

## **Aerospace NDT Boards' Forum**

---

**Secretariat provided by the European Federation for NDT**

**Tel: +44 1604 823705 Fax: +44 1604 30124**

**e-mail: [secretary-andtbf@efndt.org](mailto:secretary-andtbf@efndt.org)**

---

**ANDTBF/06 – Guidance on making application for membership**

**Status of this document: Ratified at the 9<sup>th</sup> Forum Meeting in Hamburg**

### **FORUM CONSTITUTION**

The ANDTBF is composed of the duly nominated representatives of the NANDTB member bodies. Usually, only two representatives are nominated by a member board to attend Forum meetings. The bodies in current membership, as well as their nominated representatives, are listed in document reference ANDTB/02. Member organisations may at any time nominate alternates or change their representation by informing the Secretary of the ANDTBF in writing.

The Forum may invite other types of organisation to attend meetings on either a one-off or permanent basis. When this happens, the Forum will state the aims and terms of attendance. The Forum may also co-opt individuals to attend one or more meetings for specific purposes, such as to establish a liaison between the Forum and another organisation. Organisations may also be invited to attend Forum meetings with observer status, and this status is usually offered to prospective Forum members.

Any or all individuals not representing a full member may be asked to leave a meeting in the event that the Forum requires to debate on confidential matters. In case a ballot is conducted at a meeting, only one representative of each full member body may vote.

### **APPLICATIONS FOR FULL MEMBERSHIP**

To be accepted as a full member of the Forum, applicant National Aerospace NDT Boards must satisfy two conditions:

1. they shall be recognized\* [as the National Aerospace NDT Board (NANDTB), as defined in EN 4179] by the national Civil Aviation Authority and,
2. where such agencies are active in their country, the NANDTB shall have in place an audit and approval system for 'Outside Agencies' and 'Internal Agencies' (otherwise referred to as 'Qualifying Agencies') providing NDT training and/or qualification examinations for personnel in accordance with the requirements of EN4179.

\*Recognition may take any form, but the final decision on acceptance remains with the Forum.

A letter of application, signed by the chairman and secretary of the applicant NANDTB, should be addressed to the Forum Secretary, together with an English language translation of:

- The applicant board's constitutional document;
- Evidence of 'recognition' as the national Aerospace NDT Board by the National Civil Aviation Authority, and
- Where applicable, a documented procedure for the assessment and approval of qualifying agencies.

The letter of application and supporting documents will be considered at the next normal meeting of the Forum.

---