



STRUCTURED CREDIT SYSTEM APPLICATION FORM For Non-Destructive Testing Certification Renewal

****This document is required for renewal candidates applying for the structured credit system for all levels in lieu of completing a practical renewal examination.****

The completion and submission of this form to the Natural Resources Canada (NRCan) National Non-Destructive Testing Certification Body (NDTCB) counts as an examination attempt and does not guarantee successful renewal.

One Structured Credit System Application Form for Renewal must be submitted for each method, level and sector for which renewal is being sought via the structured credit system (SCS). Ensure that you read and understand all requirements on pages 1-3 prior to recording the points on page 3, as well as entering supporting evidence on pages 4-5. You and your employer or supervisor must attest to the validity of the information provided in this application on page 6.

All renewal candidates are responsible for initiating the renewal procedure and ensuring that they have properly completed and submitted all other renewal requirements and requisites. Incomplete documentation may lead to longer processing times, and/or a failed application.

Name _____ / _____
Surname (Last Name) Given Names

Date of Birth: _____ / _____ / _____ NRCan NDTCB Registration # _____ Method and Level _____
YYYY MM DD

Telephone _____ Email _____

In accordance with CAN/CGSB 48.9712-2022 regarding structured credit system for renewal, candidates for all levels may gain credit for participation in the various activities during the five-year period prior to renewal as shown in the **Table A** (for Level 1), **Table B** (for Level 2) and **Table C** (for Level 3) below. Limits are placed on the maximum number of points which can be gained per activity, per year, and over the five years per level to ensure an even spread of activities.

To be eligible for renewal via structured Credit System, candidates must provide documentary evidence to NRCan NDTCB to demonstrate achievement of a **minimum of 100 points in the 5-year recertification renewal period** based on the requirements of:

- A minimum of 75 of the 100 points is required for any combination of activities listed in **Part A** of Table A for candidates seeking renewal of Level 1 certificates.
- A minimum of 50 of the 100 points is required for any combination of activities listed in **Part A** of Table B for candidates seeking renewal of Level 2 certificates.
- A minimum of 50 of the 100 points is required for any combination of activities listed in **Part A** of Table C for candidates seeking renewal of Level 3 certificates.

For full information about the Structured Credit System for Renewal requirements, guidelines and application submission instructions, please refer to **8.2.1-065 - NDT Certification Renewal Guide**, which you can download from our website.

Important note: The term "year" noted in Tables A, B & C below refers to as a certification year and **not** as a calendar year.

Level 1 - All Methods

Table A: Structured credit system activities and accorded points for renewal level 1

This table details the points accorded for each NDT activity in the Structured Credit System based on Table C.1 of CAN/CGSB 48.9712-2022. Use this table as a reference when filling out your points and providing supporting evidence for level 1 certifications.

Activity	Points granted per activity	Maximum points per year for activity	Maximum points per 5-year period for activity
Part A (minimum of 75 of the 100 points required)			
Activity #1: Performance of NDT Activities (see notes under section B. on pages 2-3)	2 / day	25	95
Activity #2: Completion of theoretical training in the method	1 / day	5	15
Activity #3: Completion of practical training in the method	2 / day	10	25
Activity #4: Delivery of practical or theoretical training in NDT in the method considered	N/A	N/A	N/A
Activity #5: Participation in research activities in NDT field or for engineering of NDT (see notes under section C. on page 3)	1 / week	15	60
Part B			
Activity #6: Participation to a technical seminar/paper in the field of the method or technique	1 / day	2	10
Activity #7: Presenting a technical seminar/ paper in the field of the method or technique	1 / presentation	3	15
Activity #8: Current individual membership in NDT or NDT related society	1 / membership	2	5
Activity #9: Technical oversight and mentoring of NDT personnel/ trainee in the relevant method	N/A	N/A	N/A
Activity #10: Participation or convenorship in standardization and technical committees	N/A	N/A	N/A
Activity #11: Performing a technical NDT role within a certification body	N/A	N/A	N/A

Level 2 - All Methods

Table B: Structured credit system activities and accorded points for renewal level 2

This table details the points accorded for each NDT activity in the Structured Credit System based on Table C.1 of CAN/CGSB 48.9712-2022. Use this table as a reference when filling out your points and providing supporting evidence for level 2 certifications.

Activity	Points granted per activity	Maximum points per year for activity	Maximum points per 5-year period for activity
Part A (minimum of 50 of the 100 points required)			
Activity #1: Performance of NDT Activities (see notes under section B. on pages 2-3)	2 / day	25	95
Activity #2: Completion of theoretical training in the method	1 / day	5	15
Activity #3: Completion of practical training in the method	2 / day	10	25
Activity #4: Delivery of practical or theoretical training in NDT in the method considered	1 / day	15	75
Activity #5: Participation in research activities in NDT field or for engineering of NDT (see notes under section C. on page 3)	1 / week	15	60
Part B			
Activity #6: Participation to a technical seminar/paper in the field of the method or technique	1 / day	2	10
Activity #7: Presenting a technical seminar/ paper in the field of the method or technique	1 / presentation	3	15
Activity #8: Current individual membership in NDT or NDT related society	1 / membership	2	5
Activity #9: Technical oversight and mentoring of NDT personnel/ trainee in the relevant method	2 / mentee	10	30
Activity #10: Participation or convenorship in standardization and technical committees	1 / committee	3	15
Activity #11: Performing a technical NDT role within a certification body	2 / activity	10	30

Level 3 - All Methods

Table C: Structured credit system activities and accorded points for renewal level 3

This table details the points accorded for each NDT activity in the Structured Credit System based on Table C.1 of CAN/CGSB 48.9712-2022. Use this table as a reference when filling out your points and providing supporting evidence for level 3 certifications.

