

RM13005 Quality Audits & Auditor Accreditation

9.2.3 Internal (and Supplier) Audits

Proposed Rev A Changes

AUDIT TYPE	SCOPE	FREQUENCY
Quality System Audits	Entire Management System.	Within 3 years ^[1]
	<ul style="list-style-type: none"> Internal audit management. Management reviews. Contract review and flow down of customer requirements. Control of work transfers. Control of suppliers including requirements flow down. Control of design and development changes. Control of nonconforming product. Management of fixed processes. 	Annually
Production Process Audits	Every production process.	Within 3 years Unless otherwise agreed with customer
Product Audits	As agreed with customer.	Annually
Special Process Audits	All processes classified as special process.	Annually

[1] Each element shall be prioritized based on risk.

7.2.2 Auditor Competence

Table 7 - Auditor qualification - maintain

MAINTAIN	ADDITIONAL INFORMATION
Audit Frequency	Auditors shall complete at least 4 audit courses and 5 audits over 3 years.

Table 6 - Auditor qualification - experience

EXPERIENCE	ADDITIONAL INFORMATION
	Auditors shall have a: <ul style="list-style-type: none"> Technical degree or similar experience and minimum 1-year functional facturing).

Table 5 - Auditor qualification - initial training

TRAINING	ADDITIONAL INFORMATION
Lead Auditor Qualification	<p>Lead Auditor Qualification:</p> <ul style="list-style-type: none"> This level of training is required for auditors who will be leading Internal and/or supplier audits. ^[1] The Lead Auditor shall be trained in an Aerospace Lead Auditor training with documented content and examination. ^[1]
Internal Audit Qualification	<ul style="list-style-type: none"> Internal Auditor Qualification shall be achieved by Auditors that conduct internal audits or participate in supplier audits in support of a Lead Auditor. Training to be delivered by external body, (recommend using a training provider that utilizes Aerospace Experienced Auditor, minimum 2 days, and contains audit methods and 9100) or by an approved internal Lead Auditor.
9100 familiarization	<ul style="list-style-type: none"> For Auditors that have received training for Lead or Internal Auditor, against a standard that is not 9100, then 9100 familiarization is mandatory.
AS13100 familiarization	<ul style="list-style-type: none"> Auditors shall receive training on all aspects of the AS13100 standard and the associated defect prevention tools (8D, Design FMEA, Process FMEA, MSA, etc.). Auditors should receive training on the AS13100 associated Reference Manuals.
Government or airworthiness authority regulations (as appropriate)	<ul style="list-style-type: none"> Auditors shall receive training (internal or external) on the regulatory requirements applicable to the site's approvals.

^[1] Training preferably delivered by external body with a certified training adequate for the organizations' certification level.

9.2.5 Annual Audit Report

Annual Audit Report

Company: _____ Date: _____

Approvals

Regulatory	Management System	Customer(s)
<input type="checkbox"/> AS9100 Part 21 <input type="checkbox"/> AS9100 Part 22 <input type="checkbox"/> AS9100 Part 24 <input type="checkbox"/> Other, Please list: _____	<input type="checkbox"/> EN / AS 9100 <input type="checkbox"/> EN / AS 9120 <input type="checkbox"/> Other, Please list: _____	<input type="checkbox"/> SE <input type="checkbox"/> Pratt & Whitney <input type="checkbox"/> Rolls-Royce <input type="checkbox"/> Safran <input type="checkbox"/> Other, Please list: _____

Audit Program

