



Feedback on AIA Activities During National Board Reviews & Surveys

Review/Survey Completed on: _____

Company Details (Enter the Company's name and location where the review/survey was conducted)

Company Name: _____ "R"/"NR" Certificate No.: _____

Location: _____

Team Leader: _____

Type of Activity: Non-Nuclear Review Nuclear Survey

Authorized Inspection Agency (AIA) Information

AIA of Record: _____

Supervisor: _____ Inspector: _____

Has the Certificate Holder had more than one AIA of Record since the last Review/Survey? YES NO

If YES is noted above, indicate the:

Name of the previous AIA: _____

Previous Supervisor: _____ Previous Inspector: _____

Has the Certificate Holder used a Substitute AIA since the last Review/Survey? YES NO

If YES is noted above, indicate the:

Name of the Substitute AIA: _____

Substitute Supervisor: _____ Substitute Inspector: _____

The following questions relate to any Inspector who has been assigned to the Certificate Holder since the last review/survey.

		CURRENT AIA			SUBSTITUTE AIA			PREVIOUS AIA		
		YES	NO	N/A	YES	NO	N/A	YES	NO	UNK
1.	Was the quality manual presented to the Team reviewed and accepted by the Inspector prior to its implementation?		*			*				
2.	Did the quality manual reviewed by the Team meet the requirements of the NBIC?									
3.	Did the Inspector use process sheets to designate inspection points that will provide meaningful results to verify Code and quality program requirements are met?		*			*			*	
4.	Did the Inspector use process sheets to document the performance of inspections at designated points completed at stages?		*			*			*	
5.	Was the inspector diary available for the Review / Survey?		*			*				

NOTE: Any answer with an asterisk (*) symbol requires an explanation in the comments section below.



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Location: _____

		CURRENT AIA			SUBSTITUTE AIA			PREVIOUS AIA		
		YES	NO	N/A	YES	NO	N/A	YES	NO	UNK
6.	Was the inspector diary used to record daily inspections performed for verification, witness activities, and quality program monitoring activities?		*			*				
7.	Did the Inspector verify the Certificate Holder's representative accurately completed and certified the applicable Reports of Repair (e.g. R-1, R-2, etc.t) prior to Inspector certification?		*			*				
8.	Did the Inspector review and accept non-conformance dispositions and verify corrective actions performed; and verify non-conformances are closed in accordance with the Certificate Holder's quality program?		*			*			*	
9.	Has the Inspector monitored the quality program and verified conformity?		*			*			*	
10.	Did the Team observe any evidence of improper performance of activities by the Inspector?	*			*					
11.	Should the frequency of inspections and monitoring activities be increased at the Certificate Holder's facility?	*			*					
12.	Has the Supervisor made visits to the location?		*			*				
13.	Did the Supervisor record the dates of the visits when related to Code supervisory duties in the inspector diary?		*			*				
14.	Were the responses on this feedback report reviewed with the Inspector and /or Supervisor of the current AIA of record?		*			*				

NOTE: Any answer with an asterisk (*) symbol requires an explanation in the comments section below

Comments:

Team Leader Signature

NBTL Number

Date