

Based on the minimum requirements contained in the 2020 edition
of ANSI/ASNT CP-189: ASNT Standard for Qualification and
Certification of Nondestructive Testing Personnel

AUDIT CHECKLIST CP-189

2020

EDITION

**FOR QUALIFICATION AND
CERTIFICATION OF NONDESTRUCTIVE
TESTING PERSONNEL**



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the 2020 edition of ANSI/ASNT CP-189: ASNT
*Standard for Qualification and Certification of
Nondestructive Testing Personnel*

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**NDT PERSONNEL
TRAINING,
QUALIFICATION,
AND CERTIFICATION**

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This checklist is based on ANSI/ASNT CP-189: *ASNT Standard for Qualification and Certification of Nondestructive Testing Personnel* (2020).

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ASNT's mission is to advance the field of nondestructive testing.

ASNT Code of Ethics:
The ASNT *Code of Ethics* was developed to provide members of the Society with broad ethical statements to guide their professional lives. In spirit and in word, each ASNT member is responsible for knowing and adhering to the values and standards set forth in the Society's *Code*. More information, as well as the complete version of the *Code of Ethics*, can be found on ASNT's website, asnt.org.



CERTIFICATION PROCEDURE AUDIT CHECKLIST: ANSI/ASNT CP-189 (2020) EDITION Number: _____

Company:		Project #:	
Address:		Written Practice #:	
Primary Contact:		Revision:	
Phone/Email:		Date:	
Audit Scope:			
Audit Purpose:			
Auditor:		Qualifications:	
		Date:	

Criteria: ANSI/ASNT Standard: CP-189 (2020)

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: *Standard for Qualification and Certification of Nondestructive Testing Personnel* (2020). 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 (2020).

Ratings: Yes – means conformance to the code. No – means nonconformance and should be accompanied by a nonconformance report (NCR). N/A – used only when that section does not apply to the certification procedure (CP). OFI should be written when the auditor sees an “opportunity for improvement” that is not a nonconformance.

AG: Audit Guidance notations for the auditor. The expectation is that each of the items below are addressed in detail in the client’s CP. It is not adequate to merely reference ANSI/ASNT CP-189 for these items.

Audit No: _____
 Date: _____
 Auditor: _____

QUALIFICATION AND CERTIFICATION OF NDT PERSONNEL AUDIT CHECKLIST

Criteria: ANSI/ASNT CP-189: ASNT Standard for Qualification and Certification of Nondestructive Testing Personnel (2020)

Item	Audit Requirement	Objective Evidence Reviewed	Comments	Yes	No	N/A
1.0 Cover Page and Scope						
1.1	Has the client established a CP for the control and administration of NDT personnel training, examination, and certification? (1.3)					
1.2	Does the CP indicate compliance to the 2020 revision of CP-189? AG: Must state the document and the edition.					
1.3	Is the CP reviewed and approved by the employer's designated NDT Level III? (5.3) AG: Titles must accompany the signatures on the document. If quality assurance (QA) is also responsible for the document, then they must sign.					
1.4	Does the designated NDT Level III possess a currently valid ASNT NDT or PdM Level III certificate or ASNT Central Certification Program (ACCP), Professional Level III certificate? (2.2.1)					
1.5	Does the CP state the employer's name, document ID, revision, and date?					
1.6	Does the CP include the identification of the individual(s) or the outside agency responsible for administering and maintaining all or part of the company's certification program?					
1.7	Does the CP address the use of third-party certifications (ACCP, ASNT NDT Level III, etc.)? (1.5.2) AG: Must be addressed/detailed in the CP.					
1.8	If 1.7 is "Yes," does the CP indicate Level II Specific and Practical examinations from these certifications are used and that the Level III has ensured their acceptability? (1.5.1)					

