

Subordinate Standard Program		
AS9110 Aerospace Maintenance CB Application for Accreditation		
AUTHORITY: Accreditation Manager	EFFECTIVE DATE: 24 October 2011	DOCUMENT NUMBER: FA 2007.08

Section 1: CB Name, Contact Information, and Processing Fees

CB name:

Street address:

City:

State/province:

Postal code:

Country:

Name of person completing application:

E-mail:

AS9110 application fee: \$2,500

Fees are payable when purchasing application

Application and all supporting documents shall be submitted in English.

Instructions on application process are at www.anab.org; click on Become a Certification Body.

Application shall be obtained through ANAB's Enterprise Quality Manager (EQM) database at <http://anab.remoteauditor.com> and completed electronically (including submission of all supporting evidence) and submitted to ANAB via EQM. Instructions on how to obtain and upload the application in EQM can be found at www.anab.org; under Documents, select Heads Up and click on issue 72.

If the completed application is not accepted by ANAB after three reviews, the application will be declined. The CB may re-apply (including payment of application fees) after 60 days.

A CB applying for AS9110 accreditation shall already be [AS9100](#) accredited by or in application with ANAB.

For details on this ANAB accreditation program, refer to [ANAB Accreditation Rule 29](#) (at www.anab.org, under Documents select Accreditation Rules).

Section 2: CB AS9110 Auditor Training Program

Per [AS9104](#) and [AS9014 \(sections 6.4.b and 6.4.c\)](#), the auditor training program shall be reviewed and approved by the AB during the AQMS sector accreditation process. ANAB works with RABQSA International for the course approval process. **The aerospace training application is at www.rabqsa.com.**

Section 3: AS9110 CB Requirements

Provide evidence that the CB's certification system includes the requirements of AS9104 and AS9014.

Requirement	To Be Completed by CB		To Be Completed by ANAB
	Reference to Supporting Document(s) Including Specific Section References	Comment/Response	Comment/Response
1. Provide evidence (including section number) CB has incorporated into its AQMS certification process that audit team leader must be approved/certified as an Aerospace Experience Auditor for AS9110. Alternatively, CB shall use an AS9100 AEA who has successfully taken AS9110 tailored course and an industry expert. Requirement: AS9104 and AS9014, Section 8.1.1 or, as applicable, IAQG Resolution 27	Initial Response		Approved?
	Second Response		Approved?
	Final Response		Approved?
2. Provide evidence (including section number) CB has incorporated into its AQMS certification process that other team members are aerospace auditors for AS9110 according to AS9104, 7.1, and team includes members who understand technological and industrial sectors of system being audited. Requirement: AS9104 and AS 9014, Sections 8.1.2 and 8.1.3	Initial Response		Approved?
	Second Response		Approved?
	Final Response		Approved?
3. If CB uses technical experts or other outside help, provide evidence of how this is managed. Requirement: AS9104 and AS9014, Section 8.1.3	Initial Response		Approved?
	Second Response		Approved?
	Final Response		Approved?
4. Provide evidence (including section number) CB has incorporated requirements for duration of audits for AS9110 into its AQMS certification process. Requirement: AS9104 and AS9014, Sections 8.2.1 and 8.2.2	Initial Response		Approved?
	Second Response		Approved?
	Final Response		Approved?

5. Provide evidence (including section number) CB has incorporated into its AQMS certification process requirement that all audits are documented on AS9111 checklist or electronic facsimile (including scoring). Requirement: AS9104 and AS9014, Section 8.4	Initial Response	
		Approved?
	Second Response	
6. Provide model of certificate to be issued to AS9110 certified clients with evidence of all required information. Requirement: AS9104 and AS9014, Section 8.6		Approved?
	Second Response	
	Final Response	
		Approved?

Section 4: AS91103 Auditors

CBs must use approved or certified AS9110 Aerospace Auditors. AS9104 and AS9014, 11.1, require each sector management structure (SMS) to have a formal process for authentication and re-authentication of each aerospace auditor's qualifications and experience. The process for the Americas sector requires that applications for auditor approval and certification be submitted to the accreditation body for subsequent recognition by the voting members of the RMC. ANAB has arrangements with RABQSA International for review and approval of auditors.

Mark X to left of one of the following:

CB will use new auditors yet to be AS9110 approved or certified. Complete AS9110 auditor application, which can be found at www.rabqsa.com, for each auditor and submit completed application to RABQSA International at milwaukee@rabqsa.com.

CB will use auditors already AS9110 approved or certified. Complete table below. If more space is needed, provide information as attachment and enter attachment name here (and include attachment in supporting documents zipped file).

Auditor name	Date approved or certified	If approved, provide name of CB under which auditor was approved

Section 5: AS9110 Initial Audits

ANAB requires initial witnessed audits for AS9110 accreditation, as described in [Accreditation Rule 29](#).

Section 6: CB Management Endorsement

Submission steps:

1. Verify responses to all questions are complete and all required information (attachments) is included.
2. Upload application to EQM (<http://anab.remoteauditor.com>). Instructions on how to upload the application and supporting evidence to EQM can be found at www.anab.org; under Documents, select Heads Up and click on issue 72.
3. Verify they course application, including all required information, has been submitted to RABQSA International (if applicable).
4. Verify the assessor application, including all required information, has been submitted to RABQSA International (if applicable).
5. The initial (off site) document review takes approximately two weeks.
6. The CB will be notified when the review is complete.

CB management who completed the application and determined that the information meets all applicable requirements:

Name:

Title:

Date: