SAE The Engineering Society For Advancing Mobility Land Sea Air and Space®
INTERNATIONAL
400 Commonwealth Drive, Warrendale, PA 15096-0001

AEROSPACE STANDARD

SAE AS9101
Technically equivalent to AECMA prEN 9101

Issued 2000-09

Quality System Assessment

TO PLACE A DOCUMENT ORDER: (724) 776-4970 FAX: (724) 776-0790 SAE WEB ADDRESS: http://www.sae.org

1. SCOPE:

   The purpose of this procedure is to define the content and the presentation of the Assessment Report.

2. QUALITY SYSTEM ASSESSMENT REPORT CONTENT:

   The Assessment Report is made up of:

   - Page 3 (required)
     General Assessment Information
   - Page 4 (required)
     Assessment Conclusions
   - Page 5 (optional)
     General Company Information
   - Page 6
     Assessment Result Summary
   - Page 7
     Assessment Scoring Chart

   One of these 2 pages is required, the other one is optional.

   - Page 8
     Corrective Action Request Form
   - Appendix 1
     Quality System Questionnaire
   - Appendix 2 *(Supplied by Auditor)*
     Documents regarding the company:

     - Organization charts
     - Copies of agreements and certifications

	ASSESSMENT REPORT	

GENERAL ASSESSMENT INFORMATION

1. Supplier & Work Address

Company Name :	Fax Number :
Parent Name :	E-Mail :
Supplier Identification :	CAGE code :
Site Address :	Assessment Representative & Title :
	Management Representative & Title :

2. ISO Registration

[ ] ISO Registred	Registrar Name :
[ ] ISO Standard / Revision	Expiration Date :
Product Codes :	

3. Assessment Team

Lead Assessor Name :	Other Assessor Members :
[ ] Certified Auditor	
[ ] Qualified Auditor (e.g., ISO10011-2)	

4. Assessment Dates

Begin Date :	End Date :

5. Assessment Scope

[ ] Total facility assessed [ ] Initial assessment	[ ] All AS9100 / EN9100 elements assessed
[ ] Partial facility assessed [ ] Re-assessment	[ ] Partial AS9100 / EN9100 elements assessed
[ ] Other :	Elements not assessed :

6. Assessment Disposition

[ ] Compliant [ ] Non compliant	Scoring result :
[ ] Compliant with minor corrective actions	

7. Assessment Approval

Assessing Company	Date	Lead Assessor Name	Signature

	ASSESSMENT REPORT	

ASSESSMENT CONCLUSIONS (To be completed in English)
General comments about the organization and the quality system of the assessed Supplier:
Strong points :
Weak points :

	ASSESSMENT REPORT	

GENERAL SUPPLIER INFORMATION

1. Legal and Financial Aspects

- ❒ Date of Formation :
- ❒ Legal Status :
- ❒ Capital :
- ❒ Other Data :

	Third Prior Financial Year ( )	Second Prior Financial Year ( )	First Prior Financial Year ( )	Current Financial Year ( )
Sales				
Earnings				
Earnings used for Re-Investment				
Workforce				

2. Turnover breakdown and main Customers

Activities	Main Customers	Sales Percentage
Aircraft, Space and Defense Industry		
Other Activity (be specific)		

3. Clearances or Approvals granted by Authorities

Name of the Authority	Types and References	End of Validity (date)

	ASSESSMENT REPORT	

ASSESSMENT RESULT SUMMARY					
Supplier:					
Assessment Results :					
Elements (AS9100 / EN9100 Standard)	**Result** S	MA	mi	N/A	**Corrective Action Request Number (MA/mi)**
1. Management Responsibility					
2. Quality System					
3. Contract Review					
4. Design Control					
5. Document and Data Control					
6. Purchasing					
7. Control of Customer-supplied Product					
8. Product Identification and Traceability					
9. Process Control					
10. Inspection and Testing					
11. Control of Inspection, Measuring & Test Equipment					
12. Inspection and Test Status					
13. Control of Non-conforming Product					
14. Corrective and Preventive Actions					
15. Handling, Storage, Packaging, Preservation & Delivery					
16. Control of Quality Records					
17. Internal Quality Audits					
18. Training					
19. Servicing					
20. Statistical Techniques					
Results Summary					Assessing Company :
					Lead Assessor Name :
					Signature

	ASSESSMENT REPORT	

ASSESSMENT SCORING CHART									
Supplier:		Result							
	Elements (AS9100 / EN9100 Standard)	3	2	1	0	Coef. Item	Result	Max. Result	Observation Corrective Action Request No. (MA/mi)
1.	Management Responsibility					2			
2.	Quality System					2			
3.	Contract Review					2			
4.	Design Control					5			
5.	Document and Data Control					2			
6.	Purchasing					2			
7.	Control of Customer-supplied Product					1			
8.	Product Identification and Traceability					2			
9.	Process Control					5			
10.	Inspection and Testing					2			
11.	Control of Inspection, Measuring & Test Equipment					1			
12.	Inspection and Test Status					1			
13.	Control of Non-conforming Product					2			
14.	Corrective and Preventive Action					2			
15.	Handling, Storage, Packaging, Preservation & Delivery					2			
16.	Control of Quality Records					1			
17.	Internal Quality Audits					2			
18.	Training					2			
19.	Servicing					2			
20.	Statistical Techniques					1			
						R ⇨			⇦ M

QUALITY SYSTEM RATING : $\frac{20 \times R}{M} =$

Note : Non-conformitites to major requirements in Elements 4 or 9 prevent classification A (see Questionnaire)

20	19	18	17	16	15	14	13	12	11	10	9	8	7	6	5	4	3	2	1	0
A GOOD					B MEDIUM				C POOR				D UNACCEPTABLE							

Cross according to the Quality System Rating

The assessed Supplier agrees on the Quality System scoring and the Corrective Action Request					
Supplier Representative :		Signature :		Date :	

	CORRECTIVE ACTION REQUEST (C.A.R.)	

Supplier:	Identification C.A.R. No.:
Site:	Date issued:
Reference Standard :	Referenced Standard Element concerned :

Action No.	Criticality MA / mi	Non-Conformance Description

Assessor Name :	Assessor Signature :

Assessed Supplier to complete the Corrective Action Request with root cause analysis, corrective action and planned completion date of corrective action, and return to the assessing Company by due date.

Due date :

To be filled out by the Assessed Supplier Representative

1st Step

Action No.:	Root Cause :

Action No. :	Corrective Action :	Planned completion date of Corrective Action :	Completion date :

Supplier Representative Name :	Signature :	Current date :

2nd Step

Supplier Representative Name :	Signature :	Current date :

Verification of the implementation of the completed Corrective Action to be filled out by the Assessing Company

Completed on :	Accepted : Yes ☐ No ☐	Name :	Signature :

APPENDIX 1
QUALITY SYSTEM QUESTIONNAIRE

1. SCOPE:

The purpose of this document is to present the questionnaire to be used during the "on site" quality system assessment of suppliers in order to ensure common practices for these assessments.

