

Perform Air International Inc.
NDT Manual
Section: IX - Qualifications
Qualifying Non-Destructive (NDT) Inspection Personnel Procedure

Revision	Revision Date	Revision Change
N/I	02/08/2010	Initial Release/Re-release
1	09/04/2012	Repagination of Procedure. Revision to header, 1.0, 2.0, 3.0, 4.0 thru 4.12, 5.1.1 thru 5.1.3.3, 5.1.3.5, 5.1.4.1, 5.1.5, 5.2, 5.2.3, 5.2.3.2, 5.3 thru 5.3.1, 5.4 thru 5.4.1, 5.5, 5.6 and 6.0 thru 6.8. Added 4.13 and 4.14
2	03/31/2015	Revision to 6.7 for change in form number.
3	05/31/2018	Removed 6.8
4	02/28/2019	Revised 6.7 form number to 70.28 (formerly 62.28)
5	10/16/2020	Revised 3.0, 5.4.2 and 5.5.1.2
6	03/31/2021	Add 4.5 and revised 5.1.4 to align qualifications and experience with ATA Spec 105. Corrected editorial error in 5.4.2.2.
7	07/07/2023	Revision to 6.7 Form number change.
8	11/20/2024	Revised 3.5, Table I, 5.4.1, revised 6.0 form numbers as follows: 60.07 to 55.13, 60.08 to 55.14, 60.09 to 55.15, 60.10 to 55.16
9	5/22/2025	Revised 5.3.1

1.0 Purpose:

To provide a guideline of the NDT Qualifying Process performed at Perform Air International Inc.

2.0 Scope:

This procedure meets or exceeds the requirements of Air Transport Association (ATA) specification 105 for training, qualifying, examining, and certifying of nondestructive testing personnel for inspection of aircraft components at Perform Air International Inc. It establishes criteria for the qualification for personnel requiring appropriate knowledge of the technical principles underlying the nondestructive tests they perform.

3.0 Responsibility:

- 3.1** It is the responsibility of Company Level III Inspectors to maintain this procedure.
- 3.2** It is the responsibility of Company Level III Inspectors to ensure that all NDT inspectors are properly trained.
- 3.3** It is the responsibility of the Training Manager to maintain employee training records as per the Records Retention Table.
- 3.4** It is the responsibility of Company Level I, II and III Inspectors to conduct NDT inspections at Perform Air International Inc. as stated on the SL.02 Roster of Inspection Personnel.
- 3.5** It is the responsibility of the Executive V.P. of Operations to oversee the program for the maintenance function.

4.0 Definitions:

- 4.1 Certification:** Written testimony of qualification.

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- 4.2 Certification File:** Personnel file containing the NDT inspector's objective evidence of training, experience, eye exam, and certification.
- 4.3 Certifying agency:** The employer of the personnel being certified.
- 4.4 Closed book examination:** An examination administered without access to reference material except that provided with or in the examination. Questions utilizing such reference material shall require understanding of the information contained therein rather than mere location.
- 4.5 Formal Training:** An organized and documented program of learning activities designed to impart the knowledge and skills necessary to be qualified to the applicable method. Formal training may consist of any combination of classroom, practical and programmed self-instruction.
- 4.6 Instructor:** The instructor shall meet the requirements of a Level III and have the necessary skills and knowledge to plan, organize, and present classroom, laboratory, or on-the-job training programs of instruction in accordance with approved course outlines, in the method for which certified. The individual shall be thoroughly familiar with the theory and practical applications of the method as utilized by the employer. The individual shall not conduct nondestructive testing for the acceptance of parts unless he / she are properly qualified.
- 4.7 Method:** One of the disciplines of nondestructive testing, e.g., liquid penetrant Inspection.
- 4.8 On the Job Training:** Acquiring knowledge and skills in an actual work environment. This includes training in learning instrument set up, equipment operation, recognition of indications, and interpretation under the technical guidance of an experienced, Level II, Level III or other designated individual.
- 4.9 Outside agency:** The organization under contract for NDT services, which may include an examination of personnel to the requirements of this standard. Consultants and self-employed individuals are included in this definition.
- 4.10 Qualification:** Demonstrated skill, training, knowledge and experience required for personnel to properly perform the duties of a specific job.
- 4.11 Technique:** Categories within a method, e.g., portable fluorescent dye penetrate.
- 4.12 Training:** The program developed to impart the knowledge and skills necessary to qualify.
- 4.13 Trainee:** An individual participating in a training program for an NDT method who is not certified. Trainees shall obtain work experience only under the direct supervision of a qualified instructor, Level II or Level III in the same method. Trainees shall not independently conduct tests, make, accept or reject decisions, or perform any other NDT functions.
- 4.14 Snellen Eye Chart:** Snellen Eye Chart is used to measure visual acuity for NDT personnel
- 4.15 Jaeger:** Standard Reference Eye Chart used to measure visual acuity of NDT Personnel.

