

NDT Personnel Training, Qualification and Certification

Audit Checklist CP-189

Based on the minimum requirements contained in the 2011 edition of
*ANSI/ASNT CP-189: ASNT Standard for Qualification and Certification of
Nondestructive Testing Personnel*



The American Society for Nondestructive Testing

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This checklist is based on the *ANSI/ASNT CP-189: ASNT Standard for Qualification and Certification of Nondestructive Testing Personnel* (2011).

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The initial *NDT Personnel Training, Qualification and Certification Audit Checklist*, based on the 1991 and 1995 editions of *ASNT CP-189: ASNT Standard for Qualification and Certification of Nondestructive Testing Personnel* was written by A.M. Wenzig, Jr., Mission Manager for SPEC Group Holdings, Inc., Pittsburgh, Pennsylvania in 1998.

This *Audit Checklist* is based on *ANSI/ASNT CP-189* (2011). The format and much of the text is from the previous work by Wenzig. This edition, and the 2007 edition, were edited by Michael McDaniel, Pratt & Whitney Rocketdyne, Inc., Stennis Space Ctr., Mississippi.

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ASNT exists to create a safer world by promoting the profession and technologies of nondestructive testing.

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Qualification and Certification of NDT Personnel Audit Checklist

Criteria: ANSI/ASNT CP-189: ASNT Standard for Qualification and Certification of Nondestructive Testing Personnel (2011)

Organization Audited: _____

Organization's Written Manual/Procedure References:

Address: _____

_____ Rev. _____

_____ Rev. _____

Phone: _____

_____ Rev. _____

Fax: _____

_____ Rev. _____

E-mail: _____

_____ Rev. _____

Organization Contacts (Name/Title):

Applicable Codes/Standards:

_____ Rev. _____

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_____ Rev. _____

_____ Rev. _____

_____ Rev. _____

Qualification and Certification of NDT Personnel Audit Checklist

Criteria: *ANSI/ASNT CP-189: ASNT Standard for Qualification and Certification of Nondestructive Testing Personnel* (2011)

Introduction

The purpose of this Qualification and Certification of NDT Personnel Audit Checklist is to record objective evidence that is reviewed to specific requirements in *ANSI/ASNT CP-189: ASNT Standard for Qualification and Certification of Nondestructive Testing Personnel* (2011). The use of this checklist verifies compliance of a nondestructive testing personnel certification program as stated in Section 1.0, Scope, of *ANSI/ASNT CP-189* (2011). Refer to Section 2.0 of *ANSI/ASNT CP-189* (2011) for definitions.

No.	Item	Yes	No	N/A	Objective Evidence Reviewed
3.0	Levels of Qualification				
3.1	There are six levels of qualification (NDT Level III, NDT Level II, NDT Level II Limited, NDT Level I, Trainee, and NDT Instructor). List the level(s) described in the procedure.	_____	_____	_____	_____ _____ _____ _____
3.2	Do the qualification requirements in the employer's procedure for NDT Level III meet the <i>ANSI/ASNT CP-189</i> (2011) criteria for NDT Level III? "An NDT Level III shall have the skills and knowledge to establish techniques; to interpret codes, standards, and specifications; designate the particular technique to be used; and to verify the adequacy of procedures. The individual shall also have general familiarity with the NDT methods covered in Appendix A of [<i>ANSI/ASNT CP-189</i> (2011)]. The NDT Level III shall be capable of conducting or directing the training and examining of NDT personnel in the methods for which the NDT Level III is qualified."	_____	_____	_____	_____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____
3.3	Do the qualification requirements in the employer's procedure for NDT Level II meet the <i>ANSI/ASNT CP-189</i> (2011) criteria for NDT Level II? "An NDT Level II shall have the skills and knowledge to set up and calibrate equipment, to conduct tests, and to interpret, evaluate, and document results in accordance with procedures approved by an NDT	_____	_____	_____	_____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____

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Criteria: *ANSI/ASNT CP-189: ASNT Standard for Qualification and Certification of Nondestructive Testing Personnel (2011)*

