**Vendor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Auditor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |
| --- | --- |
| 1. | Routine Scheduled Audit   * 1. Annual   2. Semi-annual   3. Other |
| 2. | Product driven Audit   * 1. Product received by the Prime Vendor that does not meet specification requirements.   2. Product that was installed or was being installed the does not meet specification requirements.   3. Product has failed in service and investigations show it did not meet specification requirements. |
| What specification is the Audit being performed to? | |
| 3. | Governing Specification: Mark the appropriate specification   * 1. MIL-STD-2132   2. NAVSEA 250-1500-01 (Welds)   3. MIL-STD-271 (F)   4. T9074-AS-GIB-010/271 ACN1   5. T9074-AS-GIB-010/271 Revision 1   6. Other |
| 4. | Program Type: Mark the appropriate program type   * 1. Level I / SubSafe   2. Nuclear Plant Material   3. Fly by Wire Ships Control System   4. Navy Propulsion Program   5. Naval Nuclear Propulsion Program   6. Deep Submergence Systems / Scope of Certification Program   7. Aircraft Launch and Recovery   8. Other |
| 5. | Does the vendor have an NDT Examiner?   * 1. In house   2. Contracted   3. Certified in the method   4. Available for the Audit   5. No Examiner |
| 6. | Is the NDT inspection program administration code or specification complaint?   * 1. Level III Approved written practice   2. Approved procedures      1. Level III      2. Prime contractor      3. Clearly specifies inspection requirements      4. Clearly specifies acceptance criteria      5. Qualified to find known defects   3. Approved technique sheet      1. Level III      2. Prime contractor      3. Clearly specifies inspection requirements      4. Clearly specifies acceptance criteria   4. Approved technical work documents      1. Level III      2. Prime contractor      3. Clearly specifies inspection requirements      4. Clearly specifies acceptance criteria   5. Inspector records      1. Is there a current eye examination      2. Certifications are current      3. Previous certifications included      4. Educational history   6. Workmanship standards      1. Available      2. Controlled |
| 7. | Are material controls in place?   * 1. Segregated (Level I, Subsafe, etc.)   2. Controlled   3. Traceable   4. Procedure for disposition |
| 8. | Are records maintained to confirm that all required inspection processes were performed?   * 1. Description and unique identification of item being inspected   2. Approved procedure identification   3. Acceptance standard used   4. Date of inspection   5. Signatures of inspectors   6. Disposition (accept / reject) of the item inspected   7. Retention (Where and how long) |
| 9. | 1. Technical Concerns: List the technical concerns associated with the method.    1. Pre-Weld Fit-up and Dimensional: Pre-weld dimensions and fit-up attributes should be verified when applicable.    2. Weld Contour (as welded or ground): An improper weld contour can have a detrimental effect on the integrity of the weld joint and higher level NDT methods such as MT, PT, UT and RT.    3. Weld size (minimum and maximum): Specified weld sizes are based upon engineering, design and service requirements. Weld size verification is an important attribute to ensure the engineered strength weld and component can meet its intended purpose.    4. Acceptance Criteria: Acceptance criteria can vary depending on joint design, weld classification and higher level NDT requirements (PT, MT, UT, RT). Inspection procedure and Acceptance criteria should be available to inspector at workstation    5. Inadequate Process Controls: Thorough and technically comprehensive VT procedures ensure the inspector has adequate and detailed direction to evaluate any weld or applicable surface.    