



C/o BINDT
 Newton Building, St. Georges Avenue
 Northampton
 NN2 6JB
 Tel: +44 (0) 1604 893857
 Secretary: jennifer.cook@bindt.org

**CONFIRMED NOTES OF THE 45th MEETING OF THE
 UK NATIONAL AEROSPACE NDT BOARD**

Meeting Date: 16 October 2013, 09:30
 Location: Caparo, Reigate

NANDTB/2013/M5

- 1. Confirmation of the agenda (and any other business)**
- 2. Attendance & apologies for absence (Annex A)**
 As per attached attendance sheet.
- 3. Notes of the 44th meeting (distributed earlier)**

a. Confirmation

The minutes of the last meeting were confirmed with rewording to the statement under item 9 - Qualifying Agencies. K Phillips clarified that his involvement with Testia (EADS) was as a Technical Advisor on temporary contract from Airbus. Item 11 also required some re-wording which was submitted by T Blacklay.

b. Review of allocated actions below with special mention to the following;

Ref	Actions brought forward	Remarks
06/2013	C Worrall (LEAD), G McCully, C Thomas, T Blacklay, S Algar to review NANDTB-18. Comments to be submitted to J Cook by close of business 5th April 2013 for implementation with approval at the next meeting.	ON HOLD Document update to be postponed until publication of new issue EN 4179
08/2013 amended	B Scott (LEAD), C Worrall, D Griffin to create a new document, NANDTB-27, on policy. Comments to be submitted to J Cook by close of business 5th April 2013. C Worrall to draft document and circulate to WG members (incl. K Phillips) for comment. To be distributed to all UK NANDTB members prior to next meeting 9th December (EGM). Document to be submitted to J Cook for implementation post meeting.	OVERDUE
13/2013	K Phillips (LEAD), B Scott, N Scutt, C Durrant, C Dootson, S Algar P Berkley, A Williams, C Dootson, J Biddulph to review and amend NANDTB-21 document.	OVERDUE
24/2013	All members to send suggestions to K Phillips for collation, on 'what the UK NANDTB wants the forum to achieve'. Suggestions to be put to T Blacklay at a meeting between UK NANDTB and CAA at Aviation House TBC. (action re-allocated to KP from JB)	ON HOLD Recommended that the Board start collated comments once the new issue EN 4179 is published
28/2013	R Bright/S Algar to review NANDTB_17 by the next meeting	COMPLETE

29/2013	K Phillips to draft letter to EASA informing them of the Board's decision to no longer accept future, overseas affiliations. (relates to 13/2013)	OVERDUE Pending amendment to NANDTB-21
32/2013	All members - comments to T Blacklay for changes to Part 145.	OVERDUE No comments received to date.
33/2013	T Blacklay to contact Paul Marshall/Wg Cdr Mark Stubbs to clarify the Boards requirements of MAA observing members.	OVERDUE
34/2013	C Dootson to arrange working group teleconference/WebEx meeting to discuss BINDT proposal on audit processes. (LINKED WITH 13/2013)	COMPLETE 9 th December (EGM)
35/2013	N Scutt to email Board members for volunteers for the Eddy Current specific, questions review to be held 3 rd December. K Griffith, C Worrall, R Bright	ONGOING Pending validation and syllabus reference
36/2013	N Scutt to circulate the GTC constitution (PCN/3) to Board members.	COMPLETE
37/2013	K Phillips to issue a letter to N Scutt, formally nominating G McCully as the GTC representative of the Aerospace industry & UK NANDTB.	OVERDUE
38/2013	N Scutt to ensure the PCN Aerospace Z1 is added to the first GTC agenda, G McCully to lead the review of this document on the GTC.	ONGOING Still receiving nominations for the GTC
39/2013	T Blacklay to formally correspond with Primes' employers advising why it is important that members of UK NANDTB attend and witness audits of Aerospace agencies/training & examination centres.	OVERDUE

Special mention to:

32/2013 – It was noted that EASA are pushing for publication of revised part 145. It was noted that an EASA meeting was due to be held to discuss the status of the revised document but the meeting did not proceed.

34/2013 – the Board felt that the BINDT proposal should be reviewed by all UK NANDTB members rather than by a working group due to its importance.

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

K Phillips - email received from the MoD with reference to K Phillips role on the Board. To be discussed under item 14.

