

Guideline for CGSB Certification Holders

to Apply for JIS Z 2305 Certificates Based on the MOU

1. Introduction

The Ministry of Natural Resources Canada (NRCan) and the Japanese Society for Non-Destructive Inspection (JSNDI) signed a “Memorandum of Understanding (MOU) concerning Harmonization of NDT Personnel Certification”, in August 2000, on their respective nondestructive testing (NDT) certification programs, these being: CANMET’s (the Canada Center for Mineral and Energy Technology, part of the Minerals and Metals Sector in NRCan) program to certify NDT personnel under Canadian General Standards Board (CGSB) Standard CAN/CGSB-48.9712; and JSNDI’s program to certify NDT personnel under JSNDI standards.

Under this MOU, CANMET and JSNDI will permit:

- individuals holding CGSB certification to apply to JSNDI for JSNDI certification without further examination, provided any other qualification requirements are satisfactorily met;
- individuals holding JSNDI certification to apply to CANMET for CGSB certification without further examination, provided any other qualification requirements are satisfactorily met.

CANMET and JSNDI worked together to develop and agree upon administrative details subsequent to the signing of this MOU. JSNDI established this application guideline to implement the MOU from July 1, 2001, and revised it on July 1, 2003, changing its applicable standard from NDIS J001 to JIS Z 2305.

2. Application guideline

This document (Guideline-CJ-MOU) shows the application guideline for CAN/CGSB-48.9712 certification holders to apply for certification based on the JIS Z 2305 based on the MOU.

The JIS Z 2305 Standard (Nondestructive testing - Qualification and certification of personnel) is a Japanese national standard in accordance with ISO 9712:2012.

2.1 Eligibility

Individuals holding a valid CAN/CGSB-48.9712 Level 1, Level 2 or Level 3 certificate for the EMC sector, which was not issued through an MOU with other certification body than NRCan National NDT Certification Body, may apply for JIS Z 2305 certification of equivalent levels, NDT methods and the industrial sector, by simply filling out the application form and sending it, with a current Eye Examination Report and other designated documents listed in this application guideline.

Note 1. A valid CAN/CGSB-48.9712 Level 1, Level 2 or Level 3 certificate means that the certificate shall be valid at least after three months from the application month received.

Note 2. EMC sector: Engineering Materials & Components sector of CAN/CGSB-48.9712

2.2 NDT methods

The following NDT methods are applicable for the MOU:

- Radiographic testing (RT)
- Ultrasonic testing (UT)
- Magnetic testing (MT)
- Penetrant testing (PT)
- Eddy current testing (ET)

2.3 Application for the MOU certification

Applicants can get necessary forms for the application from the Web site of JSNDI (see Item 3), or ask JSNDI to send them by airmail, fax or e-mail. JSNDI will accept applications at any time.

2.4 Documents and forms necessary for application and report

No	Document Title	JSNDI Document No.	Application			Report to JSNDI
			Initial	Renewal	Reissue	
1	Guideline to Apply for MOU to JSNDI (this document)	Guide-CJ-MOU	○	○	○	○
2	Application Form for the MOU Certification for JIS Z 2305	Form-CJ-MOU-1	●	●	●	
3	Eye Examination Report for JIS Z 2305 Personnel	Form-CJ-MOU-2	●	●		
4	Code of Ethics for JIS Z 2305 Personnel - Declaration of Proper Conduct -	Form-CJ-MOU-3	●	●		
5	Report of Change of Contact Information	Form-CJ-MOU-4				●
6	Continued Satisfactory Work Activity Report	Form-CJ-MOU-5		●		
7	Photograph(s) of the applicant's upper half of the body	-	●	●	●	
8	Copy(ies) of valid CGSB-48.9712 certificate(s)	-	●	●	●	

Notes: ○: Guidelines are explained in the document.

●: Individuals shall submit related documents to JSNDI.

