



AIA QUALITY MANAGEMENT SYSTEM

SURVEY CHECKLIST

Print Form

APPLICANT/CERTIFICATE HOLDER: _____

Company Name: _____

Division: _____

Address: _____

City: _____ County: _____

State/Province: _____ Country: _____ Postal Code (ZIP): _____

QA Manual Edition _____ Rev. # _____ Date: _____ in accordance with QAI-1 _____ Edition.

CERTIFICATION FOR CODE SECTIONS

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| <input type="checkbox"/> Section I <input type="checkbox"/> Section IV <input type="checkbox"/> Section VIII, Div. 1 <input type="checkbox"/> Section VIII, Div. 2 <input type="checkbox"/> Section VIII, Div. 3 <input type="checkbox"/> Section X <input type="checkbox"/> Section XII | <input type="checkbox"/> Section III, Div. 1 <input type="checkbox"/> Section III, Div. 2 <input type="checkbox"/> Section III, Div. 3 <input type="checkbox"/> Section III, Div. 4 <input type="checkbox"/> Section III, Div. 5 <input type="checkbox"/> Section XI, Div. 1 <input type="checkbox"/> Section XI, Div. 2 |
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| Item No. | Program Element and Sub-elements | Program References (To be filled by Applicant) |
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| 1. | <p>Organization (3-3.2(a))</p> <p>The program includes measures established to:</p> <p>A. Provide for documentation by organizations, groups or individuals (by title) performing activities affecting quality including:</p> <ul style="list-style-type: none"> (1) Organization structure, (2) Level of authority. (3) an employee identified and authorized by top management as responsible for establishing, maintaining, and implementing the QMS. (4) a technically competent individual proficient in the appropriate ASME standard to assist the Inspector. (5) have an individual who has overall responsibility for overseeing authorized inspection activities performed by Supervisors and Inspectors | |

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| 2. | <p>Quality Management System Description (3-3.2(b))</p> <p>The program includes measures established to:</p> <ul style="list-style-type: none"> A. Provide a Quality Manual that documents in detail the Quality Management System policy and process for implementation of the requirements of QAI-1. B. Ensure that the Quality Management System is planned, implemented and maintained. C. Identify the activities and scope for which the program applies | |
| 3. | <p>Statement of Policy and Authority(3-3.2(b))</p> <p>A statement of policy and authority shall also be provided indicating the support of top management for establishing overall expectations for effective implementation of the Program. The statement shall include:</p> <ul style="list-style-type: none"> (1) top management's support of and commitment to providing the necessary resources to implement the QMS. (2) top management's commitment to continually preserve the integrity of the inspection process and the ASME Single Certification Mark. (3) top management's commitment to have qualified, designated, and assigned individuals who are free from any conflict of interest or perceived conflict of interest perform authorized inspections addressed under the scope of the ASME AIA Certificate of Accreditation. This commitment means individuals performing authorized inspections will hold valid and appropriate National Board Commissions and Endorsements and will be free from commercial, financial, and other pressures that might influence their judgement or the results of their work. (4) For nongovernment entities, an annual verification of the company's financial position to determine its overall financial health and to provide a declaration that sufficient reserves and sources of income or liability insurance are in place to cover its <ul style="list-style-type: none"> (-a) liabilities (-b) operations (-c) continued commitment to safeguard its ability to perform authorized inspections free from any commercial, financial, and other pressures compromising impartiality. (5) the identity of who has the authority and responsibility for establishing, maintaining, and implementing the QMS. <ul style="list-style-type: none"> (-a) Top management shall support this individual's membership on ASME committees. (-b) When the AIA is part of a larger organization, the relationship with other parts of the larger organization shall be clearly described. | |
| 4. | <p>Document Control. (3-3.2(c))</p> <p>The process for the review and revision of the QMS shall be described. All changes to the QMS shall be controlled and the process for review, approval, distribution, and use of the latest approved documents at the location(s) where the prescribed activity is performed shall be specified</p> | |