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5.0 Procedure for Qualifications/Examinations/Certification/Recertification:

5.1 NDT Qualification:

5.1.1 An NDT individual must have sufficient training and experience and/or possess an Airframe and /or Powerplant License or Repairman Certificate as required by Perform Air International Inc. to properly perform the necessary tasks. Qualified instructors are exempt from the above-mentioned licenses or certificates.

5.1.2 An NDT individual shall be qualified to direct and perform tests in the method concerned. The individual must also be able to set up and calibrate equipment (where applicable), read and interpret indications and evaluate them with reference to applicable standards and specifications. The individual should be thoroughly familiar with the scope and limitations of the method and should have the ability to apply detailed techniques to products or parts within the limit of the qualifications. They shall be able to organize and report nondestructive testing results.

5.1.3 Levels of Qualification

5.1.3.1 Level I Special - Level I Special is the first certifiable qualification level. Personnel may be qualified and certified to this level when they perform a specific task. Classroom instruction and on-the-job training may be limited to the specific requirements to perform the task as required by the air carrier. Certification shall be limited to that specific task i.e. Eddy Current Inspection of aircraft wheels.

5.1.3.2 Level I - The Level I certification shall be for a specific method. The individual shall have the skills and knowledge to perform specific tests, specific calibrations, specific interpretations and evaluations for acceptance or rejection, and document the results in accordance with specific procedures. The individual shall be knowledgeable of any necessary preparation of parts before or after inspection. The individual shall be able to follow procedures in the techniques for which they are certified and shall receive the necessary guidance or supervision from a qualified Level II, Level III or other designated individual. The individual shall meet the requirements of Table I.

5.1.3.3 Level II - The Level II individual shall have the skills and knowledge to set up and calibrate equipment, conduct tests, and to interpret, evaluate, and document results in accordance with procedures in all techniques utilized by Perform Air International Inc. in the method certified. The individual shall be thoroughly familiar with the scope and limitations of the method to which they are certified and shall be capable of providing on-the-job training for trainees and Level 1 personnel. The individual shall be able to organize and document NDT results. The individual shall be familiar with the codes, standards, and other documents that control the method as utilized by Perform Air International Inc. The individual shall meet the requirements of Table I.

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5.1.3.4 Level III - The Level III individual shall have the skills and knowledge to interpret codes, standards, and other regulatory documents that control the method as utilized by Perform Air International Inc.; select the method and technique for specific inspection; select and / or design equipment and reference standards; and verify the accuracy of procedures. Only individuals certified to this procedure shall have the authority to approve NDT procedures for technical adequacy in the method to which they are certified. The individual shall also have general knowledge of all other NDT methods utilized by Perform Air International Inc. The individual shall be capable of conducting or directing the training and examination of personnel in the method certified.

5.1.3.5 A Level III from an outside agency may be designated by Perform Air International Inc. to perform Level III services such as training, certification and the authorization of NDT procedures. Such designation shall be accomplished by a letter on file at Perform Air International Inc. Qualification of an outside Level III may be established by possession of a current American Society for Nondestructive Testing (ASNT) Level III certificate in the applicable test discipline.

NOTE: Qualification requirements for all Levels are summarized in Table I and Table II.

METHOD	FORMAL INSTRUCTION ¹	EXPERIENCE (HOURS) ²	
		Level I ³	Level II ⁴
Liquid Penetrant	16 Hours	70	140
Magnetic Particle	16 Hours	70	210

TABLE I

Note: Footnotes listed in table apply to the following:

Note: 1	Classroom hours apply to Level I. No additional classroom instruction is required for Level II or Level III qualification.
Note: 2	Initial experience may be gained simultaneously in two or more methods if: (a) The candidate spends a minimum of 25% of work time on each method for which certification is sought, and (b) The remainder of work time claimed as experience is spent in NDT-related activities.
Note: 3	Experience required qualifying as a Level I.
Note: 4	Level I experience required qualifying as a Level II.

TABLE II

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5.1.4 Formal training shall include on-the-job instructions in basic principles, products, equipment, operating procedures and test techniques that the individual will encounter in his work assignment.

5.1.4.1 Formal classroom training shall be taught with Training Syllabi, as revised.

5.1.4.2 Formal classroom training shall be documented by means of an Employee Training Record (Form 66.01) bearing the student name, NDT test discipline, number of hours administered, date, and signature of the Level III instructor.

5.1.5 On-the-job experience used to initially qualify as a Level I or II may be documented by Perform Air International Inc. Employee Training Record (Form 66.01). Experience gained after certification to Level II inspector need not be documented. Experience completed with former employers may be documented in a letter format by the previous or current employer.

5.2 Qualification Requirements: To be considered for certification, a candidate shall satisfy one of the following criteria for the applicable NDT skills.

