



# **ACCREDITATION OF METALLIC MATERIAL ORGANIZATIONS**

## ***TSSA GUIDE FOR SURVEY TEAMS***

The Technical Standards and Safety Authority  
Boilers and Pressure Vessels Safety Division  
3300 Bloor Street West  
14th Floor, Centre Tower  
Etobicoke, Ontario, M8X 2X4  
CANADA

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Rev. 3

## INTRODUCTION

This guide is prepared for the use of TSSA nuclear survey teams and applicants for TSSA Certificates of Authorization. It is not intended to replace or interpret the requirements of the CSA N285.0 or the ASME Boiler and Pressure Vessels Codes, Section III, Division 1, General Requirements. The checklist does not list all of the detailed requirements of the CSA N285.0 and ASME Codes referenced, but rather lists the highlights that the applicant is required to include in the written Quality Control (QC) Manual.

In addition, to assist the TSSA survey team, this guide is provided to applicants for TSSA Certificates of Authorization for their use in identifying and verifying the paragraph(s) where their QC Manual addresses all applicable control requirements of the CSA Standard and ASME Codes. The QC Manual must contain the description of the controls necessary for implementing the QC Program but, it is not required to contain all of the programmatic requirements which will be found in the QC Program, such as written procedures.

The guide is based upon CSA N285.0 and ASME Section III, Division 1, NCA-3800 requirements. The guide is subject to revision by TSSA based on changes made to CSA and ASME Codes, from time to time, or based on feedback received from survey teams.

A survey must cover a QC Manual and its implementation. It is recognized that the scope of work, QC Manual and Manual implementation will vary from one applicant to another, therefore, only those activities to be performed under the scope of an applicant's TSSA Certificate of Authorization are required to be addressed in the QC Manual. TSSA survey teams are advised that this guide may not outline all possible aspects of each survey. The QC Manual need not follow the format of this guide.

Questions of possible need for Interpretation raised by survey team members or the applicant shall be submitted to the TSSA Chief Inspector for an answer.

## HOW TO USE THIS GUIDE

Review each checklist item in the checklist against the QC Manual and:

- 1) Check (✓) the applicable column - "Yes", "No" or "N/A" (Not Applicable)
- 2) Note the paragraph number in the QC Program Manual, which covers the subject addressed in the column labelled "Quality Program Reference".

Submit one copy of the completed checklist with one controlled copy of the QC Manual to TSSA Head Office for review, at least one month prior to the scheduled implementation review date.

# ACCREDITATION OF METALLIC MATERIAL ORGANIZATIONS

## GENERAL INFORMATION (to be filled in by applicant)

Company: \_\_\_\_\_

Quality Manual Rev. #: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant for Material Organization (check if applicable)

- (1) Material Manufacturer
- (2) Material Supplier
- (3) Material Supplier performing or subcontracting functions of Manufacturer
- (4) Material Supplier requesting that the scope of Certificate include qualification of Material Organizations and approved Suppliers

### Vendor Control

Except as provided in NCA-3800, program provides that any party performing and certifying to an operation, process, or to results of tests, examinations, repairs or treatments required by the material specification or ASME Section III shall have a Quality System and shall be surveyed and qualified by the Manufacturer, Supplier or Certificate Holder who directly receives the certification of work performed.

Yes  
 No

Note: For the Implementation Survey, demonstration of the Q.A. Program shall be demonstrated on material qualified to:

Class 1, if the scope of supply is for Class 1, 2 & 3 materials

Class 2, if the scope of supply is for Class 2 & 3 only

Class 3, if the scope of supply is for Class 3 only

# METALLIC MATERIAL ORGANIZATION APPLICATION

Company Name

Address

If Renewal enter current certificate number:

## Material Organization Certificate Scope:

Manufacturing       Supplying       Ferrous Materials       Nonferrous Materials

## Additional Operations Requested:

Utilization of Unqualified Source Material       Approval and Control of Suppliers

Qualification of non-accredited Material Organizations (non QSC Holders)

Activities performed at another location:

## Information from the Applicant for the Survey Team:

Indicate in the spaces provided if you *perform* "P", *subcontract* "S" or *do not perform* "NP" the following operations:

\_\_\_ Material Testing      \_\_\_ Weld Repair      \_\_\_ Non-destructive Testing      \_\_\_ Heat Treatment

Identify the product forms to be handled under the program by indicating below in the spaces provided the type of material from which the product is made ("F" for Ferrous and "NF" for Non-ferrous). When applying for both Manufacturing and Supplying activities also identify the applicable activity for each product ("M" for Manufacturing and "S" for Supplying).

