



*“the World organization  
for NDT”*

## **INTERNATIONAL COMMITTEE FOR NON-DESTRUCTIVE TESTING**

### **POLICY AND GENERAL PURPOSE COMMITTEE - MINUTES (UNAPPROVED) Albuquerque, New Mexico, USA, Tuesday March 15, 2005, 9.00-13:00**

#### **1. ROLL CALL / ATTENDANCE/QUORUM**

Guiseppe Nardoni	ICNDT PGP Chair - present
Douglas J. Marshall	ICNDT Chair - present
Mike Farley	ICNDT General Secretary - present
Wayne Holliday	PANNDT Representative - present
Emilo Romero	EFNDT Representative - present
Rainer Link	Elected Member - present
Anthony Sonneveld	Elected Member - present
Sharon Bond	Secretariat - present
Sharon Vukelich	ASNT, Vice President - Observer
Marvin Trimm	ASNT, Secretary/Treasurer - Observer
Joe Mackin	ASNT, Chair - Observer
Henry Stephens	ASNT, President - Observer

The Quorum (5) was met with 7 voting members in attendance.

#### **2. WELCOME**

G. Nardoni welcomed all in attendance, followed by introductions and thanked all guests for attending and stressing the importance of collaboration between ASNT and ICNDT.

#### **3. APOLOGIES**

Rong Sheng Geng	WCNDT President - apologies
Gerhard Aufricht	Honorary Member
Joao Conte	PANNDT Representative - apologies
Vjera Krstelj	EFNDT Representative - apologies
Les Dick	APCNDT Representative - apologies
M. Shafy	AFNDT Representative - apologies
F. Herelli	AFNDT Representative - apologies
S. Vahaviolos	Honorary Member - apologies
M. Onoe	Honorary Member - apologies
V. Klyuev	Honorary Member - apologies
Baldev Raj	Honorary Member - apologies

#### **4. MINUTES OF MEETING ON 28 AUGUST 2004, MONTREAL**

The minutes were reviewed and approved. The following pending actions items were reviewed.

- 4.1 With the final approval of the revised ISO 9712, G. Nardoni will replace the ISO 9712 document printed within the ICNDT Recommended Guidelines, with a summary of the ISO 9712. Due to copyright restrictions the latest version will not be printed in the Recommended Guidelines. Information will be referenced on how to obtain a full copy of the revised standard.

**ACTION: G. Nardoni**

- 4.2 G. Nardoni distributed copies of the latest ICNDT Journal and reviewed the new procedure for the production of the Journal which has been established. The Committee discussed the accuracy of the certification figures which were included. W. Holliday suggested that in future the figures should depict the certification scheme rather than the country. G. Nardoni noted the importance of publishing this information to stimulate countries who have a small amount of NDT Technicians. Discussion also took place with regard to 3rd party certification and the policy of ICNDT to support it. It was also noted that 3rd party certification should not replace employer responsibilities. Another table will be produced with a review outside of the Journal Committee. M. Farley will draft a questionnaire to distributed to both member societies as well as certification bodies.

Future issues of the ICNDT Journal will be posted on the ICNDT website and only highlights of past issues will be added to the website.

**ACTION: M. Farley/Secretariat**

- 4.3 The issue of raising funds via sponsorship is pending the attendance of S. Vahaviolos.
- 4.4 An alias email directory for the various groups and committees is being setup as part of the new ICNDT website.

#### **5. ORGANIZATION OF SECRETARIAT ACTIVITIES**

- 5.1 Administration  
D. Marshall provided the Committee with an overview of the changes to the Secretariat. Canada, as the Secretariat, is responsible for all administration issues including the collection of historical documentation. Responsibility for the ICNDT Journal has been divided between the Italian Society (G. Nardoni, Editor), the British Institute of NDT (D. Gilbert, Production Editor), and the Secretariat. Responsibility for the ICNDT Website is shared between the German Society of NDT and the Secretariat.

5.2 Membership

T. Sonneveld, who has been involved with the membership committee for approximately 20 years, now holds the chair position.

