AS9100 Rev D Transition Toolkit

Note: The transition and related documentation should be performed in the order in which it is listed here. Cells in the table colored dark gray represent folder names in the toolkit, while light gray cells represent procedures.

No.	Name of Document	AS9100 Rev C Clause	AS9100 Rev D Clause	Mandatory document	New/Revised document
00 Before you start					
1	Internal Audit Checklist	-	-		Revised
01 Determining context of the organization					
2	Procedure for Determining Context of the Organization and Interested Parties	-	4.1; 4.2		New
02 List all interested parties					
3	List of Interested Parties	-	4.2		New
4	Conformance Evaluation Record	-	4.2		New
03 Determine the scope of the QMS					
5	Scope of the Quality Management System	4.2.2	4.3	✓	New
04 Demonstrate leadership					
6	Quality Policy	5.3	5.2	✓	Revised
05 Align QMS objectives with the company's strategy					
7	Quality Objectives	5.4.1	6.2	✓	New
06 Assess risks and opportunities					
8	Procedure for Addressing Risks and Opportunities	5.4.2; 8.5.3; 7.1.2	6.1 8.1.1		New
9	Appendix 1 – Registry of Key Risks and Opportunities	5.4.2; 8.5.3; 7.1.2	6.1; 8.1.1		New
07 Control documented information					
10	Procedure for Document and Record Control	4.2.3; 4.2.4	7.5.2; 7.5.3		Revised
11	Appendix 1 – List of Internal Documents	4.2.3	7.5.2; 7.5.3		Revised
12	Appendix 2 – List of External Documents	4.2.3	7.5.2; 7.5.3		Revised
13	Appendix 3 – List of Types of Records	4.2.4	7.5.2; 7.5.3		Revised

14	Appendix 4 – Registry of Records for Detention/ Central Archive	4.2.4	7.5.2; 7.5.3		Revised
08 Operational control					
15	Procedure for Production and Service Provision	7.5	8.5		Revised
16	Appendix 1 – Product Specification	7.1.1; 7.5.2	8.5.1	✓	Revised
17	Appendix 2 – Record of Product/Service Conformance	7.1.1; 7.5.2	8.5.1	✓	Revised
18	Appendix 3 – Quality Plan	7.5.1; 7.5.2	8.5.1		Revised
19	Appendix 4 – Notification to a Customer about Changes on his Property	7.5.4	8.5.3	✓*	Revised
20	Appendix 5 – Record of Traceability	7.5.3; 7.4.3; 8.2.4	8.5.2; 8.6	✓*	Revised
21	Appendix 6 – Production/Service Change Review Record	7.3.7	8.5.6	✓	New
22	Appendix 7 – Record of Production/Service Configuration	7.1.3	8.1.2	✓	Revised
09 Review design and development process					
23	Procedure for Design and Development	7.3.1	8.1.2; 8.1.3; 8.1.4; 8.3		Revised
24	Appendix 1 – Project Task	7.3.1; 7.3.2	8.3.2; 8.3.3	✓*	Revised
25	Appendix 2 – Project Plan and Review	7.3.1; 7.3.4; 7.3.5; 7.3.6;	8.3.2; 8.3.4;	✓*	Revised
26	Appendix 3 – Change Review Record	7.3.7	8.3.6	✓	Revised
27	Appendix 4 – Design Review Minutes	7.3.4	8.3.5	✓	Revised
10 Control of external providers					
28	Procedure for Purchasing and Evaluation of Suppliers	7.4	8.4	✓	Revised
29	Appendix 1 – Checklist for Evaluation of Suppliers	7.4.1	8.4.1	✓*	Revised
30	Appendix 2 – List of Approved Suppliers	7.4.1	8.4.1		Revised
31	Appendix 3 – Registry of Complaints about Suppliers	7.4.1	8.4		Revised
32	Appendix 4 – Request and Order for Purchasing	7.4.1	8.4.1		Revised

11 Performance evaluation					
33	Appendix 1 – Matrix of Key Performance Indicators	8.4	9.1.3	✓	Revised
34	Appendix 2 – Data Analysis Report	8.4	9.1.3		Revised
12 Measuring and reporting					
35	Procedure for Management Review	5.6	9.3		Revised
36	Appendix 3 – Management Review Minutes	5.6.3	9.3.3	✓	Revised
37	Procedure for Management of Nonconformities and Corrective Actions	8.3; 8.5.2	8.7; 10.2		Revised
38	Appendix 1 – Non-Conformity Record	8.3; 8.5.2	8.7; 10.2.2	✓	Revised
39	Appendix 2 – Corrective Action Record	8.3; 8.5.2	10.2.2	✓	Revised
40	Appendix 3 – Registry and Status of Nonconformities and Corrective Actions	8.3; 8.5.2	10.2.2		Revised
Wrap up the project					
41	Quality Manual	4.2.2	4.4.2		Revised

*The listed documents are not mandatory if the corresponding processes don't exist in the organization.