

ABSTRACT

This document is the preamble to NSQ-100 Guidelines.

Its objectives are to give some general information about NQSA association and to make easy the Guidelines reading.

SUMMARY

- The aims of NQSA Association
- Chapter 1 : Objectives of the Guidelines
- Chapter 2 : Scope of the Guidelines
- Chapter 3 : Introduction to Guidelines:
 - General information,
 - Basis of NSQ-100 writing,
 - Practical signification of “product”, item” and “activity”,
 - The different levels within the supply chain.
- Annex : Scope of Guidelines indicating the correspondence between each chapter of NSQ-100 and the associated section of the Guidelines.

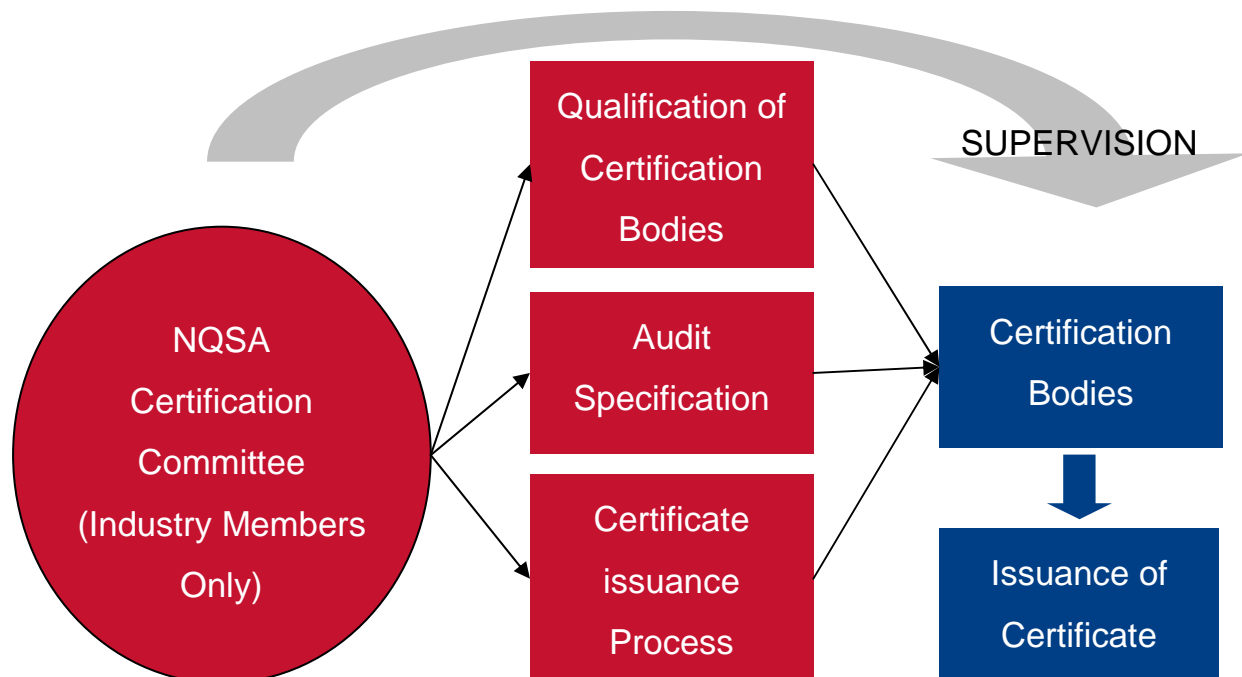
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THE AIMS OF **NQSA** ASSOCIATION

The aims of **NQSA** association are to:

- Issue a set of technical and professional standards for quality management system, intended for suppliers of the nuclear industry,
- Provide a framework for further improvement of its standards having regard to :
 - sharing of best practices that allow significant improvements in quality, reductions in costs and time delivery,
 - knowledge acquired ,
 - technological progress,
 - evolution of the nuclear industrial practices,
 - revisions of applicable rules, codes and standards within nuclear field.
- Promote the application of these standards,
- Propose, in order to improve the efficiency and effectiveness of the suppliers evaluation process, to :
 - offer a common assessment methodology,
 - reduce the burden of audit overload amongst suppliers,
 - raise the quality management system performance within the nuclear supply chain.

NQSA will propose a certification process controlled by **NQSA** Industry Members. The quality of the certificate will be guaranteed by the Industry Members through **NQSA** oversight performed by periodic surveillance and audits witness (see below scheme).



