

**CNSC/ Industrial Radiography Working Group Meeting**  
**February 7, 2017**  
**CSNC Calgary Office (WRO)**  
**Harry Hays Building**  
**670, 220 – 4<sup>th</sup> Avenue SE**  
**Calgary, AB T2G 4X3**

**Attendees**

H. Rabski (CNSC)  
K. Mayer (CNSC)  
P. Fundarek (CNSC)  
P. Larkin (CNSC)  
Tammy Madsen (CNSC)  
A. Brady (TISI)  
T. Levey (Acuren)  
L. Simoneau (CNSC) – videoconference  
B. Bizzarri (GB Contract Inspection) - teleconference  
P. MacNeil (A-Tech) - teleconference  
C. Auzenne (QSA Global) - teleconference

**Absentees**

C. Moses (CNSC)

**Chair of the Meeting**

**Co-Chair**

K. Mayer

A. Brady

K. Mayer opened the meeting at 10:15 am.

The agenda was adopted as proposed.

C. Moses sent his regrets for not being able to attend.

**Review/Adoption of Previous Minutes**

Minutes from the last meeting (October 18, 2016) were emailed to all members prior to the meeting. The minutes were reviewed as a group.

T. Madsen (CNSC) will be taking minutes and helping to prepare the minutes for review and issue.

The action list was reviewed.

**15WGM1.1 Bring a recorder to future meetings - ONGOING**

A recorder was purchased for use in the meetings. Special thanks to P. Fundarek (NSRLD) for this purchase.

**15WGM1.2 Follow up with Regulatory Docs division for an update on the status/progress of REGDOC 2.5.5 and communicate the status to the working group until consultation/publication – ONGOING**

The English version has been approved and the final French version is being worked on. It should go be ready to go out for consultation by the middle to end of February 2017. The document will go out for public consultation for a period of 90 days. As soon as the release date is known, K. Mayer will send an email to the working group to share the news.

At the time of our annual meetings in May, the consultation period will not have closed. If people have not heard or read about it through CIRSA or the CNSC notifications, then the meetings will be the perfect timing to inform them. There will be ample time for them to review the document and provide their comments before the consultation period closes. Our meetings are booked for May 9th in Ottawa, ON and May 16th in Nisku, AB. The consultation period will likely go to the end of May. This is a suggested topic for presentation of an overview of the document as part of the Regulatory updates on the agenda at the IR meetings.

**15WGM2.2 Ensure IRWG member are invited to Commission meeting for industrial report presentation – ONGOING**

The date for the Commission meeting is set for October 2017, either October 11<sup>th</sup> or 12<sup>th</sup>, 2017. The date will be confirmed and communicated to the working group. H. Rabski informed the group that we currently only have one Commission Member and the CNSC President on the Commission due to terms expiring. The process for nominations is a different process. In the coming months the Government will be appointing new members.

It was suggested that the next meeting for the IRWG be planned around the Commission meeting, with both a pre and post meeting. All meetings will have videoconferencing or teleconferencing availability for those who cannot attend in person.

**Action item** – C. Moses to request a specific date for the presentation of the ROR to accommodate working group members who will be required to travel for the meeting in order to attend the IRWG meeting, the Commission meeting and the IRWG post Commission meeting. It is suggested to ask for ROR presentation in the morning of October 12<sup>th</sup>, 2017 to accommodate an IRWG meeting on October 11<sup>th</sup>, 2017 and the IRWG post Commission meeting in the afternoon of October 12<sup>th</sup>, 2017.

Videoconferencing from a regional office will be available for anyone that cannot or does not wish to travel to Ottawa to attend the meeting in person.

Working group members are strongly encouraged to make an effort to attend the meeting or at the very least to provide input to the meeting. The ROR also touches on CEDO

certification. It was noted what a prime opportunity this meeting is to engage the Commission. In 2016, participant funding was available, there is no guarantee that this will be the case for subsequent years, but it does not hurt to enquire especially, since these are times where travel restrictions exist.

A Brady noted to B. Bizzarri and P. MacNeil that is something that should be looked at for the CIRSA group.

