

Application for NEW issuance of National Board Review Team Leader / Representative

APPLYING FOR: Initial Qualification Re-Qualification

APPLICANT'S CONTACT INFORMATION

NAME: _____
(First) (Middle) (Last)

DATE OF BIRTH: _____
(Month) (Day) (Year)

PHYSICAL ADDRESS:

MAILING ADDRESS (if different from physical):

PRIMARY PHONE: _____ HOME CELL

EMAIL: _____

If previously assigned:

ASME Team Leader Number: _____ **ASME Team Leader Expiration Date:** _____

National Board Review Team Leader/Representative Number: _____

CHECK ALL BOXES THAT ARE APPLICABLE:

- | Employer | Team Leader | Representative |
|--|-------------------------------------|--|
| <input type="checkbox"/> Jurisdiction | <input type="checkbox"/> "R" Stamp | <input type="checkbox"/> AIA Reviews |
| <input type="checkbox"/> Independent NB Consultant | <input type="checkbox"/> "NR" Stamp | <input type="checkbox"/> FIA Reviews |
| <input type="checkbox"/> Independent ASME Consultant | <input type="checkbox"/> "VR" Stamp | <input type="checkbox"/> Owner User Reviews |
| <input type="checkbox"/> National Board | <input type="checkbox"/> Flow Lab | <input type="checkbox"/> Device Selection (DS) |
| | | <input type="checkbox"/> Test Witnessing (TW) |
| | | <input type="checkbox"/> Test Only (TO) |

EMPLOYER CONTACT INFORMATION (Not required for independent consultants)

EMPLOYER: _____

PHYSICAL ADDRESS:

MAILING ADDRESS (if different from physical):

SUPERVISOR: _____
(Name) (Title)

PHONE: _____ **EMAIL:** _____

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EDUCATION AND EXPERIENCE

- The applicant shall have a minimum of twelve credits to qualify for the conduct of shop reviews, audits or surveys.
- The applicant shall have a minimum of seven credits to qualify for the conduct of valve selections and test witnessing.

EDUCATION – (4 credits maximum)

The sum of 1) [including (a) or (b), but not both] + 2) below may be used toward the 4 credits maximum.

1) College/University (see NB-290, 2.1.1)

(College/University School Name)	(Location – City/State)	(Date Completed)
(Degree Type)	(Major)	

**2) Technical Curriculum (examples) – (2 Credits)
(see NB-290, 2.1.1 #5)**

- A. Graduation from an accredited technical school
- B. Successful completion of a power engineering certification program
- C. Successful completion of an Accredited Trade certification program
- D. Successful completion of a military or merchant marine training program
- E. Successful completion of a Certified Welding Inspector (CWI) certification program

(Program Title)	(Location – City/State)	(Date Completed)
(Program Title)	(Location – City/State)	(Date Completed)

**3) Technical Training in Boiler, Pressure Vessel, or Piping Inspection – (1 Credit)
(see NB-290 2.1.1 #6)**

- A. Technology Courses
- B. Code Courses
- C. National Board Courses

(Course Title)	(Location – City/State)	(Date Completed)
(Course Title)	(Location – City/State)	(Date Completed)
(Course Title)	(Location – City/State)	(Date Completed)
(Course Title)	(Location – City/State)	(Date Completed)

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PROFESSIONAL ACCOMPLISHMENTS – (2 credits maximum)

For certification of competency in engineering, science, inspection or quality assurance/control which is issued and approved by a government agency, or by the National Board or Technical Society – (1 credit)

- For professional registration in one or more states – (1 credit)

Type of Certification of Competency	Description	Date

MANAGEMENT EVALUATION – (2 credits maximum)

Recommendation from the individual’s employer for other performance factors applicable to reviews, audits, inspections and other such as leadership, judgment, maturity, analytical ability, past performance, and teaching at technical schools, seminars or courses.

Detailed Description of Recommendation

TRAINING & EXAMINATION

A prospective National Board Team Leader or Representative shall have training sufficient to develop competency in reviews, audits, surveys or similar activities in accordance with National Board policies and procedures and have attended the National Board Seminar for Team Leaders and National Board Representatives.

The prospective National Board Review Team Leader or Representative, who will conduct reviews, shall pass a written examination with a grade of at least 80%, which shall evaluate the prospective National Board Review Team Leader’s or Representative’s comprehension and ability to apply the training fundamentals.

