

**National Materials Program Pilot Project  
National Industrial Radiographer Certification Program**

**Work Plan**

Finalize Basic Charter – **January 15, 2003**

Initial Working Group Meeting – **February 25-26, 2003** – Rockville, Maryland

Topics for Discussion (see attached)

Assignments:

- Jim Myers - arrange conference calls
- Jan Endahl – contact Dave Cochran regarding CRCPD membership and committee participation
- Donny Dicharry – contact ASNT to get feedback on impressions of the application review process conducted for its certification programs
- Bruce Carrico and Jan Endahl – review previous criteria forms and notes for comments beneficial to revising application evaluation criteria
- All members – review process flow charts, application review criteria, Appendix A of 10 Code of Federal Regulations Part 34, Appendix A of Suggested State Regulations for Control of Radiation Part E, and the Canadian reciprocal agreement request document

Gather information from potential certification applicants

Assignments:

- Jim Myers - contact Dave Cochran regarding Canadian request
- Jan Endahl – contact CRCPD regarding pending exam contracts
- Jan Endahl – contact California RCP staff regarding status of its certification program development

Working Group Telephone Conference Call – **March 6, 2003** – 10 a.m. EST

Work items: review Work Plan; review and understand process flowcharts

Working Group Telephone Conference Call – **March 26, 2003** – 10 a.m. EST

Work items: finalize Work Plan; start on draft application evaluation criteria; discussion of performance-based evaluation

Assignment:

- Bruce Carrico to present information on performance-based programs

Submit Work Plan along with Basic Charters to NRC/STP, and OAS and CRCPD Chairs for concurrence (by April 15, 2003) – **March 28, 2003**

**Canceled** - Working Group Telephone Conference Call – **April 2, 2003** – 10 a.m. EST

Work item: continue drafting application evaluation criteria

Working Group Telephone Conference Call – **April 9, 2003** – 10 a.m. EDT

Work item: continue drafting application evaluation criteria (near final)

Working Group Telephone Conference Call – **April 23, 2003** – 10 a.m. EDT

Work items: finalize application evaluation criteria; make appropriate changes to process flowcharts; discuss and propose strategies for follow up program evaluation

Provide briefing at CRCPD meeting, if needed – **May 5, 2003** (Jan Endahl)

Working Group Telephone Conference Call – **May 14, 2003** – 10 a.m. EDT

Work items: finalize application evaluation criteria; finalize process flowcharts; discuss content, format and begin writing Work Product One

Working Group Telephone Conference Call – **May 29, 2003** – 10 a.m. EDT

Work items: discuss progress in drafting Work Product One (content, format); discuss applicable SECY-02-0074 success measures

Complete Work Product One (formalization of the criteria and process for reviewing applications or program changes, and documentation of the proposed strategies for follow-up program evaluation) – **June 30, 2003**

Meet to develop plan for producing Work Product Two – **July 2003**

Work agenda to be determined, but will include the decision on selecting:

Option One – Review of a new industrial radiographer certification application or program change and evaluation of the process

- **If Option One** is selected, complete review by **December 1, 2003**.

Option Two – Evaluate the process previously used for reviewing ASNT's application

- **If Option Two** is selected, complete evaluation by **October 31, 2003**.

Option Three – Apply the criteria and review procedures to an existing state's certification program and evaluate the process

- **If Option Three** is selected, complete review and evaluation of the process by **December 1, 2003**.

Provide briefing at OAS meeting, if needed – **October 14-17, 2003**

Progress Report due to STP from Pilot Project Chairs – **January 14, 2004**

Draft Progress Report distributed to Pilot Project Chairs for concurrence – **January 23, 2004**

Comments due from Pilot Project Chairs on draft Progress Report – **January 29, 2004**

Complete draft of pilot project reports/products, including the analysis against the applicable SECY-02-0074 success measures and recommendations for future working group project activities and submit documents to NRC/STP, OAS and CRCPD Chairs for review – **February 2, 2004**

Complete final pilot project reports/products and submit copies to the Director, STP, and OAS and CRCPD Chairs – **April 15, 2004**

Provide briefing at CRCPD meeting, if needed – **May 2004**

Review draft report and submit comments to the Commission – **July 30, 2004**

Provide concurrences prior to final report being sent to STP Director – **September 30, 2004**

#### Estimated Resources

The estimate for the number of hours of participation on this working group, per person, is projected to be 150-200 hours, excluding travel time. A distribution of the estimated hours is located in the project's Charter. The estimated additional hours of effort for the project chair to coordinate, compile, format, review, and provide updates/reports on project activities and documents is 100 hours.