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| 5. | <p>Diary. (3-3.2(d))</p> <p>A. The following requirements for the Inspector's Diary, whether electronic or bound, shall be detailed:</p> <ol style="list-style-type: none"> 1. The Diary shall be completed daily or at each inspection visit by the Inspector and Supervisor. 2. The Diary shall be available at the location of the inspection. For field sites, the Inspector's Diary shall be available for the duration of the work. 3. The Diary shall be made available to ASME and/or ASME Teams upon request. 4. The Diary shall be maintained for a minimum of 5 years from the date of the last entry. 5. Electronic diaries specifically shall: <ol style="list-style-type: none"> a. be under the complete administrative control of the AIA. b. be secured in such a way as to prevent revisions, additions, or deletions to data that have been previously logged. c. provide a means for other Inspectors, within the AIA, to review entries, as required. d. include a provision for signatures by a PIN or other secure means. | |
| 6. | <p>Qualification, Designation and Assignment of AIA Personnel Performing Activities Under the QMS. (3-3.2(e))</p> <p>The qualification requirements for the personnel identified in the organization shall be described. For Supervisors and Inspectors, the qualification, designation, and assignment process shall be described.</p> | |
| 7. | <p>Indoctrination and Training (3-3.2(f))</p> <p>The process for the indoctrination of personnel identified in the organization under) shall be described. At a minimum, the indoctrination shall address the organization's QMS and its implementation. The process of training individuals to be designated as Supervisors or Inspectors shall be described.</p> | |

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| 8. | <p>Records. (3-3.2(g))</p> <p>The process for records management shall be described. The description shall include measures to ensure that the records are controlled and maintained in a manner that prevents damage, deterioration, and loss. The AIA's records necessary to verify compliance with this Standard, except for personnel qualification records, shall be maintained for a minimum of 5 yr. The most recent personnel qualification records, necessary to verify compliance with this Standard, shall be maintained while the individual is providing AIA services and for a minimum of 5 years after the individual ceases to provide AIA services.</p> | |
| 9. | <p>Corrective Actions. (3-3.2(h))</p> <p>The process for the identification, review, and correction of conditions or activities that are not conducted in accordance with the QMS shall be described. Corrective action shall be taken to preclude the repetition of nonconforming conditions. The description of the process shall include how corrective action is implemented, documented, and reported to management.</p> | |
| 10. | <p>Supervision of Inspectors. (3-3.2(i))</p> <p>Measures to provide meaningful supervisory duties shall be described. These measures shall prohibit two individuals from evaluating, monitoring, and auditing each other's activities by interchanging their designated roles as an Inspector and Supervisor to one another.</p> | |
| 11. | <p>Monitoring. (3-3.2(j))</p> <p>Monitoring activities to be performed by the Inspector shall be described. The frequency at which monitoring is to be conducted shall be specified. At a minimum, when no work is performed under an ASME Certificate of Authorization, the Inspector shall check that the organization as described in the manual remains the same and, if a new code edition is issued, review of the latest changes to ASME standards has been performed and documented by the Certificate Holder.</p> <p>The Inspector or Supervisor shall record in the Inspector's Diary all monitoring activities performed and:</p> <ol style="list-style-type: none"> (1) identify who performed the monitoring. (2) identify the date the monitoring was performed. (3) provide a brief description of what has been observed or checked. | |
| 12. | <p>Audits. (3-3.2(k))</p> <p>A. The internal audit process shall be described. The audit process shall include the following as a minimum:</p> <ol style="list-style-type: none"> 1) A comprehensive system of planned and periodic audits shall be carried out to verify compliance with applicable requirements of this Standard and the QMS and to determine its effectiveness. The audits shall be performed at least annually and in accordance with written procedures or checklists by appropriately trained personnel not having direct responsibility in the areas being audited. 2) Audit results shall be documented and the results shall be reviewed by management responsible for the area audited. Follow-up action including reaudit of deficient areas shall be taken where indicated. 3) At least annually, the overall adequacy and effectiveness of the implementation of the QMS shall be reviewed and the results of the review documented and reported to top management in writing. | |