6. Inadequate Technique: Inspector technique and methodology when performing visual weld inspection, especially measuring and dimensional verification of weld size and discontinuity size, are critical. Proper use of lighting is an important and helpful component of the inspection to enhance identification of surface discontinuities. Shadow formation caused by ridges and crevices are more readily visible and identifiable with proper flashlight angulation. |
| 10. | Known Process Problems: List the known process problems   * 1. Required inspection tools available   2. Inspection tools calibrated (when required)   3. Is the lighting adequate (is there a procedure requirement?) |
| Checklist Instructions: Be specific and ask follow-up questions as appropriate.   * 1. Any condition that is considered to be non-compliant must be specifically documented as to what the deficiency is.      1. Specification      2. Page      3. Paragraph      4. Detailed description of what was observed   2. Document comments or observations on the checklist at each checkpoint or the comment section, as needed, no matter if the checkpoint is satisfactory or unsatisfactory.   3. Comments on any checkpoint may be positive, as well as negative.   4. If it is observed that an attribute requires additional attention but does not invalidate the inspection, mark the Needs Improvement (NI) column and provide a recommendation in the comments area. | |
| **Review all findings with the vendor to be sure there is no confusion as to what the findings are before you leave the vendor site.** | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Inspector Name: | |  | | | | Procedure: | |  | VPAR Approval: |  | | Part examined: |  | | | | | |

|  |  |  |
| --- | --- | --- |
| **WRITTEN PRACTICE (TP271-1.6, TC1A- 5.0, NSTR99-2.0)** | | |
| 1. | Is there a Level III Examiner-approved NDT Written Practice maintained on file? | *Sat  Unsat  NI  N/A* |
| 2. | Does the written practice contain, identify and meet the minimum requirements  for the control and administration of the NDT program for each Level of  Certification by method and technique for the following: |  |
| 2a. | * Personnel Training | *Sat  Unsat  NI  N/A* |
| 2b. | * Examinations | *Sat  Unsat  NI  N/A* |
| 2c. | * Certification / Recertification | *Sat  Unsat  NI  N/A* |
| 2d. | * Describe the responsibilities of each level of certification. | *Sat  Unsat  NI  N/A* |
| 2e. | * Limited certifications (WTE, training hours, number of examination   questions, etc.) | *Sat  Unsat  NI  N/A* |
| 2f. | * Minimum training hours | *Sat  Unsat  NI  N/A* |
| 2g. | * Minimum experience (WTE) | *Sat  Unsat  NI  N/A* |
| 2h. | * Test techniques within each test method applicable to its scope of   operations. | *Sat  Unsat  NI  N/A* |
| **OVERSIGHT PROGRAM (TP271-1.6.10, TC1A-10.0, NSTR99-3.0)** | | |
| 3. | Is there an NDT oversight and surveillance program or plan? | *Sat  Unsat  NI  N/A* |
| 4. | Is it specified in the written practice or other document? | *Sat  Unsat  NI  N/A* |
| 5. | Does it address the following items: | *Sat  Unsat  NI  N/A* |
| 5a. | * Oversight of NDT personnel (excluding Examiners). | *Sat  Unsat  NI  N/A* |
| 5b. | * Technical Performance Evaluations (per TC1A 8.5), by the end of the second year of certification for each method. (TP271) | *Sat  Unsat  NI  N/A* |
| 5c. | * Monitoring surveillances of each inspection method certified, performed annually. | *Sat  Unsat  NI  N/A* |
| 5d. | * Reinspecting previously accepted product. | *Sat  Unsat  NI  N/A* |
| 5e. | * Monitoring within 6 months of initial certification for each inspection method qualified and then annually thereafter. (NSTR-99) | *Sat  Unsat  NI  N/A* |
| 5f. | * Reinspection of previously accepted product on each inspector in each method qualified once during certification cycle. (Not to be performed in conjunction with monitoring). | *Sat  Unsat  NI  N/A* |
| 6. | Does an approved operational examination occur for a certification by examination if they have not performed tests in the method in which they are certified in for a period of 9 months? (TP 271 ACN Section 1.6.3) | *Sat  Unsat  NI  N/A* |
| **RECORDS (TP271, TC1A, NS250-1500, MS2132, NSTR99)** | | |
| 7. | Is there a certified Level III Examiner for each NDT method performed by the supplier? | *Sat  Unsat  NI  N/A* |
| 8. | Is there an individual “NDT personnel qualification”, certification and monitoring record for each inspector? | *Sat  Unsat  NI  N/A* |
| 9. | Do the records contain information for the current and previous certification periods? (TP-271, 1.6.8.a) | *Sat  Unsat  NI  N/A* |
| 10. | Do the records contain the following information as a minimum? | *Sat  Unsat  NI  N/A* |
| 10a. | **T9074-AS-GIB-010/271 Rev. 1 (para. 1.6.8) and SNT-TC1A-2016 (para.9.4).** | |
| 10a1. | * Level of certification, NDT method and/or technique (including any certification   limitations). | *Sat  Unsat  NI  N/A* |
| 10a2. | * Educational background and experience including training prior to initial   Certification. | *Sat  Unsat  NI  N/A* |
| 10a3. | * Vision exam for current and preceding certification period, including corrective   aids. | *Sat  Unsat  NI  N/A* |
| 10a4. | * Statement indicating satisfactory completion of training IAW the employer’s   written practice with Level III Examiners signature. | *Sat  Unsat  NI  N/A* |
| 10a5. | * Signature of the Level III that verified qualifications. | *Sat  Unsat  NI  N/A* |
| 10a6. | * Current exam copies or evidence of successful completion of examinations that can be correlated to the exam administered. | *Sat  Unsat  NI  N/A* |
| 10a7. | * Results of exams with composite grades or suitable evidence of grades. | *Sat  Unsat  NI  N/A* |
| 10a8. | * Current ASNT certification letter for each method for basic and method exams for Examiners. | *Sat  Unsat  NI  N/A* |
| 10a9. | * Dates of certification and/or recertification. | *Sat  Unsat  NI  N/A* |
| 10a10. | * Certification expiration date. | *Sat  Unsat  NI  N/A* |
| 10a11. | * Certification expiration date. | *Sat  Unsat  NI  N/A* |
| 10a12. | * Certification statement with the Level III Examiners signature for Level I and   II’s Signature of the employer’s representative for Level III Examiners. | *Sat  Unsat  NI  N/A* |
| 10a13. | * Is the level III using an ASNT certificate for the Basic and Method exams   (SNT-TC-1A, 8.7.4) | *Sat  Unsat  NI  N/A* |
| 10a14. | * Was the ASNT certificate a renewal awarded by the point system? (If all of the certifications on the certificate expire on the same date, this is an indication of using the point system to recertify) | *Sat  Unsat  NI  N/A* |
| 10b. | **NSTR-99 para. 4.0 (NS250-1500-1, MS2132)** | |
| 10b1. | * Name of Employee and qualification level | *Sat  Unsat  NI  N/A* |
| 10b2. | * NDT qualification records, including the graded written and operational exams | *Sat  Unsat  NI  N/A* |
| 10b3. | * Dates of monitoring including method and technique monitored | *Sat  Unsat  NI  N/A* |
| 10b4. | * Specific identification of product used for qualification and monitoring. | *Sat  Unsat  NI  N/A* |
| 10b5. | * Deficiencies noted, or other remarks as applicable. | *Sat  Unsat  NI  N/A* |
