Dear Auditors,

At our recent annual office audit by the ANAB, it was brought to our attention that there was some inconsistency as well as misunderstanding of the content of some AS9101 documentation. Gratefully, despite the erroneous documents that were found, a larger canvas survey of your work showed very few auditors with similar errors!

However, we share one point with you all as a booster shot to your good work. When completing the audit documentation of the Stage 2 Report, OER and the Appendix D Matrix, please be sure that there is consistency across these three documents with regard to the number of nonconformances as well as their paragraph of reference. The ANAB AS auditor discovered one auditor who did not completely relay his nonconformances to the matrix and this became part of our finding.

The second issue has to do with boxes 11 and 12 of the PEAR form. It has been pointed out to us that each document stands alone as a record of the particular audit, so anyone should be able to look at the PEAR record and determine how the auditor came to the conclusion of the effectiveness and what the rationale was or what plans were in place when a rating of 3 is used. Furthermore, it was pointed out that the interpretation of the Form Instructions page 54 of 75 of the AS9101D block 12 are as noted below.
1. "Annotate relevant objective evidence, observed conditions, data, information, comments, etc., to support the auditor's statement of effectiveness or ineffectiveness, as indicated in Box #13."

This interpretation would need the PEAR block 12 to contain supporting relevant information to indicate to what extent the audited process was determined effective. The only thing the auditor found in two of the PEARs by that auditor were the targets and the made and missed targets, without any information to support the auditor's statement of effectiveness or what planned activities were to be accomplished to achieve planned results after the 3 rating. Troublesome also was one other auditor did the same thing in our canvas review.

SO….those of you who have been following the correct method of listing supporting data to substantiate your 3 rating, thanks. For those of you who may not have been doing so, please begin now.

We thank you for your attention to this matter, as well as your adherence to this newly re-enforced requirement. Should you have any questions or concerns, please feel free to contact us.