



161 Thorn Hill Road
Warrendale, PA 15086-7527

Program Document HTBOK

PD 6103

HTBoK-002/OW-3 REV A

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BODY OF KNOWLEDGE:

ROLE DESCRIPTION: PYROMETRY PROCESS
SPECIAL PROCESS: Pyrometry
SCOPE/METHOD: Performance of Pyrometric Requirements for Thermal Processing Equipment
LEVEL: Owner

All eQualified examinations are created using the applicable eQualified Body of Knowledge (BoK), which defines the baseline knowledge and experience required to be considered competent to perform the specified job role in aerospace special process manufacturing.

All eQualified BoKs are created by subject matter experts through an exhaustive job analysis process as detailed in the eQualified Program Document 6100: Industry Managed Special Process Bodies of Knowledge. All eQualified BoKs are updated periodically according to the requirements of the current eQualified PD6100 document to ensure they are consistent with current industry practice.

1. INTRODUCTION

This document has been created by the eQualified Heat Treat Body of Knowledge Review Board (HT BoKRB) according to the requirements of eQualified Program Document PD6100 Industry Managed Special Process Bodies of Knowledge.

This document constitutes the eQualified BoK for Pyrometry Process, Owner. It defines the baseline knowledge and experience required to be considered competent to perform this role.

Unless otherwise stated, the HT BoKRB has followed guidelines as detailed in the current version of IAQG Guidance PCAP 001 (Competence Management Guideline) to develop this BoK.

The information in this BoK will provide guidance for the following:

- Training providers who wish to develop training courses intended to support eQualified examination candidate preparation
- Heat Treat Examination Review Board (HT-ERB) for the development of eQualified examinations
- Candidates taking eQualified examinations who wish to prepare in advance

2. REFERENCES

eQuaLified documents:

PD6000	Governance & Administration of eQuaLified Program
PD6100	Industry Managed Special Process Bodies of Knowledge
PD6200	Industry Managed Special Process Examinations System

IAQG documents:

IAQG Guidance PCAP 001 Competence Management Guideline

3. DEFINITIONS

Definitions described within are specific to the Special Process BoK. For program-specific definitions, please refer to either the PD 6000 or the eQuaLified Dictionary.

BODY OF KNOWLEDGE (BoK): Baseline knowledge and experience required to be considered competent for a target position.

GENERAL EXAMINATION: The General Examination is designed to ascertain the candidate's general knowledge required for a particular job, role or activity. All of the questions will be derived from the corresponding BoK.

EXPERIENCE: The accumulation of knowledge or skill that results from direct participation in events or activities over a period of time.

HEAT TREATMENT OPERATOR: The individual(s) responsible for preparing, loading, running and repacking customer product (Parts or Material) after treatment. Responsibilities include requirement to ensure that Heat Treatment processes are carried out in compliance with written instructions and procedures – not to be confused with Pyrometry Operator

IN-HOUSE (or IN-SOURCING): Keeping responsibility and control of key or critical processes inside an organization by using available internal resources In-house control (Insourcing) is often preferred to ensure compliance of critical with specific customer or statutory requirements – The opposite of Outsourcing

KNOWLEDGE: Information / understanding acquired over a period of time. Information acquired through study and retained over that period of time (education, training, experience etc.) The combination of data and information, to which is added expert opinion, skills and experience, to result in a valuable asset which can be used to aid decision making and problem solving.

LEVEL: A class or division of a group based on education, training and experience. There are 3 levels: Operator, Planner and Owner. Please refer to the current version of PD 6000 for definitions

METHOD: A well-defined division of a SPECIAL PROCESS widely recognised by industry. A specific area of a special process for example anodizing within Chemical Processing

NON-SPECIAL PROCESS RELATED REQUIREMENTS: Miscellaneous requirements such as Health and Safety, Environmental, etc.

OUT-SOURCED: is the contracting out of a business process to a third-party (external) supplier. It relates to both product and services

PERSONAL ATTRIBUTES: A quality or characteristic expected and required for a particular job, role or activity.

