



## Cascade Gasket & Manufacturing Co., Inc. AAM Supplier Quality Memo

### Boeing Definition of Acceptance Authority Media (AAM)

Acceptance Authority Media (AAM) is media used to record the status of tasks / operations on product records during and upon completion of the development, manufacturing, modification, repair, and support processes

### AS9100D Section 8.5.2 p. 4

When Acceptance Authority Media are used (e.g. stamps, electronic signatures, passwords) the organization shall establish controls for media

### In order to ensure compliance we are asking you to incorporate the following internal action items:

- Review Completed Work Orders for Accuracy i.e. Omissions, Typos, Legibility etc.
- Review In-Process Work Orders to ensure documentation is completed as planned
- Evaluate your in-process and completed Work Orders & Training Records for uncertified / untrained personnel, falsification of documentation, work not performed as planned etc.
- Review Training Material to ensure it adequately communicates the importance of not falsifying records
- Flow this down to each of your relevant sub tier suppliers

Thank you in advance for your continuing cooperation!

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