



**MOBIUS INSTITUTE
BOARD of CERTIFICATION**

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Charter of the Mobius Institute Board of Certification Thermography Technical Committee

Version 2

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1. Introduction

This document, which describes the constitution, terms of reference and method of working of the Mobius Institute Board of Certification Infrared Thermography Technical Committee (IRT TC), shall be approved by both the Scheme Committee (SC) and the MIBoC Board.

The Infrared Thermography Technical Committee is concerned with technical matters relating to the certification of thermography condition monitoring personnel, and its members should therefore have relevant expertise in this field.

2. Terms and Definitions

For the purposes of this document, the following definitions apply:

Authorized Training Organisation (ATO) – Organisation competent to administer a programme to train personnel in thermography courses in accordance with ISO18436-7 and ISO18436-3, and is also approved within the certification programme by the certification body, MIBoC, to design and conduct such training to ensure adherence to training curricula specified in ISO18436-7.

Authorized Training Centre (ATC) – centre approved, authorised and monitored by Mobius Institute to administer Mobius Institute training courses where theoretical and practical instruction are administered

Authorized Examination Centre (AEC) – centre authorised and monitored by the Mobius Institute Board of Certification, being the Certification body, to administer and conduct MIBoC certification examinations

3. Constitution

The Board shall appoint an IRT Technical Committee Chair, Vice Chair and Secretary.

Ordinary members of the IRT TC shall represent organisations and industries with specific interests and technical thermography expertise.

IRT TC members shall be certified to at least Category II in Thermography by a MIBoC approved certification body (as per *ED144 - Approved IRT Training Courses & Certifications*).

IRT TC members who are reviewing and approving questions for Category III exams shall be certified to Category III. However, during the transition period (a period not exceeding 5 years from when certification is implemented) they may be certified to Category I or II only, subject to the requirements of clause 12 in ISO 18436-1.

If a, IRT TC member has a vested interest in the subject of any decision the committee makes, then that member must declare a conflict of interest and not participate in the decision-making process.

Interested parties wishing to become members of the IRT TC should contact the committee chair, who shall refer it to the SC for consideration.

4. Terms of Reference

The MIBoC Thermography Technical Committee shall provide expertise for the purposes of:

1. drafting, reviewing and approving examination questions;
2. high level analysis of examination results;
3. ensuring that scientific and technical developments in the field of thermography are adequately catered for in the MIBoC examinations available;

4. undertaking regular review of MIBoC technical documentation and making recommendations for amendments of existing documents and the need for additional documents.
5. reviewing certifications from other organizations for potential approval of certification pre-requisites.
6. reviewing training course content for potential approval of ATOs and/or training course pre-requisites.
7. assessing applications for new ATOs.
8. input into the review of the performance of existing ATOs using audit guidelines.
9. providing an escalation point for decisions relating to:
 - a. certification,
 - b. complaints and appeals.

IRT TC members who have a direct interest in the case of decisions relating to certification, complaints and appeals, or surveillance of certified IRT personnel shall not be involved in the decision-making process for the case in question.

IRT TC members shall at all times preserve the confidentiality of information to which they may gain access in the course of their duties.

5. Method of Working

The IRT TC shall meet as frequently as is deemed necessary by the committee. Meetings may be formal or informal and be in the form of physical meetings, as well as email, video, internet and telephone conferencing or any other secured VOIP.

Notes and minutes of meetings shall be produced by the secretary and circulated to IRT TC members and the SC Chair.

The business of the IRT TC shall generally be conducted by consensus. If consensus cannot be reached, a vote will take place with the decision made by a simple majority. In the event of a tied vote, the committee chair has the deciding vote. Items for discussion shall not be deemed to be concluded until at least 75% of the members have approved/rejected a discussion item.

If requested, the Thermography Technical Committee must provide to the SC and/or Board all necessary information, including reasons for all significant decisions, actions and the selection of persons responsible for particular activities in respect of certification.

The minutes of the IRT TC shall be available to the management review committees of MIBoC.

If the advice of the Thermography Technical Committee is not respected in these matters by the Scheme Committee or the Board, the Thermography Technical Committee may take appropriate measures, which may include informing the accreditation body.

6. Membership

Name	Company	Country
Garry Ward	IPI	Australia
Chris Deakin	Proviso Systems Ltd	United Kingdom
Ahmad Fawzal	AF Condition Monitoring (M) Sdn Bhd	Malaysia
João Pais	PEDROP – CM & Reliability Consultancy, Ltd.	United Kingdom
Javier Artal	Independent	Spain
Saul Liendo	REAMETRICS	Venezuela
Ahmad Kandi	Fara Payesh	Iran
Ian Cromarty	Thermax Infrared	South Africa
Roberta Clark (Secretary)	Mobius Institute Board of Certification	Australia