

**Aerospace series - Quality management systems - Part
003: Requirements for Aerospace Quality Management
System (AQMS) Auditor Training and Qualification**

EESTI STANDARDI EESSÕNA

NATIONAL FOREWORD

Käesolev Eesti standard EVS-EN 9104-003:2010 sisaldab Euroopa standardi EN 9104-003:2010 ingliskeelset teksti.

Standard on kinnitatud Eesti Standardikeskuse 30.09.2010 käskkirjaga ja jõustub sellekohase teate avaldamisel EVS Teatajas.

Euroopa standardimisorganisatsioonide poolt rahvuslikele liikmetele Euroopa standardi teksti kättesaadavaks tegemise kuupäev on 09.06.2010.

Standard on kättesaadav Eesti standardiorganisatsioonist.

This Estonian standard EVS-EN 9104-003:2010 consists of the English text of the European standard EN 9104-003:2010.

This standard is ratified with the order of Estonian Centre for Standardisation dated 30.09.2010 and is endorsed with the notification published in the official bulletin of the Estonian national standardisation organisation.

Date of Availability of the European standard text 09.06.2010.

The standard is available from Estonian standardisation organisation.

ICS 03.120.10, 49.020

Standardite reprodutseerimis- ja levitamiseõigus kuulub Eesti Standardikeskusele

Andmete paljundamine, taastekitamine, kopeerimine, salvestamine elektroonilisse süsteemi või edastamine ükskõik millises vormis või millisel teel on keelatud ilma Eesti Standardikeskuse poolt antud kirjaliku loata.

Kui Teil on küsimusi standardite autorikaitse kohta, palun võtke ühendust Eesti Standardikeskusega:
Aru 10 Tallinn 10317 Eesti; www.evs.ee; Telefon: 605 5050; E-post: info@evs.ee

Right to reproduce and distribute belongs to the Estonian Centre for Standardisation

No part of this publication may be reproduced or utilized in any form or by any means, electronic or mechanical, including photocopying, without permission in writing from Estonian Centre for Standardisation.

If you have any questions about standards copyright, please contact Estonian Centre for Standardisation:
Aru str 10 Tallinn 10317 Estonia; www.evs.ee; Phone: 605 5050; E-mail: info@evs.ee

English Version

**Aerospace series - Quality management systems - Part 003:
Requirements for Aerospace Quality Management System
(AQMS) Auditor Training and Qualification**

Série aérospatiale - Systèmes de management de la
qualité - Partie 003 : Exigences applicables au Système de
Management de la Qualité dans le domaine Aérospatial
(SMQA) Formation et Qualification des Auditeurs

Luft- und Raumfahrt - Qualitätsmanagementsysteme - Teil
003: Anforderung an das Qualitätsmanagementsysteme
der Luft- und Raumfahrt anwendbar für Auditoren
Ausbildung und Qualifikation

This European Standard was approved by CEN on 11 July 2008.

CEN members are bound to comply with the CEN/CENELEC Internal Regulations which stipulate the conditions for giving this European Standard the status of a national standard without any alteration. Up-to-date lists and bibliographical references concerning such national standards may be obtained on application to the CEN Management Centre or to any CEN member.

This European Standard exists in three official versions (English, French, German). A version in any other language made by translation under the responsibility of a CEN member into its own language and notified to the CEN Management Centre has the same status as the official versions.

CEN members are the national standards bodies of Austria, Belgium, Bulgaria, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Switzerland and United Kingdom.



EUROPEAN COMMITTEE FOR STANDARDIZATION
COMITÉ EUROPÉEN DE NORMALISATION
EUROPÄISCHES KOMITEE FÜR NORMUNG

Management Centre: Avenue Marnix 17, B-1000 Brussels

Contents

Page

Foreword.....	3
Introduction	4
1 Scope	5
2 Normative references	5
3 Terms and definitions	5
4 General	7
5 AQMS auditor competency requirements	8
6 Requirements for training courses	10
7 AQMS aerospace experience auditor evaluation and authentication	19
8 Re-authentication or withdrawal of AQMS AEA	20
Annex A (normative) Detailed requirements for training courses	21
A.1 AQMS foundation course	21
A.2 AQMS standard auditor course	21
A.3 EN 9100 - Aerospace industry specific course (formerly the in-depth/competency course)	23
A.4 EN 9110 - Aerospace industry specific course for repair/maintenance	24
A.5 Off-site/self study course	25
Bibliography	28

Foreword

This document (EN 9104-003:2009) has been prepared by the Aerospace and Defence Industries Association of Europe - Standardization (ASD-STAN).