| 10b6. | * Corrective action if deficiencies are noted. | *Sat  Unsat  NI  N/A* |
| 10b7. | * Records of reinspections | *Sat  Unsat  NI  N/A* |
| **EXAMINATIONS (TP271-1.6.4, MS2132-10.5.2, NS1500- 6.7.7.1)** | | |
| 11. | Are all exam materials or data bases adequately secured to prevent unauthorized disclosure or use? | *Sat  Unsat  NI  N/A* |
| 12. | Are level I and II personnel recertified to the same extent as the original certification every three years? | *Sat  Unsat  NI  N/A* |
| 13. | Are Examiners recertified to the same extent, (except the basic exam), as the original certification every 5 years? | *Sat  Unsat  NI  N/A* |
| 14. | Are the Level III NDT Examiner personnel initially certified via the proper examination methods, which includes the following for each of the NDT areas the Level III is overseeing: | *Sat  Unsat  NI  N/A* |
| 14a. | * Basic Exam | *Sat  Unsat  NI  N/A* |
| 14b. | * Method Exam | *Sat  Unsat  NI  N/A* |
| 14c. | * Specific Exam (relative to the type of products being overseen) | *Sat  Unsat  NI  N/A* |
| 15. | Are the results of the Level III NDT Examiner personnel exams readily available for review? | *Sat  Unsat  NI  N/A* |
| 16. | Are the results of the Level II NDT inspection personnel exams readily available for review? | *Sat  Unsat  NI  N/A* |
| 17. | **T9074-AS-GIB-010/271 Rev. 1, SNT-TC1A (2016 ed.)** | |
| 17a. | * Does the responsible Level III approve all written and practical qualification exams? (TC1A 8.1.1) | *Sat  Unsat  NI  N/A* |
| 17b. | * Are there general (theory) written exams for Level I and II with at least 40 questions for each method? (TC1A-Table 8.3.4) | *Sat  Unsat  NI  N/A* |
| 18. | Do the written examinations have at least the minimum number of questions for the testing method? (SNT-TC-1A, table 8.3.4, NSTR-99) | *Sat  Unsat  NI  N/A* |
| 18a. | * Are the general written exam questions verbatim from the “ASNT Questions & Answers Books? (this is not allowed) (TC1A- 8.6) | *Sat  Unsat  NI  N/A* |
| 18b. | * Are there specific (specifications) written exams for Level I and II with at least 20 questions for each method? (TC1A-Table 8.3.4) | *Sat  Unsat  NI  N/A* |
| 19. | Were there questions on the specific exam(s) that pertain to the acceptance criteria used by the employer? (SNT-TC-1A, 8.4.2) | *Sat  Unsat  NI  N/A* |
| 19a. | * Do the specification exams address the equipment, operating procedure, and NDT techniques that the individual may encounter during specific assignments? (TC1A- 8.4.1) | *Sat  Unsat  NI  N/A* |
| 19b. | * Are specification exam questions current to the most recent revision of the applicable specifications? | *Sat  Unsat  NI  N/A* |
| 20. | Were there any questions on the exams that were left blank by the candidate? If there were blanks, where they marked as incorrect? | *Sat  Unsat  NI  N/A* |
| 20a. | * Are there practical (operational) exams for Level I and Level II for each method? (TC1A- 8.5) | *Sat  Unsat  NI  N/A* |
| 20b. | * Is at least one flawed specimen or component used to test personnel? (TC1A- 8.5.2) | *Sat  Unsat  NI  N/A* |
| 21. | Was there documentation indicating that the practical exam specimen contained at least one flaw and did it identify the type and location of the flaw(s) in the practical exam specimen? (SNT-TC-1A, 8.5.3) | *Sat  Unsat  NI  N/A* |
| 21a. | * For Film Interpretation certification, does the practical exam consist of an appropriate number of radiographs as determined by the Level III Examiner? (TC1A- 8.5.2.2) | *Sat  Unsat  NI  N/A* |
| 21b. | * Are there checklists (attributes) with at least 10 different checkpoints for each method? | *Sat  Unsat  NI  N/A* |
| 22. | **TC1A - 8.5.4** | |
