**CONFIRMED MINUTES**

**JUNE 22-23, 2016**

**LONDON, UNITED KINGDOM**

**These minutes are not final until confirmed by the Task Group in writing or by vote at a subsequent meeting. Information herein does not constitute a communication or recommendation from the Task Group and shall not be considered as such by any agency.**

**WEDNESDAY, JUNE 22, 2016 to THURSDAY, JUNE 23, 2016**

# NMMM/NMMT Open Meeting Opening Comments 22-Jun-2016



## Call to Order / Quorum Check

The Non Metallic Materials Manufacturing (NMMM) and Non Metallic Materials Testing (NMMT) was called to order at 2:00 p.m., 22-Jun-2016

A quorum was established with the 10 subscriber voting members in attendance.

***Subscriber Members/Participants Present (\* Indicates Voting Member)***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | NAME |  | COMPANY NAME |  |
|  | Michael | Adams | Lockheed Martin |  |
| \* | Randy | Armstrong | Raytheon Company |  |
|  | Christine | Brassine | SAFRAN |  |
| \* | Tara | Campbell | Rolls-Royce plc | Vice Chairperson |
| \* | Ping | Chen | COMAC |  |
| \* | James | Cobb | Honeywell |  |
|  | Christine | Cowap | Triumph Group |  |
| \* | Kevin | Dowling | Spirit AeroSystems |  |
| \* | Patrick | Dunleavy | SAFRAN |  |
| \* | Javier | Garcia-Baeza | AIRBUS |  |
|  | Alex | Haesch | The Boeing Company |  |
| \* | Brett | Hemingway | BAE SYSTEMS |  |
|  | John | Hrycushko | Bell Helicopter |  |
| \* | John | Key | Bell Helicopter |  |
|  | Uwe | Kleinert | Airbus Helicopters Deutschland GmbH |  |
|  | Karolina | Kucharek | Rolls-Royce |  |
| \* | Lance | Loeks | The Boeing Company |  |
| \* | Andreas | Mastorakis | GE Aviation |  |
|  | Pauline | McRae | UTC Aerospace Systems |  |
|  | Angelina | Mendoza | UTC Aerospace (Goodrich) |  |
|  | Antonietta | Mormone | Finmeccanica Aeronautic Sector |  |
| \* | Keith | Panuska | Lockheed Martin Corporation | Chairperson |
| \* | Richard | Perrett | GKN Aerospace |  |
|  | Patrick | Phelan | UTC Aerospace (Goodrich) |  |
| \* | Minh | Quan | Triumph Group |  |
|  | Hayley | Roberts | GE Aviation, Kings Avenue |  |
|  | María | Sánchez-Arjona | Airbus DS |  |
|  | Kodai | Shimono | Mitsbushi Heavy Industry |  |
| \* | Sally | Spindor | Triumph Group |  |
|  | Ranganathan | Srinivasan | ST Aerospace Ltd. |  |
| \* | Anne | Stanley | Bombardier |  |
|  | Konstantina | Stefanidou | Honeywell Aerospace |  |
|  | Charlie | Taylor | Honeywell |  |
|  | James | Trevarthen | Honeywell Aerospace |  |
|  | Michael | Walsh | SAFRAN Aircelle |  |

***Other Members/Participants Present (\* Indicates Voting Member)***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | NAME |  | COMPANY NAME |  |
|  | Fernando | Alarcon de la Lastra | Canagrosa |  |
|  | Marie | Alza | Toray Carbone Fibers Europe |  |
|  | Grace | Atkinson | Meggitt Polymers & Composites |  |
| \* | Natalia | Becerra | Exova |  |
|  | Arnaud | Bonnet | Cetim |  |
|  | Richard | Brown | Senior Aerospace |  |
|  | Xavier | Carteron | Toray Carbon Fibers Europe |  |
|  | Hugh F | Casper | MTS Systems Corporation |  |
|  | Stephen | Davies | Hexcel |  |
|  | Pedro | De La Lastra | Canagrosa |  |
|  | Hubert | Kern | FACC |  |
|  | Diana | Morera Valdera | TEAMS |  |
|  | Ian | Palethorpe | Meggitt polymers and composites |  |
|  | Martyn | Perks | Tods Aerospace (Trading as AGC Aerocomposites) |  |
| \* | Don | Russell | Toray Composites America, Inc. |  |
| \* | Arno | Toelkes | Euro-Composites |  |
|  | Francesc | Tort | Instron |  |
| \* | Nancy E | Vancil | Toray Carbon Fibers America |  |
|  | Małgorzata | Zalewska | Institute of Aviation |  |

