

# HEAT TREATING Task Group Meeting Agenda

JUNE 22-25, 2015

FAIRMONT THE QUEEN ELISABETH HOTEL

MONTREAL, QC, CANADA

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| **Aluminum, Nickel, Titanium, Steel, Copper, Magnesium, Beryllium** | **Brazing, Sintering, Localized Heat Treatment** |
| **Carburizing, Nitriding** | **HIP, Induction Hardening** |
| **Hardness Testing** | **Conductivity Testing** |
| **Room Temperature Tensile Testing** | **Pyrometry Testing** |

The HEAT TREATING Task Group covers the following processes:

***Notice 1: All times are approximate and subject to change. Please contact PRI for updated information.***

***Notice 2: At the beginning of each day, the meeting will start with Opening Comments consisting of: Call to Order, Verbal Quorum Check, Introductions (as needed), Routing of the Attendance List (as needed)***

***Notice 3: Please bring your agenda with you to the meeting. Copies will not be available on-site.***

***Best Practices: 1) Start all meetings on time. 2) Follow the agenda. 3) No long-winded discussions***

**Caution: Restricted Export Controlled (e.g. ITAR, EAR) material is prohibited from presentations. It is the responsibility of the presenter to ensure that this material is not included.**

**Presentations should not contain proprietary information without the approval of the organization which owns the information.**

**Any non-Nadcap agenda topics require approval by the Director, Nadcap Program and Aerospace Operations.**

***RECORDING POLICY:***

***Audio or video recording of Nadcap meetings is prohibited unless formal approval is received from all attendees and recorded in the minutes. Violators of this policy will be asked to stop recording. Failure to stop recording or repeated attempts to record may result in expulsion from the meeting and/or the Nadcap program.***

Meeting Objectives:

1. Face-to-face Subscribers, Suppliers and Nadcap Staff
2. Auditor Consistency
3. Checklist Comment Discussions
4. General Nadcap Business

Monday, JUNE 22, 2015

08:00 am

1.0 OPENING COMMENTS

08:15 am

2.0 TASK GROUP TUTORIAL

08:25 am

3.0 REVIEW DELEGATION STATUS

08:45 am

4.0 AUDITOR CONSISTENCY

10:30 am

5.0 AUDITOR OBSERVATIONS

11:00 am

6.0 LAPSED ACCREDITATIONS

11:10 am

7.0 SUBSCRIBER PARTICIPATION

11:20 am

8.0 RISK MITIGATION REPORT-OUT

12:00 pm – 1:00 pm

LUNCH BREAK

1:00 pm

9.0 GOOGLE CHAT SUBJECTS

1:15 pm

10.0 PYROMETRY ISSUE

01:30 pm

11.0 AUDITORS CONFERENCE

02:45 pm

12.0 FAILURE ANALYSIS & VCA DATA

3:00 pm

13.0 STRESS RELIEVE IN THE PRELIMINARY QUESTIONNAIRE

03:15 pm

14.0 APPEAL ANALYSIS & POSSIBLE APPEAL

03:40 pm

15.0 SE HANDBOOK REPORT-OUT

03:50 pm

ADJOURNMENT CLOSED MEETING

04:00 pm

16.0 HT-STSTG

06:00 pm

ADJOURNMENT

Tuesday, JUNE 23, 2015

8:00 am – 9:00 am

Supplier Orientation & Tutorial – An introduction and overview of the Nadcap program

09:10 am

1.0 Opening Comments

09:30 am

16.0 March 2015 Meeting Minutes

10:00 am

17.0 Closed Meeting Report-Out

10:45 am

18.0 RAIL Review (Rolling Action Item List)

11:00 am

19.0 NOP-012 Auditor Consistency Sub-Team Update

12:00 pm – 1:00 pm

Lunch Break

01:00 pm

20.0 HT-STSTG Report-Out

01:15 pm

21.0 NMC Metrics

01:30 pm

22.0 AC7102/1 Brazing Sub-Team Update

02:15 pm

23.0 Auditor Advisories

02:45 pm

24.0 Pyrometry Guide Update

03:15 pm

25.0 AC7102 Baseline Comments

04:00 pm

26.0 HT Audit Handbook Update

04:20 pm

27.0 Inspection Delegation

04:50 pm

ADJOURNMENT

5:00 pm – 7:00 pm

Supplier Support Committee Meeting - All suppliers are encouraged to attend.

