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**UNCONFIRMED NOTES OF THE 40TH MEETING OF THE
UK NATIONAL AEROSPACE NDT BOARD**

Meeting Date: 5th December 2012
Location: MTD, Cardiff

NANDTB/2012/M6

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. Notes of the 39th meeting

- a. Confirmation - The Board reviewed the minutes and they were approved.
- b. Review of allocated actions

Ref	Actions brought forward	Remarks
48/2012	Secretary to send draft Exam papers out to AQBS.	Superseded.
53/2012	Secretary to resend the flowchart to all members for comment	Resend to members for comment as no comments have been received.
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.	CAA will formally reply to EASA stating that the qualification of all staff should be under the control of the Board.
55/2012	Secretary to reaffirm membership details and amend NANDTB_06 and re-issue.	Closed
57/2012	CT & GMcC to add ET standards to the list of standards.	Closed, circulate to all members
58/2012	Secretary & PM to contract PS to write new questions against the list of standards generated.	Ongoing
59/2012	JB to circulate Tele Conf call minutes to all members.	Closed
61/2012	JB to write to Honeywell regarding membership of the Board.	Closed
62/2012	NLS to implement checklist for the next audits.	Closed
63/2012	The WG to draft a checklist for Inside Agencies.	Superseded

64/2012	NLS to send latest NANDTB21 to JB	Closed.
65/2012	NLS to circulate website stats with Minutes.	Circulate last 3 months stats with minutes. Ask DG for update on website development.
66/2012	NLS to re-arrange audits and update Matrix for circulation to members.	Tabled.

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

There was none.

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

The current membership list was tabled and discussed it was noted that emails have been sent to Chris Dootson and Carl Sheppard who's membership has expired. **Action 67/2012 - NLS to send reminder emails, Members to reply to NLS to re-nominate.**

It was noted that Honeywell have nominated Mr Graham McLeod, NLS to include new members on the circulation list and to add to membership list. **Action 68/2012 - NLS to invite Graham McLeod to next meeting.**

It was also noted that John Purcell from the MoD has moved roles within the MoD, it was agreed that Paul Marshall will be the replacement member. **Action 69/2012 - NLS to invite Paul Marshall to next meeting.** JP thanks all the members for their support over the last few years and the Board reciprocated thanks to JP for his valued contribution.

It was noted that the Chairman and Vice-chairman need re-nominating/re-confirming. JB and KP noted that they are happy to continue but if other members would like to take over then nominations will be considered at the next meeting. It was proposed by B Scott and seconded by C Thomas that the Chair and Vice Chair be re-nominated for a further two year term. The Board agreed. **Action 70/2012 - NLS to update membership list.**

5. Documents for discussion and/or approval

a) NANDTB_01 was tabled and discussed it was noted that a few documents were due for review in 2013,

TABLE 1. NANDTB DOCUMENT REVIEW AND REVISION					
No.	Reviewers	Title	Comments	Action	Outcome
23	At the meeting	Recertification by Credit System EN 4179	Discussion regarding responsible L3. Recertification. Had been revised but not re-issued.	Action 71/2012 - NLS to re-issue and upload to website	
3	All	NAndtB Constitution		Action 72/2012 - All members to review the constitution and make comments for the next meeting.	
11	At the meeting	Promotional PowerPoint presentation	Discussion information out of date agreed to withdraw	Action 73/2012 - NLS to withdraw NANDTB11.	Withdrawn

b) Audit Checklist – It was noted that the new audit checklist has been implemented for the last couple of agency audits and the auditors have raised a few questions for clarification.

- The checklist requires the organisation’s quality management system to be certified to ISO 9001/AS9100. **The Board discussed the issues and agreed that an organisation wishing to be or who already is an Outside or Inside Agency should have a certified QMS to ISO 9001 or AS9100. Action 74/2012 - NLS to amend NANDTB12 to state that the QMS must be certified to ISO 9001 or AS9100.**

- Does the recognition of equivalence as stated in NANDTB/10 only apply to organisations actually listed as approved under EASA part 145? - **The Board agreed that the recognition of equivalence applied to EASA part 145 organisations and Practitioners.**
- Does equivalence mean that, an NDT operator in a part 145 approved organisation only requires PCN Aero and may not need any employer based specific or practical? **The Board discussed the point of using PCN Aero to satisfy the general theory part of EN 4179. The Board agreed that it is down to the responsible L3.**
- How can the nominated level 3 know the content of the PCN Aero exams including type of practical test sample? **Defined in PCN Syllabus and Appendix, if he/she doesn't know do initial exam.**
- It seems that he does not have access to the knowledge which would allow him to be confident that the operator has adequately covered processes and products used by the employer. In the absence of this knowledge should he not ensure that employer based specific and practical exams are taken? **Down to the judgement of the responsible/nominated L3.**

A few other questions were discussed and the checklist was amended in real time to clarify the guidance to assessors.

The Board discussed the use of the BINDT and the NANDTB logo on OA/IA certificates. It was agreed that Outside and Internal agencies that comply with NANDTB16 document may include the UK NANDTB Logo on their certificates with the BINDT statement and Logo on the rear. NANDTB16 was amended in real time to clarify the requirement.

Action 75/2012 - NLS to re-issue NANDTB 16 and OAQS7.

