



NSAI
Standards

Irish Standard
I.S. EN 9130:2020

Aerospace series - Quality systems - Record retention

I.S. EN 9130:2020

Incorporating amendments/corrigenda/National Annexes issued since publication:

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This document is based on:

EN 9130:2020

Published:

2020-07-08

This document was published under the authority of the NSAI and comes into effect on:

2020-07-27

ICS number:

03.120.10

49.020

NOTE: If blank see CEN/CENELEC cover page

NSAI
1 Swift Square,
Northwood, Santry
Dublin 9

T +353 1 807 3800
F +353 1 807 3838
E standards@nsai.ie
W NSAI.ie

Sales:
T +353 1 857 6730
F +353 1 857 6729
W standards.ie

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National Foreword

I.S. EN 9130:2020 is the adopted Irish version of the European Document EN 9130:2020, Aerospace series - Quality systems - Record retention

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EUROPEAN STANDARD

EN 9130

NORME EUROPÉENNE

EUROPÄISCHE NORM

July 2020

ICS 03.120.10; 49.020

English Version

Aerospace series - Quality systems - Record retention

Série aérospatiale - Systèmes qualité - Conservation
d'enregistrements

Luft- und Raumfahrt - Qualitätsmanagement -
Aufbewahrung von Aufzeichnungen

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CEN-CENELEC Management Centre: Rue de la Science 23, B-1040 Brussels

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European foreword

This document (EN 9130:2020) has been prepared by the Aerospace and Defence Industries Association of Europe - Standardization (ASD-STAN).

After enquiries and votes carried out in accordance with the rules of this Association, this Standard has received the approval of the National Associations and the Official Services of the member countries of ASD-STAN, prior to its presentation to CEN.

This European Standard shall be given the status of a national standard, either by publication of an identical text or by endorsement, at the latest by January 2021, and conflicting national standards shall be withdrawn at the latest by January 2021.

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EN 9130:2020 (E)

1 Scope

1.1 General

This document provides requirements and guidance for the retention, storage, retrieval and disposal of records for the international aviation, space and defense industry.

1.2 Applicability

1.2.1 This document is applicable to all documents and data records, on current and earlier products, produced using current and previous business agreements and applicable statutory and regulatory requirements.

1.2.2 Documents should be interpreted in the broadest possible sense to include all records, data and information, in paper or in electronic form or on film, including external providers working on own behalf.

1.2.3 Some documents may be retained electronically. The form in which documents are to be retained varies from one jurisdiction to another and varies depending on the document involved. Some countries prescribe that certain documents be retained in their original form as a hardcopy (e.g. board minutes, documents under seal, trust documents and original documents that are subject to specific legal requirements...).

2 Normative references

The following documents are referred to in the text in such a way that some or all of their content constitutes requirements of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

EN 9300-003, *Aerospace series — LOTAR — Long term archiving and retrieval of digital technical product documentation such as 3D, CAD and PDM data — Part 003: Fundamentals and concepts*

EN ISO 9000:2015, *Quality management systems — Fundamentals and vocabulary*

AS/EN/JISQ 9100, *Quality Management Systems — Requirements for Aviation, Space and Defence Organizations*¹

AS/EN/JISQ 9110, *Quality Management Systems — Requirements for Aviation Maintenance Organizations*

AS/EN/JISQ 9120, *Quality Management Systems — Requirements for Aviation, Space and Defence Distributors*

¹ These requirements are based on ISO 9001.

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