



**National Board
Acceptance of Authorized Inspection
Agencies (AIA) Accredited by the
American Society of Mechanical Engineers
(ASME)**

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1.0 Scope

This document contains requirements for an Authorized Inspection Agency to obtain a National Board *Certificate of Acceptance* for the purposes of employing Authorized Inspectors and Authorized Inspector Supervisors.

Authorized Inspection Agencies seeking to perform repair and alteration inspection activities shall be accredited by the National Board in accordance with the requirements of this document as specified in paragraph 4.1.

Authorized Nuclear Inspection Agencies seeking to perform nuclear repair and alteration inspection activities shall be accredited by the National Board in accordance with the requirements of this document as specified in paragraph 4.2.

2.0 Introduction

An Authorized Inspection Agency (AIA) is an inspection organization meeting the requirements of ASME Qualifications for Authorized Inspection, QAI-1, and has been issued a *Certificate of Accreditation* as an AIA by ASME. Such organizations must employ Authorized Inspectors and Authorized Inspector Supervisors who meet the requirements of NB-263, RCI-1, *Rules for Commissioned Inspectors*, and ASME QAI-1, *Qualifications for Authorized Inspection*.

In addition to an ASME *Certificate of Accreditation*, an AIA shall also obtain a National Board *Certificate of Acceptance* as an Authorized Inspection Agency as addressed in this document. Possession of a National Board *Certificate of Acceptance* permits an AIA to employ Authorized Inspectors and Authorized Inspector Supervisors as defined in ASME QAI-1.

3.0 Application

- An AIA that is seeking to obtain or renew a *Certificate of Acceptance*, must apply to the National Board using forms obtained from the National Board. (See Paragraph 5.0).

The AIA must include a controlled copy of its quality program manual with the application for a *Certificate of Acceptance*. The AIA's quality program manual will be kept on file by the National Board for informational purposes only, except as described in Paragraph 4.0.

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- An organization that is in the process of becoming an ASME accredited AIA, but is ineligible to employ Authorized Inspectors and Authorized Inspector Supervisors prior to the issuance of the *ASME AIA Certificate of Accreditation*, may request a National Board *Provisional Certificate of Acceptance*. An organization seeking to obtain a *Provisional Certificate of Acceptance* must apply to the National Board using forms obtained from the National Board. (See Paragraph 5.0).

The *Provisional Certificate of Acceptance* permits the prospective AIA to employ National Board Commissioned Inspectors during the process of ASME accreditation. It also permits employees of the prospective AIA to make application for a National Board commission or endorsement. The organization will not be permitted to perform inspections until the organization has been issued an *AIA Certificate of Accreditation* from ASME, and Authorized Inspectors and Authorized Inspector Supervisors employed by the AIA have received their commissions/endorsements. Further details of the process are described in Attachment 1.

- All documents and communications with the National Board must be in the English language.
- There shall be an agreement that the National Board Commission and Endorsements issued to the Authorized Inspector/Repair Inspector will remain the property of the Authorized Inspection Agency, and will be returned to the Authorized Inspection Agency upon termination of the agreement.
- There shall be an agreement that the Authorized Inspector/Repair Inspector will not engage in any activity constituting a conflict of interest.

4.0 National Board Inspection Code Inspections

4.1 Repair/Alteration Acceptance Inspection Activities

- An AIA, meeting the requirements of this document, may provide third party inspection services for repairs and alterations in accordance with the National Board Inspection Code, provided:
 - an application for the additional scope of repairs and alterations inspection activity, a copy of the *AIA Certificate of Accreditation*

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from ASME, and a controlled copy of the quality manual is submitted to the National Board for review and acceptance or the quality manual is approved at the time of the ASME AIA Review by a National Board Team Member, and ;

