

# SPECIAL TRAINING REQUIREMENTS FLOW DOWN CHART

## ISO/IEC 17025 5.2.2

The laboratory shall have a policy and procedures for identifying training needs and providing training of personnel. The training shall be relevant to the present and anticipated tasks of the laboratory.

## ISO/IEC 17025 5.2.5

The laboratory shall maintain records of the relevant authorization(s), competence, educational and professional qualifications, training, skills and experience of all technical personnel, including contracted personnel. This information shall be readily available and shall include the date on which authorization and/or competence is confirmed.

### Examples of inspections that could be noted on a scope

<p><b>ASTM E 1742 Practice for Radiographic Examination</b> Section 5.1 requires the general requirements of NAS 410. Certification of personnel for NDI , and NDT.</p>	<p><b>ASTM E1444 Practice for Magnetic Particle Testing</b> 5.2 Personnel Qualification –Personnel performing examinations in accordance with this practice shall be qualified in accordance with ASNT Recommended Practice No. SNT-TC-1A, ANSI/ASNT Standard CP-189, NAS 410, or as specified in the contract or purchase order</p>	<p><b>ASTM B244 Test Method for Measurement Thickness of Anodic Coatings</b></p>
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### NAS 410 (Special training requirements)

#### 8.1 General,

Personnel who have demonstrated that they possess the appropriate qualifications are eligible for certification by their employer, in accordance with the employer’s certification written practice. Certification is not required for personnel who are trainees or designated as instructors or NDT auditors.

#### 8.2 Records

The employer shall maintain certification records for personnel for as long as their certification is in effect. Such records shall be available for audits by the facility’s customers. The records shall include, as a minimum:

- a. Name of the individual certified.
- b. Level, method, and techniques for which individual is certified,
- c. The latest written and practical exam, including results; scores for previous exams that the individual has taken.
- d. Date and expiration
- e. A summary of all previous NDT certifications with current employer.
- f. Training history which identifies the source, type of training, dates of training and course hours.
- g. Experience history, including any previous certification, both with current and previous employers sufficient to justify satisfaction of experience requirements for certification.
- h. Results of the most-recent (i.e. current) visual acuity and color perception examinations.
- i. Extent and documentation of formal education, when used to meet qualifications requirements.
- j. The case-by-case justification, the prime contractor’s approval, the training and experience hours, the number of examination, questions, the length of the certification (up to 1 year), the specific NDT test to be performed, and the specific hardware to be tested by the Level 1 “limited” personnel.
- k. The name and signature of the employer’s representative authorizing the certification.