



NRCCan Renewal

Structured Credit System Application

Renewal's due April 15, 2026 and later

For further assistance contact:

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QCCC NTS Certification Coordinator

289-680-0123 or sharon@qcccanada.com



General Information

NRCan [NDT Certification Renewal Guide](#)

- **For Renewal's due April 15, 2026 and later ONLY**
- Can apply up to 1 year in advance of expiration date
- Candidates who have had a significant interruption in work activities or are not able to meet the Structured Credit System will be required to complete a practical examination.

These instructions provides 6 Steps to follow. Recommend downloading forms and reading all instructions in this presentation prior to completing Renewal Application Process.

The following forms are required when applying for Renewal using the Structured Credit System. (Forms are available at the following link [NRCan Forms](#)):


- ✓ Renewal Application Form (for certifications due for renewal April 15, 2026 and later)
- ✓ Structured Credit System Application Form for Renewal
- ✓ Vision Test Report Form for Non-Destructive Testing Personnel
- ✓ NRCan National Non-Destructive Testing Certification Body Code of Conduct

NOTE: Ensure that all forms/pages/form fields are completed prior to the attestation signatures being completed (SEE STEP #5)

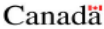
STEP #1 – Renewal Application Form

Page 1



 Natural Resources Canada / Ressources naturelles Canada

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Canada 

RENEWAL APPLICATION FORM FOR NON-DESTRUCTIVE TESTING CERTIFICATION

for certifications due for renewal April 15, 2026 and later

These documents must be completed in their entirety to be processed by the Natural Resources Canada (NRCAN) National Non-Destructive Testing Certification Body (NDTCB). This application form is for candidates applying for Non-Destructive Testing (NDT) certification renewal according to the CAN/CGSB-48.9712-2022 standard whose certifications expire April 15, 2026 and later. Renewal is the process for maintaining valid NDT certification via structured credit system, verification of continued satisfactory work activity, and other requirements as described on pages 4-6 of this form. Please view the Certified Personnel Directory to find out when your certifications expire and require renewal or recertification. If one or more of your certifications is due for renewal, you may apply for renewal up to 12 months in advance of the certification expiry date by completing and submitting this 8.2.1-075 - Renewal Application Form for Non-Destructive Testing Certification for the applicable certification(s) as well as the 8.2.1-073 - Structured Credit System Application Form for Renewal for each applicable certification. If one or more of your certifications is due for recertification, you may apply up to 15 months in advance of the due date by completing and submitting the 8.2.1-005 - Recertification Application Form for Non-Destructive Testing Certification for the applicable certification(s). Please note: If you have multiple certifications, you may have different expiry dates for one or more of those certifications. Certifications that have the same expiry dates may not all require renewal or recertification at the same time; in this case you can only submit a renewal application form for certifications that require renewal, and you can only submit a recertification application form for the certifications that require recertification. Candidates with one or more withdrawn or suspended certifications that qualify for revalidation must contact the NRCAN NDTCB for more information. Renewal, recertification and revalidation are separate processes.

Preferred Language: English ☐ Français ☐ NRCAN NDTCB Registration #

Name Surname (Last Name) / Given Names

Former Surname (last name) if applicable Date of Birth: YYYY MM DD

Address of Residence

City Province/Territory Postal Code

Mailing Address (if different from above)

City Province/Territory Postal Code

Primary Email Address

Telephone (home) Telephone (alternate phone or cell)

Present Employer

Contact Name Job Title

Address

City Province/Territory Postal Code

Telephone Email

I am applying to renew the following method/sector-specific NDT certifications:

Radiographic testing (RT)		Ultrasonic testing (UT)	UT Phased array (UT-PA)	Magnetic testing (MT)	Penetrant testing (PT)	Eddy current testing (ET)	Visual testing (VT)
EMC Sector	Aerospace Sector	EMC Sector	EMC Sector	EMC Sector	EMC Sector	EMC Sector	EMC Sector
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If you are unable to fulfill the requirements of the Structured Credit System for renewal OR if you were unsuccessful in your structured credit system application, you must complete a practical renewal examination. If you need to apply for a practical renewal examination or re-examination, check the applicable box below.

I need to apply for the practical renewal examination ☐ or re-examination ☐

Payment of fees: Secure electronic payment system

Once the NRCAN NDTCB begins processing your application, we will send an email message that includes an individualized payment weblink to our secure electronic payment system, which you/the payer will use to pay for your application fee and examination registration fee(s).

To be paid by: Applicant ☐ Company or third party ☐

Send payment weblink and receipt to: Name Email

Additional information regarding payment of fees: Company cheques and/or money orders are payable to the "Receiver General for Canada". Personal cheques are not accepted. Government of Canada Acquisition Cards are not accepted by the NRCAN NDTCB. Payment from Other Government Departments should be made by inter-departmental FIS transactions. Please do not submit credit card information by email. Fees are non-refundable and non-transferable. Applications received after certification expiry date must include a late fee. Refer to page 6 of this form for more information on how to pay your recertification fees.

Please Note: Payment of fees does not complete or guarantee the renewal process. Renewal of certification is issued only after completion, verification, and NRCAN NDTCB approval of the application and structured credit system, which includes the payment of application and structured credit system/examination fees. It is the applicant's responsibility to pay the fees on time for each renewal application submitted to avoid delays in processing. To protect payment information, we ask you submit payment information via our secure electronic payment system only. Do not send credit card information by e-mail. If you have any questions, please call 1-866-858-0473 or email not-end@nrcan-mcan.gc.ca. Renewal applications are subject to current NRCAN NDTCB policies and procedures.

NRCAN National NDT Certification Body (NDTCB)
8.2.1-075 Renewal Application Form for Non-Destructive Testing Certification

Aussi accessible en français
Version 01
Published 2025-03-24

Page 1 of 6

- ✓ Complete Personal Information
- ✓ Complete Present Employer Information
- ✓ Check all applicable methods that you are applying for renewal
- ✓ **DO NOT** check boxes for practical examination if using the Structured Credit System
- ✓ Complete payment section as applicable

PAGE 2



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Record of Experience
Please check the applicable boxes and fill in the applicable fields with the requested information.

Work history for the past five (5) years (include additional pages if required)

Position 1
Company: Period of employment: From / / To / /
Location: Position held:

Position 2
Company: Period of employment: From / / To / /
Location: Position held:

General work history in NDT during the past five (5) years (measured in percentage of work time)

Industry	Applications	Materials	% of time per method	Approximate % of work time spent
<input type="checkbox"/> % Aviation/aerospace	<input type="checkbox"/> % Welds	<input type="checkbox"/> % Steel	<input type="text"/> % MT	<input type="text"/> % doing inspections
<input type="checkbox"/> % Nuclear	<input type="checkbox"/> % Forgings	<input type="checkbox"/> % Stainless steel	<input type="text"/> % PT	<input type="text"/> % planning/reporting
<input type="checkbox"/> % Petro-chemical	<input type="checkbox"/> % Castings	<input type="checkbox"/> % Copper	<input type="text"/> % RT	<input type="text"/> % supervision of staff/meetings
<input type="checkbox"/> % Manufacturing	<input type="checkbox"/> % Pipe/tubes	<input type="checkbox"/> % Aluminum	<input type="text"/> % UT	<input type="text"/> % training and/or conferences (attending or facilitating)
<input type="checkbox"/> % Mining	<input type="checkbox"/> % Fittings/valves	<input type="checkbox"/> % Magnesium	<input type="text"/> % ET	<input type="text"/> % writing procedures/documents
<input type="checkbox"/> % Pulp and paper	<input type="checkbox"/> % Pressure vessels	<input type="checkbox"/> % Concrete	<input type="text"/> % VT	<input type="text"/>
<input type="checkbox"/> % Ship yard	<input type="checkbox"/> % Nozzles/nodes	<input type="checkbox"/> % Ceramic	<input type="text"/> % Other	<input type="text"/>
<input type="checkbox"/> % Structural	<input type="checkbox"/> % Storage tanks	<input type="checkbox"/> % Plastic	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> % Training/certification	<input type="checkbox"/> % Lift equipment	<input type="checkbox"/> % Composites	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> % Research	<input type="checkbox"/> % Structures	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other <input type="text"/>	Other <input type="text"/>	Other <input type="text"/>	Combined total must equal 100%	Other <input type="text"/>

