Update Communication

Date : November 29, 2018

To : OP Assessors
    Oversight Chairs

Subject : OASIS Change related to:

a) Modified Requirements Input for Oversight NCRs (Joint and non-Joint)

b) Assign “AB Managed” Status to Joint Assessment NCR’s

Modified Requirements Input for Oversight NCRs (Joint and non-Joint)

Oversight NCR (both Joint and non-Joint) form has been updated to add two new fields (“Standard” and “Clauses”), and the existing “Requirement” field has been renamed “Description”.

- **Standard**

  The change will enable the user to select from a predefined list or select “Other” if the Standard is not listed. When “Other” is selected, the Standard shall be written in the Description field (e.g. IAF MD XYZ) followed by a copy/paste of the clause requirement.

- **Clause**

  Simple text field with an input validation on the clause number (see below examples). It also includes a help icon to tell the user “Clause shall be entered in the format of x.y.z.w, together with Description”.
• **Description**

A simple text field to be used to copy/paste the clause requirement from the selected Standard on the form.

Note: It would be beneficial that all the previously entered Joint Oversight Assessments are updated to reflect the new format.

• **Add Row**

A Button has been added to allow the user to add rows as needed.

**Assign “AB Managed” Status to Joint Assessment NCR’s**

When the OP assessor has selected “Joint Oversight Assessment” and is adding a new NCR, the status will be automatically set to “AB Managed” and cannot be changed.

This new status is also available in the NCR listing.
For all the existing joint assessments which have NCR’s, the status of the NCRs has been updated to “AB Managed”. This applies to both WIP and Published joint assessments.

Since the Joint Assessment NCRs will be managed by the AB, there is no longer a need to track or list an NCR closure date for Joint Assessment NCRs.

“Manage Oversight Assessments” search has been modified:

- Search Option - “Limit To: Contains Open NCR’s” search option will not return “AB Managed” NCR status.
- Search Results – The “Open NCR” tag will not show for NCRs that are “AB Managed”

The “Export Assessments” report that is available to the Oversight Chairman has been modified so the NCR count in these two columns include NCR’s with a status of “AB Managed”

- # Major NCRs
- # Minor NCRs
The “Export NCR’s” report that is available to the Oversight Chairman has been modified so the NCR’s with a status of “AB Managed” are included in the report:

Five new fields have been added to the NCR report:

- Assessment ID – system assigned number for this assessment
- NCR ID – system assigned number for this assessment
- Standard(s)
- Clause(s)
- Description(s)

There will be one row in the spreadsheet, for each unique Clause/Standard/Description row that shows in the NCR (see below example). This means that one NCR could now have multiple rows in the NCR export spreadsheet.
In case of questions, please contact the IAQG support function at: [IAQGsupport@sae.org](mailto:IAQGsupport@sae.org) or your OASIS Sector Representative:

- **Americas** - Becky Lemon [rebecca.lemon@sae.org](mailto:rebecca.lemon@sae.org)
- **Asia/Pacific** - Takayoshi Maehata [takayoshi.maehata@sjac.or.jp](mailto:takayoshi.maehata@sjac.or.jp)
- **Europe** - Ian Folland [icf@iseesols.com](mailto:icf@iseesols.com)

Sincerely,

The IAQG Database Team