

**Accreditation Criteria**  
*for*  
**Aerospace Quality Management Systems Certification Bodies**

**BCB 190 – May2024**



Effective: Immediate

## Contents

0.0	Foreword.....	3
1.0	Scope.....	4
2.0	Certification Bodies Criteria .....	4
2.1	General Requirements of Certification Bodies .....	4
2.2	Structural Requirements of Certification Bodies .....	6
2.3	Certification Body (CB) Competence.....	6
3.0	Adoption of IAF and IAQG documents.....	7
4.0	Scopes of Accreditation .....	7
5.0	Time of the Audits undertaken by the Certification Body .....	8
	Appendix A - Acronyms .....	9
	Annex-A.....	10
	Amendment Record.....	11

## 0.0 Foreword

The Government of India through a Cabinet Decision in February 1996 decided to establish the accreditation system in India in response to the needs of the industry and the certification / inspection bodies who were until then largely dependent on foreign accreditations.

A Council with representation from Government, Industry bodies, Non-Government Organizations (NGO), and other stakeholders was established in January 1997 and named as **Quality Council of India (QCI)**. This Council was entrusted with the task of establishing the accreditation system in India. A **National Accreditation Board for Certification Bodies (NABCB)** was established in March 2000 to provide accreditation to the Certification Bodies.

NABCB has already published Accreditation Criteria, Procedure and other documents for Certification Bodies for various Management Systems, Product/Process & Persons, Inspection Bodies, and Validation & Verification Bodies. This document sets out the Accreditation criteria for Certification Bodies providing certification for '**Aerospace Quality Management Systems (AQMS) Requirements**' based on AS 9100 and AS 9104 series of standards, published by the International Aerospace Quality Group (IAQG), and any other applicable standards meeting the requirements of the NABCB Policy on recognition of standards under accreditation schemes for certification.

The International Aerospace Quality Group (IAQG) is a non-profit global association comprised of member companies from the Aviation, Space & Defence (ASD) industries, whose mission is to achieve significant performance improvements world-wide in terms of quality, delivery, and cost, through the development and deployment of standards, industry oversight, and guidance materials for use at all levels of the global supply chain. International Aerospace Quality Group (IAQG) has sectoral sub-structure that consists of members in a specific geographic area (i.e., Americas, Europe, Asia/Pacific).

The Industry Controlled Other Party (ICOP) Scheme is an IAQG and industry managed scheme for the audit and certification of an organization's AQMS by accredited Other Party Certification Bodies (CBs), in accordance with the requirements defined in the AS 9104-series standards. The ICOP scheme is globally recognized, and includes AQMS Certifications, auditor authentications, and the bodies and entities approved in accordance with the AS 9104-series of standards (i.e., AS 9104-1, 9104-2, and 9104-3) and all published resolutions. Sector Management Structure (SMS) is a committee established in an IAQG sector that manages the application and oversight of the ICOP scheme. Regional Management Structure (RMS) - A committee within a SMS that operates at the regional level, responsible for AS 9104-series standards conformance in their respective regions. They perform the same functions as the SMS, under control of the SMS within their sector.

IAQG has established the IAQG Certification Oversight Team (ICOT) to act as the scheme owner that develops, implements, maintains, and improves the requirements of the ICOP scheme. The IAQG ICOT is supported by SMS for each sector (i.e. Asia-Pacific Aerospace Quality Group – APAQG).

IAQG has an Online Aerospace Supplier Information System (OASIS™) Database, a web-based application containing information on participating National Aerospace Industry Associations (NAIAs), Accreditation Bodies (ABs), Training Provider Approval Bodies (TPABs), Auditor Authentication Bodies (AABs), accredited CBs, AQMS auditors, certified organizations, and audits, which are approved and recognized by the Sector Management Structure (SMS) through the ICOP scheme.

IAQG has established the OASIS database as the mandated repository for ICOP scheme certification data. The OASIS database supports the collection, issuance, and management of feedback between various stakeholders in the ICOP scheme.

