

# Welding Task Group Meeting Agenda

June 23-25, 2015

Fairmont The Queen Elizabeth Hotel

Montréal, Québec, Canada

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| **Torch / Induction Brazing** | **Flash Welding** |
| **Electron Beam Welding** | **Resistance Welding** |
| **Fusion Welding** | **Laser Welding** |
| **Friction / Inertia Welding** | **Diffusion Welding** |
| **Percussion Stud Welding** | **Welder / Weld Operator Qualifications** |
| **Evaluation of Welds** |  |

The Welding 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. Resolution of Checklist Ballot comments on AC7110/2, /6 and /12
2. Auditor Consistency
3. Evaluate draft checklist for Additive Manufacture

Tuesday, June 23, 2015

8:00 am – 9:00 am

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

8:00 am

1.0 OPENING COMMENTS (daily)

1.1 Call to Order/Verbal Quorum Check

1.2 Safety Information

1.3 Review Code of Ethics (Ref: Attendees’ Guide) and Meeting Conduct

1.4 Present the Antitrust Video

1.5 Review Agenda

8:15 am

2.0 AUDITOR CONFERENCE

10:00 am

3.0 AUDITOR EFFECTIVENESS

Noon – 1:00 pm

Lunch Break

1:00 pm

1.0 OPENING COMMENTS (daily)

1.1 Call to Order/Quorum Check

1.2 Review Code of Ethics (Ref: Attendees’ Guide) and Meeting Conduct

1:10 pm

3.0 AUDITOR EFFECTIVENESS

3:00 pm

4.0 SUPPLIER ADVISORIES

3:30 pm

5.0 STAFF ENGINEER DELEGATION

4.00 pm

6.0 SUBSCRIBER DEVIATIONS

4:30 pm

7.0 NEW BUSINES (CLOSED)

5:00 pm

ADJOURNMENT

5:00 pm – 7:00 pm

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

Wednesday, June 24, 2015

8:00 am

1.0 Opening Comments (daily)

1.1 Call to Order/Verbal Quorum Check

1.2 Safety Information

1.3 Review Code of Ethics (Ref: Attendees’ Guide) and Meeting Conduct

1.4 Present the Antitrust Video

1.5 Review Agenda

1.6 Acceptance of Meeting Minutes

1.7 Review Rolling Action Item List (RAIL)

1.8 Staff Engineer Communique

8:45 am

8.0 Review Membership Status

9:15 am

9.0 Supplier Support Committee (SSC) Report

9:45 am

10.0 NMC Metrics

10:00 am

11.0 Specification Changes

11:00 am

12.0 Hydrogen Generator

11:30 am

13.0 Annual Review of OP 1114 Appendix WLD

Noon – 1:00 pm

Lunch Break

1:00 pm

1.0 Opening Comments (daily)

1.1 Call to Order/Quorum Check

1.2 Review Code of Ethics (Ref: Attendees’ Guide) and Meeting Conduct

1:10 pm

14.0 Checklist Items

4:15 pm

15.0 Create NMC Feedback Chart

4:45 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.

