



Non-Destructive Testing Society
(Singapore)/National Aerospace NDT Board
9, Jurong Town Hall Road, #02-21,
Singapore – 609431



NDTSS/NANDTB/OA/02 (Issue 0) – OUTSIDE AGENCY APPLICATION FORM



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QUALIFICATION AGENCY SERVICES – APPLICATION FOR OUTSIDE AGENCY (OA) ASSESSMENT AND APPROVAL

(RESPONSIBLE LEVEL 3 TO COMPLETE)

GENERAL INFORMATION ABOUT YOUR ORGANISATION	
Name of applicant organization:	
Main contact person: (Name and Job Title)	
Company Address:	
Company Contact Number:	
Company Email:	
QUALIFICATION AGENCY SERVICES - SPECIFIC INFORMATION	
Is your organization seeking SNANDTB approval for outside agency (answer YES or NO)	
Is your organization seeking NDTSS/NANDTB approval for employer specific NDT training and/or Qualification Examinations (answer YES or NO)	
Is your organization seeking NDTSS/NANDTB approval for providing NDT support services, such as drafting written practices, NDT procedures, conducting technical audits or providing other forms of Level III support for qualification of NDT personnel, to external organisations or to clients? (answer YES or NO). If YES, please list services offered below.	
Please list the nature of NDT qualification support services offered to external organisations or clients.	
Please list the standard(s) and/or specification(s) that your qualification agency services are designed to satisfy.	

Please provide the following in support of your application (where relevant).

1. Quality manual and procedures directly related to the Agency services to be approved, which should include a description of the overall organisation and names of persons with specific responsibilities in the context of the services to be approved.
2. Evidence of relevant qualifications and experience (CV), possessed by personnel providing Agency NDT support services to clients.
3. The current application fee (site audit and approval fees will be invoiced upon completion of the process and before formal approval is issued).
4. Note: If the equipment is customer provided, the customer's company name and address must be specified in Table 1. Secondly, please provide the signed contractual agreement between the customer and your company. This is for the audit of the facility.

SCOPE OF OUTSIDE AGENCY ACTIVITY – TABLE 1						
Method	Technique	Details (Specified as applicable)	Metals (Y/N)	Composites (Y/N)	Practical Facilities (Specify location)	Equipment Availability (Customer provided(*- Note 4)/ Organisation owned/leased)
Methods Specified In EN4179						
PT	F. Water Wash	Manual, semi automated and automated				
	F.Post Emulsified	Manual, semi automated and automated				
	Colour Contrast Solvent Removable	Manual				
MT	Wet Horizontal Bench systems	CF, FF, T/B, Coil				
	Portable Systems	Yokes				
IRT / TT	Stand-alone camera applications only	N/A				
UT	Contact Testing	A, B & C scan, PE, TT, Phased array.				
	C-scan display	TT				



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SCOPE OF OUTSIDE AGENCY ACTIVITY – TABLE 1 (Continued)

Method	Technique	Details (Specified as applicable)	Metals (Y/N)	Composites (Y/N)	Practical Facilities (Specify location)	Equipment Availability (Customer provided/ Organisation owned)
UT	Immersion A & C-scan display	PE				
	Thickness Gauging	A scan & digital				
	Bond testing	Conventional UT				
RT	X-ray using film	Thin welds, components and structure.				
	Gamma ray using film & plates	Cast components				
	Digital Radiography	Thin welds, components and structure.				
	Computed Radiography	Thin welds, components and structure.				
	Computed Tomography	Thickness Measurement & Special Application				
	Interpretation	Thin welds, components and structure.				
ET	High Frequency	Analogue, Phase display				
	Low Frequency	E.g: Analogue, Phase Display				
	Dual Frequency	E.g.. Phase display				
	Dynamic (Rotating)	E.g.. Phase display				
	Conductivity	Digital				
IR	Stationary / Specialized IR system					



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I certify that the information given herein is correct and true to the best of my knowledge.

Name and Designation / Date	Signature / Company Stamp



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CHARGES FOR NDTSS/NANDTB APPROVAL OF QUALIFICATION AGENCIES

Please refer to NDTSS website <https://www.ndtss.org.sg> for all fees

FOR NDTSS/NANDTB USE ONLY			
Description	Staff Name	Date	Remarks
Application Received			
Documents Reviewed			
Issued invoice and quotation for on-site audit.			
Received documents for audit preparation			
Set audit date and appoint auditor			
Audit report received			
Corrective actions accepted			
Issued final invoice			
Received payment and approvals issued			
Update records			
Determine follow-up/reassessment audit			