- the appropriate National Board commissions/endorsements are held by the Authorized Inspector/Authorized Inspector Supervisor performing the inspections.
- Once a successful review has been completed, a controlled copy of the most current approved quality manual must be submitted to the National Board.
- The AIA's written quality manual shall include provisions which cover the scope of inspection services for repairs and alterations. The repairs and alterations manual or repairs and alterations section(s) of the ASME Quality Manual shall meet the requirements of, the NBIC, NB-381, *Quality Program for Inspection Organizations*, NB-263, *RCI-1, Rules for Commissioned Inspectors*, and this document,
- Any revision to the repair/alteration manual or repair/alteration section(s) of the ASME quality manual are subject to review and acceptance by the National Board prior to implementation.
- Subsequent National Board *Certificates of Acceptance* shall be renewed as described in Paragraph 3.0 and 4.0.

4.2 Nuclear Repair/Alteration Acceptance Inspection Activities

- An AIA, meeting the requirements of this document, may provide third party inspection services for nuclear repairs and alterations in accordance with the National Board Inspection Code, provided:
 - an application for the additional scope of nuclear repairs and alterations inspection activity, a copy of the *AIA Certificate of Accreditation* from ASME with a scope including ASME Sections III and XI, and a controlled copy of the quality manual is submitted to the National Board for review and acceptance or the quality manual is approved at the time of the ASME AIA Review by a National Board Team Member, and;

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- the appropriate National Board commissions/endorsements are held by the Authorized Nuclear Inspector/Authorized Nuclear Inspector Supervisor performing the inspections.
- Once a successful review has been completed, a controlled copy of the most current approved quality manual must be submitted to the National Board.
- The AIA's written quality manual shall include provisions which cover the scope of inspection services for nuclear repairs and alterations. The nuclear repair and alteration manual or nuclear repair and alteration section(s) of the ASME Quality Manual shall meet the requirements of, the NBIC, NB-381, *Quality Program for Inspection Organizations*, NB-263, *RCI-1, Rules for Commissioned Inspectors*, and this document,
- Any revision to the nuclear repair/alteration manual or nuclear repair/alteration section(s) of the ASME quality manual are subject to review and acceptance by the National Board prior to implementation.
- Subsequent National Board *Certificates of Acceptance* shall be renewed as described in Paragraph 3.0 and 4.0.

5.0 National Board Forms/Information

- The Application form for a new or renewed *Certificate of Acceptance* and the Application form for a *Provisional Certificate of Acceptance* may be obtained from the National Board website (www.nationalboard.org).
- The application and the quality manual may be submitted to the Accreditation Department at accreditation@nationalboard.org or through conventional mail services.

**Issuance of National Board Commissions/Endorsements
to Individuals Employed by an Organization Making an Initial Application for an
AIA Certificate of Accreditation from ASME**

- Authorized Inspectors/Authorized Inspector Supervisors holding valid National Board commissions and applicable endorsements may have their Commissions and Endorsements transferred from a previous employer to the AIA making initial application for an *AIA Certificate of Accreditation* from ASME. The Authorized Inspector/Authorized Inspector Supervisor must submit an Application for Change of Employment, NB-216-1, to the National Board.

Upon acceptance of the Application, the National Board will send an acknowledgement to the prospective AIA indicating the Authorized Inspector's/Authorized Inspector Supervisor's commissions/endorsements will be transferred to the AIA upon issuance of the *AIA Certificate of Accreditation* from ASME.

- Individuals not holding National Board commissions/endorsements must submit an Application for the Authorized Inspector Commission (NB-120-2) to the National Board, and must:
 - identify the prospective AIA as their employer,
 - comply with the education and experience requirements of NB-263, RCI-1, Rules for Commissioned Inspectors, and
 - complete any required training and pass the examination for each applicable commission/endorsement for which applied.

When the above requirements are met, the National Board will send an acknowledgement to the AIA indicating the Authorized Inspector's/Authorized Inspector Supervisor's commissions/endorsements will be issued to the AIA upon issuance of the *AIA Certificate of Accreditation* from ASME.