

**Introduction**

TÜV UK Limited is the owner of this scheme and is responsible for its development and maintenance.

These scheme regulations have been developed by TÜV UK Limited to outline the control and management of the NDT Personnel Scheme for the approval of NDT personnel under the provisions of the UK Pressure Equipment Safety Regulations. The scheme is designed to demonstrate their skills, competence, knowledge, and ability required to become approved NDT person under the provisions of the UK Pressure Equipment Safety Regulations

This certification scheme has been authored by TÜV UK Limited in conjunction with the Scheme Committee and undergoes annual review and validation by the Scheme Committee. The Scheme Committee comprises senior TÜV UK Limited management, scheme technical expert(s), NDT expert(s), and independent stakeholders. The Committee ensures that this scheme is administered fairly, impartially, and without bias or prejudice. The Governing Board holds the responsibility for deciding on the outcome of any complaints or appeals that have not been satisfactorily resolved between TÜV UK Limited and the person making the complaint or appeal.

All activities shall be performed in accordance with TÜV UK Limited's Impartiality Policy GOP029, including the management of any conflicts of interest. TÜV UK Limited fully acknowledges the significance of conflicts of interest, impartiality, and independence in accordance with ISO/IEC 17024:2012 for the Certification of NDT Personnel.

TÜV UK Limited operates a quality management system to ensure compliance with ISO/IEC 17024:2012 option A.

Access to this certification is not restricted; however, TÜV UK Limited expects that each applicant meets the prerequisites detailed within this certification scheme.

**Scope of Certification**

These Scheme Regulations apply to the certification process of approval of NDT personnel under the provisions of the UK Pressure Equipment Safety Regulations in situations where the ISO 9712:2022 and Pressure Equipment Directive (PED) 2014/68/EU certification activities are outsourced to external entities.

The scope of outsourcing, as defined by TÜV UK Limited, shall include activities such as examination development, administration, scoring, or practical assessments.

Test Procedures and Testing Techniques

These Scheme Regulations include the following test procedures:

- Penetration testing
- Magnetic particle testing
- Radiographic testing
- Visual inspection
- Ultrasonic testing

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Certification can also be restricted to defined testing techniques within a test procedure.

Furthermore, these Scheme Regulations take into account the certification of further developments of the test procedures.

Qualification Levels

The TÜV UK Limited certification Scheme Regulations apply the qualification levels 1, 2, and 3 as described in ISO 9712:2022.

Product and Industrial Sectors

The certification program is for welded (w) products only.

**Terms and Definitions**

- **Certification Body (CB) - TÜV UK Limited**  
The organisation responsible for certifying NDT Personnel to the Pressure Equipment (Safety) Regulations 2016 in accordance with PD CEN-TR 15589:2014 and the UK Code of Practice for the approval of NDT ‘Route B’ personnel under the provisions of the UK Pressure Equipment Safety Regulations
- **Outsourced Entity (OE)**  
An Accredited external organisation that is also a Recognized Third-Party Organization (RTPO) contracted by TÜV UK Limited to perform the certification activities in accordance with the requirements of ISO 9712:2022 and the Pressure Equipment Directive (PED) 2014/68/EU.
- **Individual**  
An individual is the person seeking NDT PESR certification, the designation of that individual changes as they make their way through the NDT PESR certification process, as detailed below:

  - An applicant following submission of an application.
  - A candidate on acceptance of the application.
  - A certified person following successful completion of requirements.
- **Decision Maker**  
A TÜV UK Limited representative that is competent to review the supporting documentation as required by these Scheme Regulations to facilitate the Certification Decision.

**Outsourcing Criteria**

TÜV UK Limited shall have in place documented agreements with outsourced entities. Contracts shall clearly define the scope of outsourced activities, responsibilities, confidentiality requirements, and performance criteria.

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**Outsourcing Entity Compliance with ISO/IEC 17024**

Outsourced entities (OE) shall demonstrate compliance with ISO/IEC 17024:2012, as applicable to the ISO 9712:2022 and PED 2014/68/EU certification activities they are contracted to perform.

TÜV UK Limited currently requires an OE to be accredited by an Accreditation Body that is nationally recognized within their residing country and a Recognized Third-Party Organisation present on the List of Notified Bodies (NANDO Website <https://webgate.ec.europa.eu/single-market-compliance-space/#/notified-bodies/free-search>)

Outsourcing entities with which TÜV UK Limited have a Framework Agreement in place:

- TÜV NORD Systems GmbH & Co (Date of Agreement TBC)

**Job Task and Description**

Job Overview

A Non-Destructive Testing (NDT) Operator plays a crucial role in the inspection and assessment of materials, components, and structures to detect defects, anomalies, or potential issues without causing any damage. NDT Operators use various testing methods and equipment to ensure the integrity and safety of products and infrastructure.