The Indian Aerospace Quality Group (InAQG) has members from Aviation, Space & Defence industries, interested parties and related stakeholders in India. IAQG had referred NABCB to the Indian Aerospace Quality Group (InAQG) through the Asia Pacific Aerospace Quality Group (APAQG) to launch the ICOP Scheme in India with NABCB as the accreditation body. NABCB, together with InAQG, has initiated steps for evaluation of the ICOP Scheme in India through the UK RMS, which is part of European Aerospace Quality Group (EAQG).

## 1.0 Scope

This document specifies the requirements that a third party certification body operating an Aerospace Management System (AS 9100 - Quality Management Systems - Requirements for Aviation, Space, and Defense Organizations, AS 9110 - Quality Management Systems - Requirements for Aviation Maintenance Organizations, AS 9120 –Certification Requirements for Aviation Space defense distributors) certification programme shall meet if it is to be recognized by the Board as competent and reliable in the operation of AS 9100 series certification under Industry Controlled Other Party (ICOP) Scheme of the International Aerospace Quality Group (IAQG).

## 2.0 Certification Bodies Criteria

### 2.1 General Requirements of Certification Bodies

The Certification Bodies seeking accreditation for Aerospace Quality Management Systems Certification shall comply with the requirements specified in ISO/IEC 17021-1: Conformity assessment Requirements for bodies providing audit and certification of management systems, AS 9104-1: Requirements for Certification of Aviation, Space, and Defense Quality Management Systems, applicable International Accreditation Forum (IAF) Mandatory Documents (MDs) and ICOP Resolutions.

2.1.1 An applicant CB shall be continually accredited to ISO/IEC 17021-1 by NABCB for ISO 9001 for at least 12 full months prior to applying for AQMS accreditation to NABCB. The accreditation shall be valid, and not suspended or withdrawn.

2.1.2 The CB shall ensure that all activities relating to implementation of its AQMS certification program, including the initial qualification and performance monitoring of AQMS auditors, application review, assignment of audit teams, review of reports,

certification decisions, and issue of certification documents, are conducted and controlled by a competent person or persons employed or directly contracted (i.e., through a written agreement) by the CB fixed office with responsibility for the ICOP scheme.

- 2.1.3 The CB shall ensure that all data from any AQMS audit activity (Audit results, certification data and required ICOP scheme information) that the CB enters and maintains in the OASIS database shall be made available to NABCB as requested.
- 2.1.4 CBs shall have personnel with continuing aviation, space, or defense industry involvement through relevant work experience (i.e. aerospace manufacturing/maintenance, National Aviation Authority (NAA), NAIA, or equivalent) to support the CB’s impartiality process.
- 2.1.5 IAQG member company representatives and other ICOP scheme participants shall be in compliance with local and national laws and anti-trust regulations.
- 2.1.6 All participants in the IAQG ICOP scheme shall report conduct that adversely affects the integrity of the scheme to the appropriate entity (ies).
- 2.1.7 When an AB, CB, SMS, or Regional Management Structure (RMS) representative encounters an AQMS auditor misconduct issue, they shall share relevant documented information detailing the misconduct with the Auditor Authentication Body (AAB) responsible for the subject auditor’s AQMS authentication.
- 2.1.8 The ICOP scheme oversight process and associated activities, including the management and performance of oversight, shall be in accordance with the requirements defined in AS 9104-2 - Requirements for Oversight of Aerospace Quality Managements.
- 2.1.9 Entities participating in the ICOP scheme shall agree to AS 9104-2 oversight by the IAQG ICOT and the applicable SMS or RMS.
- 2.1.10 Complaints generated from the ICOP scheme shall be directed to the entity of the complaint. If not resolved, the complaint may be escalated in accordance with table 1.  
*Note: Escalated complaints should focus on process issues and not process decisions.*

*Table 1: Complaint resolution escalation*

If complaint is against the:	Certified Organization	Auditor	Assessor	AB	CB	RMS	SMS
The issue shall be communicated to the:	CB	CB	Assessor’s Organization	SMS or RMS	AB	SMS	IAQG ICOT

*Reference from Cl.5.2.3 of AS 9104-1*

- 2.1.11 Documented information and data in the form of audit reports, nonconformities, checklists, or other company specific information, generated by the application of this standard, shall be considered confidential (also referred to as proprietary or sensitive) between the parties generating, collecting, or using the data; and be managed as such, except as required by law.

- 2.1.12 Organizations using this information shall keep it confidential (both internally and externally), unless otherwise agreed by the consenting parties.
- 2.1.13 IAQG ICOT ICOP scheme participants shall not be provided with access to records of their competitors. Documented information retained by ABs and CBs on certified organizations may be subject to an audit or review, at any time, by applicable ABs, SMS, RMS, government, or regulatory authorities.
- 2.1.14 Access to documented information required by the ICOP scheme, shall be available to the IAQG ICOT, SMS, or RMS (if applicable) for evaluating operation of the scheme and conformance with this standard.
- 2.1.15 Records demonstrating conformance to the ICOP scheme requirements of the AS 9104-series standards shall be retained by the originator for a minimum period of ten years.
- 2.1.16 CB shall obtain approval for optional ICOP Scheme surveillance – Performance based Surveillance / Recertification process prior to implementation as per annex D of AS 9104-1.

## **2.2 Structural Requirements of Certification Bodies**

- 2.2.1 The CB shall identify a single fixed office location with overall responsibility for management and conformance to the ICOP scheme requirements and AS 9104-1.
- 2.2.2 All processes and required documented information related to management of the ICOP scheme, client applications, client contracts, competencies of personnel, auditing, and certification decisions shall be readily available at the single fixed office location.
- 2.2.3 The CB shall have personnel employed by or directly contracted that are responsible for the management of the ICOP scheme and certification decisions.

## **2.3 Certification Body (CB) Competence**

- 2.3.1 Accreditation by NABCB signifies that the certification body is competent to offer AQMS certification in the specific scope. The CB must have carried out an initial competence analysis in the scopes for which it seeks accreditation.
- 2.3.2 The CB shall have a procedure for initial qualification and subsequent monitoring of its auditors and technical experts based on ISO/IEC 17021-1 and the specific requirements given in AS 9104-3 standard. The CB shall establish procedures for qualifying an auditor/technical expert for a specific scope. The CB shall ensure that all auditors have knowledge and skills on AS 9100 Series and ICOP scheme resolutions.
- 2.3.3 In accordance with the requirements specified in ISO/IEC 17021-1 and AS 9104-1, the CB's operating management system certification are required to determine competence criteria for each function in the certification process and for each technical area as relevant to the AQMS standard. An AQMS auditor is either an Authenticated Experienced Auditor (AEA) or an Authenticated Auditor (AA) and shall have

continually meet the requirements set forth in AS 9104-3 - Requirements for Aviation, Space, and Defense Auditor Training, Development, Competence and Authentication.

- 2.3.4 For Auditors seeking authentication shall meet the requirements defined within AS 9104-3 standard and provide documented evidence of the required baseline training, audit experience, IAQG sanctioned requisites, work experience, industry knowledge, and Continual Professional Development (CPD) (as applicable) relative to the applicable AQMS standard to the Auditor Authentication Bodies (AAB). Such AABs shall be approved and entered the Online Aerospace Supplier Information System (OASIS) database by their SMS.
- 2.3.5 A CB personnel involved in the ICOP Scheme, according to their role, shall have demonstrated current knowledge and understanding of the following:
- The ICOP scheme (i.e., Organization, Scope, purpose, Processes) and OASIS database functionality;
  - The application of the AQMS Standard;
  - The requirements of AS 9104-1 Standard.
- 2.3.6 The CB personnel involved in the technical review and certification decision process shall have demonstrated knowledge but not limited to the followings:
- AQMS standards for the AQMS accreditation held;
  - ICOP Scheme standards and requirements, including any applicable resolutions and
  - ASD industry and the regulatory/statutory requirements of sufficient depth to be able to understand the sector specific terminology, processes, practices and products.
- 2.3.7 The CB shall have authenticated auditors that continually meet the requirements of AS 9104-3.

