

# ABSTRACT

## of the Procedure for working in force-majeure situations (to include Covid 19) of the Personnel certification body with TUV Rheinland-Bulgaria EOOD

This Procedure is temporary and valid until 10.10.2020, or until the end of the force- majeure situation, whichever comes first.

The PCB is entitle to cancel its validity when the circumstances permit.

### CERTIFICATION OF NDT PERSONNEL

1. The PCB accepts applications for certification / renewal / recertification scanned, by mail, on the forms published at the web-site [www.tuv.bg](http://www.tuv.bg)
2. Exam sessions for new certifications are temporarily cancelled. Nevertheless, applications are accepted. Exams will be organized under the first possible convenience and the applicants will be timely informed by PCB.
3. Certificates for all levels and scopes are renewed (after each 5-th year of validity) as usually. Invoices and certificates copies are sent by mail, their hard copies are sent by post after payment is received.
4. Recertification for all levels and scopes (validity extension of certificates each 10-th year) will be automatically granted for maximum of 6 months after expiry. The recertification exam will take place after the end of the force-majeure, but not later than 6 months, whichever comes first. In case the force-majeure continues more than 6 months, the certificate holders will have to pass initial exam.

Detailed information is available at [industry@bg.tuv.com](mailto:industry@bg.tuv.com)

### CERTIFICATION OF WELDERS

1. The PCB accepts applications for certification / validity extension scanned, by mail, on the forms published at the web-site [www.tuv.bg](http://www.tuv.bg)
2. Conducting a theoretical exam - for the certification of personnel for permanent joining and soldering personnel, the theoretical examination is not mandatory and is conducted only upon application by the client or the employer. Conducting a theoretical exam is a mandatory condition for certification of welders of thermoplastic materials according to BDS EN 13067: 2012. The theoretical examination is taken before the practical examination in compliance with the following conditions:
  - a. Providing a suitable room for conducting a theoretical exam so that the requirement to place the persons at a distance of at least 2 meters from each other is met.
  - b. Compliance with the requirement to avoid crowding, as depending on the space in the provided room, a maximum of two candidates are allowed, and they are located at a distance of at least 2 meters from each other.

c. Access to the room for the theoretical exam is limited only to the participants in the examination - the examined candidates (a maximum of two) and the examiner, subject to the provisions for the use of necessary personal protective equipment - disposable masks and gloves as a minimum, which are not to be removed until the end of the exam and the transmission of the results.

d. The theoretical exam lasts 30 minutes. Only candidates who have successfully passed the theoretical exam are admitted to the practical exam.

3. Conducting a practical exam - for initial certification or for extension of validity, depending on the requested method of qualification, practical exams are held on site at the Client/Employer or in another examination center approved by TUV Rheinland-Bulgaria EOOD. In both cases it is necessary to provide appropriate means and working conditions:

a. Personal protective equipment for the participants - safety masks with safety glasses, safety goggles, suitable gloves and work clothes for the participants.

b. Machines and equipment for the respective process of permanent joining - welding or soldering

c. Appropriate workplaces - areas separated by screens, located in an appropriate manner so as to ensure the regulated distance for the participants in the exam of at least 2 meters from each other.

d. When applying for a larger number of participants in a certification exam, the participants are divided in several consecutive days in order to avoid the accumulation of people who have to wait for available workspace and equipment for the exam.

e. In the case of examinations of operators of mechanized or automated welding or for resistance welding, where there is equipment with larger dimensions, access to the equipment at a distance of less than 2 meters is limited only to the participants in the examination – the applicant and the examiner, in compliance with the requirements for the use of the necessary personal protective equipment.

4. Extension of the validity of the certificates is done according to the requirements of the current versions of the relevant standards: BDS EN ISO 9606, parts 1 to 5, BDS EN ISO 14732, BDS EN ISO 13585 and BDS EN 13067, according to the requested form of certification / method for prolongation of the validity and the regulated requirements in Procedure WP PL 04 and Information material for clients WP PL 04 / F01. The documents - application, evidence, originals of the certificates for renewal of validity, are accepted and processed electronically.

5. The issued certificates - for initial certification or with extended validity, are sent in electronic format, and after confirmation of payment, the originals are sent by courier.

6. Detailed information about the process of application and certification of personnel for permanent joining is announced on the website, in the Information material for clients - WP PL 04 / F01 and in the Application for conducting examinations for qualification of persons for permanent joining - GP 08 / F03.