



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

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(Name of the qualified agency if testing is subcontracted)

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

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

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

### Inspection-Evaluation Checklist

#### 1. Personnel

Yes	No	Refer to Comments
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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: \_\_\_\_\_

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#### 2. Documents and Publications

Yes	No	Refer to Comments
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- |       |       |          |  |
|-------|-------|----------|--|
| _____ | _____ | _____ a. | The agency has a <b>WABO Welder and Welding Operator Qualification Standard No. 27-13.</b> |
| _____ | _____ | _____ 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
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- |       |       |       |   |
|-------|-------|-------|---|
| _____ | _____ | _____ | 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
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- |       |       |       |  |
|-------|-------|-------|--|
| _____ | _____ | _____ | 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**

**Yes**    **No**    **Refer to  
Comments**

- \_\_\_\_\_ 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.
- \_\_\_\_\_ 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: \_\_\_\_\_  
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 \_\_\_\_\_