PRACTICAL EXAMINATION: The Practical Examination shall consist of a demonstration of proficiency in performing tasks that are typical of those to be accomplished in the performance of the candidate's duties. The examination content is derived from the corresponding BoK.

PYROMETRY OPERATOR: Individual(s) with a basic level of pyrometry knowledge. This (these) individual(s) provide a service to ensure that processes and methods used for periodic verification comply with the requirements of AMS 2750 (current issue) and any additional customer specific requirements which are more stringent. Examples may include setting up for and carrying out and recording thermocouple or Instrument calibration and results from Periodic Tests (TUS, SAT). A Pyrometry Operator has authority and responsibility to carry out tests and record results and in accordance with the above. A Pyrometry Operator does not have responsibility and authority to review, report or react to the results which their tests have generated. The role of Pyrometry Operator must not be confused with the role of Heat Treatment Operator

PYROMETRY PLANNER: Individual(s) with a significantly higher level of Pyrometry knowledge. In addition to knowing and being able to do what is expected from an Operator the Pyrometry Planner must have authority and responsibility for reviewing and acting on the results generated by the Operators tests, liaising with Operations /Production and external service providers where required. The Pyrometry Planner must be able to write and maintain procedures and works instructions related to Pyrometry

SERVICE PROVIDER: A company or individual that provides a service or product. Service provider is generally used to refer to external or outsourced (third party) suppliers of services and product although large organizations may have Internal Service Providers for example IT. Examples may include Instrument calibration, Periodic Tests (TUS, SAT), analysis or testing which is outside the capability of internal resources. Service providers may also be suppliers of goods for example thermocouples pure gases etc.

SKILL: Ability to perform a particular task. The quality of being able to do something that is acquired or developed through training or experience.

SPECIFIC EXAMINATION: The Specific Examination shall cover requirements and use of the specifications, codes, equipment, operating procedures and test techniques the candidate may use in the performance of his/her duties with the employer. Examination content will be derived from the corresponding BoK where applicable.

WEIGHTING: The “weighting” of each line item, using a scale of 1, 3, 7, 10, (1 being least important; 10 being most important) indicates the relative importance of that aspect of the BoK and will determine the likelihood and frequency of a question on that topic appearing in the examination

4. GUIDANCE TO EXAMINATION CANDIDATES

All eQuaLified examination candidates are recommended to read all documents referenced in section 2 of this document.

As stated in eQuaLified PD6200, every eQuaLified exam question shall relate directly to and be derived from the information as detailed in the current version of the BoK.

Candidates are therefore advised to ensure familiarity with all aspects of the BoK as detailed in Table 1. This can be done through:

- Self-study
- Completion of internal training
- Completion of external training (a list of eQuaLified approved providers can be found at www.eQuaLified.com)

Records of all qualified personnel shall be maintained and include:

- Date of Qualification
- Results of Written
- Results of Practical (if applicable)
- Results of Experience

