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1.0 QUALIFICATIONS ASSESSMENT

- 1.1 Applicants shall meet the minimum requirements for education, training, experience, examinations, and vision prior to certification.
- 1.2 Applicants shall submit documentary evidence, acceptable to RSA, covering the following:
 - a. Education
 - b. Experience
 - c. Satisfactory completion of training
 - d. A recent vision test
- 1.3 The Certification Department shall verify all examination grades issued by the Examination Department.
- 1.4 Applicants for Radiographic Testing (RT) shall also hold a valid radiation safety certification issued by the relevant local authority.

2.0 CERTIFICATION VALIDITY

- 2.1 Certification shall become effective from the date of successful qualification assessment, as specified in Section 1.0, and shall remain valid for five (5) years unless revoked in accordance with Sections 3.0 or 5.0.
- 2.2 To remain valid, certificates must be supported by current annual verification of acceptable vision, in accordance with (see Vision Requirements).
- 2.3 If a renewal application is submitted on or before the certificate expiration date, the new certificate shall carry the same expiration date as the original certificate and remain valid for five (5) years from that date.

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- 2.4 If a renewal application is submitted after the certificate expiration date, the new certificate shall be effective from the date all renewal requirements are satisfied and shall remain valid for five (5) years from the expiration date of the original certificate.

3.0 CONDITION OF CERTIFICATION

- 3.1 NDT certification is a critical process to ensure the quality and integrity of materials, components, and structures. Certificate holders must comply with the following conditions:
- a. Examination and/or Certification Fees
 - i. Certificate holders shall pay all examination and/or certification fees due to RSA.
 - ii. Certification shall be suspended if outstanding fees are not paid.
 - b. Yearly Vision Examination
 - i. Certificate holders shall maintain a valid annual vision test in accordance with (see Vision Requirements) as it is essential to ensuring accuracy and reliability of work.
 - ii. Certification shall be suspended if a valid vision test is not maintained.
 - c. Renewal and Recertification
 - i. Certificate holders shall initiate renewal and recertification through periodic recertification examinations.
 - ii. Expired certifications shall not be used for any NDT activity.
 - d. Active Engagement in NDT
 - i. Certificate holders shall maintain documentation of all NDT work activities performed during the certification period.

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- ii. Certification shall be suspended if NDT personnel have not actively practiced the certified method for one (1) year or more within the certification period.
- e. Professional Conduct and Ethics
 - i. Certificate holders shall demonstrate professionalism, integrity, and ethical behaviour in all aspects of NDT practice.
 - ii. Certificate holders shall maintain confidentiality of sensitive information obtained during NDT inspections.
 - iii. Certificate holders shall uphold the reputation of the NDT profession through responsible and ethical conduct in dealings with clients, colleagues, and regulatory authorities.
 - iv. RSA may suspend, refuse renewal, revoke, place on probation, or reprimand a certificate holder found guilty of unauthorized practice, unethical behaviour, or violation of certification procedures and codes of ethics.
- f. Compliance with Safety and Quality Standards
 - i. Certificate holders shall strictly follow safety protocols and guidelines to ensure personnel safety and the integrity of testing procedures.
 - ii. Certificate holders shall comply with industry-specific quality standards and regulations to ensure the reliability and accuracy of NDT results.
 - iii. Certificate holders shall document all NDT activities, including test procedures, results, and reports, in accordance with established protocols.
- g. Continuing Education

Certificate holders shall participate in ongoing professional development to remain current with advancements in NDT technology and methodologies.

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3.2 Compliance with the above conditions ensures that NDT personnel maintain certification, demonstrating competence and commitment to the safety and quality of materials and structures through NDT methods.

4.0 CERTIFICATION VERIFICATION

- 4.1 RSA shall release certification test results only to the applicant, or to a person or agency designated by the applicant through a written request, accompanied by a notarized and witnessed release.
- 4.2 Requests for verification of status and certification number of NDT personnel shall be provided to the requestors. Only the certification number, date certified, expiration date, photo, status (current, revoked, etc.), and certification limitations (corrected vision, etc.) shall be provided by the RSA staff members without the express written approval of the inspector or certificate holder.

5.0 SUSPENSION AND WITHDRAWAL

- 5.1 The Certification Department shall have the authority to suspend, refuse renewal, revoke, place on probation, or reprimand an NDT personnel certification in cases of misrepresentation of facts regarding personal qualifications, status, assignments, or any other information related to certification. This applies whether the misrepresentation occurred at the time of the initial application or during subsequent applications (e.g., renewal).
- 5.2 The Certification Department may also suspend, refuse renewal, revoke, place on probation, or reprimand a certificate holder if found guilty of unauthorized practice, as defined in the Code of Ethics, Rules of Conduct, and Practice.

