

# AS9102 FAI Release Checklist

Updated July 2, 2026

1. Confirm whether the FAIR is full or partial and identify the baseline for partial FAIs.
2. Verify drawing revision, part revision, specifications, and purchase-order clauses.
3. Balloon every drawing requirement, including notes, GD&T, finish, material, and title-block tolerances.
4. Create Form 3 rows from the balloons and keep characteristic numbers one-to-one.
5. Create Form 2 rows for materials, special processes, and functional tests with supplier and certificate evidence.
6. Record measured results, attribute verifications, methods, and evidence references.
7. Disposition every nonconformance before release and reference the NC number on Form 3.
8. Verify signatures, dates, attached certificates, ballooned drawing, and export package completeness.

Attach completed Forms 1, 2, and 3, ballooned drawing, certificates, inspection reports, nonconformance dispositions, and approval records before release.