



# STRUCTURED CREDIT SYSTEM APPLICATION FORM

## For Level 3 Non-Destructive Testing Recertification

**\*\*This document is required for recertification candidates applying for the Structured Credit System for level 3 recertification in the place of completing a level 3 written recertification examination. \*\*** The completion and submission of this form to the NRCAN NDT Certification Body counts as an examination attempt and does not guarantee successful recertification. One application form must be submitted for each level 3 method that a candidate wants to recertify via the Structured Credit System.

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

Name: \_\_\_\_\_ / \_\_\_\_\_  
Surname (Last Name) Given Names

NRCAN NDTCB Reg. #: \_\_\_\_\_ Method and Level: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
YYYY-MM-DD

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

In accordance with CAN/CGSB 48.9712-2022 Structured Credit System, Level 3 candidates may gain credit for participation in the various activities during the five-year period prior to recertification as shown in the **Table A** below. Limits are placed on the maximum number of points in any activity which can be gained in each year, and over the five years, to ensure an even spread of activities.

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

- A minimum of 50 and maximum of 70 of the 100 points is required for any combination of activities listed in **Part A** of Table A; and
- A minimum of 30 and a maximum of 50 of the 100 points is required for any combination of activities listed in **Part B** of Table A.

A pro-ration of structured credit system minimum points will be applied for candidates given less than 5 years notice of these requirements, based on their recertification due dates, i.e. a 4-year recertification period would require a minimum of 80 points ( $100 \times 4/5$ ).

### Table A: Structured Credit System Activities and Accorded Points For Level 3 Recertification

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. Please use this table as a reference guide for filling out your credits in **Table B** on the following page.

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



**NOTES:**

**A. The term “year (s)” noted in table A & Table B 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 submitting a Structured Credit System Application form for Level 3 Recertification, may be required to provide additional documentation and/or evidence to demonstrate compliance if requested by the NDTCB.

- a) confirmation of the candidate's 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) co-ordination 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.



**DOCUMENT MUST BE COMPLETED IN ITS ENTIRETY FOR PROCESSING**

**Table B: Structured Credit System Reporting**

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. Not adhering to the maximum point allowances can result in application failure.

Activity	Year 1	Year 2	Year 3	Year 4	Year 5	Total over 5 certification years
<b>Part A</b>						
Activity #1: Performance of NDT Activities (see Notes B)						
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 C)						
<b>Part B</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						

Please submit the following pages as applicable having your employer or supervisor attest to all reported information. Additional documentation and/or evidence may be requested by the NDTCB to demonstrate compliance.

**Structured Credit System Activity Evidence and Attestations**

Fill in the following sections as applicable to submit evidence of your above-reported structured credit system activities and points during the last five certification years.

**Activity #1: Performance of NDT Activities**

Brief descriptions of each and applicable dates:



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**Activity #2: Completion of theoretical training in the method**

Year:	Method and Level:	# of training hours:	Institution:
Year:	Method and Level:	# of training hours:	Institution:
Year:	Method and Level:	# of training hours:	Institution:
Year:	Method and Level:	# of training hours:	Institution:
Year:	Method and Level:	# of training hours:	Institution:

**Activity #3: Completion of practical training in the method**

Year:	Method and Level:	# of training hours:	Institution:
Year:	Method and Level:	# of training hours:	Institution:
Year:	Method and Level:	# of training hours:	Institution:
Year:	Method and Level:	# of training hours:	Institution:
Year:	Method and Level:	# of training hours:	Institution:

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

Year:	Method and Level:	Training Type:	# of training hours:	Institution:
Year:	Method and Level:	Training Type:	# of training hours:	Institution:
Year:	Method and Level:	Training Type:	# of training hours:	Institution:
Year:	Method and Level:	Training Type:	# of training hours:	Institution:
Year:	Method and Level:	Training Type:	# of training hours:	Institution:

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

Brief descriptions of each and applicable dates:

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

Brief descriptions of each and applicable dates:



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

Brief descriptions of each 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**

Relevant/verifiable details and brief descriptions of each activity, including # of mentee, 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:



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**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):

**Electronic Signatures:** Electronic signatures are only acceptable if the signature is an accurate digital image of the signatory's actual written signature (i.e., not simply a signature made from a typed font) **OR** if the form remains a digital document (i.e., is not printed and scanned at any point prior to submission) and the digital signature data is intact. The NRCan NDTCB may conduct audits and investigations to verify the validity of the electronic 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.

Full name (please print): \_\_\_\_\_ NRCan NDTCB Reg. #: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
YYYY-MM-DD

**Employer/Supervisor Attestation** (same employer or supervisor that signed the recertification 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 Reg. # (if applicable): \_\_\_\_\_

Employer's/Supervisor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
YYYY-MM-DD