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- 5.3 Reinstatement of a revoked certificate may be permitted without penalty or prejudice to the individual, provided that the reason for revocation has been satisfactorily rectified and approved by the Certification Committee.

6.0 CERTIFICATION RENEWAL

- 6.1 Renewal applications shall be submitted within six (6) months prior to the certification expiration date. Applications submitted within twelve (12) months after the expiration date shall require recertification in accordance with Section 7.0.

Beyond this period, no exceptions shall be granted, and the individual must complete the full examination process as required for new applicants.

- 6.2 Certification may be renewed for a new period of five (5) years upon submission of:
- Documentary evidence of satisfactory visual acuity examination taken within the preceding twelve (12) months.
 - For RT, documentary evidence of valid radiation safety certification from the relevant local authority.
 - Evidence of being actively engaged as NDT personnel in the certified method during the most recent two (2) years of the certification period.

AND EITHER:

- Successful completion of the following, whichever is applicable:
 - For Level 1 – successful completion of a Level 1 Practical Examination as specified in Section 2.2.3, with a minimum of 50% of the required number of specimens.
 - For Level 2 – successful completion of a Level 2 Practical Examination as specified in Section 2.2.3, with a minimum of 50% of the required number of specimens.

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- iii. For Level 3 – successful completion of an NDT Procedure Writing Examination as specified in Section 2.3.4 of the Main Method Examination.

- 6.3 “Actively engaged as NDT personnel in the certified method” shall be defined as no period of one (1) year or more during which the NDT personnel has not performed the certified method. If criterion 6.2(c) is not met, criterion 6.2(d) shall be mandatory.
- 6.4 Everyone is permitted up to two (2) re-tests of item 6.2(d), provided these are attempted prior to the certificate expiry date. Individuals failing all permitted re-tests shall be recertified in accordance with Section 7.0.
- 6.5 Individuals not meeting the requirements for renewal shall fulfil the requirements for recertification as specified in Section 7.0.

7.0 RE-CERTIFICATION

7.1 Re-certification Requirements

- 7.1.1 Re-certification shall be required under any of the following conditions:
- The individual does not satisfy the renewal requirements specified in 6.2(c).
 - The individual does not pass the two (2) permitted renewal examination re-tests as specified in 6.4.
 - Every ten (10) years from the date of initial certification, regardless of renewal status.

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- 7.1.2 NDT personnel may be re-certified, and the certification renewed for a new period of five (5) years upon submission of the following:
- Documentary evidence of satisfactory visual acuity examination taken within the preceding twelve (12) months.
 - For RT, documentary evidence of valid radiation safety certification from the relevant local authority.
 - Evidence of being actively engaged as NDT personnel in the certified method within the most recent two (2) years of the certification period.
 - Successful completion of the requirements outlined in either Section 7.2 or Section 7.3.

7.2 Level 1 and Level 2

- 7.2.1 For Level 1, the applicant shall successfully complete one (1) Level 1 Practical Examination as specified in Section 2.2.3.
- 7.2.2 For Level 2, the applicant shall successfully complete one (1) Level 2 Practical Examination as specified in Section 2.2.3.
- 7.2.3 If the applicant fails to achieve a passing grade, up to two (2) re-examinations shall be permitted. These re-examinations shall:
- Be taken no sooner than seven (7) days after the previous attempt.
 - Be completed within twelve (12) months of the first recertification examination attempt.
- 7.2.4 If the applicant fails both permitted re-examinations, the certificate shall be withdrawn. To reinstate certification, the applicant shall:
- Complete additional training acceptable to the Certification Department.
 - Retake all examination elements required for initial certification.

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7.3 Level 3

7.3.1 The Level 3 applicant shall pass a written re-certification examination as specified in 7.3.2.

7.3.2 The written re-certification examination shall consist of:

- a. A minimum of twenty (20) multiple-choice questions on the application of the test method in the sector(s) concerned, demonstrating an understanding of current NDT techniques, standards, codes or specifications, and applied technology.
- b. A minimum of ten (10) multiple-choice questions on the requirements of the IPCS certification scheme.

7.3.3 To achieve a passing grade, the applicant shall score at least 80%. If the applicant fails to achieve this grade, up to two (2) re-examinations shall be permitted. These re-examinations shall:

- a. Be taken no sooner than seven (7) days after the previous attempt.
- b. Be completed within twelve (12) months of the first recertification examination attempt.

7.3.4 If the applicant fails both permitted re-examinations, the certificate shall be withdrawn. To reinstate certification, the applicant shall:

- a. Complete additional training acceptable to the Certification Department.
- b. Retake all examination elements required for initial certification.

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8.0 CERTIFICATION LEVEL UPGRADE

All IPCS certifications may be upgraded to a higher level upon the candidate satisfying the requirements for education, training, experience, vision test, and examinations as specified in Pre-Requisite through Grading.