

ATTAR

Student Handbook



**Delivering Leading Practice Engineering,
Consulting and Training Services with
Quality, Integrity and Relevance.**



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Introduction

Advanced Technology Testing and Research (ATTAR) is an Australian owned and operated private Engineering, Training and Consulting Company established in 1985. ATTAR is an industry leader in providing Non-destructive Testing (NDT) Training, including customised courses and specialised Level 3 services.

ATTAR is an Authorised Qualifying Body for both the Australian Institute for Non-destructive Testing (AINDT) and for the British Institute of Non-destructive Testing (BINDT).

This means ATTAR is authorised to train and assess in accordance with:

- International Standard: ISO9712

Career Pathways with ATTAR Training

Successful completion of ATTAR training courses may be used as a pathway to:

- AINDT Certification in accordance with ISO9712
- BINDT Certification through the PCN system

Venue Information

ATTAR delivers courses in a variety of locations around Australia, with four main training facility venues:

Melbourne

ATTAR
44-48 Rocco Drive
SCORESBY VIC 3179

Perth

ATTAR
3/88 Welshpool Road
WELSHPOOL WA 6106

Townsville

James Cook University
1 James Cook Dr
Townsville QLD 4811

Brisbane

Aviation Australia Technical Training Centre
25 Boronia Road
Brisbane International Airport QLD 4008

Daily Start Time: 7:30am, Melbourne, Perth and Brisbane
8.30am Townsville

Approx. Daily Finish Time: 3:00 – 3:30pm Melbourne, Perth and Brisbane
4pm Townsville

Other Interstate Venues

Contact: training@attar.com.au



AINDT Authorised Qualifying Body (AQB)

As an Australian Institute for Non-destructive Testing Authorised Qualifying Body (AINDT AQB), ATTAR offers the following courses that meet the requirements of ISO 9712.

ISO 9712	Training Hours	Course Prerequisites
Liquid Penetrant Level 1	16	LL&N
Liquid Penetrant Level 2	40	Materials Technology*
Liquid Penetrant Level 3	40	Current PT2
Magnetic Particle Level 1	24	LL&N
Magnetic Particle Level 2	40	Math ¹ , Materials Technology*
Magnetic Particle Level 3	40	Current MT2
Eddy Current Level 1	40	Math ² , Materials Technology*
Eddy Current Level 2	80	Math ² , Materials Technology*
Eddy Current Level 3	40	Current ET2
Ultrasonics Level 1	56*	Math ¹ , Materials Technology*
Ultrasonics Level 2	80	UT1, Math ² , Materials Technology*
Ultrasonics Level 3	40	Current UT3
Ultrasonics Castings	40	UT2 General, Materials Technology*
Ultrasonics Level 2 – Corrosion Detection & Mapping	40	Minimum UT1, Materials Technology*
Ultrasonics Forgings	40	UT2 General, Materials Technology*
Ultrasonics Nodes/Nozzles	40	UT2 Welds
Materials Technology/Multisector	40	LL&N
Radiation Safety	40	Math ²
Radiography Level 2	80	Radiography & Radiation Safety Training, Radiation Safety Licence, Materials Technology*
Radiography Level 3	40	Current RT2
Radiography Level 2 - Computed & Digital Radiography	40	Current RT2 Welds
Phased Array Level 2	80	UT2 Welds, Materials Technology*
Phased Array Level 3	24	Current UT3, Current PA2
TOFD Level 2	80	UT2 Welds
TOFD Level 3	24	Current UT3, Current TOFD2
Magnetic Flux Leakage	40	UT2 Welds or UT2 CORR
Pressure Vessel Inspection**	80	Math ¹ , Materials Technology*
NDT for Managers & Supervisors – a Hands-on Introduction to NDT**	24	LL&N

****Non-ISO 9712 Training Courses.**

***UT1 - 16 hours Remote Learning prior to classroom training**



Course Prerequisites:

Learning, Literacy & Numeracy (LL&N)

All courses have a minimum pre-requisite of Language, Literacy and Numeracy and basic knowledge of materials and processes.

***Materials Technology/Multisector** (or a knowledge of materials processes) is a recommended pre-requisite for all Level 1 and Level 2 courses. Completion of a Materials Technology course is not compulsory. However, most students without a formal background in materials technology/processes may find aspects of the industry specific exams difficult without completion of the Materials Technology (Multisector) course.

Math¹

Basic math skills including algebra.

Math²

Math skills including algebra and trigonometry. Examples of typical minimum math requirements can be found on our webpage.

Course Package

Training hours may include both classroom and approved self-study hours.

Where applicable, ATTAR courses include:

- All Course notes and assignments (All ATTAR training materials are supplied to a student for the sole purposes of personal education of the student. These materials are not to be shared, transmitted, copied or used for any other reason without written permission of the General Manager of Training and NDT at ATTAR).
- AINDT Examinations
- Equipment required for practical exercises
- Method Specific Personal Protective Equipment (PPE)
- Visual Acuity Test

ISO 9712 Examinations / Assessments

ATTAR Course fees include initial AINDT examinations completed at the time of the training course.

Fees for exams only and re-sit exams are indicated on the Request for Examination booking form.

All copies of examinations remain the property of ATTAR. No copies of examinations will be supplied to students or employers.



Your examination results and details may be supplied to the applicable Certification Body.

Certification to ISO 9712

The AINDT Guide to Qualification and Certification states:

“Applicants are expected to finalise a qualification/certification no later than two (2) years from the date of examination”

Candidates seeking ISO 9712 certification must be able to meet the mandatory requirements for training and supervised industrial experience. For comprehensive information on the process of certification, please visit the AINDT website located at aindt.com.au or the applicable certification body.

Enrolment Procedure for ISO 9712 Courses

1. Contact ATTAR to determine the course fees and if there are vacancies on the course you wish to enrol on.
2. Visit our website located at attar.com.au and download the applicable Course Enrolment form.
3. Complete and sign all pages of the Course Enrolment form:
 - Read the rest of this Handbook
 - Complete the pre-requisites and equipment page
 - Complete the payment page information
 - Re-read your enrolment form and ensure your name and date of birth are clearly legible.
4. Submit fully completed Course Enrolment form with full course fees to training@attar.com.au

ATTAR offers several payment options: credit card, cheque/money order and direct deposit/EFT.

5. ATTAR will email an acknowledgement receipt for your enrolment form. If you do not receive the receipt within 48 hours, please contact ATTAR to make sure your enrolment form has been received.
6. ATTAR will email Confirmation of Enrolment after your payment has been processed and course is confirmed. This Confirmation of Enrolment advises of venue, dates, times and required equipment.
7. Courses are confirmed subject to ATTAR receiving sufficient course enrolments. You will be advised two weeks prior to course commencement should the course be cancelled or postponed.



Access & Equity

ATTAR ensures access to training courses are available to all persons regardless of age, colour, gender and race or social/ethnic background.

Language, Literacy & Numeracy Policy (LL&N)

ATTAR has a comprehensive LL&N policy ensuring that all students at courses are not disadvantaged. ATTAR:

- Promotes the availability of confidential assistance if students have LL&N problems
- Provides students with opportunities to learn given their current LL&N skill levels
- Refers students to professional organisations specialising in LL&N skills
- Escalates LL&N problems to the Technical Director for final approval on strategy

To view our complete Language, Literacy and Numeracy Policy, please visit the [downloads](#) section of our website.

Student Code of Conduct

ATTAR prides itself on professionalism, both internally and externally, and on the outcomes students can achieve from ATTAR Training Courses.

Students are required to:

- Attend the ATTAR Training Course every day – promptly
- Wear appropriate clothing and footwear

The Student Code of Conduct Policy covers a range of issues including cheating. To review this policy, please visit the [downloads](#) section of our website.



Personal & Protective Equipment (PPE)

For safety reasons, students are always required to wear minimum PPE:

- Industrial safety footwear is required at all times (thongs are not acceptable, and students will be asked to leave the course if attending with inadequate footwear)
- Clothing that is suitable for practical exercises (singlets and shorts are not acceptable).

ATTAR will provide method specific PPE (safety glasses, gloves, hearing protection etc) excluding industrial safety footwear and clothing.

Safety

ATTAR is committed to providing a safe and healthy work environment for all students. ATTAR also recognises its legal moral obligation to provide and uphold, so far as is practicable, a training venue that is safe and without risk to the physical and psychological health of students.

Privacy Policy

ATTAR recognises that the privacy of personal information is paramount. ATTAR manages personal information in accordance with the National Privacy Principles relevant to our business. For more information on our Privacy Policy, please visit the [downloads](#) section on our website.

Cancellation & Transfer Policy

ATTAR runs courses based on student enrolment numbers. If a student cancels their attendance on an ATTAR Course, the following terms and conditions apply:

- a) For a full refund of fees, all cancellations or transfer requests must be received in writing at least 14 calendar days prior to course commencement.
- b) Any cancellations or transfer requests received within 7 – 14 calendar days of course commencement will result in an Administration fee of \$250.00 with the balance of fees to be transferred to a future course scheduled no later than 1 year after the original course dates.
- c) Any withdrawal or cancellation within 7 calendar days of course commencement where ATTAR is unable to replace your enrolment (or during the course) will result in forfeiture of all fees.

A copy of full Cancellation, Transfer & Refund Policy can be downloaded from the [downloads](#) section of our website.



Re-issue of Course Results

Proof of identity will be required before results can be re-issued. Students must forward a written request which includes the following details:

- Your name
- Date of Birth
- Address to which the results were sent
- Contact telephone number
- New address to which you wish the results to be issued

Access to Student Records

ATTAR will retain all students' records for 11 years. Access to student records is in accordance with the ATTAR Privacy Policy. Please forward a written request with confirmation of your identity. Records will not be released without adequate student identification.

Student Support Services

Students experiencing any difficulty with a course will be offered immediate assistance. If a student feels they would like to discuss a problem, they should first bring their concern to the attention of their Trainer/Assessor. The Trainer/Assessor will attempt to assist but may refer the matter to a suitably qualified external party applicable to the situation.

Re-Sit Exams

Students who wish to re-sit their examination/s are required to complete a Request for Examination form and submit to ATTAR.

The AINDT Guide to Qualification and Certification states:

3.16 Re-sit Examinations

A candidate who fails to obtain the pass grade for any examination part, may seek re-examination up to two times in the failed part(s), provided that the re-examination takes place not sooner than one month, unless further training acceptable to the certification body is satisfactorily completed, nor later than two years after the original examination. Applicants who fail the second re-sit examination are required to re-apply for certification in accordance with the procedures for new applicants.



Complaints

It is ATTAR policy to provide an environment where students are treated with professionalism, dignity, courtesy and respect. ATTAR is committed to the principles of negotiation and mediation in dealing with any complaint, both formal and informal that a client/student may have. ATTAR will encourage the parties to approach any complaints, appeals or grievance with an open view and to attempt to resolve problems through discussion and conciliation.

Where a complaint, appeal or grievance cannot be resolved through this process, ATTAR acknowledges there may be a need for an appropriate external and impartial agent to mediate or arbitrate on the matter. For more details regarding our Student Complaint Resolution Procedure, please contact our Training Administration team.

Request a Review of an ISO9712 AINDT Examination Grade

ATTAR understand that students may disagree with their AINDT examination grades. ATTAR is happy to complete an internal review of a student's examination grade and advise them of their result via telephone or email.

Students who disagree with the review outcome can either:

- Request a review of their AINDT examination grade/s by applying directly to the AINDT using the Application for Request for Examination Grade Review/Remark located on the AINDT website aindt.com.au

OR

- Lodge a written request to have their concerns addressed through the ATTAR Customer Complaint Resolution Procedure located in the [downloads](#) section of our website.



Complimentary Services

ATTAR's services include Risk Based Inspections and structural health monitoring for early detection, cause identification and implementation of effective prevention and mitigation measure to prevent costly failures. Risk Based Inspection technologies are complimented by failure analysis services to determine mode and root cause, as well as materials and mechanical testing & advice, all of which are used to improve the design, quality and reliability of infrastructure and associated assets.

NDT Consulting & Auditing

Does your company require the services of an Independent Level 3?

Our dedicated team of NDT Level 3 personnel hold current AINDT (ISO 9712), BINDT (PCN to ISO 9712) and ASNT Certifications and possess detailed knowledge of national and international standards as well as extensive experience in a multitude of applications covering many industries.

We can assist your business with personnel qualification, written practices, procedure writing & review, auditing services and program recommendations, which:

- Detect/assess (early stage) discontinuities
- Optimise inspection and testing procedures
- Solve difficult problems

Materials Testing, Advice & Failure Analysis

ATTAR's experts have a wide base of knowledge and experience with materials and mechanical testing, corrosion, risk assessments and failure analysis.

Our materials & mechanical testing experts will work with you to determine the best program to suit your needs and ensure products are performing to your expectations. We also advise on materials selection for cost efficient manufacturing and durability, recommend manufacturing process parameters, surface finished and other related practices to arrive at the optimum fit for your application.

ATTAR specialises in quantifying how materials and products fail, including an assessment of equipment that has deteriorated due to corrosion, fatigue, damage, abuse and improper manufacture. We evaluate the reliability of systems and components; perform life cycle assessments, as well as legislative review and compliance assessments.

From August 2021, Hartwood Consulting was included as a new division of ATTAR. Hartwood Consulting specialises in expert-witness forensic investigations, electrical power system incident investigations, electrical and mechanical performance investigations, fire investigations, heavy vehicle certification, heavy vehicle performance and risk assessments, and vehicle crash investigations.