Details of work history in each applicable NDT method during the past five (5) years

MT	PT	RT	UT	ET	VT
<input type="checkbox"/> Yoke	<input type="checkbox"/> Aerosol	<input type="checkbox"/> Isotope	<input type="checkbox"/> Thickness gauge	<input type="checkbox"/> Analog meter	<input type="checkbox"/> Direct inspection
<input type="checkbox"/> Coil wrap	<input type="checkbox"/> Brush	<input type="checkbox"/> X-Ray	<input type="checkbox"/> Flaw detector	<input type="checkbox"/> Phase display	<input type="checkbox"/> Indirect inspection
<input type="checkbox"/> Prods	<input type="checkbox"/> Dip tanks	<input type="checkbox"/> Linear accelerator	<input type="checkbox"/> Phased array	<input type="checkbox"/> Single freq	<input type="checkbox"/> Borescope
<input type="checkbox"/> Wet bench	<input type="checkbox"/> Solvent removable	<input type="checkbox"/> Film	<input type="checkbox"/> Straight beam	<input type="checkbox"/> Multi-freq	<input type="checkbox"/> Caliper
<input type="checkbox"/> Dry powder	<input type="checkbox"/> Water wash	<input type="checkbox"/> Fluoroscopy	<input type="checkbox"/> Angle beam	<input type="checkbox"/> Remote field	<input type="checkbox"/> Micrometer
<input type="checkbox"/> Aerosol	<input type="checkbox"/> Post emulsifier	<input type="checkbox"/> Digital	<input type="checkbox"/> Contact	<input type="checkbox"/> Absolute mode	<input type="checkbox"/> Profile gauge
<input type="checkbox"/> Visible	<input type="checkbox"/> Visible	<input type="checkbox"/> Auto develop	<input type="checkbox"/> Immersion	<input type="checkbox"/> Differential mode	<input type="checkbox"/> Mirrors
<input type="checkbox"/> Fluorescent	<input type="checkbox"/> Fluorescent	<input type="checkbox"/> Manual dev	<input type="text"/>	<input type="checkbox"/> Spinning mode	<input type="text"/>
Other <input type="text"/>	Other <input type="text"/>	Other <input type="text"/>	Other <input type="text"/>	Other <input type="text"/>	Other <input type="text"/>
<input type="checkbox"/> Reports	<input type="checkbox"/> Reports	<input type="checkbox"/> Reports	<input type="checkbox"/> Reports	<input type="checkbox"/> Reports	<input type="checkbox"/> Reports
<input type="checkbox"/> Instruction	<input type="checkbox"/> Instruction	<input type="checkbox"/> Instruction	<input type="checkbox"/> Instruction	<input type="checkbox"/> Instruction	<input type="checkbox"/> Instruction
<input type="checkbox"/> Procedures	<input type="checkbox"/> Procedures	<input type="checkbox"/> Procedures	<input type="checkbox"/> Procedures	<input type="checkbox"/> Procedures	<input type="checkbox"/> Procedures
<input type="checkbox"/> Standards	<input type="checkbox"/> Standards	<input type="checkbox"/> Standards	<input type="checkbox"/> Standards	<input type="checkbox"/> Standards	<input type="checkbox"/> Standards
Other <input type="text"/>	Other <input type="text"/>	Other <input type="text"/>	Other <input type="text"/>	Other <input type="text"/>	Other <input type="text"/>

I attest to the validity of the information provided above:

Applicant Signature: Date: / /

Supervisor* Signature: Date: / /

*Same supervisor as Section B on page 3

Digital signatures: Click on the digital signature form field provided to attach your PDF digital signature. Please see page 5 of this form for digital signature acceptability criteria.

- ✓ Complete “Work History” for the past 5 certification years
- ✓ Enter percentages for all NDT activity over the period noted in the “Work History” section. **NOTE: The “% of time per method” column total must equal 100% (no more, no less).**
- ✓ Check all boxes that apply over the period noted in the “Work History” section. Should align also with percentages noted in “General Work History”

Signatures Required. NOTE: Supervisor must be the same supervisor that signs page 3, section B of the Renewal Application Form. Ensure that you have completed/filled out all applicable forms/form fields prior to the attestation signatures being completed. **SEE STEP #5**

PAGE 3



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Attestations

Please Note: All attestation sections must be completed. Applicants cannot sign for themselves. For the required signatures, the same person(s), appropriately qualified for each of these definitions, may sign for one or more of these roles. Unemployed applicants are only exempt from two signatures on the attestation form (the employer and supervisor sections) however, still require a qualified personnel (referee) to sign the attestation form to attest to your working using your indicated NDT methods within the time period of concern. For more clarification on special circumstances, please contact the NRCan NDTCB directly.

Digital signatures: Click on the digital signature form field provided to attach your PDF digital signature. Please see page 5 of this form for digital signature acceptability criteria.

A) Employer: A member of the management staff of the organization that the applicant works for on a regular basis. Self-employed applicants: please indicate your status here. I attest to the best of my knowledge that the information given on this form is accurate and (if applicable) the photographs attached are those of the applicant who signed this application form. The NRCan NDTCB may contact me to verify information related to this application.

NRCan NDTCB Registration # (if applicable):	
Employer's full name (please print)	Employer's job title
Employer's signature	Date YYYY / MM / DD
Current employer	Address
Telephone	Email

B) Supervisor: An appropriately qualified individual who is accountable for directing the technical work and safety of the applicant. The supervisor will normally be located at the facility or field site of the test or inspection activity and is responsible for supervising the technician(s) and other procedural aspects of the job. Qualified supervisors would include personnel certified at the appropriate level under CAN/CGSB-48.9712 or non-certified personnel who, in the opinion of the NRCan NDTCB, possess the knowledge, skill, training and experience required to properly provide such supervision. In some cases, it is possible that a supervisor may not be employed by the same employer as the applicant. In that case, please provide a document explaining the supervisory relationship. If self-employed, a partner/co-worker, a business associate or a customer may sign in this capacity. I attest to the best of my knowledge that the information given on this form is accurate and (if applicable) the photographs attached are those of the applicant who signed this application form. I have also signed and dated page 2 of this application. The NRCan NDTCB may contact me to verify information related to this application.

NRCan NDTCB Registration # (if applicable):	
Supervisor's full name (please print)	Supervisor's job title
Supervisor's signature	Date YYYY / MM / DD
Current employer	Address
Telephone	Email

C) Referee: Active NRCan/CGSB-certified (in any method) Level 2 or Level 3 personnel that can attest to and substantiate the validity of the candidate's application. I attest to the best of my knowledge that the information given on this form is accurate and (if applicable) the photographs attached are those of the applicant who signed this application form. The NRCan NDTCB may contact me to verify information related to this application.

