

COATINGS TASK GROUP AGENDA
January 19-22, 2004
Fiesta Inn
Tempe Arizona

The Coatings Task Group is conducting audits to demonstrate compliance to SAE AS7109 series of documents. These audits address the following types of processes:

Thermal Spray
 Vapor Deposition
 Cementation Process
 Stripping

Coating Evaluation
 Plating of Coated Parts
 Heat Treating of Coated Parts

Notice 1: This agenda is subject to change. Please contact PRI for updated information.

Notice 2: Task Group Members: Please help us to conserve expenses. If you are bringing information/documentation to the meeting for distribution, please bring enough copies for all attendees. Unplanned/on-site copy service is expensive and may not be available during meetings. If you would like to forward information to PRI at least 4 weeks prior to the meeting, we would be happy to provide copies.

MONDAY, JANUARY 19, 2004:

**4:00PM-8:00PM PLANNING AND OPERATIONS MEETING, TASK GROUP CHAIR AND STAFF
 ENGINEER ONLY TO ATTEND**

*****NOTE: TODAY'S SESSION IS CLOSED (PRIME/GOVERNMENT TASK GROUP MEMBERS ONLY)*****

8:00AM	1.0	Opening Comments
		1.1 Call to order/quorum check
		1.2 Introductions
		1.3 Routing of attendance list
		1.4 Expectations
		1.5 Auditor Feedback
		1.6 Review Closed Meeting Action Item List
8:30AM	2.0	Closed Meeting Issues (to include audit review if necessary)
12:00NOON		LUNCH
1:00PM	2.0	Closed Meeting Issues
3:45 PM		ADJOURNMENT

TUESDAY, JANUARY 20, 2004:*****NOTE: TODAY'S SESSION IS OPEN TO ALL INTERESTED PARTICIPANTS*******5:30PM-8:00PM SUPPLIER SUPPORT COMMITTEE MEETING (ALL SUPPLIERS ARE ENCOURAGED TO ATTEND)**

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| 8:00AM | 1.0 | Opening Comments <ul style="list-style-type: none"> 1.1 Call to order/quorum check 1.2 Introductions 1.3 Routing of attendance list 1.4 Expectations 1.7 Approval of July 2003 Meeting Minutes 1.8 Review Action Item List |
| 8:45AM | 3.0 | NMC Metrics <p>J. Lewis will present Nadcap Management Council-Coatings Metrics to the Task Group. The metrics identify the health of the Task Group in terms of audit review, audit capacity, supplier merit and prime support. Actions will be developed targeting how to improve the metrics and improve the Task Group.</p> |
| 9:15AM | 4.0 | Cycle Time Pareto <p>J. Lewis will present the Cycle Time Pareto. This chart identifies the number of rounds of responses and time required for closure or current status of audit. Actions will be defined to lower the number of rounds of responses if unacceptable.</p> |
| 9:30AM | 5.0 | eAuditNet <p>Time will be scheduled with eAuditNet administrator to review recent and upcoming enhancements. Any enhancement suggestions for eAuditNet may be given to the eAuditNet administrator at this time. Lessons learned will also be shared.</p> |
| 12:00NOON | LUNCH | |
| 1:00PM | 6.0 | Checklist Revision <p>All 7109 standards and checklists will have been submitted to the AMS Committee B for ballot. If there are any remaining comments from AMS Committee B, they will be resolved at this meeting. If there have been any technical changes as a result of AMS Committee B comments, they will be balloted at this meeting. If checklists and standards are to be balloted, all Task Group members will receive copies of the revised documents at least two weeks prior to the meeting.</p> |
| 2:00PM | 7.0 | Baseline Criteria/Supplements <p>The Task Group will review the supplements developed by the primes. The checklists will be finalized for "baseline" criteria. A plan, including milestones with dates and actions, will be developed for performing pilot baseline audits.</p> |
| 5:00PM | ADJOURNMENT | |

5:30PM-8:00PM SUPPLIER SUPPORT COMMITTEE MEETING (ALL SUPPLIERS ARE ENCOURAGED TO ATTEND)

WEDNESDAY, JANUARY 21, 2003:*****NOTE: TODAY'S SESSION IS OPEN TO ALL INTERESTED PARTICIPANTS*****

8:00AM-10:30AM Nadcap MANAGEMENT COUNCIL MEETING (ALL TASK GROUP MEMBERS ARE ENCOURAGED TO ATTEND. CHAIR, VICE CHAIR AND STAFF ENGINEER SHOULD PLAN TO ATTEND)

10:45AM	1.0	Opening Comments 1.1 Call to order/quorum check
11:00AM	8.0	AQS Baseline A member of the AQS Task Group will present results of an investigation into the Quality System questions contained in the Coatings Audit Checklists (using drafts of proposed revisions). This is being done to establish a "baseline" of quality system questions across all special process checklists.
11:30AM	8.0	Supplier Support Committee Report F. Mundt will present a summary of the Supplier Support Committee meeting.
11:45AM	9.0	NMC Meeting Report J. Doherty will present a summary of the Nadcap Management Council meeting.
12:00NOON	LUNCH	
1:00PM	10.0	NTGOP 001, Appendix IX Revision NTGOP 001 is the General Task Group Operating Procedure. Appendix IX gives the additional requirements of the Coatings Task Group. This appendix will be updated to become current with standard practice and other necessary changes. There will be a voice vote held for the approval of changes implemented at the meeting.
2:00PM	7.0	Baseline Criteria/Supplements Continued from previous day.
5:00PM	ADJOURNMENT	

