Requirements of AS 9120 B

Trainer's Guide

Requirements of AS 9120 B

Materials

This course is designed to train employees on the requirements of AS 9120 B. The course covers the structure, emphasis, and requirements of the standard.

The course is approximately two hours long; the length may be changed by covering less detail, or by adding the suggested group exercises.
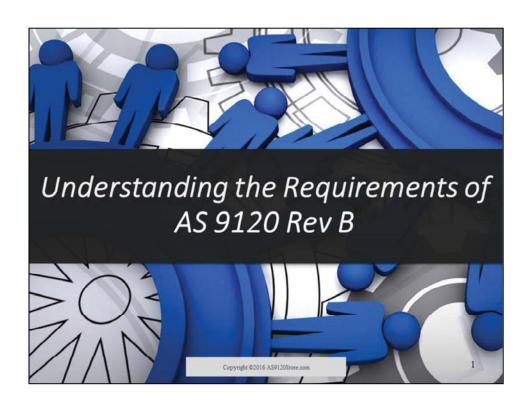
To begin preparing for the training session:
- Print the Notes pages of the Power Point presentation. (Open the PowerPoint presentation, select "Print", and select "Notes Pages").
- Print a copy of the Student Manual. You will then be able to prepare for the presentation using this guide and reviewing the speaker notes and student manual.

The content of the student manual matches the information in the PowerPoint slides. Let students know this at the beginning of the presentation to make it easier for them to take notes. The speaker notes provide additional detail.

You will need one copy of the standard for the trainer, and you may want copies for each student to refer to for details. Standards are available electronically from http://as9120store.com/buy-standards/

Additional Information: http://www.as9120store.com

Understanding the Requirements of AS 9120 Rev B

1

Introduction

AS 9120 Rev B is the latest standard for Quality Management Systems Requirements for Aviation, Space, and Defense Distributors.

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Previous versions included:

AS 9120 Rev A – 2009

AS 9120 – 2002

In this presentation, the text of the AS 9120 B Standard is paraphrased for instructional purposes.
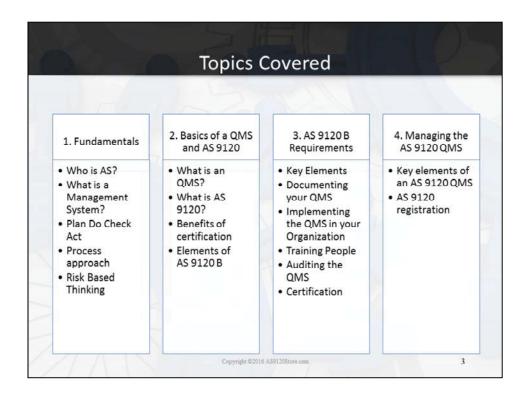
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Refer to the standard for the actual text.

2

The AS 9120 standard has been around for a long time and has proven to be a most popular and effective way for companies to manage their Quality Management System (QMS)

The text containing the requirements of AS 9120 is relatively short and compact.

They are described in some 28 pages.

Topics Covered

1. Fundamentals	2. Basics of a QMS and AS 9120	3. AS 9120 B Requirements	4. Managing the AS 9120 QMS
• Who is AS? • What is a Management System? • Plan Do Check Act • Process approach • Risk Based Thinking	• What is an QMS? • What is AS 9120? • Benefits of certification • Elements of AS 9120 B	• Key Elements • Documenting your QMS • Implementing the QMS in your Organization • Training People • Auditing the QMS • Certification	• Key elements of an AS 9120 QMS • AS 9120 registration

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3

Today we will cover the following topics so that you will better understand your company's Quality Management System.

I will begin by providing some basic information regarding management systems and AS standards.
I will then explain:
What is a QMS and What is AS 9120?
Why it is important to your company to achieve AS 9120 registration
What are the benefits of achieving registration
What are the elements necessary to establish and manage and AS 9120 QMS, and
How can you support your organization's QMS.
For the rest of the training, we will use the term QMS which means the Quality Management System.

Lets start with some fundamentals

IAQG (International Aerospace Quality Group) is a network of organizations with representatives from aviation, space, and defense companies in the Americas, Asia/Pacific, and Europe and is established to implement initiatives for improvements in quality and reductions in costs for stakeholders.

IAQG develops a variety of standards and guidelines for areas such as audit requirements (AS9101) and aerospace operator self-verification programs (AS 9162).

These groups draft the standard, then members comment and vote on the standard. The document then becomes an AS standard.
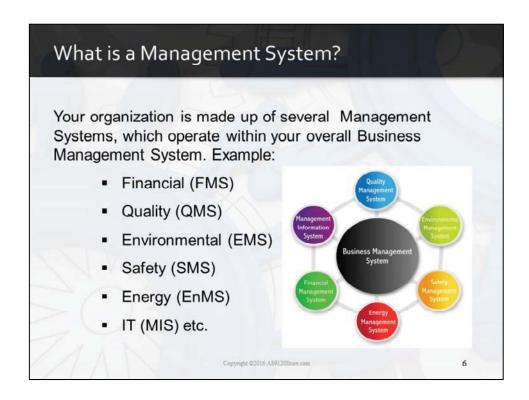
These standards are not regulations. They are a method of getting a standard set of criteria for quality management systems.

An outside agency, the registrar, will then audit to see if you have all the required elements in place. If you do, you will get AS 9120B registration.

This registration tells others all over the world that you have this quality system in place.

As we go through the presentation, and cover the requirements you will see that these requirements are basically just good business practice.

The AS 9120B Quality Management System is one of the most popular management systems published.

What is a Management System?

Your organization is made up of several Management Systems, which operate within your overall Business Management System. Example:

- Financial (FMS)
- Quality (QMS)
- Environmental (EMS)
- Safety (SMS)
- Energy (EnMS)
- IT (MIS) etc.

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6

A Management system refers to what an organization does to manage its processes, or activities so that its products or services meet the organization's objectives, such as:

•satisfying the customer's quality requirements,

•complying to regulations, or

•meeting quality objectives