| 22a. | * Are the practical exams such that all conditions specified by the Level III Examiner are required to be detected by the candidate? (TC1A - 8.5.4, 8.5.5). | *Sat  Unsat  NI  N/A* |
| 22b. | * Does the written practice address practical examination detection rates and maximum number of false calls acceptable? (TC1A - 8.5.4, 8.5.5). | *Sat  Unsat  NI  N/A* |
| 22c. | * Are there critical (pass/fail) checkpoints on the checklist? (TC1A- 8.5.5) | *Sat  Unsat  NI  N/A* |
| 22d. | * Are all exam based upon a composite score of 80% with no individual   written examination score of less than 70%? (TC1A-8.1.5) | *Sat  Unsat  NI  N/A* |
| 22e. | * Do all practical examinations require 80% minimum passing score? (TC1A - 8.1.5) (not applicable before TC1A 2016 ed. w/supplement) | *Sat  Unsat  NI  N/A* |
| 22f. | * Does a “qualified representative” of the Level III Examiner administer   written exams? Is there documented evidence of this qualification and  appropriate training by the Level III? (TC1A-8.1.2) | *Sat  Unsat  NI  N/A* |
| 22g. | * Does a “qualified representative” of the Level III Examiner administer   practical exams? Are they certified in the applicable method as a Level IIor III? (TC1A -8.1.2) | *Sat  Unsat  NI  N/A* |
| 22h. | * Is there evidence the “Examiner Specific Exam” has been administered to the Level III Examiner? (TP271- 1.6.2.1) | *Sat  Unsat  NI  N/A* |
| 22i. | * Is there evidence the Level III Examiner has taken the “basic” exam prior to their initial certification? (TC1A- 8.7.1) | *Sat  Unsat  NI  N/A* |
| 22j. | * Are certification exams being administered by one’s self or a subordinate? (this is not allowed) (TC1A- 8.1.8) | *Sat  Unsat  NI  N/A* |
| 23. | **NSTR-99**  Are all exam minimum passing score 80%? (NSTR-99 - 5.0.A.4) | *Sat  Unsat  NI  N/A* |
| 24. | **Written Exams** | |
| 24a. | * Are there written exams for each inspection method performed at the supplier? | *Sat  Unsat  NI  N/A* |
| 24b. | * Do operator only (Level I) written exams contain at least 25 questions and do they contain the required mix? (NSTR99- 5.0.B.1, Table 1) | *Sat  Unsat  NI  N/A* |
| 24c. | * Do Inspector (Level II) written exams contain at least 50 questions and do they contain the required mix? (NSTR99- 5.0.B.1, Table 1) | *Sat  Unsat  NI  N/A* |
| 24d. | * Are two answer questions limited to 20% of the exam? (NSTR99- 5.0.B.2) | *Sat  Unsat  NI  N/A* |
| 24e. | * Are there at least 2 separate exams for each method or if an exam generator is used are there enough questions for at least two different exams? (NSTR99- 5.0.A.6) | *Sat  Unsat  NI  N/A* |
| 24f. | * Do exams have maximum of 20% repeat questions? (NSTR99- 5.0.A.7) | *Sat  Unsat  NI  N/A* |
| 24g. | * Do written exams have uniform point values? (NSTR99- 5.0.A.8) | *Sat  Unsat  NI  N/A* |
| 25. | **Practical Exams** | |
| 25a. | * Are there practical exams for each inspection method performed at the supplier? | *Sat  Unsat  NI  N/A* |
| 25b. | * Does each exam contain at least one critical parameter which if missed results in automatic failure of the candidate? (NSTR-99 - 5.0.A.8(b) | *Sat  Unsat  NI  N/A* |
| 25c. | * Do practical exams contain artificial or natural flaws and are grossly rejectable flaws avoided? (NSTR99-5.0.C.1) | *Sat  Unsat  NI  N/A* |
| 25d. | * Are specific point values assigned to each indication and important aspects of the technique? (NSTR99- 5.0.C.3) | *Sat  Unsat  NI  N/A* |
| 25e. | * Are test props mapped, photographed or otherwise recorded? (NSTR99- 5.0.C.3) | *Sat  Unsat  NI  N/A* |
| 25f. | * Are key portions of the practical exam monitored by the Examiner or a delegated representative? (NSTR99- 5.0.A.12) | *Sat  Unsat  NI  N/A* |