4. Membership (current list)

D Griffin requested clarification as to why Cameron Sinclair (CEO BINDT) was included on the Board's attendance list. N Scutt confirmed that C Sinclair had started attending meetings due to the seriousness of the concerns raised by the Board regarding BINDT's approvals processes. N Scutt noted that C Sinclair would be invited to attend Board meetings until the BINDT proposal was reviewed and the situation had come to a conclusion.

a. To note status and confirm contact details

No changes due

5. Documents for discussion and/or approval -

a. See table of documents NANDTB _01

It was confirmed that NANDTB_17 had been amended and uploaded to the web.

K Phillips presented an amended version of NANDTB_21 which had been changed to align with AD008. K Phillips noted that only minor changes had been made for a quick publication of both documents for the benefit of approval agencies, pre and existing affiliated organisations.

N Scutt noted that BINDT urgently requires the publication of NANDTB-21 and AD008 documents regarding their decision to stop overseas affiliations and remove Aviation Authorities as BINDT had received many complaints but was not in a position to formally respond.

Documents NANDTB-21 and AD008 were reviewed and the Board approved them for publication and distribution to all approval agencies and pre/existing affiliates, on the basis that there is a full review of NANDTB_21 at the next UK NANDTB meeting to cover the measures of controlling existing affiliates.

The CAAs that were removed from the NANDTB_21 will be asked who and how many companies they support under their part 145. It was noted that EASA are questioning why EN 4179 is not referenced on PCN certificates suggesting that they and subsequently their assessors do not understand what they are looking for at audits.

K Phillips re-iterated that the Board would need to decide what measures are put in place to control the existing affiliations, and only when the UK NANDTB satisfies itself that these measures have been proven effective, the Board may raise a request to review the affiliation process at future meetings.

Action 40/2013 – J Cook to upload and distribute documents NANDTB_21 and AD008 and to distribute working group minutes from March to the Board members.

6. Overseas Affiliations - Working Group update (KP)

Subject discussed under item 5.

7. BINDT Audit processes – UK NANDTB Proposal decision (KP)

The BINDT proposal was again, presented to the Board. N Scutt reported that on 18th September an Auditing Workshop was held at BINDT HQ. The workshop identified parts of the audit process that require review and amendment in order to continue compliance with standards EN ISO/IEC 17021 and EN ISO/IEC 17024 and also as part of BINDT's continual improvement program. It was added that the review and amendments required will see the process become more streamlined e.g. one audit checklist for all audits, a checklist which would be agreed by all relevant committees.

K Phillips suggested that the proposal for partial disconnect will mean that the UK NANDTB will no longer accept PCN Certificates as satisfying their requirements. It was reported that the approval of PCN AQB's is the responsibility of the BINDT Certification Management Committee (CMC) and the approval of BINDT ATO's is the responsibility of the BINDT Accreditation Panel (ACCPAN). It was reported by NLS that the approval of these centres remains the responsibility of BINDT due to the certification making decision as per the standards that BINDT hold UKAS accreditation against (ISO 17021 & ISO 17024). N Scutt clarified to the Board that BINDT are accredited by UKAS to EN ISO/IEC 17201, EN ISO/IEC 17024 to remain in compliance with their UKAS accreditations BINDT must retain the decision of certification and audit approvals/authorisations.

The Board felt that the proposal means that they do not control PCN Aero exams and training. It was clarified by N Scutt that by having a member of the CAA or NANDTB on the CMC & ACCPAN then they have a means of driving changes to the schemes if required and by reviewing the exam questions they are also controlling the examinations. N Scutt confirmed that the UK NANDTB is not a certification body and therefore cannot approve AQB's without ISO 17024 approval.

It was felt by some Board members that the BINDT proposal suggested that 'on the job training' was the only requirement for personnel to prove their competence in-line with EN 4179 requirements on top of their PCN certification. The Board argued this suggestion stating that PCN should not be considered as a recognised certification, mentioning that certifications, other than

EN 4179, fulfil only part of the standard and it was clarified that in order for personnel to prove their EN 4179 competence they are required to do a lot more than 'on the job training'.