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| 13. | <p>Authorized Inspection Agency</p> <p>The program includes AIA duties which include:</p> <ul style="list-style-type: none"> A. Provide documentary evidence of the annual evaluation of liabilities performed as required. (2-2(a)) B. Has adequate arrangements to safeguard the confidentiality of information obtained during the inspection activities. (2-2(b)) C. Ensure that the individual identified in paragraph 3-3.2 (b)(5) is a member of the ASME QAI Standards Committee, QAI Conference Committee, or any other ASME committee. The Authorized Inspection Agency shall provide adequate resources for the member to actively participate in meetings and on ballots. (2-2(c)) D. Provide authorized inspections by individuals who have been selected, designated, and assigned as Supervisors or Inspectors(2-2(d)) E. Provide qualified, designated and assigned Supervisors and/or Inspectors to participate in ASME joint reviews, surveys, audits, interviews, and investigations of the Certificate Holders for which they provide authorized inspections. (2-2(e)) F. Provide qualified, designated, and assigned Inspectors to monitor construction in accordance with ASME standards. <p>The Authorized Inspection Agency shall ensure that Inspectors have visual acuity and color contrast tests that are commensurate with the needs of inspections they perform.</p> <p>Inspectors shall be examined annually to ensure that they have natural or corrected near-vision acuity in at least one eye such that they are capable of reading a Jaeger Number 1 test chart or equivalent at a distance of not less than 12 in. (305 mm). (2-2(f))</p> <ul style="list-style-type: none"> G. Provide qualified, designated, and assigned Supervisors to monitor the performance of the Inspectors and to audit the activities at a shop or field site where the Certificate Holder is or has been actively engaged in activities under its Certificate of Authorization. (2-2(g)) <p>An Authorized Inspection Agency's QMS that permits the use of multiple Supervisors shall describe the following:</p> <ul style="list-style-type: none"> (1) the conditions when multiple Supervisors may be assigned to an Inspector (2) the criteria for determining which Supervisor shall be assigned to perform the audit (3) the procedure for reporting the audit results to the other assigned Supervisor or Supervisors for review and acceptance (4) how compliance to paras. 5-3(b) and 5-3(c) will be achieved (2-2(g)) <ul style="list-style-type: none"> H. Give written notice to each Inspectors of the name, office address, email address, and telephone number(s) of the-respective Supervisor when the Inspector has a National Board Authorized Inspector Commission or whenever there is a change in supervision or in the Supervisor's contact information. (2-2(h)) I. establish and implement an effective QMS to assure that personnel work in accordance with the requirements of QAI-1(2-2(i)) J. Provide instructions in writing to the inspectors and supervisors, specifying their respective duties and responsibilities. (2-2(j)) | |
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- K. Provide instruction to inspectors requiring them to immediately contact their Supervisor whenever the Inspector is unable to readily resolve any questions or issues concerning compliance with the ASME standard at any point during the planning, construction and certification of the item. The AIA shall include instructions reminding the Inspectors that they have the authority and the duty to refuse to sign any ASME BPVC Data Report involving a nonconformance with the ASME standard. **(2-2(k))**
- L. Conduct annual planned audits of activities performed by Supervisors to verify compliance with the provisions of ASME standards. **(2-2(l))**
- M. Establish and implement a written policy to ensure levels of inspection activity are commensurate with the scope of the Authorized Inspection Agency's ASME Certificate of Accreditation. **(2-2(m))**
- N. Provide certification for Commissioned Inspectors confirming the fulfillment of the experience, training, and qualification requirements of this Standard. This certification shall be made available for review by jurisdictional authorities and ASME upon request. **(2-2(n))**
- O. Select candidates as applicants for the National Board Authorized Inspector Commission and Endorsements; subsequently designate each qualified candidate as an Inspector; and assigning a Supervisor to the individual to ensure that the duties of an Inspector are satisfactorily fulfilled. **(2-2(o))**
- P. Select qualified Inspectors as candidates for the National Board Supervisor Endorsements and subsequently designate each qualified candidate as a Supervisor. **(2-2(p))**
- Q. Verify that audits required by this Standard have been carried out during the renewal of an Inspector's Commission and Endorsements, as applicable. **(2-2(q))**
- R. Establish a system to record and control the radiation exposure of those under its employment engaged in nuclear inspection activities when providing authorized inspections under ASME BPVC Sections III or XI. **(2-2(r))**
- S. Ensure that, when providing authorized inspections to a Certificate Holder working under a Certificate of Authorization or for an Owner, the Inspector's Diary is made available to the ASME team both at the time of the Certificate Holder's joint review, survey, audit, or investigation and at any other time requested by ASME. **(2-2(s))**
- T. Ensure the Inspector's Diary is maintained to provide a record of the Inspector's activities and to denote the continuity of inspections. **(2-2(t))**
- U. Notify ASME when entering into an agreement or whenever an existing agreement is terminated with a Certificate Holder. The enforcement authority shall also be notified by the AIA whenever an agreement with an Owner, under an 'OWNERS' Certificate, is written or terminated. **(2-2(u))**
- V. Notify ASME immediately of any changes affecting the validity of the AIA Certificate of Accreditation. **(2-2(v))**
- W. Perform follow-up activities on Certificate Holders when requested by ASME. **(2-2(w))**
- X. Report in writing to ASME Conformity Assessment department any nonconforming activity, related to ASME Standard or Quality Assurance Program compliance, they are unable to resolve with a Certificate Holder. **(2-2(x))**

