



<i>SSPC Use Only</i>	Date	Initial
Application Verified		
Supervisor Approval		

Prerequisite Form NAVSEA Basic Paint Inspector (NBPI)

Document Checklist - Your completed packet must be submitted to SSPC no later than **two weeks** prior to the start date of the course and include the following:

_____ Prerequisite Form

_____ Picture for your wallet card (.jpg file named as First_Last.jpg – max size: 2mb)

Send to:

SSPC Training Coordinator
800 Trumbull Drive
Pittsburgh, PA 15205-4365

Phone: 412-281-2331 x2241
Fax: 412-444-3591
Email: prereqs@sspc.org

**Please note: Filling out this form does not register you for the course.
You must pay in full by check or credit card before you are officially registered.**

IMPORTANT!

If prerequisites are not received within 30 days of the completion of the course, students will be required to register for the online recertification exam at the cost of \$250 in addition to submitting the required forms; and will be listed as Training Only students until they complete the necessary certification requirements.

Data Privacy Notice

SSPC is concerned about protecting the privacy of our students. If you pass the course or certification exam, you have the option of having your name and contact information made available on our website via a public search for coatings professionals. You must opt-in if you wish to be included in the search, otherwise your information will not appear. If you do not make a selection, your information will not appear in the search.

Please check the appropriate box below:

_____ **Yes**, I want my contact information to appear on the SSPC website.

_____ **No**, I do not want my contact information to appear on the SSPC website.

Applicant Information *Please list your name as you would want it to appear on your certificate*

SSPC Member ID Number: _____ I do not know my SSPC Member ID

Course Date: _____ Course Location: _____

Last Name: _____ First Name: _____ Middle: _____

Employer: _____ Job Title: _____
 Currently Unemployed

Street Address of Applicant: _____

City: _____ State: _____ Zip/Postal Code: _____

Phone: _____ E-Mail Address: _____
 Home Mobile Office

Professional References

	Name	Phone	Email Address
1			
2			
3			

Prerequisite Requirements

Prior to attending the **NBPI** program, all registering individuals must provide adequate information showing that they meet the minimum requirements as set forth in this form. If SSPC is unable to verify the accuracy of any information reported on this form, it may result in rejection of your application.

In order to qualify for the NBPI program, you must provide thorough documentation of at least 2 years (minimum 3,000 hours) of experience working on a Navy, Coast Guard or similar vessel.

Work experience **must** be in one of the following areas:

- Repairs, surface preparation and application of marine coatings
- Inspection of coating application
- Project management of coatings projects
- Coating specification and/or contract development
- Coating equipment and material supplier technical representative
- Failure analysis of coating
- Quality assurance auditing of coating records for coating application

Work experience must be coatings specific. Welding and electrical experience will not be accepted.

Work Experience

Please describe your work experience thoroughly. This section is to be completed in reverse chronological order, starting with your most current employer. You may duplicate this page as many times as needed in order to meet the minimum requirements.

Be sure to provide the adequate amount and detail of experience necessary to meet the requirements.

Your application will not be approved if you do not meet the minimum requirements of **2 years (3,000 hours)** of experience working on a Navy, Coast Guard, or similar vessel.

Employer:							
Title:							
Address:							
Supervisor's Name:				Title:			
Work Phone:				Cell Phone:			
Responsibilities:							
Employed From:	Month:	Year:	To:	Month:	Year:		
Reason for Leaving:				Approx. hours worked:			

Experience related to Coatings Application:	
Experience related to Coatings Repair:	
Other Experience (Inspection, QA/QC, Sales Representative, Project Management, etc.)	

NBPI Attestation

To uphold and advance the honor and dignity of being an NBPI Certified Coating Inspector, and in keeping with the high standards of ethical and professional conduct that I am expected to uphold, I acknowledge the following:

I. Fundamental Principles

I recognize all my actions will reflect upon my own professionalism and upon my company, if I am self-employed, or upon my employer. When performing coating inspection duties on US Navy vessels and other government assets, I not only represent myself, and my company or my employer, but also upon the NBPI Program. In all my actions, my personal integrity and ethics must be beyond reproach.

II. Specifics

A. Impartiality

I pledge I will be impartial while performing all coatings inspection and related activities on behalf of my company or my employer. Impartiality is critical to the NBPI coating inspector's mission. I will perform coating inspection on U.S. Navy Vessels and Facilities that provides confidence to all fleet personnel that I've done the best job possible and that I have done due diligence.

B. Objective

I pledge that I will be objective in completing my assigned tasks. Objective means I will report any known conflicts of interest to my superior or the government representative and pledge that I will inspect and make my assessment and document my findings based on applicable contract requirements and applicable standards. My assessments and documentation of inspections and tests will be based on applying my professional knowledge to evaluate the facts at hand.

C. Conflicts of Interest

I pledge to declare all known conflicts of interest, actual, potential or perceived.

D. Diligence and Reasonable Care

I pledge to be diligent and take reasonable care when I perform my inspection tasks. This includes but is not limited to:

- Performing my duties on each project with accuracy, dedication, perseverance, fairness, timeliness and honesty, and within the limits of my authority as specified by my employer or the responsible NAVSEA representative.
- Strictly adhering to any stated inspection criteria and any governing NAVSEA and applicable industry standards.
- Documenting and notifying appropriate personnel of any known nonconformities.
- Coordinating with the contractor(s) to schedule adequate time to perform inspections.
- Working inside my certified inspector credentials and qualifications as established by NAVSEA.
- Carrying out my inspection duties in a professional and courteous manner.
- Not accepting any gifts, money, favors, meals, services or anything else that threatens impartiality.
- Not telling a contractor how to do his/her work.
- Immediately reporting any attempted bribes or threats against others or myself to the appropriate persons in authority.
- Not recording any item as being inspected or tested if information has not been properly verified.
- Refraining from endorsing or critiquing any proprietary product, any equipment item, any service, any military person, any contractor or engineer, any government official, another inspector, or consultant while performing inspection duties (i.e. observe, assess, document and report).

- Reporting any conditions to the responsible parties that prevents me from performing and completing required inspections and related tasks.
- Treating all proprietary and security-related information as confidential.
- Being mindful of known safety conditions on the job site.

III. Maintain Professional Qualifications

I also pledge to:

- Keep abreast of Navy requirements as they apply to coating inspection.

I agree to abide by the principles described above and I understand that if I am found to have violated any of the aforementioned principles, disciplinary action can be brought against me by NAVSEA, following appropriate due process described in the Disciplinary Action Criteria.

Signed: _____ Date Submitted: _____

Name & title (please print): _____

By my initialing and signing below, I acknowledge that I have read and understand:

(Initial) _____ The NBPI Application Form and Instructions

I do hereby certify that I have read and met the above prerequisites for the SSPC NAVSEA Basic Paint Inspector (NBPI) Program.

Signed: _____ Date Submitted: _____

Name & title (please print): _____

Please note: Failure to report accurate, complete information will delay my application. Omission or falsification of information or failure to answer all questions truthfully will result in withholding denial of certification status.