5. LEVELS

Descriptors	Level		
	Operator (OP) <i>Understand and perform the hands-on operations of the special process for which qualification is sought.</i>	Planner (PL) <i>Capable of selecting manufacturing processes and interpreting process procedures to conform to customer specification and requirements.</i> <i>Capable of problem solving and resolving day to day issues.</i>	Owner (OW) <i>Capable of writing, reviewing and approving processes, procedures and qualifications of Operators and Planners. Capable of designing new processes and resolving issues among other levels.</i>
Pyrometry Specific Criteria	<p>Basic understanding of the HT / Pyro process</p> <p>Capable of recognizing when processes are 'deviating</p> <p>A Pyrometry Operator has authority and responsibility to carry out tests and record result</p> <p>A Pyrometry Operator does not have responsibility and authority to review, report or react to the results</p>	<p>In addition to knowing what the Operator does, the Planner must:</p> <p>manage HT shop that contracts the service provider and reviews reports</p> <p>Pyro Svc. Tech. needs to have higher understanding; conduct calibration, TUS testing, Thermocouple Calibrations, and SAT Tests.</p> <p>the Pyrometry Planner must have authority and responsibility for reviewing and acting on the results generated by the Operators tests</p>	<p>In addition to knowing what the Operator and Planner do, the Process Owner must:</p> <p>Manage people that perform the work and evaluate and reviews reports; must have knowledge of "how" to run the testing and trains.</p> <p>Takes responsibility for accuracy of purchase order information flowed down to service provider, Takes responsibility for ensuring that Service providers processes and procedures conform in all aspects with AMS 2750 / customer specific requirements (1)</p>
Technical Knowledge	<p>Basic knowledge of the special process, its main processes, methods and tools.</p>	<p>Good level of knowledge in all aspects of the special process, all its processes, methods and tools.</p> <p>Ability to coach others on contents and methods in the context of their workplace.</p>	<p>High or extensive knowledge in all aspects of the special process, all its processes, methods and tools to assess and validate improvements.</p> <p>Able to contribute to set externally recognized standards.</p> <p>Ability to define contents and methods for using knowledge effectively in influencing and developing international processes. Ability to influence the process with ones knowledge.</p>
Experience	<p>Sufficient experience to deal with recurrent activity.</p>	<p>Has enough experience to deal with unforeseen issues.</p>	<p>Wide proven experience of the subject. Is recognized specialist within the special process.</p>
Personal Attributes	<p>Takes into consideration behavioral characteristics such as but not limited to: team working, communication, direction and purpose, innovation and problem solving, mutual trust and respect, confidentiality and trustworthiness.</p>		
Skills	<p>Describes the activities necessary to perform each level of job function to comply with the Body of Knowledge</p>		
Non-Special Process Related Requirements	<p>Health & Safety, Environmental, Quality System Requirements.</p>		

(1) Important to be aware that the special process provider is ultimately responsible for the compliance of his Pyrometry Service Providers compliance

Special Process Bodies of Knowledge Review Boards must complete Table 1 to form the BoK

TABLE 1

ROLE DESCRIPTION: PYROMETRY PROCESS OWNER

SPECIAL PROCESS: PYROMETRY

SCOPE / METHOD: Performance of Pyrometric Requirements for Thermal Processing Equipment

REFERENCE GUIDELINES: All Paragraph references are applicable to AMS2750 (latest rev) unless otherwise identified.