***PRI Staff Present***

|  |  |
| --- | --- |
| John | Tibma |

## Safety Information:

Review Fire Exits in Meeting Room

Inform PRI Staff person of any emergencies

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

## Present the Antitrust Video (only @ the first open and first closed meeting of the week for each Task Group)

## Acceptance of meeting minuts

A motion was made by Tara Campbell (Rolls-Royce) to accept the minutes as they are written. This motion was seconded by Randy Armstrong (Raytheon Co). A voice vote was taken and there was 100% voicing of an acceptance vote. The minutes are approved.

## Review Membership Status

Michele Losito of Finmeccanica-Aero Sector has missed 3 consecutive meetings for both NMMM & NMMT. He is to be removed from the task group rosters, but the company has a new voting member approved at this meeting, so the companies voting rights will remain in place for NMMM & NMMT.

## Review Agenda

# NMMM/NMMT Staff Report- open

Recent Activities

Auditor Status

Audit Statistical Summary



ACTION ITEM: PRI to create an Auditor Handbook clarification for question 3.4 of the AC7122-I and revise accordingly. (Due Date: 31-Aug-2016)

ACTION ITEM: PRI to review the top Non-conformance Reports (NCRs) for the last 5 years and report any trend analysis in the meeting in Pittsburgh October 2016 Nadcap Meeting. (Due Date: 31-Oct-2016)

The metrics for NMMM & NMMT were reviewed by the Task Group and there were no red metrics to address at this time.

# 2017 Interlaboratory Proficiency Testing (IPT) Planning- open

Planning of tests and scope of work for 2017 IPT



ACTION ITEM: IPT 2017 Sub-team created to include (John Hrycushko (Lead), Andreas Mastorakis, James Cobb, Natalia Becerra Pozo). (Due Date: 31-Oct-2016)

# Open discussion

OP 1114 app Ballot Comment Resolution –

Exova feels that any PT provider approved in the future should at least be accredited to ISO 17043.

There was discussion and many subscribers which would like to read this document prior to having a discussion or making a decision.

ACTION ITEM: PRI to send out a reminder to all Task Group members to review ISO 17043 for discussion of the comments by Exova to the OP1114 changes which is to incorporate this requirement to be approved for inclusion of a PT Provider to Tabie 2. Report out in Pittsburgh October 2016 Nadcap Meeting. (Due Date: 31-Oct-2016)

Another discussion ensued about the data from Exova for PTP sharing of the general results of

ACTION ITEM: Christine Brassine of SAFRAN will check with the PTP Program participants to allow the showing of the sanitized data from the last PTP results. Report out in Pittsburgh October 2016 Nadcap Meeting. (Due Date: 31-Oct-2016)

ADJOURNMENT – 22-Jun-16 – The NMMM/NMMT Task Group OPEN portion of the meeting was adjourned at 4:40 PM.

# NMMM/NMMT Open Meeting Opening Comments 23 June

## Call to Order/Quorum Check

Introductions

## Safety Information:

Review Fire Exits in Meeting Room

Inform PRI Staff person of any emergencies

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

## Present the Antitrust Video

## Review Agenda

# ASTM E1012 Annex A2 Grip Alignment Compensation Limits- open

NMMT RAIL Item 70 Report Out

Additional Subscriber Feedback

# Grip Alignment & Correction Factors Supplier Guidance- open

RAIL Item 89 Handbook Clarification Report Out

# Grip Alignment Study- open

Rail Item 88 Grip Alignment Study Design of Experiment (DOE) Report Out

Items 6.0, 7.0, 8.0 were combined into a single presentation.



ACTION ITEM: PRI to send an e-mail reminder to all the subscribers that have not provide input into the allowance of Correction Factors and would that consider them if they do not currently allow them. (Due Date: 31-Aug-2016)

Next Steps as proposed by Natalia Becerra Pozo.

* It is proposed that the data be presented at the October 2016 Nadcap Meeting in Pittsburgh with a summary.
* It is proposed that the sub-team also bring back Handbook Guidance with the results of the data for review and vote by the Task Group.