CHAPTER 1: OBJECTIVES OF THE GUIDELINES

The aim of these guidelines is to help to the understanding of NSQ-100 requirements through some examples or recommendations and descriptions of industrial good practices.

Anyway, it's strongly recommended to the organization which is implementing NSQ-100 to examine whether or not these recommendations or good practices are relevant to the organization particularities.

The reader is reminded that the NSQ-100 is, at the origin, intended to be applied to Important For Safety (IFS) products or services.

Nevertheless, it's up to each organization to decide whether or not they will apply NSQ-100 standard or Guidelines to any other product or service.

CHAPTER 2: SCOPE OF THE GUIDELINES

The Guidelines are divided into sections in order to cover as follows the NSQ-100 chapters:

NSQ-100 CHAPTERS		Guidelines coverage by sections							
		A General	B Safety Culture	C Classification and Grading	D Planning	E Design	F Purchasing	G Production & Inspection	H Audits / NCR
0	Introduction	X							
1	Scope	X							
2	Normative references	X							
3	Terms and definitions	X							
4.1	General requirements	Notes 4 & 5 only	4.1.1 only	4.1.2 4.1.3					
4.2	Documentation requirements	X							
5	Management responsibility	X							
6	Resource management	Except 6.2.1	6.2.1 only						
7.1	Planning and product realization				X				
7.2	Customer related process				X				
7.3	Design and development					X			
7.4	Purchasing						X		
7.5	Production and service production							X	
7.6	Control of monitoring and measuring equipment							X	
8	Measurement, analysis and improvement								X

Note: The revision of one part of the Guidelines (preamble or section) does not induce revision of all parts constituting the Guidelines.

CHAPTER 3 : INTRODUCTION TO GUIDELINES

➔ General information

Note that, if the guidelines are not mandatory, all the NSQ-100 requirements shall be addressed by the organization, taking into account the following definitions, which will have to be used when reading the text of NSQ-100 and associated Guidelines:

- **shall** : indicates a mandatory requirement
- **should** : indicates a recommendation or an example of good working practice
- **may** : indicates an acceptable or permissible method within the scope of the document

When explaining a particular wording of the NSQ-100, the particular wording is identified in the text of Guidelines **in red and bold characters**.

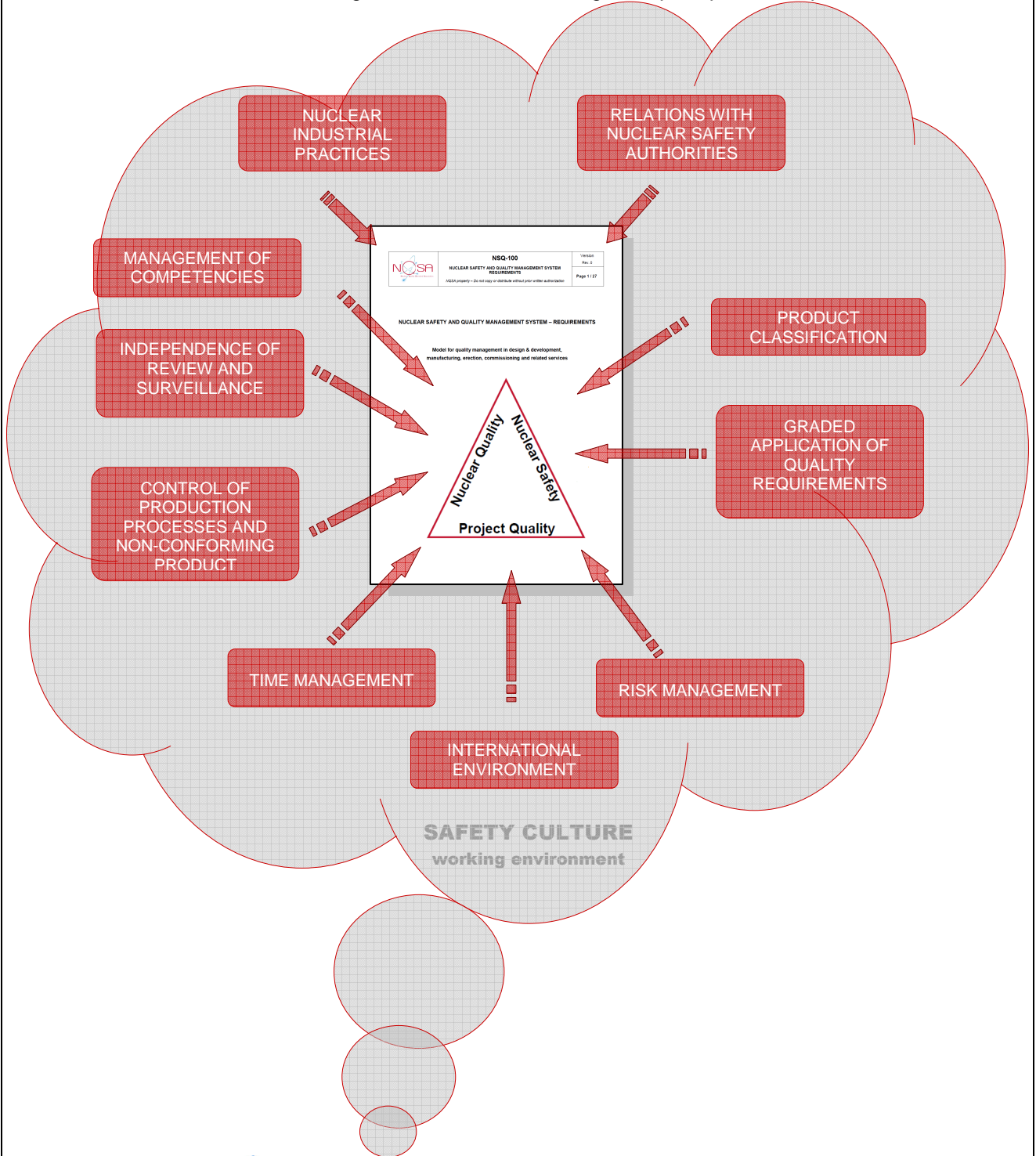
For a better understanding of the following Guidelines, the same layout than for NSQ-100 has been kept.