## PRODUCT FORMS

### METALLIC MATERIAL

\_\_\_ Bars  
\_\_\_ Threaded Fasteners  
\_\_\_ Castings  
\_\_\_ Forgings  
\_\_\_ Plates  
\_\_\_ Clad Plated  
\_\_\_ Seamless Fittings  
\_\_\_ Flanges  
\_\_\_ Fitting Welded Without Filler Metal  
\_\_\_ Fitting made from NPT Stamped Tubular Products  
\_\_\_ Seamless Tubular Products  
\_\_\_ Tubular Products Welded Without Filler Metal  
\_\_\_ Tubular Products Welded With Filler Metal (NPT Stamped)  
\_\_\_ Structural Shapes  
\_\_\_ Sheet  
\_\_\_ Strip  
\_\_\_ Brazing Material  
\_\_\_ Nonwelded Standard Supports and Catalogue Items

### WELDING MATERIAL

\_\_\_ Bare Electrodes  
\_\_\_ Covered Electrodes  
\_\_\_ Flux Cored Electrodes  
\_\_\_ Metal Cored Electrodes  
\_\_\_ Strip Electrodes  
\_\_\_ Bare wire  
\_\_\_ Consumable Electrodes  
\_\_\_ Welding Flux  
\_\_\_ Powdered Filler Metal

### SEMI-FINISHED PRODUCT FORMS

\_\_\_ Billets  
\_\_\_ Hollows  
\_\_\_ Ingots  
\_\_\_ Rounds  
\_\_\_ Hot Rolled Rod  
\_\_\_ Hot Rolled Wire  
\_\_\_ Semi Finished Strip

With Design Responsibility

Without Design Responsibility



## QUALITY SYSTEM REVIEW CHECKLIST

Company: \_\_\_\_\_  
 Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

Item No.	Quality element and sub-elements	Yes	No	N/A	Quality Program Reference
1.	<p><b>NCA-3850 QUALITY SYSTEM PROGRAM REQUIREMENT</b></p> <p><b>NCA-3851 RESPONSIBILITY AND ORGANIZATION</b></p> <p><b>NCA-3851.1 <u>General</u></b></p> <p>a. The Material Organization established Q.S. Program for control of quality and traceability of Material. The Program is planned, documented, implemented and maintained per NCA-3850.</p> <p>b. The program includes <u>technical aspects</u> and planning for accomplishment of activities affecting quality. The Program provides for equipment and skills to attain and verify quality.</p> <p><b>NCA-3851.2 <u>Scope and Applicability</u></b></p> <p>a. Quality Manual defines specific activities including scope of work proposed to perform including any combination of:</p> <ul style="list-style-type: none"> <li>i) Operations performed during melting and heat analysis, affecting mechanical properties, conversions of product forms including dimensions and certification requirements.</li> <li>ii) Testing, examination, repair or treatments required by the material specification and certification of the results.</li> <li>iii) Receipt, identification, verification, handling, storage and shipment of material or source material.</li> <li>iv) Qualification of Material Organizations (NCA-3820(b))</li> <li>v) Approval and control of suppliers of source material or subcontracted services (NCA-3855.3).</li> <li>vi) Use of unqualified source material (NCA-3855.5).</li> </ul> <p>b. The Program includes measures to comply with the requirements of NCA-3800, to <u>assure</u> compliance with the metallic material requirements of Section III.</p> <p><b>NCA-3851.3 <u>Organization</u></b></p> <p>a. The organization structure provides the persons and organization performing Q.S. functions the required authority and organizational freedom.</p> <p>b. Persons and organizations responsible for defining and measuring the overall effectiveness of the Program shall:</p> <ul style="list-style-type: none"> <li>i) be designated;</li> <li>ii) be sufficiently independent from the pressures of production;</li> <li>iii) have <u>direct</u> access to management where appropriate action can be initiated;</li> <li>iv) report <u>regularly</u> on the effectiveness of the Program.</li> </ul>				