2.5 Vision requirements

The applicant shall provide documented evidence of satisfactory vision in the form of the Eye Examination Report for JIS Z 2305 Personnel (Form-CJ-MOU-2) as determined by a qualified individual as designated on the form in accordance with the following requirements:

- (1) near-vision acuity shall permit reading a minimum of Times Roman N4.5 or equivalent letters at not less than 30 cm with one or both eyes, either corrected or uncorrected;
- (2) color vision shall be such that the candidate can distinguish and differentiate contrast between the colors used in the NDT method concerned as specified by the employer.

The Eye Examination Report is effective for a year after the date of the eye examinations.

Subsequent to certification, tests of visual acuity shall be carried out annually and be verified by the employer or the responsible agency.

2.6 Industrial sector of JIS Z 2305:2013

“Pre- and in-service testing which includes manufacturing” referred in ISO 9712:2012

2.7 Issue of JIS Z 2305 certificate

(1) JSNDI issues one JIS Z 2305 certificate (one wallet card) for each combination of an NDT method and a level to the applicant, if all the requirements are satisfactorily met. The certificate is written in English and partly in Japanese language. English items included in the certificate on the surface side are as follows:

- a) Non-Destructive Testing Personnel Certificate;
- b) JIS Z 2305:2013/ISO 9712:2012 based on CAN/CGSB-48.9712, EMC;

- c) Pr-and in-service testing which includes manufacturing;
- d) NDT Method and Level;
- e) Certificate No.;
- f) Date of Certification;
- g) ID Code;
- h) Name;
- i) Date of Birth;
- j) JSNDI, The Japanese Society for Non-Destructive Inspection, Personnel Certification Division;
- k) Name of Chairman of Certification Steering Committee.

On the other side of the certificate, following Japanese sentences are written in English:

“<<About Change of Contact Information>>

In the case of change of contact information, you shall submit ‘Report of Change of Contact Information’ to the JSNDI Personnel Certification Division as soon as possible. The form is available from JSNDI’s website. If you do not submit the form to the division, you cannot receive JSNDI’s basic services (various notifications).

Please be aware that the division assumes no responsibility for any your disadvantage related to maintaining your certificates caused by unavailable services.”

JSNDI encloses an above sheet of English translation of the Japanese sentences, when JSNDI sends the certificate to an applicant

(2) A date of issue of a certificate

- a) A date of issue of a certificate is the first day of the third month following receipt of the application, if all the requirements are satisfactorily met. A date of issue of a certificate for an application received any time during the month of July, for example, will be the 1st day of October.
- b) If all the requirements are not satisfactorily met, the application is considered to be received, when they are satisfactorily met.

(3) Sending of the certificate to the applicant

JSNDI sends the certificate to the applicant at least a week before its date of issue by airmail:

In this case, a sheet of English translation of the Japanese sentences for the back side of a certificate mentioned in the above Item 2.7 (1) and a sheet of the following rules will be enclosed:

- a) A certified individual shall notify JSNDI of changes of contact information, using the form of “Report of Change of Contact Information” (Form CJ-MOU-4)
- b) If a certified individual loses his/her certificate or changes his/her name, and wants to reissue the certificate, please send “Application Form for the MOU certification for JIS Z 2305” (Form CJ-MOU-1) filled to JSNDI in an airmail, requesting JSNDI to issue a new certificate.
- c) When a certified individual violates the Code of Ethics for JIS Z 2305 Personnel (Form CJ-MOU-3), the certificate shall be null and void.
- d) An individual certified by the MOU cannot apply for a certificate from other certification organizations including NRCAN, based on the certification of JIS Z 2305 acquired by the MOU, even if JSNDI has a mutual recognition agreement on the JIS Z 2305 certification with them.

(4) Validity of the certificate

The certificate shall be valid for five years from the date of issue, regardless the validity of the CGSB certificate. It can be extended to five more years by a request for renewal.

(5) Renewal

If a certified individual wants to extend the validity of the certificate, an application for renewal must be made by the individual. JSNDI does not send out a notice of expiration of a certificate to the certified individual.

- a) The application form for initial certification (Form-CJ-MOU-1) is also used for renewal.
- b) Date of issue of a certificate after renewal is the next day of the expiration date of the applied certificate.
- c) JSNDI accepts an application for renewal from six months before its expiration date. However, it is recommended that the renewal application should be received at the latest by three months before the expiration date, considering it takes time to issue a certificate and also to send it to the applicant.

