

**CONDITIONS FOR ISSUING
THE NON-DESTRUCTIVE TESTING
QUALIFICATION
IN THE AEROSPACE SECTOR

CER-FrANDTB-PR-001 V02**

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APPENDIX 2: Credit systems for re-certification of level 3 NDT personnel

APPENDIX 3: CER-FrANDTB-FO-002-V01-Form No. 3 - Commitment from non-destructive testing personnel applying for FrANDTB certification

APPENDIX 3 bis: CER-FrANDTB-FO-003-V01-Form No. 3 bis Commitment from employers of non-destructive testing personnel.

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Record of Revisions

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0 WARNING

This procedure is set out as per the requirements of the identical European **EN 4179:2017** and US **NAS 410 Issue 4** standards on certifying non-destructive testing agents working in the Aerospace Industry.

The French version is the reference procedure in case of conflict.

AFENDA FrANDTB is constituted of a Board of Directors and a Technical Committee.
The Technical Committee of AFENDA FrANDTB (hereafter designated FrANDTB) is the National Aerospace NDT Board - NANDTB - for France as defined in standards EN 4179:2017 and NAS 410 Revision 4.

It acts as:

- An independent aerospace organisation, representing the aerospace industry of a country, governed by the participating prime contractors and recognised by the country's regulatory authorities to provide or organise NDT qualifying training, examination and/or qualification services, as per standards **EN 4179:2017** and **NAS 410 Revision 4**.
- The French Federation for Non-Destructive Testing (**COFREND**), acting as the "National NDT Society".

FrANDTB acts as per this document for France and, by extension, for non-destructive testing agents belonging to foreign companies linked by specific contracts to manufacturers, repairers and users of the aerospace equipment.

The running and organisation of **FrANDTB** is described in procedure **CER-FrANDTB -PR-002**.

Certification of limited level 1 agents is under employer responsibility. This is described in **EN4179:2017** and, if employers would like accreditation from **FrANDTB**, in procedure **CER-FrANDTB -PR-015**.

1 GENERAL

1.1 Purpose

This procedure establishes the way **FrANDTB** shall apply the requirements of standard **EN 4179** for the qualification and certification of personnel conducting non-destructive testing (NDT) operations in the aerospace industries for the manufacture of new equipment, services and maintenance.

The qualification and certification process includes the following stages:

- Training
- Qualification by **FrANDTB**
- Certification by the employer.

1.2 Scope of application

This procedure applies to personnel who use NDT methods to inspect and/or accept materials, products, components, assemblies or sub-assemblies. It also applies to the people directly responsible for the technical suitability of the NDT methods used and the people who draft the procedures and/or the NDT work instructions.

People certified as per the former versions of **EN 4179** (procedure **CCAPP 94001**) do not need to be re-certified as per the requirements of this procedure as long as their certification is still valid.

1.3 Non-destructive testing methods

This procedure contains the detailed training, experience and examination requirements applicable to the following NDT methods:

1.3.1 Common methods and others methods

Eddy current testing	ET
Magnetic particle testing	MT
Penetrant testing	PT
Radiography testing	RT
Ultrasonic testing	UT
Infrared testing	IRT

1.3.2 Other methods

Leak testing	LT
Shearography testing	ST

If required, **FrANDTB** may implement a non-destructive testing method not listed in this procedure. **FrANDTB** must subsequently:

- Accordingly modify its procedures to include the new inspection method
- Have general level 1, 2 and 3 examination question banks validated by **COFREND**

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- Appoint level 3 personnel in charge of initiating new qualifications. Their number must be limited to the bare minimum

These people must meet the criteria of paragraph 5.4, in particular with respect to their general knowledge and industry experience in the method and scope of application.

- Create and validate the specific questions banks for Levels 1, 2 and 3
- Create and validate the practical examination topics and the answer sheets
- Establish and validate the correct answer tables
- Draft the training programmes
- Issue the accreditation to examination centres for this new method.

In addition, they must meet the criteria of the following table:

<i>Institute or university</i>	<i>Training in hours</i>	<i>Experience in hours</i>	<i>Other certification</i>
A levels, A-level equivalent or less	80	300	At least 1 valid L3 or 2 valid L2s
Two-year higher education qualification in a scientific or industrial domain	60	200	At least 1 valid L3 or 2 valid L2s
Degree or engineering qualification in a scientific or industrial area	40	200	At least 1 valid L2

The duration of the authorisation is limited to 5 years.

2 DOCUMENTS

2.1 Reference documents

NAS 410	Certification and Qualification of Non-destructive Test Personnel
ISO 9712	Non-destructive testing - Qualification and certification of NDT personnel
ISO 18490	Non-destructive testing – Evaluation of vision acuity of NDT personnel
GOU-MQ-001	COFREND certification Quality Assurance Manual
AC7114/11	Audit criteria to be used on NANDTB audits

2.2 Applicable Documents

EN4179:2017	Aerospace series - Qualification and approval of personnel for non-destructive testing
ANDTBF 10	General Knowledge of Other Methods as required by EN4179
CER-FrANDTB-PR-002	Procedure for FrANDTB running and organisation
CER-FrANDTB -PR-003	Accreditation and operation monitoring procedure for certification examination centres
CER-FrANDTB -PR-004	Application Folder
CER-FrANDTB -PR-014	Conditions for accrediting training centres in the aerospace sector
CER-FrANDTB -DT-001	List of applicable documents

3 DEFINITIONS

- 3.1 Accredited examination centre (CEA):** centre accredited by **FrANDTB**, where qualification examinations take place.
- 3.2 Training centre:** Organisation approved by the Responsible Level 3 and/or accredited by **FrANDTB**, offering training services preparing for NDT certification.
- 3.3 Certification:** Written statement from an employer certifying that an individual meets the requirements of EN4179.
- 3.4 Documented:** Recorded in written or electronic form.
- 3.5 Field of activity:** Main field of activity carried out by the personnel concerned by the qualification:
- Production (Casting, steel industry, etc.)
 - Processing (forging, rolling, etc.)
 - Manufacturing (machining, forming, assembly, welding, heat treatment, surface treatment, coatings, composite, etc.)
 - Maintenance.
- 3.6 Test sample:** Part or inspection data, including at least one sample from the main field of activity containing one or more discontinuities, flaws (natural or artificial) or known and documented configurations, used during the practical examination in order to demonstrate the applicant's ability to use a specific method. Test samples may be real parts, parts manufactured for the examination or, when necessary, inspection data for parts such as radiographs or ultrasonic maps.
- 3.7 Written:** stored in an electronic or paper medium.
- 3.8 Employer:** organisation that employs (or contracts the services of) one or more individual(s) to carry out NDT operations. Individuals who carry out NDT operations and are their own employer are included in this definition.
- 3.9 Evaluation:** analysis performed after interpreting the indications observed during NDT, in order to determine whether they comply with the stated acceptance criteria or to inform about the product quality.
- 3.10 Examination:** formal, controlled and documented test performed in accordance with this procedure, in order to check the applicant's vision, knowledge or ability in the applicable NDT method.
- 3.11 Closed-book examination:** an examination administered without access to any reference materials.
- 3.12 Open-book examination:** examination administered with access to reference material provided during the examination.
- 3.13 General examination:** a written examination addressing the basic principles and theory of an applicable NDT method.

