

NBBI
SINCE 1919

NB-263 RCI-1

RULES FOR COMMISSIONED INSPECTORS

2027

THE NATIONAL BOARD OF BOILER AND PRESSURE VESSEL INSPECTORS

NB-263, RCI-1, *RULES FOR COMMISSIONED INSPECTORS* (RCI-1)

In 2026, the National Board published the 2027 Edition of NB-263, RCI-1, *Rules for Commissioned Inspectors*. The standard will become effective January 1, 2027. The new changes may be implemented any time after the effective date but will become mandatory July 1, 2027.

A new edition of RCI-1 is planned every two years, with the next edition effective January 1, 2029.

The Committee on Qualifications for Inspection is responsible for maintaining and revising RCI-1. This committee meets regularly to consider revisions to existing requirements and to formulate new requirements. Inquiries regarding NB-263, RCI-1 may be submitted to the committee by email at secretaryCQI@nationalboard.org. Replies approved by the committee are published on the National Board's website (nationalboard.org). All editions are approved by the National Board's Board of Trustees.

Copyright © 2026 by
THE NATIONAL BOARD OF BOILER & PRESSURE VESSEL INSPECTORS
All rights reserved

TABLE OF CONTENTS
Rules for Commissioned Inspectors

Copyright I
Personnel III
Introduction V

Part 1 National Board Commissions and Endorsements 1
1-0 Scope 1
1-1 Qualification Requirements for the Inservice and Authorized Inspector Commissions 1
1-2 Issuance of the Commission 1
1-3 Qualification Requirements for Endorsements 2
1-4 Issuance of the Endorsement 2
1-5 Renewal of the Commission/Endorsement 2
1-6 Reinstatement of the Commission/Endorsement 2
1-7 Change of Employment 3
1-8 Continuing Education Requirements for Commissions/Endorsements 3
1-9 Applications 3

Part 2 National Board Commission and Endorsement Examinations 11
2-0 Scope 11
2-1 Commission and Endorsement Examinations 11
2-2 Passing the Examination 11
2-3 Re-Examination 11

Part 3 Inservice Inspection 12
3-0 Scope 12
3-1 Inservice Inspector Supervisors/Technical Managers 12
3-2 Inservice Inspectors 12

Part 4 Authorized Inspection (ASME) 13
4-0 Scope 13
4-1 Authorized Inspector Supervisor 13
4-2 Authorized Inspector 14

Part 5 Repair Inspection 17
5-0 Scope 17
5-1 Definitions 17
5-2 Repair Inspector Supervisors/Technical Managers 17
5-3 Repair Inspectors 18

Part 6 Inspector Diary, Monitoring, Use of Commissions, and Employment 21
6-0 Scope 21
6-1 About the Inspector Diary 21
6-2 Description of the Inspector Diary 21
6-3 Entries in the Inspector Diary 21
6-4 Monitoring Activities 22
6-5 Use of National Board Commission Number and Endorsements 22
6-6 Employment 23

Part 7 Code of Ethics 24
7-0 Scope 24
7-1 Conflict of Interest 24
7-2 Good Faith Actions 24
7-3 Public Perception 24
7-4 Independence, Impartiality, and Integrity 25

Part 8 Complaints and Due Process 26
8-0 Scope 26
8-1 Complaints 26
8-2 Executive Director Action 26

Glossary of Terms 27

Notes 29

PERSONNEL

The National Board of Boiler & Pressure Vessel Inspectors

Board of Trustees

Eben Creaser
Chair

Trevor Seime
First Vice Chair

Tom Clark
Second Vice Chair

Michael Carlson
Member at Large

Don Kinney
Member at Large

William Ross
Member at Large

Patrick Polick
Member at Large

Joel Amato
Secretary/Treasurer

Advisory Committee

Vincent Scarcella
Representing authorized inspection agencies
(insurance companies)

Kevin Crimi
Representing boiler and pressure vessel users

Teresa Melfi
Representing the welding industry

Michael Quisenberry
Representing National Board stamp holders

James Roberts
Representing pressure vessel manufacturers

Johnathan Bates
Representing organized labor

Ed Verderose
Representing boiler manufacturers

Committee on Qualifications for Inspection

Tom Clark, Chair
State of Oregon

Phillip Cole, Vice Chair
Factory Mutual Global

Huihan (Andy)Ruan, ASME
Liaison ASME International

Michael Carlson
State of Washington

Dr. Parvan Chavdarov
RINA Service, S.p.A.

Julius Dacanay
State of Hawaii

Aziz Khssassi
Régie du bâtiment du Québec

Howard Berny
State of Minnesota

Vincent Scarcella
CNA Insurance Companies

Robert Underwood
The Hartford Steam Boiler Inspection
and Insurance Company

Milton Washington, Secretary
The National Board of Boiler and Pressure
Vessel Inspectors

PERSONNEL
National Board Members

Alabama	Edward Wiggins
Alaska	Aaron Dirks
Arizona	Arnel Buquis
Arkansas	Bruce Broadaway
California	Micah Davidian
Colorado	Robert Becker
Connecticut	Michael Devanney
Delaware	Steven Van Slavens
Florida	David Warburton
Georgia	William Lynch
Hawaii	Julius Dacanay
Illinois	Patrick Polick
Indiana	Peter Settle
Iowa	Robert Bunte
Kansas	Robert Stimson
Kentucky	Mark Jordan
Louisiana	Rhett Termini
Maine	Andrew G. Frazier
Maryland	Steven Noonan
Massachusetts	Edward Kawa
Michigan	David Stenrose
Minnesota	Howard Berny
Mississippi	Thomas Carter
Missouri	Timothy Boggs
Montana	Brent Ricks
Nebraska	David Pleiss
Nevada	Jeffrey Oliver
New Hampshire	
New Jersey	Michael Amuzie
New York	Mikhail Krivitskiy
North Carolina	Donald Kinney
North Dakota	Trevor Seime
Ohio	John Sharier
Oklahoma	Tommy Granneman
Oregon	Tom Clark
Pennsylvania	William Ross
Rhode Island	Jose Taveras
South Carolina	Ronald Spiker
South Dakota	Aaron Lorimor
Tennessee	Jimmy Watson
Texas	Keith Sanford
Utah	Christopher Bench
Virginia	Kimberly Adkins
Washington	Michael Carlson
West Virginia	Kenneth Hatten

Chicago, IL	
Detroit, MI	Aijalon Denham
Los Angeles, CA	JC Chavez
Milwaukee, WI	Adrian Gibbs
New York, NY	William McGivney
Seattle, WA	Steven Frazier

Alberta	Djordje Srnic
British Columbia	Rajesh Kamboj
Manitoba	Ryan DeLury
New Brunswick	Eben Creaser
Newfoundland & Labrador	David Brockerville
Northwest Territories	Roland (Gerry) Norris
Nova Scotia	Donald Ehler
Ontario	Caslav Dinic
Prince Edward Island	Nancy Chiasson
Quebec	Aziz Khssassi
Saskatchewan	Christopher Selinger

INTRODUCTION

The 2027 Edition of NB-263, RCI-1 *Rules for Commissioned Inspectors* replaces the 2025 Edition. RCI-1 is arranged into Parts, as listed below:

- Part 1 – National Board Commissions and Endorsements
- Part 2 – National Board Commission and Endorsement Examinations
- Part 3 – Inservice Inspection
- Part 4 – Authorized Inspection (ASME)
- Part 5 – Repair Inspection
- Part 6 – Inspector Diary, Monitoring, Use of Commissions, and Employment
- Part 7 – Code of Ethics
- Part 8 – Complaints and Due Process

This standard was developed and is maintained by the National Board's Committee on Qualifications for Inspection. This committee meets regularly to consider revisions to existing rules and to formulate new rules. Revisions are presented to the Board of Trustees of the National Board for final approval.

This standard describes the requirements to become a National Board Commissioned Inspector as well as describes representative duties for National Board Commissioned Inspectors and Inspector Supervisors.

The National Board offers two separate Inspector commissions: the National Board Inservice Inspector Commission (**IS**) and the National Board Authorized Inspector Commission (**AI**).

