

# COMP/NMMM/NMMT Task Group Meeting Agenda

20-23-Feb-2017

Hilton New Orleans Riverside

New Orleans, Louisiana, USA

The Composites, Non Metallic Materials Manufacturing & Non Metallic Materials Testing Task Group covers the following processes:

|  |  |  |
| --- | --- | --- |
| **AC7118** | **AC7122 (P, I and R)** | **AC7124** |
| **Compression Molding** | **AC7122/1 - Mechanical Testing** | **AC7124/1 - Resin Manufacturing** |
| **Core Processing** | **AC7122/2 - Physical Testing** | **AC7124/2 - Prepreg Manufacturing** |
| **Liquid Resin Processing** | **AC7122/3 - Chemical Testing** | **AC7124/3 - Adhesives Manufacturing** |
| **Metal Bonding** | **AC7122/4 - Thermal Analysis** | **AC7124/4 - Core Manufacturing** |
| **Prepreg/Adhesive Bond/Resin Film Infusion** | **AC7122/5 - Flammability** | **AC7124/5- Fiber Manufacturing** |

***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.**

***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.***

Monday, 20-Feb-2017 JOINT COMP/NMMM/NMMT CLOSED MEETING

7:00 am – 8:00 am

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

8:00 am

15 minutes

1.0 OPENING COMMENTS (DAILY)

8:15 am

30 minutes

2.0 REVIEW DELEGATION STATUS

8:45 am

2 hours

3.0 COMP/NMMM/NMMT AUDITOR PERFORMANCE REVIEW

10:45 am

15 MINUTE BREAK

11:00 am

1 hour

4.0 AUDITOR CONSISTENCY SUB-TEAM REPORT OUT

12:00 – 1:00 pm

LUNCH BREAK

1:00 pm

60 minutes

5.0 COMP/NMMM/NMMT MODE B FAILURE CRITERIA REVIEW

2:00 pm

60 minutes

5.0 Interlaboratory Proficiency Test

3:00 pm

15 MINUTE BREAK

3:15 pm

45 minutes

6.0 Open Discussion

4:00 pm

60 minutes

7.0 Supplier Data Mining

5:00 pm

ADJOURNMENT

Tuesday, 21-FEB-2017 COMP OPEN MEETING

8:00 am

15 minutes

1.0 Opening Comments (daily)

8:15 am

30 minutes

2.0 COMP Staff Report

8:45 am

30 minutes

3.0 Task Group Succession Planning

9:15

60 minutes

4.0 Potential New AC7118 Questions

10:15 am

15 MINUTE BREAK

10: 30 am

60 minutes

5.0 Autoclave Inspection Software Validation

11:30 am

15 minutes

6.0 SSC Report

11:45 am – 1:00 pm

Lunch Break

1:00 pm

30 minutes

7.0 AC7118 Sections 9 & 22

1:30 pm

45 minutes

8.0 TUS and AC7118

15 MINUTE BREAK

2:30 pm

30 minutes

9.0 AC7118 and Testing Specimen Prep

3:00 pm

45 minutes

10.0 Silicone Processing Segregation

3:45 pm

60 minutes

11.0 Open Discussion

4:45 pm

15 minutes

12.0 Meeting Close Out

5:00 pm

ADJOURNMENT

5:00 pm – 6:30 pm

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

Wednesday, 22-Feb-2017 NMMM/NMMT OPEN MEETING

8:00 am

15 minutes

1.0 Opening Comments (daily)

8:15 am

75 minutes

2.0 NMMM/NMMT Staff Report

9:30 am

30 minutes

3.0 Supplier Support Committee Report

10:00 am

15 MINUTE BREAK

10:15 am

15 minutes

4.0 AQS Update

10:30 am

90 minutes

5.0 Grip Alignment Update

12:00 – 1:00 pm

Lunch Break

1:00 pm

30 minutes

6.0 2017 Interlaboratory Proficiency Testing (IPT) Update

1:30 pm

60 minutes

7.0 Verification of Exova PTP Participation in AC7122

15 MINUTE BREAK

2:45 pm

90 minutes

8.0 Open Discussion

4:15 pm

15 minutes

9.0 Meeting Close Out

4:30 pm

ADJOURNMENT

5:00 pm – 7:00 pm

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

Thursday, 23-Feb-2017

8:00 am – 10:00 am

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

Monday, 20-Feb-2017 JOINT COMP/NMMM/NMMT CLOSED MEETING

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

|  |  |  |  |
| --- | --- | --- | --- |
| 7:00 am – 8:00 am |  | Supplier Orientation & Tutorial – An introduction and overview of the Nadcap program |  |
| 8:00 am15 minutes | **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
 | Tara Campbell |
| 8:15 am30 minutes | 1. REVIEW DELEGATION STATUS
	* DELEGATION REVIEW OF CONSULTANT REVIEWERS AND STAFF ENGINEER
 | John Tibma |
| 8:45 am2 hours | 1. COMP/NMMM/NMMT AUDITOR PERFORMANCE REVIEW
	* AUDITOR STATISTICS
	* REVIEW SUBMITTED OBSERVATION AUDIT FORMS
	* OBSERVATION AUDIT STATISTICAL REVIEW
 | John Tibma |
| 10:45 am | 15 MINUTE BREAK |  |
| 11:00 am1 hour | 1. AUDITOR CONSISTENCY SUB-TEAM REPORT OUT
	* AUDITOR MENTOR PROGRAM
	* OBSERVATION AUDIT SELECTION
 | Richard Perrett |
| 12:00 – 1:00 pm |  | LUNCH BREAK |  |
| 1:00 pm60 minutes | **CLOSED** | 1. COMP/NMMM/NMMT MODE B FAILURE CRITERIA REVIEW
	* ANNUAL REVIEW OF FAILURE CRITERIA
 | John Tibma |
| 2:00 pm60 minutes | 1. INTERLABORATORY PROFICIENCY TEST
	* 2017 PARTICIPANTS REVIEW
	* 2015 ISSUED NCRS PARTICIPANT RESPONSIVENESS
 | John Tibma |
| 3:00 pm | 15 MINUTE BREAK |  |
| 3:15 pm45 minutes | 1. OPEN DISCUSSION
	* TOPICS THAT HAVE COME UP SINCE THE PREVIOUS MEETING
 | John Tibma |
| 4:00 pm60 minutes | 1. SUPPLIER DATA MINING
	* TUTORIAL ON THE USE OF SAP BUSINESS OBJECTS TO ANALYZE SUPPLIER PERFORMANCE
	* LONGITUDINAL ANALYSIS
 | Louise Stefanakis |
| 5:00 pm | ADJOURNMENT |  |