- 3.14 Practical examination:** examination to demonstrate an individual's ability to perform an NDT method as used by employers. Questions and answers are not necessarily written, but a checklist must be used and the observations and results must be recorded.
- 3.15 Specific examination:** a written examination to determine an individual's understanding of operating procedures, laws, standards, product technology, test techniques, equipment and specifications for a given method as used in the aerospace industry.
- 3.16 Examiner:** FrANDTB Level 3 agent for the method with the inspection option or having been , or having been certified as level 2 in the technique for the exams to be able to be carried out.
- 3.17 Experience:** actual performance of the NDT method tasks, performed in the work environment and resulting in the acquisition of knowledge and skills. This does not include formal training, but may include on-the-job training (see paragraph 6.2).
- 3.18 Instructor:** person appointed or approved by a Responsible Level 3 or examiner to give training to NDT personnel.
- 3.19 On-the-job training:** training in the work environment to gain experience in instrument set-up, equipment operation, testing method application, and recognition, interpretation and assessment of indications under appropriate technical guidance.
- 3.20 Formal training:** an organised and documented programme of activities designed to impart the knowledge and skills necessary to be qualified as per this procedure. Formal training may be a mix of classroom and practical activities in a training centre. Self-instruction is not included.
- 3.21 Indication:** apparent response further to conducting an NDT inspection, which requires interpretation.
- 3.22 Work instruction:** document containing a detailed description of the NDT technique, as well as the parameters used to test the specific part or group of parts (for example: "extruded aluminium part") or assembly. The work instructions are written in compliance with the procedures (paragraph 3.27). In this document, work instructions may be referred to as Data Sheets.
- 3.23 Interpretation:** operation consisting in determining whether an indication is relevant or not. Relevant indications must be assessed.
- 3.24 Method:** one of the disciplines of non-destructive testing (e.g. radiography), which may include various techniques (paragraph 3.31).
- 3.25 Responsible Level 3 (RL3): EN 4179** level 3 agent appointed by the employer, who has the responsibility and authority to act on the employer's behalf and to guarantee that the requirements of the **EN 4179 and NAS 410** standards are observed as regards the employer.
- 3.26 Direct observation:** direct observation is when the observer is able to immediately assist the trainee and keeps within a distance that permits uninterrupted, unaided visual and verbal contact with the trainee.
- 3.27 Procedure:** a written general "how to" instruction for performing a given process. Procedures are used when writing the work instructions (paragraph 3.22).

3.28 Internal application procedure: employer's procedure describing the qualification and certification management rules according to **EN 4179** for the NDT personnel (see paragraph 4.1).

3.29 Qualification: skills, training, knowledge, examinations, experience and vision required for personnel to properly perform the functions corresponding to a particular level.

3.30 Subcontractor: as regards the principals, organisation responsible for aerospace product manufacturing or maintenance. For this procedure, this includes NDT suppliers and service providers.

3.31 Techniques: categories within a method.

The list of techniques is provided in Table I below:

TABLE I :

METHODS	TECHNIQUES AT: All Techniques
Eddy current testing (ET)	M - Measurements (thickness, conductivity, material sorting, etc.)
	DD - Defect detection (HF, LF, etc.)
Magnetic particle testing (MT)	BM - Fixed bench
	BF - Mobile bench
Penetrant testing (PT)	A - Water washable penetrant
	D - Post- hydrophilic emulsifier penetrant
	C - Solvent-removable penetrant
Radiography testing (RT)	RA - Radiographic film: Film
	CR - Computed radiography: Non film
	DR - Digital radiography: Non film
Ultrasonic testing (UT)	DI - Immersion defect detection
	DC - Contact defect detection
	M - Measurements (thickness, physical magnitudes, etc.)
Infrared Thermography (IRT)	AT - All techniques

OTHERS METHODS	TECHNIQUES
Leak testing (LT)	GT - Trace gas
	VP - Pressure variation
Shearography testing (ST)	AT - All techniques

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3.32 Special processes: the special processes defined below require:

- A qualification defined in the table below.

SPECIAL PROCESS	METHOD	TECHNIQUE
Tomography	Radiography testing (RT)	DR- Digital radiography: Non film
Multiple items - Immersion	Ultrasonic testing (UT)	DI - Immersion defect detection
Multiple items - Contact		DC- Contact defect detection
Tofd - Immersion		DI - Immersion defect detection
Tofd - Contact		DC- Contact defect detection

- Additional training on the special procedure with an internal assessment under the responsibility of the employer and the Responsible Level 3.

3.33 National Aerospace NDT Board (NANDTB): an independent aerospace organisation, representing the aerospace industry of a country, governed by the participating prime contractors and recognised by the country's regulatory authorities to provide or organise NDT qualifying training, examination and/or qualification services, as per standard **EN 4179**.
For France, FrANDTB is recognised by the competent civil aviation authorities.

3.34 Monitor: person who signed form CER-FrANDTB-FO-094-V01- Work ethics commitment - people assigned to **FrANDTB** qualification who can assist the examiner in the approved examination centre.

3.35 Inspection option: Preparation of a Technical Instruction Sheet in its main field of activity of inspection(s), and if possible in the technique used. This involves inspecting one part or 1 batch of parts per technique with the objective of detecting compliant and non-compliant indications and producing an inspection report.

4 GENERAL REQUIREMENTS

4.1 Internal application procedure

Employers must draft an internal application procedure for qualification and certification as per **EN 4179** and keep it up to date for their NDT personnel. The applicable procedure and the Responsible Level 3 appointment letter must be uploaded onto the ADER platform in the area reserved for the company.

The internal application procedure must be in line with the applicable requirements of **EN 4179**.
For the qualifications as per this procedure, it must indicate:

- The methods, techniques and levels for which the employer delegates qualification to the **FrANDTB**
- The roles and responsibilities of the participants
- The training and experience conditions
- The sight test conditions
- The areas of activity.

Employers must sign the work ethics commitments as per the forms in appendices 3 and 3 bis and apply the company stamp to 3bis.

- **CER-FrANDTB-FO-002-V01**-Form No. 3 - Commitment from non-destructive testing agents applying for FrANDTB certification

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- **CER-FrANDTB-FO-003-V01**-Form No. 3 bis-Commitment from employers of non-destructive testing agents

4.2 ADER platform

FrANDTB has provided a computerised tool to manage aerospace sector agents for companies that use the NANDTB as per the requirements of EN 4179.

The features of the **ADER** application are as follows:

- Company references
- Management of Responsible Level 3s
- Management of delegates
- Management of agents and certification
- Online sign-up for agents for qualification or requalification as per EN4179
- Management of folders and document inserts
- Management of Accredited Examination Centres (CEAs) (list of eligible folders for invitation to the exam)
- Insertion of CEA grades and documents directly in ADER
- Automatic publishing of data sheets (further to CEA validation)
- Automatic publishing of certification documents (further to AFENDA validation).

4.3 Compliance and responsibilities

The employer is the sole party responsible for certification as per **EN 4179**.

FrANDTB issues the qualification and creates a document called the “certification document”, which must be validated by the employer to issue certification.

Reminder: the qualification and certification process includes the following stages:

- Qualification by **FrANDTB**
- Certification by the employer.

5 CERTIFICATION AND QUALIFICATION LEVELS

As a reminder, the skills and responsibilities of the level 1, 2 and 3 trainees defined in **EN 4179** are as follows:

5.1 Trainee

Trainees are people following a training programme on an NDT method in the process of being qualified in Level 1 or Level 2 via direct access (i.e., without requiring Level 1).

Trainees:

- Must be individually documented as trainees and take active part in a given NDT method training programme for a limited period of time, which is specified
- Must gain experience under direct observation by level 2 or 3 agents in the same method or, further to approval from the Responsible Level 3, under direct observation by a level 1 agent or an instructor
- Must not make acceptance or refusal decisions
- Must not perform product assessment or inspection tasks including or resulting in acceptance or refusal without being under direct observation
- Must not perform any other NDT duty without being under direct observation
- Must undergo sight tests as per paragraph 7.1.1.

