SUPPLEMENT TO PROCEDURES FOR ASME CODES AND STANDARDS COMMITTEES

QAI STANDARDS COMMITTEE
QUALIFICATIONS FOR AUTHORIZED INSPECTION

Issue 5.0 Approved by the Board on Conformity Assessment on November 19, 2010
* Under Issue 5.4, the reference to the Procedures for ASME Codes and Standards Development Committees, updated to Revision 17A, based upon action taken by the Board on Codes and Standards Operations at its November 2, 2016 meeting.

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These procedures include the Procedures for ASME Codes and Standards Development Committees, Revision 17A, Dated December 2016 as supplemented below:

1.1 Charter: To develop and maintain standards for the qualification and duties of the Authorized Inspection Agency, its Supervisors and Inspectors. The Authorized Inspections referenced in this Charter are as covered in the ASME Boiler and Pressure Vessel Code.

1.2 The Codes and Standards developed by this Committee are not intended to be submitted to the American National Standards Committee to become American National Standards.

3.1 The membership of the QAI Standards Committee shall consist of no more than twenty-five consensus Committee members plus delegates.

3.2 The members shall be classified in accordance with their major interests from among the following consensus categories, as appropriate.

(a) general interest (AF);
(b) manufacturer (AK);
(c) owner (AO);
(d) designer (AB);
(e) insurance/inspection (AH);
(f) regulatory (AT).

An appointment as a Member of Delegate shall be for a term of membership of five years, subject to reappointment after the same consideration as for initial appointment of Members and Delegates. The consensus Committee shall approve the appointment and reappointment of Members and Delegates of all Subcommittees and other subordinate groups.

Delegates shall be appointed as Members without vote.

To ensure balance, not more than one-third of the voting membership shall come from any single category without the recorded approval of the other classifications and the approval of the Board on Conformity Assessment.

5.1.2 The membership of subordinate groups are approved by the QAI Standards Committee.

5.1.3 QAI accreditation activities shall be administered by the QAI Subcommittee on Accreditation, which operates under its own procedures, approved by the QAI Standards Committee and by the Board on Conformity Assessment.

5.3.1 Project Team Members are to be appointed by the QAI Consensus Committee Chair.

6.1.6 Provide for interpretations of Standards within its charter.
10.3 Interpretations are approved by the QAI Consensus Committee.

13 Amendments to this Supplement require the approval of the Board on Conformity Assessment.

14 QAI Cases

14.1 QAI Cases, as identified by sequential number, may be for the purpose of

(a) providing when the need is urgent, alternative requirements to existing requirements in QAI-1; or
(b) to allow for early use of revisions to QAI-1 approved by the QAI Standards Committee prior to their publication in addenda to QAI-1.

14.2 QAI Cases require approval by the QAI Standards Committee and approval by Board on Conformity Assessment prior to their use. Cases are also announced in Mechanical Engineering magazine, and appear on the ASME website for public review. Cases should be kept to a minimum and should be annulled six months after the provisions are published in Addenda to QAI-1.

14.3 QAI Cases are effective for use upon the approval date by the Board on Conformity Assessment. They are listed with an expiration date three years later than the date of Board on Conformity Assessment approval unless an earlier expiration date is specified in the Case. Cases will be annulled automatically at the expiration date unless extended or previously annulled by voted action of the QAI Standards Committee. Cases which are due to expire will automatically be included in the QAI Standards Committee agenda at least one meeting prior to the expiration date. If a case is allowed to expire, this shall be stated in the QAI Standards Committee minutes.

14.4 When recommending a Case to the QAI Standards Committee, the Committee member shall also concurrently submit an accompanying revision or indicate whether a parallel revision to QAI-1 has been submitted to the QAI Standards Committee for vote. Cases may be proposed to achieve the early implementation of a QAI revision, but such Cases should not specifically identify their contents as being a part of a future revision.

14.5 QAI Cases shall conform to the following format:

(a) QAI Cases shall clearly indicate the limits of scope in the Title, Inquiry and Reply. Footnotes shall include only the approval date.
(b) Each reply will start with the words, “It is the opinion of the Committee that…”
(c) A Case shall not contain reference to another Case.
(d) The Case shall identify how the Case shall be documented.
14.6 When QAI revisions are submitted and approved which cover the contents of a Case, action shall be taken to annul the Case six months after publication of the revision in an Addenda.