

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: \_\_\_\_\_