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5.2 Level 1

In the method for which they are certified, level 1 agents must:

- Be able to follow work instructions
- Have the skills and knowledge to process the parts, document the results and set-up the equipment as per the approved work instructions
- Have the skills and the knowledge to carry out any necessary part preparation before or after the inspection, in compliance with the approved work instructions
- Have the skills and knowledge to conduct system performance assessments as per the applicable standard
- Receive advice or supervision from level 2 or 3 agents in this method where necessary
- Have the skills to interpret and assess a specific product or product type for acceptance or refusal, as per an approved instruction.

5.3 Level 2

In the method for which they are certified, level 2 agents must:

- Be fully aware of the scope of application and the limits of the technique/method in which they are certified
- Be aware of the laws, standards and other contractual documents applicable in the method used by the employer
- Have the skills and knowledge to configure the equipment, carry out tests, interpret and assess for acceptance or refusal, and document
- Have the skills and knowledge to conduct system performance assessments as per the applicable standard
- Be able to provide the necessary advice and/or supervision for trainees and level 1 agents
- Have the basic knowledge on product manufacturing and inspection technologies
- Be able to draft a work instruction from a general approved procedure
- If necessary and specified in the internal application procedure, have basic maintenance knowledge on aircraft and vehicles.

5.4 Level 3

In the method for which they are certified, level 3 agents must:

- Have the skills and knowledge to interpret laws, standards and other contractual documents that govern the method as used by the employer
- Be able to take technical responsibility for the NDT personnel and facilities
- Be able to choose the method and technique for a specific inspection
- Be able to prepare and check the suitability of procedures and work instructions
- Approve NDT procedures and NDT work instructions after checking their technical suitability
- Have general knowledge of other NDT method(s) for product technologies that are used by the employer and the associated flaws
- If necessary and specified in the internal application procedure, have basic maintenance knowledge on aircraft and vehicles
- Be able to inform the Design Office of the limitations of the methods and techniques and part geometries best suited to an effective industrial inspection
- Be able to provide or administer training, examinations (based on the requirements in the following section) and certification of personnel for the method in which they are certified
- Perform NDT for acceptance of parts only if the skill to perform the tasks is demonstrated (paragraphs 7.1.4.3 and 8.6b)

- Conduct level 1 and 2 examinations as per this procedure, only if they have already obtained level 2 certification or the inspection option
- When required by the internal application procedure, be able to audit external agencies to ensure that the internal application procedure requirements are met.

6 TRAINING AND EXPERIENCE

6.1 Training

6.1.1 General requirements

As a reminder, the general requirements as per **EN 4179** are as follows:

Applicants for Level 1, 2 or 3 certification shall have had enough formal training to obtain the principles and practice in the applicable inspection methods and techniques and be able to perform the tasks set out in paragraph 5.

Formal training shall be given prior to or at the same time as on-the-job training.
All NDT training must be documented.

General, specific and practical formal training (paragraph 3.20) must always be supplemented by documented on-the-job training at the employer's premises (paragraph 3.19).

The minimum number of training hours for level 1 and 2 agents is given in Tables II and IIA for the NDT methods and techniques indicated. If a method is added, the table shall be supplemented, specifying the number of hours based on the requirements for a method of similar complexity.

TABLE II: NUMBER OF FORMAL TRAINING HOURS FOR LEVELS 1 AND 2

Method	Technique	Level 1	Level 2 (certified level 1)	Level 2 Direct access (without level 1 certification)
PT	AT	16	16	32
MT	AT	16	16	32
ET	AT	40	40	80
RT	Film or non-film	40	40	80
	Film and non-film	60	60	120
UT	AT	40	40	80
IRT	AT	20	40	60
ST	AT	20	40	60
LT	AT	40	80	120

**TABLE IIA: RT - ADDITIONAL FORMAL TRAINING HOURS IN THE MISSING
TECHNIQUE TO GO FROM FILM OR NON-FILM TO FILM AND NON-FILM**

Current level 1	Current level 2	Current level 1 to level 2 film and non-film
20	40	80

6.1.2 Training programmes

Formal training must cover the minimum recommendations of the **COFREND** and **FrANDTB** training programmes available on the websites.

As a reminder, as per **EN 4179**, it must cover at least the following points:

- Basic theory
- Testing principles, choice of methods, inspection parameters and adaptation of choices made as per the specific requirements of the materials and parts
- Products, materials and defects (formation and characteristics)
- Set-up and use of the equipment
- The importance of mastering the process
- The importance of using suitable inspection parameters and sequences
- Health and safety aspects
- The different applicable techniques with their advantages and disadvantages
- The capacities and limitations of each method and technique
- The operating procedures, standards and general specifications
- The interpretation and assessment of indications and documentation of inspection results.

The training programmes must include a list of references including the material used to deliver the training.

6.1.3 Previous training

Personnel credited with previous training or not certified within 12 months of the training must be given top-up training.

Previous training must be documented for employers to be able to take it into consideration. As a minimum, top-up training must cover the following aspects: products to be inspected, the set-up and use of equipment, specific operating procedures, applicable techniques, interpretation and assessment of NDT results, safety, standards and the applicable specifications. Previous training documents that are not the originals are acceptable subject to validation by the Responsible Level 3.

The number of top-up training hours must be $\geq 25\%$ of the minimum requirement in Table II.

6.1.4 Respective responsibilities of **FrANDTB** and employers

COFREND and **FrANDTB** shall define minimum training programmes.

If employers deem that the training given (excluding on-the-job training) is not sufficient for their own requirements, they must supplement it or have it supplemented.

The Responsible Level 3 must ensure that the training meets the employers' needs.

6.1.4.1 **FrANDTB**-accredited training centre

FrANDTB shall use procedure **CER/FrANDTB-PR-014** to check compliance with the requirements of **EN 4179**.

The training centre must provide **FrANDTB** with a list of the names of the participants, their qualifications and any certification they hold. This list shall be available to employers, who may, upon request, send it to their Principles, auditors and governing authorities.

6.1.4.2 Other cases

If employers provide the training in a training centre not accredited by **FrANDTB**, the Responsible Level 3 must:

- Check compliance with the requirements of **EN 4179**
- Check compliance with the training programmes defined in paragraph 6.1.2
- Provide a training validation certificate from the Responsible Level 3.

6.2 Professional experience

As a reminder, as per **EN 4179**, applicants for level 1, 2 or 3 certification must have enough practical experience to ensure they are able to perform the tasks corresponding to the certification level applied for. The minimum experience requirements for level 1 and 2 agents are indicated in Table III, whilst the requirements for level 3 agents are defined in Table IV.

If a method is added, Table III will be supplemented, specifying the number of hours based on the requirements for a method of similar complexity.

On-the-job training may only be counted in the experience period if the following two conditions are met:

- Training is given by personnel certified as per **EN 4179**
- The internal application procedure authorises this practice.

6.2.1 Previous experience

As a reminder, as per **EN 4179**, the experience gained by an applicant with a previous employer must be documented and approved by the Responsible Level 3.

6.2.2 Equivalent experience

As a reminder, as per **EN 4179**, for personnel qualified based on other programmes, previous experience must be documented and its equivalence with the requirements of Tables III or IV must be determined by the Responsible Level 3.

