

## PSL/28Q ISSUE 2 DATED 1<sup>st</sup> April 2018

**IMPLEMENTATION DATE 1<sup>st</sup> May 2018** (this issue can be accepted by PCN prior to 1st May)

## APPLICATIONS FOR LATE/DEFERRED RENEWAL/RECERTIFICATION

### INTRODUCTION

The certificate of qualification for in-service ultrasonic testing of shell boilers is valid for a maximum period of five years. At the end of this period, certificates may be revalidated by one of two methods (see current edition of IQB/QP1).

Personnel who anticipate difficulty in completing the procedure for revalidation of their qualification by the due expiry date, or whose certificates have for whatever reason expired, may apply for dispensation enabling the qualification to be revalidated by the normal renewal or recertification process rather than having again to pass the initial examination.

This document sets out the procedure for applying for late or deferred renewal or recertification up to 12 calendar months after the date of expiry, and includes an application form for the purpose. For qualifications which have expired in excess of twelve calendar months earlier, applications for late renewal will only be considered in exceptional circumstances and, in any case, each such application will be considered by the independent qualification governing Board (IQB) and there may therefore be considerable delay before the application is considered.

### DEFINITIONS

Late: (renewal or recertification): Applications made after the date of expiry given on the certificate.

Deferred: (renewal or recertification): Applications made before the date of expiry given on the certificate.

Renewal: The procedure for revalidation of qualification for in-service ultrasonic testing of shell boilers without examination after the first five year period of validity. Qualification renewal involves a review of continuity in the application of relevant boiler ultrasonic inspections, confirmation of acuity of vision, and evidence of satisfactory performance. There are a number of preconditions concerning eligibility for renewal without examination.

Recertification: The procedure for revalidation of a qualification after the second five year period of validity through success in a practical and oral examination.

Significant Interruption: A significant interruption means an absence from (or a change of) work activity which prevents the holder of a qualification for in-service ultrasonic testing of shell boilers from practicing the duties corresponding to the relevant boiler ultrasonic inspections for which the qualification was issued, for one or several periods totalling one year or more. For the purpose of calculating this period, authorised holidays, illness or periods of related training and education, any of which are 30 days or less in duration, shall not be considered.

## REFERENCES

IQB/QP1	Requirements for the Qualification of NDT Personnel for Ultrasonic Testing of Shell Boiler 'T' Butt (End Attachment) Welds and Shell Longitudinal Seam Welds and 'D' Patch Repair
PSL-57Q	Application for renewal of a BINDT certificate of qualification issued under the IQB/QP1 procedure
PSL-44	PCN Vision Requirements, including optional form for recording results of tests

### **Please read the guidance notes carefully before completing the application form attached.**

1. Certificate of qualification for in-service ultrasonic testing of shell boilers cease to be valid upon the date of expiry given on the qualification, and applicants cannot claim to have held valid certification after this date. No extensions to the maximum five year period of validity are permitted.
2. Applications for DEFERRED renewal/recertification MUST be received by BINDT before the certificate expiry date.
3. BINDT will not consider applications for LATE renewal/recertification beyond 12 calendar months after the date of expiry.
4. In order to obtain dispensation for late/deferred renewal/recertification, the certificate holder must complete and return the attached application (form PSL/28Q), together with the appropriate application fee (details of fees are given in IQB/QP1 sent with this document). Please make cheques payable to "The British Institute of NDT".
5. Applications MAY be refused, in which case the qualification holder will be considered an initial candidate for certification in the sector, method and level concerned.
6. BINDT policy for late/deferred renewal/recertification is to issue a letter of authorisation which must subsequently be presented with any application for recertification or renewal. Without such authority, the application WILL be refused.
7. Should the application for late/deferred renewal/recertification be accepted, any certificate which subsequently results from the application will be valid for five years from the date of expiry of the superseded certificate.
8. An application form and fee must be submitted in respect of EACH certificate for which late/deferred renewal/recertification is sought. The application will not be considered until payment has been received. Fees are charged in respect of increased administration involved at BINDT, specifically the Certification Services Division and are NOT refundable under ANY circumstances.
9. In addition to the late/deferred renewal/recertification application fee, the usual renewal or recertification fees remain payable.
10. The form and cheque must be returned DIRECT to BINDT at Midsummer House, Riverside Way, Bedford Road, Northampton, NN1 5NX, NOT through Wood PLC.

Enclose: IQB/QP1

# PSL/28Q - APPLICATION FORM FOR LATE/DEFERRED RENEWAL/RECERTIFICATION

Part A (to be completed by the applicant).