Wednesday, JUNE 24, 2015

08:00 am

1.0 Opening Comments

08:10 am

28.0 SSC Report-Out

08:30 am

29.0 AMEC Report- Out

08:45 am

30.0 Failure Analysis & VCA Data

09:00 am

31.0 Supplier Voting Member Participation

09:15 am

32.0 Job Audits Tracker

10:00 am

15 MINUTES BREAK

10:15 am

33.0 AC7102/3 Sub-Team Update

11:00 am

34.0 Open Meeting Tabled Subjects

11:30 am

35.0 New Business

12:00 pm – 1:00 pm

Lunch Break

01:00 pm

Workshop

01:00 pm

36.0 ITAR/Export Control

01:45 pm

37.0 Audit preparation

02:30 pm

15 minute break

02:45 pm

38.0 RCCA Responses

03:30 pm

39.0 Q & A Session

04:00 pm

ADJOURNMENT

5:00 pm – 7:00 pm

Planning & Ops – Task Group Chairs and Staff Engineers are required to attend.

Thursday, JUNE 25, 2015

8:00 am – 10:00 am

Nadcap Management Council Meeting – All members are encouraged to attend this informative and important meeting.

10:10 am

1.0 OPENING COMMENTS

10:20 am

40.0 AUDIT ALLOCATION

10:40 am

41.0 PLANNING & OPS REPORT-OUT

11:10 am

42.0 CLOSED MEETING TABLED SUBJECTS

12:00 pm

43.0 NEW BUSINESS

12:30 pm

44.0 NEW RAIL

12:45 pm

45.0 OCTOBER 2015 AGENDA

01:00 pm

ADJOURNMENT

Monday, JUNE 22, 2015

(quorum must be verbally established DAILY at the beginning of each meeting)

|  |  |  |  |
| --- | --- | --- | --- |
| 08:00 am | **CLOSED** | 1. OPENING COMMENTS
	* 1. Call to Order/Verbal Quorum Check
			+ Verify only Subscriber Members are in attendance
			+ Introductions
		2. Safety Information:
			+ Review Fire Exits in Meeting Room
			+ Inform PRI Staff person of any emergencies
		3. Review Code of Ethics (Ref: Attendees’ Guide) and Meeting Conduct
		4. Present the Antitrust Video (only @ the first open and first closed meeting of the week for each Task Group)
		5. Review Agenda
 | Tom NorrisMarcel Cuperman |
| 08:15 am | 1. TASK GROUP TUTORIAL
	* Subscriber Matrix
 | Marcel Cuperman |
| 08:25 am | 1. REVIEW DELEGATION STATUS
	* Staff Engineer Delegation
 | Tom NorrisMarcel Cuperman |
| 08:45 am | 1. AUDITOR CONSISTENCY
	* +/- 4 NCRs
	* Auditor Variation Data
	* NOP-012 Standard Data Set
 | Tom NorrisMarcel CupermanDoug MatsonCyril Vernault |
| 10:15 am | 15 MINUTES BREAK |  |
| 10:30 am | 1. AUDITOR OBSERVATIONS
	* Supplier Feedback
 | Marcel Cuperman |
| 11:00 am | 1. LAPSED ACCREDITATIONS
 | Marcel Cuperman |
| 11:10 am | 1. SUBSCRIBER VOTING MEMBER PARTICIPATION
 | Marcel Cuperman |
| 11:20 am | 1. RISK MITIGATION SUB-TEAM REPORT-OUT
 | Tom Norris |
| 12:00 pm – 1:00 pm |  | LUNCH BREAK |  |
| 1:00 pm | **CLOSED** | 1. GOOGLE CHAT SUBJECTS
 | Marcel CupermanCyril Vernault |
| 1:15 pm | 1. PYROMETRY ISSUE
	* 3 POINTS CALIBRATION
 | Tom NorrisJeff ThyssenDoug Matson |
| 01:30 pm | 1. AUDITORS CONFERENCE
 | Tom Norris |
| 02:30 am | 15 MINUTES BREAK |  |
| 02:45 pm | 1. FAILURE ANALYSIS & VCA DATA
 | Marcel Cuperman |
| 3:00 pm | 1. STRESS RELIEVE IN THE PRELIMINARY QUESTIONNAIRE
 | Marcel CupermanTask Group |
| 03:15 pm | 1. APPEAL ANALYSIS & POSSIBLE APPEAL
 | Marcel Cuperman |
| 03:40 pm | 1. SE HANDBOOK REPORT-OUT
 | Sunder RajanMarcel Cuperman |
| 03:50 pm | ADJOURNMENT CLOSED MEETING |  |
| 04:00 pm | **OPEN** | 1. HT-STSTG
	* Review Agenda
	* Suppliers’ Activity/STSTG Projects
	* New Business
	* Questions
 | Wilfried Weber |
| 06:00 pm | ADJOURNMENT |  |

Tuesday, JUNE 23, 2015

(quorum must be verbally established DAILY at the beginning of each meeting)

