



## **ACCREDITATION RULE 29**

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**SUBJECT:** Accreditation Program for the Aerospace ICOP Program—AS9100, AS9110, and AS9120

**APPLIES TO:** ANAB Accredited and Applicant Certification Bodies (CBs) for AS9100, AS9110, and AS9120

### **PREFACE**

The general requirements and process for accreditation by ANAB are documented in the ANAB Accreditation Manual (MA 6000). This Accreditation Rule is to inform certification bodies (CBs) of the specific ANAB requirements for accreditation to certify organizations for the aerospace industry's ICOP program for AS9100, AS9110, and AS9120.

### **Abbreviations**

**AA** – aerospace auditor

**AAQG** – Americas Aerospace Quality Group

**AEA** – aerospace experienced auditor

**AQMS** – aerospace quality management system

**IAF** – International Accreditation Forum

**IAQG** – International Aerospace Quality Group

**ICOP** – industry controlled other party

**MLA** – multilateral recognition arrangement

**OASIS** – On-Line Aerospace Supplier Information System

**OEM** – original equipment manufacturer

**RMC** – Registration Management Committee

### **ACCREDITATION RULE**

#### **1. Requirement Documents**

- 1.1. ISO/IEC 17021, *Conformity assessment – Requirements for bodies providing audit and certification of management systems*
- 1.2. AS9101D *Quality Management Systems Audit Requirements for Aviation, Space, and Defense Organizations*
- 1.3. AS9104 *Requirements for Aerospace Quality Management System Certification/Registration Programs*
- 1.4. AS9104-2 *Requirements for Oversight of Aerospace Quality Management System Registration/Certification Programs*
- 1.5. AS9104-3 *Requirements for Aerospace Auditor Competency and Training Courses*
- 1.6. AS9014 *Americas Aerospace Quality Group Requirements for Aerospace Quality Management System Certification/Registrations Programs*

- 1.7. AS9100 *Quality Management Systems—Aerospace—Requirements*
- 1.8. AS9110 *Quality Management Systems—Aerospace—Requirements for Maintenance Organizations*
- 1.9. AS9120 *Quality Management Systems—Aerospace—Requirements for Stockist Distributors*
- 1.10. IAQG ICOP Resolutions as applicable
- 1.11. IAQG OPMT Supplemental Rules as applicable
2. Prerequisites
  - 2.1. A CB shall be accredited as conforming to ISO/IEC 17021 and related applicable IAF mandatory documents by an IAF MLA signatory accreditation body for at least one year.
  - 2.2. A CB seeking accreditation for AS9110 or AS9120 shall already be accredited for AS9100 for at least one year.
3. Application Process
  - 3.1. The AS9100, AS9110, and AS9120 applications in .pdf format can be obtained for informational use at [www.anab.org](http://www.anab.org). Click on “Applications” from the menu at the left of the page, then click on the link for “applications in .pdf format” in the fifth paragraph, and then click on the links for the application forms for each standard.
  - 3.2. When the CB is ready to apply for AS9100, AS9110, or AS9120 accreditation, the application process outlined at [www.anab.org/HTMLFiles/cb\\_aps.htm](http://www.anab.org/HTMLFiles/cb_aps.htm) must be completed via ANAB’s EQM database.
  - 3.3. The application fee includes the cost of one assessor day for the off-site documentation review. Note: ANAB will invoice for subsequent reviews.
4. Initial Assessment and Accreditation
  - 4.1. For AS9100, ANAB shall conduct a documentation review, office assessment, and full-system witnessed audit.
    - 4.1.1. An ANAB accreditation assessor qualified as an AS9100 AEA shall conduct a full documentation review.
    - 4.1.2. After the documents are found acceptable, ANAB shall conduct an on-site office assessment.
      - 4.1.2.1. An ANAB accreditation assessor qualified as an AS9100 AEA may conduct a concurrent on-site documentation review and office assessment.
    - 4.1.3. ANAB shall witness the CB conducting a two-stage audit.
      - 4.1.3.1. The ANAB assessment team shall have the same number of members as the CB audit team. The team lead shall be qualified as an AS9100 AEA and the other members of the ANAB assessment team shall be qualified as AS9100 AEAs or AS9100 AAs.
    - 4.1.4. Upon completion of the documentation review, office assessment, and witnessed audits, and satisfactory resolution of any nonconformances, ANAB shall concurrently ballot the ANAB Accreditation Council and the AAQG RMC for approval of accreditation of the CB for AS9100.
  - 4.2. For AS9110, ANAB shall conduct a documentation review and witnessed audit.
    - 4.2.1. An ANAB accreditation assessor qualified as an AS9110 AEA shall conduct a full documentation review.
    - 4.2.2. After the documents are found acceptable, ANAB shall witness the CB conducting a two-stage audit.