Tuesday, 21-FEB-2017 COMP OPEN MEETING

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

|  |  |  |  |
| --- | --- | --- | --- |
| 8:00 am15 minutes | **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. Acceptance of Meeting Minutes
		6. Review of Voting Member Status
		7. Review Agenda
 | Tara Campbell |
| 8:15 am30 minutes | 1. COMP Staff Report
	* Recent Activities
	* Auditor Status
	* Audit Statistical Summary
	* Future Meeting Information
 | John Tibma |
| 8:45 am30 minutes | 1. Task Group Succession Planning
	* Selection of Vice Chairperson for Richard Perrett (October 2019-2021)
 | John Tibma |
| 9:1560 minutes | 1. Potential New AC7118 Questions
	* Implementation Plan Review
	* Automated Fiber Placement/Automated Tape Laying
	* Equipment Verification and Calibration Questions Comment Resolution
 | Lance Loeks |
| 10:15 am | 15 MINUTE BREAK |  |
| 10: 30 am60 minutes | 1. Autoclave Inspection Software Validation
	* Proposed AH7118 Paragraph 4.3.1 Compliance Guidance
	* Additional Questions
 | Lance Loeks |
| 11:30 am15 minutes | 1. Supplier Support Committee Report
 | Vitorio Stana |
| 11:45 am – 1:00 pm |  | Lunch Break |  |
| 1:00 pm30 minutes | **OPEN** | 1. AC7118 Sections 9 & 22: Media Grit and Cutting Tool Specification
	* Propose Compliance Guidance for existing questions
	* Propose new questions
 | John Tibma |
| 1:30 pm45 minutes | 1. Thermal Uniformity Surveys (TUS) and AC7118
	* Should TUSs be a basic requirement?
 | John Tibma |
|  | 15 MINUTE BREAK |  |
| 2:30 pm30 minutes | 1. AC7118 and Testing Specimen Preparation
	* Does the task group expect demonstrations to answer question 10.1.7?
	* Is Compliance Guidance needed in the Handbook?
 | John Tibma |
| 3:00 pm45 minutes | 1. Silicone Processing Segregation
	* Proposed new questions for AC7118 concerning segregation of silicone processing
 | Andreas Mastorakis |
| 3:45 pm60 minutes | 1. Open Discussion
	* Topics that have come up since the previous meeting
 | John Tibma |
| 4:45 pm15 minutes | 1. Meeting Close Out
 | Tara Campbell |
| 5:00 pm | ADJOURNMENT |  |
| 5:00 pm – 6:30 pm |  | **Supplier Support Committee Meeting** - All suppliers are encouraged to attend. |  |

Wednesday, 22-Feb-2017 NMMM/NMMT OPEN MEETING

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

|  |  |  |  |
| --- | --- | --- | --- |
| 8:00 am15 minutes | **OPEN** | 1. Opening Comments (daily)
	* 1. Call to Order/Quorum Check
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		4. Present the Antitrust Video
		5. Acceptance of Meeting Minutes
		6. Review of Voting Member Status
		7. Review Agenda
 | Tara Campbell |
| 8:15 am75 minutes | 1. NMMM/NMMT Staff Report
	* Recent Activities
	* Auditor Status
	* Audit Statistical Summary
	* Future Meeting Information
 | John Tibma |
| 9:30 am30 minutes | 1. Supplier Support Committee Report
	* Recap of SSC Meeting
 | Vittorio Stana |
| 10:00 am | 15 MINUTE BREAK |  |
| 10:15 am15 minutes | 1. Aerospace Quality Systems (AQS) Update
	* AQS Liasion Report Out
 | Sally Spindor |
| 10:30 am90 minutes | 1. Grip Alignment Update
	* Grip Alignment Experiment Report
	* Proposed ASTM E1012 Annex A2 Compensation Limits
	* Proposed Handbook Clarification
 | Natalia Becerra |
| 12:00 – 1:00 pm |  | Lunch Break |  |
| 1:00 pm30 minutes | **OPEN** | 1. 2017 Interlaboratory Proficiency Testing (IPT) Update
	* Planning of tests and scope of work for 2017 IPT
 | John Hrycushko |
| 1:30 pm60 minutes | 1. Verification of Exova PTP Participation in AC7122
	* Airbus & SAFRAN have concerns over how this is currently being verified
 | Christine Brassine |
|  | 15 MINUTE BREAK |  |
| 2:45 pm90 minutes | 1. Open Discussion
	* Topics that have come up since the previous meeting
 | John Tibma |
| 4:15 pm15 minutes | 1. Meeting Close Out
 | Tara Campbell |
| 4:30 pm | ADJOURNMENT |  |
| 5:00 pm – 7:00 pm |  | **NMC Planning & Ops Meeting –** Task Group Chairs & Staff Engineers are required to attend |  |

Thursday, 23-Feb-2017

(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. |