Item No.	Quality element and sub-elements	Yes	No	N/A	Quality Program Reference
2.	<p>c. Organization structure, functions, authority, and lines of communication shall be documented. Persons and organizations responsible for the Q.S. Program and verification of quality shall have sufficient authority, access, and organization freedom to:</p> <ul style="list-style-type: none"> <li>i) identify quality programs;</li> <li>ii) initiate, recommend or provide solutions;</li> <li>iii) verify implementation of solutions;</li> <li>iv) assure further processing, delivery, or use is controlled until proper disposition has occurred.</li> </ul> <p>d. Individuals and groups assigned responsibility of checking, auditing or otherwise verifying productions and quality control activities shall be independent of the individual or group performing the specific activity. Such persons <u>shall not</u> report <u>directly</u> to the supervisor with immediate responsibility for the work being verified.</p> <p>e. Management shall regularly review the status and adequacy of the Program.</p> <p><b>NCA-3852 PERSONNEL</b></p> <p><b><u>NCA-3852.1 Indoctrination, Training &amp; Qualification of Personnel</u></b></p> <p>a. Personnel performing or managing quality activities are to be indoctrinated and trained. Indoctrination and training shall include:</p> <ul style="list-style-type: none"> <li>i) personnel to be indoctrinated and trained shall be identified (documented);</li> <li>ii) extent of indoctrination and training shall be commensurate with the nature of the activity as well as the education, experience, and proficiency of the person;</li> <li>iii) personnel shall be indoctrinated in the general criteria, applicable codes, standards, company procedures, Q.S. Program requirements, job responsibilities, and authority related to the function;</li> <li>iv) training shall provide initial proficiency, maintain proficiency, and adapt to changes.</li> </ul> <p>b. NDE personnel shall be qualified to NB-NG 5521.</p> <p>c. Persons who lead audits shall be qualified based on education, experience, training, audit participation, and examination as defined in the Q.S. Program (manual).</p> <p><b><u>NCA-3852.2 Personnel Records</u></b></p> <p>a. Records of indoctrination and training shall be maintained.</p> <p>b. NDE personnel qualification records shall be documented and maintained.</p> <p>c. Lead audit personnel qualification records include education, experience, audit training, examination and audit participation shall be documented and maintained.</p>				

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3.	<p><b>NCA-3853 PROGRAM DOCUMENTATION</b></p> <p><b>NCA-3853.1 <u>Quality System Manual</u></b></p> <p>a. The Q.S. Program shall be described in a Quality System Manual, which shall be the major basis for demonstration of compliance with ASME Section III.</p> <p>b. The Program documented in the Manual shall be implemented by written procedures, which are maintained either separately or in the Manual.</p> <p>c. Technical procedures and processes, such as non-destructive examination, are not part of the Manual, however, the controls of such shall be covered by the Manual.</p> <p><b>NCA-3853.2 <u>Procedures, Instructions and Drawings</u></b></p> <p>a. Activities affecting quality shall be performed in accordance with documented instructions, procedures, or drawings appropriate to the circumstances.</p> <p>b. These documents shall include acceptance criteria.</p> <p><b>NCA-3853.3 <u>Document Control</u></b></p> <p>The preparation, issue, and change of documents that specify quality requirements, such as Quality System Manuals, purchase specifications, instructions, procedures, and drawings, shall assure the correct documents are being used at the location where the activity is performed. Such documents, including changes thereto, shall be reviewed for adequacy and approved for release by authorized personnel.</p> <p><b>NCA-3853.4 <u>Quality Assurance Records</u></b></p> <p>Records that furnish evidence of quality shall be specified and maintained. Records shall be identifiable and retrievable. Records shall be protected against damage, deterioration, or loss. Requirements and responsibilities for record transmittal, distribution, retention, maintenance, and disposition shall be established and documented.</p> <p><b>NCA-3853.5 <u>Records of Examinations and Tests</u></b></p> <p>Characteristics required to be reported by the material specification and Section III shall be verified and the results recorded. Records shall be traceable to <u>the document and revision</u> to which an inspection, examination, or test was performed.</p> <p><b>NCA-3855 CONTROL OF PURCHASED MATERIALS, SOURCE MATERIALS, AND SERVICES</b></p> <p><b>4. NCA-3855.1 <u>General</u></b></p> <p>a. Measures to assure purchase material, source material and subcontracted services conform to the requirements of Section III.</p> <p>b. Welding materials shall be controlled in accordance with Section III.</p>				