The National Board Inservice Inspector Commission is issued to individuals who have been qualified to perform inspections related to installation and inservice; that is, the jurisdictionally required periodic inspections of boilers and pressure vessels that are in operation. In this standard, the holder of a National Board Inservice Inspector Commission is referred to as an Inservice Inspector.

The National Board Authorized Inspector Commission is issued to individuals who have been qualified to perform inspections of boilers and pressure vessels, as required by the American Society of Mechanical Engineers *Boiler and Pressure Vessel Code* (ASME B&PV Code). In this standard, the holder of a National Board Authorized Inspector Commission is referred to as an Authorized Inspector.

Endorsements are specialized qualifications issued to Authorized Inspectors/Inservice Inspectors who are qualified to perform duties in accordance with the ASME B&PV Code or the *National Board Inspection Code* (NBIC).

Applications for commissions, endorsements, reinstatements, and/or change of employment required by this standard are to be submitted jointly by the candidate and candidate's employer (collectively known as the applicant). Applications shall be made to the National Board using systems and forms provided by the National Board (nationalboard.org). Applications are certified by the employer, indicating all the information provided has been verified at its source. Fees set by the Board of Trustees are required to be remitted. Unexpired commission and endorsement cards will become invalid upon termination of employment.

Many jurisdictions require individuals who hold a National Board Commission to meet additional requirements prior to performing inspection activities in that jurisdiction. Because requirements may vary among jurisdictions, Commissioned Inspectors and their employers must understand and follow the specific requirements of the jurisdiction in which they perform inspections. This standard provides rules, information, and guidance for inspection activities but does not provide details for all conditions involving inspections.

PART 1
NATIONAL BOARD COMMISSIONS AND ENDORSEMENTS

1-0 SCOPE

Part 1 describes the following requirements for National Board Commissions and Endorsements:

- Qualification Requirements for the Inservice and Authorized Inspector Commissions
- Issuance of the Commission
- Qualification Requirements for Endorsements
- Issuance of the Endorsement
- Renewal of the Commission/Endorsement
- Reinstatement of the Commission/Endorsement
- Change of Employment
- Continuing Education Requirements for Commissions/Endorsements
- Applications

1-1 QUALIFICATION REQUIREMENTS FOR THE INSERVICE AND AUTHORIZED INSPECTOR COMMISSIONS

1-1.1 A candidate for a National Board Commission shall be in the exclusive Employment of a Jurisdictional Authority, an Authorized Inspection Agency, an Owner-User Inspection Organization, a Non-Member Enforcement Agency, or the National Board. (See Employment in 6-6.)

1-1.2 The candidate shall have a minimum of five (5) credit points based upon the combination of education and experience in the pressure equipment industry. In addition, the candidate shall meet the requirements listed for the desired commission as described in Table 1.

1-1.3 In lieu of the requirement for a candidate to have the five (5) credit points described in Table 1, an applicant for the National Board Inservice Inspector Commission may complete the National Board Inservice Inspector Training Program described in National Board publication NB-380, available on the National Board's website (nationalboard.org). The training program combines mentored on-the-job inspection training with the successful completion of the National Board's Inservice Inspector Commission Course (**IS**).

1-1.4 In lieu of the requirement for a candidate to have the five (5) credit points described in Table 1, an applicant for the National Board Authorized Inspector Commission may complete the National Board Authorized Inspector Training Program described in National Board publication NB-388, available on the National Board's website (nationalboard.org). The training program combines on-the-job training with successful completion of the National Board's Authorized Inspector Commission Course (**AI**).

1-1.5 The candidate shall take and pass a National Board examination as described in Part 2, Commission and Endorsement Examinations.

1-2 ISSUANCE OF THE COMMISSION

1-2.1 When the candidate has met the qualification requirements described in Paragraph 1-1, and at the request of the candidate's employer, an application may be submitted, and a National Board Commission Card and Certificate will be issued.

1-2.2 The application for a commission shall be submitted no later than two (2) years after passing the National Board examination. If the commission has not been issued within the two (2) year period, the candidate shall be required to retake the examination. Candidates who have maintained a National Board Pressure Equipment Inspector (PEI) certification, in accordance with NB-438, *The National Board Pressure Equipment Inspector Program*, need not retake the examination.

1-3 QUALIFICATION REQUIREMENTS FOR ENDORSEMENTS

1-3.1 Qualification requirements for endorsements are shown in Table 2, Qualifications for Inspector Endorsements, and Table 3, Qualifications for Inspector Supervisor Endorsements.

1-3.2 The candidate seeking an endorsement shall fulfill the prescribed experience requirements, take the appropriate National Board course as shown in Tables 2 and 3, and pass the examination following the course.

1-3.3 An application for endorsement shall be submitted no later than two (2) years after passing the examination described in Paragraph 1-3.2. If the endorsement has not been issued within the two (2) year period, the candidate shall be required to retake the examination. Candidates who have maintained a National Board PEI Repair Qualification, in accordance with NB-438, *The National Board Pressure Equipment Inspector Program*, need not retake the examination.

1-4 ISSUANCE OF THE ENDORSEMENT

When the candidate has met the qualification requirements for endorsements described in Paragraph 1 -3, and when the candidate's employer makes the request on the appropriate application, the endorsement will be issued.

1-5 RENEWAL OF THE COMMISSION/ENDORSEMENT

1-5.1 National Board Commissions expire annually on December 31. Each endorsement expires with the commission year concurrent with the National Board Commission.

1-5.2 To be eligible for renewal, the Authorized Inspector/Inservice Inspector shall continue to be in the regular employment of the organization listed on the Authorized Inspector's/Inservice Inspector's commission card.

1-5.3 Commission and/or endorsement renewals shall be made by the Authorized Inspector's/Inservice Inspector's employer. The employer shall document that the Authorized Inspector/Inservice Inspector has met the continuing education requirements of Paragraph 1-8.

1-5.4 The National Board will issue renewal notifications annually to each employer prior to the commission expiration date.

1-6 REINSTATEMENT OF THE COMMISSION/ENDORSEMENT

1-6.1 When a commission and/or endorsement has not been renewed for more than two (2) years, the commission and/or endorsement may be reinstated, provided the formerly Commissioned Inspector and their employer complete and submit the *Application for Reinstatement*. The formerly Commissioned Inspector shall meet the qualification requirements outlined in Tables 1, 2, or 3 and retake and pass any required examination for the commission or endorsement.

1-6.2 Formerly Commissioned Inspectors who have maintained a National Board Pressure Equipment Inspector (PEI) certification need not retake the examination for the corresponding commission and/or endorsement but shall otherwise meet the qualification requirements. Any other commission and/or endorsement will require reexamination.

1-6.3 When a commission and/or endorsement has not been renewed for a period of less than two (2) years, the commission and/or endorsement may be reinstated provided the formerly Commissioned Inspector and the employer complete and submit the Application for Reinstatement, and the formerly Commissioned Inspector has completed continuing education course(s) (see Paragraph 1-8) for each commission and/or endorsement within twelve (12) months prior to the submittal date of the Application of Reinstatement.

1-6.4 The current employer shall certify that the formerly Commissioned Inspector has met the requirements as stated in the *Application for Reinstatement.*

1-6.5 The *Application for Reinstatement* shall be evaluated by the National Board staff and accepted by the Executive Director.

1-7 CHANGE OF EMPLOYMENT

When a formerly Commissioned Inspector's commission or endorsement has not been renewed for a period of less than two (2) years and has changed employment, the commission(s) or endorsement(s) may be transferred from a previous employer to a new employer, provided the formerly Commissioned Inspector and the new employer complete the *Application for Change of Employment*, and:

1-7.1 The formerly Commissioned Inspector completes continuing education course(s) (see Paragraph 1-8) within twelve (12) months prior to the submittal date of the *Application for Change of Employment* for each commission and endorsement to be transferred. The continuing education shall be documented on the *Application for Change of Employment*.

1-7.2 The current employer certifies that the formerly Commissioned Inspector has met the requirements as stated in the *Application for Change of Employment*.

1-7.3 Upon receipt of the completed *Application for Change of Employment*, the National Board will review, and, if accepted, will re-issue the commission(s) and endorsement(s) showing the name of the new employer on the commission card.

1-7.4 A person whose commission(s) or endorsement(s) has not been renewed for more than two (2) years is referred to Paragraph 1-6, Reinstatement of the Commission/Endorsement.