All examples and/or methodologies described in the guidelines must not be considered as exhaustive. Therefore, the organization shall evaluate their adequacy and sufficiency. When the organization decides to follow the above examples of methodologies, it would be necessary to adapt them to the company structure, product/item or activity and to the management system implemented.

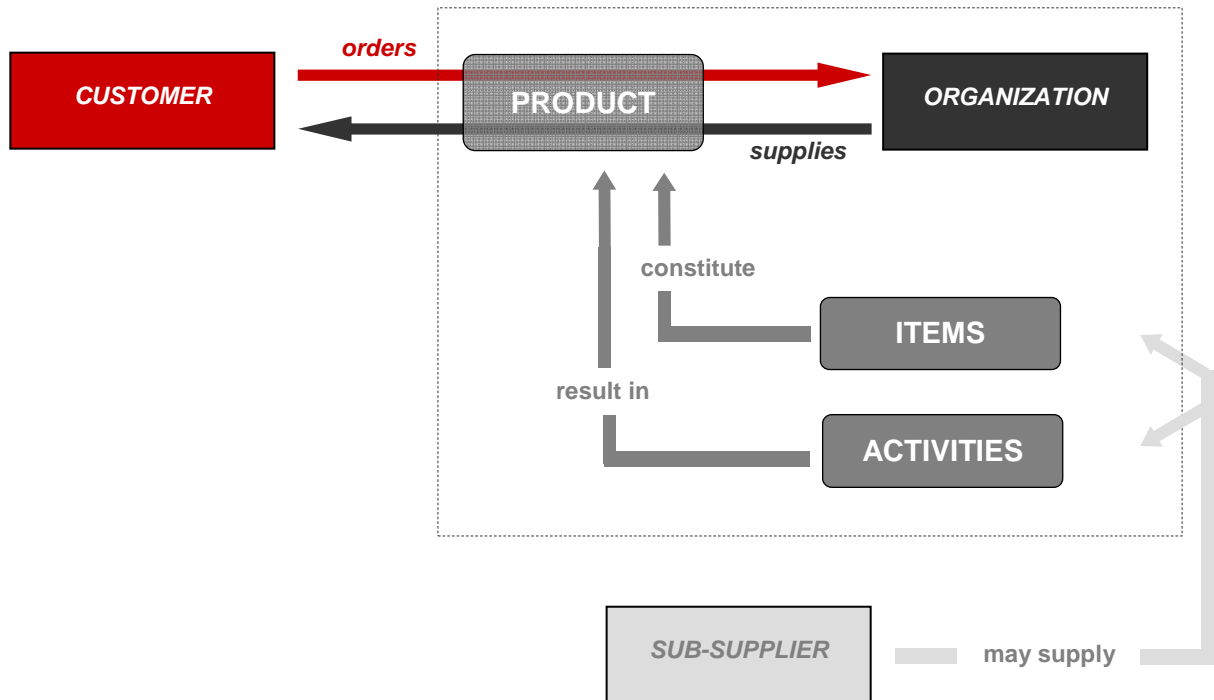
↻ Basis of NSQ-100 writing