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	<p>c. Measures to prevent the use of incorrect or defective material or source material, or material which have not received the required examinations or tests shall be documented.</p> <p><b><u>NCA-3855.2 Sources of Material, Source Material and Services</u></b></p> <p>a. Material shall be furnished, by an accredited or qualified Material Organization (NCA-3820(a) or NCA-3820(b)), or by a Certificate Holder (NCA-3820(c)).</p> <p>b. Except as provided in NCA-3855.5 source material shall be furnished by a Material Organization, by an approved supplier (NCA-3855.3) or by a Certificate Holder.</p> <p>c. Services including performance and certification of operations, processes, the results of tests, examinations, repairs or treatments required by the material specification or by Section III shall be furnished by a Material Organization, by an approved supplier, or by a Certificate Holder.</p> <p><b><u>NCA-3855.3 Approval and Control of Suppliers of Source Material and Services</u></b></p> <p>a. The Material Organization or Certificate Holder shall be responsible for approval and control of activities performed by suppliers of source materials and subcontracted services. Such control <u>provides</u> for source evaluation, selection, evaluation of objective evidence, audit and receipt inspection upon delivery of items and services.</p> <p>b. The Material Organization or Certificate Holder shall be responsible for establishing and verifying that the supplier's controls are adequate by:</p> <p>i) surveying and auditing the supplier's established quality system, or;</p> <p>ii) having the supplier perform the activities with control established by the Material Organization's or Certificate Holder's Program.</p> <p>c. The Material Organization or Certificate Holder shall be responsible for assuring Materials and activities conform to the requirements of Section III.</p> <p><b><u>NCA-3855.4 Procurement Document Control</u></b></p> <p>a. Procurement documents include requirements to assure compliance with the requirements of Section III.</p> <p>b. Except for NCA-3855.5, procurement documents require material, source material or subcontracted services to be furnished to the requirements of NCA-3800.</p> <p>c. Procurement documents require approved suppliers to reference the accepted quality system or controls established by the Material Organization or Certificate Holder on documentation that accompanies the source material or services furnished (see NCA-3861).</p> <p>d. Procurement documents "that specify quality requirements or activities" shall be reviewed for adequacy and approved for release by authorized personnel.</p>				



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5.	<p><b>NCA-3855.5 Utilization of Unqualified Source Material</b></p> <p>a. As an alternative to NCA-3855.2(b), when included in its scope of activities as permitted by the provisions of NCA- 3800, a Material Organization may accept certification of the requirements of the material specification which must be performed during the melting, heat analysis, and heat treatment of the material, and may use or furnish unqualified source material, provided the requirements of (i) through (iv) below are met:</p> <p>i) no welding <u>with filler metal</u> has been performed on the unqualified source material;</p> <p>ii) the Material Organization performs or subcontracts a product analysis on each piece of unqualified source material to verify the chemical composition of each piece of unqualified source material;</p> <p>iii) the Material Organization performs or subcontracts all other requirements of the material specification on each piece of unqualified source material. Where C of C (NCA-3862.1(g)) are acceptable, testing of each piece is not required. Alternatively, the Material Organization may perform or subcontract all other requirements of the material specification on each heat and lot of unqualified source material provided:</p> <p>a) a CMTR is provided with the unqualified source material;</p> <p>b) the unqualified source material is traceable to the CMTR;</p> <p>c) procurement documents require that suppliers of unqualified source material establish written procedures for identifying source materials in a manner that provides traceability to the Certified Material Test Report;</p> <p>d) the Material Organization reviews and accepts the supplier's identification and traceability procedures and verifies compliance with the procedures at a frequency commensurate with the schedule of production or procurement, but at least once triennially.</p> <p>iv) the provisions of (i) through (iii) above are performed in accordance with the Material Organization's Quality System Program.</p> <p>The provisions of (a(i) through (a(iii)) above may be performed by the Certificate Holder in accordance with his Quality Assurance Program.</p> <p><b>NCA-3856 IDENTIFICATION MARKING AND MATERIAL CONTROL</b></p> <p><b>NCA-3856.1 General</b></p> <p>a. Controls are established to assure that correct and accepted material or source material is used. Identification shall be maintained on these materials or on documents traceable to these materials, or in a manner which assures that the identification is established and maintained.</p> <p>b. Measures for controlling and identifying material or source material, including partially processed, throughout the manufacturing process, during tests, examinations, repairs and treatments and during receipt, storage, handling and shipment.</p>				