Row #	COMPETENCE	Level (e.g. OP, PL, OW, T1)	Weight (1.3.7.10)	Exam Type Gen/Specific /Practical	Reference Guidelines (See description above)
1	KNOWLEDGE: The basic knowledge of the special processes, methods and tools				
2	GENERAL KNOWLEDGE:				
3	Knowledge and understanding of Aerospace quality system and compliance	OW	7	GEN	AS9100 AC7102 10.1, 10.9
4	Full and complete understanding of Internal Work Instructions as well as Industry Standards (see Addendum 1 of this document – pg. 7)	OW	7	GEN	PD6103 HT BoK RB AC7102 10.1, 10.9
5	Knowledge and understanding of how Corrective Action is conducted, for example, If the SAT difference exceeds the limits of applicable Specification AMS2750	OW	7	GEN	2.2.37, 3.4.5.4, 3.4.5.5, 3.5.16.1 AC7102 10.1, 10.9
	Knowledge and understanding of Safety compliance requirements as applicable	OW	7	GEN	ISO14001 & OHSAS 18001 AC7102 10.1, 10.9
6	Understand the importance of temperature sensors, instrumentation, thermal processing equipment, system accuracy tests, and temperature uniformity surveys	OW	10	GEN	AMS2750 AC7102 10.1, 10.9
7	Knowledge and understanding TRACEABILITY of calibration to NIST or equivalent agencies	OW	7	GEN	2.2.40,3.1.2.2.6 AC7102 10.1, 10.9
8	Has knowledge and understanding of tools and techniques to identify non-conformance and respond to non-conformance, root cause and 'risk management	OW	10	GEN	4.2 and AS9100 AC7102 10.1, 10.9
10	Knowledge and understanding of the need for clear and accurate 'flow down' of requirements for compliance including customer specific requirements – applies to all services from external sources including Calibration SAT and TUS where outsourced	OW	7	GEN	4.1
11					
12	SENSORS (THERMOCOUPLES)				
13	Knowledge and understanding of sensor types and proper applications taking in to account upper temperature usage recommendations and thermocouple manufacturers shielding recommendations	OW	7	GEN	3.1.1.4 AC7102 10.2
14	Knowledge and understanding of temperature ranges, atmospheres, construction, and usage	OW	7	GEN	AC7102 10.2
15	Knowledge and understanding recalibration, reuse, salvage and replacement requirements	OW	7	GEN	AC7102 10.2
16	Knowledge and understanding of extension wires and proper connections and wireless transmitters	OW	7	GEN	AC7102 10.2
17	Knowledge and understanding of calibration and reporting requirements taking into account the statement in AMS2750 that the thermocouple calibration intervals are the maximum permitted and that Owner is responsible for ensuring that the calibration intervals will prevent excessive drift under conditions of exposure for the equipment under the pyrometric control of the Owner.	OW	7	GEN	AC7102 10.2 AMS2750 3.1.2.
18	Knowledge and understanding of Thermocouple failures and subsequent actions	OW	7	GEN	3.4.5.4, 3.5.16, 3.5.19 AC7102 10.2
19	Knowledge and understanding of when and how correction factors shall be used when required by AMS2750.	OW	7	GEN	Figure 6, 3.4.5.3.1 AC7102 10.2
20					
21	INSTRUMENTATION:				
22	Knowledge and understanding of test instrumentation hierarchy	OW	7	GEN	AC7102 10.3, 10.3.1
23	Knowledge and understanding of test instrumentation calibration and reporting requirements Understands that all test instruments must be digital and in compliance with AMS 2750 or other specifications if these are more stringent	OW	7	GEN	3.2, Table 4,6,7,8,9, figure 3 AC7102 10.3, 10.3.1
24	Knowledge and understanding of Instrument Sensitivity	OW	7	GEN	2.2.58, table 3 AC7102 10.4, 10.4.4
25	Knowledge and understanding of controlling, monitoring and recording instrumentation	OW	7	GEN	AC7102 10.4, 10.4.4

