



## **Probitas Authentication Certified 40Hr AS9100:2016 Lead Auditor Training**

**Days: 5 • CEU's: 4.0**

### **Time:**

Day 1: 7:30 a.m. - 6:30 p.m.

Day 2: 7:30 a.m. - 6:30 p.m.

Day 3: 7:30 a.m. - 6:30 p.m.

Day 4: 7:30 a.m. - 6:30 p.m.

Day 5: 7:30 a.m. - 11:30 a.m.

**To register for a class:** Call 321-453-0637, send an inquiry from on our website @ [www.qual-techinc.com](http://www.qual-techinc.com) or email directly to [contact@qual-techinc.com](mailto:contact@qual-techinc.com).

### **Who Should Attend:**

Anyone involved in planning, scheduling, and conducting AS9100 internal audits. Personnel leading their companies toward: AS9100 certification, Aerospace Quality Management System (AQMS) Management Representatives, Quality Managers, top management, quality, engineering, production, purchasing, or anyone desiring an in-depth understanding of AS9100. **In addition, this course is the first part of the Aerospace Auditor Training Requirements for AS9100:2016 Third Party Auditing. Together with successful completion of the IAQG Sanctioned AATT 9100 Training; all training requirements are met to be a Third Party Aerospace Auditor.**

### **Course Objectives:**

- Understand the purpose and role of the management system in ensuring effectiveness and customer satisfaction.
- Explain the purpose and intent of ISO 9001:2015 and AS9100:2016.
- Describe the need for auditors to keep current in AQMS standards, ISO 19011, ISO 17021-1, AS9104-1, and the audit process.
- Describe the Quality Management Principles and how they relate to an AS9100 system.
- Explain the intent of the AS9100 standard and each clause.
- Describe the “documented information” requirements and the relationship between an organization’s documentation structure e.g., the quality manual, procedures, quality plans, policies and objectives.
- Identify audit evidence needed in an effective AQMS.
- Evaluate the effectiveness of an AQMS in differing situations.
- Understand the difference between “documented information” and “retained documented information”.
- Describe the difference between legal compliance and conformity with the AS9100 standard.
- Describe the differences between Civil Aviation Authority requirements, military and space agencies and how to include these requirements in audits.
- Understand the IAQG standards and their relationships (AS9100:2016 and AS9101F)
- Describe how an aerospace auditor is approved, certified and authenticated for the AQMS standards.
- Describe and apply the process approach when auditing



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### **Agenda**

#### **Day One**

- Pre-Work review
- Review of acronyms, definitions, ISO/AS documents
- Review of Civil Aviation Authority (CAA), NASA and DoD requirements
- PDCA, Process Overview
- Comprehensive and detailed review of the AS9100:2016 standard including a discussion of the requirements of each clause, internal and external (3<sup>rd</sup> party) interpretations and application during the audit process.

#### **Day Two**

- Continuation of AS9100:2016 Standard Review
- Activity: Status of audit findings
- Review and discussion of Activity # 1
- Review of ISO 19011, ISO 17021 and AS9101F Internal and External Perspective
- Activity: Pre-Audit Activities, Brainstorming Audit Plan Requirements
- Activity: Audit Plan, Opening Meeting

#### **Day Three**

- Review and discussion of Activity # 3
- Process Tools
- Activity: Process diagrams
- AS9101F Form Presentation
- Activity: Organizational Audit Phase I

#### **Day Four**

- Activity: Organizational Audit Phase II
- Activity: Organizational Audit Phase III
- Activity: Organizational Audit Phase IV
- Audit Findings, Nonconformance Generation and Audit Reporting
- Activity: Completion of AS9101F Forms: NCRs, PEAR, Audit Report, and Closing Meeting

#### **Day Five**

- Auditor Competence/Certification Requirements
- Review & EXAM