After enquiries and votes carried out in accordance with the rules of this Association, this Standard has received the approval of the National Associations and the Official Services of the member countries of ASD, prior to its presentation to CEN.

This European Standard shall be given the status of a national standard, either by publication of an identical text or by endorsement, at the latest by August 2009, and conflicting national standards shall be withdrawn at the latest by August 2009.

Attention is drawn to the possibility that some of the elements of this document may be the subject of patent rights. CEN [and/or CENELEC] shall not be held responsible for identifying any or all such patent rights.

According to the CEN/CENELEC Internal Regulations, the national standards organizations of the following countries are bound to implement this European Standard: Austria, Belgium, Bulgaria, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Switzerland and the United Kingdom.

Introduction

This document is written to define a common process for aerospace auditor training and authentication to be utilized by all the International Aerospace Quality Group (IAQG) sectors. In order to harmonize the presentation, the clause numbering system of this standard has been modified accordingly.

In December 1998, the Aerospace Industry established the International Aerospace Quality Group (IAQG) with the purpose of achieving significant improvements in quality and reductions in cost throughout the value stream.

IAQG developed a truly global scheme IAQG 9104 for the use of assessment results performed by Certification/Registration Bodies (CRBs), based on the 9100-series standards and taking into account the schemes already in use or under development in the various IAQG sectors.

This document supplements the existing international requirements for the accreditation of personnel certification bodies, accreditation of CRBs and auditor certification programs.

Confidence and reliance in the audit process depends on the competence of those conducting the audit, making certification/registration decisions and supporting an audit program. Competence is based on the demonstration of personal attributes, and the ability to apply Aerospace Quality Management System (AQMS) knowledge and skills gained through education, work experience, auditor training and audit experience. (EN ISO 19011:2002, 7.1).

Knowledge and skills are only two elements of competency. Therefore, organizations operating AQMS audit programs should establish and implement effective competency systems that are based on EN ISO 19011:2002 (section 7), ISO/IEC Guide 62 and IAF GD 2.

The IAF Guidance on the application of ISO/IEC Guide 62 (IAF GD 2) requires personnel operating in a specific technical field to have competence for the functions they perform, be they management, technical, administrative or other (IAF GD 2 G 2.21). This means that an organization operating an aerospace auditing program should have adequate personnel with required knowledge of aerospace processes, product and system requirements to ensure their audit program is able to operate effectively and in accordance with Aerospace Industry requirements.

Contained herein are requirements for Aerospace Auditor Competency and Training Course to satisfy the competency criteria in IAQG 9104 to support certification/registration and recognition of Aerospace Quality Management Systems.

1 Scope

This document provides the minimum requirements (Body of Knowledge) for AQMS Auditors who will participate in AQMS Certification/registration activities including Auditor Authentication process and for training organization. It is applicable to auditors seeking formal approval to conduct audits of the AQMS systems under the IAQG and those who manage the competency element of an AQMS audit program and to training organizations.

2 Normative references

The following referenced documents are indispensable for the application of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

EN 9100, *Aerospace series — Quality management systems — Requirements (based on ISO 9001:2000) and Quality systems — Model for quality assurance in design, development, production, installation and servicing (based on ISO 9001:1994)*¹

EN 9104, *Aerospace series — Quality management systems — Requirements for Aerospace Quality Management System Certification/Registrations Programs*¹

EN 9110, *Aerospace series — Quality systems — Model for quality assurance applicable to maintenance organizations*¹

EN 9120, *Aerospace series — Quality management systems — Requirements for stockist distributors (based on ISO 9001:2000)*¹

EN ISO 9000:2005, *Quality management systems — Fundamentals and vocabulary (ISO 9000:2005)*

EN ISO 9001, *Quality management systems — Requirements (ISO 9001:2008)*

EN ISO 19011:2002, *Guidelines for quality and/or environmental management systems auditing (ISO 19011:2002)*

3 Terms and definitions

For the purposes of this document, the following terms and definitions apply.

3.1

accreditation body

AB

body recognized by an IAQG sector that has the primary responsibility for the accreditation of certification bodies to issue certifications/registrations to Aerospace Quality Management Systems standards

3.2

aerospace

business of design, manufacture, maintenance, distribution and support of aviation vehicles and engines, accessories and component parts, all ancillary and allied businesses including aerospace vehicle operations

NOTE This also includes Space and Defence.

¹ Or the corresponding AAQG standards (e.g. AS, ARP, etc.) or APAQG (e.g. JISQ, SJAC, HB, etc.).