Overview

In the aerospace industry, supplier self-release is a process whereby a supplier has been provided the authority to act on behalf of a delegating organization to verify and release products without additional oversight from that delegating organization. Currently, each of these delegating organizations manages and conducts a unique training program for individuals responsible for their self-release overcheck process. For suppliers producing products for multiple delegating organizations, each must then manage the multiple training requirements. The delegating organizations, recognizing there is commonality among the various training programs, have come together to consolidate their training into a single, common training standard.

This three day course will provide self-release delegates with a comprehensive and standardized set of requirements for the self-release process. This course is designed to cover the key elements of the process along with a detailed explanation of self-release overcheck activities. Beginning with the role and responsibility of the self-release delegate and its importance to flight safety, the instructors will guide participants through the various self-release activities including a review of documentation, visual inspection, dimensional overcheck, part marking and serialization, and release documentation requirements. In addition to attending and participating in the full three days, attendees must take pass a comprehensive learning assessment to successfully complete this course.

When the **AS13001: Supplier Self-Release Training Requirements** standard is imposed from a delegating organization as a requirement, this foundations course is recognized as satisfying the respective customer training requirement for initial self-release delegate qualification. In addition to this self-release foundations course, delegating organizations may also require the completion of their company specific training prior to beginning self-release activities for their respective supplier organization. Upon successful completion of this course and while the qualification remains valid, a self-release delegate's personal qualification is recognized by all participating delegating organizations and is transferable between supplier organizations. The initial qualification is valid for a duration of three years, at which time the individual must then complete the necessary recertification training in order to maintain the qualification.

Learning Objectives

By attending this seminar, you will be able to identify and explain:

- The role of the self-release delegate
- Legal, ethics, and code of conduct
- Applicable airworthiness regulations and standards
- History of quality in the aerospace industry
- Human Factors and the importance of effective communication
- Customer requirements, flowdown, and compliance with material definition
- Key characteristics
- First article inspection reporting
- Dimensional over-inspection
- Visual inspection
- Part marking and serialization
- Nonconformance control and concession
- Subtier control

- Counterfeit, suspect, and unapproved parts awareness
- Packaging, labeling, preservation, handling, and storage
- Required documentation

Who Should Attend
This credentialing course is intended, as stated in AS13001, to meet the initial training requirements for designated personnel within aerospace supplier organizations that have been identified and approved as operating a self-release process as a delegated activity.

Topical Outline
DAY ONE

- Role of the Self-Release Delegate
    - Duties
    - Responsibilities
- Airworthiness Regulations and Standards
    - Industry oversight
    - Self-release oversight
    - Quality standards
    - Government source inspection
- Legal, Ethics, and Code of Conduct
    - Industry expectations
    - Legal obligations
    - Ethical behavior
    - Code of Conduct
- Human Factors and the Importance of Effective Communication
    - Human factors concepts
    - Internal and external factors
    - Communication
    - Delegate's role
- Quality History
    - Importance of supplier quality
- Aerospace Products
    - Industry products
    - Aircraft engine technology
- Flight Safety
    - Defining flight safety
    - Delegate's role
    - Potential impact
- Key Characteristics
    - Definition
    - Identifying key characteristics and how they originate
    - Key characteristics and your responsibilities
    - Relationship between key characteristics and critical items
- Customer Requirements, Flowdown, and Compliance with Material Definition
    - Definition of customer requirements and where they originate
    - Types of customer requirements
    - Tracking and implementation of requirements

    - Definition of flowdown, where they originate, and expectations
    - Flowdown activities and potential risk
    - Definition of compliance with material definition
    - Importance of materials compliance management

DAY TWO

- Subtier Control
    - Activities related to flowdown of sub-tier control at every level
    - Approved sources
    - "Certs" and common requirements
    - Receiving inspection
- Review Router/Traveler, OPS Complete
    - Purpose and requirements of Review Router / Traveler
    - Relationship to traceability,
    - Scope of OPS Complete and requirements
- First Article Inspection Reporting
    - Definition and when it is required
    - Applicability
    - Core components of FAIR activity
    - Delegate's responsibities
- Dimensional Over-Inspection
    - Definition of dimensional over-inspection
    - Independence of inspection
    - Customer specific requirements
    - Key activities of measurement systems analysis
    - Additional safety related requirements
    - Critical features
    - Hidden characteristics
    - Sampling requirements
- Visual Inspection
    - Visual inspection best practices
    - Inspection techniques
    - Influence of environmental factors
    - Foreign object debris/damage (FOD)
    - Visual compliance verification
    - Workmanship examples
- Suspect, Unapproved, and Counterfeit Parts Awareness
    - Terms and definitions in counterfeit parts risk mitigation
    - Proliferation of counterfeit/fraudulent parts
    - Supply chain
- Part Marking and Serialization
    - Importance of part marking
    - Key attributes of part marking
    - Requirements for verifying traceability marking
    - Delegate's responsibilities

DAY THREE

- Nonconformance Control and Concession
    - Definition of nonconformance
    - Responding to unplanned nonconformances
    - Waivers and deviations
    - Required documentation
    - Escaped product disposition
- Packaging, Labeling, Preservation, Handling, and Storage
    - Applicable regulations and standards
    - Packaging and labeling best practices
    - Product preservation
    - Product handling, storage, and accepted practices
    - Documentation requirements
- Learning Assessment

*The order in which the topics are presented is subject to change.