NRCan NDTCB Registration #:		
Referee's full name (please print)	Referee's job title	
Referee's signature	Date YYYY / MM / DD	
Current employer	Telephone	Email

Signatures Required. NOTE: Attestation signatures are attesting to the completion of your application. Ensure that you have completed/filled out all applicable forms/form fields prior to the attestation signatures being completed. **SEE STEP #5**



DOCUMENT MUST BE COMPLETED IN ITS ENTIRETY FOR PROCESSING

PROTECTED (when complete)

Applicant Attestation

Applicant: I attest that the statements made by me in this application are true and complete. I understand that if any of these statements are found to be untrue, or if any misrepresentation or falsification of this form or the attached documents is discovered, an NRCAN NDTCB Code of Conduct violation investigation may result, and this application may be rejected and/or certification(s) may be withdrawn. I agree that the NRCAN NDTCB may contact me and/or my signatories to verify information related to this application. I understand that the NRCAN NDTCB may conduct audits and investigations to verify the validity of the information in this application, and that I will fully cooperate in providing any additional documentation and explanations as requested. I confirm that during the past period of validity I did not have an absence or change of activity that prevented me from practicing the duties corresponding to the level in the NDT method and sector(s) for which I am certified, for either a continuous period in excess of one year or two or more periods for a total time exceeding two years (i.e. significant interruption). I understand that if I have submitted this application earlier than six (6) months prior to my expiry date, that it is my responsibility to notify the NRCAN NDTCB immediately if my NDT work activity status or ability to perform my duties changes, resulting in a significant interruption (as described above) before my expiry date. I understand that structured credit system review/approval and/or renewal examination admittance forms are issued only after completion, verification and NRCAN NDTCB approval of this application and I understand that late renewal applications may require additional information and/or verification. By signing this application, I agree to the terms of the certification program and authorize the NRCAN NDTCB to disclose my name, city and province of residence and certification status as a supplementary mechanism of certification status verification.

Handwritten signature: If signing by hand, the signature should be written using blue or black ink. The signature MUST NOT exceed the inner limits of the signature box. You must sign your usual signature, as it will appear on your certification ID card.
Digital signature: If using a digital signature, click on the digital signature form field provided in the signature box to affix your PDF digital signature ID. Please see the following page for digital signature acceptability criteria.
Please note: The NRCAN NDTCB may request a handwritten signature if we require an updated signature for your certification ID card.

Applicant Name (Please print) Date YYYY MM DD

Release of Information

This is to authorize the NRCAN NDTCB, if requested, to release my examination results, additional information and/or admittance forms to my employer and/or the payer of my examination and application fees.

Applicant Signature Date YYYY / MM / DD

This is to authorize the NRCAN NDTCB to allow to act on my behalf to provide application information and receive applicable updates/correspondence.

Contact's full name

Contact telephone Contact email

Applicant Signature Date YYYY / MM / DD

Additional Information (for complete information about NDT Renewal, please visit the NRCAN NDTCB Website)

RENEWAL QUALIFICATIONS (for certifications that expire April 15, 2026 and later)
To apply for renewal, a candidate must complete/submit to the NRCAN NDTCB the documents as described in the checklist on page 6 of this application form. After your renewal application is reviewed and approved by the NRCAN NDTCB, we will review your structured credit system application(s) (or issue renewal examination admittance and registration form(s), if necessary). After the required structured credit system applications are approved (or after successful completion renewal examination(s), if applicable), the validity of the certification(s) in question will be extended for an additional five (5 years) of validity, at the end of which you will be required to recertify the certification(s). Renewal due dates are listed on the Directory of Certified Personnel (which can be viewed and downloaded from our website).

LATE RENEWAL POLICY
Candidates are responsible for ensuring the active status of their NDT certification(s) by applying for renewal and completing their structured credit system application(s) (or renewal examination(s), if applicable) before the expiry date. NDT certification status becomes inactive if a candidate fails to successfully apply for and complete the renewal application and structured credit system application(s) (or the renewal examination(s), if applicable) by the certification expiry date/renewal due date. A candidate who has already applied for renewal but has not successfully completed the structured credit system application(s) (or passed the renewal examination(s), if applicable) before the expiry date can continue with the structured credit system application process (or renewal examination process, if applicable) to reactivate their certification up to 12 months after the expiry date. A candidate who has not yet applied for renewal by their expiry date can reactivate their certification status by submitting the documents mentioned in the checklist on page 6, including a late renewal application fee in addition to the regular renewal application and structured credit system/examination registration fees, and successfully completing the structured credit system application(s) (or renewal examination(s), if applicable) up to 12 months after the expiry date. Late renewals may require additional information, documentation and/or verification. If the renewal process (including successful completion of the structured credit system application(s), or renewal examination(s), if applicable) is not completed more 12 months after the certificate expiry date, a candidate can reactivate their certification status by successfully completing the recertification examination(s). Successful completion of the initial certification process is required if the candidate fails recertification.

CERTIFICATION EXPIRY DATES AND RENEWAL AND RECERTIFICATION DUE DATES
Newly certified personnel and existing certified personnel that apply for certification, renewal, or recertification under the CAN/CGSB-48.9712-2022 standard are given an expiry date (i.e. renewal or recertification due date) of the 15th day of their birth month for up to five years (60 months or less) for a given certification. Certified personnel that have multiple certifications may have different expiry dates (and different renewal and recertification due dates) for one or more certifications. Certification expiry dates are listed on your certification ID card, and on the Directory of Certified Personnel listed on our website which specifies when your certification is due for renewal or recertification. Renewal of your method-specific NDT certification is required up to 5 years (60 months or less) after initial certification or most recent recertification. Your certification will become inactive if you do not apply for renewal and successfully complete your structured credit system application(s) (or pass your renewal examination(s)) by the renewal due date. For more information about renewal and how/when to apply for renewal, please visit our website and navigate to the NDT renewal web page. Renewal due dates are listed on the Directory of Certified Personnel (which can be viewed and downloaded from our website).

Applicants Personal Signature – this must be a true signature. This signature will appear on your wallet card. See Page 5 of the Renewal Application Form for instructions on digital signature usage and acceptability criteria. Ensure your signatories understand these instructions and the acceptability criteria.

“Release of Information” section is NOT MANDATORY – This section only needs to be completed if you are giving approval to another party to speak to NRCAN about your application on your behalf.

PAGE 5



To submit structured credit system application(s), follow the instructions on the NDT Renewal Application Checklist (page 6) including the instructions for submitting an 8.2.1-073 - Structured Credit System Application Form for Renewal.

Please note: Renewal requirements for the structured credit system are different from Level 3 recertification requirements for the structured credit system, therefore only the 8.2.1-073 - Structured Credit System Application Form for Renewal should be used when applying for renewal. Please ensure that you complete and submit the correct form for each individual certification.

PRACTICAL RENEWAL EXAMINATION (AS REQUIRED)
A practical renewal examination may be required (as an alternative to the structured credit system for renewal) if:

- you are unable to fulfill the requirements of the structured credit system for renewal (and have not yet submitted an 8.2.1-073 - Structured Credit System Application Form for Renewal) for the applicable application(s);
- you are unsuccessful in your structured credit system application(s) following review by the NRCAN NDTCB certification body.