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| 14. | <p>General Duties of a Supervisor (5-3)</p> <p>A. <i>The Supervisor shall, as a minimum maintain a record of Inspectors being supervised, which shall contain the following information:</i></p> <ol style="list-style-type: none"> (1) <i>the name of the Inspectors assigned to the Supervisor and a description of their assignments.</i> (2) <i>the name of the organizations appearing on the Certificates of Authorization and their shop and field site locations to which the Inspectors have been assigned to provide authorized inspections</i> (3) <i>the date and a short description of each supervisory duty performed as specified in Chapter 5</i> <p>When a Supervisor is assigned to provide authorized inspection services with an “NSi” endorsement for Owners, the information required under (2) shall be that of the Owner and its sites rather than the organization holding the Certificate of Authorization.</p> <p>B. Assist in maintaining the competency of each assigned Inspector to an acceptable level. This shall be achieved through periodic panel discussions of work-related topics, written communications of unique problems and their solutions, informal question-and-answer discussion sessions, and other means deemed suitable. The Supervisor shall maintain documentation of such activities. (5-3(c))</p> <p>C. Supervise the technical performance of each assigned Inspector. A written report shall be provided to the Supervisor’s management when significant nonconforming activities are reported to the Supervisor or when observed by the Supervisor on the part of the Inspector, following full investigation of such activities. (5-3(d))</p> <p>D. Audit the performance of each assigned Inspector on a planned and periodic basis at approximately 12-month intervals, and at additional times when necessary. The Supervisor shall be accompanied by the Inspector during the audit. The audit shall be documented in a report containing the status of each item audited and a brief description of the objective evidence reviewed to evaluate the duty being audited. The performance audit shall take place at a shop or field site location where the Certificate Holder is or has been actively engaged in activities under its Certificate of Authorization. An Inspector who has undertaken no more than performed three (3) inspection visits shall be audited but is not required to accompany the Supervisor. An Inspector who has not been engaged in ASME BPVC inspection work in not required to be audited. (5-3(e), 5-4(a))</p> <p>E. Confirm that corrective actions have been verified by the assigned Inspector to ensure compliance with requirements specified in ASME standards at the assigned shop, field, and site locations. (5-3(f))</p> <p>F. Record in the Inspector’s Diary, the dates of all audits and visits to shop, field, and site locations when related to supervisory duties. (5-3(g))</p> <p>G. Investigate and report in writing to the Supervisor’s management significant observed or reported nonconformance(s) against a requirement in the ASME standard or in the Certificate Holder’s QMS for activities performed under a Certificate of Authorization. (5-3(h))</p> <p>H. Participate as an ASME Team Member on joint reviews where the Certificate Holder is active and, on all surveys, and interviews. When the assigned Supervisor’s participation on an ASME Team is not possible or practicable, a substitute Supervisor having the proper commission and endorsement for the scope of work being evaluated by ASME may participate. (5-3(i))</p> <p>I. When an Inspector is assigned multiple Supervisors, only one Supervisor is required to audit the performance of the Inspector as defined within the AIA’s QMS. (5-4(b))</p> | |
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- J. The Supervisor assigned to Certificate Holders performing activities under a Certificate of Authorization whose scope of activity permits stamping of the "UM" certification designator, shall review, on an annual basis, the Certificate Holder's QMS to determine conformance with the requirements of the ASME standard. **(5-4(c))**
- K. An Inspector who has performed three or fewer inspection visits shall be audited but the Inspector need not be present. The Authorized Inspection Agency's Quality Program shall describe the manner in which these audits are performed and documented
- L. (Nuclear only) **(5-5.1(a))** The Supervisor assigned to a Certificate Holder working under a Certificate of Authorization is the responsible individual who accepts the Certificate Holder's QMS Manual. Acceptance of the Manual, including revisions, shall be based on:
- 1) the Manual being an auditable document containing the essential controls.
 - 2) the Certificate Holder's capabilities to construct an item in conformance with ASME standards under the system described in the Manual. Acceptance of the Manual and its implementation shall be done prior to an ASME survey.
- M. (Nuclear only) **(5-5.1(b))** The Authorized Nuclear Inspector Supervisor assigned to a Certificate Holder working under a nuclear Certificate Holder's or OWNERS' Certificate shall review and accept the Owner's documented program addressing its responsibilities under ASME BPVC Section III provides the Owner the option of documenting its program in a Quality Manual or procedure. Acceptance of the documented program, including revisions, and its implementation shall be completed prior to an ASME interview. The Supervisor shall conduct.
- 1) An annual audit of the Owner's documented program and report the results to ASME. The report shall contain sufficient information for ASME to determine whether or not to renew the OWNERS' Certificate.
 - 2) An audit of the Certifying Engineer's qualification activities at least once a year except for the year the Certificate Holder is surveyed by the Society, to verify that the procedures are being followed and that records exist to support the qualification activities.
- N. (Nuclear only) . **(5-5.1(c))** The Supervisor assigned to a Certificate Holder having a Quality Assurance Program Certificate is the responsible individual who accepts the Certificate Holder's QMS Manual. Acceptance of the Manual, including revisions, shall be based on
- 1) the Manual being an auditable document containing the essential controls.
 - 2) the Certificate Holder's capabilities to construct an item in conformance with ASME standards under the system described in the Manual.
- Acceptance of the Manual shall be completed prior to the manual review conducted by the ASME survey team.
- O. (Nuclear only) **(5-5.2)** The Supervisor shall record and limit exposure to radiation in the system established by the Authorized Inspection Agency for themselves and for their assigned Inspectors.
- P. (Nuclear only) **(5-5.3)** The performance audit of the Inspector shall be performed at least twice a year at the shop or site assigned to the Inspector and which the Inspector is or has been actively engaged in authorized inspection activities under the governing ASME standards, i.e., ASME BPVC Sections III or XI. When an Inspector is assigned to more than one shop or site where activities are being performed under a Certificate of Authorization, or have been performed since the previous audit, the Inspector shall be audited at least once a year at each location.
- Q. (Nuclear only) **(5-5.4(a)) Audit** the QMS Manual at least once a year to verify implementation. This audit shall not be waived. Examples of the types of activities that shall be reviewed are internal and supplier audit results, lead auditor qualifications, and the incorporation of the requirements of the latest code edition in the quality program.

