

First Article Inspection

A first article inspection record with part and drawing revisions, material traceability, characteristic measurements, deviations and customer disposition.

1. Record details and scope

Project

Filled in from the project in SiteSurvey.

Site or premises address

Client or organisation

Record date *

Person completing the record *

This is a general first-piece evidence record against customer requirements. Use the required standard, licensed forms and customer process where a formal aerospace submission is required.

BSI describes aerospace first article inspection as a structured process with specified submission requirements and forms. This general manufacturing record is not a reproduction of those forms or evidence that AS9102 requirements have been met.

2. Part and requirements

Part number, description and serial or batch ID *

Drawing and revision *

Customer order and inspection requirements *

Reason for first article or repeat inspection

Material, special process and certificate references

3. Characteristics

Characteristic (copy this block for each one)

Drawing characteristic number *

Nominal value, tolerance or requirement and unit *

Measurement method and instrument reference *

Actual measured value or observation *

Result * (choose one)

☐ Within stated requirement ☐ Outside stated requirement ☐ Not verified

Deviation and disposition reference * (if applicable)

4. Review and disposition

Calibration and external laboratory references

Unverified features and non-conformance references

Customer or authorised internal disposition reference

Repeat inspection scope and reason

Record what change would require another review and which characteristics are affected. Reference the controlled drawing or process.

Part and measurement evidence (photos: attach, or note the file names)

5. Actions and review

Are further actions required? * (choose one)

☐ Yes ☐ No

Further action (copy this block for each one; if applicable)

Action and evidence reference *

Person responsible *

Target date

Action status * (choose one)

☐ Open ☐ In progress ☐ Completed

Completion evidence * (if applicable)

Outstanding limitations and information to pass on

Record status * (choose one)

☐ Ready for review ☐ Further work needed ☐ Work or use stopped

Reviewed by

Review date

Author signature *

Signing records the information entered. It does not itself certify legal compliance, remove a limitation or authorise unsafe work.