



INTERNATIONAL COMMITTEE FOR
NON-DESTRUCTIVE TESTING

The World Organisation for NDT

OPERATING PROCEDURE:

OP11 Rev 4

SUBJECT: MEMBERSHIP PROCEDURES

Forms associated: Membership Application Form (attached)

Issue/Draft	Date	Details	Status/Approval
Rev. 4	4th Sept 2020	Version agreed to correspond to v4 of the Constitution following Organisation Review 2015-2017 and to implement the principle that applications should be directed via the Regional Group	Approved by IEC Sept 2020 and ICNDT Annual Mtg 11 Feb 2021

Preamble

The text in the ICNDT Constitution clarifies some aspects of Membership:

“5. TYPES OF MEMBERSHIP

5.1 The members of ICNDT are Full Members, Associate Members, Liaison Members and Honorary Members.

5.2 Full Members of ICNDT are non-profit making, legally incorporated NDT societies

5.3 Associate Members are non-profit NDT organisations which do not qualify as Full Members.

5.4 Liaison members are international organisations (eg ISO, IAEA, UNIDO) with an interest in NDT and a willingness to commit to two-way liaison with ICNDT.

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The ICNDT is registered as a legalised Association with its seat in Vienna, Austria.

ICNDT Registered Office: 1230 VIENNA, Deutschstraße 10

Chair: S K Babu Email: chairman@icndt.org

Arrangement of Liaison Membership will be by correspondence between the organisation and the ICNDT Chairman, covering mutual arrangements for liaison. Liaison Membership is subject to ratification by the ICNDT General Meeting

5.5 Honorary Members are delegates who have been awarded the title of Honorary Member in recognition of their distinguished services within the scope of ICNDT objectives.”

Members of ICNDT (Full Member or Associate Member) are also members with the same status (Full or Associate) of one of the Regional Groups recognised by ICNDT. This is denoted the “Prime Regional Group” and this Region will initiate the membership application.

Membership of additional Regional Groups is encouraged, especially for larger Societies. Full Members may request to join additional Regions as Full or Associate members, whilst Associate members may join additional Regions as Associate Members.

1. Joining as a Full or Associate Member

Societies that wish to join the ICNDT as Full or Associate Members shall submit a written application in accordance with this procedure. Normally, only one Full Member is accepted per country. Organisations that are not legally incorporated NDT Societies or from countries that already have a Full Member may be accepted as Associate Members.

2. Scope

This procedure defines:

- The method by which the ICNDT Membership Working Group is established.
- The membership application process for Full or Associate Members.
- Evaluation/interview, acceptance/rejection recommendation by the ICNDT Working Group.
- New member acceptance procedure.

3. Membership Working Group

The Membership Working Group shall be led by the Membership Chair who is elected at the General Assembly for a four- year term of office (and may be elected for a second four year term).

The Membership Working Group shall be made up of a minimum of six representatives of ICNDT members in good standing and representing six countries. Where possible, all Regional Groups should be given the

opportunity to participate (currently APFNDT, EFNDT, PANNDT and AFNDT).

4. Application Process

4.1 A written application for membership in English (the official Language of ICNDT) must be submitted to the ICNDT Membership Chair by the President or Secretary of the relevant Regional Group.

4.2 Included should be the following information:

- Indicate prime Regional Group to be joined and any additional Regional Groups
- Explanation of whether or not the applicant organisation is an independent not-for-profit legal entity, whether Full or Associate Membership is being applied for and advice of which Fee Category is applicable (see OP2);
- A copy of the applicant's organisational structure and explanation of the role of individual members and organisations in the governance, and, for organisations which are not stand-alone entities, links to other bodies; For applicants for Full Membership, a copy of the applicant's constitution and code of ethics all translated into English (see OP 2);ⁱ
- Information to demonstrate that the applicant is widely recognised as the representative of its country's Non-Destructive Testing community;
- Recommendation by the President of the relevant Regional Group of ICNDT;
- (Optional) A copy of the applicant's brochure, journal, etc, details of website (provide a broad outline of the contents in English).

5. Review of Application

The Membership Working Group will review the documentation received. If necessary, the Working Group may ask for further information or ask for a meeting with the applicant at a mutually convenient time.

The Membership Working Group will satisfy itself that an applicant is sufficiently representative of NDT in its country to merit membership of ICNDT and decide by voting whether the appropriate type of Membership is Full or Associate.

The Membership Working Group will report their recommendations to the Executive Committee (IEC) for approval.

If the application is approved by the IEC the secretariat will issue a copy of the “ICNDT Constitution, Terms of Reference and Operating Procedures”. The new member will be requested to sign a copy and return it to the ICNDT Secretariat signifying agreement to the “Constitution, Terms of Reference and Operating Procedures” and their future participation as a member of ICNDT.

The President/Secretary of the relevant Region(s) will be informed.

The applicant will then be invoiced the appropriate fee and once the fee has been received appropriate Membership Certificates will be issued by the Region (s) and ICNDT.

6. Membership confirmation by ICNDT

New Memberships will be confirmed at the next ICNDT full meeting (e.g. General Assembly, Annual Meeting).



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MEMBERSHIP APPLICATION FORM

(to be read in conjunction with ICNDT Operating Procedures OP11 and OP2)

Name of Region submitting application:

.....

Name of Society applying for membership, acronym:

.....

.....

..

Society Address:

Email: _____ Website: _____

hereby applies for membership of ICNDT and (insert acronym of prime Regional group) as a Full/Associate Member (delete whichever is not applicable) and also applies for membership of the following Regional groups (tick as applicable):

Region	Full	Associate
APFNDT		
AFNDT		
EFNDT		
PANNDT		

We accept the decision (acceptance or rejection) by the ICNDT Executive Committee and the Region submitting our application. If accepted, we will pay the appropriate annual subscription fees (see OP 2): Category.....

(* Note. The annual subscription fee covers membership of ICNDT and the prime Region from 1 January to 31 December each year. Members that wish to participate in more than one Regional Group will be due to pay additional Regional component(s)).

We have provided all the relevant details / information requested in OP 11 for consideration by the Region and ICNDT Working Group whose recommendation will be ratified by the ICNDT Executive Committee and a full meeting of ICNDT.

Name and Position of the applicant's representative:

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Signature: Date: Place:

Name of relevant Region President or Secretary:

Signature: Date:

ⁱ A machine/computer translation may be accepted