SRI AS 9100/9120 Auditor On-Boarding Checklist

Quality System Registrar
Quality • Sustainability • Security

To facilitate a smooth and efficient on-boarding process with SRI, we've provided an ordered checklist to help you plan and stay on course to become an AS Auditor with an award-winning certification body.

PHASE 1 – SUBMIT APPLICATION TO PROBITAS AUTHENTICATION

1

Auditor Candidate Submits Application to Probitas Authentication

Candidates are encouraged to work directly with Probitas to ensure correct grade (AA vs. AEA) and path (via Training or via Work Experience) are identified as you work to complete all requirements.

Resource: https://www.sae-itc.org/probitas/auditor/

Timeframe: 1-3 months

PHASE 2 – CAPTURE AEROSPACE INDUSTRY EXPERIENCE

2

Aerospace Work Experience

Aerospace Auditor (AA) – can be a Team Auditor only
Not required.

Aerospace Experienced Auditor (AEA) – Lead Auditor (via Training)
2 years of full-time AQMS industry work experience within the past 15 years.

Aerospace Experienced Auditor (AEA) – Lead Auditor (via Work Experience)
4 years of full-Time AQMS work experience within past 10 years directly involved in Engineering, Design, Manufacturing, Quality or Process Control for a major airframe manufacturer, prime supplier, auxiliary equipment supplier and/or appropriate official civil, military or space organization, such as National Aviation Authorities (NAA), European Space Agency (ESA)/NASA, Ministry of Defense (MoD).

Timeframe: N/A

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3

Aerospace Audit Experience

<u>Aerospace Auditor (AA) – can be a Team Auditor only</u>
Not required.

<u>Aerospace Experienced Auditor (AEA) – Lead Auditor (via Training)</u>
4 full QMS or AQMS (AS9100) audits conducted for a total of 20 audit days within the past 3 years. Only 2nd- or 3rd-party audits will be considered.

<u>Aerospace Experienced Auditor (AEA) – Lead Auditor (via Work Experience)</u>
4 full QMS or AQMS (AS9100) audits conducted for a total of 20 audit days within the past 3 years. Only 2nd- or 3rd-party audits will be considered.

Timeframe: 1-12 months

PHASE 3 – AQMS AND INDUSTRY-SPECIFIC TRAINING

Phases 3 and 4 can be done simultaneously.

4

AQMS Training

Complete the following AQMS Training:
1. AS9100 Aerospace Auditor Transition Training (AATT)
2. AATT course prior to the November 1, 2014 release,9101E/9101:2014 Revision Training Course
3. QMS (ISO 9001: 2008) Auditor Training Course or AQMS AS9100 Standard Auditor Course

Timeframe: 1-6 months

5

Industry Specific Training

<u>Aerospace Auditor (AA) – can be a Team Auditor only</u>
Not required

<u>Aerospace Experienced Auditor (AEA) – Lead Auditor (via Training)</u>
Successful completion of an approved Aerospace Industry Specific Course: AS9100/9110

Resource: <u>https://www.sae-itc.org/probitas/training/approved/</u>

<u>Aerospace Experienced Auditor (AEA) – Lead Auditor (via Work Experience)</u>
Not required

Timeframe: 0-6 months

PHASE 4 – BECOME AN SRI ISO LEAD AUDITOR

Note: SRI AS9100 Auditor Status (Team or Lead) is based on Probitas approval (AA or AEA).

6

Path One - No 3rd-Party Audit Experience
- Minimum of 15 days as SRI Team Auditor
- Pass SRI Lead Auditor Office Training
- Achieve acceptable performance on Team Audits
- QMS technical area identified, documented, and approved
- Compete successful Acting Lead audit

Timeframe: 3-12 months

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Path Two - Lead Auditor with another Certification Body
- Pass SRI Lead Auditor Office Training
- Achieve acceptable performance on Team Audit (one or two audits)
- QMS technical area identified, documented, and approved

Timeframe: 1-6 months

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