RECORDS

FORM 2 20 MINUTES · WITH YOUR JOB SHEET AND REPORT TEMPLATE OPEN

Does our job record capture what the annex lists?

NATA's NDT annex lists the minimum fields a job record must include "to ensure that the test can be replicated, if necessary". Tick each one your current template captures. Circle Y or N. **Bold** fields are the ones about software, the easiest to miss.

> Works from: NATA SAC 03.3 NDT Annex (issued May 2026, effective Aug 2026), clause 7.5.1 in Appendix A (radiography), Appendix B (ultrasonics) and Appendix F (electromagnetic testing). Field names abridged; check the annex for the full wording and for the other methods.

Radiography, incl. CR/DR

Appendix A, 7.5.1

☐	Source details	Y / N
☐	Source-to-film distance	Y / N
☐	Screen details	Y / N
☐	IQI details and sensitivity achieved	Y / N
☐	Film type / image plate type	Y / N
☐	Film density / minimum SNRN achieved	Y / N
☐	Exposure details	Y / N
☐	Processing details	Y / N
☐	Detector type / model	Y / N
☐	Pixel size	Y / N
☐	BSR (basic spatial resolution)	Y / N
☐	**Image processing parameters / filters used**	Y / N
☐	**Software and version, acquisition and analysis**	Y / N

Ultrasonics, incl. PAUT/TOFD

Appendix B, 7.5.1

☐	Scanning sensitivity	Y / N
☐	Evaluation sensitivity	Y / N
☐	Surface preparation	Y / N
☐	Scanning positions	Y / N
☐	Sizing method	Y / N
☐	Couplant type	Y / N
☐	Scan plans and coverage (PAUT/TOFD)	Y / N
☐	Scan type (sector, linear, TFM, PCI; TOFD parallel/non-parallel)	Y / N
☐	Wedge and probe parameters	Y / N
☐	Scanner / encoder type and parameters	Y / N
☐	Focal law parameters	Y / N
☐	Scan datums	Y / N
☐	**Software version and analysis method / settings**	Y / N

> *Magnetic particle, penetrant and visual testing have their own lists in Appendices C, D and E. Run the same check against those if they're on your scope.*

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Electromagnetic testing

Appendix F, 7.5.1

☐	Equipment settings (frequency, dB, filters, mixing)	Y / N
☐	Sensitivity setting (reference defect type/size)	Y / N
☐	Scanning pattern and speed	Y / N
☐	Surface condition of the test item	Y / N
☐	**Instrument setup files and software configuration**	Y / N
☐	Probe details (model, serial, array configuration)	Y / N
☐	Data from calibration checks	Y / N
☐	**Software version and settings used**	Y / N

CR/DR procedure check

Appendix A, 7.2: what the procedure itself must cover

☐	Required image quality class defined	Y / N
☐	How exposure parameters are selected (source, kV, mAs)	Y / N
☐	Image quality requirements (minimum SNRN, sensitivity, SRB)	Y / N
☐	**Controls on digital processing functions (filters, contrast)**	Y / N
☐	How techniques are validated, especially if not from a published standard	Y / N

What we'll change

MISSING FIELD	TEMPLATE / FORM TO CHANGE	WHO	BY WHEN	DONE
Software version (PAUT)	*UT job sheet v6*	*Level 3*	*End of month*	√

> *A field for the software version is the cheapest fix in the whole annex. Add it once and every job record answers the question.*

PAGE OWNER _____ VERSION / DATE _____ REVIEW AGAIN BY _____

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