Key Responsibilities

- **Conduct NDE Testing:** Perform a variety of NDT tests, including but not limited to ultrasonic testing, radiographic testing, magnetic particle testing, liquid penetrant testing, eddy current and visual inspection (VT).
- **Prepare and Set Up Equipment:** Properly set up and calibrate NDT equipment and instruments before conducting tests. Ensure that equipment is in good working condition.
- **Inspect and Evaluate Results:** Interpret test results and identify defects, cracks, discontinuities, or irregularities in materials or structures. Determine the severity and potential impact of identified issues.
- **Documentation:** Record and document test procedures, results, and findings accurately. Maintain detailed inspection logs, reports, and records for reference and reporting purposes.
- **Safety and Compliance:** Adhere to safety protocols, guidelines, and industry standards to ensure the safe execution of NDT testing. Comply with all relevant safety regulations.
- **Quality Assurance:** Ensure that NDT testing procedures are conducted in accordance with established quality standards, procedures, and protocols. Participate in quality control and assurance programs.

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- **Equipment Maintenance:** Perform routine maintenance and inspections of NDT equipment to keep it in optimal working condition. Report any equipment malfunctions or defects for prompt repair or replacement.
- **Communication:** Collaborate with engineers, supervisors, and other team members to discuss inspection findings, recommend corrective actions, and provide technical expertise related to NDT testing.
- **Problem Solving:** Identify and troubleshoot issues related to NDT equipment or testing procedures. Propose solutions and improvements as needed.
- **Continual Learning:** Stay updated on advancements in NDT technology, techniques, and industry best practices through training, seminars, and professional development.

### Required Competence

To be certified, the individual applying for TÜV UK Limited NDT PESR certification must possess a valid certificate to ISO 9712:2022 and PED 2014/68/EU certified by an Outsourced Entity (OE) listed in these Scheme Regulations.

### Prerequisites

#### Individual Seeking NDT Certification

- Must have submitted a TÜV UK Limited NDT Personnel Certification Application Form.
- Must be certified to ISO 9712:2022 and PED 2014/68/EU by an OE with which TÜV UK Limited has a Framework Agreement in place. The Framework Agreement must have been in place at the time of being certified by the OE.
- Provide a letter of confirmation from their current employer attesting to their experience and duties
- Must have a form of photographic identification available, such as a driving licence (provisional or full), passport, or another government-issued identity card.
- Must be able to demonstrate visual acuity at Jaeger 1 (or equivalent) level.

Note: providing a PED certificate from the OE demonstrates the applicant's knowledge of the PED and this knowledge is deemed equivalent to knowledge of the PESR and is acceptable TÜV UK Limited.

### Code of Conduct

The individual seeking certification under the TÜV UK Limited ISO/IEC 17024:2012 Scheme Regulations shall be asked as part of the application process to sign the NDT Personnel Application Form confirming that they understand and acknowledge the below:

- behave in a professional manner, displaying honesty and integrity whilst demonstrating respect for the law and environment;

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- Not use the certification fraudulently or bring the certification scheme into disrepute;
- Be mindful of their own health and safety and others around them and follow any instructions relating to health and safety given by the examiner;
- Comply to agree to the rules as specified in these TÜV UK Limited NDT Personnel Scheme Regulations and those within the NDT Personnel Application Form;
- Treat everyone with respect and courtesy, whether a colleague or external representative;
- Shall advise TÜV UK Limited of any special needs that need to be considered within the NDT Personnel Application Form

### Application and Initial Certification Assessment

The submission of the Application must occur within three months following the attainment of the ISO 9712:2022 and PED 2014/68/EU certification from the OE. This timeline is crucial to confirm that the applicant possesses the necessary knowledge and practical competence. Applications will not be accepted after this period,

Before starting the application process, the individual seeking NDT PESR certification should determine their eligibility as detailed within these Scheme Regulations.

Ensure that the OE issuing the certified persons ISO 9712:2022 and PED 2014/68/EU Certificate is listed within these Scheme Regulations.