The Board discussed the PCN Aero scheme and suggested that it was not adequate to satisfy the examination requirements of EN 4179, therefore should not be recognised which would rescind the NANDTB-10 document

(POLICY ON RECOGNITION OF PCN AEROSPACE CERTIFICATES FOR NDT PERSONNEL OPERATING UNDER EASA PART 145). It was noted that this change would have a significant effect on PCN AERO certificate holders in the UK and globally, it would also affect some members of the UK NANDTB. K Phillips recommended that letters be issued by BINDT to PCN Aero certificate holders explaining that PCN certificates alone would no longer be accepted as a standalone document, it was not clarified who should be responsible for the content of this 'letter'. It was added that if this suggestion was put into practice, a document should be published by the UK NANDTB. N Scutt reported that she felt it was not PCN's place to write to the certificate holders as PCN have not changed any of their requirements that affect the certificates the UK NANDTB has and the letter should come from them.

Other Board members felt that the PCN certification scheme was more than adequate, with some Prime contractors conducting 'bolt-on' training modules and practical examinations (carried out by the Responsible Level 3) within their company to ensure that personnel gain and prove competency for the specific NDT techniques, in compliance with written practices.

It was re-iterated that the Board members are in the process of reviewing specific and general PCN questions to ensure the content is more in-line with the EN 4179 standard. This shows that the UK NANDTB have an oversight of the scheme and control of examinations.

Based upon the content of the proposal, if the Board agreed to it the result would be a disconnect between the UK NANDTB and BINDT. The UK NANDTB stated that this disconnect would not be an advantage to the Board because they would not be able to control the audit process and approval decisions

Within the proposal BINDT agreed to work with the Board to meet its audit criteria and expectations, within reason, and noted that the Board would also retain their right to review and witness audits but they would not have the overall approval of audits and certifications of approval.

N Scutt advised the members that the Board was in control of its own requirements, therefore, as part of this they could nominate a member of the Board to sit on the BINDT certification and training committees in order to have a voice and represent the UK NANDTB, the Board felt that sitting on these committees would not prove productive.

The UK NANDTB stated that they would have to make a decision on whether to stay linked with BINDT or go elsewhere because not having control and the overall decision of all audits was the main issue it had with BINDT.

N Scutt noted that the requirements have not changed since the Board was established in 2004, why the Board feel it necessary to now have control over PCN Aero is unfounded.

The members agreed that the BINDT proposal should be reviewed in detail by only voting members of the UK NANDTB outside the meeting and agreed that a mandatory EGM would be held on 9th December 2013 at Flybe, Exeter in place of the scheduled UK NANDTB meeting

8. Aerospace question review update - (N Scutt)

N Scutt noted that the next question review due was for Eddy Current. K Griffith, C Worrall, R Bright volunteered to carry out the review as they hold the relevant qualifications. It was noted that the review was on hold until after the conclusion of the EGM.

9. Qualifying Agencies

a. Oversight Matrix - Update

The matrix was presented and it was noted that some members had arranged to witness audits.

b. New applications

It was advised that TAP ME in Brazil applied for Inside Agency status. UK NANDTB declined this application due to it being outside of the UK the Board members felt it would be contradicting their decision on affiliations to accept this application.

It was also reported that Testia have applied for ATO/AQB/OA status.

c. Audit comments

None received

10. ANDTBF including NAS410/EN4179 update - (KP)

J Biddulph distributed an update on the NAS410/EN4179 to all members.

The update reported that a face to face meeting between the US and EU harmonisation team is being planned for first week December 2013, either Rome, Paris or Toulouse bearing in mind the next ANDTBF meeting is scheduled for December 3, 2013 in Toulouse.

It is hoped that the final draft will be agreed at this meeting and will be submitted to AIA and ASD-STAN for respective processing. Estimate for publication of NAS410 rev 4/prEN4179:2013 is before end of Qtr 2, 2013.

11. Regulators update - (TB)

S Algar advised that T Blacklay had been reassigned to a priority job, therefore, no update was available.

S Algar re-iterated that members should send their comments to T Blacklay about the 4 options discussed at the previous meeting regarding EASAs revision to part 145.

12. TEG Report - (DG)

D Griffin reported that the next TEG meeting would be held 31st October.

The matter of Airbus' presence on the Board as a full voting member arose at the previous TEG meeting. The TEG members requested that A Williams also be omitted from audit reviews. The Board disagreed and declined to remove A Williams from the audit review based on the fact that only K Phillips is contracted to provide Testia with technical advice.

It was also suggested by TEG that the PCN document CP22 (guide for marking) should be used to mark EN 4179 written practices and asked if it is used, would this be acceptable to the UK NANDTB. The Board agreed that the CP22 could be used as long as it is recorded that this was used.

