



## AV9000 Compliance Program – AV Designers

### Purpose

The program intends to provide a “steppingstone” for companies to demonstrate their commitment to quality on behalf of their customers by applying some of the metrics in the AV9000 Standard. In this way, an AV company can sample some of the benefits of quality management, in the hopes of eventually achieving ISO9001:2015 as well as AV9000.

The “AV9000 Compliant” certificate provides to the company that achieves it a compelling message to any prospective buyer that the AV Company manages its quality in accordance with the state-of-the-art monitoring and measuring techniques for the benefit of the users.

### Requirements

1. The company affirms that it has established, implemented, and maintains a quality policy that:
  - a. Is appropriate for the purpose and context of the organization
  - b. Provides a framework for setting quality objectives, using the AV9000 Standard as a foundation.
  - c. Have procedures in place that use the applicable checklists of the AV9000 Standard on all services provided.
  - d. Includes a commitment to satisfy applicable customer requirements
  - e. Includes a commitment to continual improvement of the quality management system  
(The company’s quality policy statement shall be provided.)

The company attests that they apply a cross-functional Design Review and include at least the AV9000 Staging and Commissioning Checklists as their performance standard in their RFP’s and Bid Specifications for every project.

2. The company selects two projects they have completed, and submits evidence for audit to AQAV’s audit department:
  - a. Two completed Design Reviews, with calculations and notes, and signed affidavit.
  - b. On the same two projects, submit two copies of their Bid Documents or RFP’s showing the Staging and Commissioning Checklists, and applicable metrics for that customer.
  - c. Customer Acknowledgments of Satisfactory Completion of all promised deliverables.
3. Representatives attend a short “Conference Audit” using Skype or IP videoconferencing if available to discuss the AV9000 metrics as they are being applied on the projects submitted.
4. The company pays a filing fee of \$750.00 (\$500 if an AQAV member in good standing).
5. The Certificate applies to one address location.
6. The term of the Compliance is for One Year. The holder agrees to continue to apply the Design Reviews and include the checklists in their published specifications. The certificate holder is entitled to display the “AV9000 Compliant” Logo for the duration of the term.
7. If a submission is unsatisfactory for whatever reason or if a program noncompliance surfaces, the company will have 45 days to correct the issue cited in the declination without incurring additional fees. Filing fees are not refundable.



Filing for AV9000 Compliance in 3 steps:

1. Payment can be made via our website.
2. Application and documentation for the AV9000 Compliance Program will not be processed without the filing fee. If you are a member in good standing, contact [admin@aqav.org](mailto:admin@aqav.org) for a discount code. Please note that a separate application is required for each company location.
3. Upload executed application and all documentation on our website.
4. You will be contacted by the audit team to set-up an appointment for your audit.



## Application – AV Designers

1. Company

Name:	
Address:	
C,S,Z	

2. Primary Contact: (Name, Email, Phone)

Name:	
Title:	
Email:	
Phone:	

3. Name of Responsible Party Affirming Company Compliance:

Name:	
Title:	
Email:	
Phone:	

4. Affirmation

The undersigned affirms that \_\_\_\_\_ (“AV Company”) consistently applies (at the least) the Design Review Checklist and includes the AV9000 Staging and Commissioning Checklists in the Bid Specifications/Design Packages on each engineered AV system design furnished since the following date: \_\_\_\_\_. I also affirm that the “AV Company” acquires a Customer Acknowledgment of Satisfactory Completion on each system design furnished, where the Customer acknowledges receipt of all expected deliverables. Supporting documentation, as defined below, is attached.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

### Supporting Documentation:

5. For two (2) projects:

1. Design Reviews, showing performance calculations, supplemental notes, and affidavit by a qualified individual (CQD) and cross-functional participation in the Review.
2. Bid Specifications showing reference to Staging and Commissioning Reports requirements.
3. Customer Acknowledgments of Satisfactory Completion, as described above.

### Applying for AV9000 Certification



1. Apply for AV9000 Compliance.
2. Submit a copy of the company’s ISO9000 certificate.
3. Submit a copy of the company's Quality Policy Statement.