1-8 CONTINUING EDUCATION REQUIREMENTS FOR COMMISSIONS/ENDORSEMENTS

Annually, each National Board Commissioned Inspector shall complete continuing education courses for commission(s)/endorsement(s). The training courses shall be National Board online training courses appropriate for each commission and/or endorsement, as described in Table 4, and in accordance with the schedule described in Table 4. Alternatively, training courses may be developed by the Inspector's employer and accepted by the National Board in accordance with NB-426, *Criteria for Acceptance of Continuing Education Courses*. NB-426 is available on the National Board's website (nationalboard.org). Continuing education is not required in the year that the commission or endorsement was issued.

1-9 APPLICATIONS

The Employer is responsible for the development of candidates for National Board Commissions and Endorsements. The Employer is also responsible for:

1-9.1 Providing for experience, education, and training of candidates for National Board Commissions and Endorsements.

1-9.2 Ensuring Inspector and Supervisor candidates are qualified and meet the requirements specified herein.

1-9.3 Submitting applications for commissions and endorsements for Inspector and Supervisor candidates to the National Board, certifying that the candidate has the required experience and training and that, for Inspectors, qualified supervision will be provided to ensure the Inspector satisfactorily fulfills their duties.

TABLE 1 QUALIFICATION REQUIREMENTS FOR COMMISSIONS

Commission	Title	Requirements
AI	Authorized Inspector	• High school education [twelve (12) years or equivalent educational system] • Meet the requirements of Part 1-1 • Engage for at least 80 hours of diversified on-the-job training, as an Authorized Inspector trainee under the direct supervision of an Authorized Inspector/Authorized Inspector Supervisor while performing duties as required by the ASME B&PV Code. A maximum of eight (8) hours, as an Authorized Inspector trainee participating as an observer in a joint review for an ASME Certificate of Authorization, may be credited toward the eighty (80) hour requirement. • The trainee is not permitted to perform code required inspections independently or to sign any fabrication documents, Manufacturer's Data Report, or the Inspector Diary. The participation of the candidate during the activities shall be captured by the responsible Authorized Inspector/Authorized Inspector Supervisor in the Inspector Diary. • Satisfactory completion of the National Board Authorized Inspector Commission Course (**AI**)
IS	Inservice Inspector	• High school education [twelve (12) years or equivalent educational system] • Meet the requirements of Part 1-1

Education (1 Credit Minimum, 4 Credits Maximum)	Credit Points
Bachelor's Degree or higher in Engineering, Technology, Science, or Mathematics from an accredited institution.	3
Completion of an accredited military or merchant marine training program in the area of marine or stationary boilers, pressure vessels, or nuclear reactors.	3
Two (2) Year Degree or Certificate in Engineering, Technology, Science, or Mathematics from an accredited institution.	2
Graduation from an accredited technical school in subjects that include, but not limited to, Manufacturing, Building Construction, Construction Technology, Heating Ventilating and Air Conditioning, Industrial and Welding Technology.	2
Completion of an accredited Power Engineering certification program.	2
Completion of an accredited apprenticeship program. For example: boilermaker, steamfitter or pipefitter.	2
Completion of Certified Welding Inspector (CWI) certification program from the American Welding Society or an equivalent certification.	2
Certification as an American Petroleum Institute API-510 or API-570 Inspector.	2

Completion of at least eighty (80) hours of classroom technical training in Boiler, Pressure Vessel or Piping Inspection, acceptable to the National Board. Acceptable technology courses include such subjects as Quality Systems, Engineering, Fabrication Methods, Welding, Nondestructive Examination, courses on the knowledge, understanding and general structure of the NBIC or the ASME B&PV Code.	1
Completion of the National Board Inservice Inspector Commission Course (**IS**) or the National Board Authorized Inspector Commission Course (**AI**).	1

Experience (1 Credit Minimum, 4 Credits Maximum)

One (1) credit point may be assigned for each year of experience associated with the pressure equipment industry in the categories below:

- Engineering or design review.
- Manufacturing, including fabrication methods or processes, in either shop or field.
- Operation of a high-pressure boiler steam plant exceeding 50,000 lbs./hr. of total capacity.
- Performance of repairs, alterations, or maintenance of boilers or pressure vessels.
- Quality control systems related to boiler or pressure vessel manufacturing, repair, or alteration in either shop or field.
- Inspection of boilers or pressure vessels either inservice or during construction including either shop or field.
- NDE examiner of boiler and pressure vessels meeting ASNT Level II or III (qualified by examination) or equivalent qualifications.

Note: Credit for concurrent experience in two (2) or more categories will be limited to the experience in one (1) category. For example, consider an individual who has been employed by a repair organization for two (2) years as a quality control manager. The individual has also been qualified, during the same period, as a Level II NDE examiner. The allowable credit for experience is two (2) years only. The two (2) years' experience as a quality control manager and the two (2) years' experience as a Level II NDE examiner are not additive, they are concurrent, and the allowable credit is two (2) years.

TABLE 2 QUALIFICATIONS FOR INSPECTOR ENDORSEMENTS

Endorsement Designator	Endorsement Title	Qualifications
N	Authorized Nuclear Inspector	• Holds the Authorized Inspector Commission (**AI**) and subsequently shall have been engaged for at least one (1) year in ASME B&PV Code related work or shall have been engaged for at least one (1) year as an Inspector Trainee of nuclear items under the direct supervision of an Authorized Nuclear Inspector, or a combination of the two totaling one (1) year or more. • Satisfactory completion of the National Board Authorized Nuclear Inspector Course (**N**).
I	Authorized Nuclear Inservice Inspector	• Holds the **N** Endorsement and shall have been engaged for at least one (1) year in ASME B&PV Code related work, such as inspections, under the provisions of the ASME B&PV Code or shall have been engaged for at least one (1) year as an Inspector Trainee of nuclear items under direct supervision of an Authorized Nuclear Inservice Inspector, or a combination of the two, totaling one (1) year or more. • Satisfactory completion of the National Board Authorized Nuclear Inservice Inspector Course (**I**).
C	Authorized Nuclear Inspector (Concrete)	• Holds the **N** Endorsement. • Engaged for at least one (1) year in the design, construction, or inspection of concrete structures similar to those used in nuclear facilities, or satisfactorily complete the National Board's accelerated course in the fundamentals of concrete construction and inspection. • Satisfactory completion of the National Board Authorized Nuclear Inspector (Concrete) Course (**C**).

R	Repair Inspector	• Satisfactory completion of the National Board Repair Inspector Course (**R**). • Holds either an Inservice Inspector Commission (**IS**) or an Authorized Inspector Commission (**AI**). • Holder of an **IS C**ommission: Eighty (80) hours of diversified on-the-job training as a Repair Inspector trainee, under the direct supervision of a Repair Inspector or Repair Inspector Supervisor/Technical Manager, in the inspection of repairs/alterations in accordance with the NBIC. A maximum of forty (40) hours of this experience may be obtained from meeting Authorized Inspector diversified on-the-job training (see Table 1, **AI** Commission). A maximum of eight (8) hours participating as an observer in a joint review for a National Board Certificate of Authorization may be credited towards the eighty (80) hour diversified experience qualification requirement. • Holder of an **AI** Commission: Sixteen (16) hours of diversified on-the-job training as a Repair Inspector Trainee under the direct supervision of a Repair Inspector or Repair Inspector Supervisor in accordance with the NBIC. This experience shall cover topics related to NBIC repair and alteration activities. • The trainee is not permitted to perform code required inspections independently or to sign any repair documents or the Inspector Diary. The participation of the candidate during the activities shall be captured by the responsible Repair Inspector/Repair Inspector Supervisor/Technical Manager in the Inspector Diary.

