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IIRX Database Accounts

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MxV Rail is a subsidiary of the Association of American Railroads (formerly TTCI)

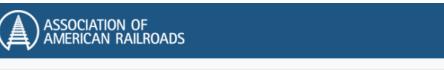
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Agenda

- Why do you need an Account?
- Register for an Account
- Access to your Facility
- Point of Contact Assignments (Facility and Corporate)
- Change Requests
- Planned Improvements







This system provides the following:

- M-1003 Facility Certification
- M-1003 Chapter 7 Nonconformance Reporting
- M-1002 Facility Certification
- Technical Facility Certification

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Why do you need an account

- M-1003/M-1002 facility applications must be completed
- on-line through the IIRX database
- Facility Access
- Chapter 7 Nonconformance Reporting
- Responding to Adverse Audit Finding Reports (Tank Car Facilities Only)

Main database URL: <u>https://aar.iirx.net</u> Account Registration URL: <u>https://aar.iirx.net/Account/Register</u>



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Register for an Account

- First and Last Name
- Address, City, State, Zip Code
- Phone Number
 - Position
 - Facility (Use Dropdown to locate your facility by QA Code)
 If already certified Select your QA Code
 - or
 - "My facility is Not Listed"
 - Email Address this becomes your username

Note: Usernames cannot be changed once created

Select the "Register" button

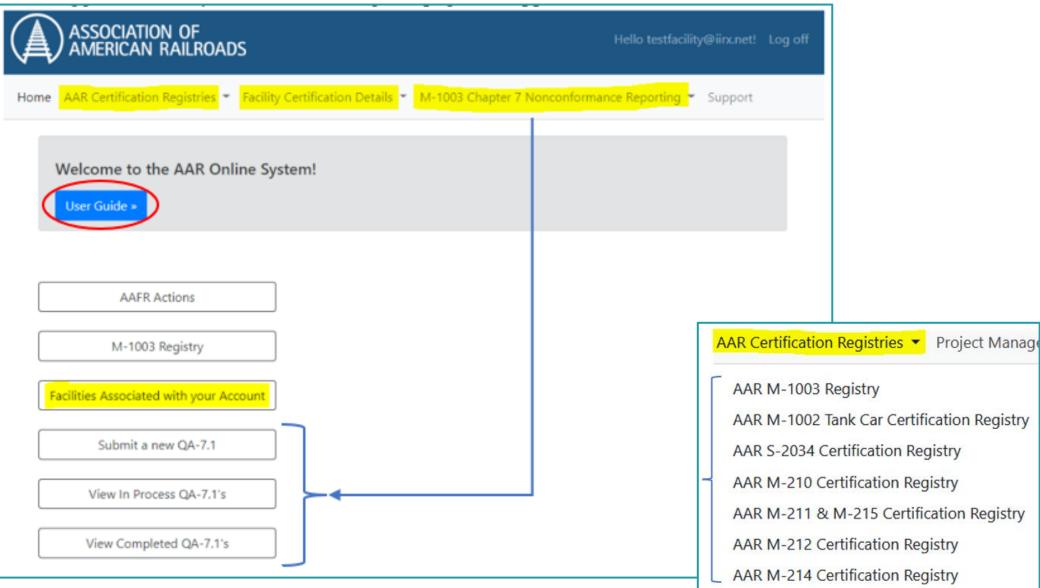


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Register.	
reate a new account.	
First Name	
Last Name	
Address	
City	
State	
Zip	
Phone	
Position	
Facility	
My Facility is not Listed	
Email	

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System Home Screen



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Access to your Facility

- Facility (Use Dropdown to locate your facility by QA Code)
- Multiple facilities can be added to your account
 - Request for account changes must be sent to <u>QA@aar.com</u>
 - Chapter 7 Nonconformance Report notification

Facility (if your facility is not listed select "My facility is not listed" from the drop-down list)

My Facility is not Listed...



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Access to your Facility – Chapter 7

First: Select your Facility		
Association of American Railroad	ls	
Quality Assurance Nonconformance Re	port Form	
ID		
0		
Initiator SRCO - Tinity Rail Maintenance Services, Inc H	lugo - Hugo, OK	
Contractor		
Please start typing the name of the Facility or QA Code:		
Item Description		
~		

User Contractors		
	Contractor	Is Facility POC?
Remove	Trinity Rail Maintenance Services, Inc Hugo - <mark>SRCO -</mark> Hugo, OK	

Point of Contact Assignments

Facility Point of Contact

Corporate Point of Contact

					APPLYING	Application for certification has not been completed or submitted.
Facility Information			1		SUBMITTED	Application has been submitted for review.
Facility Members					PENDING AUDIT	Facility is pending audit.
Legal Company Name					AUDIT SCHEDULED	Waiting for submission of an Audit Report.
Shop Mark					PENDING FINDINGS MITIGATION	Pending submittal of the Adverse Audit Findings Report(s) and Audit Report.
Facility Point of Contact					AUDIT REPORT REVIEW - AUDIT AGENCY	Audit report is under review by Audit Agency.
Address	Corporate Information Legal Corporation Name				PENDING AAR INTERNAL REVIEW	The facility's audit reports are under review by the AAR.
City	Railroad	Select a Railro	ad		AUDIT REPORT REVIEW - QUALITY ASSURANCE	Audit report is under review by Quality Assurance.
		Select a Raino			QAC BALLOT	The facility is being reviewed by the Quality Assurance Committee.
State or Province	Address				PENDING TCC APPROVAL	The facility is being reviewed by the Tank Car Committee for Tank Car Activities.
Country	Please City				APPROVED	The facility is Approved.
Postal Code	State or Province				WITHDRAWN	Application has been withdrawn, or facility certification denied, or withdrawn certification per facility request.
Phone Number	Country	Please Select a	a Country 🗸		PENDING FOLLOW UP AUDIT	The AAR has determined that a follow up audit is necessary for this facility.
Website	Postal Code			Lookup		ا×الا
Email	Corporate Contact Name					
Total Number of Employees	Corporate Contact Phone					
	Corporate Contact Email					
	Website					8 20

*Application / Certification Status Key

Description

Status

Change Requests

How do I change the scope of my M-1003 certification?

- The facility is responsible for submitting a dated notification on company letterhead to <u>QA@aar.com</u> for any change to the facility profile within the AAR online system including but not limited to the facility primary point of contact and the corporate contact information. This notification must include the QA Code, facility name, facility address and a statement of what needs to be changed in the online profile.
- Timely notifications are important because this system is how facilities are notified and receive information about facility certification status.
- https://aar.com/standards/FAQ.html



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Planned Improvements

- De-active user accounts that come back through the system as undeliverable
- Add a text box to account creation form to state why you are requesting an account – Complete
 - More frequent user password changes
 - Require users to review and validate their profile information
 - Require Corporate Point of Contacts to manage their own accounts
 - Create Facility Point of Contact and Corporate Point of Contact change request form



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Association of American Railroads Quality Assurance Committee