KEBS CERTIFICATION BODY - WELDERS CERTIFICATION SCHEME

STEPS FOR WELDER CERTIFICATION

1. **The candidate shall fill out the application form**, upload CV, academics certs, professional certs and proof of experience **and make all payments (application, qualification, and certification fee)** as **guided in the IMS system** for each category as guided by the Personnel certification officer. KEBS reserves the right to revise the fees.

2. The Personnel certification officer shall review the **uploaded documents in the IMS** and confirm if the minimum requirements are met by the applicant.

3. **The candidate shall sign the Exam Candidate Non-Disclosure Agreement and the Code of Conduct for Welder in the IMS system**.

4. Successful applicants shall agree on the dates to do the test with the personnel certification officer. i.e. practical and oral/written exam.

   **Note**: The exam shall be conducted by a registered assessor as per the minimum qualifications and experience required. CB will provide the WPS for clients who will request especially individual welders applying for certification.

5. **Testing of the coupons by testing department i.e. Destructive and NDT and results submitted to CB for review and approval**.

   **Note**: NDT inspector performing the inspection shall be trained and certified in accordance to requirements of ISO 9712. The qualification and certification certificate shall be presented to CB for verification and documentation purposes.

6. The results shall be uploaded to the IMS system and the candidate notified by the IMS system.

7. Results and other documentation shall be presented to an ad hoc decision-making committee for award of certification through the IMS system.

8. **The successful welder shall sign a three-year contract with the Kebs certification**.

9. **Successful welder will access the certificate through the IMS system**.

10. Monitoring shall be done regularly through the Welder Log or as guided in the contract.

MINIMUM REQUIREMENTS FOR THE APPLICANTS

1. Technical training in welding/basic welding and safety training or
2. welder’s qualification test certificates for previous work done or
3. At least 2 years’ experience with recommendation from employer
4. National identification card
5. Resume
6. Passport photo