TABLE III: MINIMUM EXPERIENCE REQUIREMENTS FOR LEVELS 1 & 2

Experience in hours				
Method	Technique	Level 1 (Experience as a trainee)	Level 2 (experience as a certified level 1 agent)	Level 2 Direct access (without level 1 certification)
PT	AT	130	270	400
MT	AT	130	400	530
ET	AT	200	600	800
RT	Film or non-film	200	600	800
	Film and non-film	220	780	1000
UT	AT	200	600	800
IRT	AT	200	600	800
LT	GT	200	600	800
	VP	200	600	800
ST	AT	200	600	800

TABLE III A: ADDITIONAL EXPERIENCE HOURS IN RT IN THE MISSING TECHNIQUE FOR GOING FROM FILM OR NON-FILM TO FILM AND NON-FILM FOR PERSONNEL CERTIFIED AS PER EN 4179 P4

Level 1	Level 2	Level 1 to level 2 Film and non-film
20	200	800

TABLE IV: MINIMUM EXPERIENCE REQUIREMENTS FOR LEVEL 3

Institute or university	Have been level 2 certified for at least
A levels, A-level equivalent or less	4 years
Two-year higher education qualification in a scientific or industrial domain	2 years
Degree or engineering qualification in a scientific or industrial area	1 year
Note: 240 additional hours of experience in RT in the missing technique to go from film or non-film to film and non-film	

7 EXAMINATIONS

The application folder shall be created as per procedure **CER-FrANDTB -PR-004** on the dedicated "ADER" platform.

In particular, the following items must be included:

- Employer's internal application procedure
- Employer's nomination letter for the Responsible Level 3
- Sight test certificate dating back to less than a year before the examination date
- Work ethics commitment (forms 3 and 3bis)
- Training certificate or, if not, invitations.

Application eligibility is established by **FrANDTB** upon reviewing the folder.

The official language is French. However, foreign applicants may take the examination in English.

The use of another language is subject to acceptance from **FrANDTB**.

The examinations for applicant technical qualifications include a general examination, a specific examination and a practical examination for each method in which the applicant is to be certified. Oral translation (interpreting) of the written parts is not permitted during the examination.

As per Table V, a sight test is to be performed prior to the initial qualification of the applicant and periodically thereafter, and must be valid at the time of sitting the exam.

Additional requirements may be foreseen when drafting the internal application procedure for the member company, in particular to meet the applicable legislative conditions (e.g. ionising radiation).

Applicants for the Radiography method must have had radiation protection training.

The questions asked in the general examination are available from **COFREND**. The questions used for the specific examination and the checklist used for the practical examination shall be available at **FrANDTB** for review by the employers or their customers upon written request. The duration of the general and specific written examinations is limited to 3 hours maximum, under the

responsibility of the Accredited Examination Centres. The examination topics and samples shall be available to applicants during the examination only.

7.1.1 Vision

For trainee, level 1, 2 and 3 personnel, the sight test must prove that applicants have good near vision and a perception of colours that meet the requirements of Table V. The near sight test must be performed annually and the check of colour perception must be performed at least every 5 years and prior to starting a trainee activity. The check must be performed by trained personnel designated by the Responsible Level 3 or by qualified medical personnel. Any limitations in colour perception must be assessed by a Responsible Level 3 prior to certification and prior to starting a trainee activity, and the result of the assessment must be recorded in writing.

It is the employer's responsibility to organise this examination with respect to the years between certification and re-certification. The most recent certificate is to be included in the certification folder in the employer's possession.

If there is a change to the sight test result for a certified agent, employers are responsible for updating the certification documents. When vision correction is required to pass the sight test, the this vision correction must be used during all inspection operations.

TABLE V: VISION REQUIREMENTS

EXAMINATION REQUIREMENTS	
Near vision	- TUMBLING E as per ISO 18490 (note) - or SNELLEN 20/25 at a distance of 41 cm +2/-3 cm (note), - or JAEGER No. 1 at a distance of at least 30.5 cm (note),
Colour perception	Personnel must be able to distinguish and differentiate between the colours used in the applicable process. Tests advised: Full ISHIIHARA or FARNSWORTH D15
Note: For at least one eye, with or without correction.	

7.1.2 General

The general examination for all levels is a written “closed book” test, without a programmable calculator and has multiple choice questions (**MCQs**) covering all knowledge for the method in question.

For level 3, the examination includes multiple choice questions (**MCQs**) covering all additional knowledge for four other Level 2 methods.

Levels 1 & 2:

TABLE VI A

Nmp Technical knowledge on the materials, products and processes used in the aerospace industry	10 questions
Ng 2 - General level 1 or 2 knowledge of the method applied for	40 questions
Key: Nmp: Score for Materials and Products Ng 2: General score for Level 1 or 2	

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Applicants with valid Level 1 certification as per ISO 9712 issued by **COFREND** may use the grades obtained in the general examination (Ng 2) except for the RT method.

Level 3:

The general examination must include **110 questions** distributed as per Table VI B:

TABLE VI B

Nmp: Technical knowledge on the materials, products and processes used in the aerospace industry by method.	10 questions
Ng 3: General level 3 knowledge of the method applied for	40 questions
Ng 2.1, Ng 2.2, Ng 2.3 and Ng 2.4: General level 2 knowledge for 4 other methods amongst those cited in paragraph 1.3, including at least one volumetric method	60 questions (4 x 15)
<p>Key: Nmp: Score for Materials and Products Ng 3: General score for Level 3 Ng 2.1, Ng 2.2, Ng 2.3 and Ng 2.4: Additional General score for Level 2</p>	

Applicants with valid level 3 certification as per ISO 9712 issued by **COFREND** may use the grades obtained in general examinations Ng 3, Ng 2.1, Ng 2.2, Ng 2.3 and Ng 2.4.

FrANDTB L3 certified agents may use the grades obtained - Nmp, Ng 2.1, Ng 2.2, Ng 2.3 and Ng 2.4

7.1.3 Specific

The specific exam for all levels is a written “open book” test and covers the requirements and the use of specifications, standards, equipment and operating procedures. It covers all techniques of the method applied for, as defined in paragraph 3.31 and all areas of activity in paragraph 3.5, which are compatible with the method.

At least 30 multiple choice questions (**MCQs**), corresponding to the required qualification level, drafted by **FrANDTB**, shall be used for the specific examination (spe) for levels 1, 2 and 3.

Documents, such as specifications, tables and formulae shall be provided to the applicants if necessary.

7.1.4 Practical

During the practical examination, applicants must demonstrate their ability to perform the tasks that are typical of those they perform in their work (at least main area of activity and level of qualification).

The examination covers all techniques in the method applied for, unless employers expressly ask to waive one or more of these techniques.

A technique that is not initially applied for may be requested later as per paragraph 7.2.4.

Checklists covering the subjects set out in the sub-paragraphs below must be developed by the examination centre examiners to ensure suitable coverage and help with running and grading the examination. The examination centres must also define and document the way in which the results obtained by the applicants must be documented (e.g. mapping of the part, drawings, sketches, written descriptions, etc.).

7.1.4.1 Level 1

Applicants must demonstrate their capacity to use written work instructions: they must check that the system and its accessories are operating correctly and inspect at least one sample for each technique in which they are applying for certification.

At least two test samples must be processed, inspected, interpreted and assessed in the method applied for. The test samples must be as per the definition in paragraph 3.6 and must be of a different configuration. The position and severity of any discontinuities must not be obvious to the applicant. The results must be documented by the applicant.

At least one test sample must be representative of the applicant's main area of activity.

The checklist used by the accredited examination centre for grading shall cover skills in:

- The use and set-up of the equipment and its accessories
- Thorough compliance with the written instruction
- The interpretation and assessment of indications
- Documentation of the results.

The duration of the practical examination recommended by **FrANDTB** is defined in form **CER-FrANDTB-FO-069**.

7.1.4.2 Level 2

Applicants must demonstrate their ability by inspecting at least two test samples with different configurations for each method, with at least one test sample for each technique in which the applicants are applying for certification. When a single equipment configuration must be inspected during certification, both test samples may have the same configuration. The test samples must be as per the definition in paragraph 3.6 and representative of the main area of activity. Test samples without discontinuities may be included in the subjects for examinations with more than two test samples. Applicants must document the NDT results as per the applicable acceptance criteria. The checklist must include the ability to use and calibrate equipment and materials, observe procedure details, interpret and assess the indications fully and accurately and, if applicable, specify the ability to create Data Sheets.

