***This Process checklist is divided into four (4) sections. Section A should be considered minimum requirements when reviewing NDT. Sections B-D are witness/observation, and considered optional (time permitting).***

Supplier Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supplier No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Audit Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **SECTION A – GENERAL** | | | | | | | | |
| A1. | a. Identify types of nondestructive testing performed at the facility being audited: | | | | | | | Supplier Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Supplier No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Audit Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Supplier Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Supplier No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Audit Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| \_\_\_MT | \_\_\_UT | | \_\_\_PT | | | \_\_\_ET |
|  | \_\_\_RT | \_\_\_VT | |  | | |  |
|  | \_\_\_Other (specify):  ***For informational purposes, however, a check should be done that compares what NDT is being performed to what welding spec/PO requirements are. In addition, sub tier suppliers capabilities should be given consideration as well.*** | | | | | | |
|  | b. Identify which test processes were witnessed and which were verified by objective quality evidence.  ***Self explanatory.*** | | | | | | |
| A2. | Are applicable NDT procedures available and approved (IF REQUIRED)? Identify procedure number, revision, date and applicable Approval Number (if required).  ***For Newport News CVN work, an approved form 4790 is the correct approval document. For the VCS program, evidence of approval is a completed and approved VPAR form. For VCS contracts, NNS can accept EB VPAR NDT procedure approvals.*** | | | | | | |
|  | MT Procedure \_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | Rev. \_\_\_ | | Date \_\_\_\_\_\_\_ | # \_\_\_\_\_\_\_\_\_ | |
| PT Procedure \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | Rev. \_\_\_ | | Date \_\_\_\_\_\_\_ | # \_\_\_\_\_\_\_\_\_ | |
| UT Procedure \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | Rev. \_\_\_ | | Date \_\_\_\_\_\_\_ | # \_\_\_\_\_\_\_\_\_ | |
| VT Procedure \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | Rev. \_\_\_ | | Date \_\_\_\_\_\_\_ | # \_\_\_\_\_\_\_\_\_ | |
| ET Procedure \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | Rev. \_\_\_ | | Date \_\_\_\_\_\_\_ | # \_\_\_\_\_\_\_\_\_ | |
| RT Procedure \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | Rev. \_\_\_ | | Date \_\_\_\_\_\_\_ | # \_\_\_\_\_\_\_\_\_ | |
| **Personnel Qualification:** | | | | | | | | |
| A3. | Are the Level III NDT Examiner personnel initially certified via the proper examination method?  ***For a Level III NDT Examiner, there are three (3) exams required: Basic, Method and Specific. Each area requires a minimum score of 70%, with an overall composite minimum of 80%. If a Level III Examiner possesses an ASNT certificate that was received by actual testing, this cert covers the Basic and Method exams. The supplier is still responsible for ensuring their Level III Examiner(s) (in-house or outsourced) receive a Specific Exam.*** | | | | | | | \_\_\_ Yes \_\_\_No |
| A4. | Are the Level II NDT inspection personnel initially certified via the proper examination method?  ***For a Level II NDT Examiner, there are three (3) exams required: General, Specific and Practical. Each area requires a minimum score of 70%, with an overall composite minimum of 80%.*** | | | | | | |  |
| A5. | Are all NDT personnel, including the examiner, recertified by examination at a minimum interval as required by specification?  ***The Level III Examiners and Level II inspectors are required to re-certify by examination by taking the required three (3) exams again (just like initial certification). The use of commercial standards where the “point system” or “continued satisfactory performance” for re-certification is NOT ALLOWED.***  ***For a Level III Examiner, they must re-certify every five (5) years for Tech Pub 271 work, and every three (3) years for MIL-STD-271F work.***  ***For a Level II Inspector, they must re-certify every three (3) years.***  ***CAUTION: If when reviewing re-certification paperwork you are presented with an ASNT cert for a Level III Examiner, that ASNT cert must have been obtained by taking the actual exams.*** | | | | | | | \_\_\_ Yes \_\_\_No |
