**CONFIRMED MINUTES**

**24-OCT-2016**

**PITTSBURGH, PENNSYLVANIA, USA**

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

**MONDAY, 24-OCT-2016**

# OPENING COMMENTS

## Call to Order / Quorum Check

The Nadcap Management Council (NMC) Globalization & Strategy Committee was called to order at 2:00 p.m., 24-Oct-2016.

It was noted that only NMC Voting Members were in attendance for this voting members only meeting, with the exception of the following invited guests of the Chairperson:

* Seth Austin
* Michael Terry

A quorum was established with the following representatives in attendance:

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | NAME |  | COMPANY NAME |  |
|  |  |  |  |  |
| \* | Latch | Anguelov | SAFRAN Group |  |
| \* | Tomohiko | Ashikaga | Mitsubishi Heavy Industries, Ltd. |  |
|  | Seth | Austin | GE Oil & Gas |  |
| \* | Pascal | Blondet | Airbus |  |
| \* | Richard | Blyth | Rolls-Royce |  |
| \* | Craig | Bowden | BAE Systems – MAI (UK) |  |
| \* | Jeff | Cerre | Beechcraft |  |
| \* | David | Cianfrini | BAE Systems |  |
| \* | Russell | Cole | Northrop Grumman Corp. |  |
| \* | Steve | Dix | Eaton, Aerospace Group |  |
| \* | Bertrand | Fath | Airbus Helicopters |  |
| \* | Troy | Grim | Spirit AeroSystems |  |
| \* | Dave | Hansen | Hill AFB |  |
| \* | Martha | Hogan-Battisti | The Boeing Company |  |
| \* | Wendy | Jiang | COMAC |  |
| \* | Jason | Jolly | Cessna Aircraft Company |  |
| \* | Bob | Koukol | Honeywell Aerospace |  |
| \* | Ralph | Kropp | MTU Aero Engines |  |
| \* | Jeff | Lott | The Boeing Company | Chairperson |
| \* | Scott | Maitland | UTC Aerospace (Goodrich) |  |
| \* | Frank | McManus | Lockheed Martin Corp. |  |
| \* | Ana | Ottani dos Santos | Embraer SA |  |
| \* | Mark | Rechtsteiner | GE Aviation |  |
| \* | Per | Rehndell | GKN Aerospace Sweden AB |  |
| \* | Tommy | Robinson | Gulfstream Aerospace |  |
| \* | Victor | Schonberger | Israel Aerospace Industries |  |
| \* | Scott | Severson | Rockwell Collins |  |
| \* | Lindsey | Shaw | Raytheon Co. |  |
| \* | David | Soong | Pratt & Whitney |  |
|  | Michael | Terry | The Boeing Company |  |

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | NAME |  | COMPANY NAME | TASK GROUP |
|  |  |  |  |  |
| \* | Tammi | Schubert | Helicomb International | Measurement & Inspection |

***PRI Staff Present***

|  |  |
| --- | --- |
| Mark | Aubele |
| Scott | Klavon |
| Jim | Lewis |
| Bob | Lizewski |
| Justin | McCabe |
| Kellie | O’Connor |
| Joe | Pinto |
| Jon | Steffey |

## Code of Ethics, Anti-Trust & Conflict of Interest

Jeff Lott reviewed the Code of Ethics, Anti-Trust and Conflict of Interest policy.

## Approval of Previous Meeting Minutes

Motion made by Russ and seconded by Ralph to accept the minutes. Motion passed and the June 2016 NMC Globalization & Strategy Committee meeting minutes were approved.

# ROLLING ACTION ITEM LIST (RAIL)

The Rolling Action Item List (RAIL) was reviewed.

For specific details, please see the attached NMC RAIL.



# AERO Structures assemblies

Jim Lewis gave an update on the Aero Structures Assemblies group, which was given approval by the NMC Globalization & Strategy Committee in June 2016. The group is meeting as a Task Group during the October 2016 meeting in Pittsburgh to develop a business plan and further develop the scope of the Task Group.

The proposed audit format is:

* AC7XXX – Nadcap Audit Criteria for Aero Structures Assembly (General)
* AC7XXX/1 – Nadcap Audit Criteria for Aero Structures Assembly (Fastening)
* AC7XXX/2 – Nadcap Audit Criteria for Aero Structures Assembly (Bushing and Bearing Installation)
* AC7XXX/3 – Nadcap Audit Criteria for Aero Structures Assembly (Electrical Bonding)

# remote service providers

Mark Aubele gave a status update on the Remote Service Providers sub-team. A Nadcap accreditation typically takes place at a specific address, however in February 2016, a need was identified for accrediting remote service providers. The sub-team has met several times since the June 2016 Nadcap Meeting and has not arrived at a solution yet. The team has determined that they need additional input from the Task Groups (currently Measurement & Inspection and Nondestructive Testing are represented on the team).

# Nadcap Meetings in Asia Sub-Team



Kellie O’Connor reviewed the questions that were distributed to the NMC earlier this year. Following the discussion at the June 2016 NMC Globalization & Strategy Committee meeting in London, a new survey will be distributed with specific information included (February 2020 in Shanghai). PRI would like to ensure that the meeting is effective, so the concern is whether there will be sufficient attendance for the Task Groups to hold effective meetings.

ACTION ITEM: Kellie O’Connor to distribute the survey question to the NMC Subscribers for response. (Due Date: 20-Feb-2017)

Survey questions to be distributed with a response deadline by end of year.

ACTION ITEM: PRI Staff to get a comment from the PRI Board of Directors in support for the Shanghai Nadcap Meeting (for newsletter). (Due Date: 20-Feb-2017)

# OTHER BUSINESS

## No additional items were identified.

ADJOURNMENT – 24-Oct-2016 – Meeting was adjourned at 3:30 p.m.

Minutes Prepared by: Kellie O’Connor, [koconnor@p-r-i.org](mailto:koconnor@p-r-i.org)

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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: |
|  |  |  |
|  |  |  |