



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 37<sup>TH</sup> MEETING OF THE  
UK NATIONAL AEROSPACE NDT BOARD**

Meeting Date: 22nd August 2012  
Location: Caparo, Reigate

**NANDTB/2012/M4**

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

The Board discussed the agenda and added extra items under AOB and new agenda items as necessary.

**2. Attendance & apologies for absence** (Annex A)

As per sheet.

**3. [Notes of the 37<sup>th</sup> meeting](#)**

- a. Confirmation - The minutes were approved **Action 47/2012 - Secretary confirm and upload minutes to website.**
- b. Review of allocated actions

Ref	Actions brought forward	Remarks
2012/30	Secretary to draft a matrix document for oversight audits and circulate with the minutes.	Closed, the matrix was tabled and discussed.
2012/31	CD to draft a policy document for oversight audits.	Ongoing, the Board requested that CD write a policy stating the expectations of the oversight activity.
2012/32	Secretary to get Aerospace papers reviewed.	Ongoing, L3 consultant has drafted 2 papers for MT using the syllabus and created 2 papers with full syllabus coverage. Will be sent out in draft to AQBS and will do the same for the next method. <b>Action 48/2012 - Secretary to send draft papers out to AQBS.</b>
2012/33	PM to progress with the possibility of using NADCAP auditors for IA/OA audits.	Closed, PM has given Karen Reader an introduction to the audit process, KR will witness PM on a few audits dates are being arranged. PM reported that he has also approached KR with regard to writing the examination/audit checklist. <b>Action 49/2012 - DG to send the TEG exam checklist to PM, Action 50/2012 - PM to send both checklists to KR for review and change to create new checklist.</b> The Board were very keen to invite KR to the Board meeting when they discuss the completed checklist.

2012/34	Secretary to send out all new certificates and scopes.	Ongoing most certificates have been sent we are awaiting confirmation of scope of approvals from a few organisations. Secretary to give a full report of the organisations that are not responding to emails. <b>Action 51/2012 - Secretary to chase companies that are not responding giving them 7 days if no response then Email NANDTB with the names of the Companies.</b>
2012/35	Secretary to write to Chris Dootson and Carl Sheppard for confirmation of nomination.	Emailed in June, re-send email due to a few minor issues with BINDT emails.
2012/36	Secretary to write to TAP ME asking for clarification that they understand what the affiliation means.	Closed.
2012/37	JB to draft a generic PowerPoint presentation for circulation and distribution to all affiliated organisations.	Tabled for discussion, JB to make a few amendments before circulation to affiliated companies. <b>52/2012 - JB to revise NANDTB_21 &amp; Powerpoint.</b>
2012/38	Secretary to write to all companies that are affiliated and ask for written confirmation that they are complying with NANDTB 12.	Closed
2012/39	DG to circulate checklist to all NANDTB members for comment ready for discussion by the WG.	Closed- superseded by new action.
2012/40	WG to review the checklist along with the audit criteria.	Closed, it was agreed that KR/PM/DG & JB will review the checklist and audit criteria.
2012/41	PM to take proposal to CMC & MQ&E for NANDTB logo on Aerospace AQB/ATO Certificates.	Closed, all Aero AQBs & ATOs certificate will now have the UK NANDTB logo on. The Accreditation Panel have also agreed that Aero ATO reports can be uploaded to the NANDTB website for review.
2012/42	Secretary to upload reports to website for approval.	Closed
2012/43	Secretary to record the approvers on the oversight log which is to be drafted.	Closed
2012/44	Secretary to send up to date contact information to GM.	Closed
2012/45	Secretary to send draft internal procedure to all members for comment.	Secretary to re-send the flow chart. <b>Action 53/2012 - Secretary to resend the flowchart to all members for comment.</b>
2012/46	Secretary to circulate PowerPoint presentation and ANDTB/05 questions with Minutes.	Closed

