

# Welding Task Group Meeting Agenda

October 24-26, 2016

Omni William Penn Hotel

Pittsburgh, Pennsylvania, USA

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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** | **Additive Manufacturing** |

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, AC7110/8
2. Auditor Consistency
3. Additive Manufacturing: Ballot comment resolution, Auditor training and qualification, Subscriber mandates

**standing annual agenda items**

|  |  |  |  |
| --- | --- | --- | --- |
| **february** | **June** | **October** | **All** |
| Annual review of Top 10 NCRs | Annual Review of OP1114 Appendix WLD | Analyze Auditor Conference effectiveness | Delegation Oversight. |
| Annual review of Frequently Asked Questions | Finalize Auditor Conference agenda |   | Voting and meeting attendance review |
| Annual review of OP 1110 Mode B failure criteria | Action for Staff Engineers to complete Auditor annual reviews |   | Appointment of new Subscriber and Supplier Voting members |
|  2017 – Task Group succession (S Tooley’s initial term expires 30th Jun’17. Reconfirm for 2nd term or vote for new Chair) | Annual Review of OP1116 Appendix WLD |   | Auditor effectiveness per OP 1117 |
|  Complete review of all OP 1117 criteria |   |   | Task Group Metrics |

monday, October 24, 2016

8:00 am

1.0 OPENING COMMENTS (daily)

8:15 am

2.0 AUDITOR CONFERENCE

9:15 am

3.0 AUDITOR EFFECTIVENESS

Noon – 1:00 pm

LUNCH BREAK

1:00 pm

1.0 OPENING COMMENTS (daily)

1:10 pm

3.0 AUDITOR EFFECTIVENESS (CONT.)

3:00 pm

4.0 SUPPLIER ADVISORIES

3:30 pm

5.0 STAFF ENGINEER DELEGATION

4:00 pm

6.0 AUDITOR EXAM FOR ADDITIVE MANUFACTURING

4:30 pm

7.0 NEW BUSINESS (CLOSED)

7.1 New Closed Business items that have arisen after agenda development

5:00 pm

ADJOURNMENT

tuesday, october 25, 2016

7:00 am – 8:00 am

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

8:00 am

1.0 Opening Comments (daily)

8:45 am

8.0 Review Membership Status

9:15 am

9.0 Supplier Support Committee (SSC) Report

9:30 am

10.0 NMC Metrics

9:45 am

11.0 Specification Changes

10:30 am

12.0 Disposition of OP 1114 App WLD ballot comments

10:50 am

13.0 Overview of Auditor Conference

11:10 am

14.0 Resistance Welding Coupon Evaluations

11:30 am

15.0 Diffusion Welding

Noon – 1:00 pm

Lunch Break

1:00 pm

1.0 Opening Comments (daily)

1:10 pm

16.0 Additive Manufacture

4:15 pm

17.0 Create NMC Feedback Chart

4:45 pm

ADJOURNMENT

5:00 pm – 6:30 pm

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

5:00 pm – 7:00 pm

**NMC Planning & Ops Meeting** – Task Group Chairs & Staff Engineers are required to attend.

wednesday, october 26, 2016

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)

10:30 am

18.0 NMC Meeting Report

10:45 am

19.0 Forum for Supplier Issues

11:15 pm

20.0 Review of Supplemental Checklist queestion

11:45 pm

21.0 Auditor Advisories

Noon – 1:00 pm

Lunch Break

1:00 pm

1.0 Opening Comments (daily)

1:10 pm

22.0 Checklist Items

3:45 pm

23.0 New Business Items

4:15 pm

24.0 February 2017 Agenda

4:30 pm

25.0 Review of Action Items

4:45 pm

26.0 Review of Meeting Effectiveness

4:55 pm

27.0 Next Meeting

5:00 pm

ADJOURNMENT

monday, October 24, 2016

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

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| --- | --- | --- | --- |
| 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 effectiveness of 2016 Auditor Conference
		2. Identify topics for 2017 Auditor training, based on Auditor feedback, OP 1117 review, Subscriber identified training items
 | Ian Simpson |
| 9:15 am | 1. AUDITOR EFFECTIVENESS
	* 1. Review of Auditor Consistency against OP 1117 requirements
			+ Review Auditor standard data-set charts / identify and implement improvements in TG documents
			+ Assess progress of Auditor Oversight plan
			+ Review Audit Observations
			+ Use prioritization tool to identify Auditor risk and develop Observation plan for 2017
			+ Review Supplier feedback data
			+ Review dashboard
			+ Identify training needs for existing Auditors (Individual / Group)
			+ Review any actions imposed by NMC as a result of the Annual report submitted to them. Create annual report for 2016
			+ Audit effectiveness. Actions required based on NMC feedback
			+ Review remaining items in OP 1117 to confirm no changes at this time (Annual feedback to Auditors, Audit report Reviewer feedback, communication plan, appendix for observation report, proficiency testing, new weld auditor training)
			+ Sub-team (Jerry Hulin / Karen Dannis) to provide review of their analysis on identified auditor
		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
			+ Introductions
		2. Review Code of Ethics (Ref: Attendees’ Guide) and Meeting Conduct
 | Steve Tooley |
| 1:10 pm | 1. AUDITOR EFFECTIVENESS (CONT.)
	* 1. Review of Auditor Consistency against OP 1117 requirements
			+ (see 3.1 above)
		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
	* 1. Review data for each Audit Report Reviewer and make recommendations for continuance of delegation
 | Ian Simpson |
| 4:00 pm | 1. AUDITOR EXAM FOR ADDITIVE MANUFACTURING
	* 1. Sub-team to present proposal for Additive Manufacturing exam
 | Holger Krueger / Rob Gilbert / Andy Dewhurst |
| 4:30 pm | 1. NEW BUSINESS (CLOSED)
	* 1. New Closed Business items that have arisen after agenda development
 | Ian Simpson |
| 5:00 pm | ADJOURNMENT |  |

