Aerospace AS/EN 9100 Series Scheme Specific Certification Requirements

Version 6, January 2026. (REF: PP009)

The Aviation, Space and Defence (ASD) sector has additional requirements appropriate to this scheme as documented below and which should be read in conjunction with other BSI contractual documentation.

Regulatory and Customer Contractual Requirements:

a) You are hereby notified that the ASD ANSI-ASQ National Accreditation Board (ANAB) accreditation program is managed globally for BSI by BSI Group America Inc. from its office located at 1950 Opportunity Way, Suite 900, Reston, VA 20190, USA. The BSI AQMS accreditation is based on AS9104/1:2012 as of October 16, 2012.

b) You are hereby notified that the ASD United Kingdom Accreditation Service (UKAS) accreditation program is managed globally for BSI by BSI Group from its office located at Kitemark Court, Davy Avenue, Knowlhill, Milton Keynes, MK5 8PP UK. The BSI AQMS accreditation is based on BS EN 9104/1:2013 as of August 31, 2013.

c) You need to be aware that the International Aerospace Quality Group (IAQG) does not permit BSI (or any other Certification Body) to outsource any of the activities required by AS/EN 9104/1 or deploy certification activities to other BSI offices worldwide and do not utilize critical locations, as defined by the International Accreditation Forum (IAF). Critical locations are not recognized by IAQG.

d) You are required to advise BSI of any regulatory body, e.g. Civil Aviation Authority (CAA), Federal Aviation Authority (FAA), National Aeronautics and Space Administration (NASA/ESA), issues/notifications/revocations that may impact your Aerospace Quality Management System (AQMS).

e) You shall address any customer contractual requirements that require you to notify BSI of any major or other issues in a timely manner as specified by the contract between you and your customer.

f) Depending on the severity of the issues/findings in subsections b) and c) above, BSI shall have the right to undertake special audits at short notice and charge you the full cost of such audits. BSI shall have the right to charge for the review of corrective action plans resulting from customer or other agency issues (e.g. DCMA, CAA, FAA, NASA, ESA).

g) BSI fully complies with all U.S. export control regulations, including the International Traffic in Arms Regulations (ITAR) and the Export Administration Regulations (EAR). BSI requires that you identify to BSI the correct identification and classification of items provided by you or if applicable, manufactured to your requirements, designs and/or specifications, which may be subject to U.S. export control regulations. If you cannot, or will not, make that identification, you hereby agree to indemnify and hold harmless BSI from any resulting violation and/or penalties which may arise from the inaccurate classification of items and any resulting exports of such items which occurs. The term "item" (as described above) includes product or hardware, technical data, software, or technology which is subject to any U.S. export regulation. "Item" does not just refer to the physical product itself.

h) Where access to classified material or export control requirements prevents access by a BSI auditor then the scope of certification shall not include any processes that were not audited to sufficient depth to verify your conformance to the relevant standard(s). Where processes are not audited and are excluded from the potential scope of certification, any such exclusion shall be limited to those processes that are permissible exclusions within the AQMS standard and that are effectively documented by you. BSI shall not certify your quality management system where the process exclusions do not represent permissible exclusions.

i) Requests for auditor changes/substitutions will be denied without substantiated evidence of improper activity or contract violations. Conformance to rules related to export controls, auditor nationalities and confidentiality or conflict of interest challenges shall be an exception to this requirement. BSI shall be able to assign and rotate AQMS auditors, as available, per AS/EN 9104/1 requirements.

j) You are required to provide copies of the audit report(s) and associated documents/records to your customers and potential customers, upon their request. Notwithstanding the foregoing, you may not be compelled to do so if, in consultation with us, it is determined that reasonable business justification for not doing so can be reasonably established (e.g., competitor confidentiality, conflict of interest, etc.). You may provide this mandated access through the Online Aerospace Supplier Information System (OASIS) database or by providing the audit report directly to the requesting customer.

Rights of Access:

k) As required by AS/EN 9104/1, you are required to permit access by regulatory authorities, accreditation body representatives, Other Party (OP) assessors, customer representatives or IAQG Original Equipment Manufacturers (OEMs) who may accompany the BSI's audit team, as observers of the oversight witness or the confirmation of the effectiveness of the Certification Body (CB) audit process at any time. Such access shall cover your facilities and your records relevant to the audit.

NOTE 1: Refusal to permit a witnessed audit by an accreditation body can result in the withdrawal of your accredited certificate that bears their accreditation mark

Certified Organizations – Requirements:

l) The following requirements are documented in AS/EN 9104/1 Section 18. This section mandates that Industry Controlled Other Party (ICOP) certified organizations shall comply with their duties, responsibilities and the requirements of the ICOP scheme as documented in the AS/EN 9104 series standards AQMS processes, as applicable.

AQMS certified organizations shall:

- Allow BSI to provide Tier 1 public domain data (i.e. information on the issued AQMS standard certificate) and Tier 2 private domain data (i.e. information and results of audits, assessments, non-conformances, corrective action, scoring and suspensions) to the OASIS database.
- Provide access to their OASIS Tier 2 data to their aviation, space and defense customers and authorities, upon request, unless justification can be provided (e.g. competition, confidentiality, conflict of interest or other valid reasons).
- Provide immediate notification to their aviation, space and defense customers if they lose their AQMS standard(s) certification.
- Identify an OASIS Administrator, see Section n) below.
- Notify the BSI of significant changes (e.g. changes related to address, ownership, key management, number of employees, scope of operations, customer contract requirements).