Practical renewal examinations are comprised of:

Level 1: Renewal by practical examination; inspection of one examination specimen.
Level 2: Renewal by practical examination; inspection of one examination specimen and written instruction (RT2 includes film interpretation).
Level 3: Renewal by practical examination; inspection of one examination specimen (RT3 includes film interpretation).

RENEWAL RE-EXAMINATIONS AND UNSUCCESSFUL STRUCTURED CREDIT SYSTEM APPLICATIONS
Practical renewal re-examinations:
If the individual fails to achieve a grade of at least 70% for each individual part and specimen of the renewal examination, two re-examinations (a total of three attempts) of the renewal examination shall be allowed after at least 7 days and within 12 months of the first attempt at the renewal examination. In the event of failure in the two allowable re-examinations the certificate shall be invalidated; to regain certification for that level, sector and method, the candidate shall apply for and complete the recertification process.

Unsuccessful structured credit system application: A structured credit system application counts as an examination attempt for renewal and cannot be withdrawn once it has been submitted. A candidate who applies for and does not meet the requirements of the structured credit system for renewal shall be renewed through successful completion of a practical renewal examination. In the event of failure at the first attempt at recertification by examination, only one re-examination shall be allowed within 12 months of the date of application for the structured credit system for renewal.

REQUESTS FOR ACCOMMODATIONS FOR RENEWAL EXAMINATIONS
You may make an official accommodation request for your renewal examination(s) to the NRCAN NDTCB in writing (email preferred), detailing the nature of your request and the reasoning/rationale for the request, and including any relevant supporting documentation. Your request will be reviewed by the NRCAN NDTCB, and you will be notified of the decision regarding your request by email.

Please note: Accommodations are subject to extra processing time, require explicit approval from the NRCAN NDTCB, and may require additional fees. Each request will be reviewed on a case-by-case basis and does not guarantee acceptance, nor does it set a precedent for additional requests. It is recommended that the request be submitted as early as possible as logistical or other delays may occur. The NRCAN NDTCB is not responsible for any direct or indirect costs, expenses or delays that may arise; candidates are advised not to make any scheduling or travel arrangements for renewal examinations until they have received confirmation of an accepted request.

ADDITIONAL CLIENT/CANDIDATE RESPONSIBILITIES
Certified personnel and candidates must respond to NRCAN NDTCB communication in a timely manner, and inform the NRCAN NDTCB of any changes to their name/address/contact information. Clients are responsible for the official documentation issued to them by the NRCAN NDTCB. Fees will apply for the replacement of these documents.

PROCESSING TIMES
As renewal applications are processed in arrival sequence, processing times may vary depending on the volume of applications received and are not guaranteed. Incomplete documentation or complexity of routine verifications and checks may also lead to longer processing times. The NRCAN NDTCB makes all reasonable efforts to ensure candidate applications, examination requests and certification submissions are completed as per service standard targets. Despite these efforts, the occurrence of errors, omissions and delays cannot be completely ruled out and the NRCAN NDTCB is not responsible for any direct and indirect costs, expenses or delays which may arise.

SURNAME AND GIVEN NAME(s) to appear on certification ID card
For a change of name, you must provide a status update to the NRCAN NDTCB by completing and submitting the 8.2.1-031 - NRCAN NDTCB Administrative Services Request Form with a new signature as well as any supporting documents (i.e. copy of government issued ID) that can be used to support your request.

CERTIFIED PERSONNEL
For an updated list of personnel certified by the NRCAN NDTCB, please view the Directory of Certified Personnel on our website. Please note that this list is regularly updated, however, there may be a delay between when a person is certified, renewed or recertified and when the updated information is made available on the directory.

DIGITAL SIGNATURES (includes examples)
Digital signatures are only acceptable if the digital signature form field is utilized with the signatory's PDF generated digital ID (see examples below). The NRCAN NDTCB strongly recommends that the form remains a digital document (i.e. is not printed and scanned at any point prior to submission) to keep the digital signature data intact and to avoid additional verification. The NRCAN NDTCB will not accept an "e-signature" made from a typed font or a simple signature image. The NRCAN NDTCB may conduct audits and investigations to verify the validity of the digital signature(s). Examples of acceptable digital signatures:

Digitally signed by FirstName LastName
DN: cn=FirstName LastName, o=OrganizationName,
email=example@gmail.ca, c=CA
Location: City, Province/Territory
Date: 2025.03.12 16:04:55 -0400
Adobe Acrobat version: 2024.005.20421

Digitally signed by FirstName LastName
DN: cn=FirstName LastName, o=OrganizationName,
email=example@gmail.ca, c=CA
Location: City, Province/Territory
Date: 2025.03.12 16:12:31 -0400
Adobe Acrobat version: 2024.005.20421

PRIVACY POLICY
The NRCAN NDTCB is committed to protecting your privacy whether you are an existing client or a new applicant. All personal information created, held, or collected by the Government of Canada is protected under the federal Privacy Act. Our office will ensure that collected personal information and any communications between the NDTCB and their clients or applicants are considered confidential, protected, and are for the exclusive use of the intended recipient to fulfill certification program requirements. Personal information is collected as stated in NRCAN's Info Source (PAA 3.1.2 - Materials and Certification for Safety and Security - Bank Number: NRCAN PPU 015), and the certified personnel's name, city and province of residence and certification status are made publicly available as a mechanism of effective certification status verification.

ADDITIONAL INFORMATION PAGE FOR REVIEW

It is recommended to read through all additional information before filling out any forms.