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| | <p>R. (Nuclear only) (5-5.4(b)) Audit at least twice a year activities that are covered by the QMS Manual but are performed at locations not assigned to an Inspector. Engineering and procurement are examples of the types of activities referred to, and a corporate office is an example of such a location. If no activities have been performed at these locations during the period from the last audit, then only one audit per year is required. These audits are not required the year the Certificate Holder is surveyed by the Society.</p> <p>S. (Nuclear only) (5-5.4(c)) Audit all elements of a QMS pertaining to furnishing materials under the certificate scope statement at least once each year, except for the year the Certificate Holder is surveyed by the Society.</p> <p>T. (Nuclear only) (5-5.4(e)) Audit all elements of a QMS pertaining to the construction of supports under an NS Certificate of Authorization at least once each year except for the year the Certificate Holder is surveyed by the Society.</p> <p>U. Nuclear only) (5-5.4(f)) Audit at least once each year the Certifying Engineer's qualification activities to verify that the procedures are being followed and that records exist to support the qualification activities, except for the year the Certificate Holder is surveyed by the Society.</p> | |
| 15. | <p>Duties of an Authorized Inspector</p> <p>A. Review and be knowledgeable of the QMS implemented and maintained by the Certificate Holder. (7-3(a))</p> <p>B. Maintain the Inspector's Diary provided by the AIA. The Inspector shall record in the Inspector's Diary activities and inspections made, detailing corrections and any other pertinent data that will be useful to the assigned Inspector, the assigned Supervisor, and the Inspector's employer. Information to be recorded shall include a description of the item inspected, the type of observations made, and the results of inspection. (7-3(b))</p> <p>C. Verify that the Certificate Holder's activities are performed under a Certificate of Authorization that is current and appropriate for the work performed. (7-3(c))</p> <p>D. Verify that the Certificate Holder performing activities under its Certificate of Authorization has the necessary ASME standards, addenda, and code cases. (7-3(d))</p> <p>E. Conduct all required inspections in accordance with RCI-1, and the relevant ASME standards. (7-3(e))</p> <p>F. To report to the Supervisor when right of access is denied by the Certificate Holder to personnel, documents, and areas of the shop, site, or field involved with activities performed under a Certificate of Authorization. (7-3(f))</p> <p>G. Monitor the QMS implemented and maintained by the Certificate Holder. As part of monitoring, the Inspector shall verify the current ASME standards have been reviewed by the Certificate Holder and, where appropriate, the QMS has been changed to meet the current requirements. This activity is needed only in a year in which a new code edition is issued. If the Inspector is prevented by the Certificate Holder from carrying out the required monitoring, the Inspector shall report this situation to the (7-3(g))</p> <p>A. Verify that the work performed under a Certificate of Authorization is in conformance with their QMS Manual and relevant ASME standards covered under the scope of the certificate through inspection and monitoring activities. (7-3(h))</p> <p>B. Verify the material used in construction complies with the ASME standard. (7-3(i))</p> | |