Prepare and submit the NDT PESR application form. This application requires the below supporting documentation, should any of the below not be available please request from the OE prior to submitting the application:

- A copy of a valid ISO 9712:2022 and PED 2014/68/EU certificate(s) issued by the OE.
- Two documents confirming their address and identity, examples below
  - Passport.
  - Driver's license.
  - Government-issued identity card.
  - Utility bill
  - Council tax bill
- Curriculum Vitae (CV)
- NDT Training Records
- Work Experience Records
- Record of Visual Acuity (Jaeger 1 or equivalent)

Note: Work conducted in compliance with the Pressure Equipment Safety Regulations (PESR) and the Pressure Equipment Directive (PED) maintains consistency and adheres to identical standards and requirements. Consequently, TÜV UK Limited acknowledges and accepts work records pertaining to PED vessels.

Upon receiving the application, TÜV UK Limited will initiate the evaluation process, which shall include:

- Review of application materials for completeness and accuracy.
- Verification of eligibility and prerequisites.
- Evaluation of qualifications, experience, and competencies.

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- Confirm the validity and scope of the ISO 9712:2022 and PED 2014/68/EU Certificate with the OE

TÜV UK Limited may discuss your application with the OE should there any information mission or disparities.

TÜV UK Limited will make a certification decision based on the results of the evaluation. If you meet the requirements, you will be issued an NDT PESR certificate. If not, you will receive feedback and information as to why.

Upon successful certification, the TÜV UK Limited will issue an NDT PESR certificate PESR certification document. This certification serves as evidence of your competence and compliance with ISO 9712:2022 and PESR

The NDT PESR Certificate validity mirrors that of the ISO 9712:2022 and PED 2014/68/EU certificate issued by the OE for each testing technique.

In the event of a false statement being discovered in the information provided on the NDT Application Form, the application will be declared null and void.

**Criteria for Extension Scope & Revalidation**

Extending Certification Scope

TÜV UK Limited certified NDT Personnel seeking an extension to the scope of their current certificate may do so by following the same process as described within the Application and Initial Certification Assessment section of these Scheme Regulations.

Upon successful completion a revised NDT PESR Certificate will be issued detailing the original certification scope and validity and the newly certified extension scope and validity indicating their competence.

Revalidation

Revalidation is a process that falls under the responsibility of the certificate holder.

TÜV UK Limited certified NDT Personnel seeking revalidation may do so by following the same process as described above within the Application and Initial Certification Assessment section of these Scheme Regulations.

Upon successful completion, a renewed NDT PESR Certificate will be issued, detailing the current certification scope and validity, as well as the newly recertified scope and validity, indicating their continued competence.

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**Certificate**

Upon satisfactory completion of the NDT PESR certification process a certificate shall be issued to the candidate detailing the scope of certification. As a minimum the certificates will contain the following information;

- TÜV UK Limited logo and / or name, certification body number and head office address;
- The name of the certified person (candidate)
- A unique certificate identification number;
- Scheme Regulations reference including revision number;
- Scope of approval including any validity conditions and limitations;
- Validity of certificate (including expiry) against each discipline that has been certified – this shall mirror the ISO 9712:2022 and PED 2014/68/EU certificate of which the NDT PESR certificate is based
- The effective date of certification which shall be the date of the certification decision;
- Certificate issue number

**Use of Certificates, Logos, Symbols and Marks**

All TÜV UK Limited NDT certificates issued to candidates remain the property of TÜV UK Limited. Certificates contain both the UKAS symbol (or the phrase ‘a UKAS accredited certification body No. 0065’) and the TÜV UK Limited Logo, the candidate shall confirm their acceptance of the below by signing the application form:

- Use the certification in the manner that it is intended for only;
- Not use the certification fraudulently or bring the certification scheme into disrepute;
- Not display the UKAS Symbol/Phrase or TÜV UK Limited logo on any vehicle;
- Not display the UKAS Symbol/Phrase or TÜV UK Limited logo on any buildings or flag;
- Not display the UKAS Symbol/Phrase or TÜV UK Limited logo on any work wear or uniform.

Duplicate or replacement certificates may be issued at the discretion of TÜV UK Limited to the certified person to replace any that have been lost or destroyed. This will only be done after a written request is received detailing the reasons for re-issue of the certification. A fee will be charged by TÜV UK Limited for this service.

Photocopies of any certification are unauthorised by TÜV UK Limited and should only be used for internal administration purposes.

**Certificate Verification**

Upon request TÜV UK Limited shall verify and provide information as to whether an individual holds current, valid certification and the scope of that certification, except where the law requires such information not to be disclosed.