Applicants shall use a general procedure to draft a Data Sheet that can be used by a level 1 agent for the sample in their main area of activity.

The aim of the Data Sheet is to define specific instructions on how to inspect a sample:

- The definition (choice) of equipment
- The inspection parameters (calculations to be provided if applicable)
- Calibration (diagram, representation of signals, etc.)
- Performance of the inspection
- The methodology and the indication sizing principle
- The acceptance criteria (to be redrafted from the general procedure provided)
- Characterisation of the indications (nature and type)
- The report on the indications (location, report on the drawing/diagram, Conforming/Non-Conforming)
- Report

The checklist used by the accredited examination centre for grading shall cover skills in:

- The use and set-up of the equipment and its accessories
- Stringent compliance with the procedures
- Relevance of the interpretation and assessment of indications
- Documentation of the results
- Full, accurate drafting of written instructions.

The duration of the practical examination recommended by **FrANDTB** is defined in form **CER-FrANDTB-FO-069**.

7.1.4.3 Level 3

Applicants must demonstrate their skills by preparing an NDT procedure and a Data Sheet technical instruction (see paragraph 7.1.4.2) as per the requirements of aerospace industry employers. They must justify their choices (resources, methods, techniques, etc.) and create the work instruction for use by a level 1 agent in the method applied for.

The checklist must cover the technical and industrial relevance of the procedure and the Data Sheet (see paragraph 7.1.4.2) prepared by the applicant.

The practical exam results must be documented.

The duration granted for the practical test is five hours.

Inspection option for usual methods:

- The inspection option is an obligation, if the agent carries out inspections on aircraft parts, carrying out the release of parts as well as if he wishes to exercise the function of examiner for levels 1 and 2. The inspection option in the desired technique(s) is/are to be carried out before the expiry date of level 3, the validity period is 5 years in all cases.

- The inspection option is not a requirement for Level 3 agents who write or approve procedures and/or Technical Data Sheets (see § 7.1.4.2), even if they are used to accept or reject products and if they do not wish to be an examiner under the **FrANDTB** for levels 1 and 2.

7.2 Organisation of examinations

During the examination, applicants must carry valid proof of identity and an official invitation to the examination. These must be presented upon a request from the examiner or a monitor.

A work plan is sent to the applicants to ensure the tests run smoothly.

All questions are multiple choice or true/false types.

The level 1 and 2 exams or the inspection option are conducted by examination centres accredited by **FrANDTB** as per procedure **CER-FrANDTB -PR-003**. The organisation and grading for level 1 and 2 examinations or the inspection option are under the responsibility of an **FrANDTB** level 3 agent acting as official examiner:

- Designated by the manager of the accredited examination centre that uses the services
- In the method under examination
- **Certified**: level 2 or inspection option in the applicant's examination technique
- **Having been**: certified in level 2 or inspection option in the applicant's examination technique.

The examination jury is composed of the examination centre manager and the examiner(s) in charge of the applicants.

The organisation and grading of level 3 examinations are the responsibility of **FrANDTB**, who designates the chair of the jury, the supervisor and the **FrANDTB** level 3 agents in charge of grading the examinations.

A level 3 agent must not be the only examiner for the applicants under their line management or who they have personally trained for the examination in question. Under no circumstances may an exam be organised by an agent themselves or their subordinates.

Any applicants who, during the exam, do not comply with the rules or act fraudulently or are complicit in such acts, must be excluded from the rest of the tests. Applicants must wait at least a year before being able to take the examination again.

Any incident such as the use of questionnaires, inspection instructions, materials, parts or non-conforming products must be subject to a report created by the examiner and sent to the examination jury during the final deliberation.

7.2.1 Grading

7.2.1.1 Levels 1 & 2

The “general examination” written tests are assessed by comparing the applicant responses to the correct answers for each question, approved by the **COFREND**.

The “specific examination” written tests are assessed by comparing the applicant responses to the correct answers for each question, approved by **FrANDTB**.

Each correct response is worth 1 point and the grade allocated to the test is equal to the sum of the points obtained. For the final calculation, the grade for each test is expressed out of 100.

The grade from the practical test takes account of the following operations:

- 1) Knowledge of the systems (implementation, functions, verification and configuration)
- 2) Implementation of the inspection method:
 - Visual examination and preparation of samples
 - Detection of indications and their interpretation (position, size and dimensions)
 - The assessment of results as per acceptance criteria.
- 3) Inspection report
- 4) Reconditioning further to inspection (demagnetisation, cleaning and protection)

For level 2 applicants:

- 5) Knowledge on the metal for the samples to be inspected
- 6) Drafting of a work instruction for level 1 agents.

Details on the points allocated to each operation are provided in the following table:

Table VII

Grading of the practical test	Level 1	Level 2
Knowledge of equipment and products	20	10
Preparation - Configuration - Performance of inspection Operations after inspection Possible oral questions	35	15
Detection, interpretation and assessment of indications - Report	45	35
Written instruction for level 1	0	40

All examination grades must have the same weighting coefficients to determine the end grade.

7.2.1.2 Level 3

Each part of the general examination must be graded separately. Certified agents changing industrial sector retain the benefits of certain grades.

The “general examination” written tests are assessed by comparing the applicant responses to the correct answers for each question, approved by the **COFREND**.

The “specific examination” written tests are assessed by comparing the applicant responses to the correct answers for each question, approved by **FrANDTB**.

Each correct response is worth 1 point and the grade allocated to the test is equal to the sum of the points obtained.

The practical test is corrected by two level 3 examiners, comparing the applicant's paper with the correct answer guide created by **FrANDTB**.

Each test is graded out of 100. The sum of the 3 scores (Nmp*&NG3 + NSpé + NPrat) divided by 3 gives the final score out of 100

All examination grades have the same weighting coefficients to determine the average grade.

*only during the first certification

Scores Ng 2.1, Ng 2.2, Ng 2.2, Ng 2.3 and Ng 2.4 (4 x 15 = 60 questions) are scored out of 100.

This score is not included in the calculation of the final score.

7.2.2 Examination success criteria

To be eligible for certification:

- Applicants must obtain a final grade of at least 80%
- Applicants must obtain a minimum grade of 70% in the general, specific and practical examinations
- Level 1 or 2 or 3 applicants must find all discontinuities or conditions (e.g. non-conforming thickness, etc.) specified by the accredited examination centre during the practical examination.
- Level 2 and 3 candidates must complete a Technical Instruction Sheet(s) allowing the complete control of the part(s), or control area, applicable for a Level 1, if the FIT did not provide the requested inspection and/or did not provide assurance of the conformity or non-conformity of the inspected part, the FIT score would be void making the practical examination eliminatory.
- Level 3 candidate must obtain a minimum score of 80% on the Level 2 general examination of the 4 complementary methods.

7.2.3 Re examination

Applicants who do not meet the eligibility criteria in paragraph 7.2.2 **must** receive additional training before retaking the failed examination. Additional training must be documented and be based on the areas where skills or knowledge are lacking. Re-examinations must not use the same subjects and test samples as the initial examination. Re-examinations must include at least 25% new questions.

7.2.3.1 Partial

Applicants who obtain a final grade lower than 80% in the examination and/or a grade lower than 70% in the general, specific or practical examinations may retry the test(s) defined by the employer's Responsible Level 3 provided that Re-examinations occur within 12 months of the initial examination.

Applicants who do not fail but who do not detect at least one of the discontinuities specified by the examination centre, and are therefore not eligible for certification, must retry the practical examination.