10:15 am

1.0 Opening Comments (daily)

1.1 Call to Order/Quorum Check

1.2 Review Code of Ethics (Ref: Attendees’ Guide) and Meeting Conduct

10:30 am

16.0 NMC Meeting Report

10:45 am

17.0 Forum for Supplier Issues

11:15 am

18.0 Diffusion Welding

Noon – 1:00 pm

Lunch Break

1:00 pm

1.0 Opening Comments (daily)

1.1 Call to Order/Quorum Check

1.2 Review Code of Ethics (Ref: Attendees’ Guide) and Meeting Conduct

1:10 pm

19.0 Auditor Advisories

1:30 pm

20.0 Additive Manufacture

3:30 pm

21.0 New Business Items

4:15 pm

22.0 eQualified update

4:30 pm

23.0 Review of Action Items

4:45 pm

24.0 Review of Meeting Effectiveness

4:55 pm

25.0 Next Meeting

5:00 pm

ADJOURNMENT

Tuesday, June 23, 2015

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

|  |  |  |  |
| --- | --- | --- | --- |
| 8:00 am – 9:00 am |  | **Supplier Orientation & Tutorial** – An introduction and overview of the Nadcap program |  |
| 8:00 am | **CLOSED** | 1. OPENING COMMENTS (daily)
	* 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
		5. Review Agenda
 | Steve Tooley |
| 8:15 am | 1. AUDITOR CONFERENCE
	* 1. Review draft agenda for 2015 Auditor Conference
		2. Establish method for face-to-face Annual Auditor feedback
		3. Modify agenda based on Auditor feedback, OP 1117 review, Subscriber identified training items
		4. Assign action items as necessary to develop training
 | Ian Simpson |
| 10:00 am | 1. AUDITOR EFFECTIVENESS

3.1 Review of Auditor Consistency against OP 1117 requirements* + - * Review revisions to OP 1117 and assess impact to Task Group
			* Review method for annual feedback to Auditors
			* Review standard data-set charts
			* Assess progress of Auditor Oversight plan / modify as necessary
			* Review Audit Observations
			* Review dashboard
			* Identify training needs for existing Auditors (Individual / Group)
			* List items for consideration in the annual report to NMC

3.2 Review of training evaluations / process restriction removals | Ian Simpson |
| Noon – 1:00 pm |  | Lunch Break |  |
| 1:00 pm | **CLOSED** | 1. OPENING COMMENTS (daily)
	* 1. Call to Order/Quorum Check
			+ Verify only Subscriber Members are in attendance
			+ Introductions
		2. Review Code of Ethics (Ref: Attendees’ Guide) and Meeting Conduct
 | Steve Tooley |
| 1:10 pm | 1. AUDITOR EFFECTIVENESS

3.1 Review of Auditor Consistency against OP 1117 requirements* + - * Review revisions to OP 1117 and assess impact to Task Group
			* Review method for annual feedback to Auditors
			* Review standard data-set charts
			* Assess progress of Auditor Oversight plan / modify as necessary
			* Review Audit Observations
			* Review dashboard
			* Identify training needs for existing Auditors (Individual / Group)
			* List items for consideration in the annual report to NMC

3.2 Review of training evaluations / process restriction removals | **Ian Simpson** |
| 3:00 pm | 1. Supplier Advisories
	* 1. Review Supplier Advisories since last meeting
		2. Review any Subscriber Advisories
 | **Ian Simpson** |
| 3:30 pm | 1. STAFF ENGINEER DELEGATION

5.1 Review data for each Audit Report Reviewer and make recommendations for continuance of delegation | **Ian Simpson** |
| 4.00 pm | 1. SUBSCRIBER DEVIATIONS
	* 1. Review any Subscriber deviations and identify actions required
 | **Ian Simpson** |
| 4:30 pm | 1. NEW BUSINES (CLOSED)
	* 1. New Closed Business items that have arisen after agenda development
 | **Ian Simpson** |
| 5:00 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)

|  |  |  |  |
| --- | --- | --- | --- |
| 8:00 am | **OPEN** | 1. Opening Comments (daily)
	* 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
		5. Review Agenda
		6. Acceptance of Meeting Minutes
		7. Review Rolling Action Item List (RAIL)
		8. Staff Engineer Communique
 | Steve Tooley |
| 8:45 am | 1. Review Membership Status
	* 1. Record New Members first meeting
		2. Approve new UVMs at second meeting (record in Minutes, complete m-frm-01)
		3. Approve new SVMs at second meeting (vote, record in Minutes, complete m-frm-01)
		4. Review delinquency per PD 1100 requirements
			+ Action Chair to contact Members not meeting PD 1100 requirements
			+ Action PRI to update Membership as required to meet PD 1100
 | Ian Simpson |
| 9:15 am | 1. Supplier Support Committee (SSC) Report
	* SSC Report
 | Mike Schleckman |
| 9:45 am | 1. NMC Metrics
	* 1. Review Metrics
	* Identify any metrics requiring RCCA and assign team if required
 | Ian Simpson |
| 10:00 am | 1. Specification Changes
	* 1. Discussion on Weld Specification changes
			+ AWS specification revisions
			+ ISO specification revisions
			+ Other specification revisions
 | Gary ColemanHolger Krueger |
| 11:00 am | 1. Hydrogen Generator