**Action item** – K. Mayer to continue to ensure IRWG informed of upcoming Commission meetings and updates where the ROR will be presented.

**15WGM2.3 Check with Coms division at CNSC for options for videotaping, protocol for live feed, etc. - ONGOING**

K. Mayer has checked several times over the years with COMS about this issue and it has always come back that it could be done but not easy to do. The CNSC has a new person (M. Gerrish) working in COMS and she has suggested that we may possibly be able to set up a live feed Webcast (like for the Commission Hearings which is already in place) for the IR meeting in Ottawa at headquarters. The problem lies with the fact that in order to put any kind of feed or video on the CNSC website, it has to be available in both official languages. By using the same set-up as used for the Commission hearing, a radiographer would be able to see it live from across Canada and view the meeting in the language of their choice (interpreter).

A good discussion took place on this subject as to whether we can do this for both meetings and should we? There are pros and cons for both. There is an advantage to Ottawa's meeting being held earlier on May 9<sup>th</sup>, it has a much smaller attendance and is being held in-house so logistically it is much simpler. The subject matter experts (SMEs) that will take place on the panel are more readily available for participation in Ottawa and in person. Although, the Nisku meeting on May 16<sup>th</sup>, generally has more attendees, is usually more interactive and a better chance of more CEDOs attending. One of the items that K. Mayer asked COMS was the cost and it was estimated at approximately \$5000.00. If there is only funding for one meeting, Nisku would be the better choice since it has more attendees and usually more interactive. This may help CEDOs, since it is a significant cost for them with travel and having to take a day off work to attend. It is hoped that once they see the video or are able to watch it live, that they may find that it is worth it for them to make some sacrifices to want to participate in future meetings and possibly attend in person.

H. Rabski acknowledged what K. Mayer was proposing for CEDOs but suggested that the structure of the meetings is currently more geared toward the management and RSOs of the company since there is a good bit of discussion on policies and regulatory expectations/requirements. The topics for CEDOs would likely be more Health & Safety oriented such as the presentation on Safety Culture that P. MacNeil delivered in the past or what an inspector is looking for when conducting an inspection. K. Mayer suggested that there is no reason why these presentations cannot be translated and posted on our website for reference. P. MacNeil gave permission to have her presentation translated.

**Action item** – K. Mayer will have P. MacNeil’s Safety Culture presentation translated.

The idea of doing webinars was also discussed. There is still possibility of being able to webcast or videotape the May 2017 meeting, approval is needed once the cost is known. It would be done in both English and French, so there would be a choice available for people. It will all come down to costs.

This is a pilot and we do not want to come across discriminating on either location, therefore, it may be best to do both meetings; of course, it is all dependent on the cost. If this is not feasible by CNSC, CIRSA is looking at filming with GoPro camera, with approval, as a Plan B. It would be done as a You Tube video and a link would be on the CIRSA website.

**Action item** – K. Mayer will ask Coms (M. Gerrish) to put together a proposal for costs for review by C. Moses. The cost proposal will be for one meeting vs. both meetings. Once proposal has been reviewed, K. Mayer will let A. Brady know as soon as possible so that CIRSA can proceed with the Go Pro idea.

There was also some discussion on the content of the IR meeting/presentations being used towards the 40 hour requirement in 5 year continuous training for CEDO recertification. In 2016, attendees were asked to complete a feedback form in order to get credit for their training hours. They were given the choice between a paper and an electronic version (survey monkey). The consensus was electronic, send us the link, however, not many were received and those that were received are anonymous. Based on the outcome, it is suggested to go back to a hard copy paper feedback comments sheet and tracking who would like to have credit.

K. Mayer also noted that for anyone who attended last year’s meeting that would like recognition, it can still be granted. It will be added at the check-in at this year’s meeting. The feedback forms will be modified to include something for continuous education training credit. K. Mayer noted that it should not be counted upon as the IR meetings should not be the main focus of the required training hours.

**15WGM2.4 Industry (CIRSA) to check with community colleges for possible contract for video opportunities- CLOSED**

Again, if the ideas for webcast and or videotaping by the CNSC do not work out, CIRSA will proceed with the Go Pro idea and post the feed on their site. Nothing specific has been done with community colleges, however, the meetings are in May and this is not a good time for students since they are no longer in school. This item is waiting on decision from CNSC webcast options.