In the event of failing a re-examination, applicants may retry again, provided they have taken additional documented training for the failed parts. The training certificate must be included in the applicant folder in ADER.

Applicants may only retry two re-examination.

7.2.3.2 Total

Applicants who do not fulfil the criteria in paragraphs 7.2.2 and 7.2.3.1 must apply to take another full examination as per the procedure set out for new applicants.

7.2.4 Extension of certification to a new technique

Applicants must take a practical examination on the new technique as per paragraph 7.1.4. Applicants must meet the success criteria as per paragraph 7.2.2 with the grades for the latest general and specific tests. If successful, certification is extended to this technique for the remaining validity period of the current certification (see paragraph 8.5).

7.3 Confirmation and recording of results

Level 1 & 2 examination: the results of the examination are stamped by the jury further to deliberation. The grades obtained for each test are summarised in a form signed by the technical manager of the examination centre. The **examination centre** puts forward the agents who have met the conditions of paragraph 7.2.2 for qualification in **ADER** and sends **AFENDA FrANDTB** the table of results for the examination session. Validation and qualification are declared by **FrANDTB** in **ADER**.

Level 3 examination: the results of the examination are stamped by the jury further to deliberation. The grades obtained for each test are summarised in a form signed by the Chair of the **FrANDTB** Technical Committee or, by delegation, by the vice-chair of the **FrANDTB** Technical Committee. **FrANDTB** endorses the results of the qualification for agents who have met the conditions in paragraph 7.2.2. The **examination centre** puts forward the agents who have met the conditions in paragraph 7.2.2 for qualification in **ADER**. Validation and qualification are declared by **FrANDTB** in **ADER**.

Note: Upon a request from the employer, the examination centre may issue a qualification examination success document pending the provision of the certificate.

8 CERTIFICATION

If the FrANDTB examination does not cover all the employer's needs, the Responsible Level 3 must set up a specific and practical additional examination as per EN 4179.

8.1 General

Each agent qualified as per the previous paragraphs is eligible for certification. The various stages of the qualification process are monitored by the various bodies via the computerised application, **ADER**.

FrANDTB creates a document called the "certification document", which must be validated by the employer to issue certification and then sent back to **FrANDTB** via **ADER**.

The employer is the sole party responsible for certification as per **EN 4179**.

Employers must also issue an operating permit.

Employers must define and provide documented follow-up of skills retention for agents whose duty includes product inspection and/or acceptance at least every 12 months.
The agreed certification date is the qualification confirmation date.
Certification is valid for 5 years, including the level 3 inspection option.

8.2 Administration

8.2.1 Folder

An individual Folder is to be created for each agent including (paper form or digital form in ADER)

- A copy of the application folder
- A Data Sheet with the grades obtained for each test
- Changes of employer (if any).

The individual folders are created and archived by the secretariat of **AFENDA FrANDTB**, now in digital form via ADER, after the results of the level 1 and 2 agent examinations are sent by the accredited examination centres and **FrANDTB** for level 3 agents.

In the event of passing the qualifying examination, the company employing the applicant must print the certification (or re-certification) document, sign it and upload it in ADER.

In the event of a partial or total failure, a re-examination request must be made via ADER (case of registration for a partial or total re-examination, see paragraph 7.2.3 – Re-examination).

All documents may be consulted in ADER by the authorised people.

A paper or PDF copy may be extracted by the company employing the applicant.

8.2.2 Establishment of the certification document

The certification document is established by the AFENDA **FrANDTB** Secretariat and is accessible in the **ADER** application.

The employer:

- Archives one of the completed copies in the individual folder of the applicable agent
- Inserts the completed copy (stamped, dated and signed) into **ADER** in the agent's folder for archiving.

The complete certification folder must include:

Levels 1 & 2:

- The **FrANDTB** stamp and the signature of the Chair of the Technical Committee or Vice Chair of the Technical Committee
- Validation by the employer (the employer's stamp, date and representative signature) to issue certification and the operating permit as per **EN 4179**
- The expiry date.

Level 3:

- The **FrANDTB** stamp and the signature of the Chair or Vice Chair of the Technical Committee
- Validation by the employer (the employer's stamp, date and representative signature) to issue certification and the operating permit as per **EN 4179**
- The expiry date.

A specific certification document is created for level 3 agents if they pass the "Inspection" option.

The certification document is recreated at each re-certification, and the successive documents are kept in the individual folder of the agents by the employer and the **AFENDA FrANDTB** secretariat.

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8.2.3 Change of employer

Former employers must withdraw certification by crossing out their stamp on the certification document.

The individual folder held by the employer must be given to the agent upon departure or declared in ADER (add a contract end date "Modify employment" and inform **AFENDA FrANDTB** via email).

The new employer is required to inform **AFENDA FrANDTB** when a new NDT agent is integrated, after payment of the application fee he will receive a new qualification certificate which he must validate by affixing his stamp, his visa and the date of signature on the certification document.

If the **FrANDTB** examination does not cover all the employer's requirements, the Responsible Level 3 must set up a specific, additional practical examination as per **EN 4179**.

The validity period remains unchanged. Archiving

8.2.4 Archiving

8.2.4.1 Valid

Employers (E) and/or **FrANDTB** (C) must keep and update a personnel certification folder as long as the certification is valid. These folders must be available for audits by customers or authorities. Documents that are archived at **FrANDTB** and in **ADER**, and not with the employers, can be consulted at **FrANDTB** upon a written request from the employer. Documents archived by employers must be provided to employees upon request or if they leave their company for whatever reason.

The folders must, for each valid certification, include at least:

a	Name of certified agent	E	Fr	A
b	Level, method and techniques in which the agent is certified	E	Fr	A
c	Last written and practical examinations		Fr	
	Results and grades from previous FrANDTB examinations	E	Fr	A
d	If Appendix A is used for level 3 re-certification, the documentation proving the points obtained	E	Fr	A
	Summary by FrANDTB of validated points		Fr	
e	Date and end of validity of current certification	E	Fr	A
f	Record of all NDT certification previously issued from the current employer	E	Fr	A
g	Record of training, which identifies the source, type and dates of training as well as the course hours, if necessary including top-up training (paragraph 6.1.3) and equivalent training as per paragraph 6.1.4	E	Fr	A
h	Record of experience, including all previous certification from the current and previous employers and, if relevant, experience gained as per qualification programmes other than the FrANDTB one (paragraph 6.2.2), sufficient to prove that the experience requirements for certification have been met	E	Fr	A
i	The most recent result of sight and colour perception tests	E	Fr	A
j	General training level	E	Fr	A
	Copy of the qualification when this notion is used to meet the qualification requirements	E	Fr	A
k	The complete certification document	E	Fr	A
E: Employer Fr: FrANDTB A: ADER				

FrANDTB documents are stored electronically on the secure **ADER** server or under conditions guaranteeing confidentiality and protection against fire and water damage.

The list of **FrANDTB** qualified level 1, 2 and 3 agents is available on the **COFREND** and **FrANDTB** websites.

8.2.4.2 Expired certification

At the end of the certification validity period, the applicants' application and written and practical examination folders may be destroyed by **AFENDA FrANDTB** for level 3 agents and by the Examination Centres for level 1 and 2 agents.

AFENDA FrANDTB shall retain the summary tables of the examination session results sent by the accredited examination centres for an unlimited period.

8.3 Loss of certification

Certification may expire, be suspended or be withdrawn.

8.3.1 Expiry

Certification expires when the agent leaves the aerospace sector for another industrial sector or when the certification validity period (specified in paragraphs 8.5 and 8.6) is exceeded, without re-certification being issued.

Certification expires at the end of the month in which **FrANDTB** had validated the initial qualification.