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

There was a discussion regarding EASA requirements and having to have all employees trained and qualified under the control of a NANDTB or just the nominated L3. It was suggested that its creating an uneven playing field for the UK and Europe. TB reported that he believes that Boards requirements are correct and he will investigate with EASA and report back at the next meeting. JB to discuss at the next ANDTB forum. **Action 54/2012 - TB to investigate with EASA to need for qualification of all staff under the control of a NANDTB or just the nominated L3.**

4. Membership ([current list](#))

The current list of members was tabled and discussed and the email address for Chris Durrant has changed. It was noted that the two members that were highlighted at the last meeting have still to be reaffirmed. **Action 55/2012 - Secretary to re-affirm membership details and amend NANDTB\_06 and re-issue.**

## 5. Documents for discussion and/or approval

TABLE 1. NANDTB DOCUMENT REVIEW AND REVISION				
No.	Reviewers	Title	Comments	Action
AD001	Secretary	Advisory notice - Open book specific examinations	Re-issue 1 rev C	Secretary to re-issue 1 rev C
06	Secretary	NAndtB_06 Board Members	Amend details, reaffirm membership and re-issue	Secretary to revise
11	JB	Promotional PowerPoint presentation	Needs review	JB to review
17	JB	Limited Level 2 Policy	It was discussed and reported that the document was originally a Powerpoint and both should be available on the website.	Secretary to find archived Powerpoint.
19	JP	NAndtB_19 Combined Composite NDT Personnel Guidance	Approved, upload with Powerpoint.	Publish & upload
21	JB/GMcC	NAndtB_21 Overseas affiliations to the UK Board	To be revised and Powerpoint to be revised to be circulated to all affiliated members.	JB to revise
22	PM/CT/DG	Use of Logo	Review the current document and amend and update if necessary.	PM/CT/DG to review

## 6. Affiliations

- It was noted that an enquiry regarding affiliation has been received from Parker corporation in Malaysia, the secretary has answered the enquiry and is awaiting submission of documentation.
- Singapore update - Email request from Singapore asking for affiliation, JB gave a presentation to them and they are in the process of trying to set up their own NANDTB. They are currently trying to select members for the Board before setting up the Board and deciding what they need the Board to be able to do.
- Compliance for Countries/Organisations who have affiliated - The secretary has written to all companies/Countries that have affiliated for confirmation that they are compliant with the UK NANDTB requirements and is awaiting responses. There was also a discussion regarding TAECO in Taiwan, they have been approved as an Outside Agency since 2005 and are due a re-assessment audit this year and have expressed that they do not wish to use the Chinese Board as that does not satisfy their requirements. The Board discussed the issue and it was agreed to ask the Chinese CAA that they are happy for TAECO to continue to utilise the UK NANDTB and be an BINDT outside agency. **Action 56/2012 - Secretary to write to the TAECO asking them for written confirmation from the Chinese CAA that they are happy for TAECO to be an outside agency under the control of the UK NANDTB.**

## 7. UK NANDTB Website

- Development and maintenance - It was noted that the new BINDT website is under-going development and the new website is due to be launched in 2013, it was noted that at that time NANDTB will have its own micro-site.
- Statistical report - the statistical report on the number of hits on each webpage of the NANDTB section was tabled and discussed. The Board were happy with the number of visitors to the site over the past 3 months especially the NANDTB document page.

## 8. Qualifying Agencies

Oversight Matrix - The Matrix was tabled and discussed, it was reported that the matrix will be tabled at each meeting for members to volunteer for the oversight activities.

- Examination paper review update** - It was reported that the consultant has created 2 papers for Magnetic using the aero syllabus and the new questions. These will be distributed to AQBS for comment and will be published 30 days afterwards if no comments are received. 2 papers for each method will be created doing one method at a time.