2. USE OF THE QUESTIONNAIRE:

The use of this questionnaire is mandatory and will be a part of the Assessment Report.

The questionnaire is based on the AS9100/EN9100 standard, which is relative to:

- ISO 9001 requirements (1994)
- Additional Aerospace specific requirements are shown in bold and italics

Important questionnaire elements are defined below:

- Critical (C)
  The levels of criticality are used for the scoring, and determines the level of corrective action (Major if the level of criticality is critical, otherwise minor).

- Reference and revision
  If needed, write the number and the revision level of the considered procedures.

- Document
  Mark the appropriate box for each requirement with:
  - Satisfactory (S)
  - Corrective action required (CA)
  - Not applicable (N/A)

- Use
  Mark the appropriate box for each requirement with:
  - Satisfactory (S)
  - Corrective action needed (CA)
  - Not applicable (N/A)
  - Not evaluated (N/E)

  The criticality of the corrective action is either Major (MA) or Minor (mi) depending whether the discrepancy is related to a critical requirement identified by the capital letter "C" in the 1st column.

2. (Continued):

- Objective evidence assessed
  Write the objective evidence reviewed during the assessment. Guidance is provided for certain questions, as indicated in the S column by a small number (for example: 1).

- Discrepancy with Standard's requirement
  Write the identified deviation or the number of corrective action request.

- Observations/Comments
  Write as appropriate in this box, the observations and comments that could be helpful for the supplier (e.g., clarification, continuous improvement, safety issue). This is not a deviation.

Summary

Section headings	Page numbers
1. Management responsibility	4 - 5
2. Quality system	6 - 7
3. Contract review	8
4. Design control	9 - 12
5. Document and data control	13 - 14
6. Purchasing	15 - 17
7. Control of customer-supplied product	18
8. Product identification and traceability	19
9. Process control	20 - 22
10. Inspection and testing	23 - 25
11. Control of inspection, measuring and test equipment	26 - 28
12. Inspection and test status	29
13. Control of nonconforming product	30 - 31
14. Corrective and preventive action	32
15. Handling, storage, packaging, preservation and delivery	33 - 34
16. Control of quality records	35
17. Internal quality audits	36
18. Training	37
19. Servicing	38
20. Statistical techniques	39

Abbreviations used

S : Satisfactory
CA : Corrective action required
MA : Major corrective action
mi : Minor corrective action
N/A : Not applicable
N/E : Not evaluated

	AS9101 QUALITY SYSTEM QUESTIONNAIRE	Page : 4/39

ASSESSMENT QUESTIONS	CRITICAL	REFERENCE and Revision	DOCUMENT S	DOCUMENT CA MA/mi	DOCUMENT N/A	USE S	USE CA MA/mi	USE N/A	USE N/E
4.1. Management responsibility									
4.1.1. Quality policy									
01 Has the supplier's management with executive responsibility defined and documented the quality policy including objectives and the commitment to quality?	C		1)						
02 Is the quality policy relevant to the supplier's organizational goals and the expectations and needs of its customers?	C		2)						
03 Does the supplier ensure that the quality policy is understood, implemented and maintained at all levels of the organization?	C					3)			
4.1.2. Organization									
4.1.2.1. Responsibility and authority									
04 Are the responsibility, authority and interrelation between the people who manage, perform and verify work affecting quality defined and documented?	C		4)						
05 Do the documented definitions address personnel which:									
a) Initiate actions to prevent the occurrence of any nonconformance relating to product, process and quality system?	C								
b) Identify and record any problems relating to product, process and quality system?	C								
c) Initiate, recommend or provide solutions through designated channels?	C								
d) Verify the implementation of solutions?	C								
e) Control further processing, delivery or installation of nonconforming product until the deficiency or unsatisfactory condition has been corrected?	C								
4.1.2.2. Resources									
06 Has the supplier identified resource requirements and provided adequate resources which includes the assignment of trained personnel for:									
a) management?									
b) performance of work?									
c) verification activities?									
d) internal quality audit?									

1) Management commitment written and issued (quality manual or other documents).
2) Yearly objectives (current and previous year).
3) Formalized issue (information notice to the personnel or meeting report).
4) Organizational notice, organizational charts, job description.

Objective evidence assessed

Discrepancy with Standard's requirements (corrective action request numbers)

Recommendations/Observations

***C** : Critical - **S** : Satisfactory; - **CA** : Corrective action required - **MA** : Major corrective action*
***mi** : Minor corrective action - **N /A** : Not applicable - **N/E**: Not evaluated*

	AS9101 QUALITY SYSTEM QUESTIONNAIRE	Page : 5/39

ASSESSMENT QUESTIONS	CRITICAL	REFERENCE and Revision	DOCUMENT S	DOCUMENT CA MA/mi	DOCUMENT N/A	USE S	USE CA MA/mi	USE N/A	USE N/E
4.1. Management responsibility (continued)									
4.1.2.3. Management Representative									
07 Has the supplier's management with executive responsibility appointed a member of the supplier's own management who, irrespective of other responsibilities, has defined authority for:									
a) ensuring that a quality system in accordance with ***AS9100/EN9100*** is established, implemented and maintained?	☐		☐	☐	☐	☐	☐	☐	☐
b) reporting on the performance of the quality system to the supplier's management for review and improvements ?	☐		☐	☐	☐	☐	☐	☐	☐
08 Does the management representative have the necessary authority and the organizational freedom to resolve matters pertaining to quality?	☐		☐	☐	☐	☐	☐	☐	☐
4.1.2.4. Process performer									
09 (applicable to suppliers having a quality assurance activity performed by an individual process performer (e.g. operator, buyer, planner)) Does the supplier have procedures that define the specific tasks and responsibilities of an individual process performer performing quality assurance activities, that are authorized and the corresponding requirements and training necessary to perform a quality assurance activity?	☐		☐	☐	☐	☐	☐	☐	☐
4.1.3. Management review									
10 Is the quality system reviewed by the supplier's management with executive responsibility at defined intervals sufficient to ensure its continued suitability and effectiveness in satisfying the requirements of ***AS9100/EN9100*** and the supplier's stated quality policy and objectives?	☐		☐	☐	☐	☐	☐	☐	☐
10 Are records of such reviews maintained?	☐		☐	☐	☐	1) ☐	☐	☐	☐

1) Minutes, topics dealt on the reviews, availability of improvement plans.