PAGE 6



NDT Renewal Application Checklist		Enclosed	
Please include the following checklist when submitting your application. All applications require the following requisites as a minimum prior to certification renewal. Additional forms required for application are available on the NRCAN NDTCB website.		Yes	No
1. APPLICATION FORM To apply for renewal this application form must be fully completed, signed and dated by the applicant, and must include all required attestations and signatures. Please see sections 3 and 4 below for more information.		<input type="checkbox"/>	<input type="checkbox"/>
2. FEES Renewal application and structured credit system fees (and/or examination registration fees, as applicable) are dependent upon the number of methods being renewed at a given time (and which examinations are required, if applicable). All fees are subject to the current fee schedule in effect. To view the current fee schedule, please visit our website and navigate to the NDT renewal web page. Fees and other process requirements are subject to change. Fees are non-refundable and non-transferable. If you are submitting your application by email, you are not including a cheque/money order with an application submitted via mail/courier, the NRCAN NDTCB will send an email message that includes an individualized payment weblink to our secure electronic payment system, which you or the payer of your application will use to pay for your application fee and examination registration fee(s). Payments made by company cheque or money order can be made payable to the "Receiver General for Canada" and can be mailed with the application to the NRCAN NDTCB. Please note that we do not accept credit card information by email or telephone.		<input type="checkbox"/>	<input type="checkbox"/>
3. RECORD OF EXPERIENCE (PAGE 2) Verifiable documentary evidence of continued satisfactory work activity without significant interruption in the method and sector for which certification renewal is sought is required for renewal and recertification. Significant interruption is defined as per CAN/CSB-48.9712-2022 standard paragraph 3.38 as absence or change of work activity which prevents the certified individual from practising the duties corresponding to the level in the method and the sector(s) within the certified scope, for either a continuous period in excess of one year or two or more periods for a total time exceeding two years. Please ensure that the supervisor (same supervisor as section B, page 3) and applicant has signed page 2, verifying your continued work experience.		<input type="checkbox"/>	<input type="checkbox"/>
4. ATTESTATIONS (PAGE 3) All three (3) attestation sections on page 3 need to be completed. Applicants cannot sign for themselves. For the required signatures, the same person(s), appropriately qualified for each of these definitions, may sign for one or more of these roles. Unemployed applicants are only exempt from two signatures on the attestation form (the employer and supervisor sections) however, still require a referee to sign the attestation form to attest to your work using your indicated NDT methods within the time period of concern. For more clarification for special circumstances, please contact the NDTCB directly.		<input type="checkbox"/>	<input type="checkbox"/>
5. NRCAN NDTCB CODE OF CONDUCT Individuals who are certified or individuals who are in the process of being certified by the NRCAN NDTCB must recognize that personal integrity and professional competence are the fundamental principles on which their activities are founded. Accordingly, it is a condition of NRCAN NDTCB certification that these individuals shall sign and submit the "8.2.1-002 - NRCAN NDTCB Code of Conduct" with every application.		<input type="checkbox"/>	<input type="checkbox"/>
6. VISION TEST REPORT FORM FOR NON-DESTRUCTIVE TESTING CERTIFICATION PERSONNEL Each NDT candidate must undergo a visual acuity test with medically recognized personnel attesting that the candidate has completed a satisfactory vision test as outlined by the 8.2.1-003 - Vision Test Report Form for Non-Destructive Testing Personnel. The report must be fully completed, signed, and dated within the 12 months for near and distance visual acuity, and within 5 calendar years for colour vision, prior to the date of application submission.		<input type="checkbox"/>	<input type="checkbox"/>
7. TWO (2) PASSPORT PHOTOGRAPHS Certified personnel must provide two (2) passport photographs every second period of validity (approximately every 10 years). Additional photographs may be requested at any time if previous photographs are deemed unacceptable. The photographs must: <ul style="list-style-type: none">- measure 5cm wide and 7cm high (2 inches wide and 2-3/4 inches high);- be taken by a commercial photographer, clean/focused, in color, taken straight on with the face and shoulders centered and squared to the camera;- reflect the candidate's current appearance (taken within the last twelve (12) months);- be professionally printed on photographic paper (photos printed at home, self-taken or non-passport type photos are not acceptable);- show your complete name, as well as the name and address of the photo studio and the date the photo was taken on the back of one photo.		<input type="checkbox"/>	<input type="checkbox"/>
8. STRUCTURED CREDIT SYSTEM APPLICATION FORM FOR RENEWAL A structured credit system is a renewal requirement as per 10.1 e) CAN/CSB-48.9712-2022 (as an alternative to the practical renewal examination). Credits may be awarded for certain types of NDT experience/activities gained during most recent period of validity, providing that point minimums and maximums are met, and appropriate documentary evidence is provided. A structured credit system application counts as an examination attempt for renewal and cannot be withdrawn once it has been submitted. If you submit a structured credit system application and it is not approved, it counts as a failed examination attempt. Only one attempt of the structured credit system is allowed per method/sector specific certification. For more information about the structured credit system application, please visit our website and/or review the 8.2.1-065 - NDT Certification Renewal Guide. How to apply for a structured credit system: <ol style="list-style-type: none">1. Ensure that you have submitted a renewal application for the applicable method(s), with the appropriate fees (see instructions above).2. Fill out a separate 8.2.1-073 - Structured Credit System Application Form for Renewal for each method that you are renewing. Your application(s) will not be accepted if you submit a Structured Credit System Application Form for Renewal with more than one method indicated on page 1 of the form.3. Attach applicable documentary evidence for each activity that you would like to be credited for, ensuring that you indicate which activity each piece of documentation corresponds to.4. Submit your application form(s) and documentary evidence to the NRCAN NDTCB for review and assessment well in advance of your due date.		<input type="checkbox"/>	<input type="checkbox"/>
I have read the information in this form and the requirements stated in this checklist and I am submitting my application accordingly.		<input type="checkbox"/>	Yes
Applicant's Name: <input type="text"/> Date: YYYY <input type="text"/> MM <input type="text"/> DD <input type="text"/>			
Applying by mail/courier NRCAN National Non-Destructive Testing Certification Body CanmetMATERIALS, Natural Resources Canada 183 Longwood Road South, Office 120 Hamilton, Ontario, Canada, L8P 0A5		Applying by email Email: nat-recertification-en@recertification@nrcan-mcan.gc.ca or nat-en@nrcan-mcan.gc.ca (Please do not submit credit card information by email.)	
Contacting us by telephone Telephone number: 1-866-858-0473 or 905-645-0653		Applying by fax Fax number: 905-645-0836	
		NRCAN NDTCB website http://nat.nrcan.gc.ca	

Check all boxes as applicable:

- ✓ Fees will not be included with the application (unless you send your application by mail and include a money order or company cheque). NRCAN will send a secure online payment link by email as they process your application. NRCAN will only continue to process your application after payment is complete.
- ✓ Attach the additional forms; NRCAN NDTCB Code of Conduct & Vision Test Report Form
- ✓ Passport photo's are generally due every 10 years, unless requested earlier
- ✓ Structured Credit System Application Forms (1 Method/form) will need to be attached to the Renewal Application Form
- ✓ Applicant to insert applicant name and date after checking off that they have read/completed checklist.

STEP #2 – Structured Credit System

Application

Point Requirements – Level 1/Level 2



Level 1 - All Methods

Table A: Structured Credit System Activities and Accorded Points for Renewal Level 1

This table details the points accorded for each NDT activity in the Structured Credit System based on Table C.1 of CAN/CGSB 48.9712-2022.

Activity	Points granted per activity	Maximum points per year for activity	Maximum points per 5-year period for activity
Part A (minimum of 75 of the 100 points required)			
Activity #1: Performance of NDT Activities (see Notes B below)	2 / day	25	95
Activity #2: Completion of theoretical training in the method	1 / day	5	15
Activity #3: Completion of practical training in the method	2 / day	10	25
Activity #4: Delivery of practical or theoretical training in NDT in the method considered	N/A	N/A	N/A
Activity #5: Participation in research activities in NDT field or for engineering of NDT (see Notes C below)	1 / week	15	60
Part B			
Activity #6: Participation to a technical seminar/paper in the field of the method or technique	1 / day	2	10
Activity #7: Presenting a technical seminar/ paper in the field of the method or technique	1 / presentation	3	15
Activity #8: Current individual membership in NDT or NDT related society	1 / membership	2	5
Activity #9: Technical oversight and mentoring of NDT personnel/ trainee in the relevant method	N/A	N/A	N/A
Activity #10: Participation or convenorship in standardization and technical committees	N/A	N/A	N/A
Activity #11: Performing a technical NDT role within a certification body	N/A	N/A	N/A

Level 2 - All Methods

Table B: Structured Credit System Activities and Accorded Points for Renewal Level 2

This table details the points accorded for each NDT activity in the Structured Credit System based on Table C.1 of CAN/CGSB 48.9712-2022.

