ASNT STANDARDS POLICY

1. PURPOSE

1.1. The Standards Development Committee (also referred to as SDC or committee within this document) provides the means, methods and actions necessary for the development and maintenance of ASNT Standards, and other documents for the Qualification and Certification of Nondestructive Testing Personnel.

2. SCOPE

2.1. This policy has been formulated to:

2.1.1. Document ASNT's policy on write standards pertaining to NDT personnel qualifications and certifications;

2.1.2. Support the Society's strategic objectives concerning the establishment of standards for NDT personnel qualifications and certification;

2.1.3. Standardize the procedures followed for the development and modification of ASNT Personnel Qualifications and Certifications Standards;

2.1.4. Insure conformance with the guidelines established by the American National Standards Institute (ANSI); and

2.1.5. Develop and document ASNT's practices for participation in International Organization for Standardization (ISO) related activities.

3. REFERENCES

3.1. Standards Development Policy SDC POL-1;

3.2. ANSI Model Procedures for U.S. Technical Advisory Groups, latest edition;

3.3. ASNT Policy F-8 - Authorization for Expense Reimbursement for ISO TC-135/SC 7 Activities; and

3.4. ASNT Policy G-36 - ANSI/ASNT CP-105 – ASNT Standard Topical Outlines For Qualification of Nondestructive Testing Personnel.

4. POLICY

4.1. It is the policy of ASNT to develop standards that address nondestructive testing personnel qualifications and certifications.

4.1.1. Proposed national standards shall be developed and approved in accordance with procedures controlled by the committee in compliance with applicable ANSI requirements.

4.2. All other proposed standards shall be developed in accordance with SDC procedures.

4.3. When proposed standards are not appropriate to be developed using the ANSI process, they shall be an ASNT Standard.

4.4. SDC shall obtain approval of the scope of a proposed standard to be developed from the Board of Directors before the SDC may initiate development.

4.5. The SDC is the consensus body for national standards by ASNT.

5. RESPONSIBILITIES OF ASNT TO COMPLY WITH ANSI REQUIREMENTS

5.1. Organize the committee;

5.2. Oversee the committee's compliance with established procedures;

5.3. Maintain a roster of the committee and a list of standards for which the committee is responsible;

5.4. Provide a committee secretary to perform administrative work, including secretarial services; meeting notices and arrangements; preparation and distribution of meeting agendas, minutes, ballots, and draft standards; and maintenance of adequate records;

5.5. Submit candidate standards approved by the committee, with supporting documentation, for ANSI review and approval as American National Standards;

5.6. Perform other administrative functions as required by these procedures;

5.7. Provide meeting notification information to ANSI for publication in ANSI's Standard Action;

5.8. There shall be a chair and a vice-chair appointed by the ASNT Board of Directors from the individual members or representatives of the committee, subject to approval by majority vote of the committee. Each will serve until a successor is selected and ready to serve. The vice-chair shall carry out the chair's duties if the chair is temporarily unable to do so; and

5.9. ASNT shall ensure that the SDC has access to the resources needed to carry out this ASNT policy.

6. STANDING ISO SUBCOMMITTEE

6.1. The ISO Subcommittee shall serve as a standing subcommittee of the SDC for the purpose of reviewing or participating in the development ISO Standards. The responsibility for these activities has been delegated to ASNT by ANSI. The ISO Subcommittee serves as the U.S. Technical Advisory Group (TAG) for ISO/TC 135/SC 7 and provides the U.S. position on matters concerning ISO Standards involving NDT personnel qualification and certification. The ISO Subcommittee shall develop the U.S. position and vote on ISO Standards in accordance with applicable ANSI Model Procedures for U.S. Technical Advisory Groups, latest edition.

6.2. The delegates shall be the Chair and Vice Chair of the ISO Subcommittee or an alternate representative approved by the SDC Chair. Designation of the SDC Chair as one of the delegates shall require approval by the ASNT Executive Committee.

6.3. Reimbursement of expenses for participation in ISO/TC 135/SC 7 activities shall be in accordance with Policy F-8.

7. ANSI/ASNT CP-105

7.1. ASNT Standard Topical Outlines for Qualification of Nondestructive Testing Personnel shall be developed and maintained in accordance with Policy G-36.

8. SDC POLICIES AND PROCEDURES

8.1. The SDC shall develop, approve and maintain policies and procedures as required by ANSI.

9. NUMBERING POLICY SDC PUBLICATIONS

9.1. All SDC documents published by ASNT shall be uniquely identified using the following number sequence: CP-1YY-ZZZZ

9.1.1. Where:

- CP - Certification Program
- YY - The next sequential numbered standard to be developed
- ZZZZ - Year of ANSI approval

9.1.2. Based on the examples below, the next sequential standard would be CP-107-ZZZZ, and the CP-108-ZZZZ, and so on.

- CP-105-2006: ASNT Standard Topical Outlines for Qualification of Nondestructive Testing Personnel
- CP-106-2006: Nondestructive Testing - Qualification and Certification of Personnel (ISO 9712:2005, Modified)

9.2. Documents published prior to revision E of this policy may have a variation of the above numbering sequence however the above sequence shall be used for all future documents.

9.3. The SDC Secretary will be responsible for document number assignment once the project has been approved by the Board.

10. MEETINGS

10.1. Meetings of the committee shall be open to all members and others having direct and material interest.

11. EXTERNAL COMMUNICATION

11.1. Inquiries relating to the committee should be directed to ASNT (Attention: SDC Secretary) and SDC members should so inform individuals who raise such questions. All replies to inquiries shall be made through ASNT by the SDC Secretary.