Objective evidence assessed

Discrepancy with Standard's requirements (corrective action request numbers)

Recommendations/Observations

C *: Critical -* ***S*** *: Satisfactory; -* ***CA*** *: Corrective action required -* ***MA*** *: Major corrective action*
mi *: Minor corrective action -* ***N /A*** *: Not applicable -* ***N/E****: Not evaluated*

	AS9101 QUALITY SYSTEM QUESTIONNAIRE	Page : 6/39

ASSESSMENT QUESTIONS	CRITICAL	REFERENCE and Revision	DOCUMENT S	DOCUMENT CA MA/mi	DOCUMENT N/A	USE S	USE CA MA/mi	USE N/A	USE N/E
4.2. Quality system									
4.2.1. General									
01 Has the supplier established, documented and does he maintain a quality system as a means of ensuring that product conforms to specified requirements?	C		1)						
02 Has the supplier prepared a Quality Manual:									
a) covering the requirements of AS9100/EN9100?									
b) which includes or makes reference to the quality system procedures?	C		2)						
c) which includes an outline of the structure of the documentation used in the quality system?									
03 Are other quality system requirements imposed by the applicable regulatory authorities included or referenced in the quality system documentation?									
4.2.2. Quality system procedures									
04 Has the supplier prepared procedures consistent with the requirements of **AS9100/EN9100** and the supplier's stated quality policy?									
05 Has the supplier effectively implemented the quality system and its documented procedures?									
06 Has the supplier ensured that quality system procedures are readily accessible to personnel who are responsible for performing work in conformance to requirements, and to customer and/or regulatory authorities representatives?									
07 Are the range and detail of the procedures that form part of the quality system dependent upon the complexity of the work, the methods used, and the skills and training needed by personnel involved in carrying out the activity?									

1) Quality manual and associated documents.
2) System structure

Objective evidence assessed

Discrepancy with Standard's requirements (corrective action request numbers)

Recommendations/Observations

***C** : Critical - **S** : Satisfactory; - **CA** : Corrective action required - **MA** : Major corrective action*
***mi** : Minor corrective action - **N /A** : Not applicable - **N/E**: Not evaluated*

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ASSESSMENT QUESTIONS	CRITICAL	REFERENCE and Revision	DOCUMENT S	DOCUMENT CA MA/mi	DOCUMENT N/A	USE S	USE CA MA/mi	USE N/A	USE N/E
4.2. Quality system (continued)									
4.2.3. Quality planning									
08 Has the supplier a formalized planning system in accordance with his own quality system, which documents product, project or contract requirements?						1)			
09 Does the planning system include the following activities for:									
a) the preparation of quality plans?									
b) the identification and acquisition of any controls, processes, equipment (including inspection and test equipment), fixtures, resources and skills that may be needed to achieve the required quality?									
the design, manufacture, and use of tooling so that variable measurements can be taken, particularly for key characteristics?									
c) ensuring the compatibility of the design, the production process, installation, servicing, inspection and test procedures and the applicable documentation?									
d) the updating, as necessary, of quality control, inspection and testing techniques, including the development of new instrumentation?									
e) the identification of any measurement requirement involving capability that exceeds the known state of the art, in sufficient time for the needed capability to be developed?									
f) the identification of suitable verification at appropriate stages in the realization of product?									
the identification of in-process verification points when adequate verification of conformance cannot be performed at a later stage of realization?									
g) the clarification of acceptance standards for all features and requirements, including those which contain a subjective element?									
h) the identification and preparation of quality records?									
i) the identification and selection of subcontractors?									
j) the establishment of appropriate process controls and development of control plans where key characteristics have been identified?									
4.2.4. CONFIGURATION MANAGEMENT									
10 Has the supplier established, documented and does he maintain a configuration management system appropriate to the product?									

1) Quality plan.

Objective evidence assessed

Discrepancy with Standard's requirements (corrective action request numbers)

Recommendations/Observations

***C** : Critical - **S** : Satisfactory; - **CA** : Corrective action required - **MA** : Major corrective action*
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ASSESSMENT QUESTIONS	CRITICAL	REFERENCE and Revision	DOCUMENT S	DOCUMENT CA MA/mi	DOCUMENT N/A	USE S	USE CA MA/mi	USE N/A	USE N/E
4.3. Contract review									
4.3.1. General									
01 Has the supplier established and does he maintain documented procedures of contract review and for the coordination of these activities?			1)						
02 Has the supplier established and does he maintain documented procedures for tender review and for the coordination of these activities?									
4.3.2. Review									
03 Before submission of a tender, or the acceptance of a contract order (statement of requirement), does the supplier review the tender, contract or order to ensure:			2)						
a) the requirements are adequately defined and documented?	C								
Where no written statement of requirement is available for an order received by verbal means, does the supplier ensure that the order requirements are agreed before their acceptance?	C								
b) any differences between the contract and the order requirements and those in the tender are resolved?	C								
c) the supplier has the capability to meet contractual requirements?	C								
d) risk associated with a new technology and/or a short delivery time scale have been evaluated?									
4.3.3. Amendment to a contract									
04 Does the supplier identify how an amendment to a contract is made and correctly transferred to the functions concerned within the supplier's organization?									
05 Are contract review requirements also applied to contract amendments?									
4.3.4. Records									
07 Are records of such contract reviews maintained?									

1) Procedure or document that specifies the organization of these reviews.
2) Examples of examined files.

Objective evidence assessed

Discrepancy with Standard's requirements (corrective action request numbers)

Recommendations/Observations

***C** : Critical - **S** : Satisfactory; - **CA** : Corrective action required - **MA** : Major corrective action*
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ASSESSMENT QUESTIONS	CRITICAL	REFERENCE and Revision	DOCUMENT S	DOCUMENT CA MA/mi	DOCUMENT N/A	USE S	USE CA MA/mi	USE N/A	USE N/E
4.4. Design control									
4.4.1. General									
01 Has the supplier established and does he maintain documented procedures to control and verify the design of the product in order to ensure that specified requirements are met?			1)						
02 Are the responsibilities and authorities for the approval of the design data defined?									
03 When the supplier subcontracts design or development activities, does he control the subcontracted activity consistent with the requirements of AS9100/EN9100, section 4.4 ?									
4.4.2. Design and development planning									
04 Has the supplier prepared plans for each design and development activity?	C					2)			
05 Do the plans describe or reference such activities and define responsibility for their implementation?	C								
06 Are the design and development activities assigned to qualified personnel?	C								
07 Are the design and development personnel equipped with adequate resources?	C								
08 Are such plans updated as the design evolves?	C								
4.4.2.1. Design and development management planning									
09 Does the supplier plan the different phases used to carry out the design and development, in respect of the organization, task sequence, mandatory steps, significant stages and method of configuration control?	C								
10 Does the supplier give consideration to the following activities as appropriate:									
- ***structure of the design effort into significant elements according to the complexity?***	C								
- ***for each element, analysis of the tasks and the necessary resources for its design and development? (Does this analysis consider an identified responsible person, design content, planning constraints, and performance conditions?)***	C								
4.4.2.2. Reliability, maintainability, safety									
11 Are the different design and development tasks to be carried out defined according to specified safety or functional objectives of the product in accordance with customer and/or regulatory authority requirements?	C					3)			

1) Examined procedures.
2) Design and development plannings achieved or in process with planning of tasks and key events.
3) Functional safety analysis (providing the ability to conduct reliability analysis).

