

## Agenda

### Day 1

| Time       | Subject  |
|------------|--|
| 8:00 a.m.  | Welcome and Introduction   |
| 8:30 a.m.  | Session 1: Aerospace Industry Quality Perspective  |
| 9:30 a.m.  | Session 2: <ul style="list-style-type: none"><li>• Civil Aviation Authority/FAA Overview</li><li>• Airworthiness &amp; Safety Requirements</li></ul> |
| 11:15 a.m. | Session 3: Military Aerospace Requirements and Regulations   |
| 12:00 Noon | Lunch  |
| 12:45 pm   | Session 4: Space Requirements and Regulations  |
| 1:30 p.m.  | <b>Activity 1 - Quality Perspective, FAA, Aviation Safety, Military and Space Topics</b>   |
| 3:00 p.m.  | Session 5: Aerospace Subcontractor Approval and Control Requirements and Flow Down of Quality Requirements   |
| 4:30 p.m.  | Session 6: Sampling Inspection Requirements and Limitations  |
| 5:15 p.m.  | Session 7: FOD Prevention Program Requirements   |
| 6:00 p.m.  | <b>Activity 2 – Subcontractor, Flow Down, Sampling Inspection and FOD topics</b>   |
| 7:00 p.m.  | Finish for the day   |

*Note: 5 minute breaks every 1 - 1 1/2 hours.*

*Note: Time taken for lunch and breaks does not count toward the time required for the course (26 hours)*

**Day 2**

| <b>Time</b> | <b>Subject</b>   |
|-------------|--|
| 8:00 a.m.   | Session 8: Configuration Management  |
| 9:30 a.m.   | Session 9: Design, Development, Verification and Validation                  |
| 11:00 a.m.  | <b>Activity 3 – Configuration Management and Design topics – Preparation</b> |
| 12:00 Noon  | Lunch  |
| 12:45 p.m.  | <b>Activity 3 - Feedback</b>   |
| 1:15 p.m.   | Session 10: Variation Management of Key Characteristics                      |
| 3:00 p.m.   | <b>Activity 4 – Variation Management topics</b>                              |
| 4:15 p.m.   | Session 11: First Article Inspection   |
| 5:45 p.m.   | <b>Activity 5 – First Article Inspection</b>                                 |
| 7:00 p.m.   | Finish for the day   |

*Note: 5 minute breaks every 1 - 1 1/2 hours.*

**Day 3**

| <b>Time</b> | <b>Subject</b>   |
|-------------|--|
| 8:00 a.m.   | Session 12: Calibration Controls and Positive Recall System for Monitoring and Measuring Devices                         |
| 8:45 a.m.   | Session 13: Tool Control   |
| 9:15 a.m.   | Session 14: Aerospace Material Traceability Requirements   |
| 10:00 a.m.  | Session 15: Aerospace Material Accountability System   |
| 10:30 a.m.  | Session 16: Acceptance Authority Media   |
| 11:15 a.m.  | <b>Activity 6 – Calibration, Tools, Traceability, Accountability and Acceptance Authority Media topics - Preparation</b> |
| 12:00 p.m.  | Lunch  |
| 12:45 p.m.  | <b>Activity 6 - Feedback</b>   |
| 1:15 p.m.   | Session 17: Nonconforming Material System Requirements and Operation   |
| 3:00 p.m.   | Session 18: Special Processes  |
| 4:30 p.m.   | Session 19: Use of Customer Supplied Products  |
| 4:45 p.m.   | <b>Activity 7 - Nonconforming Material and Special Process Topics</b>  |
| 5:15 p.m.   | Session 20: Nonconformity Writing  |
| 5:45 p.m.   | Examination Begins   |
| 6:45 p.m.   | Examination Ends   |

*Note: 5 minute breaks every 1 - 1 1/2 hours.*