FAMILY NAME			
GIVEN NAME(S)			
DATE OF BIRTH		GENDER (optional)	

ADDRESS and  
POSTCODE

TELEPHONE NO			
EMAIL ADDRESS			
PCN NUMBER			

QUALIFICATION EXPIRY DATE

5. Please explain why late/deferred renewal/recertification is requested:


6. Have you been regularly engaged, without significant interruption, in applying relevant boiler ultrasonic inspections appropriate to the qualification concerned during its period of validity?

Please state YES or NO: \_\_\_\_\_

## APPLICANT'S DECLARATION

I understand that the qualification detailed in 3. above ceased/ceases to be valid upon the expiry date on the certificate of qualification, and that I cannot claim to have held a valid certificate of qualification for in-service ultrasonic testing of shell boilers for any inspection appropriate to this certification since its expiry date.

I further understand that, should the application for late/deferred renewal/recertification be accepted, any certificate of qualification subsequently resulting from the application will expire on a date five years after expiry of the certificate it supersedes.

**NOTE:** BINDT will store and use the information given on this form only for the purpose for which it has been provided. Your personal details and any other data you provide to BINDT will not be passed on to a third-party without your permission.

BINDT would like to contact you from time to time to let you know about its other services that may be of interest, such as special offers and discounts, events and new products. If you are happy to be contacted by BINDT, please indicate by ticking the box below:

I am happy for BINDT to contact me with information that may be of interest [  ]

You can subscribe or unsubscribe at any time, simply let us know.

The applicable fee at the current rate (see IQB/QP1) is enclosed herewith. I understand that this is not refundable under any circumstances.

SIGNATURE			
FULL NAME (IN CAPITALS)			
DATE			

**Part B (to be completed by the applicant's employer/sponsor/referee).**

**NOTE.** If the applicant is self-employed, this section should be completed by a representative of a company for which the applicant regularly carries out boiler ultrasonic inspections.

SIGNATURE	
DATE	
FULL NAME (IN CAPITALS)	
COMPANY	
EMAIL AND TELEPHONE	

**EMPLOYER'S DECLARATION**

I confirm that the information given in all parts of this application is, to the best of my knowledge, accurate, and that the applicant has regularly carried out NDT for the above company to my satisfaction. I agree to comply with the PCN Code of Ethics (published as [CP27](#)).

SIGNATURE	
FULL NAME (IN CAPITALS)	
POSITION	
DATE	

Completed applications should be forwarded to [pcn@bindt.org](mailto:pcn@bindt.org) or BINDT Certification Services Division, Midsummer House Riverside Way, Bedford Road, Northampton, NN1 5NX, United Kingdom (Tel: +44 (0)1604 438300)

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**FOR BINDT USE**

DATE RECEIVED: \_\_\_\_\_ APPLICATION No: \_\_\_\_\_

INVOICE/FEE INFORMATION: \_\_\_\_\_

APPLICATION APPROVED? \_\_\_\_\_ LATEST RECERT/RENEWAL DATE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

NAME: \_\_\_\_\_ POSITION: \_\_\_\_\_

REMARKS: \_\_\_\_\_

ACTION COMPLETED DATE: \_\_\_\_\_ INITIALS: \_\_\_\_\_

**PAYMENT**

<b>Are you VAT registered?</b> Please provide VAT Number.	
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Payment type if not paying by card (please tick & complete as appropriate)

<b>Cheque Enclosed?</b>		<b>Bank Transfer (BACS)</b>		<b>Purchase Order Number</b>	
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**Credit/Debit Card (provide details below)**

Please tick the appropriate boxes:

<b>For payment by credit card (tick relevant box):</b>	<input type="checkbox"/> Visa		<input type="checkbox"/> MasterCard		<input type="checkbox"/> Amex		<input type="checkbox"/> Switch	
							<input type="checkbox"/> Issue No.	
<b>Corporate/ company card</b>					<b>Personal Card</b>			
<b>Name as shown on the card:</b>								
<b>Card Number</b>								
<b>Signature of above named individual:</b>								
<b>Security code: (Last 3 digits on the security strip on reverse of the card)</b>								
<b>Card valid from:</b>								
<b>Card expiry:</b>								
<b>Billing address: (Address the invoice will be sent to, if Corporate card then address of company and name of whom the invoice should be sent to)</b>								
<b>Please debit the above credit/debit card for the amount shown:</b>	£ : (including VAT)							