Attended National Board Team Leader and/or Representative Course & Examination:

(Date of Attendance)

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ACTIVITY PARTICIPATION

- The prospective National Board Team Leader or Representative shall be assigned with a qualified National Board Team Leader or Representative to participate in a minimum of three reviews or visits of the type for which qualification is being sought within a one year period, except as provided as follows:
 - For a Qualified National Board Team Leader seeking Qualification for another
 - For qualification to conduct laboratory and authorized observer acceptance reviews, the individual must be a National Board Test Laboratory Authorized Observer, qualified to conduct reviews and shall participate with a qualified National Board Representative during one laboratory review.
 - For qualification to witness testing, the individual must be a National Board Test Laboratory Authorized Observer (or have completed a special National Board Pressure Relief department training course to witness testing), qualified to conduct valve selections, and shall participate at least once with a qualified National Board Representative to witness testing at an accepted laboratory.

3 Reviews Participated In:

Company	Location	Team Leader / Representative	Date

Qualification Review Report Submitted to the National Board Team Leader / Representative:

- The prospective National Board Team Leader or Representative shall complete a Qualification Review Report (QRR), or the report required for each of the activities being reviewed.
- The qualified National Board Team Leader or Representative shall appraise the prospective National Board Team Leader’s or Representative’s performance, including a review of the QRR, completed for content, completeness and accuracy. The qualified National Board Team Leader or Representative shall submit a written evaluation of the prospective National Board Team Leader or Representative.

Certification by Applicant

I certify that the above statements are true:

(Applicant Signature)

(Date)

Employer Concurrence (Not required for independent consultants)

I have reviewed this application and concur with the information as presented:

(Employer Signature)

(Date)

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NATIONAL BOARD USE ONLY:

EDUCATION – (4 credits maximum)

	<u>CREDITS</u>
A. Bachelor’s Degree in Engineering (4 credits)	
B. Associate’s Degree in Engineering (3 credits)	
C. Bachelor’s Degree in Science or Mathematics (3 credits)	
D. Associate’s Degree in Science or Mathematics (2 credits)	

TECHNICAL CURRICULUM – (2 credits maximum)

	<u>CREDITS</u>
In accordance with NB-290, 2.1.1, #5	

TECHNICAL TRAINING - (1 credit maximum)

	<u>CREDITS</u>
In accordance with NB-290, 2.1.1, #6	

QUALIFYING WORK EXPERIENCE – (10 credits maximum)

	<u>CREDITS</u>
In accordance with NB-290, 2.1.1, #6	

PROFESSIONAL ACCOMPLISHMENTS – (2 credits maximum)

	<u>CREDITS</u>
Certificate of Competency engineering, science, inspection or quality assurance/control which is issued and approved by a government agency, or by a National Professional or Technical Society	
Professional Registration in one or more states	

MANAGEMENT EVALUATION – (2 credits maximum)

(Attach to this application)

	<u>CREDITS</u>
Employer recommendation of the individuals performance applicable to reviews, audits, inspections and other such as leadership, judgment, maturity, analytical ability, past performance, and teaching at technical schools, seminars or courses	

TOTAL CREDITS

Examination Results: _____
(Date)

Recommended for New Acceptance: _____
(Manager of Technical Services) (Date)

Approved for New Issuance of Team Leader/Representative Certification: _____
(Executive Director) (Date)

Issued Team Leader Number: _____

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Attachments Checklist

The following supporting documents must be attached to this application:

1. Copies of transcripts, diplomas or other documents for verification of educational experience the applicant is seeking credit for in accordance with NB-290, 2.2.0.
2. Copies of Technical Curriculum certificates, diplomas, transcripts or other documents for verification of technical curriculum the applicant is seeking credit for in accordance with NB-290, 2.2.1.
3. Copies of Certificates of completion or transcripts for technical training the application is seeking credit for in accordance with NB-290, 2.2.1.
4. Copies of certificates of professional accomplishments the applicant is seeking credit for in accordance with NB-290, 2.1.3.
5. The QRR or report completed by the applicant for required each review, listed on page 5 of this application, in accordance with NB-290, 2.3.2.
6. The qualified National Board Team Leader or National Board Representative's written evaluation of the prospective National Board Team Leader or National Board Representative in accordance with NB-290, 2.3.3.