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6.	<p>c. Identification marking shall be transferred to pieces when material or source material is divided.</p> <p><b>NCA-3856.2 <u>Marking Method</u></b></p> <p>Material and source materials shall be marked by any method acceptable to the purchaser which will not result in harmful contamination or sharp discontinuities and will identify these materials in accordance with the material specification and Section III.</p> <p><b>NCA-3856.3 <u>Identification of Completed Material</u></b></p> <p>a. The identification of completed material by marking the material with the specification and grade of material, the heat number or heat code, and additional marking required by Section III to facilitate traceability to reports of the results of all tests and examinations.</p> <p>b. For those materials where C of C (NCA-3862.1(g)) are allowed, a heat-number need not be indicated on the material or the Certificate.</p> <p>c. A marking symbol or code may be used, provided such code or symbol is explained in the Certified Material Test Report (NCA-3862.1) or C of C.</p> <p>d. Material specification shall be met except where exempted or superseded by Section III. When requirements or provisions of Section III conflict with the requirements of the material specification, the material specification and grade number shall be followed with an asterisk (*) to indicate that the material specification has been modified as shown on the material certification.</p> <p>e. Non-ferrous materials, which do not provide for heat identification, shall be marked with a symbol or code that identifies the lot, as defined in the material specification, to the CMTR.</p> <p>f. Except as required by the material specification, bolts and nuts 1 in. nominal diameter and smaller and other products where the largest space available for marking is less than 1 in. in any one direction need not be individually marked, provided they are packed in packages or containers identified by marking to ensure identity of the material with the C of C or CMTR.</p> <p><b>NCA-3856.4 <u>Welding and Brazing Materials Identification</u></b></p> <p>Welding and brazing materials shall be clearly identified by marking on the package or container to ensure identification. The marking includes the heat or lot number, a control marking code which identifies the materials with the CMTR, and other information such as specification, grade and classification number, Material Organization's name and trade designation.</p> <p><b>NCA-3857 PROCESS CONTROL</b></p> <p><b>NCA-3857.1 <u>General</u></b></p> <p>Processes affecting material, source materials, or services are controlled. Special processes that control or verify quality, such as welding, heat treating, or non-destructive examination, are performed by qualified personnel using qualified procedures.</p>				

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7.	<p><b>NCA-3857.2 <u>Manufacturing Process Control</u></b></p> <p>Operations shall be performed using process sheets, shop procedures, checklists, travellers, or equivalent procedures.</p> <p><b>NCA-3857.3 <u>Welding</u></b></p> <p>Welding repair of material or source material shall be performed in accordance with procedures and by welders or welding operators qualified in accordance with Section III and Section IX.</p> <p><b>NCA-3857.4 <u>Handling, Storage, Shipping and Preservation</u></b></p> <p>Instructions shall be established for handling, storage, shipping and preservation of material or source material to prevent damage or deterioration.</p> <p><b>NCA-3858 CONTROL OF EXAMINATIONS, TESTS AND NONCONFORMING MATERIAL</b></p> <p><b>NCA-3858.1 <u>Inspection, Examination and Test Control</u></b></p> <p>a. Inspections, examinations, and tests shall assure conformance with the material specification and Section III.</p> <p>b. Inspections or examinations shall be planned. Characteristics to be inspected or examined and methods to be employed, shall be specified. Results shall be documented.</p> <p>c. Tests shall be planned. Characteristics to be tested and methods to be employed shall be specified. Results shall be documented.</p> <p><b>NCA-3858.2 <u>Control of Measuring and Test Equipment</u></b></p> <p>a. Procedures shall assure tools, gages, instruments and other measuring and testing devices used to verify compliance with the Material Specification and Section III (NX-2360 for instance) are calibrated and adjusted at specific periods or use intervals. Periodic checks may be performed to determine that calibration is maintained.</p> <p>b. Calibration shall be against certified equipment having known valid relationships and documented traceability to nationally recognized standards, where such standards exist. If no nationally recognized standard exists, the basis for calibration is documented.</p> <p>c. Control measures shall include equipment identification and calibration status by equipment marking or on records traceable to the equipment.</p> <p><b><u>Impact Testing</u></b></p> <p>Calibration of temperature instruments and Charpy V-Notch impact test machines shall be as follows:</p> <p>d. Temperature instruments used to record test temperature of specimens shall be calibrated and the results recorded at least once in each 3 month period.</p>				

