

Aviation Suppliers Association Accreditation Program (ASAAP) Letter of Interpretation (LI) 100-012

EFFECTIVE DATE: October 1, 2005

TERMINATION DATE: Until Superseded or Incorporated in ASA-100

ISSUE: “Not Applicable”

AFFECTED SECTIONS: ASA-100 Revision 3.4 (throughout)

BACKGROUND:

The ASA-100 quality system requires that an accredited distributor meet the requirements of both ASA-100 and the FAA Advisory Circular AC 00-56A (Voluntary Industry Distributor Accreditation Program).

Many companies address each and every element of ASA-100 in their manuals and where the element is not applicable, that is so stated. ASA has found that this practice makes auditing more efficient, because it permits Auditors to distinguish manuals in which an element has been considered and then rejected for inclusion because it is inapplicable, from those in which an element has been simply forgotten, even though it might be applicable. The ASA auditors have specifically recommended this practice.

To reduce confusion in the industry, this Letter of Interpretation (LI) provides interpretation of the requirements of ASA-100. This interpretation applies only to ASA-100, and is not applicable to any other document.

INTERPRETATION:

Each accredited organization must address each and every element of the ASA-100 standard in its manual. To the extent that some elements in the standard are not applicable to the business, and might otherwise be omitted from the manual, the topic area shall be identified to indicate that the element is not applicable.

Each ASA-100 accredited organization that is not currently in compliance with the requirements of this LI shall revise its manual to become compliant with this LI. The deadline for a company's compliance shall be January 1, 2006.

Notwithstanding this LI, an accredited distributor is required to follow the written guidance found in its quality manual, as well as the standards to which it is accredited. If this LI contradicts the accredited distributor's quality manual, ASA-100 or AC 00-56A, then the controlling authority is determined in the following order of precedence:

- 1) AC 00-56A
- 2) ASA-100
- 3) Quality Manual

ANTICIPATED FUTURE ACTION:

This interpretation is offered to permit more efficient auditing of accredited distributors. Language effecting this change will be incorporated in the next revision to ASA-100.

**QUESTIONS/INQUIRES SHOULD BE ADDRESSED TO:
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