| A6. | Are adequate records available to administer personnel qualification; e.g. name, evidence of examination given, grade, re-certification dates, signature of examiner?  ***Should be verified by review of the records.*** | | | | | | | \_\_\_Sat \_\_\_Unsat |
| A7. | Do records include evidence of performance of applicable NDT during the last 6 months to maintain qualification?  ***For Tech Pub 271 work, the Level II NDT inspectors need to perform the NDT they are qualified for once every 9 (nine) months to stay qualified. For MIL-STD-271F work, that timeframe is six (6) months.*** | | | | | | | \_\_\_Sat \_\_\_Unsat |
| A8. | a. Are vision test records available?  ***Tech Pub/MIL-STD 271 requires all NDT personnel to receive an annual eye exam to the Jaeger J-1 requirements. The record should also indicate if the person needs corrective lenses or not.*** | | | | | | | \_\_\_Sat \_\_\_Unsat |
|  | b. Do these records indicate a J1 Jaeger test or equivalent and brightness discrimination, on an annual basis?    ***For RT personnel, a brightness discrimination test is required as well.*** | | | | | | | \_\_\_Sat \_\_\_Unsat |
| A9. | Do vision test records note corrective aids (glasses) when applicable?  ***As noted in question A8 above.*** | | | | | | | \_\_\_Sat \_\_\_Unsat |
| **NDT Witnessing: The following Section B-D are to be answered as a result of observing NDT being performed and/or observation of the applicable work area:** | | | | | | | |  |
| **SECTION B: MT** | | | | | | | | |
| **Magnetic Particle (MT):**  \_\_\_Sat \_\_\_Unsat \_\_\_N/A \_\_\_Witnessed \_\_\_Review of Records | | | | | | | |  |
| B1. | Is the correct procedure readily available to the inspector?  ***Based on observation on the shop floor.*** | | | | | | | \_\_\_Yes \_\_\_No |
| B2. | Is the inspector qualified?    ***Review the NDT inspector and the overseeing Level III Examiner’s qualifications per section A above.*** | | | | | | | \_\_\_Yes \_\_\_No |
| B3. | Is the amperage within the procedure range?  ***The MT equipment amperage should match with the MT procedure being utilzyed.*** | | | | | | | \_\_\_Yes \_\_\_No \_\_\_N/A |
| B4. | Is the lighting adequate per procedure?  ***Reference the approved MT procedure for specific lighting requirements and ensure proper lighting at the inspection spot is being used.*** | | | | | | | \_\_\_Yes \_\_\_No \_\_\_N/A |
| B5. | Are correct accept/reject criteria being applied?  ***Reference the applicable NDT procedure for usage at the inspection station.***  ***For NDT inspections conducted in support of welds to MIL-STD-278F, NAVSHIPS 0900-LP-003-8000 should be used. For welds to Tech Pub 278, MIL-STD-2035A should be used.*** | | | | | | | \_\_\_Yes \_\_\_No \_\_\_N/A |
| B6. | Are records of MT performed adequate i.e. inspector and date, joint or piece inspected, equipment used, number and type of defects, repair description?  ***The minimum that MT inspection records should contain is:***   * ***description/ID of piece being examined*** * ***procedure, instruction/equipment info*** * ***acceptance standard*** * ***date of inspection*** * ***signature of inspector*** * ***disposition (accept/reject)*** | | | | | | | \_\_\_Yes \_\_\_No \_\_\_ N/A |
| B7. | Is equipment calibration current?  ***Verified via calibration records*** | | | | | | | \_\_\_Yes \_\_\_No \_\_\_N/A |
| **SECTION C: PT** | | | | | | | | |
| **Liquid Penetrant (PT):** \_\_\_Sat \_\_\_Unsat \_\_\_N/A \_\_\_Witnessed \_\_\_Review of Records | | | | | | | |  |
| C1. | Is the correct procedure available to the inspector?  ***Based on observation on the shop floor.*** | | | | | | | \_\_\_Yes \_\_\_No |
| C2. | Is the inspector qualified?  ***Review the NDT inspector and the overseeing Level III Examiner’s qualifications per section A above.*** | | | | | | | \_\_\_Yes \_\_\_No |
