

P. T. Ameen
Assistant Vice President
Technical Services

B. J. Pague
Secretary



**ASSOCIATION OF AMERICAN
RAILROADS**

November 3, 2004

**CIRCULAR LETTER
(c-9951)**

**Subject: Expansion of AAR M-1003 Quality Assurance Program: AEI Tags and
Composition Brake Shoes
TO MEMBERS AND PRIVATE CAR OWNERS**

File Number: QA-1.5.10.04

The Technical Services Working Committee has endorsed expansion of the industry's Quality Assurance Program to encompass AEI TAG OEM's & reconditioners and composition brake shoe manufacturers.

Automatic Equipment Transponder Manufacturers & Reconditioners

AAR Manual of Standards & Recommended Practices Section K, Standard S-918, Section 10.2 states: "As a minimum, all tags must be manufactured in a facility certified as meeting or exceeding AAR Quality Assurance Specification M-1003." Section 10.4.1 states: "As a minimum, all tags must be reconditioned in a facility certified as meeting or exceeding AAR Quality Assurance Specification M-1003." Manufacturers and reconditioners of AEI Tags are herein invited to make application for Quality Assurance Certification under the provisions of AAR Specification M-1003. Application and instructions are detailed in AAR Specification M-1003 and appended to this Circular Letter.

Composition Brake Shoe Manufacturers

AAR Manual of Standards & Recommended Practices Section E, Specification M-926, BRAKE SHOES, HIGH FRICTION COMPOSITION TYPE Section 1.10 states: "In addition to the requirements contained herein, manufacturers of freight car brake shoes must meet the requirements of AAR Quality Assurance Specification M-1003, Section J." Manufacturers of AAR Specification M-926 brake shoes are herein invited to make application for Quality Assurance Certification under the provisions of AAR Specification M-1003. Application and instructions are detailed in AAR Specification M-1003 and appended to this Circular Letter.

Application Procedures

Facilities filing formal application by December 1, 2004 will be assured "common group" status, that is, certification will be simultaneously awarded to all qualifying facilities in that group, provided all necessary information is furnished by the applicant in a timely fashion. Dependent upon the progress of requisite site audits, the schedule for completion of certification requirements is targeted for February 1, 2005.

Questions regarding application requirements or procedures should be directed to Joy Cooke, Manager Quality Assurance at (719) 584-0715.

NOTE FOR INTERNET SUBSCRIBERS: The listing of Certified Companies including the component

listing are attached below as MS Word 2002 document and as .PDF files which can be viewed by use of Adobe Acrobat Reader. If you do not have this feature, Acrobat Reader software can be downloaded for free from the following Adobe web site.

<http://www.adobe.com/prodindex/acrobat/readstep.html#reader>



Applicn.pdf



Appl-instr.pdf

Sincerely,

A handwritten signature in cursive script that reads "Patrick T. Ameen".

Patrick T. Ameen

**Instructions for Completing Application for Certification
Association of American Railroads Quality Assurance Program**

- A. All line items on the application must be completed and requested information provided. Incomplete applications will cause delay in the certification process and may jeopardize common group status certification.
- B. Where insufficient space is provided on the application, addendum pages and attachments are permissible. Reference to addendum's and attachments used should be noted on the application.
- C. All Applications shall be submitted in duplicate, including addendum pages and attachments.
- D. It is the responsibility of the applicant to properly identify proprietary data if submitted with the application.
- E. It shall be assumed that the applicant will be prepared to submit their Quality Assurance Manual within 60 days of application date.
- F. If the applying company utilizes more than one facility to manufacture or recondition the same product or provide the same service, separate application is required for each facility.
- G. Application form, Item 3: check new or reconditioned / secondhand.
If the same facility is used to manufacture or recondition more than one product, each product may be entered on the application. For each of the products shown, list the applicable AAR specification.
- H. Application form, Item 6: examples of other standards are ANSI, CSA, ASME, MILSTD.
- I. It shall be assumed that the applicant has obtained and reviewed Section J of the Manual of Standards and Recommended Practices, Specification for Quality Assurance.
- J. All completed applications are to be returned to:
Joy Cooke
Q. A. Committee Coordinator
Transportation Technology Center, Inc.
P. O. Box 11130
Pueblo, CO 81001

Transportation Technology Center Inc. is a subsidiary of Association of American Railroads

Association of American Railroads
Quality Assurance Program
Specification M-1003
Application for Certification

IT IS INTENDED THAT AAR QUALITY ASSURANCE CERTIFICATION BE APPLICABLE TO MANUFACTURERS/SUPPLIERS THAT HAVE, OR ARE IN THE PROCESS OF OBTAINING AAR APPROVAL OF THEIR PRODUCTS/SERVICES UNDER AN EXISTING TECHNICAL STANDARD OR SPECIFICATION WHEN TECHNICAL APPROVAL IS REQUIRED BY THE SPECIFICATION.

1. Application For: _____ Initial Certification _____ Recertification

2. Company Name: _____

Address: _____

Phone: _____ Fax _____

Telex _____ E-mail _____

3. Product/Service to be Certified _____ New _____ Reconditioned _____ Secondhand

_____ Applicable AAR Spec. _____

_____ Applicable AAR Spec. _____

_____ Applicable AAR Spec. _____

4. Name of Primary Contact for QA Certification: _____

Title: _____ Phone: _____

5. The following attachments are to be submitted with and become part of this application:

- a. Organization Chart Depicting QA Function.
- b. Company Quality Policy Statement.
- c. Brief Description of QA Program
- d. Statement Describing the Scope of Product/Service Provided.
- e. Listing of Current AAR Approvals or Certificates Relating to the Product/Service Covered by this Application.

6. Is your Company Currently Certified to Another Quality Standard? _____ Yes _____ No

If Yes Provide Details: _____

7. Has Application for Technical Approval Been Filed? _____ Yes _____ No

BY THIS APPLICATION, WE AGREE TO BE BOUND BY THE ARBITRATION PROCEDURES AS DEFINED IN SECTION 1.12 OF SPECIFICATION M-1003.

Signed By: _____

(Authorized Co. Officer)

Signed By: _____

(Quality Assurance Rep.)

Title: _____

Title: _____

Date: _____

Date: _____

FOR AAR USE ONLY. AAR File No. Assigned: _____

Assigned By: _____ Date: _____