**15WGM2.5 Reach out to Licensees (Syncrude and Suncor) to see if interest in presentation at annual meeting – OCTOBER 2017**

K. Mayer mentioned that she has tried to reach out to clients but does not really have the right contacts or connections with the key people and asked Industry if they can provide some insight.

Industry working group members (A. Brady, T. Levey, P. MacNeil and B. Bizzarri) will attempt to get contacts and not necessarily the RSO, but their Health & Safety person(s) at Syncrude, Suncor, etc. and provide some names to K. Mayer for both the East and the West. K. Mayer will contact them to see if they are interested in giving a presentation at the IR meetings. T. Levey also suggested talking to the Oil Sands Safety Association (OSSA) as well as IEC (Eastern version) in Sarnia. The OSSA are in contact with everyone who works on their sites and they provide some training to workers. A. Brady will provide IEC information to CNSC.

**Action item** – K. Mayer will communicate with OSSA and IEC to solicit their interest.

**15WGM2.6 Provide further update on QSA equipment - ONGOING**

Agenda item - C. Auzenne will provide update at this meeting.

**16WGM1.1 Invite potential IRWG member to attend next working group meeting-  
OCTOBER 2017**

K. Mayer approached Mistras Services Inc., but the RSO was already pre-booked for an ISO Audit. They will try for next time – defer to October 2017.

**16WGM2.1 Follow up with PCD for possibility of obtaining a list of trainers who  
trained last year's candidates - CLOSED**

**Agenda item** to be discussed at this meeting; A. Brady received an update from NRCan and will provide update at this meeting.

**16WGM2.2 Provide and assessment of whether CIRSA can review large trainers  
programs for pre-qualification at next meeting – OCTOBER 2017**

**Agenda item** A. Brady and T. Levey will provide update at this meeting.

**16WGM2.3 Include link to Commission meeting with minutes – CLOSED**

Done – sent out with the minutes.

**16WGM2.4 Client expectations subgroup to develop checklist/handout for client  
outreach for IRWG review – ONGOING**

**Agenda item** to be discussed at this meeting.

**16WGM2.5 Provide summary of PCP-09 Scheme Committee Meeting – CLOSED**

**Agenda item** A Brady will provide update at this meeting.

A Brady motioned to adopt the October 2016 minutes and the motion was seconded by P. MacNeil.

**CNSC/Regulatory Updates (CNSC Management)**

- C. Moses sends his regrets for not being able to attend the working group meeting.
- P. Fundarek provided an update on the status of REGDOC-2.5.5 which is in the final stages and will go for public consultation in February 2017 for a period of 90 days. He also noted that there is a new version of REGDOC-1.6.1 Licence Application Guide and the application which will be coming out soon. These documents will not be going for public consultation; essentially the changes are editorial changes to the document and changes to eliminate redundancies and improve the forms to make the application process more efficient. Some examples include eliminating duplicate signatures and initialling, the licence number will be in the upper right corner of all forms for ease of reference, and the inventory list will be a drop down with the ability for additional lines to be added. Also a reminder will be added to not include Protected Information i.e. SIN, dosimetry results, etc.
- The changes are as a result of a LEAN assessment that was carried out on the licensing process as well as feedback from licensing staff of areas and issues of concern in the process. This is all part of continuous improvement and innovations for all stakeholders. There is also much improvement within the software to provide clarity.
- P. Fundarek mentioned there was an International Physical Protection Advisory Service (IPPAS) mission to Canada which is an international review of security for nuclear substance, predominantly for sealed sources. A direct result of this mission is an objective to develop a transport security exercise for users of Category 1 & 2 sealed sources in Canada. The CNSC is looking for volunteers (licensees) to help develop and participate in a desktop exercise. Essentially the volunteer (s) would need to demonstrate how you to react to a scenario and play out the scenario. It is an Emergency Response Planning (ERP) type of exercise. The presentation is attached to the minutes and was sent to S. Faille, Director, Transport Licensing and Strategic Support Division (TLSSD).