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| --- | --- | --- | --- |
| 8:00 am – 9:00 am |  | **Supplier Orientation & Tutorial** – An introduction and overview of the Nadcap program |  |
| 09:10 am | **OPEN** | 1. Opening Comments
	* 1. Call to Order/Quorum Check
			+ Introductions
		2. Safety Information:
			+ Review Fire Exits in Meeting Room
			+ Inform PRI Staff person of any emergencies
		3. Review Code of Ethics (Ref: Attendees’ Guide) and Meeting Conduct
		4. Present the Antitrust Video (only @ the first open and first closed meeting of the week for each Task Group)
		5. Review Agenda
 | Tom NorrisMarcel Cuperman |
| 09:30 am | 1. March 2015 Meeting Minutes
	* Review and Accept the minutes for the March 2014 meeting.
 | Tom NorrisMarcel Cuperman |
| 10:00 am | 1. Closed Meeting Report-Out
 | Tom Norris |
| 10:30 am | 15 MINUTES BREAK |  |
| 10:45 am | 1. RAIL Review (Rolling Action Item List)
 | Marcel Cuperman |
| 11:00 am | 1. NOP-012 Auditor Consistency Sub-Team Update
 | Cyril Vernault |
| 12:00 pm – 1:00 pm |  | Lunch Break |  |
| 01:00 pm | **OPEN** | 1. HT-STSTG Report-Out
 | Wilfried Weber |
| 01:15 pm | 1. NMC Metrics
 | Marcel Cuperman |
| 01:30 pm | 1. AC7102/1 Brazing Sub-Team Update
 | Cyril VernaultDoug Matson |
| 02:15 pm | 1. Auditor Advisories
 | Marcel Cuperman |
| 02:45 pm | 1. Pyrometry Guide Update
 | Marcel Cuperman |
| 03:00 pm | 15 minute break |  |
| 03:15 pm | 1. AC7102 Baseline Comments (As applicable)
 | Marcel CupermanCyril Vernault |
| 04:00 pm | 1. HT Audit Handbook Update
 | Marcel Cuperman |
| 04:20 pm | 1. Inspection Delegation
 | Thomas Norris |
| 04:50 pm | ADJOURNMENT |  |
| 5:00 pm – 7:00 pm |  | **Supplier Support Committee Meeting** - All suppliers are encouraged to attend. |  |

Wednesday, JUNE 24, 2015

(quorum must be verbally established DAILY at the beginning of each meeting)

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| 08:00 am | **OPEN** | 1. Opening Comments
	* Call To Order/Quorum Check
 | Tom Norris |
| 08:10 am | 1. SSC Report-Out
 | Roy Adkins |
| 08:30 am | 1. AMEC Report- Out
 | Doug Matson |
| 08:45 am | 1. Failure Analysis & VCA Data
 | Marcel Cuperman |
| 09:00 am | 1. Supplier Voting Member Participation
 | Marcel Cuperman |
| 09:15 am | 1. Job Audits Tracker
 | Alex Richez |
| 10:00 am | 15 MINUTES BREAK |  |
| 10:15 am | 1. AC7102/3 Carburizing Sub-Team Update
 | Marcel CupermanCyril Vernault |
| 11:00 am | 1. Open Meeting Tabled Subjects
 | Bruce Brownfield  |
| 11:30 am |  | 1. New Business
 | Task Group |
| 12:00 pm – 1:00 pm |  | Lunch Break |  |
| 01:00 pm | **OPEN** | Workshop |  |
| 01:00 pm | 1. ITAR/Export Control
 | Marcel Cuperman |
| 01:45 pm | 1. Audit preparation
 | Cyril Vernault |
| 02:30 pm | 15 minute break |  |
| 02:45 pm | 1. RCCA Responses
 | Linnie Hook |
| 03:30 pm | 1. Q & A Session
 | Task Group |
| 04:00 pm | ADJOURNMENT |  |
| 5:00 pm – 7:00 pm |  | **Planning & Ops** – Task Group Chairs and Staff Engineers are required to attend. |  |

Thursday, JUNE 25, 2015

(quorum must be verbally established DAILY at the beginning of each meeting)

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| --- | --- |
| 8:00 am – 10:00 am | **Nadcap Management Council Meeting** – All members are encouraged to attend this informative and important meeting. |
| 10:10 am | **CLOSED** | 1. OPENING COMMENTS
* Call To Order/Quorum Check
	+ - * Verify Only Subscriber Members Are In Attendance
 | Tom Norris |
| 10:20 am | 1. AUDIT ALLOCATION
 | Bruce BrownfieldMarcel Cuperman |
| 10:40 am | 1. PLANNING & OPS REPORT-OUT
 | Tom Norris |
| 11:10 am | 1. CLOSED MEETING TABLED SUBJECTS
 | Bruce Brownfield |
| 12:00 pm | 1. NEW BUSINESS
 | Task Group |
| 12:30 pm | 1. NEW RAIL
 | Bruce BrownfieldMarcel Cuperman |
| 12:45 pm | 1. OCTOBER 2015 AGENDA
 | Marcel Cuperman |
| 01:00 pm | ADJOURNMENT |  |