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**UNCONFIRMED NOTES OF THE 39<sup>TH</sup> MEETING OF THE  
 UK NATIONAL AEROSPACE NDT BOARD**

Meeting Date: 2<sup>nd</sup> October 2012  
 Location: BINDT, Northampton

NANDTB/2012/M5

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

The Board discussed and approved the agenda.

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

As per sheet.

**3. Introduction of New member**

The Board introduced themselves to Stuart Algar the new Civil Aviation Authority second nominee.

**4. [Notes of the 38<sup>th</sup> meeting](#)**

- a. Confirmation - The Board reviewed the minutes and with a few minor corrections to the meeting numbering the minutes were approved.
- b. Review of allocated actions

Ref	Actions brought forward	Remarks
47/2012	Secretary confirm and upload minutes to website.	Closed
48/2012	Secretary to send draft Exam papers out to AQBS.	Ongoing
49/2012	DG to send the TEG exam checklist to PM	Closed
50/2012	PM to send both checklists to KR for review and change to create new checklist.	Closed
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.	Closed
52/2012	JB to revise NANDTB_21 & Powerpoint.	Agenda
53/2012	Secretary to resend the flowchart to all members for comment	Ongoing
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.	Ongoing

55/2012	Secretary to reaffirm membership details and amend NANDTB_06 and re-issue.	Ongoing
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.	Closed – Book audit
57/2012	CT & GMcC to add ET standards to the list of standards.	Ongoing
58/2012	Secretary & PM to contract PS to write new questions against the list of standards generated.	Ongoing – Progress with the other 4 methods
59/2012	JB to circulate Tele Conf call minutes to all members.	Ongoing
60/2012	Board members who have any comments on GR 23 to send them to TB.	No comments received, Revision has been submitted and will be published later this month.

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

There was none.

5. **Membership** ([current list](#))

The Board discussed the membership list and also noted that Mr Stanley Gane had tendered his resignation. It was agreed that the Chairman would write to B Hogan from Honeywell asking for a new nominee or to surrender their position on the Board. **Action 61/2012 - JB to write to Honeywell regarding membership of the Board.**

6. **Documents for discussion and/or approval**

TABLE 1. NANDTB DOCUMENT REVIEW AND REVISION					
No.	Reviewers	Title	Comments	Action	Outcome
AD001	Secretary	Advisory notice - Open book specific examinations	Re-issue 1 rev C	Secretary to re-issue 1 rev C	Closed
06	Secretary	Board Members	Amend details, reaffirm membership and re-issue	Secretary to revise	Closed
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.	JB to send powerpoint – NLS to upload to web
19	JP	NAndtB_19 Combined Composite NDT Personnel Guidance	Approved, upload with Powerpoint.	Publish & upload	Closed – upload both PPP & WD
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	Approved – NLS to issue & upload & remove PPP
22	PM/CT/DG	Use of Logo	Review the current document and amend and update if necessary.	PM/CT/DG to review	Approved, NLS to issue & upload

TABLE 1. NANDTB DOCUMENT REVIEW AND REVISION					
No.	Reviewers	Title	Comments	Action	Outcome
23	GMcC	Recertification by Credit System EN 4179	Discussion regarding responsible L3. Recertification		Secretary to re-issue and upload
12	CT	OA assessment criteria and audit process	Add IA to table		Secretary to write to all IA to ascertain if they are doing formal Initial training. JB to amend flow chart - Approved re-issue and upload

The Board discussed table 1 in NANDTB 12 for some considerable time and there was much debate as to who can offer formal initial training.

The Board agreed the below:

Any ATO that is also an Outside or Inside Agency can offer formal initial training, any additional training or new technique training can be conducted by a PCN Aerospace ATO or an Outside agency or an Internal agency.

It was noted that this may affect a few PCN Aerospace AQB's that are not currently an Outside or Inside Agency.

**Table 1:**

Training Scenarios	BINDT Accreditation Required
Initial minimum formal training per EN4179 in the method	ATO with OA/IA approval
Additional training not covered by initial formal training in the method	Aero ATO or OA or IA
New equipment training	N/A (OJT)
Training for application of new technique	Aero ATO or OA or IA
Task specific training	N/A (OJT)
Refresher training (not certified within 12 months of initial training)	Aero ATO or OA or IA
Training following failed initial examination	Aero ATO or OA or IA
Training following failed re-approval examination	Aero ATO or OA or IA
H&S Training	N/A
Additional training to PCN/AERO as deemed necessary by RL3	Aero ATO or OA or IA

- b) Audit Checklist – It was reported that a WG consisting of D Griffin, J Biddulph, P Milligan and N Scutt met and drafted a new Checklist for Outside Agency approvals.

The checklist was tabled and discussed at great length. There was a discussion regarding the amount of examination packages to be review at the audit, the checklist originally stated each of the 7 EN4179 methods at L1 limited, L1, L2 and L3. The Board decided that the audit would take too long to conduct reviewing an examination package for each and decided to reduce the levels to just L2 and L3 that get reviewed.

The Board agreed the checklist with a minor change to the amount of exam packages that were to be reviewed. **Action 62/2012 - NLS to implement checklist for the next audits. Action 63/2012 - The WG to draft a checklist for Inside Agencies.**

#### **7. Affiliations**

It was noted that a few enquires have been received for affiliation to the Board but these have not led to formal applications as yet. **Action 64/2012 - NLS to send latest NANDTB21 to JB**

#### **8. UK NANDTB Website**

It was agreed to circulate the stats for the NANDTB web pages with the minutes. **Action 65/2012 - NLS to circulate website stats with Minutes.**

#### **9. Qualifying Agencies – Oversight Matrix**

The oversight Matrix was discussed and it was agreed that NLS will contact all the OA/IA that have been put on hold to re-arrange the audits and circulate the matrix when completed to all members to volunteer for the oversight. **Action 66/2012 - NLS to re-arrange audits and update Matrix for circulation to members.**

#### **10. TEG Report**

D Griffin reported that there was a meeting on the 30th August, there is nothing to report out of that meeting and no date has been set for the next meeting.

#### **11. ANDTB Forum**

J Biddulph reported that the last meeting was in Madrid in May and there was nothing new to report other than the regular NAS/EN harmonisation link calls, which JB had agreed to circulate the minutes. The next meeting is 20<sup>th</sup> November in Prague from which a report will be given at the 5<sup>th</sup> December meeting.

#### **12. Any other business**

Following S Gane's announced resignation from Honeywell, the Board acknowledged the support that he had provided since it's inauguration and wished him well in his new role.

#### **13. Date and location of the 40<sup>th</sup> meeting of the UK NAndtB**

The 40<sup>th</sup> meeting is to be held at MTD Cardiff 5<sup>th</sup> December 2012 .

**Annex A – attendance and apologies for absence at the 2nd October 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	
Stuart Algar	(Civil Aviation Authority)	1	
	<b>Totals</b>	<b>11</b>	<b>10</b>

**ANNEX B ACTIONS ASSIGNED AT THE 39<sup>TH</sup> MEETING OF THE UK NANADTB**

Ref	Actions brought forward	Remarks
48/2012	Secretary to send draft Exam papers out to AQBS.	
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.	
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.	
61/2012	JB to write to Honeywell regarding membership of the Board.	
62/2012	NLS to implement checklist for the next audits.	
63/2012	The WG to draft a checklist for Inside Agencies.	
64/2012	NLS to send latest NANDTB21 to JB	
65/2012	NLS to circulate website stats with Minutes.	
66/2012	NLS to re-arrange audits and update Matrix for circulation to members.	