**Action item** - K. Mayer to add to Agenda for May 2017 meeting so that an official call out to all Industrial Radiographers can be made to solicit their participation.

- H. Rabski discussed the DNSR Regulatory Oversight Report (ROR) which is our annual report for licensees. The 2016 ROR is being prepared (draft) and the comment period (consultation) is usually towards the end of the summer. An internal CNSC objective this year is to make an effort to interact with licensees before the

consultation period, as we are specifically looking for feedback for the public consultation.

Ideally CNSC staff would like to:

- Engage industry more directly at CRPA, CIRSA, IR meetings, etc.
- CNSC is looking to promote for feedback on the content of the report.
- CNSC staff will provide an overview of the report, how it pertains to the IR sector at the annual meeting.

A question for follow up is whether to provide a method of giving feedback at the meeting or can it only be sent in the consultation. If it can be provided before, this will be addressed on the meeting feedback forms.

H. Rabski also mentioned that there has been a lot of talk internally on the retention time of Regulatory Actions (RA) on the CNSC website. There will be a meeting internally at the CNSC with senior management to discuss the purpose, value and shelf-life of regulatory actions. H. Rabski solicited the IRWGs recommendations on CNSC approach going forward – exactly how long do you think RAs should be posted?

For discussion, H. Rabski suggested possibly one year, information would be available forever but possibly archived after one year. After one year, the information could be obtained by using the Access to Information and Privacy (ATIP) process.

A Brady was pleased to be made aware and expressed advocacy for the CIRSA group. He said that as a licensee there is great benefit to look at the RAs for lessons learned and training. He thought a year would be suitable but that they should never truly disappear. There really should be a way to go back and search (data, etc.). T. Levey, P. MacNeil and B. Bizzarri agreed as it is important information to use for internal training within their companies.

The group felt that there is great value in keeping individual incidents, AMPs, orders and decertification's especially. CNSC staff noted that not all incidents and events are posted on the website, only if there was also a regulatory action.

**Action item** – Industry IRWG members should send an email to C. Moses with their thoughts and views so that the information can be shared at the meeting.

### **Terms of Reference – Committee Membership**

IRWG Mission Statement – “The Mission of the radiography working group is to collaborate on implementing solutions in order to promote a strong radiation safety culture in the industrial radiography Community while respecting and understanding the interest and expectation of stakeholders.”

The IRWG mission statement was reviewed by the group and there was consensus amongst all members that it is still valid and the group is still working to the mission statement.

For example, the group is sharing collective knowledge and experience (collaboration) and cooperation at the annual meetings (working together). A further example of this provided by H. Rabski is the question of why is 40 hrs of training required? This was an industry decision and the IRWG members are working with CNSC; overall we have the same objective. Also the practical exam idea came from industry.

The “us vs. them” notion has disappeared. It is a true example of collaboration and working well together. It was suggested that it would be nice to recognize first time attendees at the IR meeting this year.

**Action item** – K. Mayer will recognize first time attendees at the 2017 IR meetings.

T. Levey mentioned he was a member on an IAEA Group and that the group was very impressed that the Regulatory Body and Industry have a working group. No other country does that.

The terms of reference were reviewed and discussed to amend/update to include that CNSC regional office administrative assistants will be helping with the minutes. The group voted with the “Fist of Five” voting system to accept this change to the ToRs.

**Action item** – K. Mayer will update the ToRs and circulate them with the minutes.

There was some discussion about the Cost Recovery Advisory Group (CRAG); there hasn’t been a meeting in some time. D. Paynter is the new Industry representative and J. Cameron and S. Cyr are the CNSC members.

P. Fundarek told the group that there is a current project to look at the RSO qualifications; it will be a complex review as the same requirements do not apply for all the different licence use-types. The project will start with looking at nuclear medicine and the program will likely be based on the industry type and not necessarily a certification. The goal is to improve and communicate guidelines and expectations for RSOs.

CNSC management reiterated the importance of being heard at the Commission meeting. If the Commission only hears from one group they get focused on that one group, so it is important to attend or participate in the Commission meeting to be heard. Specifically for the IRWG to communicate the value added with this group, what has been done to date and what still needs to be done and the value in keeping this working group going. Also, with respect for the requirement to continuously support and benchmark incidents and reporting to licensees similarly to what other regulatory bodies are doing.

