



NOTICE OF RENEWAL

For all Non-destructive testing certified personnel whose surname begins with the letters A-F

This is a reminder that it is time to apply for the **2003-2005, 3-year renewal** of your pocket-type NDT certificate and your photo identification card which expire on **December 31, 2002**.

To apply for certification renewal, you must submit to the NDT Certifying Agency the three forms enclosed with this notice (Renewal Application, Eye Examination Report, and Code of Ethics), along with the appropriate renewal fee.

Renewal Application Form

Employment Declaration. Check (✓) each of the NDT methods and sectors in which you hold active certification and wish to renew, and sign your declaration.

Employer Verifications. It is the employer's responsibility to verify the accuracy of their employee's *Employment Declaration*, and to ensure that the employee has annually met the visual acuity requirements.

Type of Payment. The following forms of payment are accepted by the NDT Certifying Agency: cheque, money order, MasterCard or Visa. Cheques and money orders are to be made payable to the Receiver General for Canada. If paying by credit card, you must PRINT the name identified on the credit card, card number, expiry date and amount.

The renewal fees for this three year term are as follows:

Number of methods				
1	2	3	4	5
\$150.	\$255.	\$345.	\$405.	\$435.

It is important to note that there will be **NO** renewal fee applied to initial certification and/or recertification acquired in an NDT method **in 2002**.

Eye Examination Report Form

This form must be completed by an oculist, optometrist or other professionally recognized person. The eye examination report must be dated January 1, 2002 or later. Other types of vision examination forms may be acceptable providing all applicable information is recorded, however, we encourage the use of our form to minimize processing rejections or delays.

Code of Ethics Form

You must reaffirm your agreement to abide by the code of ethics in accordance with the Standard CAN/CGSB 48.9712-2000. Please read and sign the enclosed Code of Ethics Form and return it with your renewal application.

To avoid a lapse of certification after December 31, 2002, please ensure that your renewal application is received by this office no later than December 01, 2002. **Should you have any questions, please feel free to contact us at:**

NDT Certifying Agency
CANMET Materials Technology Laboratory
Natural Resources Canada
568 Booth Street
Ottawa, ON K1A 0G1

Telephone: (613) 992-7956 or (613) 943-1300

E-Mail: dbouchar@nrcan.gc.ca
jlachape@nrcan.gc.ca

Fax: (613) 943-8297



NDT Personnel Certification to the Standard CAN/CGSB-48.9712-2000

RENEWAL APPLICATION FORM

for NDT pocket cards expiring December 31, 2002

Mr. Mrs. Ms

CANDIDATE: _____ CARD REG. #: _____
SURNAME GIVEN NAMES

ADDRESS: _____
CITY PROVINCE POSTAL CODE

PHONE: _____ DATE OF BIRTH: Yr. _____ / Mo. _____ / DAY _____

EMPLOYMENT DECLARATION: I confirm that I did not have an absence or a change of activity for a *continuous period exceeding one year, during the period from January 1, 2002 to December 31, 2002*, which prevented me from practising the duties corresponding to my level in the method(s) and sector(s) for which I am certified (as checked below).

NDT METHODS AND SECTORS: RT-EMC RT-A/S UT-EMC MT-EMC PT-EMC ET-EMC

Signature: _____ Date: _____

EMPLOYER: _____

ADDRESS: _____
CITY PROVINCE POSTAL CODE

PHONE: _____ FAX: _____

EMPLOYER VERIFICATIONS:

I verify the accuracy of the *EMPLOYMENT DECLARATION* of the employee whose name appears on this application.
 I verify that this employee has annually met the visual acuity requirements of the CAN/CGSB-48.9712-2000 Standard.

Supervisor: _____ Signature: _____ Date: _____
(please print)

TYPE OF PAYMENT: Cheque Money Order ⇒ made payable to the *Receiver General for Canada*

Credit Card: Personal Company Visa MasterCard
 Cardholder's Name: _____ Amount: _____

Card Number: _____ Expiry Date: _____

I have enclosed with this application:
 a properly completed vision form a signed code of ethics form

SUBMIT FORMS AND PAYMENT TO:
 NDT Certifying Agency
 CANMET Materials Technology Laboratory
 Natural Resources Canada
 568 Booth Street
 Ottawa, ON K1A 0G1

INQUIRIES:
 Telephone: (613) 992-7956; 943-1300; 992-0115
 E-mail: dbouchar@nrca.gc.ca or jlachape@nrca.gc.ca
 Fax: (613) 943-8297