Objective evidence assessed

Discrepancy with Standard's requirements (corrective action request numbers)

Recommendations/Observations

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ASSESSMENT QUESTIONS	CRITICAL	REFERENCE and Revision	DOCUMENT S	DOCUMENT CA MA/mi	DOCUMENT N/A	USE S	USE CA MA/mi	USE N/A	USE N/E
4.4. Design control (continued)									
4.4.3. Organizational and technical interfaces									
12 Are the organizational and technical interfaces between different groups which input into the design process defined?									
13 Is the necessary information: a) documented? b) transmitted? c) regularly reviewed?									
4.4.4. Design input									
14 Are the design input requirements relating to the product including applicable statutory and regulatory requirements identified and documented?	C					1)			
15 Is their selection reviewed by the supplier for adequacy?	C								
16 Are incomplete, ambiguous or conflicting requirements resolved with those responsible for imposing these requirements?	C								
17 Does the design input take into consideration the results of all contract review activities?									
18 Are input data to the design defined and documented in terms of functional requirements?									
19 In the case of a product requiring design and development planning, does the supplier establish the input data specific to each element and review to ensure consistency with requirements?									
4.4.5. Design output									
20 Is the design output documented and expressed in terms that can be verified and validated against design input requirements?						2)			
21 Does the supplier's design output: a) meet the design input requirements? b) contain or make references to acceptance criteria? c) identify those characteristics of the design that are crucial to the safe and proper functioning of the product (e.g., operating, storage, handling, maintenance and disposal requirements)?						3)			
22 Are the design output documents reviewed before release?									
23 Has the supplier defined all pertinent data required to allow the product to be identified, manufactured, inspected, used and maintained?									

1) Customer data formalization.
2) File allowing to identify, manufacture, procure, inspect, use and maintain the product. Provide an example.
3) File allowing a verification with regard to the input.

Objective evidence assessed

Discrepancy with Standard's requirements (corrective action request numbers)

Recommendations/Observations

***C** : Critical - **S** : Satisfactory; - **CA** : Corrective action required - **MA** : Major corrective action*
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ASSESSMENT QUESTIONS	CRITICAL	REFERENCE and Revision	DOCUMENT S	DOCUMENT CA MA/mi	DOCUMENT N/A	USE S	USE CA MA/mi	USE N/A	USE N/E
4.4. Design control (continued)									
4.4.6. Design review									
24 At appropriate stages of design, does the supplier plan and conduct formal documented reviews of the design results?	C					1)			
25 Do these reviews include representatives of all functions concerned with the design stage being reviewed as well as other specialist personnel, as required?	C								
26 Are records of such reviews maintained?	C								
27 Is consideration given to:									
a) the validity of design in relation to the objectives of the design stage?									
b) actions which need to be taken in the event of any identified deviation?									
c) decision necessary for progression to the next stage?									
4.4.7. Design verification									
28 At appropriate stages of design, is design verification performed to ensure that the design stage output meets the design stage input requirements?	C					2)			
29 Are the design verification measures recorded?	C								
4.4.8. Design validation									
30 Is the design validation performed to ensure that product conforms to defined user needs and/or requirements?									
4.4.8.1 Documentation of design verification and validation									
31 At the completion of development, does the supplier ensure that reports, calculations, test results, etc. demonstrate that the product definition meets the specification requirements for all identified operational conditions and the product will function correctly?									

1) Formalized and planned reviews.
2) Records of the verifications (calculation, comparisons, justificative file, tests result, document review prior to issue).

Objective evidence assessed

Discrepancy with Standard's requirements (corrective action request numbers)

Recommendations/Observations

***C** : Critical - **S** : Satisfactory; - **CA** : Corrective action required - **MA** : Major corrective action*
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ASSESSMENT QUESTIONS	CRITICAL	REFERENCE and Revision	DOCUMENT S	DOCUMENT CA MA/mi	DOCUMENT N/A	USE S	USE CA MA/mi	USE N/A	USE N/E
4.4. Design control (continued)									
4.4.8.2. Design verification and validation testing									
32 Where tests are necessary for verification and validation, are these tests planned, controlled, reviewed, and documented to ensure and prove the following:									
• ***test plans or specifications identify the product being tested and the resources being used, define test objectives and conditions, parameters to be recorded, and relevant acceptance criteria?***									
• ***test procedures describe the method of operation, the performance of the test, and the recording of the results?***									
• ***the correct configuration standard of the product is submitted for the test?***									
• ***the requirements of the test plan and the test procedures are observed?***									
• ***the acceptance criteria are met?***									
4.4.9. Design changes									
33 Does the supplier ensure that before their implementation, all design changes and modifications are:									
a) identified?	C								
b) documented?	C		1)						
c) reviewed?	C								
d) approved by authorized personnel?	C								
Design change approval									
34 Does the supplier's design control provide for customer and/or regulatory authority approval of changes, when required by contract or regulatory requirement?	C								

1) Configuration control: arrangements taken to ascertain that the product definition and its evolutions are known at any moment.

Objective evidence assessed

Discrepancy with Standard's requirements (corrective action request numbers)

Recommendations/Observations

***C** : Critical - **S** : Satisfactory; - **CA** : Corrective action required - **MA** : Major corrective action*
***mi** : Minor corrective action - **N /A** : Not applicable - **N/E**: Not evaluated*

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ASSESSMENT QUESTIONS	CRITICAL	REFERENCE and Revision	DOCUMENT S	DOCUMENT CA MA/mi	DOCUMENT N/A	USE S	USE CA MA/mi	USE N/A	USE N/E
4.5. Document and data control									
4.5.1. General									
01 Has the supplier established and does he maintain documented procedures to control all documents and data that relate to the requirements of this document?	C		1)						
02 Does these procedures include (to the extent applicable) documents of external origin such as standards and customer drawings?									
4.5.2. Document and data approval and issue									
03 Does the supplier ensure that documents and data are reviewed and approved for adequacy by authorized personnel prior to issue?									
04 Has the supplier established a master list or equivalent document control procedure identifying the current revision status of documents?						2)			
05 Is the master list or equivalent document control procedure readily available to preclude the use of invalid and/or obsolete documents?									
06 Does the supplier's quality system ensure that:									
a) the pertinent issues of appropriate documents are available at all locations where operations essential to the effective functioning of the quality system are performed?									
b) invalid and/or obsolete documents are promptly removed from all points of issue or use, or otherwise assured against unintended use?									
c) any obsolete documents retained for legal and/or knowledge-preservation purposes suitably identified?									
07 When customer furnished digital data is used for design, production and/or inspection, does the supplier establish system controls in accordance with customer requirements?									
4.5.3. Document and data changes									
08 Are changes to documents and data reviewed and approved by the same functions/organizations that performed the original review and approval, unless specifically designated otherwise?						3)			
09 Have the designated functions/organizations access to pertinent background information upon which to base their review and approval?									