| C3. | Is the lighting adequate per procedure?  ***Reference the approved MT procedure for specific lighting requirements and ensure proper lighting at the inspection spot is being used.*** | | | | | | | \_\_\_Yes \_\_\_No \_\_\_N/A |
| C4. | Are correct accept/reject criteria being applied?  ***Reference the applicable PT procedure for usage at the inspection station.***  ***For NDT inspections conducted in support of welds to MIL-STD-278F, NAVSHIPS 0900-LP-003-8000 should be used. For welds to Tech Pub 278, MIL-STD-2035A should be used.*** | | | | | | | \_\_\_Yes \_\_\_No |
| C5. | Are the correct precleaning, penetrant and inspection developer dwell times being used?  ***The appropriate PT procedure will list out precleaning times, penetrant times and developer dwell times. The inspector should have a means to monitor how long each of these has been applied, and should stay within the timeframe required in the procedure.*** | | | | | | | \_\_\_Yes \_\_\_No |
| C6. | Are there adequate records of PT performed?  ***The minimum that PT inspection records should contain is:***   * ***description/ID of piece being examined*** * ***procedure*** * ***Penetrant manufacturer and type ID*** * ***acceptance standard*** * ***date of inspection*** * ***signature of inspector*** * ***disposition (accept/reject)*** | | | | | | | \_\_\_Yes \_\_\_No |
| **SECTION D: VT** | | | | | | | | |
| **Visual Inspection (VT):**  \_\_\_Sat \_\_\_UnSat N/A \_\_\_Witnessed \_\_\_Review of Records | | | | | | | | |
| D1. | a. Is the correct procedure readily available to the inspector?  ***Based on observation on the shop floor.*** | | | | | | | \_\_\_Yes \_\_\_No |
|  | b. Is performance in accordance with the procedure?  ***Based on observation and discussion with Level II VT inspector. When feasible, observation(s) of performance should be conducted on actual work completed to the invoked specifications.*** | | | | | | | \_\_\_Yes \_\_\_No |
|  | c. When applicable, is the correct magnification used?  ***If magnification is required by either the supplier’s procedure or the specification requirements, the correct magnifying equipment should be on station as needed.*** | | | | | | | \_\_\_Yes \_\_\_No |
| D2. | Is the inspector qualified?  ***Review the NDT inspector and the overseeing Level III Examiner’s qualifications per section A above.*** | | | | | | | \_\_\_Yes \_\_\_No |
| D3. | Are adequate gages and measuring devices available to perform inspection in accordance with the procedure?  ***As a minimum, welding fillet gauges should be employed. Other gauges/measuring equipment that should be considered are:***   * ***Bridge cam gauge*** * ***Machinist’s Scale*** * ***Undercut depth measuring devices*** | | | | | | | \_\_\_Yes \_\_\_No \_\_\_N/A |
| D4. | Is lighting adequate?  ***Reference the approved VT procedure for specific lighting requirements and ensure proper lighting at the inspection spot is being used.*** | | | | | | | \_\_\_Yes \_\_\_No |
| D5. | For VT of welds, do inspections and records adequately cover the cover the following:  ***Based on a review/sample of VT records and observations/discussions with the NDT VT personnel on the shop floor.*** | | | | | | |  |
|  | \* Weld size \_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | \_\_\_Yes \_\_\_No |
|  | \* Weld configuration \_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | \_\_\_Yes \_\_\_No |
|  | \* Surface uniformity \_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | \_\_\_Yes \_\_\_No |
|  | \* Surface cleanliness \_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | \_\_\_Yes \_\_\_No |
|  | \* Physical defects \_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | \_\_\_Yes \_\_\_No |
|  | \* Contour of welded and/or ground surface \_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | \_\_\_Yes \_\_\_No |
| D6. | For VT of items other than welds, are records available?  ***If the specification/contract requires a bonafide*** | | | | | | | \_\_\_Yes \_\_\_No |

Additional Comments/Concerns: