Pre-Survey Questionnaire
National Board Authorization to Repair, Modify, or Replace
Nuclear Components

“NR” Certificate of Authorization

The following information is needed for the National Board survey for authorization to use the National Board “NR” Certificate of Authorization and Symbol Stamp covering repair, modification, and replacement of nuclear components. This information is used by the National Board Survey Team at the time of its pre-survey meeting. At that time, the written description of your Quality Assurance Program will be reviewed prior to the team conducting a survey and evaluating the implementation of your program. Your cooperation in answering the following questions will greatly assist the survey team in its pre-survey meeting. If additional space is needed, supplemental sheets may be used.

1.0 General Information
Company Name: ________________________________________________________________
____________________________________________________________________________
Office Address: ________________________________________________________________
____________________________________________________________________________
Site or Plant Address (if different): ______________________________________________
____________________________________________________________________________
Mailing Address (if different): ____________________________________________________
____________________________________________________________________________
Company Contact Name: _________________________________________________________
Company Contact Title: __________________________________________________________
Telephone Number: ______________________________________________________________
Fax Number: ________________________________________________________________
We have the following sections of the *ASME Boiler and Pressure Vessel Code* and addenda (indicate year of edition):

**Section II**
- Part A  Ferrous Metals  
- Part B  Nonferrous Metals  
- Part C  Welding Rods, Electrodes, and Filler Metals  
- Part D  Properties  

**Section III**  Nuclear Components  

**Section V**  Nondestructive Examination  

**Section IX**  Welding and Brazing Qualifications  

**Section XI**  Rules for Inservice Inspection of Nuclear Power Plant Components  

**Code Cases, Nuclear Components**  

### 2.0 Authorized Inspection Agency/Jurisdictional Authority (circle “YES” or “NO”)

2.1 Is the AIA aware of the impending survey date?  
- YES  
- NO  

Have you worked with the AIA prior to this survey date?  
- YES  
- NO  

2.2 Are you prepared to make available to the Authorized Nuclear Inspector the Owner’s Design Specification and Repair Program, and specify the construction code and addenda applicable to the component or system in accordance with IWA-4100?  
- YES  
- NO  

Who has the responsibility?  

2.3 Have you been in contact with your jurisdictional authority (state, province, or municipality) representative?  
- YES  
- NO  

Is your jurisdictional representative aware of the upcoming survey date?  
- YES  
- NO  

2.4 Are you prepared to file a controlled copy of your Quality Assurance Manual with your Authorized Nuclear Inspection Agency?  
- YES  
- NO
3.0 Quality Assurance

3.1 Is the written description of your Quality Assurance Program in sufficient detail to suitably be used as a working document by all interested parties? YES NO

Are the use of forms and documents sufficiently explained? YES NO
(NOTE: Are examples of properly completed forms for use by the survey team available during the survey?)

3.2 Is the authority of the individual responsible for the Q.A. Program clearly established and defined? YES NO

Does the individual responsible for the Q.A. Program have the authority to report directly to principal management? YES NO

3.3 Do you hold a valid ASME Section III Nuclear Components “N” type Certificate of Authorization? YES NO

If yes, please state ASME “N” Certificate number(s), expiration date(s), and scope of work covered.
________________________________________________________________________
________________________________________________________________________

4.0 Organization

4.1 Please furnish the name(s) and title(s) of the personnel responsible for each of the following areas of the program:

a. Principal Management: ________________________________
b. Repair Activities: ________________________________
c. Replacement Activities: ________________________________
d. Modification Activities: ________________________________
e. Quality Assurance: ________________________________
f. Quality Control: ________________________________
g. Engineering: ________________________________
h. Procurement: ________________________________
i. Nondestructive Examination: ________________________________

4.2 Who is responsible for controlling your Quality Control Manual?
5.0 Nondestructive Examination

5.1 Do you have nondestructive examination personnel qualified and certified to the guidelines defined in SNT-TC-1A (as required by Section XI) and ASME Section XI? YES NO

Please list the names of the Level III personnel qualified by examination and appointed by your principal management as your Level III examiner.

______________________________________________________________

______________________________________________________________

______________________________________________________________

a. List nondestructive examination personnel by name, method, and level.

______________________________________________________________

______________________________________________________________

b. Do you have a written practice for qualification and certification of your NDE personnel? YES NO

c. Are the above documents available for review by the survey team? YES NO

5.2 If NDE is subcontracted, are you prepared to make the subcontractor’s written practice and personnel qualification and certification records available to the survey team? YES NO

6.0 Engineering

6.1 Provide a description of how the engineering functions will be performed including:

   a. Relationship to other management

   ________________________________________________________________

   ________________________________________________________________

   b. Interface to shop and field site Q.A. activities

   ________________________________________________________________

   ________________________________________________________________

   c. Design, drawing, specifications, revision, and document control

   ________________________________________________________________

   ________________________________________________________________
d. Reconciliation of Owner’s Design Specification with proposed repair, installation of replacement part(s), or modification

__________________________________________________________________________

__________________________________________________________________________

e. Repair, modification, or replacement program

__________________________________________________________________________

__________________________________________________________________________

7.0 Design Specification, Form NR-1

7.1 Are you prepared to furnish to the owner, Authorized Nuclear Inspector, jurisdictional authority, and the National Board a completed National Board Form NR-1, evidence of reconciliation of the repair, replacement, or modification with the Owner’s Design Specification, and any other documentation as may be required? YES NO

8.0 Consultants

8.1 If you have employed a consultant in establishing your Quality Assurance Program, please state the consultant’s name and organization.

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9.0 Additional Remarks

Please include any additional information that you feel may be helpful to the team in understanding your program and its implementation.

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__________________________________________________________________________

Submitted by: __________________________________________
Title: __________________________________________
Signature: __________________________________________
Date: __________________________________________