Please use the contact details located at the following link: <https://www.tuv-nord.com/uk/en/contact-us/>

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**Criteria for Suspending and Withdrawing Certification**

Suspension and Withdrawal

TÜV UK Limited reserves the right to suspend or withdraw certification in cases of non-compliance with the Scheme Regulations or if there are specific reasons to question the certificate holder's ability to meet product standard quality requirements. This also applies to the rules governing the use and issuance of Certification, Logos, and marks in accordance with ISO/IEC 17024:2012.

Should the OE suspend or withdraw the certificated holders ISO 9712:2022 and PED certificate, the OE shall notify TÜV UK Limited who shall then suspend and withdraw the NDT PESR Certificate.

Upon suspension or withdrawal of certification, TÜV UK Limited will promptly notify the certified person in writing, formally communicating the decision and any necessary actions they must take.

Reinstatement Process

In cases of suspension, the suspension may be temporary, and certification may be reinstated once the certified person has taken the required actions. A decision maker will formulate a plan for reinstatement, allowing the individual to resolve their certification status. If the necessary actions are satisfactorily completed, the certification will be reinstated.

If an investigation finds the suspension to be unsubstantiated, the certification will be reinstated without additional measures, and this will be documented in the individual's records.

If the plan for reinstatement involves complete reassessment, all key stages of the Scheme Regulations will be followed.

Upon reinstatement of certification status, the certified person will be permitted to resume certified activities under the original certification unless a full reassessment was required.

Resolution Timeline

Failure to resolve relevant issues resulting in suspension within 6 months will lead to the withdrawal of certification.

**Fees**

Approval certificates are automatically invalidated if there are any outstanding fees.

An application fee of £300.00 will be charged on application, the application fee will be non-refundable should the application be unsuccessful.

Should a certified person require a duplicate or replacement certificate the candidate is required to contact TÜV UK Limited in writing detailing the reason for re-issue. If TÜV UK Limited confirm acceptance of the request a fee of £100 is required in advance to the issue of the duplicate certificate, the duplicate certificate shall only be issued to the address provided during the original application for the duplicate certificate.

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All fees paid to TÜV UK Limited are strictly non-refundable. The timing of payment of any fees shall be of the essence. It is part of our obligation to all applicants that the results of the decision, and certification authority shall be objective and free of any commercial influence. To prevent any risk of such conflict of interest therefore, our agreement to undertake a decision may be subject to prior receipt of payment. To allow advanced payments TÜV UK Limited will issue a provisional invoice which allows you to transfer payment ahead of the examination. In any case, fees shall be paid within 30 days of the date of our invoice.

**Confidentiality**

All information relating to any applicants supplied to TÜV UK Limited, in the course of the application for NDT PESR certification is considered confidential and is subject to controlled access and retention, as defined in our procedures. Routine audits carried out by UKAS regarding TÜV UK Limited activities may require UKAS perusal of candidate files on or off applicant sites, and as such, are permitted access. (N.B. UKAS themselves are bound by strictest terms of confidentiality). TÜV UK Limited shall take all reasonable precautions not to disclose any confidential information regarding the applicant and/or applicants or certified persons unless it is, when disclosed to us, already lawfully in our possession or is in the public domain or, in each case, subsequently becomes so. We may also disclose such information if and to the extent required by law and/or the accreditation body or the TÜV UK Limited governing board/impartiality committee which we are required to appoint by the accreditation body.

**Complaints and Appeals**

If the applicant is dissatisfied or unhappy with our service or performance, or any decision we make, you should write to TÜV UK Limited within 30 days of receipt of the relevant decision. In either case the relevant manager will contact the applicant as soon as possible in order to investigate the matter with a view to resolving it.

If you remain dissatisfied with the decision, you may make a further appeal within 30 days of receipt of TÜV UK Limited’s decision by writing to the Chairperson of the Governing Board at the following address:

Governing Board Chairperson (private and confidential)  
TÜV UK Ltd  
AMP House, Suites 27-29, 5th Floor,  
Dingwall Road,  
Croydon  
CR0 2LX

You will be notified of the Chairperson's decision (or that of his nominated representative) within 30 days from the date we receive your further appeal. The Chairperson's decision shall be final and binding. However, if you remain dissatisfied at this stage, we would be obliged to encourage you to contact the relevant accreditation body for their advice in the matter.

You may review TÜV UK Limited’s complaints and appeals procedures at the website link below.

<https://www.tuv-nord.com/uk/en/contact-us/>

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**General Overview of the Certification Process**