13. Pt. 145 Orgs, QAs and SIG members Update - (GMc)

Recently the AIA has provided an update regarding a clarification in regards to specific examinations that affect Nadcap audits and baseline checklist. Clarification from SAE was presented to the Board for information.

A question was received by an OA querying what approvals a BINDT auditors should hold. EN 4179 states that "personnel performing external supplier technical NDT audits, survey or assessments shall have the education, training, skills and knowledge to understand the processes and procedures utilized in the application of NDT processes..." It was clarified that BINDT auditors all have ISO 9001 lead auditor approval with a minimum of Level 2 NDT technical knowledge and also go through a sign-off process before conducting audits. The Board agreed that this was sufficient for audits.

14. Any other business

K Phillips referenced an email received from Jes Dugard from the MoD, who respectfully requested that the Board reconsider the nomination of G Brett as a voting Board member. The re-request was submitted due to K Phillips' current status on the Board being unable to fulfil the § 3 and 4 for Voting member requirements under NANDTB_04 – Terms of Reference.

The Board took a vote on the re-submission of nomination for G Brett for UK NANDTB member, proposed by G McLeod, seconded by K Griffiths, 1 abstention. The nomination was again declined. It was suggested that the MoD may want to consider attending as a non voting member.

K Phillips expressed his willingness to be omitted from audit report reviews and approvals so that the Board can remain impartial. It was noted that Airbus would still be part of the overview process with A Williams as the alternate Airbus representative on the Board.

It was agreed by the Board that the status of K Phillips role on the UK NANDTB should be changed to observer, although it was stated that this change would be temporary due to K Phillips advisory role at Testia only lasting for the duration setup of the facility.

Action 41/2013, K Phillips to formally respond to Jes Dugard ref Board's decision on the re-nomination of G Brett on the Board, incl. Clarification of K Phillips observer role on the Board

15. Date and location of the next meeting

46th meeting – 9th December 2013 - BINDT, Northampton –

EGM for UK NANDTB voting members only, BINDT not invited.

Dates for 2014 meetings should be emailed to J Cook after the EGM meeting.

The Board were advised that N Scutt would be on maternity leave early 2014 and J Cook would be attending the meetings in her place.

Annex A – attendance and apologies for absence at the 16th October 2013 NANDTB meeting

Name	Representing	In attendance	Apologies for absence
Alun Williams	(Airbus UK)	1	
Bobby Scott	(Bombardier)		1
Carl Sheppard	(British Airways)		1
Chris Dootson	(BAE Systems)	1	
Chris Durrant	(Messier-Bugatti-Dowty)		1
Clive Worrall	(British Airways)	1	
Colin Thomas	(Training & Examination Group)		1
Dave Griffin	(Training & Examination Group Deputy)	1	
Graham Mcleod	(Honeywell)	1	
Graham McCully	(Pt. 145 Orgs, QAs and SIG members)	1	
Jon Biddulph	(Rolls Royce)		1
Keith Griffiths	(Rolls Royce)	1	
Keith Phillips (acting Chairman)	(Airbus UK)	1	
Kevin Pickup	(BAE Systems)	1	
Jennifer Cook (Secretary)	(BINDT)	1	
Nicole Scutt	(BINDT)	1	
Cameron Sinclair	(BINDT)		1
Phil Berkley	(Agusta Westland)		1
Rob Bright	(Flybe)	1	
Ted Blacklay	(Civil Aviation Authority)		1
Stuart Algar	(Civil Aviation Authority)	1	
	Totals	13	8

Actions allocated and carried over from meeting 45, 16th October 2013.

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13/2013 Amended	K Phillips (LEAD), B Scott, N Scutt, C Durrant, C Dootson, S Algar P Berkley, A Williams, K Griffiths to review and amend NANDTB-21 document. NANDTB-21 revised and published. UK NANDTB members to completely revise the document (to include checks and balances) at the next WG meeting to be held at BINDT 11th November 10am. Comments from WG meeting to then be reviewed at 9th December (EGM). Noted that WG members should bring ideas.	OVERDUE
24/2013	<u>All</u> members to send suggestions to K Phillips for collation, on 'what the UK NANDTB wants the forum to achieve'. Suggestions to be put to T Blacklay at a meeting between UK NANDTB and CAA at Aviation House TBC. (action re-allocated to KP from JB)	ONGOING No suggestions received from members
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