5.3 ICNDT Journal

See 4.2

5.4 ICNDT Website

The German Society has taken over the task of maintaining the website. Although the original website is still fully active, the new website is viewable in a construction state at [www.icndt.info](http://www.icndt.info). The mandate for the transition between the old and new website is mid June 2005.. The new system is very user friendly with a consistent design. The calendar of events and directory are database generated. A system of alias emails will be setup for the groups and officers. Authorized areas will allow for cooperation forums with archiving features. The new site will be totally functioning by the end of 2005.

5.5 ICNDT Operating Procedures Update

Copies of the current operating procedures were distributed for comments. These operating procedures are now 3 years old and require revisions.

PO#1 - Under **Method of Working**, "Each nomination shall be proposed and seconded on behalf of", will be changed to "Each nomination shall be proposed by a minimum of two members of ICNDT". This procedure will be changed to reflect that in the event of a tie, candidates will be allowed to speak and a revote will be cast by the General Assembly. If there is still a tie, the decision will be referred to the Executive Committee. Each member of the Executive will have one vote and candidates are excluded from the vote.

PO#2 - This procedure is only temporary until the legalization of the ICNDT is completed. Changes will be made to clarify that only ICNDT funds are auditable. It was also agree that the individual society acting as the Secretariat would however provide a cost analysis of its ICNDT expenditures so that an actual account of costs involved with the functioning of the ICNDT can be seen.

PO#3 - Minor terminology change.

PO#4 - Comments to this procedure included, developing a mechanism to select the best possible candidate. Limit the amount of awards which are being given to ICNDT members by specifying that only the Pawlowski Award is open to members of the Executive and Policy and General Purpose Committees. Develop a better application/nomination process for documentation. W. Holliday will supply a sample of ASNT's awards procedure for reference. W. Holliday will initiate discussion with the Pan American Committee to define a name for the NDT Education, Training or Certification Award.

**ACTION: W. Holliday**

PO#5 - No changes.

PO#6 - The term "indemnity" will be replaced with "caveat" where ever necessary. The paragraph on copyright will be removed from this procedure. At this point the

only intellectual property of the ICNDT is the logo/trademark. This procedure will exclude the Journal and the Website which will be handled under a separate operating procedure. To be included in the Journal operating procedure is a section on copyright release for publication in the ICNDT Journal. A clause will be added to future Journals providing permission to reprint articles. Further review of the copyright issue will be part of the legalization process.

PO#7 - The process for nomination/selection of honorary members needs to be defined with a more measurable time line. W. Holliday will provide samples of ASNT's procedure. Eligibility requirements will be expanded on to include a specific length of time.

PO#8 - Changes will be made to clarify attendance at PGP Committee Meetings. Attendance of guests must be arranged with the Chair prior to the meeting. During regional events attendance will be encouraged but during large events additional attendance will be discouraged.

PO#9 - This procedure must be reviewed and approved by the PGP Committee.

**ACTION: M. Farley/Secretariat**

#### 5.6 Legal Incorporation of ICNDT

The Austrian Society has agreed to handle the legalization of ICNDT in Vienna. This will be a long term commitment for the Austrian Society as they will be required to file annual reports etc. Both the German Society for NDT and the Austrian Society for NDT are sharing the financial burden the incorporation of ICNDT. The process has been started and includes, translating the ICNDT Constitution into German, passing it on to the lawyer for modifications, translate back into English for approval from the ICNDT General Assembly, translate back into German by a certified translator for legalization. The lawyer being utilized for this service is Dr. Harald Ropper of Austria, has already proposed that ICNDT needs to decide on a new name as the term "Committee" can no longer be used, funding from WCNDT needs to be worded, membership fees needs to be established, and procedures for closing of the ICNDT needs to be included within the Constitution.

It is also advised to review the articles of incorporation as problems may arise from relationship with other society's, so the lawyer has recommended thinking very clearly on the scope of the ICNDT. A final review/approval process will have to be conducted by the General Assembly. The mandate for completion of the incorporation is 2006.