There was a discussion regarding the specific exam, it was noted that previously a list of standards for each method has been created and it was agreed that CT & GMcC would add the ET standards to the list. The secretary will then contract the consultant with regard to writing specific questions against them standards. **Action 57/2012 - CT & GMcC to add ET standards to the list of standards. Action 58/2012 - Secretary & PM to contract PS to write new questions against the list of standards generated.**

- 10. TEG Report** - D Griffin gave a report from the recent TEG meeting in which it was noted that TEG was made aware of the new revised documents. The examination checklist was also discussed and it was noted that TEG would like the checklist implementing and mandating. It was noted by the Board that the checklist is going to merged into the audit checklist and requirements documents and will therefore be audited to make sure that all IA/OA are using the same process to create initial examinations. It was noted that not many Aerospace organisations attend the TEG meetings.
- 11. ANDTB Forum** - JB reported that the meeting of the forum is on the 20th November. The two weekly conference calls to discuss the NAS 410/EN 4179 harmonisation. JB will circulate minutes to all Board members. **Action 59/2012 - JB to circulate Tele Conf call minutes to all members.** It was suggested that the Vice Chair should deputise in the harmonisation calls.
- 12. CAA matters update** - TB noted that he will ask EASA for direction with regard to overseas Part 145 and the nominated L3 or all staff being qualified under control of the Board. It was noted that it is an Interim direction and he will feedback the concerns of the Board to the appropriate people. It was also reported that Christopher Lawrence has been promoted and will be handing over his NDT duties to a new surveyor and he will be being replacing Christopher on the Board. It was noted that JAR 23 will be being revised by TB and CL, if the Board has any comment on JAR 23 send them to TB. **Action 60/2012 - Board members who have any comments on JAR 23 to send them to TB.**

### **13. Any other business**

13.1 – Digital Radiography - There was a discussion regarding whether Digital Radiography is a technique within a method or a new method. It was noted that the Americans are implementing it as a new method whereas the Europeans are implementing it as a technique. It was noted that the NANDTB documents are clear. PB to circulate NANDTB 18 to Luigi to clarify.

There was also a discussion regarding the data storage of Digital data, TB reported that as long as the quality record is stored there is no need to store everything (inc. Radiographs or digital images) for the life of the product plus two years, it is up to the organisation to decide what they define as the quality record.

13.2 - Online examinations - There was a discussion regarding PCN conducting on-line examinations, it was noted that the examinations will be conducted at AQBS as they are at present but will be online instead of a paper copy. PM explained that the examinations will be more easily controlled. CT asked for confirmation regarding BINDT conducting online training. PM clarified that BINDT have no intention of conducting online training but the future is electronic and he believes that some ATOs will offer online training in the future.

### **14. Date and location of the 39<sup>th</sup> meeting of the UK NAndtB**

The 39<sup>th</sup> meeting is to be held at BINDT in Northampton on the 2nd October.

**Annex A – attendance and apologies for absence at the 6<sup>th</sup> June 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	
Jon Biddulph	(Rolls Royce)	1	
Keith Phillips	(Airbus UK)	1	
Keith Griffiths	(Rolls Royce)		1
Nicole Scutt	Secretary (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	
	<b>Totals</b>	<b>15</b>	<b>5</b>

**ANNEX B ACTIONS ASSIGNED AT THE 37<sup>TH</sup> MEETING OF THE UK NANADTB**

Ref	Actions brought forward	Remarks
47/2012	Secretary confirm and upload minutes to website.	
48/2012	Secretary to send draft papers out to AQBS.	
49/2012	DG to send the TEG exam checklist to PM	
50/2012	PM to send both checklists to KR for review and change to create new checklist.	
51/2012	Secretary to chase companies that are not responding giving them 7 days if no response then Email NANDTB with the names of the Companies.	
52/2012	JB to revise NANDTB_21 & Powerpoint.	
53/2012	Secretary to resend the flowchart to all members for comment	
54/2012	TB to investigate with EASA to need for qualification of all staff under the control of a NANDTB or just the nominated L3.	
55/2012	Secretary to reaffirm membership details and amend NANDTB_06 and re-issue.	
56/2012	Secretary to write to the TAECO asking them for written confirmation from the Chinese CAA that they are happy for TAECO to be an outside agency under the control of the UK NANDTB.	
57/2012	CT & GMcC to add ET standards to the list of standards.	
58/2012	Secretary & PM to contract PS to write new questions against the list of standards generated.	
59/2012	JB to circulate Tele Conf call minutes to all members.	
60/2012	Board members who have any comments on JAR 23 to send them to TB.	