Aerospace Is A Highly Regulated Industry. Even So, Nadcap Audits Are Widely Acknowledged To Be Among The Most Difficult To Pass. They Are In-depth Assessments Of The Quality Of An Aerospace Supplier’s Special Process Or Product Activity.

The audit itself is a small part of the whole: pre-audit preparation and post-audit activity also play a significant role in the success of the Nadcap audit.

It can be difficult to know where to start and, sometimes, whether to start. Many suppliers contact PRI to ask whether they need Nadcap accreditation. That is not something PRI can answer: it is ultimately a decision that you must make by yourselves, with consideration to your customer’s expectations and the implication of committing – or not committing – to achieve Nadcap accreditation.

To support the aerospace supplier community to successfully achieve Nadcap accreditation, PRI has developed a timeline that indicates key steps that need to be taken.

All the activities detailed in this guide are recommendations only. Nadcap audit preparatory activities should be done as far in advance as possible without being so far in advance as to raise misgivings about their integrity.

For example, the internal audit can be done earlier than indicated and then repeated to verify the corrective actions implemented are sustaining.

Please submit any feedback or suggestions for improvement to this timeline to PRI@p-r-i.org it is an organic document that exists to benefit the supplier community. Thank you for your interest and your help in continually improving it.

Visit the PRI website www.p-r-i.org for more information.
Nadcap Audit Preparation Timeline

Contact PRI scheduling staff to obtain a quote & schedule your Nadcap audit.

Get to know the PRI staff engineers: they are a valuable technical resource.

Go to www.eAuditNet.com and register as a new user. Attend a Nadcap meeting to network and participate in decision-making that will affect your audit, such as checklist revision discussions.

Participate in appropriate training to help you understand the expectations before the Nadcap auditor arrives e.g. eQuaLearn Nadcap Audit Preparation classes or eQuaLified special process training and qualification.

Before you can receive a Nadcap special process or product accreditation, your quality system must be approved. Contact PRI scheduling staff for details.

Access the relevant procedures from eAuditNet: they impact the outcome of your audit.

Download the required checklists from eAuditNet and use them in your internal audit preparation. Include job (compliance) audits in your plan. The Nadcap auditor will observe job audits so make sure you do too.

Involve all personnel that could be questioned or observed during the Nadcap audit in your preparations.

Conduct a thorough root cause analysis on all non-conformances identified in the internal audit and implement sustainable corrective actions.

Perform a follow-up audit of non-conformances and corrective actions to verify that all issues have been properly resolved (will not recur).

Submit required documentation to the Nadcap auditor 30 days prior to the scheduled audit.

Make sure that the right personnel, records, hardware etc. will be available during the Nadcap audit for the auditor to inspect.

Contact PRI for any clarifications needed during your audit preparation activities.

Correct as of 1 June 2010. Contact PRI staff in case of questions. www.p-r-i.org

PRI offers professional development opportunities at convenient regional locations or at your facility. The eQuaLearn Nadcap Audit Preparation series and eQuaLified Special Process Personnel Training and Qualification are just two of the opportunities on offer.

For additional information and complete schedules visit www.eQuaLearn.com and www.eQuaLified.org.