The Committee acknowledged and thanked both the Austrian Society and the German Society for their efforts.

**ACTION: G. Aufricht/R. Link**

## 6. **WORLD CONFERENCE REPORT**

D. Marshall reported to the committee that the 16th WCNDT will realize an estimated surplus of approximately, \$90,000 - \$100,000 Canadian. It was noted that the decline in the US \$ led to a substantial loss in revenue. The success of the conference was attributed to the participation of 2,539 delegates from 59 countries.

Once all accounting procedures have been completed, funds will be transferred to the Austrian Society as the Treasurer of the fund. An electronic copy of the Final Conference Report will be made available to members of the PGP.

**ACTION: D. Marshall/Secretariat**

## **7. MEMBERSHIP MATTERS**

T. Sonneveld reported that three society's membership is pending; Mexico, Colombia, and Serbia. Serbia's application has just been received from the EFNDT and is ready for review and then approval by the General Assembly. This can be performed by postal ballot and it is suggested to commence prior to the next PGP Committee Meeting to be held in Cairo, February 2006. T. Sonneveld requested the assistance of E. Romero in reviewing the websites of Mexico and Colombia as there is no english version. T. Sonneveld will contact F. Herrelli (AFNDT) to discuss membership of Society's within the African region.

**ACTION: T. Sonneveld**

T. Sonneveld suggested that the Terms of References need to include a definition of active/non-active members of the ICNDT. Membership Committee Operating Procedures need to be developed.

**ACTION: T. Sonneveld**

G. Nardoni requested the assistance of W. Holliday to promote the participation of the Arabian countries within the ICNDT. The Committee discussed the scope of the ICNDT and the issue of representation on the ICNDT as one NDT Society per country. Also discussed was the possibility of accepting "sections" to the ICNDT. For smaller countries it maybe more feasible to group as a region.

## **8. REGIONAL GROUP REPORTS**

The only report provided was from the EFNDT. E. Romero introduced the Committee to a new project which has been initiated between 5 societies. The Leonardo Devincy Project, a European Sponsored Project to develop training materials for levels 1, 2 and 3 in the 5 main methods of nondestructive testing.

Responsibilities are divided between the following groups:

Ultrasonics Testing - British Institute of NDT  
Radiographic Testing - German Society of NDT  
Eddy Current Testing - COFREND  
Magnetic Particle Testing - Spanish Society of NDT  
Liquid Penetrant Testing - Employment and Training

The project will be conducted in three phases. Phase 1, to establish rules and guidelines for the preparation of the manuals. Phase 2, establish guidelines for each of the methods. Phase 3, is the production of each in accordance with phase 1 and 2. \$ 460,000 EURO has been funded towards this project with \$ 345,000 of that coming from the European Union.

Each method/country will develop their specific topic in english and their home language and will consist of both a student and trainer manual. In cooperation, all material will be available in French, English, German and Spanish. It is also possible that these will be available for other society's to use.

#### **10. EDUCATION/RESEARCH MATTERS**

D. Marshall will contact B. Raj, Chair of the Education/Research Committee to discuss the policy for the monographs; provide support for the Frontiers of Research and Development of NDT program to be held during the next Asia Pacific Conference, to request information on this committees participants, and to acknowledge the offer to produce the ICNDT Journal. It was also suggested that it maybe beneficial if ASNT's research group becomes involved with B. Raj.

**ACTION: D. Marshall**

#### **11. IAEA LIASON**

A letter will be sent to IAEA with regards to a cooperation agreement between IAEA and ICNDT. The letter invites IAEA to become an associate member of ICNDT which will allow them to observe during General Assembly and Policy and General Purpose Committee meetings. As part of the agreement there is the possibility of a donation of \$4,000 Euro's/year. IAEA will also assist in the disseminating of information and promotion of ICNDT.

**ACTION: D. Marshall**

The next Executive Meeting will be held in Milan, Italy - October 2005  
The next PGP Meeting will be held in Cairo, Egypt - February 2006.

Prepared by: Sharon Bond