

# **NATO STANDARD**

## **AQAP-2131**

# **NATO QUALITY ASSURANCE REQUIREMENTS FOR FINAL INSPECTION AND TEST**

**Edition C Version 1  
DECEMBER 2017**



**NORTH ATLANTIC TREATY ORGANIZATION**

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**NATO LETTER OF PROMULGATION**

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<b>CHAPTER 1 INTRODUCTION</b>
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**1.1. General**

This publication defines the requirements for Quality Assurance (QA) to be established and applied by the Supplier for final inspection and test.

**1.2. Purpose**

This publication contains the requirements, which, if applied appropriately, provide confidence in the Supplier's capability to deliver product that conforms to Acquirer contract requirements.

**1.3. Applicability**

1. This publication is for use in a contract between two or more parties.
2. When referenced in a contract, this publication shall apply to all of the processes necessary for the Supplier to fulfil the contractual requirements.
3. Where identified by the Acquirer other appropriate standards can be used in conjunction with this publication.
4. If inconsistencies exist between the contract requirements and this publication, the contract requirements shall prevail.

**1.4. Compliance with this Publication**

Compliance with this publication is defined as the fulfillment of the requirements in chapter 2 and 3 of this publication.

**1.5. Informative References**

AQAP-2000	NATO Policy on an integrated Systems Approach to Quality Through the Life Cycle
AQAP-2009	NATO Guidance on the use of the AQAP-2000 series
AQAP-2070	NATO Mutual Government Quality Assurance (GQA)
ISO 9000:2015	Quality Management Systems – Fundamentals and Vocabulary
ISO 10012:2003	Measurement Management Systems – requirements for measurement processes and measuring equipment

## 1.6. Definitions

Acquirer	Governmental and/or NATO Organizations, that enter into a contractual relationship with a Supplier, defining the product and quality requirements.
Certificate of Conformity	A document, signed by the Supplier, which states that, the product conforms with contractual requirements.
Government Quality Assurance	The process by which the appropriate National Authorities establish confidence that the contractual requirements relating to quality are met.
Government Quality Assurance Representative	The Personnel with responsibility for Government Quality Assurance (GQA), acting on behalf of the Acquirer.
GQAR and/or Acquirer	The term “GQAR and/or Acquirer” has been used in this document to enable the Acquirer to be the default in situations in which there is either no GQAR associated with the contract or where the appointed GQAR has not been delegated the authority to conduct particular activities.
Product	The result of activities, processes and tasks. A product may include service, hardware, processed materials, software or a combination thereof. A product can be tangible (e.g. assemblies or processed materials) or intangible (e.g. knowledge or concepts), or a combination thereof.
Supplier	Organization that acts in a contract as the provider of products to the Acquirer.
Counterfeit Material	<p>Materiel whose origin, age, composition, configuration, certification status or other characteristic (including whether or not the materiel has been used previously) has been falsely represented by:</p> <ul style="list-style-type: none"> <li>- A) misleading marking of the materiel, labelling or packaging;</li> <li>- B) misleading documentation; or</li> <li>- C) any other means, including failing to disclose information;</li> </ul> <p>- except where it has been demonstrated that the misrepresentation was not the result of dishonesty by a Supplier or External Provider within the supply chain.</p>

Final Inspection

All inspection and testing activities of the product necessary to demonstrate conformity with contract requirements performed by the Supplier.

<b>CHAPTER 2 REQUIREMENTS</b>
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**2.1. Final Inspection and Test**

1. The Supplier shall perform all inspection and testing of the product necessary to demonstrate conformity with contract requirements, and shall retain documented information for inspection and test sufficient to demonstrate the conformity of the product to contract requirements.
2. The Supplier shall maintain documented procedures for inspection and test activities which include acceptance criteria.
3. The Supplier shall ensure the application of appropriate inspection and test processes and effective communication that capture and deliver contractual requirements.
4. The respective test status of the products shall be recognizable at any stage of inspection.
5. The Supplier shall ensure that all devices used for tests and (final) inspection are metrologically confirmed. When an item of measuring equipment is found to fail re-calibration or is not in calibration and when there are affected products, the GQAR and/or Acquirer is to be informed and presented with details of affected products, including products already delivered.
6. The Supplier shall maintain documented information concerning the appropriate competence of all personnel performing inspection and test.

**2.2. Control of Externally Provided Products**

1. The Supplier shall flow down the applicable contractual requirements to External Providers by referencing the stated contractual requirement, including relevant AQAP(s). The Supplier shall insert the following in all purchasing documents: "All requirements of this contract may be subject to GQA. You will be notified of any GQA activity to be performed."
2. The Supplier shall on request provide the GQAR and/or Acquirer with a copy of any subcontracts or orders for products related to the contract. The Supplier shall notify the GQAR and/or Acquirer if a subcontract or order has been identified as constituting or involving risk.
3. The Supplier shall retain documented information of verification and/or validation of purchased products. The documented information shall be made available to the GQAR and/or Acquirer upon request.

4. When the Supplier establishes that an acquirer-supplied product is unsuitable for its intended use, they shall immediately report to and coordinate with the Acquirer on the corrective actions to be taken. The Supplier shall also inform the GQAR upon request. Until action is resolved the product should be treated as a nonconforming product.

### **2.3. Traceability**

1. The Supplier shall have appropriate processes in place for traceability of the product through production, inspection and delivery.
2. The Supplier shall have appropriate processes in place for traceability to support product recall.

### **2.4. Preservation**

1. Specific storage conditions (i.e. temperature, dust, humidity) shall be identified by the Supplier. The Supplier shall comply with these specific requirements during all relevant processes (storage, shipping, transport etc.). Information related to specific storage conditions shall be communicated by the Supplier to the Acquirer.
2. Products with limited shelf life shall be identified at final inspection and the expiry date should be marked on the product labels and the packaging. Only products with acceptable remaining shelf life shall be delivered by the Supplier/distributor.
3. The Supplier shall ensure the provision of adequate protection to prevent deterioration and damage during manufacture, storage and delivery.
4. The Supplier shall ensure that adequate packaging is used to assure product preservation and where applicable meet any contractual packaging and labeling requirements.

**2.5. Products Presented by the Supplier for Release**

1. The Supplier shall ensure that only acceptable products, intended for delivery, are released. The GQAR and/or Acquirer reserve the right to reject nonconforming products.
2. The Supplier shall provide a Certificate of Conformity at release of product to the GQAR and/or Acquirer unless otherwise instructed. If the Supplier is not a manufacturer of the product, an Original Equipment Manufacturer (OEM) or an Authorized Manufacturer CoC shall be provided.
3. The Supplier is solely responsible for the conformance to requirements of products provided to the Acquirer.
4. Where the GQAR and/or Acquirer is required to witness any final inspection or formal acceptance activities, the Supplier shall provide the GQAR and/or Acquirer with a minimum of 10 working days notification of the event unless otherwise stated in the contract.

**2.6. Control of Nonconforming Products**

1. The Supplier shall identify, control and segregate nonconforming products (including Counterfeit Material).
2. The GQAR and/or Acquirer reserve the right to reject all rework, repair and use as is dispositions.
3. Records of rework, repair and use as is dispositions shall be retained as documented information.
4. The Supplier shall maintain and retain documented information for the handling of nonconforming products.
5. The Supplier shall notify the GQAR and/or Acquirer of nonconformities and corrective actions required.

<b>CHAPTER 3 GENERAL ACCESS AND SUPPORT REQUIREMENTS</b>
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**3.1. Support for GQA Activities and Access to Supplier**

The Supplier shall provide to the GQAR and/or Acquirer:

1. The right of access to facilities where the contracted activities are being performed.
2. Information pertaining to the fulfillment of requirements in the contract.
3. Unrestricted opportunity to evaluate Supplier compliance with this publication.
4. Unrestricted opportunity to conduct verification of product conformity with the contract requirements.
5. Required assistance for evaluation, verification, validation, testing, inspection or release of the product for the accomplishment of GQA to contract requirements.
6. Accommodation and facilities for performing GQA.
7. The necessary equipment available for reasonable use for performing GQA.
8. Supplier personnel for operation of such equipment as required.
9. Access to information and communication facilities.
10. The necessary Supplier documentation to confirm product conformance to specification.
11. Copies of necessary documents, including those on electronic media.

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