### STANDARDS RELATED DOCUMENT

### AQAP-2131-SRD.2.1

# TRAINING MATERIAL TO SUPPORT AQAP-2131 EDITION C - PRESENTATION

**Edition A Version 1** 



NORTH ATLANTIC TREATY ORGANIZATION

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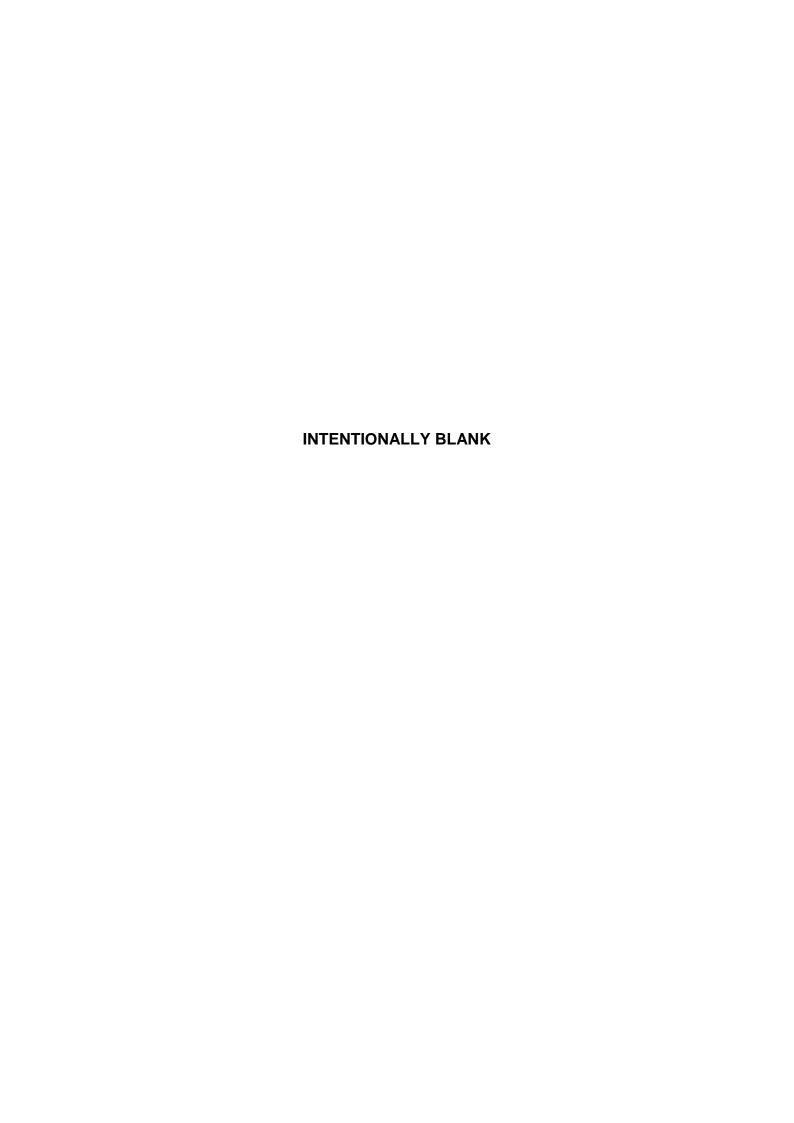
16 November 2020

- 1. The enclosed Standards Related Document, AQAP-2131-SRD.2.1, Edition A, Version 1, TRAINING MATERIAL TO SUPPORT AQAP-2131 EDITION C PRESENTATION, which has been approved in conjunction with AQAP-2131 by the nations in the Life Cycle Management Group, is promulgated herewith.
- 2. AQAP-2131-SRD.2.1, Edition A, Version 1, is effective upon receipt.
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- 4. This publication shall be handled in accordance with C-M(2002)60.

or Zoltán GULYÁS

Brigadie General, HUNAF

Director, NATO Standardization Office





# AQAP 2131 Edition C Training

Venue dd-mmm-yyyy

Presenters





# **AQAP 2131 Ed C Training: Content**

- 1. Introduction
  - Training Aims and format
- 2. Why it matters
- Introduction to AQAPs
- 4. AQAP 2131 Key Concepts (requirements, definitions and interpretation)
- 5. Considerations
- 6. Questions/clarification
- 7. Quiz





## **AQAP 2131 Edition C. Training**

### Training Aims:

- 1. To provide an awareness of the main requirements of AQAP 2131Ed C
- 2. To promote a consistent interpretation based on NATO guidance.
- 3. To explore what you can do as the Acquirer/GQAR in relation to the requirements of AQAP 2131 Ed C.





# **AQAP 2131 Ed C Training: Format**

- Slides detailing REQUIREMENTS and GUIDANCE
- Interactive ask questions, offer comment
- Quiz





# **AQAP 2131 Ed C Training: Content**

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# **Options**

- Ballistic vest
- Helicopter rotor









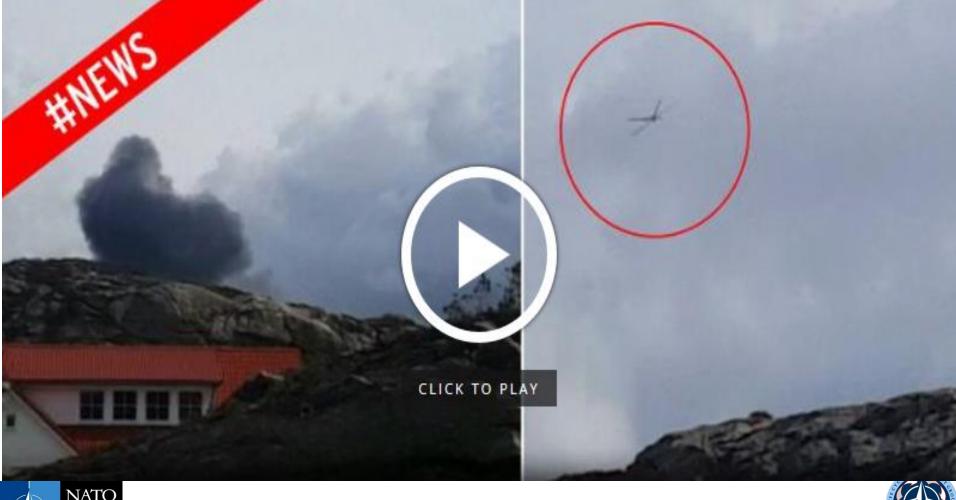
















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### Introduction to AQAPs

### Why do we use Allied Quality Assurance Publications (AQAPs)?

- Common definition of NATO requirements for quality that can be used in global supply chains
- Supports Government Quality Assurance between nations and agencies
- Provide defence context to ISO 9001:2015 requirements
  - ISO 9001 defines a set of generic requirements for a QMS
  - AQAPs define additional NATO requirements to be applied to specific contracts
- Makes provision for GQAR and/or Acquirer access and assistance
- GQAR and/or Acquirer right to reject product, QMS and plans without penalties





# **Contractual Quality Requirements**







- The decision to request GQA needs to be based on risk.
- STANAG 4107 is the overarching agreement for Mutual GQA between NATO nations and the usage of AQAPs.
- Link to STANAG 4107 Edition 11:
- https://nso.nato.int/nso/nsdd/stanagdetails.html?idCover=9184&LA=EN
- Note: RGQA can be rejected (by exception) under the provisions of AQAP 2070.





AQAP 2070 defines the process for NATO Mutual Government Quality Assurance (GQA).

- AQAP 2070 is not a contractual document
- It describes the processes that should be followed by staff (delegators and delegatees) involved in Government to Government GQA activities
- Activation of GQA services is dependant on the conditions and process steps defined in AQAP 2070
- Link to AQAP 2070 Edition B: <a href="https://nso.nato.int/nso/nsdd/apdetails.html?APNo=2980">https://nso.nato.int/nso/nsdd/apdetails.html?APNo=2980</a>





- Where GQA is a requirement, it is important that there is synergy between the contractual requirements and the Request for Government Quality Assurance (RGQA) requirements.
- e.g. If the RGQA requires the GQAR to sign a statement of GQA on a CofC for partial or full shipments, a corresponding condition or statement should be included in the contract.





- GQA provides confidence that the Supplier has met contractual requirements relating to quality.
- The GQAR does <u>not</u> accept, inspect or test the product.
- The Supplier is solely responsible for the conformance to requirements, of products provided to the Acquirer.
- GQA surveillance is risk-based and primarily processoriented.





### **Risk Identification: Risk Factors**

### **Exercise:**

For each of the topics below, please give examples of risk factors or sources of data which will inform the contract risk identification process.



**Note**: Supplier risk should not drive selection of AQAPs in contracts, but may influence the decision to invoke GQA.





### **Risk Identification: Risk Factors**

#### **Product**

- Design maturity
   e.g. new design,
   modifications,
   upgrades
- Complexity
- Software
- Lifecycle
- Risk of counterfeit
- Critical Safety
   Item
- Operational Environment

#### Contract

- Timescales e.g. Urgent Operational Requirement?
- Cost/value
- Duration
- Requirements

   e.g. clear,
   defined, realistic
- Legislation

#### Supplier

- Performance e.g. quality, OTD
- QMS Certification
- QMS Scope
- Capability
- Supply Chain
- Stability
- Single Source
- Engagement with customers
- Pre Contract
   Award Evaluation

# Defects and Issues

- Defect Reports
- QDRs
- RIACs
- In-Service Issues
- Platform Issues
   e.g. integration
- Lessons Learned

#### Customer

- Risks
- Requirements
- Concerns
- Delegated responsibilities
- Feedback
- Priorities
- Stakeholder engagement





### Contractual AQAPs @ November 2017

#### **AQAP 2110** NATO Quality Assurance Requirements for **Design**, Development & Production • Ed 3 aligns with ISO

9001:2008

• Ed D aligns

9001:2015

with ISO

- NATO Quality Assurance
- with ISO

#### **AQAP 2120**

- Requirements for **Production**
- Ed 3 aligns 9001:2008

#### **AQAP 2130**

- NATO Quality Assurance Requirements for **Inspection** & Test
- Ed 3 aligns with ISO 9001:2008

#### **AQAP 2131**

- NATO Quality Assurance Requirements for Final Inspection
- Relates to all inspection and testing
- Standalone publication
- No link to ISO 9001
- Fd 2

#### **AQAP 2310**

- NATO OMS Requirements for **Aviation**. Space & Defence Suppliers
- Fd A Ver 1 aligns with AS9100:2009

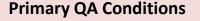
#### **AQAP 2210**

- NATO Supplementary Software QA Requirements to AQAP 2110 or AQAP 2310
- Fd A Ver 2 aligns with AQAP 2110 Ed 3 and AOAP 2310 Ed A Ver 1

#### **AQAP 2105**

- NATO Requirements for **Deliverable Quality Plans**
- Ed 2 aligns with AOAP 2110/2120/
- 2130 Fd 3

Supplementary QA Conditions







### Contractual AQAPs @ February 2020

#### **AQAP 2110**

- NATO Quality Assurance Requirements for Design, Development
   Production
- Ed D aligns with ISO 9001:2015

#### **AQAP 2131**

- NATO Quality Assurance Requirements for Final Inspection & Test
- Relates to all inspection and testing
- Standalone publication
- No link to ISO 9001
- New Edition C

#### **AQAP 2310**

- NATO Quality Assurance Requirements for Aviation, Space & Defence Suppliers
- New Edition B aligns with AS 9100:2016

#### **AQAP 2210**

- NATO
   Supplementary
   Software QA
   Requirements
   to AQAP 2110
   or AQAP 2310
- New Edition A aligns with AQAP 2110 Ed D and AQAP 2310 Ed B

#### **AQAP 2105**

- NATO
   Requirements
   for Deliverable
   Quality Plans
- New Edition C aligns with AQAP 2110 Ed D, AQAP 2310 Ed B and AQAP 2210

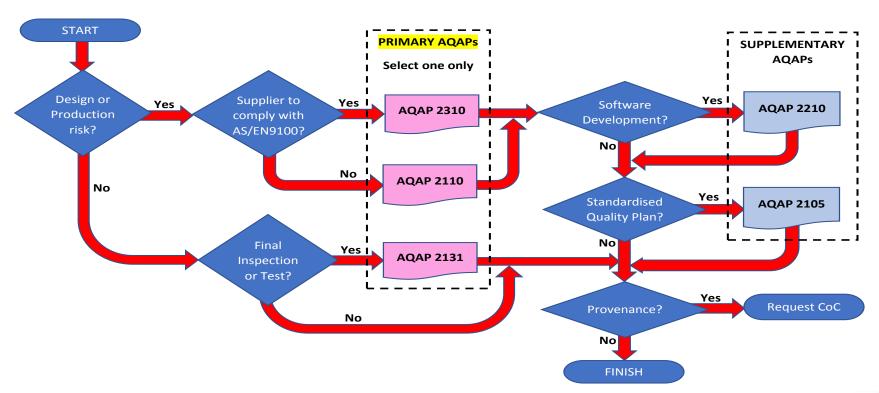
**Primary QA Conditions** 

Supplementary QA Conditions





### **AQAP Selection Guidance**







### **Contractual AQAPs**

#### **Exercise:**

Q. A contract is to be placed for the manufacture of a build to print compressor unit for a 155mm gun. One of the deliverables is an Factory Acceptance Test report detailing results for key performance characteristics. What AQAPs should be invoked in the contract?

- a) No AQAPs
- b) AQAP 2131
- c) AQAP 2110
- d) AQAP 2110 and AQAP 2210





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# **AQAP 2131**

# NATO Quality Assurance Requirements for Final Inspection and Test





# **AQAP 2131 Training Introduction**

AQAP 2131 Chapter 1.6 Definitions

### **GQAR** and/or Acquirer

The term "GQAR and/or Acquirer" has been used in this document to enable the Acquirer to be the default in situations in which there is either no GQAR associated with the contract or where the appointed GQAR has not been delegated the authority to conduct particular activities.





# **AQAP 2131**

### **GQAR** and/or Acquirer

The term "GQAR and/or Acquirer" has been used in this document to enable the Acquirer to be the default in situations in which there is either no GQAR associated with the contract or where the appointed GQAR has not been delegated the authority to conduct particular activities.





### AQAP 2131:

The Supplier Quality Management System

Unlike AQAP 2110 this standard does not require a supplier to have a documented QMS





# AQAP 2131: What does it do?

- Provides confidence in supplier ability
- Used in contracts
- Applies to all processes necessary to fulfil contractual requirements
- Can be used with other technical specifications and standards
- Note: only 1 primary AQAP can be invoked in contracts





### The Supplier

- Must apply the requirements to all processes required by the supplier to fulfil the contractual requirements.
- It will require them to document certain processes, others will need to be appropriate but not necessarily documented, collect and retain certain documented information

#### and

 provide you as the acquirer or the GQAR with specific information and support when you request it (3.1.)





### 3.1.

# Support for GQA activities and access to supplier





### 3.1.

Support for GQA activities and access to the supplier

The Supplier shall provide to the GQAR and/or Acquirer:





- 1. The right of access to facilities where the contracted activities are being performed.
- 2. Information pertaining to the fulfilment of requirements in the contract.
- 3. Unrestricted opportunity to evaluate Supplier compliance with this publication.
- 4. Unrestricted opportunity to conduct verification of product conformity with the contract requirements.
- 5. Required assistance for evaluation, verification, validation, testing, inspection or release of the product for the accomplishment of GQA to contract requirements.
- 6. Accommodation and facilities for performing GQA.
- 7. The necessary equipment available for reasonable use for performing GQA.
- 8. Supplier personnel for operation of such equipment as required.
- 9. Access to information and communication facilities.
- 10. The necessary Supplier documentation to confirm product conformance to specification.
- 11. Copies of necessary documents, including those on electronic media





### 2.1.

# Final inspection and test





### 2.1. Final inspection and test

1. The supplier shall perform all inspection and testing of the product as necessary to demonstrate conformity with contract requirements, and shall retain documented information for inspection and test sufficient to demonstrate conformity of the product with contract requirements.





- The Supplier, being unilaterally responsible for ensuring that all requirements, including those for quality are met, should identify those requirements and prepare information on how it will be confirmed.
- If product characteristics cannot be confirmed at final inspection, inspection and test activities should be performed during the product realization. It is necessary to consider inspection and testing carried out by external providers.
- When GQAS is requested the GQAR does not perform inspection and test, but will provide confidence to the acquirer.





 The compliance of the product with the requirements of the contract is to be documented by the Supplier. Such documentation could be based on their own controls or by supervising the inspections and tests carried out by external providers. All documented information is to be retained and available to the GQAR and/or Acquirer.





### 2.1. Final inspection and test

2. The supplier shall maintain documented procedures for the inspection and test activities which include acceptance criteria





 Prior to final inspection and testing, acceptance criteria might be provided by the acquirer, stated in the product documentation or set internally as requirements before shipment. The actions to be performed if the acceptance criteria fail to be met during test/inspection is to be described.





### 2.1. Final inspection and test

3. The Supplier shall ensure the application of appropriate inspection and test processes and effective communication that capture and deliver contractual requirements.





 During the review of the contract the Supplier is to identify the inspection and test processes and procedures, the results and other documented information necessary to demonstrate the product's compliance with the requirements of the contract.





 Final inspection and testing acceptance criteria may be provided by the Acquirer, as stated in contractual documentation, for the product during the production process





### 2.1. Final inspection and test

4. The respective test status of the products shall be recognizable at any stage of inspection





### 2.1. Final inspection and test

5. The Supplier shall ensure that all devices used for tests and (final) inspection are metrologically confirmed. When an item of measuring equipment is found to fail recalibration or is not in calibration and when there are affected products, the GQAR and/or Acquirer is to be informed and presented with details of affected products, including products already delivered





 The metrological confirmation comprises measuring equipment calibration and measuring equipment verification related to intended use of the equipment (Process Fig 2 in ISO 10012:2003), as well as any required sealing and labelling.





- Information relevant to the metrological confirmation status of measuring equipment is to be readily available for the operator.
- Prior to the metrological confirmation the suitability of the measuring equipment is to be demonstrated and documented.



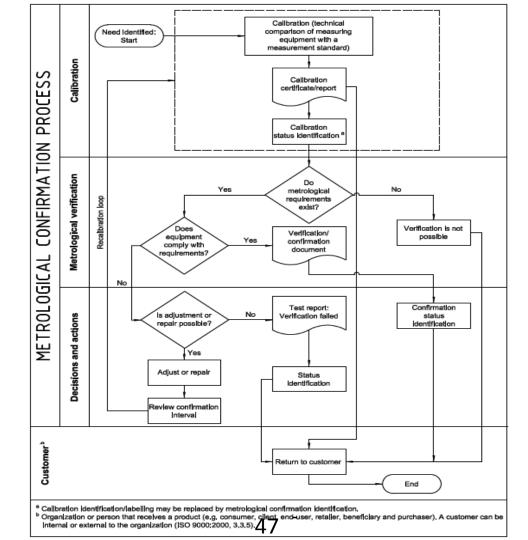


### **Guidance: Metrological Confirmation**

- Supplier defines metrological requirements for all devices used in final inspection and test and selects devices with appropriate Measuring Equipment Metrological Characteristics (MEMC)
- Calibration confirms MEMC
- MEMC compared to metrological requirements to allow verification and confirmation of metrological requirements











### 2.1. Final inspection and test

6. The Supplier shall maintain documented information concerning the appropriate competence of all personnel performing inspection and test.





Documented information on competence of personnel is to be available to the GQAR and/or Acquirer.





#### 2.2.

### Control of externally provided products





## 2.2. Control of externally provided products

1. The Supplier shall flow down the applicable contractual requirements to External Providers by referencing the stated contractual requirement, including relevant AQAP(s). The Supplier shall insert the following in all purchasing documents: "All requirements of this contract may be subject to GQA. You will be notified of any GQA activity to be performed."





The Supplier is required to ensure that they apply adequate control of their supply chain, providing the necessary assurance of compliance to contractual requirements, identifying and managing areas of risk and ensuring communication of customer requirements.





## 2.2. Control of externally provided products

2. The Supplier shall, on request, provide the GQAR and/or Acquirer with a copy of any subcontracts or orders for products related to the contract. The Supplier shall notify the GQAR and/or Acquirer if a subcontract or order has been identified as constituting or involving risk.





- This requirement is intended to focus supplier QA resource on risk areas through the supply chain and to ensure the availability of appropriate information for the GQAR and or Acquirer so they can consider performing GQA at external providers.
- When the supplier is requested for this information, they may want to provide a product or work breakdown structure to explain/illustrate the supply chain.





## 2.2. Control of externally provided products

3. The Supplier shall retain documented information of verification and/or validation of purchased products. The documented information shall be made available to the GQAR and/or Acquirer upon request





- At the minimum 'The supplier is to retain this information for the duration of the complete contractual timeframe, including warranty period, legal activities, contractual post-delivery activities, and any National Regulations or unless otherwise instructed by the Acquirer.
- The Supplier is to be aware of the risk of incoming counterfeit material





### **EXERCISE:**

- 1. What are the benefits of purchasing off the shelf items (distributors, stockists etc.)?
- 2. What are the risks?
- 3. How does that impact your organisation's use of AQAP 2131?





# 2.2. Control of externally provided products

4. When the Supplier establishes that an acquirer-supplied product is unsuitable for its intended use, they shall immediately report to and coordinate with the Acquirer on the corrective actions to be taken. The Supplier shall also inform the GQAR upon request. Until action is resolved the product should be treated as a nonconforming product.





### 2.3.

# Traceability





## 2.3. Traceability

1. The Supplier shall have appropriate processes in place for traceability of the product through production, inspection and delivery.





Requirements for traceability placed on the supplier may help to minimize the impact of non-conforming material on product in production, at inspection or already delivered.





### 2.3. Traceability

2. The Supplier shall have appropriate processes in place for traceability to support product recall.





- This requires suppliers to maintain build records during manufacture where components and materials have been used.
- Examples of this could include O seals, welding consumables and other material that is batch controlled.
- Such records should be able to support product recall in the event that batches of material are subsequently found to be suspect or nonconforming





### 2.4.

### Preservation





### 2.4. Preservation

1. Specific storage conditions (i.e. temperature, dust, humidity) shall be identified by the Supplier. The Supplier shall comply with these specific requirements during all relevant processes (storage, shipping, transport etc.). Information related to specific storage conditions shall be communicated by the Supplier to the Acquirer.





These specific storage and handling conditions is to be adequately stated in the product documentation or in other documentation provided to the Acquirer.





### 2.4. Preservation

2. Products with limited shelf life shall be identified at final inspection and the expiry date should be marked on the product labels and the packaging. Only products with acceptable remaining shelf life shall be delivered by the Supplier/distributor.





The limited storage period applies to all products that have a shelf life. The acceptability of the remaining shelf life is to be confirmed with the Acquirer to make sure it meets requirements.





#### 2.4. Preservation

3. The Supplier shall ensure the provision of adequate protection to prevent deterioration and damage during manufacture, storage and delivery.





#### Guidance

If the contract specifies special requirements for the protection or storage of the product, then the Supplier is to identify them and provide objective evidence of their fulfilment. Otherwise the Supplier is to identify industry best practices to ensure the provision of adequate protection





#### 2.4. Preservation

4. The Supplier shall ensure that adequate packaging is used to assure product preservation and where applicable meet any contractual packaging and labelling requirements.





#### 2.5.

Products presented by the supplier for release





# **2.5.** Products presented by the supplier for release

1. The Supplier shall ensure that only acceptable products, intended for delivery, are released. The GQAR and/or Acquirer reserve the right to reject nonconforming products





# **2.5.** Products presented by the supplier for release

2. The Supplier is to provide a Certificate of Conformity at release of product to the GQAR and/or Acquirer unless otherwise instructed. If the Supplier is not a manufacturer of the product, an Original Equipment Manufacturer (OEM) or an Authorized Manufacturer CofC shall be provided.





#### Guidance

- Guidance on CofC minimum data requirements has been developed and is now included at Annex B of AQAP 2131 SRD 1.
- Minimum data requirements for a CofC need to be communicated to the supplier.
- If the Supplier is not the manufacturer of the product, then the product is to be delivered with the product OEM (Original Equipment Manufacturer) details or CofC of the authorised manufacturer.





# **2.5.** Products presented by the supplier for release

3. The Supplier is solely responsible for the conformance to requirements of products provided to the Acquirer





#### Guidance

This point applies to both products manufactured by the Supplier and supplied by its external providers, regardless of the degree of their processing. This also applies to products / materials included in products manufactured by the Supplier.





# **2.5.** Products presented by the supplier for release

4. Where the GQAR and/or Acquirer is required to witness any final inspection or formal acceptance activities, the Supplier shall provide the GQAR and/or Acquirer with a minimum of 10 working days notification of the event unless otherwise stated in the contract.





#### 2.6.

# Control of nonconforming products





# 2.6. Control of nonconforming products

 The Supplier shall identify, control and segregate nonconforming products (including Counterfeit Material





#### Guidance

For the Supplier to meet this requirement in a consistent and controlled manner it is reasonable to expect there to be established processes in place to ensure segregation, containment and identification of nonconforming product(s) with appropriate actions in place to determine its status and communicate as appropriate to prevent such products entering the supply chain.





## **EXERCISE:**

- When would a supplier not be able to apply physical segregation?
- How else could they segregate nonconforming product?





#### Guidance

- Wherever possible there is to be an area set aside for nonconforming parts and the level of control / access for this area is to be appropriate for the type of product. This is to help prevent the unintentional use of nonconforming product.
- There may be a situations where nonconforming parts cannot be segregated or where it would not be cost effective to do so (e.g. major assemblies or temporary work locations). In these situations positive materiel control and identification is to be confirmed both in stock management systems and through physical identification or 'locking'





# 2.6. Control of nonconforming products

2. The GQAR and/or Acquirer reserve the right to reject all rework, repair and use as is dispositions.





## **EXERCISE:**

1. What could be considered advantages in accepting repaired or reworked product?

2. What could be considered disadvantages in accepting repaired or reworked product?





#### Guidance

- This requirement establishes the right of the acquirer/GQAR to reject the supplier's dispositions. This is to be exercised for such proposals where it will have a detrimental affect on the product and its through life usage (e.g. a repair during manufacture may eliminate the possibility of future repairs during service life). Also for "use as is" dispositions, which effectively mean the acquirer is taking receipt of nonconforming material, there is a possibility that this will have a negative impact on related systems (e.g. reduced flow rate of a pump)
- The cumulative effect of concessions has to be considered at system level.





## 2.6. Control of nonconforming products

3. Records of rework, repair and use as is dispositions shall be retained as documented information





#### Guidance

The stored information is to be made available to the GQAR and/or Acquirer on demand.