	calibration and reporting requirements				
26	Knowledge and understanding of when and how offset shall be used when required by AMS2750.	OW	7	GEN	3.2.4, Fig 6, 3.4.5.6, table 6, table 7 AC7102 10.8.6
27	Knowledge and understanding of Resolution requirements for chart recorders (Analog chart recording instruments)	OW	7	GEN	Table 4 AC7102 10.5
28	Knowledge and understanding of Furnace software (Electronic Program Control and Data Acquisition)	OW	7	GEN	3.2.7.1.2 AC7102 10.5
29	Knowledge and Understanding of the difference between Analog and Digital instrument requirements	OW	7	GEN	AC7102 10.5
30					
31	THERMAL PROCESSING EQUIPMENT:				
32	Understand how to distinguish Furnace Class and Instrumentation Type	OW	10	GEN	3.3 AC7102 10.6
33	Understand different types of Thermal Processing Equipment including Oven, Furnaces, quench baths and refrigeration equipment, etc. and their basic function and usage	OW	7	GEN	3.3.1 to 3.3.6.1 AC7102 10.6
34					
35	SYSTEM ACCURACY TESTS				
36	Understand how to perform System Accuracy Test (SAT) using Industry standard instrumentation	OW	7	GEN	AMS2750
37	Knowledge and understanding of how SAT is performed to assure the accuracy of the furnace control and recording system in each control zone.	OW	7	GEN	3.4, fig 6, table 3, table 6, table 7
38	Knowledge and understanding of how to maintain Records system accuracy test report	OW	7	GEN	3.7
39	Knowledge and understanding of how a Preventive Maintenance Program can impact SAT interval – Limitations to use of Resident Thermocouples for SAE, Limitations to use of Base Metal Thermocouples	OW	7	GEN	3.4.4,3.5.4,3.5.7.1
40	Knowledge and understanding of the difference in furnace test interval requirements for processing parts vs. raw material – Test Method / Loading conditions in running	OW	7	GEN	Table 6-7
41	Knowledge and understanding of how Periodic SAT shall be performed in accordance with the interval shown in applicable Specification AMS2750.	OW	10	GEN	3.4
42	Knowledge and understanding of SAT Data Collection – Recording and Evaluation	OW	7	GEN	3.5.14.4
43					
44	TEMPERATURE UNIFORMITY SURVEYS:				
45	Understand how to perform Temperature Uniformity Survey (TUS) using Industry standard instrumentation – understands why it is important	OW	7	GEN	AMS2750 AC7102 10.8, 10.8.5.4
46	Knowledge and understanding the criteria and characteristics of furnace modification or adjustment and repairs or replacements performed and determination to evaluate subsequent action	OW	7	GEN	3.5.3, 3.5.4 AC7102 10.8, 10.8.5.4
47	Knowledge and understanding of how a Preventive Maintenance Program can impact TUS interval in particular the need for new initial survey and loss of relaxed frequency tests	OW	7	GEN	3.4.4,3.5.4,3.5.7.1 AC7102.10.8, 10.8.5.4
48	Knowledge and understanding of the difference in furnace test interval requirements for processing parts vs. raw material	OW	7	GEN	Table 8-9 AC7102 10.8, 10.8.5.4
49	Knowledge and understanding of how Periodic TUS shall be performed in accordance with the interval shown in applicable Specification AMS2750 and when a new initial TUS is required	OW	10	GEN	3.5 AC7102 10.8, 10.8.5.4
50	Knowledge and understanding of TUS Data Collection – recording and evaluation	OW	7	GEN	3.5.13.3 AC7102 10.8, 10.8.5.4
51	Knowledge and understanding of designing furnace loading maps to comply with AMS2750 requirements – in addition controls and limitations on use of Heat Sinks and response to TUS failure.	OW	7	GEN	3.5.21.1.c AC7102 10.8.2
52	Knowledge and understanding of how to select TUS parameters that reflect the normal operation of the equipment in production	OW	10	GEN	AMS2750 3.5.8
53					
1	SKILLS: Defined within these rolls describes the range of skills. The skills required to perform a particular special process task				
2	READ AND UNDERSTAND WRITTEN INSTRUCTIONS:	OW	7	GEN	General Industry AC7102 10.1, 10.1.1 , 10.9
3	Ability to understand specification requirements and customer flow-down requirements	OW	7	GEN	General Industry AC7102 10.1, 10.1.1 , 10.9
4	Develop testing or calibration schedule to comply with customer requirements	OW	7	GEN	General Industry AC7102 10.1, 10.1.1 , 10.9
5	Develop practices to ensure operations are in compliance with calibration, SAT and TUS requirements	OW	7	GEN	General Industry AC7102 10.1, 10.1.1 , 10.9
6	Instrumentation and Equipment handling skills and Safety Practices				
7	Able to review and assess equipment technical data and determine its compliance to	OW	7	GEN	Table 3, 3.2

