NC Licensed PE qualification survey:
Criteria for acceptance by AHJ for Third Party Inspections

1). How many years experience do you have in Product Safety inspections? 

2). What US Product Standards do you have experience in, how many years for each Standard?
   ___Provide list / attachments 

3). Approximately how many products have you inspected in each Standard category?
   ___Provide list / attachments 

4). What kind of training have you received in Electrical Safety for Industrial & Manufacturing equipment?
   ___Provide details / attachments.

6). Do you have copies of all current Standards needed for Evaluating industrial equipment and machinery?
   ___Provide list / attachments

7). Provide a list of the Standards you have on hand, and their edition numbers/dates (as current).
   ___Provide list / attachments 

8). Do you have the correct test equipment for conducting tests per the applicable Standards?
   ___Provide list / attachments
9). Is your test equipment calibrated by an accredited calibration laboratory (A2LA, etc.), traceable to NIST Standards.
___Provide details / attachments.

10). Does your test equipment calibration certificate include Measurement Uncertainty per ISO 17025?
___Provide details / attachments.

11). Do you have procedures for assessing the effect on previous tests by equipment returned from the calibration lab out-of-tolerance condition?
___Provide details / attachments.

12). How often is your test equipment calibrated? Is it inspected for proper functionality after shipping or transport?
___Provide details / attachments.

13). Do you have documented procedures for addressing, tracking and resolving customer complaints?
___Provide list / attachments

14). Do you have documented procedures for confidentiality and security of customer information?
___Provide list / attachments

15). Do you have written procedures, forms, and work instructions for evaluation and testing of equipment / products?
___Provide list / attachments
16). Are these documents controlled and audited? Have they ever been audited by
an outside auditor? (Independent or accreditation auditor).

____Provide details / attachments.

17). Are your test reports peer reviewed? (By another Engineer of equal or
greater certification / training)

____Provide details / attachments.

Company or Professional Engineer Name
_________________________________________

Address
_________________________________________

City / State / Zip
_________________________________________

Phone Number (s)
_________________________________________

NC Licensed PE Stamp (Below)


Thank you for submitting your application. We will review your answers and
attached documentation and reply to you as soon as possible.

Sincerely,

_________________________
(City/County) Inspections department

Fax to: ________________