(6) Recertification

Recertification rules after renewal will be announced later.

2. 8 Fees for initial and renewal application, and reissue of a certificate

- (1) Fees for initial and renewal application are Japanese yen (JY) 24,000 for the first combination of NDT method and level, and JY 2,000 for each additional combination (when concurrently applied for).
- (2) Fees for reissue of certificate(s) are JY 3,000 per each combination above.

3. Contact information:

3.1 JSNDI

Personnel Certification Department

The Japanese Society for Non-Destructive Inspection (JSNDI)

Tachibana Annex Bldg., 10th Fl., 2-25-14, Kameido, Koto-ku, Tokyo 136-0071, Japan

Telephone: +81-3-5609-4014, Fax: +81-3-5609-4062

E-mail: crt@jsndi.or.jp

Note: When you send your e-mail to this address, please write "To JSNDI from Canada" on the subject line.

Web site: http://wwwsoc.nii.ac.jp/jsndi/english_pages_web/index.html

3.2 NRCAn (Just for an applicant's reference)

NRCAn National NDT Certification Body

CanmetMATERIALS (CMAT)

Minerals and Metals Sector

Natural Resources Canada

183 Longwood Road South, 1st Floor

Hamilton, ON, L8P 0A5

Canada

Telephone: 905-645-0653 or 866-858-0473

Fax: 905-645-0836

E-mail: ndt@nrcan.gc.ca

Web site: <http://ndt.nrcan.gc.ca>



Application Form for the MOU Certification for JIS Z 2305

This form (Form-CJ-MOU-1) is used for initial, renewal, and reissue application for a certificate for CGSB certification holders to apply for JIS Z 2305 certification, based on the Memorandum of Understanding (MOU) concerning Harmonization of NDT Personnel Certification signed between NRCan and JSNDI. Details of the application are explained in the "Guideline for CGSB Certification Holders to Apply for JIS Z 2305 Certificates Based on the MOU" (Guideline-CJ-MOU).

Please print and check []

1. This application form is used for the following application:

[] Initial [] Renewal [] Reissue (Please check only one.)

2. CGSB registration number

Please fill in your current CGSB registration number. _____

If you hold current JSNDI certification, please fill in your certificate number. _____

3. Confirmation of sector: [] EMC sector (Other sectors are not eligible.)

4. Personal data

Mr. [] Ms. []

Send mail regarding certification to: [] Employer address [] Home/Permanent address.

Name Last First Middle Initial

Date of birth Month Day Year

Home/Permanent address City Province (State) Country Postal code (ZIP)

Home telephone number Home fax number

Present employer

Employer address City Province (State) Country Postal code (ZIP)

Employer telephone number Employer fax number

E-mail addresses (Optional) Home Work

5. Application is for the following NDT method and level: Please check appropriate []

Table with 6 columns: Level, Method, RT, UT, MT, PT, ET. Rows include JIS Z 2305 Level 1, 2, and 3.

6. Fees (All fees, in Japanese yen (JY), are due with application.)

6.1 Fees for initial, and renewal application

Application fees = JY 24,000 for the first combination of NDT method and level
 + JY 2,000 × Number of additional combination(s) of the above
 (when concurrently applied for) Total JY _____

An example of a case for RT level 3, UT Level 2, PT Level 2, and ET Level 1:
 Application fees = JY 24,000 × 1 (RT Level 3)
 + JY 2,000 × 3 (UT Level 2, PT Level 2, and ET Level 1)
 = JY 24,000 + JY 6,000 = JY 30,000 Total JY 30,000

6.2 Fees for reissue of certificate(s)

Application fees = JY 3,000 × Number of combination(s) above Total JY _____

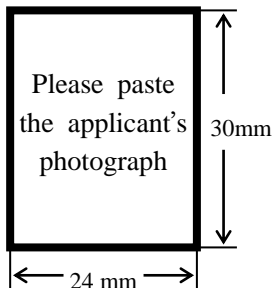
7. Type of payment (All fees must be enclosed with your application.)