6. **Affiliations** - It was reported that GE Aviation (Singapore) have applied for affiliation the Board discussed the application and it was agreed to accept the affiliation but to clarify the understanding that they would need to comply with the NANDTB21 document. **Action 76/2012 - NLS write to GE to accept affiliation subject to confirmation from the Singapore CAA and to progress with IA application.**

Pratt & Whitney have applied for affiliation NLS have asked for confirmation from their CAA, update will be given at next meeting.

It was noted that the Board will ask for confirmation of compliance with affiliated companies and NANDTB21 on an annual basis, the CAA agreed to check for compliance when they audit.

The CAA advised the Board that Kenyan Airways have been given incorrect advise from one OA. NLS agreed to speak to the OA concerned. **77/2012 - NLS to speak to OA concerned regarding Kenyan Airways and affiliation.**

7. **Aerospace question review panel** - It was reported that BINDT is looking at online examinations in order to do this all questions need reviewing against the syllabus and validated. It was noted that a WG for PCN PT questions in all methods has been set up, but it was noted that the aerospace questions need to be validated by the Board and therefore a separate WG to review aerospace questions is required. The Board agreed to meet the day before each meeting to review a method at a time. **Action 78/2012 - NLS to invite all members to attend a meeting the day before all 2013 meetings to review Aerospace questions.**

1 - 27th February 2013 - BINDT

2 - 16th April 2013 - Rolls Royce, Glasgow

3 - 25th June 2013 - Airbus Filton, Bristol

4 - 3rd September 2013 - Caparo, Reigate

8. Qualifying Agencies

- a. Oversight Matrix - It was noted that the matrix will be completed with all audit dates and circulated to all members to agree which audits they can witness. **Action 79/2012 - NLS to update matrix and circulate to all members for volunteers for witness assessments.**
- b. Confirmation of OAs training their own staff - There was a discussion regarding an OA needing to be both an Internal & Outside Agency so they can train their own staff. The Board discussed the issue and agreed that OA can also act as an inside agency and train and examine their own staff.
- c. New applications from Brazil and China. - It was noted that 2 new applications for qualifying agency status have been received one in China (UTC) and one in Brazil (TapMe). The Board discussed this and agreed to progress the applications and conduct the audit. **Action 80/2012 - NLS to arrange audits for UTC & TAPME.**

9. **TEG Report** - CT gave a brief report that the Chairman of TEG is now Gary Elliott and the next meeting is arranged for January.
10. **ANDTB Forum Update** - KP gave a report from the last forum meeting, it was noted that the chairman has now changed. It was noted that the forum had much debate about OA & IA. A Powerpoint presentation was tabled that was agreed by the forum. It was noted that the constitution and TOR will be amended to reflect the name change to European ANDTB.
11. **Regulators update** - GR23 was published but a few mistakes have been highlighted and incorrect references so a new revision may be released quickly.

12. **Any other business** -

NLS noted that she is not getting responses from the Board members when asked to review audit reports.

Bobby Scott noted that Nadcap have a formal witness audit report and agreed to have a go at devising a UK NANDTB report for use when witnessing audits.

JB discussed the possibility of merging with another Board from another Country, The Board discussed it and felt that it may be worth exploring the possibility and may strengthen the UK NANDTB.

NLS agreed to circulate the list of standards/essential reading that CT has finalised. [Action 81/2012 - NLS to circulate the list and Board members to review.](#)

13. **Date and location of the 2013 meeting**

- 1 - 28th February 2013 - BINDT
- 2 - 17th April 2013 - Rolls Royce, Glasgow
- 3 - 26th June 2013 - Airbus Filton, Bristol
- 4 - 4th September 2013 - Caparo, Reigate
- 5 - 16th October 2013 - Bombarider, Belfast
- 6 - 4th December 2013 - MTD, Cardiff

Annex A – attendance and apologies for absence at the 5th December 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	
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	
Ted Blacklay	(Civil Aviation Authority)	1	
Stuart Algar	(Civil Aviation Authority)	1	
John Moody	BINDT (Observer)	1	
	Totals	17	3

ANNEX B ACTIONS ASSIGNED AT THE 40TH MEETING OF THE UK NANADTB

Ref	Actions brought forward	Remarks
53/2012	Secretary to resend the flowchart to all members for comment	Resend to members for comment as no comments have been received.
67/2012	NLS to send reminder emails, Members to reply to NLS to re-nominate.	
68/2012	NLS to invite Graham McLeod to next meeting.	
69/2012	NLS to invite Paul Marshall to next meeting	
70/2012	NLS to update membership list	
71/2012	NLS to re-issue NANDTB 23 and upload to website	
72/2012	All members to review the constitution and make comments for the next meeting.	
73/2012	NLS to withdraw NANDTB 11.	
74/2012	NLS to amend NANDTB12 to state that the QMS must be certified to ISO 9001 or AS9100.	
75/2012	NLS to re-issue NANDTB 16 and OAQS7.	
76/2012	NLS write to GE to accept affiliation subject to confirmation from the Singapore CAA and to progress with IA application.	
77/2012	NLS to speak to OA concerned regarding Kenyan Airways and affiliation.	
78/2012	NLS to invite all members to attend a meeting the day before all 2013 meetings to review Aerospace questions.	
79/2012	NLS to update matrix and circulate to all members for volunteers for witness assessments.	
80/2012	NLS to arrange audits for UTC & TAPME.	
81/2012	NLS to circulate the list and Board members to review.	