5.2.1 Level I SPECIAL: Table I initial classroom hours and on-the-job training experience shall be sufficient to qualify an individual for certification for a specific task.

5.2.2 Level I / Level II: Table I initial classroom hours and on-the-job training experience shall be sufficient to qualify an individual for Level I or Level II. The individual shall have an Airframe, Powerplant or Repairman Certificate, as required by Perform Air International Inc.

5.2.3 Level III: The candidate shall have graduated from a minimum four-year college or university curriculum with a degree in engineering or science, plus one year minimum experience in NDT testing in an assignment comparable to that of an NDT Level II in the applicable NDT method(s);

5.2.3.1 Have completed two years of engineering or science study at a university, college, or technical school, plus two years' experience in assignments at least comparable to that for NDT Level II in the applicable NDT method(s);

5.2.3.2 Or have four years' experience in an assignment at least comparable to that of an NDT Level II in the applicable NDT method(s).

5.3 Examination: Individuals qualified shall pass a physical, general, and practical examination in order to be certified.

5.3.1 Physical Exam: An examination to assure vision of at least one eye, either corrected or uncorrected, must be such that the employee can read SNELLEN Eye Chart equivalent of 20 / 25 (Jaeger #2). Distance vision, of at least one eye

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either corrected or uncorrected, must be equal to or better than SNELLEN Eye Chart equivalent 20/50 (Jaeger #3). The examination must be on a periodic basis, *as required in accordance with ATA 105 1-6*. As part of the vision test, the individual shall be able to distinguish and differentiate between colors used in the method for which certification is sought.

5.3.2 General Exam: The general examination for all skill levels shall be a closed-book examination consisting of questions that cover the basic test principles relative to the applicable method and the equipment, operating procedures and test techniques that the individual may encounter in his assignment. The exam shall be composed of pertinent questions covering the applicable method and shall also cover the specifications or standards used by Perform Air International Inc. in its nondestructive testing procedures. A minimum of 40 questions shall be used for the general examination.

5.3.3 Practical Exam: As part of the classroom training, the individual being considered for qualification shall satisfactorily demonstrate that he / she is familiar with and can operate the necessary test equipment and interpret the resultant information to the degree required by the Level III. Such satisfactory demonstration of abilities shall be documented on the NDT course certificate. In addition, the certification candidate shall demonstrate proficiency by using the appropriate method to examine at least one test sample for each technique. The candidate shall interpret, evaluate and document the results of the examination of the test samples. At least two test samples shall be evaluated for each method. The test samples shall be representative of the products to be encountered by the candidate in the performance of his/her duties. The checklist shall include proficiency in the use of the procedures and equipment or materials, adherence to procedural details, and the accuracy and completeness of interpretations and evaluations of indications.

5.3.4 Grading and Examinations: A Level III or other qualified examiner selected by the certificate holder's organization shall conduct and grade the qualification examinations for each classification. Examinations administered for qualification shall result in a composite grade of at least 80 percent, with no individual examination having a grade less than 70 percent. All examination scores shall be of equal weight in determining the average score.

5.3.5 Re-examination: Candidates failing the examinations, at the discretion of Perform Air International Inc., may be given time for additional studies and be re-examined. The reexamination shall not utilize the same questions or specimens that were used in the initial examination.

5.4 **Certification:** Upon satisfactory completion of the required classroom training, shop OJT, and examinations, the individual shall be certified to a Level I or II status. Individuals with the appropriate experience and education as defined in paragraph 5.2.3 of this procedure may be certified as a Level III.

5.4.1 NDT certification shall be documented on Perform Air International Inc. NDT Certification Record (*Form 55.16*).

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5.4.2 The NDT certification period will be as follows:

5.4.2.1 Level I and II will be recertified at an interval not to exceed three (3) years.

5.4.2.2 Level III will be recertified at an interval not to exceed five (5) years.

5.5 Requalification / Recurrent Training:

5.5.1.1 Personnel shall be required to be retrained or re-examined and their certification continued or revoked at the discretion of the certificate holder when they demonstrate unsatisfactory performance; or have been inactive in the method for a six-month period.

5.5.1.2 At the end of a certification period, the NDT inspector may be re-certified. Re-certification requires that the inspector be evaluated for compliance with performance standards, by a Level III or other designated individual, at an interval not to exceed those intervals in 5.4.2.

5.6 Training Records will be retained as per Records Retention Table (Att.52.07)

6.0 Records:

- 6.1** ATA Specification 105
- 6.2** Employee Training Record (Form 66.01)
- 6.3** Process Control Form MPI (Form 55.13)
- 6.4** MPI Technique (Form 55.14)
- 6.5** Penetrant Process Control Log (Form 55.15)
- 6.6** NDT Certification Record (Form 55.16)
- 6.7** Visual Acuity Record (Form 66.04)