



**JNANDTB BOARD MEETING**  
**Thursday 04<sup>th</sup> July 2024**  
**10:00 to 15:00hrs**  
**South Sydney Graphic Arts Club**  
**Meeting Minutes**

<b>Venue</b>	South Sydney Graphic Arts Club (182 Coward Street, Mascot)
<b>Chair</b>	Rodd Smith
<b>Secretary</b>	Frank Simmer
<b>Attendees</b>	Rodd Smith (RS), Ron Quirk (RQ), Frank Simmer (FS), Garry Bowden (GJB), Scott Newcombe (SNe), Alisa Hewling (AH), Roger Lumley (RL)
<b>Guests</b>	David Punshon (DP- CASA),
<b>Apologies</b>	Shane Norman, Shane Wilson, Jason Maitland
<b>Zoom Attendees</b>	Geoff Britton, Darryn Boshier

<b>Time</b>		<b>AGENDA ITEM</b>	<b>Assign</b>	<b>Action</b>	<b>Status</b>
<b>10:00</b>	<b>1</b>	Welcome of Guests – apologies	RS	10:05	
	<b>2</b>	Meeting Protocol (phones off; respect one another)	RS		
	<b>3</b>	Adopt Agenda	RS	Accepted RQ	
	<b>4</b>	Disclosure of Interest	All		
	<b>5</b>	Accept previous minutes	RS	Accepted GJB As published on the website	
	<b>6</b>	<b>General Business and actions from previous</b>			

	minutes			
6.1	Procedures Review	RS	<p>NA-025 improvement.</p> <p>Develop Checklist for document review to reduce risk of errors. Draft FPI procedures assessment check list is included in the info pack.</p> <p>The consensus from Board members is to develop a Checklist for each method is an aid for the procedure reviewer and the procedure author to include all aspects of the procedure so as the technique can be reliably reproduced by all users and is considerate of the quality controls as applicable to the process.</p> <p>Defect detectable sizes fall outside of the scope of the checklist, and are in the control of the cognizant engineering authority. The procedure should reference the purpose of the inspection and qualify defect sensitivity.</p> <p>04/07/2024 Final Draft in info pack for publication on the website. Nil corrections or objections Accepted.</p> <p><b>Action FS:</b> Publish on website in “other documents and guides” page <b>Action SNo:</b> Allocate MPI checklist to Shane Norman</p>	In work
6.2	Board Membership	FS	<p>FS reports back after canvassing design organisations for representation. No other interest.</p> <p><b>Action FS:</b> Notation on Website: Guests always welcome.</p>	In Work
7	Examinations report	GJB	Nil examination reviews for this period	Fixed agenda
8	Correspondence	FS	<p>Stuart Norman – New AINDT CEO (Nov 12 BNE Asia Pacific MRO conference- Alisa offered maybe able to represent the Board.) TP Aerospace reply on documentation for a NA024 application</p>	Fixed agenda

9	Chairman's report	RS	In Info pack	Fixed agenda
10	Secretary/Financial Report	FS	In Info pack	Fixed agenda
11	Website Report	FS	Website statics contained in info pack	Fixed agenda
12	AINDT Report		Nil <b>Action FS and Shane Norman:</b> make contact AINDT and new MOU?	Fixed agenda
13	CASA Report	DP	<ul style="list-style-type: none"> <li>CASA Briefing sessions (1.NDT Qualification &amp; Certification, 2. NDT Legislation and audit aspects, 3. NDT practical applications).</li> <li>Grant agreement progress? TBA</li> <li>Part 43 progressing. To be tabled in Parliament.</li> <li>CAR30, P145, and P43 will all exist in parallel. Transition period to be determined.</li> </ul>	Fixed agenda
14	ADF Report	GW	<ul style="list-style-type: none"> <li>Current Level 2 course in progress (Week 12 of 32)</li> <li>Non- Film Radiography in development- Late 2024</li> <li>New platforms – less NDT specific and more general procedures</li> </ul>	Fixed Agenda
15	European Forum Report	RQ	<ul style="list-style-type: none"> <li>New Procedure ANDTBF17 (training and examination centers)</li> <li>Check country presentation up to date</li> <li>Much discussion about secretarial support which is wanting.</li> <li>End of 2025 new PR EN4179 for review</li> <li>Tumbling E is out</li> <li>Review of Procedure ANDTBF 08 by October response on (Organisation, Duties and Responsibilities of NANDTB's as Members of ANDTBF)</li> <li>Helmut Holler says G'day to G Bowden</li> <li>Subcommittee report on Annual Maintenance 7 pages turning into a monstrosity much discussion more to follow.</li> </ul>	Fixed Agenda

	<b>16</b>	Procedures review	RS	Send out NA-001/ 003/ 004 for next meeting <b>Action FS:</b> to review and circulate	Fixed agenda
	<b>17</b>	Members development/ continuation training	All	<b>Action all:</b> share communications on upcoming events and papers	Fixed agenda
	<b>18</b>	Standards Australia Report	FS	Nil	Fixed agenda
	<b>19</b>	<b>New Business</b>			
	<b>19.1</b>	<b>AS3669</b>	FS	NANDTB needs to write to CASA to articulate transition to EN4179 DP: Now is the right time to do it. CAO's are currently in review, Part43 is on the threshold.  Board needs to demonstrate differences, and show benefits (alignment with worlds best practice) and burden to industry. Include the key differences (Training hours, competency assessment requirements, verifiable tasks, annual maintenance). Also include offer to assist in a transition framework for organisations to follow (timeline and recertification flexibilities)	

				<p><b>Action RS &amp; FS:</b> Circulate the letter to the Board to achieve consensus before forward to CASA.</p> <p>DP: Include suggestion on a solution- include in MOS, and prospective new standards.</p>	
	<b>20</b>	<b>Questions without notice</b>			
	<b>20.1</b>	Neil Joiner	FS	<p><b>Action FS:</b> Website should reflect he is no longer active from 28/06/2024. Also letter to CASA he is now deceased.</p>	
	<b>20.2</b>	Permission to add NANDTB website to a company website	FS	Boards position is this could suggest implied endorsement of the company, which is contrary to conflict of interest policy.	
	<b>20.3</b>	John Michael	GJB	<p>Whereabouts unknown.</p> <p><b>Action FS:</b> enquiry to Quickstep.</p>	
	<b>21</b>	<b>Next meeting</b>		<p>Proposed meeting dates for 2024</p> <p>1) 07/November/2024- Sydney</p> <p>NOTES:</p> <p>1) ZOOM Video conference is available at any time on any subject</p>	
<b>15:00</b>	<b>22</b>	<b>Close</b>		13:30	