# TABLE OF CONTENTS

## Chapter 1. Administrative Provisions

1.1 Introduction .................................................. J–1
1.2 Scope ......................................................... J–1
1.3 Applicability .................................................. J–1
1.4 Definitions .................................................... J–2
1.5 Objective ....................................................... J–5
1.6 Certification Procedure ....................................... J–5
1.7 Quality Assurance Program Requirements .................. J–5
1.8 Application Procedure ......................................... J–5
1.9 Auditors ......................................................... J–5
1.10 Approval of Auditors .......................................... J–5
1.11 Audit Procedure ................................................ J–5
1.12 Withdrawal of Certification ................................... J–6
1.13 Right of Appeal ................................................ J–6

Fig. 1.1 Receiving and maintaining certification under the AAR Quality Assurance Program .................................................. J–7

## Chapter 2. Quality Assurance Program Requirements

2.1 Objective of Quality Assurance Program .................. J–9
2.2 Applicability and Scope ....................................... J–9
2.3 Quality Assurance Program and Manual Requirements . J–9
2.4 Management Responsibility ................................... J–10
2.5 Production, Inspection, and Test Planning .................. J–11
2.6 Corrective and Preventive Actions ............................ J–12
2.7 Document Control ............................................. J–12
2.8 Measuring and Testing Equipment .......................... J–13
2.9 Purchasing/Contracting ........................................ J–14
2.10 Incoming Inspection ........................................... J–15
2.11 In-Process Inspection ......................................... J–15
2.12 Final Inspection ................................................ J–15
2.13 Inspection Status ............................................. J–15
2.14 Identification and Traceability ................................ J–16
2.15 Process Control ................................................ J–16
2.16 Preservation, Packaging, and Shipping ..................... J–17
2.17 Quality Records ............................................... J–17
2.18 Nonconformance Control ..................................... J–18
2.19 Quality Program Review and Manual Revision .......... J–18
2.20 Process Capability/Statistical Methods ..................... J–19
2.21 Internal Quality Audits ....................................... J–19
2.22 Training ......................................................... J–20
2.23 Contract Review ............................................... J–20
2.24 Design Control ................................................. J–21
Chapter 3. Procedure for Certification Application and Maintenance

3.1 Application ............................................. J–23
3.2 Application Status .................................... J–23
3.3 Advisory Service ...................................... J–23
3.4 Review of the Quality Manual ...................... J–23
3.5 In-Plant Audit for Initial Certification .......... J–24
3.6 Certification ............................................. J–24
3.7 Rejection or Withdrawal of Certification ......... J–25
3.8 Fees ..................................................... J–25
3.9 Confidentiality of Quality Assurance Information J–25
Fig. 3.1 Application guidance ........................... J–26
Fig. 3.2 Block diagram for M-1003 certification maintenance cycle J–27

Chapter 4. Procedures for the Certification and Recertification of Auditors

4.1 Scope .................................................. J–29
4.2 Evaluation .............................................. J–29
4.3 Documentation ........................................ J–29
4.4 Qualification Point Requirement .................... J–30
4.5 Certification Procedures ............................... J–31
4.6 Recertification ......................................... J–31
4.7 Termination of Certification .......................... J–31
4.8 Right of Appeal ....................................... J–32
Fig. 4.1 AAR Auditor Certification Application Form J–33
Fig. 4.2 Instructions for completing Auditor Certification Application Form J–34
Fig. 4.3 Audit log ............................................ J–35

Chapter 5. Quality Audit Standard

5.1 Preface .................................................. J–37
5.2 Scope .................................................. J–37
5.3 Requirements ......................................... J–37
5.4 Product Audit ......................................... J–39
5.5 Confidentiality ....................................... J–39

Chapter 6. Quality Assurance Committee

6.1 Quality Assurance Program Objective .......... J–41
6.2 Quality Assurance Committee Responsibilities J–41
6.3 Membership .......................................... J–41
Chapter 7. Quality Assurance Nonconformance Reporting

7.1 Objective of Nonconformance Reporting ................................................. J–43
7.2 Reporting Forms for Nonconformance .................................................... J–43
7.3 Review of Reporting Forms ................................................................. J–44
7.4 Reporting Form for Nonconformance Response ....................................... J–44
7.5 Verification of Responses ................................................................. J–45
Fig. 7.1 Process map for nonconformance reporting ...................................... J–46

Appendix A Reference Guide ........................................................................ J–47
Appendix B Intentionally Left Blank .............................................................. J–53
Appendix C Views and Interpretations ......................................................... J–55