	Pyrometry specification (add Tech Sheet(s) for test) <ul style="list-style-type: none"> • Able to determine conformance to instrument requirements • Able to determine acceptability for controlling, monitoring and recording instruments, field instruments and secondary instruments 				AC7102 10.1, 10.1.1 , 10.9
8	Ability to review requirements and establish instrumentation, satisfying instrumentation type.	OW	7	GEN	3.3.2 AC7102 10.1, 10.1.1 , 10.9
9					
10	Review, Analyze/Evaluate and Report the data and Establish Appropriate Action	OW		GEN	General Industry, 3.7 AC7102 10.7.4, 10.8.7
11	Report and analyze SAT Data	OW	7	GEN	3.4.5 AC7102 10.7.4, 10.8.7
12	Report and analyze TUS Data	OW	7	GEN	3.5.16, 3.5.17, 3.5.21 AC7102 10.7.4, 10.8.7
13	Report and analyze Calibration Data	OW	7	GEN	Table 1 & Table 3 AC7102 10.7.4, 10.8.7
14	Material-Specific Requirements consistent with AMS 2750 (latest revision)	OW	7	GEN	3.5.23 AC7102 10.7.4, 10.8.7
15	Take responsibility for ensuring compliance of procedures and processes used by External Service Providers with AMS 2750 and Customer specific requirements	OW	7	GEN	4.1 AC7102 10.7.4, 10.8.7
16					
17	Preventive Maintenance:				
18	Knowledge and understanding of the Preventive Maintenance Program	OW	7	GEN	3.4.4, 3.5.4, 3.5.7.1 AC7102 10.7.4, 10.8.7
19					
1	Sequencing:				
2	Has an appropriate understanding of where this process falls in the sequence of events.	OP	10	GEN	
1	PERSONAL ATTRIBUTES: Are statements that will enable judgment of the person's personal attributes				
2	Train and mentor	OW			General Industry
3	Overall responsibility, Ownership and Authority on site level pyrometry activities	OW			AMS2750
4	Writing work instructions and procedures and align them to the top level quality requirements	OW			AS9100
5	Responsible Review and Signatory authority	OW			AS9100
6	Responsible for documenting an on-going plan for pyrometry compliance at site level per AMS2750	OW			AMS2750
7	Responsible for conducting periodic self-audits	OW			AS9100
8	Responsible for continuous preventative maintenance plan	OW			AS9100
9	Responsible for conducting internal personal qualification exam in order to comply with HT BoK ERB requirements	OW			eQuaLified
10	Responsible for Timely notification of calibration intervals	OW			AMS2750
11	Good communicator at all levels	OW			
12					
1	EXPERIENCE: Are the minimum experience requirement expected to demonstrate their competence.				
2	EDUCATION:				
3	Secondary Education	OW			
4	High School Graduate / GED	OW			
5					
6	TRAINING / HANDS-ON EXPERIENCE:				
7	Minimum of 4 years of on the job experience includes:	OW			General Industry
8	Experience or knowledge of Handling Furnace equipment and Instrumentation	OW			General Industry
9	Experience Performing required Pyrometry Tests on Furnace equipment and Instrumentation	OW			General Industry
10	Experience with Data review and Analysis	OW			General Industry
11	Experience Mentoring the Operator and Planner Levels	OW			General Industry
12	Experience Reviewing Customer Specifications and Reviewing Customer Compliance	OW			General Industry
13		OW			
14	Must pass written exams and demonstrate proficiency	OW			PD6103 ERB
15					
1	NON-SPECIAL PROCESS RELATED REQUIREMENTS: Defined within these rolls are other general or pre-requisite needed				
2	Must have a thorough understanding of general Quality Systems (AS9100) or equivalent	OW	7	GEN	AS9100
3	Must have a thorough understanding of customer specific requirements	OW	7	GEN	General Industry
4	Must have a thorough understanding of Control of Non Conformance for equipment and product including Containment , Customer notification and disposition	OW	7	GEN	ISO9001 AS9100 4.1 / 4.2
5					
1	PORTFOLIO REQUIREMENTS (for OWNER LEVEL Qualification Only)				

Portfolio must include the following components for consideration				
2	Planner Exam Score <i>(Must receive at least 80%)</i>	OW	10	
3	Planner Exam Validity <i>(Must be within 6 months of requalification)</i>	OW	10	
4	Experience Survey	OW	10	
5	Resume of Experience <i>(Description of Current and Previous Jobs)</i>	OW	10	
6	Employer / Client Verification <i>(Signed Statement of Corroboration by either current employer or client)</i>	OW	10	
7				
8	NOTE: The above components will be scored accordingly			