NOTE 2: Failure of an AQMS certified organization to abide by these industry expectations shall be cause for BSI to withdraw your certification from the ICOP scheme and the OASIS database listings per AS/EN 9104/1 requirements.

Certified Organizations - IAQG Certification Fees

m) The IAQG charges for OASIS database entries. BSI acts as an intermediary passing these disbursements to you; We have agreed that you may settle these fees through the invoice issued by our BSI office. Note that these disbursements will be at the current IAQG rate currently:

- $750 fee for each initial certification, recertification audit, and transfer audit;
- $350 fee each for certificate modifications including adding of New Site(s) to an existing certificate
- OASIS digital innovation fee's at the prevailing rate as indicated on the IAQG Website IAQG Digital Innovations – IAQG

NOTE 3: The above rates include a $50 processing fee, which may be charged by BSI

Further information is available at this link: here.

Other important information for you to know:

Online Aerospace Supplier Information System (OASIS) Database:

n) BSI is required by IAQG to register each aerospace accredited certification for AS/EN 9100, AS/EN 9110 and AS/EN 9120 and specified supporting documentation into the OASIS database. Supporting documentation consists of such documents as Audit Reports, Process Effectiveness Assessment Report (PEAR), Nonconformity Report (NCR), QMS Matrix Report, Audit Plan, etc. as defined by AS/EN 9101.

When you seek certification to an ASD standard(s) you are required to appoint an OASIS database Administrator and Supplier Representative(s) prior to completion of the initial audit. To request setup of a new OASIS database Administrator and/or supplier Representative, please contact BSI directly. An existing assigned OASIS database Administrator also has access to add or modify Administrators and Supplier Representatives by selecting 'Manage' then 'Organization Users'.

The Administrator shall be responsible for data entry and for managing your contact information within the OASIS database, users associated with your organization, external access to your audit results in the OASIS database, OASIS database feedback and other relevant information as may be required from time to time under the applicable standard.

The Supplier Representative(s) shall be responsible for signing audit-related forms (e.g. NCR on behalf of the organization) and entering NCR response per requirements of AS 9104/1 and AS 9101.

Furthermore, be aware that BSI shall not be able to upload and publish your accredited certificate for initial and recertification audits or for certificate modifications if you do not have an active administrator for the organization in the OASIS database. It is essential that an administrator is maintained without interruption when people change roles or leave the organization.

OASIS accounts will automatically go inactive after 18 months without activity. BSI has the right to suspend certification during the certification cycle or delay issuance at recertification should you fail to maintain an OASIS database administrator.

The AQMS certified organization is responsible for the correctness of the organization data in the OASIS database, regardless of who inputs the data. BSI is responsible for the correctness of the audit and certification data.

Once set up, the OASIS administrator will be able to grant access to view the data that has been entered by BSI. This "view only" access can be granted to any IAQG OASIS user.

Further information is available at this link: here.

Completion of AS 9101 Documentation:

o)   Completion of the AS/EN 9101 documentation will take considerably longer than was required with earlier versions of this standard as there is much more documentation to be completed by BSI. Consequently, BSI will provide a best estimate in the quotation which in most cases, depending on the size and complexity of your organization, typically it will require an additional 0.5 day to 1.5 days per auditor. The time required will be confirmed at the Stage 1 audit and you will be advised of any required reduction or addition to this time and any adjustments will be made and invoiced as applicable.

Competence, Training and Awareness Requirements:

p)   Competence and training expectations and requirements are detailed within the respective AS/EN 9100 series standards. As a suggestion, consideration could be given to the training requirements defined in AS/EN 9104/3 as a basis for training requirements of internal auditors.

NOTE 4: Your internal auditor(s) are not required to be certified aerospace auditors unless you so choose to do so. The requirements of AS/EN 9104/3 standard along with guidance in ISO 19011 provide good sources of information related to auditor training, competence and qualifications.

Transfer of Certification:

For transfer of AQMS certificates, IAF Mandatory Document (MD) 2 is applicable in full with the following additional requirements:

q)   Only valid certifications issued, under the 9104 series standards ICOP scheme, by a CB with a valid accreditation are eligible for transfer.

r)   No certificate transfer between BSI and other CBs shall occur, when the CB controlling the existing certificate has nonconformities documented that are awaiting corrective action closure and acceptance, unless that CB has ceased its activities or is unable to close the corrective actions. In cases of open corrective actions, BSI shall ensure closure of corrective actions, prior to certificate issuance.

s)   BSI shall ensure that, prior to certificate issuance, a special audit is carried out by an Aerospace Experience Auditor (AEA) to confirm the validity of the certification being transferred.

t)   A new certificate shall not be issued, unless all minor and major nonconformities have been contained and satisfactorily corrected; the root cause analysis completed; and corrective action has been implemented, reviewed, accepted, and verified by BSI. If the closure of nonconformities takes more than 90 days, transfer of the existing certificate is not allowed.

u)   Review/verification of the corrective action by BSI shall take place on-site (except for corrective actions related to AQMS documentation).

Upon request by BSI clients transferring certification from another certification provider will be required to grant access to their OASIS records to allow specified BSI personnel to review previous audit and nonconformity reports to identify any unacceptable trends, existing or previous suspensions/withdrawals and verify all issued NCRs by the previous Certification Body have been closed.