### **Radiography Maintenance and Misconnect Test Discussion**

An issue was raised in the DNSR Inspectors Group (CNSC) with regards to what is acceptable for the misconnect test and maintenance of exposure devices.



The QSA manual states that the misconnect test should be done quarterly by a trained individual. It should be done by someone who has been trained to carry out annual maintenance and inspection and testing.

T. Levey added that the misconnect test is done by a trained (qualified) person who is trained to do the annual maintenance test which covers everything. The test is not difficult to do but the person must be trained and it should be well documented.

A Brady stated that it is important to note that some operators that are trained to carry out quarterly maintenance are not necessarily trained to do annual maintenance. There are all kinds of other things (cranks, visual, etc.). Also, the person must have been trained by someone who has taken the actual QSA training, they do not necessarily have to take it directly from the manufacturer themselves and there must be training documentation in place. Technically, a radiographer should be able to do the majority of the quarterly maintenance as most of it is included in the daily maintenance checklist for operations, but it is not always the case for everyone.

C. Auzenne confirmed that the misconnect test must be done by a qualified individual and that the person can be trained by another person and not specifically by the manufacturer, however, there should be documentation to prove that the trainer was specifically trained by the manufacturer. He stated that doing the misconnect test quarterly is a guideline and not a specific requirement.

P. MacNeil stated that it is good for industry to know that their workers can be trained by others who have taken the course from the manufacturer as it would be very cost prohibitive and restrictive otherwise as the course is not available often in western Canada and it is very expensive to send radiographers to the USA.

C. Auzenne stated that the purpose of carrying out routine maintenance is to find items/issues of concern and send for repair before they become an incident.

D. Alu added from the CNSC inspectors if they run across a radiographer doing a misconnect test that had not been trained directly by the manufacturer or cannot provide proof that the person that trained them has a course from the manufacturer; they will question it.

T. Levey mentioned that misconnects are rare in Canada, he has seen one in 25 years in the business. QSA supports the fact that actual misconnects are rare.

D. Alu also said that some radiographers state that they will do a misconnect test on a daily basis in the field. Is this acceptable?

T. Levey stated that there is an element of risk in doing this test daily; if it does fail there could be a real problem. Not to mention that there would be a lot of training required in order for all radiographers to be up to speed in the field and this could introduce more opportunity for failure.

A Brady added that it is all about risk and there is nothing wrong with doing the test daily, if the person has been properly trained. But plain and simple, there are some workers that just should not do it and that, is possibly where the problem may lie.

P. MacNeil asked if there has been an increase in misconnect fails in relation to the tests being done daily and is there a reason why they are doing them more often. The answer from QSA is no, then why do radiographers want to do them more often.

T. Levey asked if you increase the maintenance, can you not do the misconnect tests as often as specified in the manual.

Section 4.3 of the manual states that misconnect should be done as part of the routine quarterly maintenance.

K. Mayer mentioned that there is a new licence condition (LC) in the works, which will require maintenance to be done in accordance with the manufacturer's specifications.

Of course, there is always the option for licensees to go directly to the Commission (apply to the secretariat) for exemption from a regulatory requirement if they feel it should not apply directly to them since they are meeting the requirement in another way.

The same applies for remote controls to be done quarterly and only by a trained person. CNSC inspectors are looking for training records. The onus is on the licensee to have evidence and proof of training.

There was some good discussion on the carrying out a borescope as part of annual maintenance and whether it should be a requirement as it is the only way to truly detect whether there is any DU contamination.

C. Auzenne stated that QSA and their Canadian distributors (IRSS and Quality NDE) are trained to inspect s-tubes and use a borescope. It goes beyond leak testing and is not a regulatory requirement. It comes down to what is the risk? C. Auzenne cannot speak to biological concerns but with respect to s-tubes, he has seen problems of low levels of DU that would not have been detected with leak testing. The manufacturer (QSA) or their authorized distributors are required to check s-tubes and follow specific in-house procedures.