TABLE 3 QUALIFICATIONS FOR INSPECTOR SUPERVISOR ENDORSEMENTS

Endorsement Designator	Endorsement Title	Qualifications
B	Authorized Inspector Supervisor	• Holds the Authorized Inspector Commission (**AI**) and subsequently either shall have been engaged for at least two (2) years in ASME B&PV Code related work, such as inspection, under the provisions of the ASME B&PV Code or shall have been engaged for at least two (2) years in the administration of shop inspection services under the ASME B&PV Code. • Satisfactory completion of the National Board Inspector Supervisor Course (**B/O**).
O	Owner-User Inspector Supervisor	• Holds an Inservice Inspector Commission (**IS**). • Shall have a minimum of two (2) years of experience holding an active Inservice Inspector Commission (**IS**). • Shall be employed by an Owner-User Inspection Organization. • Satisfactory completion of the National Board Inspector Supervisor Course (**B/O**).
NS	Authorized Nuclear Inspector Supervisor	• Holds the **N** Endorsement and subsequently either shall have been engaged for at least two (2) years of diversified inspection experience in the construction of ASMEB&PV Code Section I, Section III, or Section VIII pressure equipment, or shall have been engaged for at least two (2) years in the administration of shop inspection services under the referenced ASME B&PV Code sections. • Satisfactory completion of the National Board Authorized Nuclear Inspector Supervisor Course (**NS**).
NSI	Authorized Nuclear Inservice Inspector Supervisor	• Holds the **NS** Endorsement. • Holds the **I** Endorsement for the Authorized Nuclear Inservice Inspector (ANII) and subsequently shall have been engaged for at least one (1) year as an ANII and have at least one (1) year of experience in nondestructive examination (NDE) methods. Such minimum of one (1) year of engagement as an ANII and one (1) year of experience in NDE methods may be during the same year.

NSC	Authorized Nuclear Inspector Supervisor (Concrete)	• Holds the **NS** Endorsement.
		• Holds the **C** Endorsement for the Authorized Nuclear Inspector (Concrete) and completes the following:
		  • Subsequently shall have been engaged for at least one (1) year in design, construction, or inspection of concrete structures similar to those used in nuclear facilities; alternatively, when this requirement cannot be satisfied, the provision below shall be applied;
		  • An individual designated by the employer that has extensive knowledge of ASME Code Section III, Division 2, and related referenced codes and standards. Responsibility for assuring the knowledge of the Authorized Nuclear Inspector Supervisor (Concrete) rests with the AIA employing and assigning the Inspectors or Supervisors.

TABLE 4 CONTINUING EDUCATION REQUIREMENTS

1. Continuing Education Courses

If you hold one of these commissions or endorsements…	The required continuing education course category is…
Inservice Inspector Commission (**IS**) or **O** Endorsement	B&PV Inservice
Authorized Inspector Commission (**AI**) or **B** Endorsement	B&PV ASME Construction
N or **NS** Endorsement	Nuclear ASME Construction
C or **NSC** Endorsement	Nuclear Concrete
I or **NSI** Endorsement	Nuclear Inservice
R Endorsement	B&PV Repair

Note 1: Continuing education courses are required to ensure Commissioned Inspectors maintain their knowledge base and stay up to date on new developments. Continuing education courses are available on the National Board website (nationalboard.org).

Note 2: The chart above shows how the scope of training must track the type of commission/endorsement. As a result, some Commissioned Inspectors may be required to take more than one continuing education course within each renewal year. (Reference Paragraph 1-8.)

2. Continuing Education Schedule

Renewal Year	Continuing Education Must be Completed Between the Following Dates
2027	January 1, 2026 and December 31, 2026
2028	January 1, 2027 and December 31, 2027
2029	January 1, 2028 and December 31, 2028

PART 2
NATIONAL BOARD COMMISSION AND ENDORSEMENT EXAMINATIONS

2-0 SCOPE

Part 2 describes the requirements for:

- Commission & Endorsement Examinations
- Passing the Examination
- Re-Examination

2-1 COMMISSION & ENDORSEMENT EXAMINATIONS

Commission & endorsement examinations or re-examinations are administered upon completion of any requisite National Board course as described in Part 1. Exams may be taken at:

2-1.1 Any On-Demand provider location (scheduled at any time).

2-1.2 Eligible National Board member jurisdictions (upon request to the jurisdiction), on the first Wednesday in March, June, September, or December of each year.

2-1.3 The National Board offices.

2-1.4 Other locations approved by the Executive Director.

2-2 PASSING THE EXAMINATION

A score of 70 percent or more is required to pass National Board examinations. Information about each examination is available on the National Board's Business Center/Education Center (nationalboard.org).

2-3 RE-EXAMINATION

An applicant failing an examination may be eligible to take another examination. An applicant who fails the examination three (3) times in a twelve (12) month period shall not be permitted to take the examination for at least twelve (12) months following the last attempt.

PART 3
INSERVICE INSPECTION

3-0 SCOPE

Part 3 describes the required duties for:

- Inservice Inspector Supervisors/Technical Managers
- Inservice Inspectors

3-1 INSERVICE INSPECTOR SUPERVISORS/TECHNICAL MANAGERS

Each Supervisor/Technical Manager shall have a minimum of two years' experience in inservice inspection related activity, including the implementation of the quality control process, and hold the Inservice Inspector Commission.

The Inservice Inspector Supervisor/Technical Manager's duties shall include, but are not limited to, the following:

3-1.1 Assisting in maintaining competency of the Inservice Inspector at an acceptable level through methods such as discussions of work-related topics; unique problems and their solutions; informal question-and-answer discussion sessions; and other means deemed beneficial, as determined by the Inservice Inspector Supervisor/Technical Manager.

3-1.2 Assigning work appropriate for the Inservice Inspector's skill level.

3-1.3 Maintaining a record of each Inservice Inspector being supervised and a description of their work assignments.

3-1.4 Documenting nonconforming activities, including violations.

3-1.5 Auditing and documenting the field inspection performance of each Inservice Inspector on an annual basis. The Inservice Inspector Supervisor/Technical Manager shall accompany the Inspector during the audit. Newly qualified and designated Inservice Inspectors, or those with performance deficiencies, should receive increased supervision, review, or observation until an acceptable performance history is established. An audit is not mandatory if the Inspector has not been engaged in inservice inspection activity since the last performance audit.

3-1.6 Ensuring assigned Inservice Inspectors receive safety training for hazards they may encounter while performing their assigned duties.

3-2 INSERVICE INSPECTORS

The Inservice Inspector's duties are covered in jurisdictional requirements and in the NBIC and include, but are not limited to, the following:

3-2.1 Performing external and internal inspections as required by the jurisdiction. 3-2.2 Witnessing any required pressure tests as required by the jurisdiction.

3-2.3 Verifying that the stamping or nameplate is legible and accurately represents the item described in the inspection documentation. If the stamping or nameplate is lost or illegible, the Inservice Inspector shall instruct the owner or owner's representative to have the stamped data replaced in accordance with jurisdictional requirements and the NBIC.

3-2.4 Reporting inspection results including any nonconforming conditions in the manner prescribed by the jurisdiction and/or the Inservice Inspector's employer.

3-2.5 Signing documents for only those inspections they have performed.

PART 4
AUTHORIZED INSPECTION (ASME)

4-0 SCOPE

Part 4 describes the duties of the Authorized Inspector (**AI** Commission) and the Authorized Inspector Supervisor (**B** Endorsement). The duties described in this Part also apply to the Authorized Nuclear Inspector and Supervisor (**N** and **NS** Endorsements); Authorized Nuclear Inservice Inspector and Supervisor (**I** and **NSI** Endorsements); and the Authorized Nuclear Inspector (Concrete) and Supervisor (**C** and **NSC** Endorsements).

4-1 AUTHORIZED INSPECTOR SUPERVISOR

ASME Standard QAI-1, *Qualifications for Authorized Inspection* and the ASME B&PV Code sections identify required duties for Authorized Inspectors and Authorized Inspector Supervisors. Individuals designated as Authorized Inspectors and Authorized Inspector Supervisors have the responsibility of ensuring inspection activities and other duties specified in this standard, ASME QAI-1, and ASME B&PV Code, are followed.

Each Authorized Inspector Supervisor shall, at a minimum, hold the same endorsement as each Authorized Inspector being supervised. Authorized Inspectors and Authorized Inspector Supervisors shall only perform inspections or supervisory activities within the scope of the **AI** Commission and/or endorsement(s).

When an Authorized Inspector is assigned to multiple Supervisors, only one Supervisor is required to audit the performance of the Authorized Inspector as defined within the Authorized Inspection Agency's Quality Management System (QMS).

