

PERIODIC TECHNICIAN COMPETENCY REVIEW

All materials technicians shall be trained prior to performing test procedures. The following training procedure shall be followed for each test:

1. The trainee shall have access to the latest copy of the applicable test specification.
2. A qualified technician shall demonstrate the test procedure.
3. The laboratory supervisor shall observe the trainee and document his/her ability to perform the test procedure.
4. Technician performance shall be reviewed at intervals of 1 year or less.
5. The supervisor shall record the test demonstrated, the date of review, and performance results.
6. If an unsatisfactory result is recorded for a test method, the supervisor shall review the test method and repeat the evaluation.

(See table on following page)