1) Examined procedures.
2) Lists, files (or other documents) examined.
3) Traceability and review changes.

Objective evidence assessed

Discrepancy with Standard's requirements (corrective action request numbers)

Recommendations/Observations

***C** : Critical - **S** : Satisfactory; - **CA** : Corrective action required - **MA** : Major corrective action*
***mi** : Minor corrective action - **N /A** : Not applicable - **N/E**: Not evaluated*

	AS9101 QUALITY SYSTEM QUESTIONNAIRE	Page : 14/39

ASSESSMENT QUESTIONS	CRITICAL	REFERENCE and Revision	DOCUMENT S	DOCUMENT CA MA/mi	DOCUMENT N/A	USE S	USE CA MA/mi	USE N/A	USE N/E
4.5. Document and data control (continued)									
10 Where practicable, is the nature of the change identified in the document or the appropriate attachments?									
DOCUMENT CHANGE INCORPORATION									
11 Does the supplier establish a process to ensure the timely review, distribution, implementation and maintenance of all authorized and released drawings, standards, specifications, planning, and changes?									
12 Does the supplier maintain a record of change incorporation and, when required, does he coordinate these incorporations with the customer and/or regulatory authority?									

Objective evidence assessed

Discrepancy with Standard's requirements (corrective action request numbers)

Recommendations/Observations

C : Critical - S : Satisfactory; - CA : Corrective action required - MA : Major corrective action
mi : Minor corrective action - N /A : Not applicable - N/E: Not evaluated

	AS9101 QUALITY SYSTEM QUESTIONNAIRE	Page : 15/39

ASSESSMENT QUESTIONS	CRITICAL	REFERENCE and Revision	DOCUMENT S	DOCUMENT CA MA/mi	DOCUMENT N/A	USE S	USE CA MA/mi	USE N/A	USE N/E
4.6. Purchasing									
4.6.1. General									
01 Has the supplier established and does he maintain documented procedures to ensure that purchased product conforms to specified requirements?	C								
02 Is the supplier responsible for the quality of all products purchased from subcontractors, including customer-designated sources?									
4.6.2. Evaluation of subcontractors									
03 Does the supplier :									
a) evaluate and select his subcontractors on the basis of their ability to meet the subcontract requirements including the quality system and any specific quality assurance requirements?						1)			
b) define the type and extent of control exercised by the supplier over subcontractors?									
b1) Is the control dependent upon the type of product, the impact of subcontracted product on the quality of final product, and where applicable, on the quality audit reports and/or quality records of the previously demonstrated capability and performance of subcontractors?									
c) establish and maintain quality records of acceptable subcontractors?									
d) ensure where required that both the supplier and all subcontractors use customer-approved special process sources?									
e) ensure that the organization having responsibility for approving subcontractor quality systems has the authority to disapprove the use of sources?									
f) periodically review subcontractor performance to establish supplier's level of control? Are record of these reviews maintained and used as a basis for establishing the level of supplier controls to be implemented?						2)			
g) maintain procedures that define the necessary actions to be taken when dealing with subcontractors which do not meet requirements?									
04 Does the supplier maintain a list of approved subcontractors and specify the scope of approval?			3)			4)			

1) Examined files. Explain the method for selecting the Subcontractors. *2) Suppliers performance/measurement system.*
3) Latest updating of the approved subcontractors' list. *4) Updated list of approved Subcontractors.*

Objective evidence assessed

Discrepancy with Standard's requirements (corrective action request numbers)

Recommendations/Observations

***C** : Critical - **S** : Satisfactory; - **CA** : Corrective action required - **MA** : Major corrective action*
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	AS9101 QUALITY SYSTEM QUESTIONNAIRE	Page : 16/39

ASSESSMENT QUESTIONS	CRITICAL	REFERENCE and Revision	DOCUMENT S	DOCUMENT CA MA/mi	DOCUMENT N/A	USE S	USE CA MA/mi	USE N/A	USE N/E
4.6. Purchasing (continued)									
4.6.3. Purchasing data									
05 Do purchasing documents contain data clearly describing the product ordered, including where applicable:									
a) the type, class, grade or other precise identification?						1)			
b) the title or other positive identification, and applicable issues of specifications, drawings, process requirements, inspection instructions and other relevant technical data, including requirements for approval or qualification of product, procedures, process equipment and personnel?									
c) the title, number and issue of the quality system standard to be applied?									
d) design, test examination, inspection and customer acceptance requiremens and any related instructions and requirements?									
e) right of access by the purchaser, their customer and regulatory authorities to all facilities involved in the order and all applicable quality records?									
f) requirements for test speciments (production method, number, storage conditions, etc.) for design approval, inspection, investigation or auditing?									
g) requirements relative to the notification of anomalies, changes in definition and the approval of their processing?									
h) requirement to flow down to subtier suppliers the applicable requirements in the purchasing documents, including key characteristics where required?									
06 Does the supplier review and approve purchasing documents for adequacy of the specified requirements prior to release?									

1) Purchase Orders that apply to several types of procurements.

Objective evidence assessed

Discrepancy with Standard's requirements (corrective action request numbers)

Recommendations/Observations

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	AS9101 QUALITY SYSTEM QUESTIONNAIRE	Page : 17/39

ASSESSMENT QUESTIONS	CRITICAL	REFERENCE and Revision	DOCUMENT S	DOCUMENT CA MA/mi	DOCUMENT N/A	USE S	USE CA MA/mi	USE N/A	USE N/E
4.6. Purchasing (continued)									
4.6.4. Verification of purchased products									
07 Does the supplier implement procedures to verify purchased products, they may include obtaining objective evidence of the quality of the product from subcontractors (e.g., accompanying documentation, certificate of conformity, test reports, statistical records, process control), inspection and audit at source, review of the required documentation, inspection of the products at delivery, and delegation of verification to the subcontractor, or subcontractor certification?						1)			
08 When delegation is used, does the supplier define the requirements for delegation and maintain a list of delegations?									
4.6.4.1. Supplier verification at subcontractor's premises									
09 Where the supplier proposes to verify purchased product at the subcontractor's premises, does the supplier specify verification arrangements and the method of product release in the purchasing documents?									
4.6.4.2. Customer Verification of Subcontracted Product									
10 When specified in the contract, is the supplier's customer or the customer's representative afforded the right to verify at the subcontractor's premises and the supplier's premises that subcontracted product conforms to specified requirements?									
11 Does the supplier not use such verification as evidence of effective control of quality by the subcontractor?									