4-1.1 The Authorized Inspector Supervisor’s duties are covered below, in ASME QAI-1, and in the ASME B&PV Code and shall include, but are not limited to, the following:

4-1.1.1 Providing training and development necessary to maintain the Authorized Inspector’s competency to complete the assigned duties.

4-1.1.2 Maintain a record of those Authorized Inspectors being supervised containing the following information as a minimum:

a) name of the Authorized Inspectors assigned and a description of their assignments.

b) name of the Certificate Holders and their locations to which the Authorized Inspectors are assigned.

c) date and short description of each supervisory duty performed.

4-1.1.3 Auditing and documenting the performance of each Authorized Inspector assigned shop or field inspection responsibilities.

a) The audit shall be conducted at a shop or field site of a Certificate Holder that has been actively engaged in Code work and to which the Authorized Inspector is assigned.

b) The audit shall not be conducted at a shop or field site to which the Authorized Inspector is assigned where no work is performed under an ASME Certificate of Authorization, or where the Authorized Inspector has only performed monitoring activities in accordance with paragraph 6-4.3.

c) An audit is not mandatory if the Authorized Inspector has not been engaged in any ASME B&PV inspection work or monitoring activities.

d) The scope of the audit shall include, but is not limited to, a review of the Authorized Inspector’s performance of the duties described in Paragraph 4-2.

e) At no time shall two individuals evaluate, monitor, and audit each other's activities by interchanging their designated roles as Inspector and Supervisor to one another.

4-1.1.4 Documenting nonconforming activities (which includes violations).

4-1.1.5 Confirming that the necessary corrective actions have been verified and accepted by the Authorized Inspector to ensure compliance with ASME B&PV Code requirements at the shops and sites which have been assigned to the Supervisor.

4-1.1.6 Ensuring each Authorized Inspector maintains an Inspector Diary as described in Part 6.

4-1.1.7 Recording in the Inspector Diary (see Part 6), dates of all audits and all visits to shop and field locations when related to Authorized Inspector Supervisory duties.

4-1.1.8 Attending each joint review for Certificate Holders for each Authorized Inspector being supervised. When this is not possible or practicable, a substitute Authorized Inspector Supervisor shall attend. It is not required for the Authorized Inspector Supervisor to attend joint reviews of organizations that are inactive. An inactive organization is one that is applying for initial issuance or has not used its ASME *Certificate of Authorization* since the last joint review.

4-1.1.9 Ensuring assigned Inspectors are provided safety training for hazards expected to be encountered while performing assigned duties. Alternatively, this can be achieved by another individual who is identified in the Authorized Inspection Agency's Quality Program.

4-1.1.10 Ensuring the satisfaction of Inspector attendance requirements that are described under 4-2.1.12 "Joint Review Participation."

4-2 AUTHORIZED INSPECTOR

4-2.1 The Authorized Inspector's duties are covered below, in ASME QAI-1, ASME B&PV Code, and in NB-264, Criteria for ASME Registration and shall include, but are not limited to, the following:

4-2.1.1 Recording daily inspections performed for verification, witness activities, and quality program monitoring activities in the Inspector Diary (See Part 6).

4-2.1.2 Administrative

a) Verifying the Certificate Holder has a valid *Certificate of Authorization* covering the scope of code activities to be performed at the location.

b) Verifying the Certificate Holder has a valid *Certificate of Authorization* to register with the National Board, if the items are to be registered.

c) Verifying that the Certificate Holder has the necessary ASME B&PV Code Editions, Addenda, referenced standards, and code cases to cover the work planned.

d) Monitoring the Certificate Holder's accepted quality program on a continual basis.

e) Verifying the Certificate Holder's quality program and any revisions meet ASME B&PV Code requirements and NB-264 for registered items before implementation.

f) Notifying the Certificate Holder (and the Authorized Inspector Supervisor, when appropriate) of any nonconforming condition.

4-2.1.3 Drawings, Design Calculations, and Specification Control

a) Verifying that all applicable design drawings, specifications, and instructions for each job, including revisions, are complete and accurately reflect the ASME B&PV Code requirements for the work to be performed.

b) Verifying that design calculations for each job are complete and meet the requirements of the ASME B&PV Code and the Certificate Holder's quality program. The Authorized Inspector is not responsible for the accuracy of calculations.

c) Verifying that design calculations for each job are on file and available for review.

4-2.1.4 Materials

a) Verifying that only intended and identified material, as specified in the appropriate section of the ASME B&PV Code, is used in code construction.

b) Verifying that material is identified, documented, and remains traceable in accordance with the Certificate Holder's quality program and ASME B&PV Code requirements.

c) Verifying ASME B&PV Code-required documentation for material (partial data reports, material test reports, Certificate of Conformance) is available for review for each job. The Authorized Inspector shall review material test reports, and/or other material documentation required by the ASME B&PV Code to ensure ASME B&PV Code compliance.

d) Reviewing and accepting the method and extent of material defect repairs, prior to work being performed.

4-2.1.5 Examinations and Inspections

a) Designating inspection points at stages of construction that will provide meaningful results to verify that ASME B&PV Code and quality program requirements are met.

b) Performing inspections at designated inspection points.

c) Performing internal inspections whenever access permits and when required by the ASME B&PV Code. When access is not afforded based on design, the Authorized Inspector shall use other means to verify ASME B&PV Code compliance. The use of mirrors or fiber optics should be considered.

d) Performing all external inspections to verify ASME B&PV Code compliance.

e) Witnessing all pressure tests and proof tests as required by the ASME B&PV Code.

4-2.1.6 Welding

a) Verifying that welding/brazing procedure specifications, procedure qualification records, and welder/welding operator qualifications (including continuity records) comply with ASME B&PV Code requirements.

b) Verifying welds are made using qualified procedures and qualified personnel. Verify that welders and welding operators are properly qualified for the welds being performed.

c) Verifying, as appropriate, that the method and extent of weld repairs to welds and base material comply with ASME B&PV Code requirements.

d) Verifying, as appropriate, that weld joint preparation complies with design and welding documents and ASME B&PV Code requirements.

e) Verifying that completed welds comply with ASME B&PV Code requirements.

4-2.1.7 Verifying that only calibrated examination, measurement, and testing equipment are utilized during construction and that such equipment meets the requirements of the Certificate Holder's quality program.

4-2.1.8 Heat Treatment and Nondestructive Examination

a) Verifying all ASME B&PV Code-required heat treatment and nondestructive examinations are performed using accepted/approved procedures. Nondestructive examination procedures shall be demonstrated to the satisfaction of the Authorized Inspector.

b) Verifying nondestructive examination personnel are qualified as required by ASME B&PV Code and the Certificate Holder's quality program.

c) Verifying that nondestructive examination reports meet ASME B&PV Code requirements.

4-2.1.9 Reviewing and accepting non-conformance dispositions and verifying corrective actions performed. Also, verifying non-conformances are closed in accordance with the Certificate Holder's quality program.

4-2.1.10 Verifying all records are complete, accurate, maintained, and retained as required by ASME B&PV Code and the Certificate Holder's quality program.

4-2.1.11 Certification and Stamping

a) Verifying all ASME B&PV Code requirements have been met before authorizing ASME B&PV Code symbol stamping.

b) Verifying the stamping meets ASME B&PV Code, is correct, and has been applied to the correct item, including proper attachment of nameplates.

c) Verifying the National Board **NB** symbol and National Board registration number are applied to any item registered with the National Board.

d) Verifying the Certificate Holder's representative has accurately completed and certified the Manufacturer's Data Report form prior to Authorized Inspector certification. The Authorized Inspector's Commission number and required nuclear endorsement shall be recorded in the Manufacturer's Data Report as required by the applicable ASME B&PV Code.

4-2.1.12 Joint Review Participation

The Authorized Inspector shall attend joint reviews of Certificate Holders to which the Authorized Inspector is assigned. When this is not possible or practicable, a substitute Authorized Inspector shall attend. It is not required for the Authorized Inspector to attend joint reviews of organizations that are inactive if the assigned Authorized Inspector Supervisor is in attendance. An inactive organization is one that has not used its ASME *Certificate of Authorization* during the previous certification period.

4-2.1.13 The Authorized Inspector shall only sign documents for activities they have performed or verified.

PART 5
REPAIR INSPECTION

5-0 SCOPE

Part 5 describes the required duties for Repair Inspectors and Repair Inspector Supervisor/Technical Managers.