12.1 Update in status of Hydrogen Generator for use in braze process | Scott Maitland |
| 11:30 am | 1. Annual Review of OP 1114 Appendix WLD
	1. Review procedure against current requirements to establish if revision is required
 | Ian Simpson |
| Noon – 1:00 pm |  | Lunch Break |  |
| 1:00 pm | **OPEN** | 1. Opening Comments (daily)
	1. Call to Order/Quorum Check
		* + Introductions

1.2 Review Code of Ethics (Ref: Attendees’ Guide) and Meeting Conduct | Steve Tooley |
| 1:10 pm | 1. Checklist Items

14.1 Handbook revision* + - * Assess if any revisions are required for Handbooks

14.2 Checklist Revisions* + - * Status update on checklists revised to utilize ‘smart’ technology
			* Review and disposition NMC checklist ballot comments for laser beam (AC7110/6) and update handbook
			* Review and disposition Task Group checklist ballot comments for welder / weld operator qualification (AC7110/12), and flash weld (AC7110/2)
			* Review rolling list of checklist changes and disposition new proposals

14.3 Smart Checklist* + - * Update on Smart Checklist
			* Review sub-team proposal for AC7110/12

14.4 AC7110/1* + - * Use of checklist by Heat Treat

14.5 Advisory WLD-15-003* + - * Implications of advisory on job selection
 | Ian Simpson |
| 4:15 pm | 1. Create NMC Feedback Chart
	1. Create Chart for Chair to present to NMC
 | Ian Simpson |
| 4:45 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)

|  |  |
| --- | --- |
| 8:00 am – 10:00 am | **Nadcap Management Council Meeting** – All members are encouraged to attend this informative and important meeting. |
| 10:15 am | **OPEN** | 1. **Opening Comments**
	* 1. Call to Order/Quorum Check
			+ Introductions

1.2 Review Code of Ethics (Ref: Attendees’ Guide) and Meeting Conduct | Steve Tooley |
| 10:30 am | 1. **NMC Meeting Report**

16.1 Review Planning and Operations, and NMC meetings* + - * Assign any action items as a result of these meetings
 | Steve Tooley |
| 10:45 am | 1. Forum for Supplier Issues
	* 1. Opportunity for Suppliers to ask Task Group questions
 | Ian Simpson |
| 11:15 am | 1. Diffusion Welding
	* 1. Proposal for revision to Diffusion Weld checklist
 | Marco Poletto |
| Noon – 1:00 pm |  | Lunch Break |  |
| 1:00 pm | **OPEN** | 1. Opening Comments
	* 1. Call to Order/Quorum Check
			+ Introductions
		2. Review Code of Ethics (Ref: Attendees’ Guide) and Meeting Conduct
 | Steve Tooley |
| 1:10 pm | 1. Auditor Advisories
	* 1. Review Auditor Advisories issued since last meeting
 | Ian Simpson |
| 1:30 pm | 1. Additive Manufacture

20.1 Review proposals for Additive Manufacturing checklist development | Richard FreemanRobbie AdamsScott MaitlandChris English |
| 3:30 pm | 1. New Business Items

21.1 New Open Business items that have arisen after agenda development | Ian Simpson |
| 4:15 pm | 1. eQualified update

22.1 Sub-team provide update on status of eQualified with respect to Welding | Richard FreemanMilan HanykScott Maitland |
| 4:30 pm | 1. Review of Action Items
	* 1. Verify all action items have been assigned and due date identified
 | Chris English |
| 4:45 pm | 1. Review of Meeting Effectiveness
	* 1. Provide feedback of meeting effectiveness
 | Ian Simpson |
| 4:55 pm | 1. Next Meeting
	1. October2015, Pittsburgh PA
 | Ian Simpson |
| 5:00 pm | ADJOURNMENT |  |