

c/o BINDT
The Newton Building
St. Georges Avenue
Northampton
NN2 6JB
Tel: +44 1604 893856
Secretary: nicole.scutt@bindt.org



UNCONFIRMED NOTES OF THE 37TH MEETING OF THE UK NATIONAL AEROSPACE NDT BOARD

Meeting Date: 6th June 2012
Location: Bombarider, Airport way,

NANDTB/2012/M3

1. The Chairman welcomed all to the meeting and expressed gratitude on behalf of the Board for the facilities provided by British Airways Component Engineering.
2. The agenda was confirmed with two additions to be covered under AOB.
3. Attendance & apologies for absence were noted and detailed at Annex A.
4. The minutes of the previous (35th) meeting (distributed earlier) were confirmed as accurate.
Action 2012/16: Secretary to upload the confirmed minutes of the 35th meeting to the Board's website.
5. Matters arising from the minutes of the previous meeting.
 - a. A review of allocated actions and matters arising is recorded in Annex A to the minutes of the 35th meeting, and in Annex B to the notes of the 36th Meeting (this document).
 - b. Concerning the wearing of Varifocal lenses when carrying out inspections, SG reported conducting some experiments and had concluded that, for general NDT Varifocal lenses were unlikely to present problems. However, this may not be the case when viewing radiographs, and it was agreed to draft an Advisory Notice and to include a warning footnote to this effect in NANDTB/24.
Action 2012/17: Secretary to consult with the Chairman on a suitable revision to NANDTB/24
 - c. The content and format of BINDT certificates was revisited and a draft was presented, revised and approved. It was agreed that accredited scopes be included on the certificate and in a publicly available schedule, and that all existing certificates be recalled and replaced by the approved format as a matter of urgency.
Action 2012/18: Secretary to take account of the Board's wishes regarding certificate content and format, to recall and replace (with new format signed by BINDT and the Chairman) existing unapproved formats, and to develop a publicly available schedule of accredited agencies to include details of the scope of accreditation.
6. Membership. The [current NANDTB membership list](#) was reviewed and updated. **Action 2012/19:** Secretary to upload the updated file to the Board's website.

7. The Board reviewed the status of the NANDTB documents listed in [NANDTB/01](#). The results of reviews are recorded in Table 1 below.

TABLE 1. NANDTB DOCUMENT REVIEW AND REVISION			
NAndtB#	Reviewers	Remarks/Recommendations	Committee decision
09	GM/CT/JB	Review/revision action carried forward, with GMcC to lead	
10	PM/SG/CT	CF with PM lead. It was agreed that further work was required to remove reference to PCN GEN Appendix A	
12	JB/CT/DGC T/CW	There was extensive discussion concerning the clarity of the policy statements in this document, and it was agreed that a fundamental review should be undertaken - maybe with policy on control of training and examinations being detailed separately - before resubmission to the next meeting of the Board for approval. JB Lead	
14	JB/CT/BS	PPP or Word file? Policy to be in a word file, with PPF maintained for ease of presentation. JB lead.	
17	BS/TB	No changes necessary	Approved for re-issue. Sec to update status and NANDTB/01
18	PM/SG	Review/revision action carried forward with PM lead	
19	JP/PB	Review/revision action carried forward with JP lead	
20	JB/CW/CS	Bring together with 24/25? Review/revision action carried forward with JB lead (take into account AD/002)	
AD-01	DG/RB	file sent to Sec with minor change. Recommend approval and reissue.	Agreed. Sec to revise status and reissue

Action 2012/20: Secretary to update NANDTB 01, NANDTB 17 and AD/01, and upload the updated files to the Board's website.

Action 2012/21: Members allocated responsibility for document review and revision to remit reviewed/revised files to Secretary 21 days prior to the next meeting.

8. Affiliations

- a. [Croatia](#) CAA was accepted for affiliation. **Action 2012/22:** Secretary to send standard letter.
- b. [RBA](#) was accepted for affiliation. **Action 2012/23:** Secretary to send standard letter.

9. Qualifying Agencies

- a. PJM presented reports of AQB/IA/OA/and relevant ATO assessments conducted since last meeting. It was pointed out that there was no facility to record members' review and comment on audits. The Board decided that a detailed procedure should be drafted for NANDTB approval to ensure that BINDT involved staff and all participating Board members were familiar with the process.

Action 2012/24: PJM to draft procedure for generating and uploading audit reports, including a means of recording board members reviews of uploaded audit reports.

- b. PJM presented the surveillance audit report pertaining to ARL. The Board noted the content of the report, which recommended continuation of accreditation. The Chairman proposed that all future audit reports would only be reviewed by the Board via the online members' forum, and not at the meetings. This will negate (a) attendees having to step out the meeting while such matters were discussed, and (b) confidential information being included in minutes.

- c. PJM presented the Audit Programme(s) for AQB/IA/OA/and relevant ATO.

Action 2012/25: Members were requested to review audit schedules on the Board's secure website and to contact the Secretary if they were able to attend and witness the conduct of specific audits.

- d. Audit reports for Aerotech and ATH were presented, and the Board agreed to the award of BINDT accreditation.

Action 2012/26: Secretary to produce appropriate certificates of accreditation for Aerotech and ATH, for signature by BINDT and the Chairman.

- e. The audit reports for Moog were yet to be uploaded and reviewed by board members, and approval was deferred pending action in this regard.

Action 2012/27: Secretary to upload Moog audit reports for review by Board members.

- f. There were no qualifying agency questions or issues raised.

- g. Training & Examination Group (TEG) questions or issues raised.