5-1 DEFINITIONS

5-1.1 Repair Inspector Supervisors/Technical Managers are defined as either:

5-1.1.1 The holder of both an active National Board Inservice Inspector Commission and an **R** Endorsement and is designated as a Repair Inspector Supervisor/Technical Manager by their employer, or

5-1.1.2 The holder of both an active National Board Authorized Inspector Commission and an **R** Endorsement and is designated as a Repair Inspector Supervisor/Technical Manager by their employer.

5-1.2 Repair Inspectors are defined as either:

5-1.2.1 The holder of both an active National Board Inservice Inspector Commission (**IS**) and an **R** Endorsement, or

5-1.2.2 The holder of both an active National Board Authorized Inspector Commission (**AI**) and an **R** Endorsement.

5-2 REPAIR INSPECTOR SUPERVISORS/TECHNICAL MANAGERS

The Repair Inspector Supervisor/Technical Manager's duties shall include, but are not limited to, the following:

5-2.1 Providing training and development necessary to maintain the Repair Inspector's competency to complete the assigned duties.

5-2.2 Maintaining a record of each Repair Inspector being supervised and a description of their work assignments.

5-2.3 Documenting nonconforming activities (which includes violations).

5-2.4 Auditing and documenting the performance of each Repair Inspector being supervised. The audit shall be conducted at least once each year at approximately twelve (12) month intervals, or when requested by the Repair Inspector. The Repair Supervisor/Technical Manager shall accompany the Repair Inspector during the audit. Newly qualified and designated Repair Inspectors, or those with performance deficiencies, should receive increased supervision, review, or observation until an acceptable performance history is established. The scope of the audit shall include, but is not limited to, a review of the Repair Inspector's performance of the duties described in Paragraph 5-3. The requirement is waived for Authorized Inspectors performing inspections of repairs and alterations whose performance has been audited and documented in accordance with Paragraph 4-1.1.3. An audit is not mandatory if the Repair Inspector has not engaged in NBIC repair or alteration inspection activity. At no time shall two individuals evaluate, monitor, and audit each other's activities by interchanging their designated roles as Inspector and Supervisor to one another.

5-2.5 Confirming that the necessary corrective actions have been verified by the Repair Inspector to ensure compliance with NBIC requirements at repair/alteration locations including shops and field sites assigned to the Repair Inspector Supervisor/Technical Manager.

5-2.6 Recording, in the Inspector Diary, dates of all audits and all visits to shop and field sites when related to Repair Inspector Supervisor/Technical Manager duties. (See Part 6.)

5-2.7 Attending each joint review for Certificate Holders for each Repair Inspector being supervised. When this is not possible or practicable, a substitute Repair Inspector Supervisor/Technical Manager shall attend. It is not required for the Repair Inspector Supervisor/Technical Manager to attend joint reviews of organizations that are inactive. An inactive organization is one that is applying for an initial issuance or has not used its National Board *Certificate of Authorization* since the last joint review.

5-2.8 Ensuring assigned Inspectors are provided with safety training for hazards expected to be encountered while performing assigned duties. Alternatively, this can be achieved by another individual who is identified in the Authorized Inspection Agency's Quality Program.

5-2.9 Ensuring Repair Inspector attendance requirements described under 5-3.13 "Joint Review Attendance" are satisfied.

5-3 REPAIR INSPECTORS

The Repair Inspector's duties for inspections of repairs and alterations are covered in the NBIC and shall include, but are not limited to, the following:

5-3.1 Recording daily inspections performed for verification, witnessing activities, and/or monitoring activities in the Inspector Diary. (See Part 6.)

5-3.2 Administrative

a) Verifying that the repair organization has a valid *Certificate of Authorization* covering the scope of activities to be performed at the location.

b) Verifying that the repair organization has the necessary NBIC Editions, Addenda, and referenced standards and code cases to cover the work planned.

c) Monitoring the repair organization's accepted quality program on a continual basis.

d) Verifying the repair organization's quality program and any revisions meet NBIC requirements before implementation.

e) Notifying the repair organization (and the Repair Inspector Supervisor/Technical Manager, when appropriate) of any non-conforming condition.

5-3.3 Drawings, Design Calculations, and Specification Control

a) Verifying all applicable design drawings, specifications, and instructions for each job (including revisions), are complete and reflect the work to be performed.

b) Verifying design calculations are complete, meet designated code and quality program requirements as applicable for the work to be performed, and certified. The Repair Inspector is not responsible for the accuracy of calculations.

c) Verifying that design calculations for each job are on file and available for review.

5-3.4 Materials

a) Verifying only intended and acceptable material is used for repairs and alterations.

b) Verifying that material is identified, documented, and remains traceable in accordance with the repair organization's quality program.

c) Verifying existing material is compatible with the specified welding procedures to be used.

d) Verifying code required documentation for material (partial data reports, material test reports, Certificate of Conformance) is available for review for each job. The Repair Inspector shall review material test reports and/or other materials documentation to ensure code compliance.

e) Reviewing and accepting the method and extent of material defect repairs, prior to work being performed.

5-3.5 Examinations and Inspections

a) Designating inspection points at stages of repair or alteration that will provide meaningful results to verify NBIC and quality program requirements are met.

b) Performing inspections at designated inspection points.

c) Verifying defects are appropriately addressed in accordance with the NBIC.

d) Performing internal inspections whenever access permits and when required by the NBIC. When access is not afforded based on configuration, the Repair Inspector shall use other means to verify NBIC compliance. For example, the use of mirrors or other devices should be considered.

e) Performing all external inspections to verify NBIC compliance.

f) Witnessing all required tests.

g) Verifying that the required nondestructive examinations have been performed by qualified personnel, meet code requirements and the results are properly documented.

5-3.6 Welding

a) Verifying that welding/brazing procedure specifications, procedure qualification records, and welder/welding operator qualifications (including continuity records) comply with NBIC requirements.

b) Verifying welds are made using qualified procedures and qualified personnel. Verify that welders and welding operators are properly qualified for the welds being performed.

c) Verifying that the method and extent of weld repairs to welds and base material comply with the NBIC.

d) Verifying that weld joint preparation complies with design and welding documents and NBIC requirements.

e) Verifying completed welds comply with NBIC requirements.

5-3.7 Verifying that only calibrated examination, measurement, and testing devices are utilized during repairs/alterations, and that such equipment meets the requirements of the repair organization's quality program.

5-3.8 Heat Treatment and Nondestructive Examination

a) Verifying all code required heat treatment and nondestructive examinations or alternative methods as allowed by the NBIC are performed. Nondestructive examination methods shall be demonstrated to the satisfaction of the Repair Inspector.

b) Verifying nondestructive examination personnel are qualified as required by the NBIC and the repair organization's quality program.

c) Verifying that nondestructive examination reports meet NBIC requirements.

5-3.9 Reviewing and accepting, as applicable, non-conformance dispositions and verifying corrective actions. Also, verifying non-conformances are properly closed in accordance with the repair organization's quality program.

5-3.10 Routine Repairs (NBIC)

Routine repairs are repairs for which the requirements for in-process involvement by the Repair Inspector and stamping by the **R** Certificate Holder may be waived, as determined appropriate by the jurisdiction and the Repair Inspector. The Repair Inspector's duties shall include, but are not limited to, the following:

a) Verifying routine repairs are acceptable to the jurisdiction where the item is installed.

b) Verifying the **R** Certificate Holder's quality program describes the process for identifying, controlling, and implementing routine repairs.

c) Verifying the repair falls within the allowed categories for routine repairs listed in the NBIC.

d) Verifying and accepting repair methods.

e) Reviewing documentation for routine repairs as specified in the quality control manual.

f) Verifying NBIC requirements were met prior to signing the NBIC R-1 form.

5-3.11 Verifying all records are complete, accurate, maintained, and retained as required by the NBIC and the repair organization's quality program.

5-3.12 Certification and Stamping

a) Verifying all NBIC requirements have been met before authorizing NBIC symbol stamping.

b) Verifying that stamping meets the NBIC requirements, is correct, and has been applied to the correct item, including proper attachment of nameplates.

c) Verifying the repair organization's representative has accurately completed and certified the appropriate **R** form prior to Repair Inspector certification. The Repair Inspector's National Board Commission number and appropriate endorsements (ex. **R**, **N**, and/or **I**) shall be recorded on the **R** form.

