Implementing AS9100

Our project plan

The Steering Team

- The AS9100 Steering team will:
  - Identify what procedures need to be developed and identify people to work on the procedure; they make up a "Task Team" for that procedure.
  - Each team will have a team leader that is a member of the AS9100 Steering team.
  - Assign start dates and completion dates for each team, and put together a Gantt Chart for the project. Not all teams will be active at one time.

Gantt Chart

Project Gantt Chart

(Change headings to the Months you expect your project to run – Identify when each team will start and stop, shade the time that each team will run)

Task Group	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9
Document Control									
Control of Quality Records									
Management Responsibility									
Competence, Awareness and Training									
Infrastructure									
Planning of Product Realization Processes									
Customer Related Processes									
Design and Development									
Purchasing									
Control of Production and Service Provision									
Identification and Traceability									
Customer Property									

Next Steps…

3. The AS9100 Steering Team will review the procedures; they will approve or suggest changes

4. Internal auditors are trained for the internal audit program

5. The new Quality System procedures are used for several months while records are collected and improvements made