1) Explanation of who does what.

Objective evidence assessed

Discrepancy with Standard's requirements (corrective action request numbers)

Recommendations/Observations

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	AS9101 QUALITY SYSTEM QUESTIONNAIRE	Page : 18/39

ASSESSMENT QUESTIONS	CRITICAL	REFERENCE and Revision	DOCUMENT S	DOCUMENT CA MA/mi	DOCUMENT N/A	USE S	USE CA MA/mi	USE N/A	USE N/E
4.7. Control of customer-supplied product									
01 Has the supplier established and does he maintain documented procedures for the control of customer-supplied product?						1)			
02 Does the supplier define methods to:						1)			
a) verify acceptability of supplied product?	C								
b) segregate and store customer supplied product?	C								
c) assure product is properly maintained during storage?	C								
03 Does the supplier define methods to identify and record customer products that are lost, damaged or otherwise made unusable and report such to the customer?	C					2)			

1) Types of products supplied by the customers.
2) Example examined. Explanation of who does what (inspection, acceptance, refusal, reserve).

Objective evidence assessed

Discrepancy with Standard's requirements (corrective action request numbers)

Recommendations/Observations

***C** : Critical - **S** : Satisfactory; - **CA** : Corrective action required - **MA** : Major corrective action*
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	AS9101 QUALITY SYSTEM QUESTIONNAIRE	Page : 19/39

ASSESSMENT QUESTIONS	CRITICAL	REFERENCE and Revision	DOCUMENT S	DOCUMENT CA MA/mi	DOCUMENT N/A	USE S	USE CA MA/mi	USE N/A	USE N/E
4.8. Product identification and traceability									
01 Where appropriate, has the supplier established and does he maintain documented procedures for identifying the product by suitable means: a) from receipt? b) during all stages of production? c) during delivery? d) during installation?						1)			
02 Where and to the extent that traceability is a specified requirement, has the supplier established and does he maintain documented procedures for unique identification of individual product or batches?	C					2)			
03 Is such identification recorded?	C								
04 According to the level of traceability required by contract, regulatory, or other established requirement, does the supplier's system provide for:									
a) identification to be maintained throughout the product life?	C								
b) all the products manufactured from the same batch of raw material or from the same manufacturing batch to be traced, as well as the destination (delivery, scrap) of all products of the same batch?	C					3)			
c) for an assembly, the identity of its components and those of the next higher assembly to be traced?	C					4)			
d) for a given product, a sequential record of its production (manufacture, assembly, inspection) to be retrieved?	C								
05 Does the supplier maintain the identification of the configuration of the product in order to identify any differences between the actual configuration and the agreed configuration?									

1) Retained identification principles.
2) Ttraceability principles retained by the supplier.
3) Examined example.
4) Examined example.

Objective evidence assessed

Discrepancy with Standard's requirements (corrective action request numbers)

Recommendations/Observations

***C** : Critical - **S** : Satisfactory; - **CA** : Corrective action required - **MA** : Major corrective action*
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	AS9101 QUALITY SYSTEM QUESTIONNAIRE	Page : 20/39

ASSESSMENT QUESTIONS	CRITICAL	REFERENCE and Revision	DOCUMENT S	DOCUMENT CA MA/mi	DOCUMENT N/A	USE S	USE CA MA/mi	USE N/A	USE N/E
4.9. Process control									
4.9.1. General									
01 Does the supplier identify and plan the production, installation and servicing processes which directly affect quality?	C		1)						
02 Does the supplier ensure that the processes are carried out under controlled conditions in terms of:									
a) documented procedures defining the manner of production, installation and servicing, where the absence of such instructions could adversely affect quality?	C								
b) use of suitable production, installation and servicing equipment and a suitable working environment **(e.g. temperature, humidity, lighting and cleanness, etc.)**?	C								
c) compliance with reference standards/codes, quality plans and/or documented procedures?	C								
d) monitoring and control of suitable process parameters and product characteristics; ***monitoring and control of key characteristics where required by purchase order/contract?***	C								
e) approval of process and equipment, as appropriate?	C								
f) criteria for workmanship, which shall be stipulated in the clearest practical manner (e.g., written standards, representative samples or illustrations)?	C								
g) suitable maintenance of equipment to ensure continuing process capability?	C								
h) accountability for all product during manufacture (e.g. parts quantities, split orders, nonconformities)?									
i) evidence that all manufacturing and inspection operations have been completed as planned, or as otherwise documented and authorized?									
j) provision for the prevention, detection and removal of foreign objects?	C								
k) utilities and supplies such as water, compressed air, electricity and chemical products to the extent they affect product quality?									

1) Detail of the organization and its functioning. Application field of the topic (production, implementation of servicing).

Objective evidence assessed

Discrepancy with Standard's requirements (corrective action request numbers)

Recommendations/Observations

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	AS9101 QUALITY SYSTEM QUESTIONNAIRE	Page : 21/39

ASSESSMENT QUESTIONS	CRITICAL	REFERENCE and Revision	DOCUMENT S	DOCUMENT CA MA/mi	DOCUMENT N/A	USE S	USE CA MA/mi	USE N/A	USE N/E
4.9. Process control (continued)									
4.9.1.1 Production Documentation									
03 Are production operations carried out in accordance with approved data, and contain as necessary:									
a) drawings, parts lists, process flow charts including inspection operations, production documents (e.g., manufacturing plans, traveler, router, work order, process cards), and inspection documents?	C					1)			
b) the list of specific or non-specific tools and numerical control (NC) machine programs?	C								
c) documents associated with specific tools enabling the tools to be designed, produced, validated, controlled, used and maintained?	C								
4.9.1.2. Control of production process changes									
04 Are persons required to approve changes to production processes identified and authorized?						2)			
05 Has the supplier identified those changes which require customer acceptance in accordance with contractual requirements prior to making any change?									
06 Are changes affecting processes, production equipment, tools and programs documented?									
07 Are procedures available to control their implementation?									
08 Does the supplier assess the results of changes to production processes to confirm that the desired effect has been achieved without adverse effects to product quality?									
4.9.1.3. Control of production equipment, tools, numerical control (NC) machine programs									
09 Are production equipment, tools and programs validated prior to use, maintained and inspected periodically according to documented procedures?	C					3)			
10 Does validation prior to production use include verification of the first article produced to the design data/specification?	C								
11 Are the storage requirements, including periodic preservation/condition checks, established for production equipment or tooling in storage?	C								

1) Examples examined.
2) Clearly defined list.
3) Examples examined.

