



INTERNATIONAL COMMITTEE FOR  
NON-DESTRUCTIVE TESTING

*The World Organisation for NDT*

**OPERATING PROCEDURE:**

**OP6 Rev 3**

**SUBJECT: APPROVAL OF ICNDT PUBLICATIONS**

Issue/Draft	Date	Details	Status/Approval
Rev. 3	14 June 2018	Version agreed to correspond to v4 of the Constitution following Organisation Review 2015-2017	Approved by postal ballot 31 October 2017 and implemented 14 June 2018

## 1. Scope

Procedure covers the approval prior to publication of all official ICNDT publications, i.e. publications carrying the name and endorsement of ICNDT. Separate Procedures apply for the ICNDT Journal and Website.

## 2. Editorial Committee

The IEC shall nominate the Editorial Committee for each Publication that is agreed with membership as defined below:

- i. Chair of ICNDT or Immediate Past Chair;
- ii. One person from each Regional Group wishing to participate;
- iii. Additional members (who may be chosen for their knowledge relevant to specific proposed publications).

## 3. Method of Working

- 3.1 Communications between the originator(s) of an official publication the nominated Editorial Committee shall be by e-mail.
- 3.2 The draft version(s) and final version of the publication shall be circulated to the full editorial committee for comment, using the attached proforma.
- 3.3 The final version of the publication shall be approved by the Editorial Committee.

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The ICNDT is registered as a legalised Association with its seat in Vienna, Austria.

ICNDT Registered Office: 1230 VIENNA, Deutschstraße 10

Chair: S K Babu Email: [chairman@icndt.org](mailto:chairman@icndt.org)

3.4 The Editorial Committee shall take due account of the objectives and policies of the ICNDT.

**4. Copyright**

When ICNDT wishes to publish material already subject to copyright, it shall first obtain written permission.

**5. Caveat**

Each publication may include a suitable caveat and/or warnings reminding the user to check that the material referenced is the latest version and that readers use the material at their own risk.

**6. Reference to IEC**

If the Editorial Committee is unable to unanimously approve a publication the matter shall be referred to the IEC.

**7. Records**

Records of comments, resultant actions and approvals shall be retained by the individual preparing the publication.

**Approval of ICNDT Publications by Editorial Committee**

To: .....

From: .....

**Request for Comment/Approval**

<b>Title</b>			
<b>Version</b>		<b>Date:</b>	
<b>Page/Para Ref.</b>	<b>Comment</b>	<b>Response</b>	
<b>Approval</b>			
<b>Approved for publication</b>	<b>YES</b>		<b>NO</b>
<b>Name</b>		<b>Date:</b>	