Activity	Points granted per activity	Maximum points per year for activity	Maximum points per 5-year period for activity
Part A (minimum of 50 of the 100 points required)			
Activity #1: Performance of NDT Activities (see Notes B below)	2 / day	25	95
Activity #2: Completion of theoretical training in the method	1 / day	5	15
Activity #3: Completion of practical training in the method	2 / day	10	25
Activity #4: Delivery of practical or theoretical training in NDT in the method considered	1 / day	15	75
Activity #5: Participation in research activities in NDT field or for engineering of NDT (see Notes C below)	1 / week	15	60
Part B			
Activity #6: Participation to a technical seminar/paper in the field of the method or technique	1 / day	2	10
Activity #7: Presenting a technical seminar/ paper in the field of the method or technique	1 / presentation	3	15
Activity #8: Current individual membership in NDT or NDT related society	1 / membership	2	5
Activity #9: Technical oversight and mentoring of NDT personnel/ trainee in the relevant method	2 / mentee	10	30
Activity #10: Participation or convenorship in standardization and technical committees	1 / committee	3	15
Activity #11: Performing a technical NDT role within a certification body	2 / activity	10	30

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PAGE 1



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STRUCTURED CREDIT SYSTEM APPLICATION FORM For Non-Destructive Testing Certification Renewal

****This document is required for renewal candidates applying for the structured credit system for all levels in lieu of completing a practical renewal examination.****
The completion and submission of this form to the Natural Resources Canada (NRCAN) National Non-Destructive Testing Certification Body (NDTCB) counts as an examination attempt and does not guarantee successful renewal.

One Structured Credit System Application Form for Renewal must be submitted for each method, level and sector for which renewal is being sought via the structured credit system (SCS). Ensure that you read and understand all requirements on pages 1-3 prior to recording the points on page 3, as well as entering supporting evidence on pages 4-5. You and your employer or supervisor must attest to the validity of the information provided in this application on page 6.

All renewal candidates are responsible for initiating the renewal procedure and ensuring that they have properly completed and submitted all other renewal requirements and requisites. Incomplete documentation may lead to longer processing times, and/or a failed application.

Name	<input type="text"/>	/	<input type="text"/>
	Surname (Last Name)		Given Names
Date of Birth:	<input type="text"/>	/	<input type="text"/>
	YYYY		MM DD
NRCAN NDTCB Registration #	<input type="text"/>	Method and Level	<input type="text"/>
Telephone	<input type="text"/>	Email	<input type="text"/>

In accordance with CAN/CGSB 48.9712-2022 regarding structured credit system for renewal, candidates for all levels may gain credit for participation in the various activities during the five-year period prior to renewal as shown in the [Table A](#) (for Level 1), [Table B](#) (for Level 2) and [Table C](#) (for Level 3) below. Limits are placed on the maximum number of points which can be gained per activity, per year, and over the five years per level to ensure an even spread of activities.

To be eligible for renewal via structured Credit System, candidates must provide documentary evidence to NRCAN NDTCB to demonstrate achievement of a minimum of 100 points in the 5-year recertification renewal period based on the requirements of:

- A minimum of 75 of the 100 points is required for any combination of activities listed in [Part A of Table A](#) for candidates seeking renewal of [Level 1](#) certificates.
- A minimum of 50 of the 100 points is required for any combination of activities listed in [Part A of Table B](#) for candidates seeking renewal of [Level 2](#) certificates.
- A minimum of 50 of the 100 points is required for any combination of activities listed in [Part A of Table C](#) for candidates seeking renewal of [Level 3](#) certificates.

For full information about the Structured Credit System for Renewal requirements, guidelines and application submission instructions, please refer to 8.2.1-065 - [NDT Certification Renewal Guide](#), which you can download from our website.

Important note: The term "year" noted in Tables A, B & C below refers to as a certification year and not as a calendar year.



Applicant - complete personal information

Each method of renewal must be on a separate Structured Credit System Application form.

NOTE: Points are assigned by certification year, not calendar year. If your due date is in August – your certification year will run from August 16th – August 15th of the following year.

PAGE 3

Assigning Points/Certification Year (Renewal Application Form, Page 2 - Reference “Work History” Dates).

If the candidate/applicant was steadily employed for the renewal cycle, for the Structured Credit System Application points for Activity #1 and Activity #8 should fulfill the requirements



Example Points for Activity #1 – (looking for max. 12.5 days/per year/renewal method of activity – max. 25 points/year in the method). Example:

- Year 1 (August 16, 2020 – August 15, 2021)
2 x 5 day project (MT) with “Company X” = 20 points
- Year 2 (August 16, 2021 – August 15, 2022)
2 X 3 day projects (MT) with “Company X” = 12 points
- Year 3 (August 16, 2022 – August 15, 2023)
2 x 4 day project (MT) with “Company X” = 16 points
- Year 4 (August 16, 2023 – August 15, 2024)
30 day project (MT) with “Company X” – 60 points (can only claim a max. of 25)
- Year 5 (August 16, 2024 – August 15, 2025)
30 day project (MT) with “Company X” – 60 points (can only claim a max. of 25)

This example gives a total of 98 points but you can only claim a max. of 95 points over the 5 certification years.

Report for Activity #8 – (QCCC Members or CINDE membership are 2 examples of what can be used here) – for this example claim 1 point/year for QCCC Membership

This gives a total of 5 points

95 + 5 = 100 points - Structured Credit Requirements met ... continue to page 4

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Candidates must submit a completed Renewal Structured Credit System Application form, together with documentation and/or evidence to demonstrate compliance including, but not limited to, the following:

- confirmation of the candidate's work activities by a certified individual or referee;
- confirmation of the level of activity of the individual in the given method;
- confirmation of formal documented competency or proficiency test(s) in the given method;
- dates and protocol numbers of reports;
- details of any job specific training received;
- confirmation of employer's authorization to operate;
- summary of activities and outputs;
- job/position description;
- annual/regular employer assessments of performance/competence;
- sample NDT reports;
- sample procedure(s) developed (Level 3 only);
- customer feedback;
- confirmation of adherence to code of ethics from employer;
- confirmation of compliance with additional national requirements (i.e. radiation safety).

C. Engineering of NDT

As defined in Annex E of the CAN/CGSB 48.9712-2022, engineering of NDT covers all the activities linked to NDT, from the design of the equipment to the responsibility of preparation, implementation and verification of NDT (in manufacturing and in service) of the same equipment belonging to industrial or technical installations.

Below is a list of non-exhaustive list of activities covered under Engineering of NDT:

- at design stage, definition of requirements to be taken into account and/or verification of inspectability during manufacturing and, where applicable, in service, of equipment;
- selection of NDT techniques to be implemented in manufacturing and/or in service;
- comparison of specific prescriptions of different codes and standards;
- establishment or validation of the NDT procedures;
- technical evaluation of NDT suppliers;
- evaluation of NDT techniques, notably in the frame of expertise;
- treatment (technical evaluation) of non-conformity;
- justification to the customers and where applicable, to the associated safety authorities, of practices implemented;
- responsibility for an NDT facility;
- coordination and supervision of NDT personnel activities;
- qualification — validation of NDT techniques:
 - establishment of input information's including the inspection objectives;
 - definition of the necessary mock-ups for open and, where necessary, blind tests;
 - implementation of practical tests;
 - preparation of technical justification including when necessary, modelling;
 - preparation or validation of NDT procedures;
 - preparation or validation of qualification dossiers.
- establishment of in-service inspection programmes for industrial installations or definition of rules for the establishment of such programmes.

Structured Credit System Reporting for Renewal Application

Candidates must use this table to record the number of points gained for each year in a specified NDT activity. Please ensure that you stay within the maximum points allowed for each activity, per year and per five-year period of certification. Not adhering to the maximum point allowances can result in application failure.