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Item	Audit Requirement	Objective Evidence Reviewed	Comments	Yes	No	N/A
2.0 Definitions						
2.1	Calibration, Instrument: The comparison of an instrument with, or the adjustment of an instrument to, a known reference(s) often traceable to the applicable country's national institute or standards body. (See also Standardization, Instrument.) (2.1.1)					
2.2	Certification: Written testimony that an individual has met the applicable requirements of this standard. (2.1.2)					
2.3	Certification Procedure: A written procedure, developed by the employer, that details the requirements for qualification and certification of the employee to this national standard. (2.1.3)					
2.4	Certifying Authority: The person or persons properly designated in the CP to sign certifications on behalf of the employer. (2.1.4) AG: Must be addressed/detailed in the CP, must list the person or the position that is the certifying authority.					
2.5	Closed-Book Examination: An examination administered without access to reference material except for materials supplied with or in the examination. (2.1.5)					
2.6	Documented: The condition of being in written form. (2.1.6)					
2.7	Education: An institutionalized program, prescribed by appropriate authorities, that is offered by schools, institutes, organizations, colleges, or universities established for the sole purpose of providing instruction in an orderly, planned, and systematic fashion. (2.1.7)					

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Item	Audit Requirement	Objective Evidence Reviewed	Comments	Yes	No	N/A
2.8	Employer: The corporate, private, or public entity, which employs personnel directly or indirectly for wages, salary, fees, or other considerations. This would include organizations which obtain their qualified supplemental workforce personnel through third-party agencies, providing the use and certification of those supplemental employees is addressed in the employer's CP. (2.1.8) In the definition, the company name should be listed.					
2.9	Examination: A formal, controlled, documented assessment of knowledge or skills conducted in accordance with a procedure. (2.1.9)					
2.10	Experience: Actual performance of an NDT method conducted in the work environment resulting in the acquisition of knowledge and skill. This does not include formal classroom training, but may include laboratory and on-the-job training as defined by the employer's CP. (2.1.10)					
2.11	Grading Unit: A qualification specimen can be divided into sections called units, which do not have to be equal length or be equally spaced. Grading units are unflawed or flawed and the percentage of flawed/unflawed grading units required shall be approved by the NDT Level III. (2.1.11)					
2.12	Formal Training: An organized and documented program of activities designed to impart the knowledge and skills required to be qualified to this standard. Formal training may be a mix of classroom, practical, and programmed self-instruction as approved by the responsible NDT Level III. (2.1.12)					
2.13	General Examination: A written examination addressing the basic principles of the applicable NDT method. (2.1.13)					
2.14	Method: One of the disciplines of NDT; for example, ultrasonic testing, within which various test techniques may exist. (2.1.14)					

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Item	Audit Requirement	Objective Evidence Reviewed	Comments	Yes	No	N/A
2.15	NDT Instructor: An individual qualified and designated in accordance with this standard to train or educate NDT personnel. (See also Section 3.7.) (2.1.15)					
2.16	NDT Procedure: A written instruction for conducting a nondestructive test. (2.1.16)					
2.17	Outside Organization: An agency or individual who provides NDT Level III services. (See also Paragraph 4.5.) (2.1.17)					
2.18	Personalized Instruction: Personalized instruction may consist of blended classroom, supervised laboratory, and/or hybrid online competency-based course delivery. Modular content is covered through online presentations, in the classroom, and/or in small groups. Personalized instruction also enables students to achieve competency using strategies that align with their knowledge, skills, and learning styles. (2.1.18)					
2.19	Practical Examination: An examination used to demonstrate an individual's ability in conducting the NDT methods that will be performed for the employer. For Practical examinations, questions and answers need not necessarily be written, but observations and results must be documented. (2.1.19)					