MasterCard Visa American Express Check (enclosed)
 Card No. _____ Expiration date _____
 Cardholder's name _____
 Signature _____ Today's date _____

Note: Checks are bank draft only and payable to the Japanese Society for Non-Destructive Inspection.

8. Enclosures Please check below for the items enclosed.

- a) A copy of valid certificate of CAN/CGSB-48.9712 Certificate;
- b) Application Form for the MOU certification for JIS Z 2305 (this sheet, Form CJ-MOU-1);
- c) Eye Examination Report for JIS Z 2305 Personnel (Form CJ-MOU-2);
- d) Code of Ethics for JIS Z 2305 Personnel - Declaration of Proper Conduct - (Form CJ-MOU-3);
- e) One photograph of the applicant's upper half of the body;



1. Number of photographs:
 One photograph is needed for initial, renewal and reissue application. A photograph (black and white or color, without background) must have been taken within six months of the date of application.
 2. The applicant's name should be shown on the back side.

- f) Continued Satisfactory Work Activity Report (Form CJ-MOU-5): Please use this form only for renewal.

9. Declaration and signature

The applicant must declare the following and sign the box below:

“I certify that the statements made by me in this application are true and complete. I understand that if any of these statements are found to be untrue, this application may be rejected.”

The applicant's signature must be signed with only black or dark ink and be kept completely within the lines of the box.

Date _____



Eye Examination Report for

JIS Z 2305 Personnel

- Near Vision Acuity -

Please print or type.

Applicant's name	_____		
	Last	First	Middle initial
Date of birth	_____		
	Month	Day	Year

1. Near Vision Acuity	
Date of eye examination	_____ Month Day Year
Letters used for eye examination [Please check <input type="checkbox"/>]	<input type="checkbox"/> Letters of Times Roman N 4.5 <input type="checkbox"/> Letters of other method equivalent to Times Roman N 4.5 Please specify the method, if applied: _____
Near vision acuity shall permit reading any one of the above listed letters at not less than 30 cm with one or both eyes, either corrected or uncorrected. [Please check <input type="checkbox"/>]	<input type="checkbox"/> Recognizable (able to read) <input type="checkbox"/> Unrecognizable (unable to read)
Eye examiner: the applicant's employer or responsible agency, or medical institution [a medical doctor, ophthalmologist, optometrist, nurse or other medically recognized individual]	I certify that the above is true and correct in every particular. Address _____ Telephone number _____ Name of institution _____ Examiner's name _____ Appointment/Title _____ Examiner's signature _____

Note: Date of eye examination must be within one year of the application date.

Eye Examination Report for JIS Z 2305 Personnel - Color Vision -

Please print or type.

Applicant's name	<div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> <div style="display: flex; justify-content: space-between; font-size: small;"> _____ Last _____ First _____ Middle initial </div>		
Date of birth	<div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> <div style="display: flex; justify-content: space-around; font-size: small;"> Month Day Year </div>		
2. Color Vision			
Date of eye examination	<div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> <div style="display: flex; justify-content: space-around; font-size: small;"> Month Day Year </div>		
Related NDT method [Please check <input type="checkbox"/>]	<input type="checkbox"/> Radiographic testing (RT) <input type="checkbox"/> Ultrasonic testing (UT) <input type="checkbox"/> Magnetic testing (MT) <input type="checkbox"/> Penetrant testing (PT) <input type="checkbox"/> Eddy current testing (ET)		
NDT personnel for the applicable NDT method(s) shall demonstrate the ability to differentiate among the colors used in the method. [Please check <input type="checkbox"/>]	<input type="checkbox"/> Recognizable <input type="checkbox"/> Unrecognizable		
Eye examiner: the applicant's employer or responsible agency, or medical institution [a medical doctor, ophthalmologist, optometrist, nurse or other medically recognized individual]	Address Telephone number Name of organization Examiner's name Appointment/Title Examiner's signature	We certify that the above is true and correct in every particular. _____ _____ _____ _____ _____	

Note: Date of eye examination must be within one year of the application date.

