



QUALITY DOCUMENTS

W.I. NUMBER 11

**THE ADMINISTRATION OF PCN
EXAMINATIONS IN LANGUAGES
OTHER THAN ENGLISH**



This document forms an integral part of the Company Quality system, and adherence to the requirements specified within are mandatory upon all Company personnel and upon any subcontractor required to work in accordance with it.

This is a controlled document and must not be altered in any way without authorisation from the Company Quality Manager.

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A copy of this document is sent to BINDT/PCN

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1.0 SCOPE

- 1.1 This procedure relates to PCN Level 1 and Level 2 examinations in languages other than English for candidates having insufficient command of the English language to attempt the examination in that language, and who are ordinarily resident outside of the United Kingdom.
- 1.2 PCN Level 3 examinations shall be conducted only in the English language except with the express consent of the Certification Advisory Board.

2.0 DEFINITIONS

- 2.1 A Lavender Examination Translator is a person acceptable to BINDT (the Certification Body) and to the relevant BINDT Authorised Qualifying Body co-ordinator, and who satisfies the following requirements:
 - 1) Demonstrates to a PCN examiner the ability to understand sufficient technical terminology, associated with the material to be translated, to ensure accurate technical translation.
 - 2) Demonstrates to the satisfaction of the examiner a competence to accurately translate from English into the language concerned and vice versa.
 - 3) Gives signed undertaking to respect the confidentiality of PCN examination material.

3.0 EXAMINATION ELIGIBILITY

3.1 Training

Examination candidates shall have completed a British Institute NDT validated course of training covering the published examination syllabus and which is of sufficient duration to satisfy the criteria detailed in the current edition of the PCN general requirements for certification of NDT personnel.

The British Institute of Non-Destructive Testing is an accredited Certifying body offering personnel and quality management systems assessment and certification against criteria set out in international and European standards through the PCN Certification Scheme.

3.2 Experience

Where EN473 or ISO9712 certification is not generally available in the country in which the candidate is normally resident, BINDT will accept that supervision during the prescribed period of experience may be provided by



persons certified for a minimum of **five** years as competent in the application of the relevant NDT method by a scheme acceptable to BINDT.

This provision shall apply in the country concerned for a period of 12 calendar months from the availability of PCN examinations in the country concerned.

The position shall be reviewed at the end of this period and may be extended if considered necessary.

3.3 Vision Requirements

The requirements for acuity of near distance vision and for colour perception shall be implemented in full.

4.0 **APPLICATION FOR EXAMINATION**

- 4.1 The PSL/57 application for examination shall be translated into the native language of the candidate concerned.
- 4.2 The candidate and where applicable his employer shall complete the application in the native language.
- 4.3 The BINDT Authorised Qualifying Body shall arrange for translation into English of the information entered on the application form in order to satisfy themselves and BINDT of the eligibility of the candidate.

5.0 **CONDUCT OF EXAMINATIONS**

- 5.1 PCN written examination papers shall be translated into the native language of the candidate and both the original and the translation shall bear the same unique identification code to enable the correlation of the original paper with the translation.
- 5.2 PCN practical examination instructions (to candidates) shall be translated into the native language of the candidate from the original English version. Both shall be available to the candidate and the examiner. Both the original and the translation shall bear the same unique identification code to enable the correlation of the original with the translation.
- 5.3 The candidate's NDT report sheets and the NDT instruction writing paper shall allow space for translation into English of the candidate's narrative answer. The NDT Instruction may be marked by the Translator but if the Translator involved in the candidate's Training he will NOT be the only examiner is for that candidate.



- 5.4 Where applicable a code system may be devised to enable the candidate to report the defects identified in practical examination parts.

6.0 EXAMINATION MARKING

- 6.1 The marking of examination papers and examiners comments shall be by the PCN examiner (who shall use the services of the examination translator where necessary) in the English language. See also 5.3.

7.0 RECORDS

- 7.1 Original examination records in both languages shall be retained by the BINDT Authorised Qualifying Body in the same file.

8.0 AUTHORISED EXAM TRANSLATORS

- 8.1 Athena Xirofotou & Dimitrios Pitteris are approved and named on the PCN Test Centre Authorisation Schedule as Greek translators.