# 2.6. Control of nonconforming products

4. The Supplier shall maintain and retain documented information for the handling of nonconforming products.





# 2.6. Control of nonconforming products

5. The Supplier shall notify the GQAR and/or Acquirer of nonconformities and corrective actions required.





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### Acquirer and/or GQAR Considerations

- The following slides detail some of the potential considerations of the Acquirer and/or GQAR with respect to contracting and use of AQAP 2131 both pre and post contract award
- The list is not exhaustive
- Note: not all considerations will apply to every contract; however, it is recommended that these areas are used to inform planning.





# Responsibilities

- Understand AQAP 2000 series and how they can help reduce your exposure to risk.
- Use contract risk information to inform AQAP selection
- Once invoked in a contract get as much benefit as possible





#### **Considerations**

- Supplier may not have a certified Quality management System. However they are required to have documented procedures for inspection and test (2.1.2). These must include acceptance criteria.
- Does not only apply to FINAL inspection and testing (2.1)
- The supplier is responsible for delivering conforming product
   (2.5) You can reject nonconforming products
- You can also reject all rework, repair and use as is dispositions (2.6)





#### **Considerations**

- You can add to the requirements of AQAP 2131 using specific contract conditions
- Rights of access to facilities and information (3.1)
- The supplier shall flow down applicable contract requirements (including the requirements for GQA) (2.2.1)
- Supplier will need knowledge of their supply chain (2.2.2) and must provide the information to you on request.
- The supplier must inform you if a sub-contract constitutes risk (2.2.2). This can inform your approach to GQAS





#### **Considerations**

- Supplier must have processes for traceability of products throughout production, inspection and delivery to allow product recall (2.3) including where resulting from calibration failures (2.1.)
- The supplier is required to collect, retain and maintain documented information. Acquirer can request this information. (2.1.1/2/6, 2.2.3, 2.3.1/2, 2.6.3/4)
- Consider appropriate GQAS but be aware that you can request information from the supplier to inform your understanding of risk.
- If GQAS is involved remember that the GQAR does not perform final inspection but provides confidence that the supplier has applied appropriate controls.





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# **AQAP 2131 Edition C: Training**

- Thank you for listening.
- Any questions?
- Quiz





#### **QUIZ**

#### Q1. According to AQAP 2131 what is final inspection?

- a. The activities relating to checking a product prior to dispatch from the supplier.
- The activities carried out by the GQAR prior to signing the CofC
- c. All inspection and testing activities necessary to demonstrate conformity with requirements carried out by the supplier
- d. A review of the CofC prior to dispatch.





#### **QUIZ**

- Q2. According to AQAP 2131 when is a measuring device **Metrologically Confirmed**?
  - a. When it is new.
  - b. As long has been calibrated in the last 6 months
  - c. If calibration is carried out by an external supplier.
  - d. When the device has been calibrated and has been demonstrated to be suitable for the measurement.





#### **QUIZ**

Q3. If I invoke AQAP 2131 in a contract my supplier will be required to have a Quality Management System?

- a. True
- b. False.





#### **QUIZ**

Q4. AQAP 2131 contains which of the following requirements:

(hint: there may be more than one)

- a. Traceability.
- b. Configuration Management
- c. Preservation.
- d. All of the above.





#### **QUIZ**

Q5. You want to carry out some assurance activity but the supplier informs you that they cannot allow access because the work is being done on nightshift what would you do?

- a. Wait until a more convenient time.
- b. Tell them to delay the specific process until you can gain access
- c. Visit during normal working hours and check what is available.
- d. Inform the supplier that under clause 3.1 you have rights of access to any location at any time your product is being worked on.





#### QUIZ

Q6. You would like the GQAR to conduct some assurance activities on my contract. Which of the following must I do:

- a. Make sure that the requirements are defined in the statement of work.
- b. Don't include the requirement in the statement of work but remember to task the GQAR using AQAP 2070.
- Ensure that any GQA requirements are communicated to the supplier and submit a timely Request for Government Quality Assurance (RGQA).
- d. Don't worry because the local GQAR will sort everything out for you.