No.	Item	Yes	No	N/A	Objective Evidence Reviewed
	Level III. The NDT Level II shall be thoroughly familiar with the scope and limitations of the method to which certified and should be capable of directing the work of trainees and NDT Level I personnel. The NDT Level II shall be able to organize and report nondestructive test results.”				_____ _____ _____ _____
3.4	Do the qualification requirements in the employer’s procedure for NDT Level II Limited meet the <i>ANSI/ASNT CP-189 (2011)</i> criteria for NDT Level II Limited? “An NDT Level II Limited shall have the skills and knowledge to set up and calibrate equipment, to conduct tests, and to interpret, evaluate, and document results in accordance with procedures approved by an NDT Level III in the techniques listed in Appendix B. The NDT Level II Limited shall be thoroughly familiar with the scope and limitations of the technique to which certified and should be capable of directing the work of trainees and NDT Level I personnel. The NDT Level II Limited shall be able to organize and report nondestructive test results.”	_____	_____	_____	_____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____
3.5	Do the qualification requirements in the employer’s procedure for NDT Level I meet the <i>ANSI/ASNT CP-189 (2011)</i> criteria for NDT Level I? “An NDT Level I shall have the skills and knowledge to properly perform specific calibrations, specific tests, and with prior written approval of the NDT Level III, perform specific interpretations and evaluations for acceptance or rejection and document the results, in accordance with specific approved procedures. The NDT Level I shall be able to follow approved non-destructive test procedures and shall receive the necessary guidance or supervision from a certified NDT Level II or NDT Level III individual.”	_____	_____	_____	_____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____ _____



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No.	Item	Yes	No	N/A	Objective Evidence Reviewed
3.6	Do the qualification requirements in the employer's procedure for a trainee meet the <i>ANSI/ASNT CP-189</i> (2011) criteria for a trainee? "A person who is not yet certified to any level shall be considered a trainee. Trainees shall work with a certified person, under the direction of an NDT Level II or NDT Level III and shall not independently conduct any tests or write a report of test results."	_____	_____	_____	_____ _____ _____ _____ _____
3.7	Do the qualification requirements in the employer's procedure for an NDT instructor meet the <i>ANSI/ASNT CP-189</i> (2011) criteria for an NDT instructor? "An NDT instructor shall have the skills and knowledge to plan, organize, and present classroom, laboratory, demonstration, and/or on-the-job NDT instruction, training, and/or education programs in accordance with course outlines approved by an NDT Level III."	_____	_____	_____	_____ _____ _____ _____ _____ _____ _____
4.0 Qualification Requirements					
4.1 Training (see also 4.4.1)					
a.	Is the training conducted in accordance with a course outline that meets the requirements in <i>ANSI/ASNT CP-105</i> (2011) plus such additional topics as deemed necessary by the NDT Level III?	_____	_____	_____	_____ _____ _____ _____
b.	Are the training course outlines approved by the NDT Level III in the method?	_____	_____	_____	_____ _____
c.	Do the training programs include sufficient examinations to challenge subject comprehension?	_____	_____	_____	_____ _____



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No.	Item	Yes	No	N/A	Objective Evidence Reviewed
4.1.1	Do the NDT Level I and Level II hours of training for the NDT subject meet or exceed the requirements of Appendices A and B of <i>ANSI/ASNT CP-189 (2011)</i> ?	_____	_____	_____	_____ _____ _____
4.1.2	Is a final examination administered that covers the topics in the training outline?	_____	_____	_____	_____ _____
4.1.3	Review the list of instructors. Do the instructors meet the requirements of 4.4 of <i>ANSI/ASNT CP-189 (2011)</i> ? (Note: Portions of the classroom instruction may be presented by others if approved by the NDT Level III in the method.)	_____	_____	_____	_____ _____ _____ _____
4.1.4	Review the organization's NDT Level III certifications.				
a.	Are the ASNT NDT Level III certificates current in the specific NDT method?	_____	_____	_____	_____ _____
4.2	Experience				
4.2.1	Does the organization's experience requirements for NDT Level I and Level II meet or exceed that shown in Appendix A of <i>ANSI/ASNT CP-189 (2011)</i> ?	_____	_____	_____	_____ _____ _____
4.2.2	Does the organization's experience requirements for NDT Level II Limited meet or exceed that shown in Appendix B of <i>ANSI/ASNT CP-189 (2011)</i> ?	_____	_____	_____	_____ _____ _____

