved for upload to the web page

Action 2010/28 AL to upload NANDTB 22 to web page

7. Review and approval of PCN examination papers

- a) JB – returned UT papers with comments to AL

Specific Papers to be reviewed by:

MT - SG, BS
UT - JB, KP
PT - SG, KP
RT - CD, PB
ET - PB, CD

Papers with comments still to be returned to AL.

Action 2009/18 on listed personnel to return papers with comments to AL

- b) Specific paper review- report from sub group

CT – The group proposed to generate specific examination questions based on a list shown to the Board (ASTM & BS EN standards), the Board accepted this approach , the sub group needed to address Eddy Current Testing as the group had not yet listed the relevant standards.

When finalised, the AQB's will be required to generate Level 2 & 3 specific papers within an implementation timeframe.

Action 2010/33 Sub group to complete list of reference standards to be used to generate specific questions

8. Control of Qualifying Agencies .

- a) PCN:AQB Audit programme

07th September GKN Aerospace Internal Agency Re-assessment audit

23rd September South West School of NDT, AQB, surveillance audit

- b) GR23 Part 21 organisations, control of examinations by NANDTB

3 emails with questions were presented to the Board regarding the latest issue of GR 23 from Level 3's providing training & qualification and consultancy to organisations, these were discussed by the board .

JB to respond to all 3 emails with answers to their questions.

Action 2010/34 on JB to reply to emails reference GR23 Part 21 organisations, control of examinations by NANDTB

- c) Overseas affiliation to the UK Board

i) Estonian Civil Aviation Administration, application approved

ii) Application process review- Applications to be sent to the Chairman, circulate to all members , send letter to applicant if approved.

NANDTB 21 reviewed with the following statement being added:

'Any subsequent agreement shall be conditional upon the overseas organisation or competent authority utilising UK based BINDT accredited AQB's or Outside Agencies' **Wording changed as AQB's are worldwide and we should not restrict their trade, now reads:**

'Any subsequent agreement shall be conditional upon the overseas organisation or competent authority utilising BINDT accredited AQB's or UK based accredited Outside Agencies'

9. Outside Agency Questions and Interpretations (GMcC)

Main activity since the last board meeting was the approval training matrix.

2010/19	TB to confirm MOD representative on the Board	TB	
2010/21	Sub group to review specific papers	CT, GMcC & AL	New action 2010/33
2010/22	Issue NANDTB 24 to webpage	AL	Ready, awaiting link to tumbling E charts see 2010/3. Completed
2010/23	Issue Tumbling E charts to webpage	AL	Awaiting link. Completed
2010/24	Letter to Messier Dowty (support of the UK NANDTB)	JB	Complete 15th September 2010 new representative nominated .
2010/25	NANDTB logo prominence on BINDT website	AL	AL to report to give details at next meeting.
2010/26	Write to applicant with the questions from the Board	AL	JB to report at next meeting
2010/27	JB, Letter to MOD asking if there was an interest to join the board	JB	Item 4 a. On 27 th Meeting agenda
2010/28	NANDTB 22 to be uploaded to web page	AL	Completed 30th August 2010
2010/29	Add an email link to the NANDTB webpage	AL	Covered under AOB at 27 th meeting,
2010/30	Get a link to the UK NANDTB webpage on the NDT Aerotech webpage	AL	Completed 14th September 2010
2010/31	Forward completed approval matrixes to members	AL	Completed
2010/32	Issue Outside Agency approval on receipt of report from NANDTB member	AL	Item 6 a. On 27 th meeting agenda
2010/33	Complete list of reference standards to be used to generate specific questions	Sub group	Ongoing
2010/34	JB to reply to emails reference GR23 Part 21 organisations, control of examinations by NANDTB	JB	Completed