The NSQ-100 has been written taking into account the following main principles and inputs:



➔ Practical signification of “product”, “item” and “activities”

Further to the definitions given in chapter 3 of NSQ-100, the following sketch precises the respective position of actors and objects:

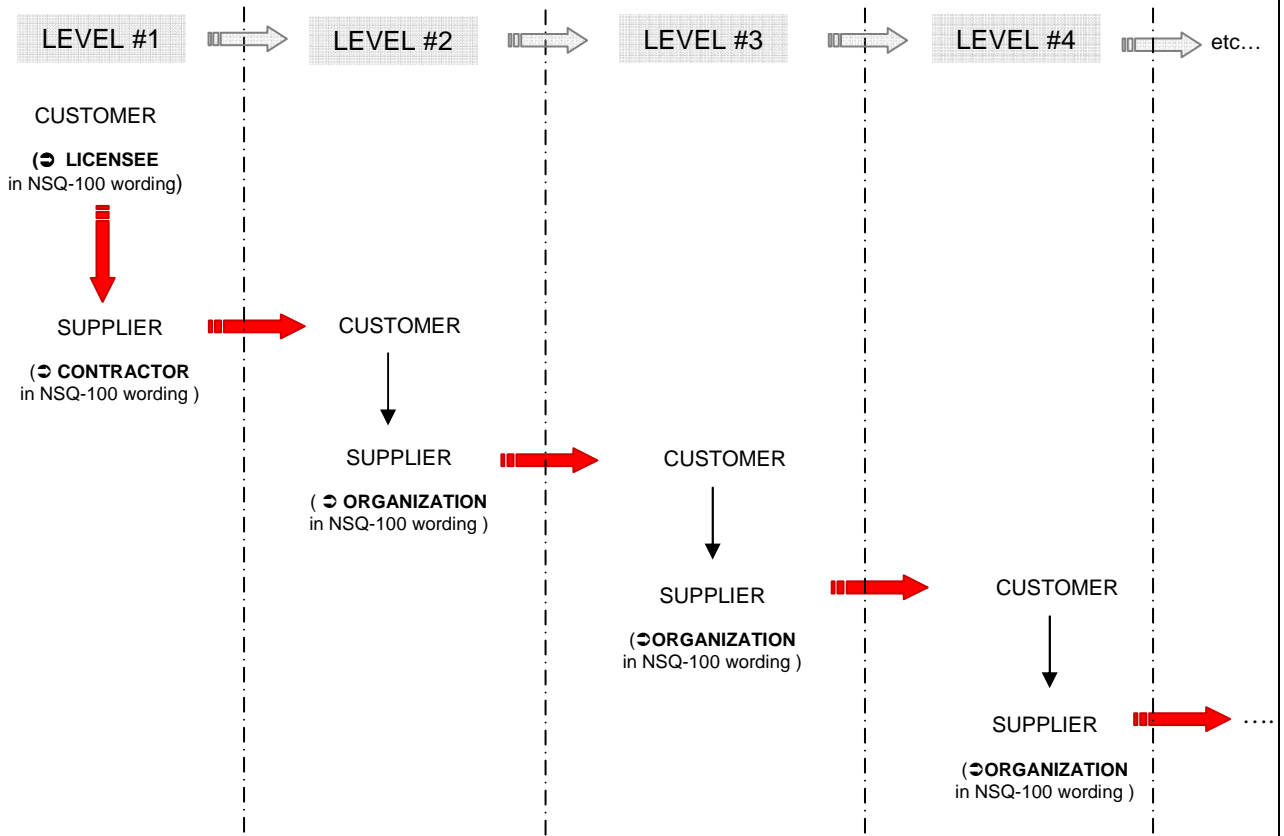


Note ➔ Activities may be:

- design & developpement,
- purchasing,
- manufacturing,
- inspection,
- surveillance,
- testing,
- assembling,
- transportation,
- erection,
- commissioning...