**Subteam**

**Exova – Natalia Becerra**

**GE – Andreas Mastorakis**

**Boeing – Lance Loeks**

**Titania – Pedro Astola**

**Instron – Francesc Tort and Howard Spader**

**MTS – Hugh Casper**

**TCA – Jay or Don Russell**

**Applus Laboratories – Luis Guelbenzu**

**Honeywell – Jim Cobb and Jim Hartman**

**Bell Helicopter – John Hrycushko**

**SAFRAN - Christine Brassine**

**Airbus - Raul Mora**

It was discussed during this presentation on what guidance we should put out to the auditors and if an Auditor Advisory is necessary. No proposals were put forward by the Subscribing members, therefore it was decided that this would not be necessary and that the current guidance within AH7122-I 26.7.2 is still adequate. This was agreed to by all members in attendance.

ACTION ITEM: Alignment sub-team to present results of the Alignment Project to the Task Group at the October 2016 Nadcap Meeting in Pittsburgh. The sub-team will also present a proposal for the Handbook clarification of the grip alignment questions within the AH7122-I. (Due Date: 31-Oct-2016)

ACTION ITEM: Create a sub-team to create Handbook clarification for AC7122 and the applicable slash sheets for alignment based on test method and material class (John Tibma (Lead), Natalia Becerra, Raul Mora, Lance Loeks, Andreas Mastorakis, Jason Adams, Jim Cobb, Francesc Tort, Pedro Astola, Hugh Casper, Richard Perrett, Patrick Dunleavy). (Due Date: 31-Oct-2016)

Quorum was established after lunch with a total of 12 subscribing voting member present. Quorum is verified.

# AC7122 Material Handling Requirements- open

RAIL Item 85, Proposed AH7122-R Handbook Guidance for Lab Material Handling

RAIL Item 91, Subscriber & Supplier Feedback to Proposed AC7122-I Handbook Guidance

RAIL Item 94, Subscriber Feedback concerning addition of AC7118 questions to AC7122-I for Specimen Fabrication

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# Open Discussion- open

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ACTION ITEM: Sub-team to evaluate how to deal with Test Standards which do not have a tolerance for a testing parameter and report out in Pittsburgh October 2016 Nadcap Meeting. (John Hyrcushko (Lead), Nancy Vancil, Don Russell). (Due Date: 31-Oct-2016)

ACTION ITEM: PRI will emphasize the need for the auditors to report this information to the Staff Engineer as requested so the checklists can be improved for future revisions. (John Tibma) (Due Date: 31-Oct-2016)

# Auditor Conference Planning

AC7122 Topics

* Job Audit Selection - PRI
* Specification Review Expectations - PRI
* Customer Flow Down Verification - PRI
* When can NA be used for AC7122-I grip alignment sections? PRI
* How detailed do tests work instructions need to be? Ddo then need to include specimen prep? – Lance Loeks
* PT/IPT/Internal Round Robin Requirements. - PRI

ACTION ITEM: Sub-team to be created to address how detailed tests work instructions need to be and do they need to include specimen prep and create an Auditor Conference presentation and Handbook clarification. (John Hrycushko, Lance Loeks (Lead), Natalia Becerra Pozo, Pedro Astola) Due Date: 22-Oct-2016

AC7124 Topics

* Job Audit Selection - PRI
* Specification Review Expectations - PRI
* Customer Flow Down Verification - PRI

There were no other items brought to the attention of the Staff Engineer.

The Secretary will note with the title “Audit Conference Topic” any items or concerns for topics for future auditor conference meetings.

# Meeting Close Out- open

Three new voting members were recognized to support our Task Group and recognized by the Task Group Chairperson.

Christine Brassine – SAFRAN Subscriber VM NMMT (replacing Laura Benedetti)

Antonietta Mormone – Finmeccanica – Aeronautics Sector Subscriber VM NMMM, NMMT (replancing Michele Losito)

Stephen Davies – Hexcel Corp. – alternate Supplier VM NMMM

Action Items were reviewed to verify completeness

Agenda Topics for the October 2016 Nadcap Meeting – No new items were identified.

**ADJOURNMENT – 23-Jun-2016 –** The Non-Metallic Material Testing and Non-Metallic Material Manufacturing Task Group OPEN portion of the meeting was adjourned at 5:00 PM

Minutes Prepared by: John Key, jkey2@bellhelicopter.textron.com

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| --- | --- | --- |
| \*\*\*\*\* For PRI Staff use only: \*\*\*\*\*\*  Are procedural/form changes required based on changes/actions approved during this meeting? (select one)  YES\*  NO  \*If yes, the following information is required: | | |
| Documents requiring revision: | Who is responsible: | Due date: |
|  |  |  |
|  |  |  |