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| | <p>C. Verify, when joining methods require the use of welding, brazing, or fusion, that:</p> <ol style="list-style-type: none"> (1) welding, brazing, and fusion procedures are in conformance with ASME standards- (2) welders, welding operators, brazers, brazing operators, and fusion operators performing the joining are properly qualified and that their qualification permits them to use the required procedures. (7-3(j)) <p>D. Verify, when construction activities require heat treatments that the activity is properly documented and in conformance with ASME standards. (7-3(k))</p> <p>E. Verify, when construction activities require nondestructive examinations and tests to be performed:</p> <ol style="list-style-type: none"> (1) NDE personnel, Levels III, II, and I, are qualified and certified in conformance with ASME standards- (2) nondestructive examinations are performed using written procedures and qualified personnel- (3) the required NDE, impact tests, and other tests have been performed and properly documented and that the results are acceptable. (7-3(l)) <p>F. <i>Not authorize the application of the ASME Single Certification Mark on items that have an uncorrected nonconformity and shall refuse to sign ASME BPVC Data Reports on such items (7-3(m))</i></p> <p>G. Witness final pressure test and verify the test was performed in conformance with the ASME standard. (7-3(n))</p> <p>H. Verify, prior to application of the ASME Single Certification Mark, verify to the best of the Inspector's knowledge and belief, that the item is in conformance with the ASME standard. (7-3(o))</p> <p>I. Verify the nameplate stamping is correct and that the nameplate has been properly attached. (7-3(p))</p> <p>J. Verify prior to signing the Data Report, as an appropriately endorsed Inspector, that the responsible representative of the Certificate Holder has verified the information on the Data Report to be correct and has signed the Data Report (7-3(q))</p> <p>K. Be a member of the ASME Team conducting the joint review/survey. -(7-3(r))</p> <p>L. Monitor the QMS Manual (7-3(b))</p> | |
| 16. | <p>Authorized Nuclear Inspector</p> <p>A. The assigned Nuclear Inspector shall hold an "N" endorsement and shall perform inspection and monitoring activities to determine conformity to the governing standard, i.e., ASME BPVC Section III, Divisions 1, 3, and 5, code cases and reference standards.</p> <p>B. The Authorized Nuclear Inspector's duties shall include but not be limited to inspection and monitoring activities specified for all Inspectors and those identified as follows. The Inspector shall:</p> <ol style="list-style-type: none"> (1) Verify that the Design Specification and Design Report, where required, are available; properly certified by Certifying Engineers in accordance with Section III, Division 1, Division 3 or Division 5; and on file. (7-4.1(a)) (2) Verify that the Certificate Holder's controls for material are such that responsible personnel transfer the material's identification when it is necessary to cut the material into two or more pieces, in order to maintain traceability of the material. (7-4.1(b)) | |