Activity	Points granted per activity	Maximum points per year for activity	Maximum points per 5-year period for activity
Part A (minimum of 50 of the 100 points required)			
Activity #1: Performance of NDT Activities (see notes under section B. on pages 2-3)	2 / day	25	95
Activity #2: Completion of theoretical training in the method	1 / day	5	15
Activity #3: Completion of practical training in the method	2 / day	10	25
Activity #4: Delivery of practical or theoretical training in NDT in the method considered	1 / day	15	75
Activity #5: Participation in research activities in NDT field or for engineering of NDT (see notes under section C. on page 3)	1 / week	15	60
Part B			
Activity #6: Participation to a technical seminar/paper in the field of the method or technique	1 / day	2	10
Activity #7: Presenting a technical seminar/ paper in the field of the method or technique	1 / presentation	3	15
Activity #8: Current individual membership in NDT or NDT related society	1 / membership	2	5
Activity #9: Technical oversight and mentoring of NDT personnel/ trainee in the relevant method	2 / mentee	10	40
Activity #10: Participation or convenorship in standardization and technical committees	1 / committee	4	20
Activity #11: Performing a technical NDT role within a certification body	2 / activity	10	40

Notes:

(This section is adapted from CAN/CGSB-48.9712-2022/ ISO 9712:2021, IDT)

A. The term “year” noted in Tables A, B & C is specified as a certification year and not as a calendar year.

B. Performance of NDT activities

The following work activities may be considered as acceptable under activity#1:

- a) knowledge and understanding of the customer’s specifications and the inspection standards;
- b) verification of operating conditions or setting up of the test equipment, successful performance of NDT, satisfactory reporting;
- c) performance as a Level 3 examiner.

Candidates must submit a completed Renewal Structured Credit System Application form, together with documentation and/or evidence to demonstrate compliance including, but not limited to, the following:

- a) confirmation of the candidates work activities by a certified individual or referee;
- b) confirmation of the level of activity of the individual in the given method;
- c) confirmation of formal documented competency or proficiency test(s) in the given method;
- d) dates and protocol numbers of reports;
- e) details of any job specific training received;
- f) confirmation of employer's authorization to operate;
- g) summary of activities and outputs;
- h) job/position description;
- i) annual/regular employer assessments of performance/competence;
- j) sample NDT reports;
- k) sample procedure(s) developed (Level 3 only);
- l) customer feedback;
- m) confirmation of adherence to code of ethics from employer;
- n) confirmation of compliance with additional national requirements (i.e. radiation safety).

C. Engineering of NDT

As defined in Annex E of the CAN/CGSB 48.9712-2022, engineering of NDT covers all the activities linked to NDT, from the design of the equipment to the responsibility of preparation, implementation and verification of NDT (in manufacturing and in service) of the same equipment belonging to industrial or technical installations.

Below is a list of non-exhaustive list of activities covered under Engineering of NDT:

- a) at design stage, definition of requirements to be taken into account and/or verification of inspectability during manufacturing and, where applicable, in service, of equipment;
- b) selection of NDT techniques to be implemented in manufacturing and/or in service;
- c) comparison of specific prescriptions of different codes and standards;
- d) establishment or validation of the NDT procedures;
- e) technical evaluation of NDT suppliers;
- f) evaluation of NDT techniques, notably in the frame of expertise;
- g) treatment (technical evaluation) of non-conformity;
- h) justification to the customers and where applicable, to the associated safety authorities, of practices implemented;
- i) responsibility for an NDT facility;
- j) coordination and supervision of NDT personnel activities;
- k) qualification — validation of NDT techniques:
 - 1) establishment of input information's including the inspection objectives;
 - 2) definition of the necessary mocks-up for open and, where necessary, blind tests;
 - 3) implementation of practical tests;
 - 4) preparation of technical justification including when necessary, modelling;
 - 5) preparation or validation of NDT procedures;
 - 6) preparation or validation of qualification dossiers.
- l) establishment of in-service inspection programmes for industrial installations or definition of rules for the establishment of such programmes.

Structured Credit System Reporting for Renewal Application

Candidates must use this table to record the number of points gained for each year in a specified NDT activity. Please ensure that you stay within the maximum points allowed for each activity, per year and per five-year period of certification. Not adhering to the maximum point allowances can result in application failure.