Qualification and Certification of NDT Personnel Audit Checklist

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No.	Item	Yes	No	N/A	Objective Evidence Reviewed
	4.2.3 Review the organization's NDT Level III certifications. Are the ASNT NDT Level III certificates current in the specific NDT method? If the organization uses an outside agency, go to Section 4.5.	_____	_____	_____	_____ _____ _____ _____
	4.3 Previous Training and Experience				
	4.3.1 NDT Level I and Level II				
	a. Does the organization's procedure describe the verification and documentation process used to validate previous training and experience?	_____	_____	_____	_____ _____ _____
	b. Does the organization use as a basis of verification, documents and attestations from the previous employer or training agencies only?	_____	_____	_____	_____ _____ _____
	c. Review the NDT Level I and II files.				
	1. Do training and experience meet or exceed procedure requirements?	_____	_____	_____	_____ _____ _____
	2. Do training and experience meet <i>ANSI/ASNT CP-189 (2011)</i> requirements?	_____	_____	_____	_____ _____ _____
	3. Are training and experience correctly stated on the certification forms?	_____	_____	_____	_____ _____ _____
	4. Were training and experience hours verified by the NDT Level III?	_____	_____	_____	_____ _____ _____

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No.	Item	Yes	No	N/A	Objective Evidence Reviewed
	4.3.2 Review the organization's NDT Level III certifications.				
	a. Are the ASNT NDT Level III certificates current?	_____	_____	_____	_____ _____
	b. Does the employer document this review? If the organization uses an outside agency, go to Section 4.5.	_____	_____	_____	_____ _____ _____
	4.4 NDT Instructor				
	4.4.1 Does the organization perform NDT training? If so:	_____	_____	_____	_____
	a. Does the NDT instructor hold a current ASNT NDT Level III certificate in the applicable method? or;	_____	_____	_____	_____ _____ _____
	b. Does the NDT instructor have a B.S. in engineering, physical science, or technology and possess adequate knowledge in the NDT method to be taught? or;	_____	_____	_____	_____ _____ _____
	c. Has the NDT instructor graduated from a two-year school of science, engineering or NDT and have five or more years of experience as an NDT Level II, or equivalent, in the method to be taught? or;	_____	_____	_____	_____ _____ _____ _____
	d. Does the NDT instructor have 10 or more years of NDT experience as an NDT Level II, or equivalent, in the method being taught?	_____	_____	_____	_____ _____ _____



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No.	Item	Yes	No	N/A	Objective Evidence Reviewed
	4.4.2 Review the NDT instructor's file.				
	a. Is there NDT Level III support documentation that designates the individual as an NDT instructor?	_____	_____	_____	_____ _____ _____
	4.5 Outside Services				
	a. Does the employer use an outside organization to perform the duties of the NDT Level III?	_____	_____	_____	_____ _____
	b. Has the documentation that supports the employer's evaluation of the outside organization been reviewed?	_____	_____	_____	_____ _____
	c. Has the outside service supplied certified NDT Level IIIs in the applicable method(s)?	_____	_____	_____	_____ _____
	d. Has the outside service supplied support documentation to show current certifications of NDT Level IIIs?	_____	_____	_____	_____ _____
	e. Has the outside service supplied a copy of its procedures for qualifying and certifying NDT personnel?	_____	_____	_____	_____ _____
	f. Do the procedures meet the requirements of <i>ANSI/ASNT CP-189 (2011)</i> ?	_____	_____	_____	_____ _____
	g. Are responsibilities established for the NDT Level III regarding the services being provided in accordance with the employer's certification procedure and <i>ANSI/ASNT CP-189 (2011)</i> ?	_____	_____	_____	_____ _____ _____

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No.	Item	Yes	No	N/A	Objective Evidence Reviewed
5.0	Qualification and Certification				
5.1	Are there other applicable codes and standards that modify portions of <i>ANSI/ASNT CP-189</i> (2011) that additionally need to be addressed?	_____	_____	_____	_____ _____ _____
5.2	The organization's qualification and certification procedure shall address at least the minimum requirements for certifying personnel in each NDT method and the levels of qualification desired including:				
a.	Are the requirements of <i>ANSI/ASNT CP-189</i> (2011) satisfied?	_____	_____	_____	_____ _____
b.	Are personnel duties and responsibilities addressed?	_____	_____	_____	_____
c.	Are training requirements addressed?	_____	_____	_____	_____
d.	Are experience requirements addressed?	_____	_____	_____	_____
e.	Are examination requirements addressed?	_____	_____	_____	_____
f.	Are records and documentation requirements for control, responsibility, and retention period addressed?	_____	_____	_____	_____ _____
g.	Are recertification requirements addressed?	_____	_____	_____	_____
5.3	Is the certification procedure approved by an NDT Level III designated by the employer?	_____	_____	_____	_____ _____