



PUBLIC RELEASE MINUTES of CBIP Board Meeting 80.

Venue – Board Room at HERA House, Gladding Place, Manukau City, Auckland. (Courtesy of Wolfgang Scholz)

Date – Wednesday 28 November 2007.

Time – Commenced 9:00 am

Agenda Items.

1. Confirmation of the minutes of CBIP meeting 79.

Matters arising:

- Confirmation that the Board decision relating to the non-payment of fees or money for services provided by CBIP which has not been paid will result in certificates not being issued has been included in the appropriately revised QPM.
- JW reported on Panel Chair meeting held in New Plymouth on 19 Sept. A very successful meeting was held with enthusiastic support from panel chairs on their future input.
- The updated Cranes Code of Practice is now in place. All questions in the crane question bank have been updated to reflect this change.
- Updated SOPs for Cranes, PEI, Coatings, Lifts, CWI, EWP have all been submitted for review
- With respect to trainee inspectors, written confirmation to be sought from OSH and IANZ that previously “grandfathered” inspectors are not eligible for trainee status -

2. Correspondence.

- A letter was sent by to Exito as recorded in item 16 a of the previous meetings minutes seeking additional information. At this stage no reply has yet been received.

3. Exam fee review. NDT fees increased in line with Australian fees. Non-NDT fees to increase in line with AINDT to a maximum of 4% WS / BB.
4. Examination schedule for 2008. Acceptable provided week schedule does not change.
5. Confirmation that the review and updating of the SOP's has been completed.
6. Confirmation that the review and updating of the QPM's has been completed. Identification of all other work that is required prior to the formal application being made for accreditation to ISO 17024.
7. Review to determine processes for establishing the anticipated costs of accreditation and the processes and variations available.
8. Development by CBIP of a detailed time and activity plan that when followed will enable that set target date for accreditation to be achieved.
Subject to a funding model being agreed for 2008, that moves be made to appoint a staff member or let a contract to manage the accreditation process.

Key elements:

Quotes from accreditation bodies
Appointment of accreditation body
SOP review / QM review
Records / documentation
Premises
Job description for manager
Appointment of manager
Initial accreditation document review
Further accreditation preparation

9. Other items of business

CBIP will advise all failed candidates that in light of their obligations under the HSE act “the deficiencies in your application and/or examination may reflect on your ability to correctly perform inspections in this discipline, and that we recommend that a review of previous inspections be conducted to ensure no risk of equipment failure exists”

PEI exam and various codes – It was proposed the families of codes are used in rotation, advised 6 weeks prior to exam. Considerable discussion on disadvantage to candidates.

Board approved expenditure on moderation and prep of new questions for Cranes exams

10. Meeting closure. 1630hrs.