Objective evidence assessed

Discrepancy with Standard's requirements (corrective action request numbers)

Recommendations/Observations

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	AS9101 QUALITY SYSTEM QUESTIONNAIRE	Page : 22/39

ASSESSMENT QUESTIONS	CRITICAL	REFERENCE and Revision	DOCUMENT S	DOCUMENT CA MA/mi	DOCUMENT N/A	USE S	USE CA MA/mi	USE N/A	USE N/E
4.9. Process control (continued)									
4.9.1.4. Control of work occasionally performed outside the supplier's facilities									
12 When planning to carry out work at a location other than its normal facilities, does the supplier define the procedure to validate the location and to control the work?									
4.9.2. Special processes									
13 Where the results of processes cannot be fully verified by subsequent inspection and testing of the product, and where, for example, processing deficiencies may become apparent only after the product is in use, are the processes carried out by qualified operators and/or do they require continuous monitoring and control of process parameters to ensure that the specific requirements are met?	C					1)			
14 Are the requirements for any qualification of process operations, including associated equipment and personnel specified?	C								
15 Are records maintained for qualified processes, equipment and personnel, as appropriate?	C								
16 When production operations call for special processes :									
a) are the special processes to be implemented identified and qualified prior to use?	C					2)			
b) does the supplier control applicable aspects of special processes, as defined by the process specifications (this includes special process changes)?	C								
c) are significant operations and parameters in the process to be controlled during production clearly defined?	C								

1) Detail of what is achieved (facilities, operators, etc.).
2) List of special processes.

Objective evidence assessed

Discrepancy with Standard's requirements (corrective action request numbers)

Recommendations/Observations

***C** : Critical - **S** : Satisfactory; - **CA** : Corrective action required - **MA** : Major corrective action*
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	AS9101 QUALITY SYSTEM QUESTIONNAIRE	Page : 23/39

ASSESSMENT QUESTIONS	CRITICAL	REFERENCE and Revision	DOCUMENT S	DOCUMENT CA MA/mi	DOCUMENT N/A	USE S	USE CA MA/mi	USE N/A	USE N/E
4.10. Inspection and testing									
4.10.1. General									
01 Has the supplier established and does he maintain documented procedures for inspection and testing activities in order to verify that specified requirements for the product are met?									
02 Are the required inspection and testing, and the records to be established, detailed in the quality plan or documented process?									
03 Do these procedures specify the resources and methods to be implemented, and the methods of recording the results?	C								
04 Do these procedures include:									
▪ ***identification of authorized personnel?***	C								
▪ ***limits of authorization?***	C								
▪ ***training and qualification requirements?***	C								
05 Does the supplier maintain and control inspection documentation, which includes at least:									
a) criteria for acceptance and rejection?									
b) where in the sequence inspection and testing operations are performed?									
c) documents recording inspection results?									
d) identification of production inspection instruments?									
e) documents associated with specific inspection instruments enabling them to be designed, produced, validated, controlled, used and maintained?									
06 When the supplier subcontracts inspection or test activities, does the supplier control the subcontracted activity consistent with the requirements of AS9100/EN9100, section 4.6?									
4.10.2. Receiving inspection and testing									
07 Does the supplier ensure that incoming product is not used or processed (except in the circumstances described in ***AS9100/EN9100, section*** 4.10.2.3) until it has been inspected or otherwise verified as conforming to specified requirements?	C								
08 Are verifications of conformance to the specific requirements in accordance with the quality plan and/or documented procedures?	C								
09 In determining the amount and nature of receiving inspection, is consideration given to the amount of control exercised at the subcontractor's premises and the recorded evidence of conformance provided?	C								

1) *Operators' certification / qualification.*

Objective evidence assessed

Discrepancy with Standard's requirements (corrective action request numbers)

Recommendations/Observations

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	AS9101 QUALITY SYSTEM QUESTIONNAIRE	Page : 24/39

ASSESSMENT QUESTIONS	CRITICAL	REFERENCE and Revision	DOCUMENT S	DOCUMENT CA MA/mi	DOCUMENT N/A	USE S	USE CA MA/mi	USE N/A	USE N/E
4.10. Inspection and testing (continued)									
10 Does the quality plan or the documented procedures specify that where incoming product is released for urgent production purposes prior to verification, it shall be positively identified and recorded in order to permit immediate recall and replacement in the event of nonconformity to specified requirements?									
11 When certification test reports are utilized to accept material, does the supplier assure that data in said reports are acceptable per applicable specifications?									
12 Does the supplier periodically validate test reports?									
4.10.3. In-process inspection and testing									
13 Are products inspected and tested as required by the quality plan and/or documented procedures?									
14 Are products held until the required inspection and tests have been completed or necessary reports have been received and verified, except when product is released under positive-recall procedures (see ***AS9100/EN9100, section*** 4.10.2.3)?									
4.10.4. Final inspection and testing									
15 Does the supplier carry out all final inspection and testing in accordance with the quality plan and/or documented procedures to complete the evidence of conformance of the finished product to the specified requirements?									
16 Does the quality plan and/or procedures for final inspection and testing require that all specified inspection and tests, including those specified either on receipt of product or in-process, have been carried out and that the results meet specified requirements?									
17 Does the supplier ensure that no product is dispatched until:									
a) all the activities specified in the quality plan and/or documented procedures have been satisfactorily completed?	C								
b) associated data and documentation are available and authorized?	C								
4.10.5. Inspection and test records									
18 Has the supplier established and does he maintain records which show clearly whether the product has passed or failed the inspections and/or tests according to defined acceptance criteria?									

Objective evidence assessed

Discrepancy with Standard's requirements (corrective action request numbers)

Recommendations/Observations

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	AS9101 QUALITY SYSTEM QUESTIONNAIRE	Page : 25/39

ASSESSMENT QUESTIONS	CRITICAL	REFERENCE and Revision	DOCUMENT S	DOCUMENT CA MA/mi	DOCUMENT N/A	USE S	USE CA MA/mi	USE N/A	USE N/E
4.10. Inspection and testing (continued)									
19 Do the records identify the inspection authority responsible for release of the product?									
20 Do test records show actual test results data when required by specification or acceptance test plan?									
21 When required to demonsrate product qualification, does the supplier ensure that quality records provide evidence that the product meets the defined requirements?									
4.10.6. First Article Inspection									
22 Does the supplier's system provide a process, as appropriate, for the inspection, verification, and documentation of the first production article.									
23 Is First Article Inspection documentation retained and does it include a list of the characteristics required by the design data and any required tolerances, the actual results, and when testing is required, the results of the tests?									
24 Are the First Article Inspections updated to include production process changes or configuration changes?									

