

# ***Accredited Testing Facility (ATF) Program On-Site Audit Information***

(The enclosed documents provide information about the AWS Accredited Test Facility Program.)

## **Table of Contents**

(Please scroll down to view all documents or click on the document name.)

- Steps to Request an On-Site Audit
- ATF Program Requirements
- ATF On-Site Audit Application
- ATF Fee Schedule

## **Technical Documents**

(These documents are available for downloading at the AWS website.  
Please click on the document name and you will be redirected to the AWS Website.)

- [QC4-89, Standard for Accreditation of Test Facilities for AWS Certified Welder Program](#)
- [QC7-93, Standard for AWS Certified Welders](#)
  - [Supplement C- Welder Performance Qualification Sheet Metal Test Requirements](#)
  - [Supplement F- Chemical Plant and Petroleum Refinery Piping](#)
  - [Supplement G- AWS Performance Qualification Test](#)
- [B5.4-2005, Specification for the Qualification of Welder Test Facilities](#)

# Accredited Testing Facility (ATF) Program

## Steps to Request an On-Site Audit:

Complete the following documents:

- ATF On-site Audit Application
- Submit one uncontrolled copy of your facility's Quality Assurance Manual
- On-site Audit Checklists
  - QA Manual Checklist\*
  - On-Site Audit Checklist\*
  - MT/PT Audit Checklist\*\*
- Application Fee or P.O. Request

***\*Important Note: Be sure to read the requirements on the QA Manual Checklist and On-site Audit Checklist as they contain more detailed information on what is required for your QA Manual.***

***\*\*Important Note: Be sure to read the requirements on the ATF MT/PT Checklist as they contain more detailed information on what is required for your QA Manual.***

1. Mail or email these completed documents to [atf@aws.org](mailto:atf@aws.org). American Welding Society Attn: AWS Accreditation Department 8669 NW 36 Street, # 130 Miami, Florida 33166-6672.
2. Following a satisfactory review of the facility's application, checklists and Quality Assurance Manual, an invoice for the applicable fees will be issued to the facility. Please click on the following link to view the current program fees: <https://www.aws.org/ATF>
3. Program fees, along with a copy of the invoice must be mailed to:  
  
American Welding Society Attn: Accreditation Department 8669 NW 36 Street, # 130 Miami, Florida 33166-6672.
4. Once the program fees have been received, AWS will schedule an on-site audit of your facility by a third-party auditor.
5. When the audit is completed, the facility will receive notification of their results -- including any deficiencies requiring corrective action, and a final invoice will be issued to the facility for travel expenses incurred by the third-party auditor.
6. If the audit results are satisfactory, a certificate of conformance will be issued. The certificate allows your facility to operate in accordance with the AWS QC4-89, Standard for Accreditation of Test Facilities for the AWS Certified Welder Program and/or the MT/PT Endorsement.

## Requirements to Become an Accredited Testing Facility (ATF)

The AWS Accredited Test Facility (ATF) program requires that a facility implement a quality assurance program that meets the requirements established in the AWS QC4-89, Standard for the Accreditation of Testing Facilities. The requirements include that the facility have a Quality Manual that controls the activities related to the testing of welders in the facility according to AWS QC7, Standard for AWS Certified Welders.

**Important Note:** The facility must also have a CWI on staff or contracted to perform the welder qualification tests: This individual cannot be the same person who has trained the applicant.

## Requirements and Steps to Becoming a MT/PT Test Facility

### Facility Requirements:

- Facility must be an AWS Accredited Test Facility
- ATF Test supervisor must be an ASNT Level III MT/PT
- Comply with the Section 2 of AWS QC1, Standard for AWS Certification of Welding Inspectors
- Comply with the AWS Penetrant Testing (PT) Endorsement
- Comply with the AWS Magnetic Particle Testing (MT) Endorsement

## Requirements to Re-accredit an Accredited Testing Facility (ATF)

In the 3rd year of continuous accreditation, the ATF program requires that the facility undergo an on-site audit in order to be re-accredited. The ATF program requires an on-site audit to verify that the test facility has maintained the quality assurance program and that it continues to meet all of the requirements established in the AWS QC4-89, Standard for the Accreditation of Testing Facilities.



# Accredited Test Facility

## On-Site Audit Application

American Welding Society  
8669 N.W. 36<sup>th</sup> Street, # 130  
Miami, Florida 33166-6672  
Tel. (800)-443-9353  
Email: [atf@aws.org](mailto:atf@aws.org)

We hereby request the American Welding Society accredit the following facility as a participant in the AWS Certified Welder Program in accordance with the provisions of AWS QC4-89, *Standard for Accreditation of Test Facilities for AWS Certified Welder Program*.

### APPLICANT INFORMATION

Name of Facility: \_\_\_\_\_

Facility Representative: \_\_\_\_\_

Test Supervisor(s): \_\_\_\_\_ CWI # \_\_\_\_\_

\_\_\_\_\_ CWI # \_\_\_\_\_

*Please use an additional sheet of paper to list all test supervisors.*

#### Testing Facility Address:

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Country: \_\_\_\_\_

#### Corporate or Mailing Address: (If it is different from Testing Facility address):

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Country: \_\_\_\_\_

#### Testing Facility's Contact Information:

Phone: \_\_\_\_\_ Ext: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Website: \_\_\_\_\_

*Please use an additional sheet of paper for alternative contact information*



# Accredited Test Facility (ATF) Price Schedule\*

## North American Price Schedule

Initial Audit Fees	AWS Price	Auditor Fee Included in AWS Price?
Document review	\$855	
Initial On-site Audit**	\$2,405	Yes
<b>Total</b>	<b>\$3,260</b>	
<b>Additional Facilities</b>		
Document review	\$715	
Initial On-site Audit**	\$2,125	Yes
<b>Total</b>	<b>\$2,840</b>	
<b>Re-Audit</b>		
Auditor's Fees	\$1,350	No
Auditor's travel Expenses**	TBD	No
<b>Yearly Renewals</b>		
Annual 1st Year	\$435	N/A
Annual 2nd Year	\$435	N/A
<b>Re-accreditation Audit Fee</b>		
Document review	\$715	
On-site Audit**	\$2,125	Yes
<b>Total</b>	<b>\$2,840</b>	
<b>MP/PT Fees</b>		
Auditor's Fees	TBD	No
Auditor's travel Expenses**	TBD	No

## International Price Schedule

Initial Audit Fees	AWS Price	Auditor Fee Included in AWS Price?
Document review	\$855	
Initial On-site Audit**	\$990	No***
<b>Total</b>	<b>\$1,845</b>	
<b>Additional Facilities</b>		
Document review	\$715	
Initial On-site Audit**	\$715	No***
<b>Total</b>	<b>\$1,430</b>	
<b>Re-Audit</b>		
Auditor's Fees***	TBD	No***
Auditor's travel Expenses**	TBD	No***
<b>Yearly Renewals</b>		
Annual 1st Year	\$570	N/A
Annual 2nd Year	\$570	N/A
<b>Re-accreditation Audit Fee</b>		
Document review	\$715	
On-site Audit**	\$715	No***
<b>Total</b>	<b>\$1,430</b>	
<b>MP/PT Fees</b>		
Auditor's Fees***	TBD	No***
Auditor's travel Expenses**	TBD	No***

\*Fees are subject to change due to individual circumstances for each facility.

\*\*Applicants are directly responsible for the auditor's travel expenses.

\*\*\*Auditor fees for international ATFs are as follows:

Each Travel Day	\$430
On-site Audit Fee	\$900
<b>Total Fee</b>	<b>(dependent on # of audit and travel days required)</b>