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Item	Audit Requirement	Objective Evidence Reviewed	Comments	Yes	No	N/A
2.20	Predictive Maintenance (PdM): Evaluates the condition of equipment (typically in service) by performing periodic or continuous (online) equipment condition monitoring. Condition monitoring evaluates leading performance indicators of each item in the PdM program inventory. These leading indicators may be an increase in electrical resistance or increase vibration from rotating equipment. PdM uses principles of statistical process control to determine at what point in the future maintenance activities will be appropriate while focusing on leading indicators that may signify deterioration in performance which can lead to equipment failure. The ultimate goal of PdM is to perform maintenance at a scheduled point in time when the maintenance activity is most cost-effective and before the equipment loses optimum performance or fails. (2.1.20)					
2.21	Qualification: The education, skills, training, knowledge, and experience required for personnel to properly perform to a specified NDT level. (2.1.21)					
2.22	Specific Examination: A written examination to determine an individual's understanding of procedures, codes, standards, specifications, and equipment or instrumentation for an NDT method used by the employer. (2.1.22)					
2.23	Standardization, Instrument: The adjustment of an NDT instrument using an appropriate reference standard to obtain or establish a known and reproducible response. (This is usually done prior to an examination, but can be carried out any time there is concern about the examination or instrument response.) (See also Calibration, Instrument.) (2.1.23)					
2.24	Test Technique: A category within an NDT method; for example, immersion ultrasonic testing. (2.1.24)					

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Item	Audit Requirement	Objective Evidence Reviewed	Comments	Yes	No	N/A
NDT Levels						
2.25	Does the CP define an NDT Level III as an individual possessing a currently valid ASNT NDT or PdM Level III certificate (See 10.1.3.) or ACCP Professional Level III certificate (See 10.1.4.), and is certified in accordance with this standard? (See also Section 3.) Reference to “ASNT Level III” throughout this standard implies the individual holds one of these certificates. (2.2.1)					
2.26	Does the CP define the NDT Level I or NDT Level II as an individual certified in accordance with this standard? (See also Section 3.) (2.2.2)					
3.0 Levels of Qualification						
3.1	Does the CP define the six levels of qualification? (3.1) AG: N/A only applies if that particular level is not used at the employer; for example, Level I.					
3.2	Does the definition for NDT Level III meet CP-189? 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 this standard. 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. (3.2)					

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Item	Audit Requirement	Objective Evidence Reviewed	Comments	Yes	No	N/A
3.3	Does the definition for NDT Level II meet CP-189? An NDT Level II shall have the skills and knowledge to set up and standardize equipment; to conduct tests; and to interpret, evaluate, and document results in accordance with procedures approved by an NDT 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. (3.3)					
3.4	Does the definition of an NDT Level II Limited meet CP-189? An NDT Level II Limited shall have the skills and knowledge to set up and standardize 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. (3.4)					
3.5	Does the definition of an NDT Level I meet CP-189? 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 nondestructive testing procedures and shall receive the necessary guidance or supervision from a certified NDT Level II or NDT Level III individual. (3.5)					

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Item	Audit Requirement	Objective Evidence Reviewed	Comments	Yes	No	N/A
3.6	Does the definition of a trainee meet CP-189? 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. (3.6)					
3.7	Does the definition of an NDT Instructor meet CP-189? 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. (3.7)					
4.0 Qualification Requirements						
4.1	Are NDT Level I and II candidates required to complete sufficient organized training to become familiar with the principles of the method and the practices of the applicable test technique? (4.1)					
4.2	Is the training required to be conducted in accordance with course outlines approved by the NDT Level III? (4.1)					
4.3	Do minimum training hours for NDT Level I and II candidates meet the requirements of Appendixes A and B in CP-189? (4.1.1)					
4.4	Are course outlines required to meet or exceed the outlines in ANSI/ASNT CP-105? (4.1.1)					
4.5	Does the CP state that to receive credit for training hours, the individual shall pass a final examination covering the topics contained in that program?					
4.6	Does the CP state that organized training may include:					
	4.6.1 instructor-led training,					
	4.6.2 personalized instruction,					
	4.6.3 virtual instructor-led training,					