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| | <ul style="list-style-type: none"> (3) Verify that the Certificate Holder's personnel are examining all cut edges, as required by ASME BPVC Section II, or ASME BPVC Section III, Division 1 or Division 3. (7-4.1(c)) (4) Verify that only properly qualified procedures, welders, and operators are used when welded repairs are necessary during construction. (7-4.1(d)) (5) Verify that required heat treatments have been performed and properly documented. (7-4.1(e)) (6) Verify that required nondestructive examinations (NDE) and tests have been performed by qualified personnel and that the results have been properly documented and meet ASME BPVC Section V and Section III (as applicable Division 1, Division 3, or Division 5, as applicable) requirements. NDE procedures and acceptance standards shall be in accordance with ASME standards. (7-4.1(f)) (7) Perform inspections, where applicable, on items that are reported on Data Reports and those that are constructed using methods other than welding. (7-4.1(g)) (8) Monitoring the Owner's progress in compiling supporting data needed to Form N-3. (7-4.2(a)) (9) Verifying that the required documentation for overpressure protection exist and are properly filed for that portion of the system covered by Form N-3. (7-4.2(b)) (10) Reviewing Form N-3 prior to signing the Data Report but only after it has been certified by the Owner. | |
| 17. | <p>Authorized Nuclear Inspector Concrete</p> <p>A. The assigned Inspector shall hold a "C" endorsement and shall perform inspection and monitoring activities to determine conformity to the governing ASME standard, i.e., BPVC Section III, Division 2, applicable code cases and reference standards. The Inspector's duties shall include but not be limited to inspection and monitoring activities specified for all Inspectors and the following. The Inspector shall</p> <ul style="list-style-type: none"> 1) verify that changes to the QMS, when made, meet the governing ASME standard and are properly approved and that the system is appropriately updated to reflect such changes. (7-5(a)) 2) verify that the Design Specification, Design Drawings, Design Report, and Construction Specification, where required, are available, are properly certified by Certifying Engineers in accordance with ASME BPVC requirements and are on file. (7-5(b)) 3) verify that material complies with the applicable ASME BPVC Section III, Division 2, requirements and the Construction Specification. (7-5(c)) 4) verify that the Certificate Holder's controls metallic material are such that responsible personnel transfer the metallic material identification when cutting metallic material into two or more pieces, in order to maintain traceability of the material. (7-5(d)) 5) verify that the Certificate Holder's personnel are examining cut edges of metallic materials as required by ASME BPVC Section III, Division 2. (7-5(e)) 6) verify that Welding Procedure Specifications and all concrete batching, mixing, and placing procedures conform to ASME BPVC Section III, Division 2, and the | |