5-3.13 Joint Review Attendance

The Repair Inspector shall attend joint reviews for Certificate Holders for which the Repair Inspector is assigned. When this is not possible or practicable, a substitute Repair Inspector shall attend. It is not required for the Repair Inspector to attend joint reviews of organizations that are inactive if the assigned Repair Inspector Supervisor/Technical Manager is in attendance. An inactive organization is one that has not used its National Board *Certificate of Authorization* during the previous certification period.

5-3.14 The Repair Inspector shall only sign documents for activities they have performed or verified.

PART 6
INSPECTOR DIARY, MONITORING, USE OF COMMISSIONS, AND EMPLOYMENT

6-0 SCOPE

Part 6 describes the requirements and documentation for:

- Inspector Diary
- Monitoring
- Use of the National Board Commission Number and Endorsements
- Employment

6-1 ABOUT THE INSPECTOR DIARY

Each Repair Inspector performing inspections of repairs and alterations required by the NBIC and each Authorized Inspector performing inspections required by the ASME B&PV Code shall maintain an Inspector Diary and monitor the Certificate Holders' quality program on a continual basis. The purpose of the diary is to provide a record of the Authorized Inspector's/Repair Inspector's activity and to support continuity of inspections.

The Inspector Diary is the property of the Authorized Inspector's/Repair Inspector's employer and shall be available at the location of the inspection. For field sites, the diary shall be available for the duration of the project.

The diary shall be maintained for a minimum of five (5) years. National Board Commission numbers for all Authorized Inspectors, Repair Inspectors, Authorized Inspector Supervisors, or Repair Inspector Supervisors shall be entered into the Inspector Diary.

6-2 DESCRIPTION OF THE INSPECTOR DIARY

6-2.1 The diary shall be either bound (not loose-leaf) or electronic and shall, as a minimum:

a) Be under the complete administrative control of the Authorized Inspection Agency employing the Inspector.

b) Be secured in such a way as to prevent revisions, additions, or deletions to entries which have been previously logged in the diary. Entries shall be made in such a way so that no information can be entered between previously entered text, lines, or other information.

c) Contain a means for other Authorized Inspection Agency personnel, such as alternate Inspectors or Supervisors, within the Authorized Inspection Agency to review diary entries, as required.

d) Electronic diaries shall include a provision for signatures by a PIN (Personal Identification Number) or other secure means.

6-3 ENTRIES IN THE INSPECTOR DIARY

6-3.1 Entries in the Inspector Diary shall:

a) Provide a clear indication of the nature and extent of the Inspector's activities and inspections made, detailing corrections and any other pertinent data that will be useful to them and their employer. Information to be recorded shall include a description of the activity performed or item inspected, the type of observations made, and the results of the activity when applicable.

b) Be completed daily or at each inspection visit by the Inspector. Multiple day joint reviews and nuclear surveys may be captured under a single entry.

c) Include the rationale for waiving any non-mandatory hold points and how this was communicated with the Certificate Holder.

d) Include the rationale for the use of alternative NDE methods when the NDE required by the original code of construction is not possible or practicable.

e) Include the Inspector's signature or initials, the date, and the Inspector's National Board Commission number.

f) Include the names of supervisors or trainees who are in attendance for official or training purposes. Specific activities and times in attendance must specifically be noted if different than those described for the Inspector.

g) Be available for reviews and investigations.

h) Meet the requirements of the Inspector's employer.

6-4 MONITORING ACTIVITIES

6-4.1 Recording

Monitoring of a Certificate Holder's accepted quality program by the Authorized Inspector/Repair Inspector is necessary to ensure all quality program elements are followed. Effective monitoring shall include verifying or witnessing specific criteria comprising the quality program elements. Specific monitoring activities shall be recorded and shall be in such detail as to be readily understood by the Authorized Inspector's/Repair Inspector's Supervisor and other personnel who are permitted to review the diary entries. The Authorized Inspector/Repair Inspector shall identify the date that the monitoring was performed and provide a brief description of what has been observed or checked. Deficiencies and nonconformances related to either the quality program or ASME B&PV Code or NBIC requirements shall be documented. Corrective actions by the Certificate Holder to ensure compliance with the accepted quality program and ASME B&PV Code or NBIC requirements shall be verified and documented by the Authorized Inspector/Repair Inspector.

6-4.2 Methods

The Authorized Inspector/Repair Inspector shall monitor the Certificate Holder's quality program on a continual basis. Monitoring by the Authorized Inspector/Repair Inspector may be accomplished while performing normal in-process inspections or through an established, predetermined schedule.

6-4.3 Frequency

The frequency of which monitoring activities are to be conducted shall be based on the amount of ASME BPV Code or NBIC work being performed and the Authorized Inspection Agency's internal procedures. When no work is performed under an ASME Certificate of Authorization, the Authorized Inspector shall, at a minimum, check that the Certificate Holder remains the same and review of the latest changes to ASME standards have been performed and documented by the Certificate Holder.

6-5 USE OF THE NATIONAL BOARD COMMISSION NUMBER AND ENDORSEMENTS

6-5.1 The Inspector's National Board Commission number and Endorsements shall be recorded on appropriate National Board forms and ASME Code data report forms, and may be recorded on other inspection-related documents (including electronic inspection reporting), as required by or accepted by National Board member jurisdictions.

6-6 EMPLOYMENT

6-6.1 An Authorized Inspector/Inservice Inspector shall be exclusively employed on a full-time, part-time basis or shall be engaged through a contractual arrangement to provide inspection services within the scope of their National Board Commission or Endorsement exclusively for only one Authorized Inspection Agency, Owner-User Inspection Organization or Non-Member Enforcement Agency. The following criteria shall be met and documented:

a) The Authorized Inspection Agency or Owner-User Inspection Organization shall assume the responsibility for the individual's inspection function.

b) The Authorized Inspection Agency or Owner-User Inspection Organization shall provide oversight for conduct of the Inspector's activities.

PART 7
CODE OF ETHICS

7-0 SCOPE

Part 7 includes the following:

- Conflict of Interest
- Good Faith Actions
- Public Perception
- Independence, Impartiality, and Integrity

This Part applies to individuals addressed in Parts 3, 4, and 5; hereafter referred to as Commissioned Inspectors.

7-1 CONFLICT OF INTEREST

Commissioned Inspectors are expected to avoid conflicts of interest and activities that compromise, or appear to compromise, professional independence, objectivity, or inspection integrity.

- Commissioned Inspectors shall not inspect items in which they have, or expect to have, a significant financial interest.
- Commissioned Inspectors shall not accept compensation, directly or indirectly, for recommending contractors, services, or products to inspection clients or other parties having an interest in the inspected items.
- Commissioned Inspectors shall not give or accept gifts of more than nominal value as they could be perceived to improperly influence the Commissioned Inspector’s impartiality.

7-2 GOOD FAITH ACTIONS

Commissioned Inspectors are expected to act in good faith toward each client and other parties involved.

- Commissioned Inspectors should perform services and express opinions based upon genuine conviction and only within their areas of education, training, or experience.
- Commissioned Inspectors should be objective in their reporting.
- Commissioned Inspectors should not disclose inspection results or client information to unauthorized parties without the approval of the client and the employer of the commissioned inspector.
- Commissioned Inspectors should immediately disclose observed safety hazards to occupants exposed to such hazards, when feasible.

7-3 PUBLIC PERCEPTION

Commissioned Inspectors are expected to avoid activities that may harm the public, discredit themselves, or reduce public confidence in the profession.

- Commissioned Inspectors should deal fairly and honestly with others and respect individuals and property.
- Commissioned Inspectors should respect the confidentiality of information obtained in the course of their activities and the intellectual property rights of others, except when such disclosure is authorized in writing or required by law.

7-4 INDEPENDENCE, IMPARTIALITY, AND INTEGRITY

7-4.1 Commissioned Inspectors shall be free from any commercial, financial, and other pressures which have the potential to affect their judgment.

7-4.2 Commissioned Inspectors shall not engage in any activities that may conflict with their independence of judgement and integrity in relation to their inspection activities.

