

Application for NEW Issuance of National Board Team Leader

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 Team Leader Number: _____

| <u>Employer (choose one)</u> | <u>Team Leader Scope (check all that apply)</u> | | |
|------------------------------|---|--------------|-----------------------|
| Jurisdiction | "R" Reviews | AIA Reviews | Test Only (TO) |
| Independent NB Consultant | "NR" Surveys | FIA Reviews | Test Witnessing (TW) |
| Independent ASME Consultant | "VR" Reviews | OUIO Reviews | Device Selection (DS) |
| National Board | Flow Lab Reviews | | |

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 12 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, #1-4 for number of credits that may be applied for a given degree)

| | | |
|----------------------------------|-------------------------|------------------|
| (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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QUALIFYING WORK EXPERIENCE – (10 credits maximum)

- A full year – 1 credit per year.
Qualifying work includes experience associated with boilers, pressure vessels, piping, and/or pressure relief devices in any of the listed category types. (Refer to NB-290, 2.1.2.1)

| Type of Work | Company (name, address, phone number) | Years of Experience |
|--------------|---------------------------------------|---------------------|
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- If the above experience has been working with ASME Boiler and Pressure Vessel Code sections, score 1 additional credit per year – (2 credits maximum)
- If the above experience has been in quality assurance/control, score 1 additional credit per year (2 credits maximum)

| Type | Company / Description of Work | Number of Years |
|---|-------------------------------|-----------------|
| ASME Boiler and Pressure Vessel Code Sections | | |
| Quality Assurance/Control | | |

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PROFESSIONAL ACCOMPLISHMENTS – (4 credits maximum)

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

- For registration as a Professional Engineer in one or more states – (1 credit)
- For holding certification as an Authorized Observer at the National Board Testing Laboratory for at least one year – (4 credits)

| 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 activities. Performance factors may include skills in leadership, judgment, analysis, or communication. Performance factors may also include past performance or teaching experience (e.g., teaching seminars, courses, or at technical schools).

Detailed Description of Recommendation

TRAINING & EXAMINATION

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

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

Attended National Board Team Leader Course & Examination: _____
 (Date of Attendance)

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ACTIVITY PARTICIPATION

- The prospective National Board Team Leader shall be assigned with a qualified National Board Team Leader 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 another qualification type.
 - For qualification to conduct testing laboratory and Authorized Observer acceptance reviews and for qualification for test witnessing, refer to NB-290, 2.3.2 for additional activity participation requirements.

3 Reviews Participated In:

| Company | Location | Team Leader | Date |
|---------|----------|-------------|------|
| | | | |
| | | | |
| | | | |

Qualification Review Report Submitted to the National Board Team Leader:

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

Certification by Applicant

I certify that the above statements are true:

(Applicant Signature)

(Date)

Supervisor Concurrence (Not required for independent consultants)

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

(Supervisor 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 Degree in Engineering (3 credits) | |
| C. Bachelor’s Degree in Science or Mathematics (3 credits) | |
| D. Associate 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, 2.1.2 | |

PROFESSIONAL ACCOMPLISHMENTS – (4 credits maximum)

| | <u>CREDITS</u> |
|---|-----------------------|
| Certificate of Competency in engineering, science, inspection, or quality assurance/control that is issued and approved by a government agency, or the National Professional, or other technical society. | |
| Registration as a Professional Engineer in one or more states. | |
| Certification as an Authorized Observer at the National Board Test laboratory for at least one year. | |

MANAGEMENT EVALUATION – (2 credits maximum)

(Attach to this application)

| | <u>CREDITS</u> |
|--|-----------------------|
| Employer recommendation of the individual’s performance applicable to reviews, audits, inspections and other leadership, judgment, analytical skills. Other factors include past performance or teaching experience (e.g., teaching seminars, courses, or at technical schools). | |

TOTAL CREDITS

Examination Results: _____
(Date)

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

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

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Attachments Checklist

The following supporting documents must be attached to this application:

1. Copies of transcripts, diplomas or other documents verifying educational experience for which the applicant is seeking credit, in accordance with NB-290, 2.2.1.
2. Copies of technical curriculum certificates, diplomas, transcripts, or other documents verifying the technical curriculum for which the applicant is seeking credit, 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 each review listed on page 5 of this application, in accordance with NB-290, 2.3.3.
6. The qualified National Board Team Leader's written evaluation of the prospective National Board Team Leader in accordance with NB-290, 2.3.4.