CHANGE

FORM 1 ONE PER UPDATE · KEEP WITH THE JOB FILE

Software change record

For any update to software that acquires, analyses, processes or reports NDT or inspection data. Fill it in **before** results from the new version are released.

> Works from: NATA SAC 03.3 NDT Annex (May 2026), Appendix B, advanced UT equipment: software "validated and version controlled. Any updates must be traceable and assessed for impact on inspection performance"; equipment checks for display/analysis software "as updated or annually"; Appendix A, CR/DR controls on filters and contrast. For inspection bodies: ISO/IEC 17020:2026 clause 7.5.1, as summarised in NATA's gap analysis (Aug 2026).

SOFTWARE AND MODULE

EQUIPMENT / SERIAL OR LAPTOP ID

OLD VERSION

NEW VERSION

DATE INSTALLED

JOBS IN PROGRESS ON THIS EQUIPMENT

HOW IT ARRIVED

- ☐ Automatic update
- ☐ We installed it
- ☐ Vendor or service visit
- ☐ New equipment

WHAT CHANGED (FROM THE RELEASE NOTES, IN YOUR WORDS)

COULD IT AFFECT…

- ☐ Detection or coverage
- ☐ Image processing (filters, contrast)
- ☐ Report content or format
- ☐ An AI or automated feature
- ☐ Flaw sizing
- ☐ Acceptance or evaluation
- ☐ Data storage, export or security

THE CHECK WE RAN (E.G. RE-RAN A REFERENCE SCAN, BLOCK OR IQI IMAGE ON OLD AND NEW VERSIONS)

RESULT, AND ANYTHING WE CHANGED IN THE PROCEDURE OR SETTINGS

ACCEPTED BY (NAME, ROLE) SIGNATURE DATE

- ☐ Level 3 or technical management informed
- ☐ Version recorded on affected job records
- ☐ Auto-updates off

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REGISTER

FORM 1 REVIEW ONCE A YEAR, AND AFTER EVERY CHANGE RECORD

Software version register

Every piece of software that touches a result, and the version it's on today. The annex asks for display and analysis software to be checked as updated or annually; this is where the annual check lives.

SOFTWARE	USED FOR	EQUIPMENT	VERSION NOW	AUTO-UPDATE OFF?	LAST CHECK	OWNER
Analysis suite (made up)	*PAUT analysis, sizing*	*Laptop 3*	*4.2.1*	*Yes*	*12 Nov*	*Level 3*

> *If an AI feature arrives inside one of these, it's still this software. Same version, same check, same record.*

PAGE OWNER **VERSION / DATE** **REVIEW AGAIN BY**

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