Item No.	Quality element and sub-elements	Yes	No	N/A	Quality Program Reference
8.	<p>e. Charpy V-Notch impact test machines shall be calibrated and the results recorded. Calibrations shall be performed at least once per year using methods outlined in ASTM E23-72 and employing standards obtained from the National Institute of Standards and Technology.</p> <p><b>NCA-3858.3 <u>Discrepancies in Measuring or Testing Equipment</u></b></p> <p>a. When discrepancies in equipment are found at calibration, corrective action shall be taken, and material measured or tested since the previous calibration shall be reviewed (and documented) to determine that requirements have been met.</p> <p>b. When periodic checks are performed, material or source material discrepancies need only be resolved to the previous check, provided:</p> <p>i) the methods used and frequency of periodic checking are described in calibration procedures; and</p> <p>ii) the calibration discrepancy was found by periodic check.</p> <p><b>NCA-3858.4 <u>Inspection and Test Status</u></b></p> <p>Measures shall be established so that status and results of required inspections, examinations, or tests can be determined at any time. Status is maintained by indicators such as physical location and tags, marking, shop travellers, stamps, inspection reports, or other suitable means. The authority for application and removal of indicators shall be specified.</p> <p><b>NCA-3858.5 <u>Control of Nonconforming Material</u></b></p> <p>a. Control shall be established to prevent the use of material that does not conform to requirements.</p> <p>b. Material or source material with non-conformances shall be identified, segregated, and reviewed for acceptance, rejection or repair by documented procedures. The responsibility and authority for the disposition of non-conformances shall be defined.</p> <p>c. Repaired material or source material shall be re-examined.</p> <p>d. Control of further processing of non-conforming material or source material, pending a decision on its disposition, shall be established and maintained. These controls shall extend to notification of affected organizations, as appropriate.</p> <p><b>NCA-3859 AUDITS AND CORRECTIVE ACTION</b></p> <p><b>NCA-3859.1 <u>Audits</u></b></p> <p>Internal and external audits shall be performed.</p> <p>a. Audits shall be performed to written procedures or checklists by personnel not having direct responsibility in the areas being audited.</p> <p>b. Audit results shall be documented by auditing personnel for review by management having responsibility in the area being audited.</p>				

Item No.	Quality element and sub-elements	Yes	No	N/A	Quality Program Reference
9.	<p>c. Procedures shall include documentation of corrective action taken to deficiencies. Follow-up action shall be taken and documented; including re-audit, if necessary.</p> <p>d. In addition to audits of Material Organizations and suppliers, a comprehensive system of planned and periodic internal audits shall be carried out to assure compliance with all aspects of the Quality System Program and to determine the effectiveness of the Program.</p> <p>e. Internal audits shall be performed in accordance with the requirements of (a) through (c) above.</p> <p><b>NCA-3859.2 <u>Corrective Action</u></b></p> <p>a. Conditions adverse to quality such as failures, malfunctions, deviations, defective material and equipment, non-conformances, and quality system deficiencies, are identified and reported to management. The cause of conditions adverse to quality levels shall be determined and corrected.</p> <p>b. The identification of significant or recurring conditions adverse to quality, the cause of the condition, and the corrective action taken shall be documented and reported to management.</p> <p>c. These requirements shall extend to the performance of approved supplier's and qualified Material Organization corrective action measures.</p> <p><b>NCA-3860 CERTIFICATION REQUIREMENTS</b></p> <p><b>NCA-3861 <u>Certification Requirements for Material Organizations</u></b></p> <p>a. The Material Organization whose scope of activities includes NCA-3830 shall provide a Certified Material Test Report or Certificate of Compliance, as applicable, (NCA-3862) for the material.</p> <p>i) the certification affirms that contents of the report are correct and accurate and that all test results and operations performed by the Material Organization or its subcontractors are in compliance with the material specification and the specific material requirements of Section III.</p> <p>ii) chemical analyses, tests, examinations, and heat treatments required by the material specification that were not performed shall be listed on the Certified Material Test Report or Certificate of Compliance, or may be listed on an identified attachment.</p> <p>iii) when the Material Organization's scope of activities includes product form conversion, the Material Organization shall also certify that the material conforms to the dimensional requirements.</p> <p>b. The Material Organization shall transmit certifications from Material Organizations or approved suppliers in accordance with (a) above, to the purchaser at time of shipment.</p> <p>c. The Certificate Holder shall complete operations not completed by the Material Organization and shall provide a Certified Material Test Report for all operations performed by him or his approved</p>				