R Harrison requested guidance on 'supplementary' training and examinations for UTPA. The Board discussed this at length and concluded that the training and examinations for specific techniques within an established method should be decided by the responsible L3 (refer to NANDTB/18).

10. Any other business

- a. The Board's reviews and approval of PCN aero examinations was discussed, but it was pointed out that approved papers had not been issued for use.

Action 2012/28: PJM & Secretary to trace and review/report on records of PCN aerospace examination review and outcomes.

- b. It was agreed that the standards, codes and/or specifications from which PCN aerospace examinations can be developed (and what specs can be provided in open book exams) needed to be documented. Some work on this had been initiated during 2011, but the work was incomplete and formal records of agreed references were not available.

Action 2012/29: Secretary to search for results of reviews and compile in a formal document (a document in table form with every PCN aerospace examination listed and applicable references noted would be suitable)

11. Date and location of the 37th meeting of the UK NAndTB

- a. 2012-06-06 at Bombardier in Belfast (5 of 10 members confirmed attendance, this being the minimum for a quorum)

- b. JP suggested that the MoD facilities provisionally offered for the 39th meeting, scheduled for 2012-10-03, would not be suitable. He indicated that he and CT were discussing alternative arrangements.

Annex A – attendance and apologies for absence at the 28th March 2012 NANDTB meeting

Name	Representing	In attendance	Apologies for absence
Alun Williams	(Airbus UK)		1
Bobby Scott	(Bombardier)	1	
Chris Dootson	(BAE Systems)	1	
Chris Durrant	(Messier-Bugatti-Dowty)	1	
Christopher Lawrence	(Civil Aviation Authority)		1
Carl Sheppard	(British Airways)	1	
Clive Worrall	(British Airways)	1	
Colin Thomas	(Messier-Bugatti-Dowty)		1
Dave Griffin	(Training & Examination Group)	1	
Graham McCully	(Pt. 145 Orgs, QAs and SIG members)	1	
John Purcell	(Ministry of Defence)	1	
John Thompson	(Outgoing Secretary)	1	
Jon Biddulph	(Rolls Royce)	1	
Keith Phillips	(Airbus UK)		1
Keith Griffiths	(Rolls Royce)	1	
Martin Corner	(BINDT)		1
Nicole Scutt	Secretary designate (BINDT)	1	
Peter Milligan	(BINDT)	1	
Phil Berkley	(Agusta Westland)		1
Rob Bright	(Flybe)		1
Stan Gane	(Honeywell)	1	
Ted Blacklay	(Civil Aviation Authority)	1	
	Totals	15	6

ANNEX B ACTIONS ASSIGNED AT THE 36TH MEETING OF THE UK NANADTB

Ref	Actions brought forward	Remarks
2012/04	JB to modify NAndTB/12 as ANDTBF/07 (05?) and submit to the next meeting of the ANDTBF	Action deferred until completion of revision of NANDTB/12.
2012/05	When attending ANDTBF, to actively engage the UK Board in any review and revision of EASA AMC145.A.30(f)	JB
2012/09	DG to progress the TEG drafting of audit checklists for IA/OA, liaising with PJM to ensure that any revision of the IA/OA assessment and accreditation procedure is reflected in the TEG work	(pending revision of NANDTB/12)
2012/10	PJM to arrange for a CSD management review of the IA/OA audit and accreditation process(es)	(pending revision of NANDTB/12)
2012/11	Secretary to draw up a matrix of oversight activities (if possible, from inception of this activity) to the present date, to be maintained as ANndtB/#.	PJM/Secretary
2012/13	The NANDTB constitution should reflect that the Board and its members do not accept liability. Present draft revision of ANDTB constitution to NM.	PJM/Secretary
Ref	New actions assigned	Remarks
2012/16	Secretary to upload the confirmed minutes of the 35 th meeting to the Board's website.	NLS
2012/17	Draft an NANDTB advisory (with a footnote in NANDTB/24) highlighting the potential for problems when viewing radiographs while using Varifocal lenses.	JB and NLS
2012/18	Secretary to take account of the Board's wishes regarding certificate content and format, and ASAP to recall and replace (with new format signed by BINDT and the Chairman) existing unapproved formats, and to develop a publicly available schedule of accredited agencies to include details of the scope of accreditation.	NLS and JB
2012/19	Upload the updated membership file (NANDTB/06) to the Board's website	Secretary
2012/20	update NANDTB 01, NANDTB 17 and AD/01, and upload the updated files to the Board's website	Secretary
2012/21	Remit reviewed/revised files to Secretary 21 days prior to the next meeting.	Members allocated responsibility for document review and revision
2012/22	Send standard letter of acceptance as affiliated to the UK NANDTB to Croatian CAA	Secretary
2012/23	Send standard letter of acceptance as affiliated to the UK NANDTB to Royal Brunei Airlines	Secretary
2012/24	draft procedure for generating and uploading audit reports, including a means of recording board members reviews of uploaded audit reports.	PJM
2012/25	review audit schedules on the Board's secure website and contact the Secretary if they are able to attend and witness the conduct of specific audits.	Members' representatives
2012/26	produce appropriate certificates of accreditation for Aerotech and ATH, for signature by BINDT and the Chairman	Secretary
2012/27	upload Moog audit reports for review by Board members	Secretary
2012/28	trace and review/report on records of PCN aerospace examination review and outcomes	PM & Secretary
2012/29	search for results of PCN examination reviews by Board members, and compile in a formal document.	Secretary (a document in table form with every PCN aerospace examination listed and applicable references noted would be suitable)