The annual sight test and the annual check of skills retention expire at the end of the anniversary date month.

8.3.2 Suspension

Certification is suspended when:

- The annual sight test is expired
- The agent has not performed the certified method for 12 consecutive months
- The agent is observed to be lacking the skills
- The annual skills retention check is expired
- The agent fails the recertification examination.

8.3.3 Withdrawal

Certification must be withdrawn in the following cases:

- The agent has not performed the method in which he/she is certified for 24 consecutive months
- The agent's incompetence or behaviour is observed to be contrary to work ethics
- The agent leaves their employer. If the agent returns to this employer within 24 months certification may be deemed suspended.

The employer must therefore inform **AFENDA FrANDTB** by sending the crossed out certification document.

8.4 Re-establishment of certification

Certification that has been suspended may be re-established keeping the original validity date.

- a) When the reason for suspensions is rectified and checked:
 - By the employer (sight, interrupted activity, skills retention check)
 - By the Responsible Level 3 (skills).
- b) By the new aerospace employer (see paragraphs 8.2.3 and 8.3.3).

Certification that has expired may only be re-established via a specific practical examination equivalent to the initial certification.

Certification that has been withdrawn may only be re-established via a specific practical examination equivalent to the initial certification unless the agent leaves their employer.

If the agent leaves their employer, apply the provisions of paragraph 8.2.3.

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| The employer must document follow-up of suspensions, withdrawals and expiry and reinstatement

8.5 Re-certification of level 1 and 2 agents

Level 1 or 2 agents must be re-certified every five years. Specific and practical examinations equivalent to those required for initial certification must be given for level 1 and 2 agents.

Examination in the 6 months prior to the expiry date: retention of the initial date + 5 years,

Examination before the 6 months prior to the expiry date: the recertification date shall be the examination date with expiry at +5years end of month.

Examination after the expiry date: the recertification date shall be the examination date with expiry at +5years end of month.

The re-certification examination must cover all techniques in the method for which the applicant is certified, unless the employer expressly asks to waive one or more of these techniques.

Note: The Responsible Level 3, with the applicant's agreement, can also request a re-examination of the general examination if deemed necessary and described in the employer's internal application procedure. A new folder shall be generated and this examination shall be considered initial certification.

It is recommended that employers enter their applicants into top-up training on knowledge before they take the examination.

In the event of failure, certification is immediately suspended as soon as the employer is aware of this.

8.6 Re-certification of level 3 inspectors

Level 3 personnel must be re-certified every five years.

a) Recertification must be performed:

- Via points credits as per Appendix 1
- Via specific and practical examinations equivalent to those required for initial certification.

b) When the duties of an applicant include the inspection and/or acceptance of products, and when the applicant does not have valid FrANDTB level 2 certification at the time of the level 3 examination, the ability to perform such tasks must be demonstrated by taking the level 2 practical examination in the technique or techniques applied for as per the requirements of paragraph 7.1.4.2. The results of the practical examination must be documented and lead to the inspection option level 3 in the applied technique(s).

In the event of failure, certification is immediately suspended as soon as the employer is aware of this.

8.6.1 Administration of re-certification:

At the end of the validity period, the non-destructive testing agent takes a re-certification exam in an accredited examination centre.

An application folder is to be created for the re-certification examination as per procedure **CER-FrANDTB -PR-004** and is to be sent to **FrANDTB**.

In the context of re-certification via points credits, as per Appendix 1, applicants must append proof of points and insert it all in the ADER platform with their application folders. The points credit part with the supporting documents shall be examined by two level 3 agents, including at least 1 in the method applied for. They must be or have been members of the **FrANDTB** Technical Committee or have been part of a Technical Group for the methods.

Recording the results, creating the certification document and archiving the folders take place as per the conditions for initial certification.

9 UNEMPLOYED INSPECTORS

9.1 Non-certified agent

It is acceptable for the internal certification procedure and the requirements linked to the employer and the Responsible Level 3 to be normalised further to the qualification examination.
The certification document shall only be issued by **FrANDTB** once it has been demonstrated that all the requirements of this procedure have been met.

9.2 For temporary workers

The company that meets the requirements of this procedure, in particular for the Responsible Level 3 and the internal written practice, is considered the employer.
The employer appears on the certification document and grants operating approval.

9.3 Agent with valid certification when leaving their last employer

This clause only applies to agents who have operated in the Aerospace sector, for which the interrupted activity duration is not more than 12 consecutive months ~~or~~ and entering in the 5th year following certification or re-certification. In this case, the agent may benefit from the provisions in paragraph 9.1 and/or 9.2 of this procedure.

10 CERTIFICATION FEES

Each examination must be subject to a charge received by the examination centres (levels 1 and 2) or by **AFENDA FrANDTB** (level 3).
This fee covers the examination organisation costs (materials and personnel).

For all certification and re-certification examinations, employers are asked to contribute to certification management costs via **AFENDA FrANDTB**. The amount of these fees is set annually by the **AFENDA FrANDTB** Board of Directors. It takes account of the total fees paid to the **COFREND** which is set annually during the **COFREND** General Assembly.

| A contribution will also be requested in the event that an agent changes employers

11 REQUEST

It is possible for a candidate to make a request. To do this, request must be sent to **AFENDA** by post or e-mail. As soon as it is received, it will be registered by the **AFENDA** secretariat and an acknowledgement of receipt will be sent within 1 week. The **AFENDA** secretariat transmits to the President of the **FrANDTB** to analyse and process the latter in agreement with all **AFENDA** bodies in order to study and decide on the decision to be taken on the request.

Once the review of the request has been completed, the **FrANDTB** must inform the complainant of the results of its investigations and the decision taken.

If corrective actions are to be taken, the complainant is informed of their content.

The **FrANDTB** must notify the complainant of the end of the request processing process, as soon as the closure decision is taken and, if applicable, it must also notify the complainant of the closure of the corrective actions implemented, if they exist.

The request is to be settled on the registration file.

The entire process from receipt to closure of the request/complaint takes into account confidentiality requirements as defined in the CER-FrANDTB-FO-094-V02-Ethical Commitment - Persons assigned to the FrANDTB qualification.

APPENDIX 1

Role of the Responsible Level 3 in the qualification process as per the FrANDTB procedures

- Approving the employer's internal application procedure
- Having the responsibility and authority to ensure that the requirements of **EN4179** are observed by the employer
- Sending the internal application procedure to **AFENDA FrANDTB**
- Supervising trainee mentoring. If relevant, approving the level 1 agent or instructor in charge of direct observation when obtaining the necessary experience
- Mentioning in the internal application procedure whether a level 1 agent is permitted to carry out interpretations and assessments to accept or refuse products
- Ensuring that the training meets the needs of the employer if a training centre accredited by **FRANDTB** is used
- Ensuring that the requirements of **EN 4179** are met and that training is in line with the training programmes defined by **FrANDTB** if the training is carried out in a centre not accredited by **FrANDTB** or internally. In this case, approving the centre and its trainers
- Approving the contents of the on-the-job training
- In the event of training prior to the training programme defined in the internal procedure, determining whether it is acceptable and defining the additional training to be taken
- If there is no certification in the 12 months following the end of the internal procedure training programme, determining the top-up training to be taken
- For previously-certified agents who did not go through **FRANDTB**, determining whether their training complies with this procedure
- Ensuring that radiation protection training is given to the applicants concerned beforehand
- Documenting the experience gained with a previous employer and approving its consideration in whole or in part
- For personnel qualified via other programmes, documenting the experience gained and determining its equivalence
- Designating trained personnel or qualified medical personnel to check the vision of non-destructive testing agents
- Assessing the impact of any limitations to the perception of colours prior to certification
- Determining whether there is a need for an additional specific and practical examination on the processes and products at the employer's premises
- Checking the skills of the agents before re-issuing certification suspended due to lack of skills
- Determining and documenting additional training in the event of failing a general, specific or practical examination prior to retaking.