Activities for: Method and Level	Year 1	Year 2	Year 3	Year 4	Year 5	Total over 5 certification years
Part A						
Activity #1: Performance of NDT Activities (see notes under section B. on pages 2 and 3)						
Activity #2: Completion of theoretical training in the method						
Activity #3: Completion of practical training in the method						
Activity #4: Delivery of practical or theoretical training in NDT in the method considered						
Activity #5: Participation in research activities in NDT field or for engineering of NDT (see notes under section C. on page 3)						
Part B						
Activity #6: Participation to a technical seminar/paper in the field of the method or technique						
Activity #7: Presenting a technical seminar/paper in the field of the method or technique						
Activity #8: Current individual membership in NDT or NDT related society						
Activity #9: Technical oversight and mentoring of NDT personnel/ trainee in the relevant method						
Activity #10: Participation or convenorship in standardization and technical committees						
Activity #11: Performing a technical NDT role within a certification body						

NRCan National NDT Certification Body (NDTCB)
8.2.1-073 Structured Credit System Application Form for Renewal

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Version 01
Published 2025-03-25

Page 3 of 6

PAGE 4

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Structured Credit System Activity Evidence and Attestations

Fill in the following sections as applicable to support your above-reported structured credit system activities and points during the last five certification years. Please submit the following pages as applicable, ensuring your employer or supervisor attest to all reported information. Additional documentation and/or evidence may be requested by the NRCan NDTCB to demonstrate compliance.

Activity #1: Performance of NDT Activities

Provide brief descriptions of each activity and applicable dates:

Activity #2: Completion of theoretical training in the method

Year:		Number of training hours		Training institution	
Year:		Number of training hours		Training institution	
Year:		Number of training hours		Training institution	
Year:		Number of training hours		Training institution	
Year:		Number of training hours		Training institution	

Activity #3: Completion of practical training in the method

Year:		Number of training hours		Training institution	
Year:		Number of training hours		Training institution	
Year:		Number of training hours		Training institution	
Year:		Number of training hours		Training institution	
Year:		Number of training hours		Training institution	

Activity #4: Delivery of practical or theoretical training in NDT in the method

Year:		Training Type		Number of training hours		Training institution	
Year:		Training Type		Number of training hours		Training institution	
Year:		Training Type		Number of training hours		Training institution	
Year:		Training Type		Number of training hours		Training institution	
Year:		Training Type		Number of training hours		Training institution	

Activity #5: Participation in research activities in NDT field or for engineering of NDT

Provide brief descriptions of each activity and applicable dates:

Evidence/Attestation

Activity #1

Provide brief descriptions and dates for each activity the candidate is claiming points for (align with points table and information reported on Renewal Application, page 2 – “General Work History & Details of Work History” specific to the method of application.

Example:

Year #1

Project 1 - September 5 - 10, 2020: <Worksite & Contractor>, <Position held>, <equipment type>, <chemistry type>, <component>, <material>, <inspection code>

Project 2 - March 14 - 19, 2021: <Worksite & Contractor>, <Position held>, <equipment type>, <chemistry type>, <component>, <material>, <inspection code>

Year #2 - Continue descriptions as above for each project/job claiming points for.

Once complete continue to page 5.....



PAGE 5



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Activity #6: Participation to a technical seminar/paper in the field of the method or technique
Provide brief descriptions of each activity and applicable dates:

Activity #7: Presenting a technical seminar/paper in the field of the method or technique
Provide brief descriptions of each activity and applicable dates:

Activity #8: Current individual membership in NDT or NDT related society

Member of: ID# From: To: MM

Member of: ID# From: To: MM

Member of: ID# From: To: MM

Activity #9: Technical oversight and mentoring of NDT personnel/trainee in the relevant method
Provide relevant/verifiable details and brief descriptions of each activity, including # of mentees, mentee name(s), method/level and applicable date(s):

Activity #10: Participation or convenorship in standardization and technical committees

Committee name	Date (YYYY-MM)	Location

Relevant/verifiable details and brief descriptions of each committee:

Activity #11: Performing a technical NDT role within a certification body
Relevant/verifiable details and brief descriptions of each activity, including name of certification body, # of activities, method/level, applicable date(s):

NRCan National NDT Certification Body (NDTCB)
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Evidence/Attestation

Activity #8

Complete with dates, Membership Organization. Include proof of membership.

Membership Letters can be obtained by:

QCCC – Request Letter at the following link

https://forms.office.com/pages/responsepage.aspx?id=XQ9KlwXfD0O0h-1a6PWX6hI94-WgnJIVLsS_YT6klUPZUOUM0MFhMQVVPNVdLODJDVUJUSUdORDZ ZNCQIQCN0PWcu&route=shorturl

CINDE – Membership certificates can be downloaded from your CINDE Account at the following link

<https://www.cinde.ca/members/>



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Applicant and employer/supervisor attestations

Digital signatures: Digital signatures are only acceptable if the if the digital signature form field is utilized with the signatory's PDF generated digital ID (see examples below). The NRCan NDTCB strongly recommends that the form remains a digital document (i.e. is not printed and scanned at any point prior to submission) to keep the digital signature data intact and to avoid additional verification. The NRCan NDTCB will not accept an "e-sign/e-signature" made from a typed font or a simple signature image. The NRCan NDTCB may conduct audits and investigations to verify the validity of the digital signature(s).

Applicant attestation

I attest that the statements made by me in this application are true and complete. I understand that if any of these statements are found to be untrue, or if any misrepresentation or falsification of this form or the attached documents is discovered, an NRCan NDTCB Code of Conduct violation investigation may result, and this application may be rejected and/or certification(s) may be withdrawn. I agree that the NRCan NDTCB may contact me and/or my signatories to verify information related to this application. I understand that the NRCan NDTCB may conduct audits and investigations to verify the validity of the information in this application, and that I will fully cooperate in providing any additional documentation and explanation as requested.

Applicant name
(Please print) NRCan NDTCB Registration #

Applicant signature Date / /

YYYY / MM / DD

Employer/supervisor attestation

(Same employer or supervisor that signed the renewal application.)

I attest to the best of my knowledge that the information given on this form is accurate. The NRCan NDTCB may contact me to verify information related to this application.

Full Name
(Please print) NRCan NDTCB Registration #

Employer/supervisor signature Date / /

YYYY / MM / DD

Attestation Required by Applicant and Employer/Supervisor

Same Employer/Supervisor that signed the “Renewal Application Form” page 3 attestations (these signatories do not have to be CGSB certified)

Attestations for both the “Renewal & Structured Credit System Application forms” are to be signed once entire application has been completed (including Code of Conduct form, and Vision form). SEE STEP #5

STEP #3 – Code of Conduct Form



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NATURAL RESOURCES CANADA NATIONAL NON-DESTRUCTIVE TESTING CERTIFICATION BODY CODE OF CONDUCT

Individuals certified or in the process of being certified must recognize that personal integrity and professional competence are the fundamental principles on which their non-destructive testing activities are founded. Accordingly, it is a condition of certification that certificate holders and candidates shall comply with this code of conduct:

1. Comply with the relevant provisions of the applicable certification scheme and permit the publishing of personal certification status and associated information for the public verification of certification status; candidates shall also inform the Natural Resources Canada (NRCAN) National Non-Destructive Testing Certification Body (NDTCB), without delay, of any matters that can affect their capability to continue to fulfil certification requirements;
2. At all times, be aware of and comply with the provisions and requirements of codes, regulations and standards under which they are working and immediately report to the NRCAN NDTCB any perceived violation(s) of applicable codes, regulations or standards;
3. Immediately report to the NRCAN NDTCB any perceived violation(s) of this code of conduct or any attempt to pressure or force an individual certified to violate this code of conduct;
4. Verify the information on their certificates and/or wallet card, and if incorrect inform the NRCAN NDTCB immediately so that a corrected certificate/wallet card can be issued. Certified personnel must respond to official NRCAN NDTCB communication within requested timeframes, and inform the NRCAN NDTCB of any changes to address and contact information;
5. Not attempt to cheat on certification examinations, attempt to bribe, threaten, or harass NRCAN NDTCB staff or representatives, falsify documents, falsely claim, misrepresent or permit misrepresentation or misuse of their own or their associate's academic or professional qualifications, knowledge, training, experience, work responsibilities or certifications;
6. Discontinue all claims to certification upon expiry, suspension or withdrawal of certification, and upon request return to the NRCAN NDTCB any certificates and/or wallet cards issued by the NRCAN NDTCB;
7. Inform their employer in the event that their certification is suspended, cancelled or withdrawn;
NOTE: to protect certified individuals, employers, regulators, and the public the NRCAN NDTCB maintains a publicly available listing of all currently certified personnel on its website.
8. Only sign documents for which they have personal professional knowledge and/or direct supervisory control;
9. Undertake only those non-destructive testing assignments for which they are competent by virtue of their training, experience, qualification and certification;
10. When required, engage or advise the engagement of such specialists as are required to enable testing activities to be properly completed;
11. Indicate to the employer or client any adverse consequences which may result from an overruling of their technical judgment by a non-technical authority;
12. Perform their professional duties with proper regard for the physical environment and the safety, health and well-being of the public;
13. In consideration of the well-being of the public and the provisions of this code of conduct, respect the confidentiality of any information given to them in confidence by an employer, colleague or member of the public;
14. Conduct themselves in a responsible manner and utilize fair and equitable business practices in dealing with colleagues, clients and associates; avoid conflicts of interest with the employer or client, however if this is unavoidable, immediately disclose the circumstances to the employer or client;
15. Maintain their proficiency by updating their technical knowledge as required to properly practice non-destructive testing in the certified methods, levels and sectors;
16. Refrain from unethical acts which would discredit the certification scheme or bring the NRCAN NDTCB into disrepute, and refrain from making statements that the NRCAN NDTCB could consider misleading or unauthorized.

Failure to comply with the above requirements will be dealt with according to NDTCB procedure "8.5-007 – NRCAN NDTCB Procedure for Code of Conduct Violations" and associated NDTCB - Government of Canada policies, and may necessitate one or more of the following disciplinary measures: termination of the certification process, suspension or withdrawal of certification, publication of the violation, notification of employer(s), union(s) and appropriate regulatory authorities and, if appropriate, additional legal actions.

I, , agree to abide by this code of conduct.
Print full name

Signature: _____ Date: / /
YYYY MM DD

Read, Sign, Date

STEP #4 – Vision Test Report



VISION TEST REPORT FORM FOR NON-DESTRUCTIVE TESTING PERSONNEL

This form must be completed and submitted to the Natural Resources Canada (NRCan) National Non-Destructive Testing Certification Body (NDTCB) when applying for initial certification, renewal and recertification in any NDT method. Incomplete documentation may lead to longer processing times.

Three vision acuity tests may be required:

1. Near Vision Acuity
2. Distance Vision Acuity (required for Visual Testing method applications only)
3. Colour Vision

All vision acuity tests must be completed, signed for, and dated by licensed physician, nurse, ophthalmologist, or optometrist or by another trained professional who is approved and documented by a CAN/CGSB Level 3 NDT personnel acting on behalf of the employer. In cases where another trained professional who is approved and documented by a Level 3 personnel acting on behalf of the employer is administering any or all vision acuity test(s), the **Attestation Form for NDT Vision Test Report** must be completed and submitted to NRCan NDTCB together with this completed Vision Test Report form.

Candidate's Name: Registration #:

Candidate's Signature: Date: / /
YYYY MM DD

Near Vision Acuity and Distance Vision Acuity: Completed Near and Distance Vision Acuity Test Report Forms are valid only for one year (12 months).	
1. Near Vision Acuity: Near vision acuity shall permit reading a minimum of Jaeger number 1 or Times Roman N4.5 or equivalent letters (having a height of 1.6 mm) at not less than 30 cm with one or both eyes, either corrected or uncorrected. I confirm that the candidate (Please check one box only): <input type="checkbox"/> Meets the requirement without correction <input type="checkbox"/> Meets the requirement with correction <input type="checkbox"/> Does not meet the requirement	2. Distance Vision Acuity (required for VT method): Distance vision acuity shall equal Snellen Fraction 20/30 or better with one or both eyes, either corrected or uncorrected. <input type="checkbox"/> Not applicable: candidate is not applying for VT I confirm that the candidate (Please check one box only): <input type="checkbox"/> Meets the requirement without correction <input type="checkbox"/> Meets the requirement with correction <input type="checkbox"/> Does not meet the requirement
<input type="text"/> Examiner's Name (Please print)	<input type="text"/> Examiner's Signature
<input type="text"/> Examiner's Appointment/Title (Please print)	Date of Vision Test: <input type="text"/> / <input type="text"/> / <input type="text"/> YYYY MM DD
3. Colour Vision: Completed Colour Vision Test Report Forms are valid for five(5) calendar years (60 months). Colour vision shall be sufficient that the candidate can distinguish and differentiate contrast between the colours or shades of grey used in the NDT methods concerned as specified by the employer. This is to confirm if the candidate can see flaw indications that are typical of the method. For example: In liquid penetrant, confirm that the candidate can see red indications on a white background and fluorescent-green indications on a variety of backgrounds. The Ishihara 24 plate test is an example of a suitable colour vision test. I confirm that the candidate (Please check one box only): <input type="checkbox"/> Meets the requirement without limitation <input type="checkbox"/> Has successfully completed a performance test typical of the following NDT methods: <input type="text"/> <input type="checkbox"/> Does not meet the requirement	
<input type="text"/> Examiner's Name (Please print)	<input type="text"/> Examiner's Signature
<input type="text"/> Examiner's Appointment/Title (Please print)	Date of Vision Test: <input type="text"/> / <input type="text"/> / <input type="text"/> YYYY MM DD

To be completed by a licensed physician, nurse, ophthalmologist, optometrist (alternatively, if another trained professional approved and documented by a **CAN/CGSB Level 3 NDT personnel** acting on behalf of the employer – include **Attestation Form for NDT Vision Test Report** available at the following link [NRCan Forms](#))

- Near/Far Vision – Annual Requirement
- Colour Vision – Proof required dated within 5 years



STEP #5 – Complete Attestations

Once all Renewal forms (Application Form, Structured Credit Application Form, Code of Conduct Form, Vision Form) are completed by the candidate/applicant, provide full/complete package to:

- Employer
- Supervisor
- Sponsor

for applicable attestation signatures.

STEP #6

Email all documents to NRCCan at ndt@nrcan.gc.ca.

NRCCan will email you a secure online payment link (unless application was mailed with cheque) as they process your application. Watch spam/junk folders for this communication.