Objective evidence assessed

Discrepancy with Standard's requirements (corrective action request numbers)

Recommendations/Observations

***C** : Critical - **S** : Satisfactory; - **CA** : Corrective action required - **MA** : Major corrective action*
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	AS9101 QUALITY SYSTEM QUESTIONNAIRE	Page : 26/39

ASSESSMENT QUESTIONS	CRITICAL	REFERENCE and Revision	DOCUMENT S	DOCUMENT CA MA/mi	DOCUMENT N/A	USE S	USE CA MA/mi	USE N/A	USE N/E
4.11. Control of inspection, measuring and test equipment									
4.11.1. General									
01 Has the supplier established and does he maintain documented procedures to control, calibrate and maintain inspection, measuring and test equipment (including test software) used by the supplier to demonstrate the conformance of the product to the specified requirements?	C					1)			
02 Is the supplier's inspection, measuring and test equipment used in a manner which ensures that measurement uncertainty is known and is consistent with the required measurement capability?	C								
03 Where test software or comparative references such as test hardware are used as suitable forms of inspection, does the supplier ensure they are checked to prove that they are capable of verifying the acceptability of product prior to release for use during production, installation or servicing?									
04 Does the supplier perform rechecks at prescribed intervals?									
05 Has the supplier established the extent and frequency of such checks and does he maintain records as evidence of control?									
06 Where the availability of technical data pertaining to the inspection, measuring and test equipment is a specified requirement, is such data made available, when required by the customer or customer's representative, for verification that the inspection, measuring and test equipment is functionally adequate?									
07 Has the supplier defined responsibilities regarding the control of inspection, measuring and test equipment, including those used by operators as well as, where appropriate, test devices and tools supplied by the customer?	C								
4.11.2. Control procedures									
08 Has the supplier: a) determined the measurements to be made? b) determined the accuracy required? c) selected the appropriate inspection, measuring and test equipment that is capable of the necessary accuracy and precision?									

1) Specified responsibilities.

Objective evidence assessed

Discrepancy with Standard's requirements (corrective action request numbers)

Recommendations/Observations

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	AS9101 QUALITY SYSTEM QUESTIONNAIRE	Page : 27/39

ASSESSMENT QUESTIONS	CRITICAL	REFERENCE and Revision	DOCUMENT S	DOCUMENT CA MA/mi	DOCUMENT N/A	USE S	USE CA MA/mi	USE N/A	USE N/E
4.11. Control of inspection, measuring and test equipment (continued)									
09 Does the supplier:									
a) identify all inspection, measuring and test equipment that can affect product quality?									
b) calibrate and adjust such equipment at prescribed intervals, or prior to use?									
c) ensure that such operations are carried out against certified equipment having a known valid relationship to internationally or nationally recognized standards?						1)			
d) perform calibrations according to documented methods, where no such standards exist?									
e) Does the supplier maintain a list of this equipment, including where appropriate, test devices and tools supplied by the customer?									
10 Does the supplier define the process employed for the calibration of inspection, measuring and test equipment, including:									
a) details of equipment type?	C								
b) unique identification?	C								
c) location?	C								
d) frequency of checks?	C								
e) check method?	C								
f) acceptance criteria?	C								
g) the action to be taken when results are unsatisfactory?	C								
11 Does the supplier identify inspection, measuring and test equipment with a suitable indicator or approved identification record to show the calibration status?	C								
12 Does the supplier maintain calibration records for inspection, measuring and test equipment?						2)			
13 Does the supplier assess and document the validity of previous inspection and test results when inspection, measuring or test equipment is found to be out of calibration?									
14 When the assessment indicates that the product may be nonconforming, does the supplier have a process for disposition of the nonconformance?									

1) Certificates of the calibration standards.
2) Equipment for which the reports have been examined.

Objective evidence assessed

Discrepancy with Standard's requirements (corrective action request numbers)

Recommendations/Observations

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	AS9101 QUALITY SYSTEM QUESTIONNAIRE	Page : 28/39

ASSESSMENT QUESTIONS	CRITICAL	REFERENCE and Revision	DOCUMENT S	DOCUMENT CA MA/mi	DOCUMENT N/A	USE S	USE CA MA/mi	USE N/A	USE N/E
4.11. Control of inspection, measuring and test equipment (continued)									
15 Does the supplier ensure that the environmental conditions are suitable for the calibrations, inspections, measurements and tests being carried out?									
16 Does the supplier ensure that the handling, preservation and storage of inspection, measuring and test equipment is such that the accuracy and fitness for use are maintained?									
17 Does the supplier safeguard inspection, measurement and test facilities, including both test hardware and test software, from adjustments which would invalidate the calibration setting?									
18 Does the supplier define the method for recall of measuring devices that require calibration?									

Objective evidence assessed

Discrepancy with Standard's requirements (corrective action request numbers)

Recommendations/Observations

***C** : Critical - **S** : Satisfactory; - **CA** : Corrective action required - **MA** : Major corrective action*
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	AS9101 QUALITY SYSTEM QUESTIONNAIRE	Page : 29/39

ASSESSMENT QUESTIONS	CRITICAL	REFERENCE and Revision	DOCUMENT S	DOCUMENT CA MA/mi	DOCUMENT N/A	USE S	USE CA MA/mi	USE N/A	USE N/E
4.12. Inspection and test status									
01 Is the inspection and test status identified by suitable means, which indicate the conformance or nonconformance of products with regard to inspection and tests performed?	C		1) ☐	☐	☐	2) ☐	☐	☐	☐
02 Is the identification of inspection and test status maintained, as defined in the quality plan and/or documented procedures, throughout production, installation and servicing of the product to ensure that only product that have passed the required inspections and tests (or released under an authorized concession) is dispatched, used or installed?	☐		☐	☐	☐	☐	☐	☐	☐
4.12.1. Authorized personnel									
04 Does the supplier have records which identify personnel authorized to verify, certify and release products?	☐		☐	☐	☐	☐	☐	☐	☐
4.12.2. Acceptance authority media									
05 When acceptance authority media are used (e.g.: stamps, electronic signatures or passwords), does the supplier establish and document controls for the media?	☐		☐	☐	☐	☐	☐	☐	☐

1) Examined documents that specify the rules.
2) Method in use (at each stage).

Objective evidence assessed

Discrepancy with Standard's requirements (corrective action request numbers)

Recommendations/Observations

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