



Updates on the ASA-100 Standard

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ASA-100 changes

During the Quality Committee held on December 1, 2016 the following changes were proposed to the ASA-100 revision 4.0 standard. These changes were motioned and approved by the Committee and approved by the Board of Directors of ASA.

ASA standard section 3(c) new language

“Aircraft parts, and parts that could be reasonably assumed to be sold for aircraft use, shall be segregated from non-aircraft parts.”

ASA standard section 5(c) new language

“The distributor shall maintain a list of its approved suppliers and a quality history for each. The distributor shall describe the criteria for supplier approval.”

ASA-100 changes continued

ASA standard section 5(d)(3) new language

“3) items identified as overhauled, repaired or modified have the appropriate signed and dated documentation to substantiate the condition of the part.”

ASA standard section 8(c) new language

“Recall Control: The distributor shall maintain records for parts and the quantities sold to each customer, to facilitate a recall notification.”

ASA-100 changes continued

ASA standard section 8(h) new language

“Non-Conforming Materials: The distributor quality system shall have a procedure for identifying and controlling suspect or non-conforming material that is identified in section 5(c) of ASA-100.”

1. Material that is identified during receiving inspection (or later), shall be segregated until such suspicion or nonconformance can be properly resolved. Segregation is effective in preventing inadvertent sale or transfer of the suspect or nonconforming material prior to the identification of an appropriate disposition.
2. Where discovery of non-conforming material is made after the material has been shipped to a customer, the distributor shall notify the customer in writing, in a timely manner.

ASA-100 changes continued

Add visibility of Dropshipment within ASA standard

In Article II Defintions, the following definition will be added:

“Drop Shipment: When a distributor ships directly from a distributor’s supplier to the distributor’s customer.”

In section 5(a) add a subsection (1) that reads

“1) This shall include Drop Shipments.”

ASA-100 changes continued

In section 6(a) change the language to:

“Inspectors shall conduct a visual inspection of all incoming parts and materials. The inspection shall include, if applicable:

1. a check for any obvious physical damage,
2. verification that all appropriate plugs and caps are installed, if applicable,
3. Verification that part numbers (including dash numbers, etc., of the items, match the accompanying documentation,
4. Verification that the quantity, part numbers or noted part number substitutes (including dash numbers and letters), model numbers, etc., of the items match the request/purchase order, and
5. Verification that all appropriate required documentation (maintenance release, material certification, traceability documents, etc.) is at hand, and is properly completed and signed.”

ASA-100 changes continued

In section 11(b) change the header language to remove the unnecessary term “complete” before the visual inspection and mirror the changes made in 6(a)

“The distributor quality system shall provide for appropriately trained personnel to conduct a visual inspection of all items being shipped. Inspection shall include if applicable.”

In section 11 (b), add a subsection (8) to specify a requirement for drop shipment:

“(8) The distributor shall ensure that all documentation relating to drop shipments are reviewed and approved.”

In Article II, Definitions, change the defined term “Distributors to the singular “Distributor”

ASA-100 changes next steps

By the end of August the approved changes will be incorporated into the following documents.

- ASA-100 standard
- Audit Checklist
- Quality manual template
- Intalex audit management system

The revised standard will be released on October 1, 2017 and ASA will audit to the new standard on this date if requested by the accredited organization.

As of January 1, 2018 ASA will perform all audits of Distributors seeking accreditation for the initial time and existing accredited Distributors to the new revision.