7-4.3 Commissioned Inspectors shall be independent from functions such as designing, manufacturing, supplying, installing, purchasing, owning, or maintaining items which they inspect.

7-4.4 Commissioned Inspectors providing inspection services under a corporate structure or contractual arrangement shall not inspect work that includes, but is not limited to, designing, manufacturing, supplying, installing, purchasing, nondestructive examination, or calibration performed by entities under the same corporate structure or contractual arrangement. Commissioned Inspectors in the employment of Owner-User Inspection Organizations [accredited in accordance with NB-371, *Accreditation of Owner-User Inspection Organizations* (OUIO)] may be exempt from these requirements.

PART 8
COMPLAINTS AND DUE PROCESS

8-0 SCOPE

Part 8 covers complaints against individuals holding a National Board Commission and includes provisions for due process.

8-1 COMPLAINTS

The following matters are subject to National Board procedural enforcement:

- Falsification of an Application

  A National Board Commission or Endorsement may be revoked by the Executive Director for falsification of any statement contained in any application. The person may request reconsideration by the Executive Director and may appeal to the Board of Trustees.

- Neglect of Duties or Falsification of a Report

  When an evaluation reveals that a National Board Commissioned Inspector has been negligent in his or her duties or has made false statements on forms used for documentation of duties, a Peer Review Board may be convened. National Board Policy BOT 5.1 describes the process, and copies are available from the National Board.

8-2 EXECUTIVE DIRECTOR ACTION

If any individual feels aggrieved by an Executive Director decision, the individual has the right to appeal to the Board of Trustees, through the Executive Director. Such appeal shall be within thirty (30) days of the decision date. Actions taken by the Board of Trustees are final.

GLOSSARY OF TERMS

Authorized Inspection Agency –

a) *ASME B&PV Code*: An Authorized Inspection Agency meeting the requirements of NB-360, *National Board Acceptance of Authorized Inspection Agencies* (AIA) *Accredited by the American Society of Mechanical Engineers (ASME)*.

b) *Inservice*: An Authorized Inspection Agency is either:

1. A jurisdictional authority, as defined in the National Board Constitution; or

2. An entity accredited in accordance with NB-369, *Accreditation of Authorized Inspection Agencies (AIA) Performing Inservice Inspection Activities*.

Authorized Inspector – An individual holding a valid National Board Authorized Inspector Commission **(AI)** and designated as such by an Authorized Inspection Agency.

Authorized Inspector Supervisor – An individual with a National Board Commission, and a **B**, **NS**, **NSI**, or **NSC** Endorsement, and so designated by their employer.

Commissioned Inspector – An individual holding a valid National Board Commission.

Diversified On-The-Job Training (OJT) – Knowledge, experience, and competency gained by an Inspector seeking a National Board Commission or Endorsement through the performance of a broad range of duties and tasks identified in the applicable codes under direct supervision of an Authorized Inspector (Repair Inspector) or an Authorized Inspector Supervisor (Repair Inspector Supervisor/Technical Manager).

Endorsements – Specialized qualifications issued to Commissioned Inspectors. A list of endorsements and activities is shown below:

B – Authorized Inspector Supervisor – Qualified as an Authorized Inspector and meets the education, examination, and experience criteria to perform supervisory duties for Authorized Inspectors.

N – Authorized Nuclear Inspector – Qualified as an Authorized Inspector and meets the education, examination, and experience criteria to perform inspections required by ASME B&PV Code Section III, Divisions 1, 3, and 5.

NS – Authorized Nuclear Inspector Supervisor – Qualified as both an Authorized Nuclear Inspector and an Authorized Inspector, and meets the education, examination, and experience criteria to perform supervisory duties for Authorized Nuclear Inspectors

I – Authorized Nuclear Inservice Inspector – Qualified as both an Authorized Inspector and an Authorized Nuclear Inspector, and meets the education, examination, and experience criteria to perform inspections required by ASME B&PV Code Section XI.

NSI – Authorized Nuclear Inservice Inspector Supervisor – Qualified as both an Authorized Nuclear Inservice Inspector and an Authorized Nuclear Inspector Supervisor and meets the education, examination, and experience criteria to perform supervisory duties for Authorized Nuclear Inservice Inspectors.

C – Authorized Nuclear Inspector (Concrete) – Qualified as an Authorized Nuclear Inspector and meets the education, examination, and experience criteria to perform inspections required by ASME B&PV Code Section III, Division 2.

NSC – Authorized Nuclear Inspector Supervisor (Concrete) – Qualified as both an Authorized Nuclear Inspector (Concrete) and an Authorized Nuclear Inspector Supervisor and meets the education, examination, and experience criteria to perform supervisory duties for Authorized Nuclear Inspectors (Concrete).

R – Repair Inspector – Qualified as either an Authorized Inspector or an Inservice Inspector and meets the education, examination, and experience criteria to perform inspections of repairs and alterations required by the NBIC.

O – Owner-User Inspector Supervisor – Qualified as a National Board Inservice Inspector and meets the education, examination, and experience criteria to perform supervisory duties related to Owner-User inspection activities.

Inservice Inspector – An individual who holds a valid National Board Inservice Inspector Commission (**IS**) and who is employed as an Inspector by an organization as defined in Part 1, of this standard. An Inservice Inspector may perform installation and inservice inspections.

Inservice Inspector Supervisor/Technical Manager – An individual with a National Board Inservice Inspector Commission and is designated as such by their employer.

Inspection Points – Inspections stipulated by the Authorized Inspector/Inservice Inspector that the Authorized Inspector/Inservice Inspector intends to make in order to fulfill the requirements of the NBIC or the ASME B&PV Code. These may also be known as witness points, hold points, or an equivalent term that denotes a specific area or item to be inspected or documentation to be reviewed.

Monitor – To observe or verify that an activity is systematically consistent over a period of time with the Certificate Holder's accepted quality program.

National Board Commission – A certificate and renewable commission card issued by the National Board to an individual who has satisfied the requirements of these rules.

Non-Member Enforcement Agency – A jurisdictional entity that does not qualify for National Board membership, that has an individual employed as the Chief Inspector, or other official charged with enforcement of laws pertaining to inspection of boilers, pressure vessels, or other pressure-retaining items.

On-Demand Provider – A provider of computer-based examinations in partnership with the National Board. The provider will have its own security and onsite screening practices to ensure the integrity of the examination. The On-Demand provider's security and screening practices are reviewed and accepted by the Executive Director. The current On-Demand provider is described on the National Board website (nationalboard.org).

Owner-User Inspection Organization – An Owner-User of pressure-retaining items maintaining an established inspection program, whose organizations and inspection procedures meet the requirements of NB-371, *Accreditation of Owner-User Inspection Organizations* (OUIO) and are acceptable to the jurisdictional authority wherein the Owner-User is located.

Owner-User Inspector Supervisor – The Supervisor shall be selected and designated as such by their employer. A candidate for designation as a Supervisor shall have qualified as an Inspector and subsequently been engaged for at least two (2) years in inservice inspection-related work. When required by the jurisdiction, the Supervisor shall have passed an examination developed by the National Board and received an O endorsement from the National Board.

R Certificate Holder – An organization having an **R** *Certificate of Authorization* issued by the National Board.

Verify – To determine that a particular action has been performed in accordance with the requirements either by witnessing the action or reviewing records.

Witness – To be present at an event and have first-hand knowledge of the action and be able to attest that it occurred.

NOTES

NOTES

NOTES

NB-263, RCI-1, 2027 Edition

Approved by
Board of Trustees
August 24, 2026



HEADQUARTERS

1055 CRUPPER AVENUE
COLUMBUS, OHIO 43229-1183
PHONE 614.888.8320
FAX 614.888.0750



TRAINING AND CONFERENCE CENTER

1065 CRUPPER AVENUE
COLUMBUS, OHIO 43229-1183
PHONE 614.888.8320



INSPECTION TRAINING CENTER

1075 CRUPPER AVENUE
COLUMBUS, OHIO 43229-1183
PHONE 614.888.8320



PRESSURE RELIEF LABORATORY

7437 PINGUE DRIVE
WORTHINGTON, OHIO 43085-1715
PHONE 614.888.8320
FAX 614.848.3474

More information for commissioned inspectors can be found on the National Board's website by scanning the QR code.

NBBI.org
» CONNECT WITH US