APPENDIX 2

Credit systems for re-certification of level 3 NDT personnel (as per paragraph 8.6 a)

A.1 SCOPE OF APPLICATION

A.1.1 This appendix specifies the re-certification requirements without an examination of the Level 3 NDT personnel as per paragraph 8.6 a. It only applies to people with **FrANDTB** level 3 certification that is valid at the time of recertification.

A.2 REQUIREMENTS

A.2.1 - The recertification request must be sent by the employer to **FrANDTB** at earliest 4 months and at latest 2 months before the certification expiry date.

A.2.2 The applicant must have been employed in a level 3 role for at least 36 months (including at least 12 taking place in the last 24 months) over the last 5 years in the method for which re-certification is being requested. The number of months is cumulative and it is not necessary for these to be consecutive months for validation.

A.2.3 Level 3 applicants must demonstrate continuous work in the NDT method subject to re-certification and document 8 tasks over the 5-year period.

A.2.4 - Applicants must provide objective proof that they have kept abreast of the current NDT technology in the method for which they are being re-certified by obtaining at least 24 points over the five-year certification period, regardless of the number of certifications (methods) obtained, by taking part in one or more of the activities in table A.1.

Confidential documents that are not sent must be kept available for audits. In the event of a change in employer over the 5 years of validity, the points gained with the previous employer shall only be taken into account if the current employer has the supporting folder.

A.2.5 The Responsible Level 3 point credit re-certification folder must be determined and documented by the employer. Proof shall only be used once for a given NDT method over a 5-year period.

A.3 DEFINITIONS

A.3.1 - Committee or board meetings:

Meetings, conferences, symposia, seminars, trade shows, poster sessions, etc. organised or sponsored by a regional, national or international technical NDT association or organisation. Foreign or international meetings as mentioned above shall only be taken into account if the sponsors are national or international.

A.3.2 Committee projects:

Specific and identifiable official activities of regional or national technical associations, committees or working groups, such as inter-laboratory or individual research, the preparation of directives, appendices, specifications, technical recommendations, procedures, laws or standards, etc. This documentation may include summary or full reports of draft documents prepared by the committees or official commentaries drafted by the applicant on such documents.

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Table A.1: Level 3 activities for which point credits are allocated.

A detailed description of evidence of points is defined in procedure **CER-FrANDTB -PR-004**

No.	ACTIVITY	CRITERIA	AWARDING OF POINTS	MAXIMUM POINTS OVER 5 YEARS
1	Author or joint author of technical presentations, articles, reports, folders or research on NDT	Sole author	8	8
		Joint author > 30%	4	
2	Author (writer), joint author (reviewer or approver) for initial publication or revisions of NDT specifications or standards for a company in the industry	For each standard or specification	2	8
3	Participation in sessions, committee or board meetings, with technical content, organised by:	1 day, 1 meeting	1	8
	a) National or international NDT technique companies, associations and institutes	2 days	2	
	b) Inter-company NDT working groups including members from several sites	3 days or more	4	
4	Instructor responsible for NDT training designed to prepare applicants for NDT qualification or other academic qualifications	For each 8-period of classes given	4	8
5	Participation, as a trainee, in technical seminars or classes	For each 8 hours of classes received and documented	2	8
6	Participation, as a trainee, in classes or seminars giving the right to university or French national educational qualifications	For each academic training course followed or the value unit obtained	1 by value unit	8
7	Obtaining initial FrANDTB Level 3 in another method during the period in question. Does not apply to the recertification examination	For each method obtained	4	4
8	Examiner for non-destructive tests	For each examination	1	6
9	Technical and/or scientific publications relative to NDT, published internally or externally	For each article published	4	8
10	Written contributions to technical organisations or companies or industry committees on NDT	For each documented contribution	4	8
11	Written participation in research, developments or surveys relating to NDT	For each documented contribution	4	8
12	Satisfactory, continuous and documented execution of Level 3 tasks	Written certificate per method and for the period in question	1	4
13	Participation in an NDT equipment exhibition	Each participation in an exhibition	1	4
14	Performance of external NDT audits.	Each external audit conducted	2	6
15	Development of new NDT processes, facilities or systems	For each documented contribution	4	8
16	Presentation and/or awarding of a patent for a product/process/NDT method.	Sole inventor	8	8
		Joint inventor	4	

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APPENDIX 3
**Commitment from non-destructive testing agents
applying for FrANDTB certification**

Applicants for FrANDTB certification, depending on their qualification level as defined in standard EN4179, certify the accuracy of the content of this application request and undertake to observe the rules below when certified:

- Perform inspection work with the highest degree of integrity and in the spirit of fairness as regards all people concerned (employers, employees, customers or the competition)
- Apply, or ensure the application of, prevailing regulations, laws or standards as well as technical documents applicable to inspection operations under their responsibility
- Apply, or ensure the application of, safety rules required for the inspection method used as regards operators or the public
- Inform the employer of any situation preventing them from meeting the above obligations
- Communicate inspection results to third parties mandated by the employer only
- Consider all technical information or information collected during an inspection task as confidential
- Know and apply prevailing qualification and certification rules
- Refuse to be associated with any fraudulent actions as regards certification regulations
- Keep abreast of advances made in inspection methods, participate in their development and inform the personnel under their responsibility of these changes
- Use their certification only in the sector in question and for the given level during the validity period defined in the certificate
- Start the administrative processes for taking the re-certification examination, in conjunction with their employer, in the 6 months prior to the expiry date of their certification.

Applicants recognise that if any of these rules are not observed, the FrANDTB qualification/certification shall be invalidated. In addition, FrANDTB reserves the right to start any legal proceedings deemed necessary against the certified inspector.

Signature of APPLICANT for certification or re-certification as per EN4179		
Date	Full name	Signature (preceded by the words "Lu et Approuvé" [= Read and Approved])

Signature of EMPLOYER of the applicant for certification or re-certification as per EN4179		
Date	Full name	Signature (preceded by the words "Lu et Approuvé" [= Read and Approved])

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APPENDIX 3 bis

Commitment from employers of non-destructive testing agents

FrANDTB CERTIFICATION RIGHT OF USE - WORK ETHICS CODE

Employers of non-destructive testing agents applying for FrANDTB certification undertake, by signing this document, to comply with the following rules:

Conduct as regards third-parties

- Have inspection operations carried out by certified non-destructive testing inspectors as per standard EN 4179, when required by the product standard or specification
- Do not misuse agent certification, for example for advertising
- Do not claim certification of non-destructive testing inspectors, in particular when the validity date has expired.

Conduct as regards FrANDTB

- Know and ensure the application of prevailing qualification and certification rules
- Use non-destructive testing inspectors suitable for the business area, method and level of skills
- Refuse to be associated with any fraudulent actions as regards certification regulations
- Inform FrANDTB of any conduct that is clearly against work ethics or constitutes serious misconduct by the agent, or any reason for withdrawing the operating permit.

Obligation as regards certified agents

- Allocate the necessary resources to execute and interpret the non-destructive tests under the agents' responsibility
- Do not pressurise with a view to modifying test results
- Comply with the work ethics rules, if applicable, that apply to personnel assigned to certification
- When the agents in question leave, the employer is responsible for giving them the certification document having crossed out their operating permit signature and informing FrANDTB of this change.

The employer recognises that they are aware that if they do not comply with these rules, FrANDTB reserves the right to undertake any legal action deemed necessary against them.

Date	Name and position of manager	Company signature and stamp