Code of Ethics for JIS Z 2305 Personnel

- Declaration of Proper Conduct -

Individuals certified according to the JIS Z 2305 Standard shall recognize the precepts of personal integrity and professional competence as fundamental principles. Accordingly, certified individual shall:

- a. perform their professional duties with proper regard for the physical environment and the safety, health and well-being of the public,
- b. undertake only those nondestructive testing assignments for which they are competent by virtue of their training and experience, and where warranted, engage or advise the engagement of such specialists as are required to enable them to properly complete assignments,
- c. conduct themselves in a responsible manner and utilize fair and equitable business practices in dealing with colleagues, clients and associates,
- d. protect to the fullest extent possible, consistent with the well-being of the public, any information given them in confidence by an employer, colleague or member of the public,
- e. refrain from making unjustified statements or from performing unethical acts which would discredit the certification program based on the JIS Z 2305 Standard,
- f. refrain from ordering or suggesting other persons to make unjustified statements or to perform unethical acts which would discredit the certification program based on the JIS Z 2305 Standard,
- g. indicate to the employer or client any adverse consequences which may result from an overruling of their technical judgment by a non-technical authority,
- h. avoid conflicts of interest with the employer or client, but when unavoidable, should forthwith disclose the circumstance to the employer or client, and
- i. strive to maintain their proficiency by updating their technical knowledge and as required to properly practice nondestructive testing in the method and level.

.....
Upon certification, by JSNDI, to the JIS Z 2305 Standard I agree to abide by the above Code of Ethic as long as I maintain certification, and understand the certifications do not constitute any form of license nor any operating authorization.

I understand the rights of JSNDI to suspend or revoke any certificate granted if I abuse the privileges therein granted to me.

Name (*Please print*)

Signature

Date



Report of Change of Contact Information

Please print or type.

Name _____
Last First Middle initial
JIS Z 2305 Certificate Number _____

I would like to notify JSNDI that I have changed my contact information for the following checked item(s).
(Please check and fill in only the item(s) changed.)

<input type="checkbox"/> Send mail regarding certification to:	<input type="checkbox"/> Employer address	<input type="checkbox"/> Home/Permanent address		
<input type="checkbox"/> Home/Permanent address	_____			
	City	Province (State)	Country	Postal code (ZIP)
<input type="checkbox"/> Home telephone number	_____			
Fax number	_____			
<input type="checkbox"/> Present employer	_____			
<input type="checkbox"/> Employer address	_____			
	City	Province (State)	Country	Postal code (ZIP)
<input type="checkbox"/> Employer telephone number	_____			
Fax number	_____			
<input type="checkbox"/> E-mail addresses (Optional)	Home	_____		
	Work	_____		

Signature _____

Date of notification _____
Month Day Year

Note : In the case of change of name, this form cannot be used, and "Application Form for the MOU Certification for JIS Z 2305" (Form-CJ-MOU-1) should be requested from JSNDI for reissue of a certificate.

Please send this form by fax or airmail to:

Personnel Certification Department

The Japanese Society for Non-Destructive Inspection (JSNDI)

Tachibana Annex Bldg., 10th Fl., 2-25-14, Kameido, Koto-ku, Tokyo 136-0071, Japan

Telephone: +81-3-5609-4014, Fax: +81-3-5609-4062



Continued Satisfactory Work Activity Report

Please print or type.

Name of applicant for renewal _____
Last First Middle initial

JIS Z 2305 Certificate Number _____

Please print except signature.

I certify that the candidate named above has continued to be employed, without **significant interruption *** in the NDT method(s) and level(s) identified in the “Application Form for the MOU

Certification for JIS Z 2305 (Form-CJ-MOU-1)”

for renewal since the date of _____ for the initial application for the MOU
Month Day Year
certification for JIS Z 2305

Note: **significant interruption ***:

absence or change of activity which prevents the certified individual from practising the duties corresponding to the level in the method and the sector(s) within the certified scope, for either a continuous period in excess of one year or two or more periods for a total time exceeding two years (defined in ISO 9712:2012)

Company Name

Name of Company Official

Signature

Date