- 4.2.2.1. The ANAB assessment team shall have the same number of members as the CB audit team. The team lead shall be an AS9110 AEA and other members of the ANAB assessment team shall be AS9110 AEAs or AS9110 AAs or AS9100 AEAs accompanied by a maintenance/repair/overhaul technical expert.
        - 4.2.2.1.1. Because of the level of expertise needed during AS9110 witnessed audits, ANAB may use technical experts during some AS9110 witnessed audits. The technical expert fees and expenses will be charged to the CB.
      - 4.2.3. Upon completion of the documentation review and witnessed audits and satisfactory resolution of any nonconformances, ANAB shall concurrently ballot the ANAB Accreditation Council and the AAQG RMC for approval of accreditation of the CB for AS9110.
    - 4.3. For AS9120, ANAB shall conduct a documentation review.
      - 4.3.1. An ANAB accreditation assessor qualified as an AS9120 AEA shall conduct the documentation review.
      - 4.3.2. After satisfactory completion of the documentation review and satisfactory resolution of any nonconformances, ANAB shall ballot the ANAB Accreditation Council for approval of accreditation of the CB for AS9120.
- 5. Maintaining Accreditation for AS9100, AS9110, or AS9120
  - 5.1. Continuance of Accreditation
  - 5.2. ANAB shall conduct an annual office assessment and annually witness a CB team (a team may be one auditor) conducting one AQMS audit.
    - 5.2.1. The office assessment shall be conducted concurrently with other accreditation programs for which the CB is accredited.
    - 5.2.2. ANAB shall witness at least one AS9100 or AS9110 audit each year. ANAB shall witness each standard for which the CB is accredited at least once in each four-year accreditation cycle, considering also the number of certifications for each standard. If the CB is also accredited for AS9120, ANAB shall witness an AS9120 audit, in addition to an AS9100 or AS9110 audit, at least once in the four-year accreditation cycle.
  - 5.3. The CB shall manage official complaints, OASIS feedback, nonconformities, and other issues and concerns generated by OEMs or other customers through the CB's nonconformity process, whereby the CB is required to undertake correction, root cause analysis, and corrective action.
- 6. Appeals
  - 6.1. ANAB will notify the chair of the AAQG RMC upon receipt of an appeal of any ANAB action or decision by a CB accredited for AS9100, AS9110, or AS9120. At the time ANAB is forming a panel to hear an appeal, ANAB shall inform the chair of the AAQG RMC, who may appoint an individual to participate as a non-voting member of the ANAB appeal panel.
- 7. Suspension or Withdrawal of Accreditation
  - 7.1. Upon suspension or withdrawal of accreditation of a CB for AS9100, AS9110, or AS9120, ANAB shall promptly (within five business days) inform the chair of the AAQG RMC of the suspension or withdrawal and shall update OASIS to indicate the suspension or withdrawal.
    - 7.1.1. If the CB's ISO 9001 accreditation is suspended or withdrawn, the CB's accreditation for AQMS standards shall also be suspended or withdrawn.
  - 7.2. The CB shall notify all of its AQMS clients of its suspended status within one month of suspension.

- 7.3. While suspended, the CB shall continue to conduct surveillance and recertification audits required to maintain certification of its AQMS clients. The CB shall obtain approval from ANAB prior to issuing any recertifications. The CB may continue to conduct initial audits, but may not issue certification for any new AQMS clients while suspended.
  - 7.4. The period of suspension shall be for no longer than six months.
  - 7.5. Following voluntary or involuntary withdrawal of accreditation, the CB must wait 12 months to reapply for accreditation.
8. Advanced Surveillance and Reassessment Process (ASRP)
    - 8.1. The International Aerospace Quality Group through its Industry Controlled Other Party process has approved the use of the IAF ASRP. The process shall follow ANAB's Accreditation Rule on ASRP and additional rules set forth by the IAQG ICOP.