⇒ The different levels within the supply chain

The following sketch, illustrating the different supply chain levels (i.e. customer / supplier / sub-supplier respective positions) and the associated vocabulary, shall be kept in mind:



Annexe – Scope of the Guidelines

§ of NSQ100	Title	Guidelines Section n°	No guidelines
-	FOREWORD		
0	INTRODUCTION		
0.1	General	A	
0.2	Process approach		X
0.3	Relationship with ISO 9004		X
0.4	Compatibility with other management systems	A	
1	SCOPE		
1.1	General		X
1.2	Application	A	
2	NORMATIVE REFERENCES		X
3	TERMS AND DEFINITIONS		X
4	QUALITY MANAGEMENT SYSTEM		
4.1	General requirements	A	
4.1.1	Nuclear safety culture	B	
4.1.2	Classification of items and activities	C	
4.1.3	Grading the application of quality requirements	C	
4.2	Documentation requirements		
4.2.1	General	A	
4.2.2	Quality manual	A	
4.2.3	Control of documents	A	
4.2.4	Control of records	A	
5	MANAGEMENT RESPONSIBILITY		
5.1	Management commitment	A	
5.2	Customer focus	A	
5.3	Quality policy		X
5.4	Planning		
5.4.1	Quality objectives		X
5.4.2	Quality management system planning		X
5.5	Responsibility, authority and communication		
5.5.1	Responsibility and authority	A	
5.5.2	Management representative	A	
5.5.3	Internal communication	A	
5.5.4	Communication with Regulatory Bodies	A	
5.6	Management review		
5.6.1	General		X
5.6.2	Review input	A	

§ of NSQ100	Title	Guidelines Section n°	No guidelines
5.6.3	Review output		X
6	RESOURCE MANAGEMENT		
6.1	Provision of resources		X
6.2	Human resources		
6.2.1	General	A & B	
6.2.2	Competence, qualification, training and awareness	A	
6.3	Infrastructure		X
6.4	Work environment		X
7	PRODUCT REALIZATION		
7.1	Planning of product realization	D	
7.1.1	Project management		X
7.1.2	Risk management	D	
7.1.3	Configuration management	D	
7.2	Customer-related processes		
7.2.1	Determination of requirements related to the product	D	
7.2.2	Review of requirements related to the product		X
7.2.3	Customer communication	D	
7.3	Design and development		
7.3.1	Design and development planning	E	
7.3.2	Design and development inputs	E	
7.3.3	Design and development outputs	E	
7.3.4	Design and development review	E	
7.3.5	Design and development verification	E	
7.3.6	Design and development validation	E	
7.3.7	Control of design and development changes	E	
7.3.8	Design and development verification and validation documentation		X
7.4	Purchasing	F	
7.4.1	Purchasing process	F	
7.4.2	Purchasing information and procurement document control		
7.4.2.1	Content of the procurement documents	F	
7.4.2.2	Procurement document review	F	
7.4.2.3	Procurement document changes		X
7.4.3	Verification of purchased product	F	
7.5	Production and service provision		
7.5.1	Control of production and service provision		X
7.5.1.1	Control of production process changes		X
7.5.1.2	Control of production equipment, tools and computer programs		X
7.5.1.3	Inspection and surveillance activities	G	

§ of NSQ100	Title	Guidelines Section n°	No guidelines
7.5.2	Validation of processes for production and service provision		X
7.5.3	Identification and traceability		X
7.5.4	Customer property		X
7.5.5	Preservation of product		X
7.5.6	Post delivery support		X
7.6	Control of monitoring and measuring equipment	G	
8	MEASUREMENT, ANALYSIS AND IMPROVEMENT		
8.1	General		X
8.2	Monitoring and measurement		
8.2.1	Customer satisfaction		X
8.2.2	Internal audit	H	
8.2.3	Monitoring and measurement of processes		X
8.2.4	Monitoring and measurement of product		X
8.3	Control of nonconforming product	H	
8.4	Analysis of data		X
8.5	Improvement		X
8.5.1	Continual improvement		X
8.5.2	Corrective action		X
8.5.3	Preventive action		X