### **3.0 Adoption of IAF and IAQG documents**

- 3.1 The Board shall adopt any IAF and IAQG Mandatory Documents on AQMS including application of ISO/IEC 17021-1 and AS 9104 series as part of the NABCB criteria. The relevant standards are listed in Annex A, Table 1 of this document.
- 3.2 AS 9104-1- Requirements for Certification of Aviation, Space, and Defense Quality Management Systems will be the normative document for AQMS Accreditation purposes.
- 3.3 The requirements of IAF Mandatory Documents: IAF MD 1, MD 2, MD 4, MD 5 and MD 11 shall be applicable.

### **4.0 Scopes of Accreditation**

The Board has decided not to specify any scope sectors under this scheme.

**Note:** NABCB shall grant accreditation to certification bodies for the respective AQMS Certification standards i.e. AS 9100, AS 9110 or AS 9120.

## 5.0 Time of the Audits undertaken by the Certification Body

- 5.1 The Board has adopted AS 9100 Series and IAQG / ICOP resolutions and its provisions relating to AQMS for certification bodies to plan and conduct audits based on the certification structure requirements.
- 5.2 The Certification body shall have procedures to determine the appropriate certification structure applicable for AS 9100, AS 9110 and AS 9120 for Initial certification, Surveillance and Re-certification.
- 5.3 The requirements of the AS 9104 series and the IAQG/ICOP resolutions shall be applicable as and when it is published.
- 5.4 The requirements by AS 9104-1, clause 8.5.1.6 for Audit time shall be established by CB and shall be based on Scope, audit program, risk analysis, and size of the organization. Audit duration shall be calculated by site for multi-site and single site structures.

**Note:** For undated references, the latest edition of the referenced document (including any amendments and/ or revisions, along with applicable NABCB transition policy) applies.



**Appendix A - Acronyms**

<b>S. No.</b>	<b>Acronym</b>	
1	AAB	Auditor Authentication Body
2	AB	Accreditation Body
3	APAQG	Asia Pacific Aerospace Quality Group
4	AQMS	Aerospace Quality Management System
5	ASD	Aviation, Space, and Defense
6	CB	Certification Body
7	CPD	Continual Professional Development
8	EMS	Environmental Management Systems
9	EnMS	Energy Management Systems
10	FSMS	Food Safety Management Systems
11	IAF	International Accreditation Forum
12	IAQG	International Aerospace Quality Group
13	ICOP	Industry Controlled Other Party
14	ICT	Information Communication Technology
15	IEC	International Electrotechnical Commission
16	ISO	International Organization for Standardization
17	MD	Mandatory Document
18	NAA	National Aviation Authority
19	NAIA	National Aerospace Industry Associations
20	OASIS	Online Aerospace Supplier Information System
21	OHSMS	Occupational Health and Safety Management System
22	ICOT	IAQG Certification Oversight Team
23	QMS	Quality Management System
24	RMS	Regional Management Structure
25	SMS	Sector Management Structure
26	TPAB	Training Provider Approval Bodies
27	NGO	Non-Governmental Organizations

**Annex-A****Table 1 — Table of AS 9100 Standards**

<b>AS 9100 Series of Standards</b>	<b>Title</b>
AS 9100	Quality Management Systems – Requirements for Aviation, Space and Defense Organizations. IAQG Series Baseline Standard
AS 9110	Quality Management Systems – Requirements for Aviation Maintenance Organizations
AS 9120	Quality Management Systems – Requirements for Aviation, Space and Defense Distributors
AS 9101	Requirements for Conducting Audits of Aviation, Space and Defense Quality Management Systems
AS 9104-1	Requirements of Certifications of Aviation, Space and Defense Quality Management Systems
AS 9104-2	Requirements for Oversight of Aviation, Space, and Defense Quality Management System Certification Programs
AS 9104-3	Requirements for Aviation, Space and Defense Auditor Training, Development, Competence and Authentication
Note: The latest version of these standards may be referred from IAQG website.	

**Amendment Record**

<b>Date</b>	<b>Auth. by</b>	<b>Description of Amendment</b>
24/05/2024	CEO-NABCB	Replacement of IAQG OPMT term with IAQG ICOT