tuesday, october 25, 2016

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

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| 7:00 am – 8:00 am |  | **Supplier Orientation & Tutorial** – An introduction and overview of the Nadcap program |  |
| 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 (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
2. * 1. SSC Report
 | Mike Schleckman |
| 9:30 am | 1. NMC Metrics
	* 1. Review Metrics
			+ Identify any metrics requiring RCCA and assign team if required
 | Ian Simpson |
| 9:45 am | 1. Specification Changes
	* 1. Discussion on Weld Specification changes
			+ AWS specification revisions
			+ ISO specification revisions
			+ Other specification revisions
 | Richard FreemanHolger Krueger |
| 10:30 am | 1. Disposition of OP 1114 App WLD ballot comments
	* 1. Review and disposition ballot comments
		2. Establish if further revisions are required due to changes in OP 1114 / OP1105
 | Ian Simpson |
| 10:50 am | 1. Overview of Auditor Conference
	* 1. Provide summary of Auditor Conference
 | Ian Simpson |
| 11:10 am | 1. Resistance Welding Coupon Evaluations
	* 1. Discuss issues with coupon evaluation
 | Andy Toth |
| 11:30 am | 1. Diffusion Welding
	* 1. Disposition ballot comments
 | Ian Simpson |
| Noon – 1:00 pm |  | Lunch Break |  |
| 1:00 pm | **OPEN** | 1. Opening Comments (daily)
	* 1. Call to Order/Quorum Check
			+ Introductions
		2. Review Code of Ethics (Ref: Attendees’ Guide) and Meeting Conduct
 | Steve Tooley |
| 1:10 pm | 1. Additive Manufacture
	* 1. Review proposals for Additive Manufacturing checklist development
			+ Disposition ballot comments
			+ Review mandates and anticipated number of audits
			+ Review progress against timeline
			+ Review Auditor training programme / exam development / progress to become qualified to audit the process
			+ Review handbook
 | Richard Freeman |
| 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 – 6:30 pm |  | **Supplier Support Committee Meeting** - All suppliers are encouraged to attend. |  |
| 5:00 pm – 7:00 pm |  | **NMC Planning & Ops Meeting** – Task Group Chairs & Staff Engineers are required to attend. |  |

wednesday, october 26, 2016

(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. |
| 10:15 am | **OPEN** | 1. Opening Comments (daily)
	* 1. Call to Order/Quorum Check
			+ Introductions
		2. Review Code of Ethics (Ref: Attendees’ Guide) and Meeting Conduct
 | Steve Tooley |
| 10:30 am | 1. NMC Meeting Report
	* 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 pm | 1. Review of Supplemental Checklist queestion
	* 1. Review existing Supplemental Checklist questions and determine if they can be incorporated in the base checklists, removed, or if they should remain
		2. Identify any new Subscriber Supplemental requirements that require addition
 | Ian Simpson |
| 11:45 pm | 1. Auditor Advisories
	* 1. Review Auditor Advisories issued since last meeting
 | Ian Simpson |
| Noon – 1:00 pm |  | Lunch Break |  |
| 1:00 pm | **OPEN** | 1. Opening Comments (daily)
	* 1. Call to Order/Quorum Check
			+ Introductions
		2. Review Code of Ethics (Ref: Attendees’ Guide) and Meeting Conduct
 | Steve Tooley |
| 1:10 pm | 1. Checklist Items
	* 1. Handbook revision
			+ Assess if any revisions are required for Handbooks
		2. Checklist Revisions
			+ Review and disposition Task Group checklist ballot comments for base requirements (AC7110)
			+ Review rolling list of checklist changes and disposition new proposals
			+ Discuss and vote on proposal to incorporate currently unique Boeing requiremenst for welder qualification extended validity into AC7110/12 checklist
		3. Smart Checklist
			+ Update in Smart Checklist
 | Ian Simpson |
| 3:45 pm | 1. New Business Items
	* New Open Business items that have arisen after agenda development
 | Ian Simpson |
| 4:15 pm | 1. February 2017 Agenda
	* 1. Establish topics for February 2017 agenda
 | Ian Simpson |
| 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
	* February 2017, New Orleans, LA USA
 | Ian Simpson |
| 5:00 pm | ADJOURNMENT |  |