| NNPP PT OPERATIONAL EXAM STRUCTURE: Verify that separate liquid penetrant tests are given for each material group.  NSTR-99 Rev 4 & 6, 5.0.D.1(b)(1): An operational exam shall be given for each liquid penetrant group for which the candidate is being qualified. A different test piece shall be used for each group. | | |
| NNPP MT OPERATIONAL EXAM STRUCTURE: Verify that separate magnetic particle tests are given for each method as applicable (wet or dry).  NSTR-99 Rev 4 & 6, 5.0.D.2(b)(1): An operational exam shall be given for each technique for which the candidate is being qualified. A different test piece shall be used for each technique. | | |
| NNPP UT OPERATIONAL EXAM STRUCTURE: Verify that separate ultrasonic tests are given for each technique, as applicable.  NSTR-99 Rev 4 & 6, 5.0.D.3(b): …There shall be examinations for each of the following techniques: longitudinal contact, shear contact, longitudinal immersion, shear immersion, and through transmission. | | |
| NNPP RT OPERATIONAL EXAM STRUCTURE: Verify that separate radiographic tests are given for each qualification level, as applicable.  NSTR-99 Rev 4 & 6, 5.0.D.4(b)(1): Radiographers: …The candidate shall prepare a technique sheet and sketch recording the essential elements used and evaluate the film for technique conformance.  NSTR-99 Rev 4 & 6, 5.0.D.4(b)(2): Inspectors: …The examination shall include review and evaluation of a set of radiographic films…  NSTR-99 Rev 4 & 6, 5.0.D.4(b)(3): Operators: The examination consists of radiographing a production sample using the appropriate technique sheet and sketch. | | |
| **Vision Test Requirements** | | |
| 26. | Do these records indicate a Jaeger J1 test or equivalent on an annual basis? (TP-271, 1.6.7.1 and 250-1500-1, 6.7.3(1)) | *Sat  Unsat  NI  N/A* |
| 27. | **Vision test date:** | |
| 27a. | * Is there a color discrimination vison record for each Level I, II and III? (TP271, 1.6.7, MS2132, 10.7, NS1500, 6.7.3) | *Sat  Unsat  NI  N/A* |
| 27b. | * Is there a color discrimination vison record for each Level I, II and III? (TP271, 1.6.7, MS2132, 10.7, NS1500, 6.7.3) | *Sat  Unsat  NI  N/A* |
| 28. | Do these records indicate a Jaeger J1 test or equivalent on an annual basis? (TP-271, 1.6.7.1 and 250-1500-1, 6.7.3(1)) | *Sat  Unsat  NI  N/A* |
| 29. | Do records indicate that personnel performing liquid penetrant testing, magnetic particle testing, or visual inspection of titanium welds have been tested for color contrast differentiation? (SNT-TC-1A, 8.2.2) | *Sat  Unsat  NI  N/A* |
| 30. | Do records indicate that personnel performing radiographic testing or film interpretation have been tested for contrast sensitivity (shades of gray)? (SNT-TC-1A, 8.2.2) | *Sat  Unsat  NI  N/A* |
| 31. | Do vision test records note corrective lenses (glasses) when applicable? | *Sat  Unsat  NI  N/A* |
| **Alternate Qualification Program (NSTR-99)** | | |
| 32. | Does the supplier use an alternate qualification program? (NSTR99- 8.0) | *Sat  Unsat  NI  N/A* |
| 33. | If the supplier applies the alternate program, does the supplier apply NSTR-99 paragraphs 2.0, 3.0, 6.0 and 7.0 (this is required)? (NSTR99- 8.0) | *Sat  Unsat  NI  N/A* |
| 34. | If the alternate program uses the SNT-TC-1A, see attributes above, (SNT-TC-1A requirements are mandatory). (NSTR-99, 8.0) | *Sat  Unsat  NI  N/A* |
| 35. | Is the supplemental written exam with a minimum of 20 questions related to NNPP administered to Level II personnel? (NSTR-99, 8.0.d) | *Sat  Unsat  NI  N/A* |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Concerns/Comments   |  | | --- | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |