

# **STANDARDS RELATED DOCUMENT**

## **AQAP-2131-SRD.2**

### **TRAINING MATERIAL TO SUPPORT AQAP-2131 EDITION C**

**Edition A Version 1**

**NOVEMBER 2020**



**NORTH ATLANTIC TREATY ORGANIZATION**

**Published by the  
NATO STANDARDIZATION OFFICE (NSO)  
© NATO/OTAN**

**INTENTIONALLY BLANK**

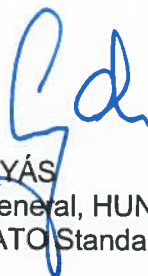
**NORTH ATLANTIC TREATY ORGANIZATION (NATO)**

**NATO STANDARDIZATION OFFICE (NSO)**

**NATO LETTER OF PROMULGATION**

16 November 2020

1. The enclosed Standards Related Document, AQAP-2131-SRD.2, Edition A, Version 1, TRAINING MATERIAL TO SUPPORT AQAP-2131 EDITION C, which has been approved in conjunction with AQAP-2131 by the nations in the Life Cycle Management Group, is promulgated herewith.
2. AQAP-2131-SRD.2, Edition A, Version 1, is effective upon receipt.
3. This NATO standardization document is issued by NATO. In case of reproduction, NATO is to be acknowledged. NATO does not charge any fee for its standardization documents at any stage, which are not intended to be sold. They can be retrieved from the NATO Standardization Document Database (<https://nso.nato.int/nso/>) or through your national standardization authorities..
4. This publication shall be handled in accordance with C-M(2002)60.

for   
Zoltán GULYÁS  
Brigadier General, HUNAF  
Director, NATO Standardization Office

**INTENTIONALLY BLANK**

## Contents

CHAPTER 1 - INTRODUCTION .....	3
1. Background .....	3
2. Purpose .....	3
3. Associated documents .....	3
CHAPTER 2 – GUIDANCE FOR THE USE OF AQAP-2131-SRD.2.....	5
1. General.....	5
2. Delivery considerations.....	5
3. Acronyms .....	5

**INTENTIONALLY BLANK**

## **CHAPTER 1 - INTRODUCTION**

### **1. Background**

1. AQAP-2131 contains quality assurance requirements for Supplier final inspection and testing. Compliance with AQAP-2131 provides confidence to the Acquirer that the Supplier can deliver product that meets contract requirements and provides appropriate evidence to support acceptance (i.e. certificates and test results).
2. The materials relating to this SRD can be used to support Acquirer and Government Quality Assurance Practitioner understanding of the requirements of AQAP-2131.

### **2. Purpose**

1. This guidance document has been published to promote the consistent application of the AQAP-2131 requirements through the use of a common set of training material.
2. This guidance document is for all users of the NATO contractual AQAPs: Acquirers, Suppliers and Government Quality Assurance Representatives (GQAR).

### **3. Associated documents**

1. AQAP-2131-SRD.2.1 Training slide pack.

**INTENTIONALLY BLANK**



## CHAPTER 2 – GUIDANCE FOR THE USE OF AQAP-2131-SRD.2

### 1. General

1. There are two options for delivery of the AQAP-2131 training:
  - a. The training can be delivered as a stand-alone module which should take around 0.5 days.
  - b. The training can be delivered in conjunction with AQAP-2110 training (AQAP-2110-SRD.3) which should take around 1.5 days.
2. If option a. is selected the introduction module all AQAP 2131 slides should be delivered.
3. If option b. is selected, then AQAP-2110 training should be delivered first and slides 10-22 should be removed from the AQAP-2131-SRD.2 slide pack to avoid duplication. Content slides will also need to be amended to reflect the removal of AQAP introduction from AQAP 2131 slides.
4. This SRD is the covering document for the AQAP-2131 training material comprising the following:
  - a. AQAP-2131-SRD.2.1. contains the main training slide pack including training presentation, speaker notes and hints to support delivery. The pack also includes an introduction section on the use of AQAPs.
5. The training material has been developed for delivery by an experienced Quality Practitioner with background in using AQAPs and particularly AQAP-2131.
6. AQAP-2131-SRD.2.1 contains a number of generic examples which can be used to reinforce specific requirements. Individual nations and trainers are encouraged to develop real life examples which are more specific to their own procurement practices and acquisition programmes.

### 2. Delivery considerations

1. The training is ideally suited for delivery to 10-15 delegates.
2. Seating in small groups will facilitate discussions and group work more easily.
3. Access to flipcharts, pens and other stationery resources will be required.
4. Access to breakout areas would be beneficial but is not essential.
5. Provide copies of slide pack, AQAP 2131 and AQAP 2131 SRD.1 for each delegate.
6. Individual nations are encouraged to develop specific quizzes, tests, syndicate exercises to reflect national practice.
7. Answers to existing exercises are contained in the speaker notes for reference.

### 3. Acronyms

<b>AQAP:</b>	Allied Quality Assurance Publication
<b>GQA:</b>	Government Quality Assurance
<b>GQAR:</b>	Government Quality Assurance Representative
<b>SRD:</b>	Standards Related Document