



Two Park Avenue

tel 1.212.591.8500

New York, NY

fax 1.212.591.8501

10016-5990 U.S.A.

www.asme.org

INFORMATION AND PROCEDURES FOR OBTAINING QUALITY SYSTEM CERTIFICATE AS A MATERIAL ORGANIZATION

Reference is made to the ASME Code, Section III, Rules for Construction of Nuclear Facility Components, as an Applicant is required to comply with the Quality Assurance Requirements of this Section. Required Code book sections are shown on the Code Book Requirements listing in the [Code Book Order Form](#), which can be downloaded from our website. The Applicant is required to meet the Quality Assurance requirements of the current Code.

To implement these requirements, ASME has established Survey Teams to make evaluations and discuss their findings with the Applicant and submit a written report to ASME. This report is reviewed by ASME, which either authorizes issuance of the Certificate or requests additional action by the Applicant. ASME will audit Quality System Programs on a random programmed basis over the three year life of the Certificate. The audits are unannounced.

The Quality Assurance Manual and documentation which support understanding of the program must be in English.

The Survey Team consists of two ASME Consultants experienced in the field of quality assurance in nuclear systems, components and materials.

The "[Guide for ASME Nuclear Survey teams for Quality System Certificates \(Materials\)](#)" provides a checklist of the elements of a Quality Control System. The Applicant is required to indicate the corresponding cross references to the provisions in the Quality Control Manual which address these elements. The completed Guide must be provided by the Applicant to the ASME Survey Team.

Please review the "[Information for Applicants for ASME Certificates of Authorization or Quality System Certificates](#)", which can be found on our website.

Quality Systems vary in complexity, detail and structure as to an Applicant's size, scope and volume of work. Because of the many variables, it is impossible to project the length of time required for the Survey Team's visit. Applications for multiple sites will impact the time required to complete the survey. The Survey Team will make every effort to conclude their visit in a minimum length of time

If the recommendation of the Survey Team is to issue the Certificate, the Applicant will be invoiced for the cost of the Survey. The invoice will reflect the fees and expenses of the Survey Team and ASME administrative fees. The invoice will also reflect the \$3,315.00 three year certificate fee. **Prices are subject to change without notice.** Annual programmed audits will be billed at a cost. The audit invoices will reflect the fees and expenses of the ASME Consultant(s) as well as ASME administrative fees. Failure on the part of the Certificate Holder to pay audit invoices will result in action by ASME to withdraw the Quality System Certificate.

If the recommendation of the Survey Team is that a resurvey is required, or if a survey is aborted, the Applicant will be invoiced for the fees and expenses of the ASME Consultants and administrative charges only.

ASME requires an advance deposit of \$11,000.00 prior to establishment of survey dates. This will be applied to the cost of the Survey. If the Applicant withdraws their application after the remittance is received by ASME, there is an administrative fee of \$1,000.00 which will be deducted from the original remittance.

Please submit the application through [CA Connect](#). Please return the completed Accreditation/Certification Agreement and fees to:

ASME
Accreditation/Certification Processing Dept.
150 Clove Road
Little Falls, NJ 07424

In addition, it is requested that the Accreditation/Certification Agreement be emailed to ca@asme.org.

Cancellation of survey dates is subject to a monetary penalty, deducted from the advance deposit, on the following schedule:

\$2,000.00 for cancellation after acceptance of the survey dates.

\$3,500.00 for cancellation within 2 months of the survey dates.

\$6,000.00 for cancellation within 1 month of the survey dates.

In addition to the above, the Applicant will be charged for any committed travel and miscellaneous expense associated with the cancelled survey.

ASME will make every effort to conduct an evaluation of an Applicant's program at the earliest possible date after receipt of the application forms and deposit. However, it should be expected that a lead time of four to six months is usual because of scheduled surveys of other companies. ASME can accept no liability for any consequences to the Applicant, which may be the result of the survey or subsequent ASME actions. A renewal survey will be scheduled approximately eight to twelve weeks prior to the current expiration date to assure continuity of the Certificate.

QSC Holders have the option to request an extension to their current Certificate expiration date to complete current work. Such a request for extension to complete work in progress must be received, by ASME, ninety days prior to the current expiration date. The request must contain information concerning order entry dates, order numbers, quantity of each order, item descriptions and the completion dates. An extension, if granted, will be for six months, with no further extension. The extension will only cover work listed in the request. If the request is granted, ASME will conduct an announced audit during the extension period at the QSC Holder's expense. A check for \$2,000.00 per Certificate plus \$11,000.00 deposit for the audit must accompany the request for extension. A Certificate Holder who voluntarily terminates a survey in progress is not eligible for this type of extension of expiration date.

A [brochure](#) listing the various sections of the [Boiler and Pressure Vessel Code and other ASME publications](#) required for obtaining ASME Certificates is available on our website. Subscription to the indicated sections of the ASME Boiler and Pressure Vessel Code is required for certification to assure that Code users have the latest applicable Code rules. Effective with the issuance of the 2007 Edition of the Boiler and Pressure Vessel Code, the electronic version, purchased from a licensed reseller is acceptable, as well as the published version by ASME. The rules published in the Code are subject to revision from time to time. These revisions are published annually in addenda to the BPV Code. The effective date for which the latest published Code edition and addenda become the current Code edition and addenda is six months after the date of publication of each such edition and addenda. The Applicant or QSC Holder is not precluded from implementing the latest published Code edition and addenda earlier than the effective date. Additionally, interpretations of the rules are published in supplements to the Code. These addenda and supplements are provided to subscribers, as part of their basic subscription, to assure their awareness of the latest rules, revisions and interpretations. Reproduced documents from any source are not accepted for ASME certification, as they provide no assurance of completeness or that the user will be made aware of revisions and interpretations of the applicable Code sections.

If you have any questions, please contact the ASME Conformity Assessment Department via email ca@asme.org.