



WASHINGTON ASSOCIATION OF BUILDING OFFICIALS

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WABO Welder Qualifying Agency Inspection-Evaluation Checklist

Updated 2013

Inspection-evaluation of a WABO Welder Qualifying Agency must be completed every three years in order to maintain registration with WABO.

Inspection-Evaluation Information

Date: _____ Initial _____ Resurvey/audit _____

Surveyor/Auditor Name(s): _____

Qualifying Agency Information

Name: _____

Address (mailing): _____

Address (physical): _____

Name: _____ Title: _____

Phone: _____ Fax: _____

E-Mail: _____

Examiner(s) Information

(Name) (CWI Certificate No.) (Expiration Date)

(Name) (CWI Certificate No.) (Expiration Date)

(Name) (CWI Certificate No.) (Expiration Date)

(Name) (CWI Certificate No.) (Expiration Date)

Radiography Testing Information

(Name of the qualified agency if testing is subcontracted)

(Name of individual(s) ASNT-TC-1A qualified-NDT Level III certified)

(Name of individual(s) ASNT-TC-1A qualified-NDT Level II certified)

(Name of individual(s) ASNT-TC-1A qualified-NDT Level II certified)

Inspection-Evaluation Checklist

1. Personnel

<u>Yes</u>	<u>No</u>	<u>Refer to Comments</u>
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- | | | | |
|-------|-------|----------|---|
| _____ | _____ | _____ a. | The agency personnel witnessing tests, conducting mechanical tests and approving the mechanical and visual test coupons are WABO Approved Welder Examiners. |
| _____ | _____ | _____ b. | The personnel performing radiographic testing are qualified in accordance with ASNT recommended Practice No. SNT-TC-1A and are NDT Level II certified. |
| _____ | _____ | _____ c. | The agency has had changes in personnel since the last survey/audit. (If "yes," explain in comments.) |

Comments: _____

2. Documents and Publications

<u>Yes</u>	<u>No</u>	<u>Refer to Comments</u>
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- | | | | |
|-------|-------|----------|--|
| _____ | _____ | _____ a. | The agency has a WABO Welder and Welding Operator Qualification Standard No. 27-13. |
| _____ | _____ | _____ b. | The agency has current copies of Forms 100, 200, 300, and 400. |

- _____ c. The agency has the most recent edition of the **AWS Structural Welding Code-Steel** (D1.1).
- _____ d. The agency has the most recent edition of the **AWS Structural Welding Code-Sheet Steel** (D1.3) if applicable.
- _____ e. The agency has the most recent edition of the **AWS Structural Welding Code-Reinforcing Steel** (D1.4) if applicable.
- _____ f. The agency has the most recent edition of the **AWS Structural Welding Code-Seismic Supplement** (D1.8) if applicable.

Comments: _____

3. Records

- | Yes | No | Refer to
Comments | |
|-------|-------|----------------------|---|
| _____ | _____ | _____ | a. The agency record keeping system is orderly. |
| _____ | _____ | _____ | b. The agency maintains current mill cert. documentation on welding materials. |
| _____ | _____ | _____ | c. The agency maintains copies of welder's qualification test record. (Forms 100, 200, 300, and 400) for 3 years. |
| _____ | _____ | _____ | d. The welder qualification test record results can be correlated with welding test coupons. |

Comments: _____

4. Testing Practices and Specimens

- | Yes | No | Refer to
Comments | |
|-------|-------|----------------------|--|
| _____ | _____ | _____ | a. The agency requires positive photo identification of testing applicants prior to administration of exam. |
| _____ | _____ | _____ | b. The agency identifies testing materials. |
| _____ | _____ | _____ | c. The agency maintains a testing materials rack, or other suitable storage area, for identified test materials. |
| _____ | _____ | _____ | d. The agency performs specimen inspections both before and after machining operations. |

- _____ e. The agency performs metallurgical procedures adequately (e.g. grinding, polishing, finishing and etching-if acceptable)
- _____ f. The agency identifies test specimens (e.g. etching or some other acceptable manner).
- _____ g. The agency maintains a secured storage area for completed, identified test specimens
- _____ h. The agency performs bend testing in house.
- _____ i. The agency performs radiographic testing in house.
- _____ j. The agency subcontracts radiographic testing.
- _____ k. The agency provides copies of radiograph reports with the form 100 & 200 sent to the WABO office.
- _____ l. The agency maintains bend test or radiographic specimens for six (6) months.
- _____ m. The agency uses acceptable Welding Procedure Specifications (WPS).

Comments: _____

5. Equipment and Materials

Yes	No	Refer to Comments
_____	_____	a. The agency has a designated machine(s) for WABO certification testing.
_____	_____	b. The agency has a maintenance program and schedule for the designated WABO certification testing machine(s).
_____	_____	c. The agency has a supply of appropriate consumables.
_____	_____	d. The agency has an electrode/rod oven with a built-in thermostat or other temperature control.
_____	_____	e. The agency electrode/rod oven has a built-in or other temperature measuring gauge.
_____	_____	f. The agency electrode/rod oven is maintained at the appropriate temperature.

(250 degrees F or 120 degrees C or otherwise specified by code).

- _____ g. The agency welding booths are equipped with adequate ventilation, lighting, and work positioners.
- _____ h. The agency's bend test jig conforms to WABO prescribed specifications. (Refer to Standard 27-13 illustration)
- _____ i. If the agency performs, or subcontracts, radiographic testing, the equipment, procedure, and technique used meet criteria prescribed in AWS D1.1.
- _____ j. The agency has a maintenance program and schedule for amp meters to be calibrated every 12 months.

Comments: _____

6. Inspection and Hand Tools

<u>Yes</u>	<u>No</u>	<u>Refer to Comments</u>
_____	_____	a. The agency has inspection shields.
_____	_____	b. The agency has weld gauges.
_____	_____	c. The agency has an adequate white light source.
_____	_____	d. The agency has 3X power magnifying glass.
_____	_____	e. The agency has an amp meter (annual calibration required).
_____	_____	f. The agency has measuring devices e.g. rules, calipers, etc.
_____	_____	g. The agency has suitable solutions for etching.
_____	_____	h. The agency has die stamps-1/4" min.

Comments: _____