Activities for: Method and Level _____	Year 1	Year 2	Year 3	Year 4	Year 5	Total over 5 certification years
Part A						
Activity #1: Performance of NDT Activities (see notes under section B. on pages 2 and 3)						
Activity #2: Completion of theoretical training in the method						
Activity #3: Completion of practical training in the method						
Activity #4: Delivery of practical or theoretical training in NDT in the method considered						
Activity #5: Participation in research activities in NDT field or for engineering of NDT (see notes under section C. on page 3)						
Part B						
Activity #6: Participation to a technical seminar/paper in the field of the method or technique						
Activity #7: Presenting a technical seminar/ paper in the field of the method or technique						
Activity #8: Current individual membership in NDT or NDT related society						
Activity #9: Technical oversight and mentoring of NDT personnel/ trainee in the relevant method						
Activity #10: Participation or convenorship in standardization and technical committees						
Activity #11: Performing a technical NDT role within a certification body						

Structured Credit System Activity Evidence and Attestations

Fill in the following sections as applicable to support your above-reported structured credit system activities and points during the last five certification years. Please submit the following pages as applicable, ensuring your employer or supervisor attest to all reported information. Additional documentation and/or evidence may be requested by the NRCan NDTCB to demonstrate compliance.

Activity #1: Performance of NDT Activities

Provide brief descriptions of each activity and applicable dates:

Activity #2: Completion of theoretical training in the method

Year: _____ Number of training hours _____ Training institution _____

Year: _____ Number of training hours _____ Training institution _____

Year: _____ Number of training hours _____ Training institution _____

Year: _____ Number of training hours _____ Training institution _____

Year: _____ Number of training hours _____ Training institution _____

Activity #3: Completion of practical training in the method

Year: _____ Number of training hours _____ Training institution _____

Year: _____ Number of training hours _____ Training institution _____

Year: _____ Number of training hours _____ Training institution _____

Year: _____ Number of training hours _____ Training institution _____

Year: _____ Number of training hours _____ Training institution _____

Activity #4: Delivery of practical or theoretical training in NDT in the method

Year: _____ Training Type _____ Number of training hours _____ Training institution _____

Year: _____ Training Type _____ Number of training hours _____ Training institution _____

Year: _____ Training Type _____ Number of training hours _____ Training institution _____

Year: _____ Training Type _____ Number of training hours _____ Training institution _____

Year: _____ Training Type _____ Number of training hours _____ Training institution _____

Activity #5: Participation in research activities in NDT field or for engineering of NDT

Provide brief descriptions of each activity and applicable dates:

Activity #6: Participation to a technical seminar/paper in the field of the method or technique

Provide brief descriptions of each activity and applicable dates:

Activity #7: Presenting a technical seminar/paper in the field of the method or technique

Provide brief descriptions of each activity and applicable dates:

Activity #8: Current individual membership in NDT or NDT related society

Member of: _____ ID# _____ From: _____ / _____ To: _____ / _____
YYYY MM YYYY MM

Member of: _____ ID# _____ From: _____ / _____ To: _____ / _____
YYYY MM YYYY MM

Member of: _____ ID# _____ From: _____ / _____ To: _____ / _____
YYYY MM YYYY MM

Activity #9: Technical oversight and mentoring of NDT personnel/trainee in the relevant method

Provide relevant/verifiable details and brief descriptions of each activity, including # of mentees, mentee name(s), method/level and applicable date(s):

Activity #10: Participation or convenorship in standardization and technical committees

Committee name	Date (YYYY-MM)	Location

Relevant/verifiable details and brief descriptions of each committee:

Activity #11: Performing a technical NDT role within a certification body

Relevant/verifiable details and brief descriptions of each activity, including name of certification body, # of activities, method/level, applicable date(s):

Applicant and employer/supervisor attestations

Digital signatures: Digital signatures are only acceptable if the if the digital signature form field is utilized with the signatory's PDF generated digital ID (see examples below). The NRCan NDTCB strongly recommends that the form remains a digital document (i.e. is not printed and scanned at any point prior to submission) to keep the digital signature data intact and to avoid additional verification. The NRCan NDTCB will not accept an "e-sign/e-signature" made from a typed font or a simple signature image. The NRCan NDTCB may conduct audits and investigations to verify the validity of the digital signature(s).

Applicant attestation

I attest that the statements made by me in this application are true and complete. I understand that if any of these statements are found to be untrue, or if any misrepresentation or falsification of this form or the attached documents is discovered, an NRCan NDTCB Code of Conduct violation investigation may result, and this application may be rejected and/or certification(s) may be withdrawn. I agree that the NRCan NDTCB may contact me and/or my signatories to verify information related to this application. I understand that the NRCan NDTCB may conduct audits and investigations to verify the validity of the information in this application, and that I will fully cooperate in providing any additional documentation and explanation as requested.

Applicant name
(Please print) _____ NRCan NDTCB Registration # _____

Applicant signature _____ Date _____ / _____ / _____
YYYY MM DD

Employer/supervisor attestation

(Same employer or supervisor that signed the renewal application.)

I attest to the best of my knowledge that the information given on this form is accurate. The NRCan NDTCB may contact me to verify information related to this application.

Full Name
(Please print) _____ NRCan NDTCB Registration # _____

Employer/supervisor signature _____ Date _____ / _____ / _____
YYYY MM DD