The concern is that there is nothing in place to protect workers if companies do their own.

P. Larkin mentioned that there used to be a licence condition for a borescope requirement. The requirement was similar to what was in place for pneumat-a-ray cameras. The licence condition stated:

The licensee shall ensure that each pneumat-a-ray 100-3 exposure device has had the "S" tube visually inspected at a frequency, recommended by the manufacturer for each device and shall remove the exposure device from service if wear through of the "S" tube is detected.

The question was should this licence condition be brought back to apply to this application? Would this be a financial burden on licensees? The discussion was around the fact that the majority of smaller licensees send their exposure devices to a distributor and others have a borescope. The agreement was that there was no need to create a licence condition. Since it is not a requirement, it could be discussed with QSA to see if it could be added to the manual as a requirement.

**Action item** - C. Auzenne will check with QSA Reg Affairs division to see about adding as a requirement in the manual and report back to the group at the next meeting.

**Action item** – Industry IRWG members are to review the guidance document for CNSC inspectors and provide comments by April 30, 2017. Comments can be sent to D. Alu at [daniel.alu@canada.ca](mailto:daniel.alu@canada.ca) (document will be sent with the minutes)

### **Client Expectations Update & Discussion**

- What is the intent of the checklist? We need to develop a guidance document for clients to help them understand the role they play in the safety and control with working on a job with industrial radiography.
- It is very important for everyone to understand that barriers are there to protect you and that there can be severe consequences for crossing them.
- Everyone agreed that the main objective is to educate the client and that they really understand importance and consequences.
- The sub-group worked to identify some key points and will continue to develop guidance for clients. Possible ideas to include:
  - COMS to define roles
  - Duty Officer number
  - Whistleblower – uses the external complaint and process
  - It must be looked at from a different perspective, very simple (basic) terminology not a technical document.
  - K. Mayer took notes on everyone’s comments to include
  - Understand risks & consequences of those hazards
- Possibly develop a checklist that the prime contractors can use
  - What do you have in place?
  - Use basics from industry
  - They seldom ask questions unlike with a welder for example. Need to be done in lay terms.
  - The primary concern is safety.
  - Education responsibilities of the prime contractor

- How to make it meaningful to them?
- Consequences
  - Potential overexposure
  - Monetary (fines)
  - Job Dismissal (Fired)
  - Delays in work
  - Possible health issues
  - Breaching contractor agreements

#### Barrier breaches on job sites

- Barriers are in place to protect them
  - The Licensee is responsible
  - There is a gap that needs to be filled & permit system doesn't always work.
  - Layman terms especially.
  - Develop expectations & put tools in place.

**Action item** – Subgroup will continue working on guidance document along with CNSC Coms and provide to working group for review.

#### **2017 Annual General Meeting Planning**

- A presentation from NAIT was suggested; there was one in 2016
- ROR – CNSC presentation (might replace stats that PL does; overview of ROR)
- Orders & events case study from CNSC & Industry
- REGDOC-2.5.5 update – (will be part of CNSC updates)
- CNSC Expectations of a radiation safety (protection) program
  - Expectations for Licensing Applications/Renewals
  - Radiation Safety Manuals
  - Good Internal Audit Programs
  - Issues with renewals, new applications...
- PCD & NRCan
  - scheme committee update (metrics, trends, training requirements to meet renewal expectations)
  - Updates from both CNSC and NRCan
  - Q & As
- Security – any increases for Category 5 industry needs to know
  - Q & A (will be part of CNSC panel)
- Transport
  - Panel
  - Presentation

- Will S. Faille be present or just have C. Moses speak to Transport
- Client Presentation
  - Challenges they face?
  - Industry perspective on client expectations (examples - how licensees can improve on their part (clearing areas, etc.))
- Training Program –
  - What CNSC sees in the field
  - Industry roll in training
    - What is involved?
    - What should we be doing?
- Practical Test by Industry - disconnects

**Action item** - K. Mayer to develop agenda; proposed agenda will be sent out with the minutes and the invitation (March).

### **QSA Equipment Updates**

C. Auzenne discussed the new equipment that QSA is working on.

#### **SENTINEL SENTRY** – new Cobalt-60 exposure device

- It does not require a separate Type B package as it is a Type B package on its own
- Approved in Canada Expires October 31, 2020
- Special Promotions (including disposition of 680s and 741s)
- Parts still available for 680s and 741s
- 680 & 741 certification expires in 2020 for transport and 2026 for use
- Shutter similar to 880s
- Meets ISO requirements
- Interchangeable with equipment for 680 & 880s
- 1075 – haven't heard from CNSC yet for approval

#### **SCARpro 1075** – no word yet from CNSC; still awaiting certification in Canada

- Estimated timeline was Dec/Jan 2017
- Announced throughout industry
- Will ship as soon as certification obtained
- Licensees will have to amend licences to purchase
- **Update (2017-03-06 certification date) – now certified in Canada**

### **PCP-09 Update from Alan**

A Brady updated the working group on the scheme committee meeting that took place on Oct 19-20, 2016 in Toronto, ON

- There were 15 people in total including representation from Industry, CNSC, NRCan and CSA.
- The completed items of PCP-09 were reviewed.
- A summary was given to participants to bring everyone up to speed on the past history and the path forward (objectives).
- The objective of the meeting was to review the current PCP-09 and focus on areas of improvement.
- Changes in industry were communicated.
- The written exam was discussed at length; CSA and NRCan provided an update on the metrics.
- The meeting was structured with breakout sessions and topics were determined for these sessions.
- All breakout groups rotated through all of the topics for thoroughness; action items were developed.
- The minutes of the meeting are proprietary to the Scheme committee and thus cannot be shared with the IRWG.
- A rough draft of requirements was put together and CNSC (PCD) will work on a developing a first draft of PCP-09 rev 2 by April 2017 for the Scheme Committee's review with a projection for the final version to be released in Spring 2018.
- A recent call from CSA to the scheme committee members looking for people to review examinations and to re-write additional questions.
- The plan is to have a CNSC/CSA Scheme Committee meeting to disposition comments around mid to end of 2017.
- CSA will conduct industry review
- CNSC (PCD) to develop 2 banks of 80 questions for the exam.
- CNSC and NRCan will review the French translations; it is important to ensure that only the new questions are translated. The others have already been translated and there is no point in duplicating work.
- The writing group will be re-convened to review, improve and retire questions as well as add additional questions.
- Proposed timeline is to submit draft document to scheme committee by April 1, 2017 and comments back to CNSC (PCD) by April 30, 2017 and then a final draft will be prepared for May 31, 2017.
- There may be a scheme committee scheduled in June 2017 and the comment period will be till September 2017.
- June to November 2017 – timeline for completing all steps so that the final document can be released in early 2018.
- Overall, the meeting was productive, the process is moving along. It will be important to continue to monitor to make sure it stays on track.
- Ultimate goal is to eliminate redundancies and make the process more effective.
- 100 people took the test and 70% passed

### **CIRSA pre-qualification of Training Providers Update**

A list of training providers has been provided to A. Brady by CNSC (PCD). Some of the providers listed are questionable as to whether they are current as they have not been around for several years.

CIRSA will run with the list provided. A. Brady will scan and forward the list to the CIRSA executive. They will meet to determine their path forward and will likely split the list amongst them to make it easier to get through.

They may not even get any volunteers that are willing to participate but will see.

The plan is to:

- Send questions to the training providers by letter or survey requesting them to submit their program for review
- Survey monkey for feedback – 10 questions
- Looking for the key components of PCP-09
- Gather as much data as possible
- Determine which companies can be recommended
- Will continue to work on this and provide an update to the IRWG in October 2017
- Update the list of those providing training

**Action item** – CIRSA (A. Brady) will provide and update at the next IRWG meeting in Oct 2017

### **Other Business**

Transport Canada Inspection – inspection report on transport document

- Documents were acceptable for CNDC inspectors but not for TC – TDG inspectors.
- Licensees were told that they cannot reference the source movement log
- CNSC (TLSSD) met with TC for clarity and it was determined that TC found the log books hard to follow and that was the reasoning behind saying they cannot be used.
- TLSSD is working with TC for clarification

**Action item** – TLSSD to provide explanation and guidelines/requirements – October 2017

### **Next meeting and Adjournment**

The next IRWG is set for October 11, 2017 in Ottawa, ON – Commission meeting is on October 12 – presentation of ROR and close out meeting will be in the afternoon of October 12, 2017.

Note – Colin has put in a request to the Secretariat for the ROR presentation Oct 12 (a.m.)

The meeting was adjourned at 4:03 pm

<b>Radiography Working Group - ACTION LIST</b>			
<b>RWG Item #</b>	<b>Description</b>	<b>Assigned Person(s)</b>	<b>Status or Due Date</b>
15WGM1.1	Bring a recorder to future meetings.	K. Mayer	Ongoing
15WGM1.2	Follow up with Regulatory Docs division for an update on the status/progress of REGDOC 2.5.5 and communicate the status to the working group until consultation/publication.	K. Mayer	Ongoing
15WGM2.2	Ensure IRWG members are invited to Commission meeting for industrial report presentation	K. Mayer/ C. Moses	Ongoing
15WGM2.3	Check with Coms division at CNSC for options for videotaping, protocol for live feed, etc.	K. Mayer	Ongoing – report April 2017
15WGM2.4	Industry (CIRSA) to check with community colleges for possible contacts for video opportunities.	A. Brady	Closed
15WGM2.5	Reach out to licensees (Syncrude and Suncor) to see if interest in presentation at annual meeting	K. Mayer	October 2017
15WGM2.6	Provide further updates on QSA equipment	C. Auzenne	Ongoing
16WGM1.1	Invite potential IRWG member to attend next working group meeting	K. Mayer / L. Simoneau	October 2017
16WGM2.1	Follow up with PCD for possibility of obtaining a list of trainers who trained last year's candidates.	K. Mayer	Closed
16WGM2.2	Provide an assessment of whether CIRSA can review large trainers programs for pre-qualification at next meeting.	A. Brady/T. Levey	October 2017
16WGM2.3	Include link to Commission meeting with minutes	K. Mayer	Closed



16WGM2.4	Client expectations subgroup to develop checklist/handout for client outreach for IRWG review	K. Mayer/L. Simoneau group	Ongoing – report April 2017
16WGM2.5	Provide summary of PCP-09 Scheme Committee Meeting	A. Brady	Closed
17WGM1.1	Request a specific date October 12, 2017 (a.m.) for the presentation of the ROR to accommodate working group members who will be required to travel for the meeting in order to attend the IRWG meeting. Proposal (ROR presentation Oct 12(a.m) – IRWG meeting Oct 11, 2017 and IRWG post Commission de-brief October 12 (p.m).	C. Moses	April 2017
17WGM1.2	Send P. MacNeil’s Safety Culture presentation for translation.	K. Mayer	March 2017
17WGM1.3	Request proposal for cost review and options from Coms (M. Gerrish) to for review by C. Moses.	K. Mayer	March 2017
17WGM1.4	Communicate with OSSA and IEC to solicit their interest.	K. Mayer	April 2017
17WGM1.5	Send an email to C. Moses with your thoughts and views so that the information can be shared at the meeting. (Retention of RAs on website)	Industry IRWG members	March 2017
17WGM1.6	Update ToRs and circulate with the minutes.	K. Mayer	March 2017
17WGM1.7	C. Auzenne will check with QSA Reg Affairs division to see about adding (misconnect test) as a requirement in the manual and report back to the group.	C. Auzenne	October 2017
17WGM1.8	Industry IRWG members to review the inspector guidance document and provide comments by April 30, 2017. <a href="mailto:daniel.alu@canada.ca">daniel.alu@canada.ca</a>	Industry IRWG members	April 2017

<b>17WGM1.9</b>	<b>Develop proposed meeting agenda based on notes; it will be sent out with the minutes and the invitation.</b>	<b>K. Mayer</b>	<b>March 2017</b>
<b>17WGM1.10</b>	<b>Ask TLSSD to provide explanation and guidelines/requirements for log book reference.</b>	<b>K. Mayer for S. Faille</b>	<b>October 2017</b>