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10.	<p>suppliers. The Certificate Holder shall certify the contents of the report are correct and accurate and test results and operations performed are in compliance with the requirements. Alternatively, the Certificate Holder provides a Certified Material Test Report for operations performed and at least one Certified Material Test Report from each approved supplier for the operations they performed.</p> <p><b>NCA-3862 CERTIFICATION OF MATERIAL</b></p> <p><b>NCA-3862.1 <u>Certified Material Test Report</u></b></p> <p><b>NCA-3862.1 <u>Material Certification</u></b></p> <p>a. The Certified Material Test Report shall include the actual results of required chemical analyses, tests and examinations.</p> <p>b. When required chemical analyses (including melting mill heat analysis), heat treatment, test examinations, or repairs are subcontracted, the approved supplier's certification for the operations performed shall be furnished as an identified attachment to the Certified Material Test Report.</p> <p>c. The Certified Material Test Report shall also include a report of all welding performed on the material. Radiographic film shall be included as a part of the Certified Material Test Report, except for those radiographs required for the testing of welding or brazing materials.</p> <p>d. When specific times or temperatures (or temperature ranges) of heat treatments are required by material specifications, they shall be reported. When not required by the material specification, a statement of the type of heat treated condition shall be reported. In any case, a statement of the minimum solution annealing temperature is adequate for austenitic stainless steels and high nickel alloys. The times and temperatures of postweld heat treatment as required by the fabrication requirements of this Section shall be reported.</p> <p>e. Reporting of actual dimensions and visual examination results is neither required nor prohibited by this paragraph.</p> <p>f. Notarization of the Certified Material Test Report is not required.</p> <p>g. Certificate of Compliance with the material specification, grade, class, and heat treated condition, as applicable, may be provided in lieu of a certificate Material Test Report for material ¾ in. nominal pipe size and less (pipe, fittings, flanges, materials for valves and tubes except heat exchanger tubes) bolting 1 in. nominal diameter and less, and bars with a nominal cross-sectional area of 1 sq. in. and less, as applicable.</p> <p>h. Material Identification shall be described in the Certified Material Test Report or Certificate of Compliance. Heat/Lot traceability is not required when C of C is applicable.</p> <p><b>NCA-3862.2 <u>Quality System Program Statement</u></b></p> <p>a. When the Material Organization holds a Quality System Certificate the number and expiration date shall be shown on the Certified Material Test Report or Certificate of compliance, or on a certification included with the documentation that accompanies the material.</p>				

Item No.	Quality element and sub-elements	Yes	No	N/A	Quality Program Reference
11.	<p>b. When the Material Organization has been qualified by a party Other than the Society, the revision and date of the applicable written Quality System Program shall be shown on the Certified Material Test Report or Certificate of Compliance, or on a certification included with the documentation that Accompanies the material.</p> <p>c. The inclusion of the Quality System Certificate number and expiration date of reference to revision and date of the written Quality System Program shall be considered as the Material Organization's or Supplier's certification that all activities have been performed to the requirements of this Subarticle.</p> <p><b><u>EXHIBITS</u></b></p> <p>a. <i>The Manual shall contain copies of the quality related documents used in the Program.</i></p> <p>b. <i>Copies of a Certified Material Test Report (CMTR) and Certificate of Compliance (C of C) shall be provided.</i></p>				