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| | <p>Construction Specification. (7-5(f))</p> <ol style="list-style-type: none"> 7) verify that only properly qualified procedures, personnel, and materials are used when concrete repairs are necessary during construction- (7-5(g)) 8) verify that required examinations and tests conform to qualified procedures specified in the Construction Specification, that the results are documented, and that they are performed by qualified personnel. The Inspector shall also verify that compression, tension, weighing, and measuring equipment is calibrated. (7-5(h)) 9) visually verify that reinforcing bar placement and size are as specified in the Design Drawings and the Construction Specification prior to concrete placement. The Inspector shall visually verify that tendon conduits, where used, are properly sized, placed, and protected prior to, and during, concrete placement as specified in the Design Drawings and the Construction Specification. (7-5(i)) 10) visually verify form cleanliness prior to concrete placement, the application of specified procedures during placement, and proper concrete curing prior to, and after, removal of forms as specified in the Construction Specification. (7-5(j)) 11) perform the required inspections of inaccessible areas and witness vacuum box testing when required by the governing ASME standard, (ASME BPVC Section III, Division 2), prior to closure for hydrostatic or pneumatic tests. (7-5(k)) 12) review and verify that the Construction Report is in compliance with the governing ASME standard, ASME BPVC Section III, Division 2. (7-5(l)) | |
| 18. | <p>Authorized Nuclear Inservice Inspector</p> <p>A. The assigned Inspector shall hold an “I” endorsement and shall perform inspection and monitoring activities to determine conformity to the governing ASME standard, i.e., ASME BPVC Section XI, applicable code cases and reference standards. The Inspector’s duties shall include but are not limited to inspection and monitoring activities specified herein. The Inspector shall</p> <ol style="list-style-type: none"> 1) verify that the Owner or User has the applicable ASME standards. (7-6(a)) 2) Maintain an Inspector’s Diary. The Inspector shall keep the Inspector’s Diary provided by the AIA up to date. The Inspector shall record in the Inspector’s Diary activities and inspections made, detailing corrections and any other pertinent data that will be useful to the assigned Inspector, the assigned Supervisor, and the Inspector’s employer. Information to be recorded shall include a description of the item inspected, the type of observations made, and the results of inspection. (7-6(b)) 3) Verify that materials used for nondestructive examinations (NDE) comply with the governing ASME standard. (7-6(c)) 4) Verify that required NDE and tests have been made by personnel who meet the qualifications and requirements of ASME BPVC Section XI and that the results are properly documented and meet ASME BPVC Section XI requirements. NDE procedures and acceptance standards shall be in accordance with ASME BPVC Section XI. (7-6(d)) 5) Verify that the Design Specification and Design Report for repairs and replacements, where required, are available, are properly certified by Registered Professional Engineers or Certifying Engineers in accordance with relevant ASME BPVC requirements and are on file. (7-6(e)) | |

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| | <ol style="list-style-type: none">6) Verify that all required welding procedures conform to the governing ASME standards, ASME BPVC Sections IX and XI. (7-6(f))7) Verify that welders and welding operators are properly qualified to use the required procedures. (7-6(g))8) Verify that material and replacement parts comply with the governing ASME standard, ASME BPVC Section XI. (7-6(h))9) Verify that heat treatments required by the governing ASME standard for repairs and replacements (ASME BPVC, Section XI) have been performed and are properly documented. (7-6(i))10) verify that the responsible representative of the Owner has signed the required Forms NIS-1 and NIS-2 and verified them as correct before the Inspector signs them. (7-6(j)) | |
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