



# Heads Up

Issue: 04

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To: ANSI-RAB NAP Accredited Registrars and Accreditation Auditors

From: Randy Dougherty, Director of Registrar Accreditation

Re: AS9100 Auditor Applications—Expectation of Aerospace Industry Experience

The Americas Aerospace Quality Group Registrar Management Committee (AAQG-RMC) earlier this year reorganized to form an auditor review subcommittee of four of the seven RMC members. The members are Mike Roberts of Boeing, as the Chair; Luiz Brandao of Embraer; Colin Clarke of Bombardier; and Dale Gordon of Rolls Royce.

The subcommittee has become more efficient under the leadership of Mike Roberts, with the members voting on recommendations within a few days.

The subcommittee is also bringing improved clarity to its expectations.

The subcommittee has re-reviewed the requirements in AIR5359, 7.2.3.1, 7.2.3.2, and the note to 7.2.3.2, and re-affirmed the intent that **all** aerospace auditors have actual aerospace industry experience. I acknowledge that this is different than the practice of RAB when reviewing applications. We assumed that the four of 10 years of aerospace industry experience was required for AIEAs, but all other auditors (those with less than four years, or older than 10 years, or with no aerospace industry experience) could become AIEAs by training and witnessed audits. This means that auditors with no aerospace industry experience may not be approved as AIEAs. See the note to AIR5359, 7.2.3.2 which states “in exceptional circumstances.”

Therefore, RAB will begin to screen all applications for aerospace industry experience, and will question any applications without any experience because while these applicants may be approved as AAs, they may not ever be approved as an AEA. Approval as an AA is of very limited value because of the requirement for an AEA to be on every audit.

The subcommittee would like to see with every application for AS9100 Auditor (AA), AS9100 Aerospace Experience Auditor (AEA), and Aerospace Industry Experience Auditor (AIEA) a resume and a letter or memo from the applicant in which the applicant elaborates and describes his or her aerospace industry experience (for example, at what company, what the aerospace-related product was, and what the applicant did). This is a new expectation, as in the past a resume was not expected for an AA or for an AA being upgraded to AEA based on training and

witness audits. The resume and letter should be provided to RAB as electronic attachments to e-mail.

The subcommittee also clarified expectations of witnessed audits. An applicant for AEA by training and witnessed audits must present information demonstrating satisfactory witnessing of at least two audits, and must demonstrate having been witnessed auditing all of the requirements of AS9100 in these two audits. However, it will be acceptable to have more than two witnessed audits if necessary in order for the applicant to audit all requirements.

Also, the witnessed organizations must be true aerospace industry suppliers. It is preferred that the organization being audited for the witness audit be a major airframe manufacturer, prime supplier, or auxiliary equipment supplier. A suggestion is to check prior to a witnessed audit to see if the audit will be considered acceptable for the purposes of upgrading an AA to AEA.

Also be alert to another change: CRBs and auditors in the Americas (North, Central, and South America) can apply for approval through the ANSI-RAB NAP, SCC, and INMETRO. CRBs and auditors in Asia should apply through SJAC and in Europe through AECMA. This change may affect applications in process.