



ASTRA

AEROSPACE STANDARD

PROCEDURE

Technical Reporting, Amendments and Report Review

AF-AST-PR-012

FIRST EDITION

30 September 2026 | English master text

Aviation / Space / Defense / Future systems

Publication identity and use

Control	Publication information
Code and title	AF-AST-PR-012 — Technical Reporting, Amendments and Report Review
Edition and publication date	FIRST EDITION 30 September 2026 English master text
Accountable function	Technical Reviewer
Controlling technical basis	AF-AST-STD-001 / AF ASTRA-100:2026; supplied 248-page FIRST EDITION, Clauses 0–80 and Annexes A–AR.
Source fingerprint	fe0f775b3f57e43c7ad6b3d4ab17ac0ff872d3ce8c88fcd9ae9a0116b23209b1
Portfolio	108 retained document codes; F01–F08; 68 retained technical subjects. All-space and verification domains are applicability tags, not additional families.
Publication and operation	Prepared publication. Actual technical approval, consultation, institutional adoption, operational effectivity and individual scope activation require separate authentic records.

Purpose and application

Laboratory, inspection, assessment, educational, operational and environmental reports, with the distinctions required by their actual result class.

Source requirements and added implementation detail

The controlling ASTRA source is identified above by content fingerprint. Numbered source clauses and annexes retain their own authority. The retained operating material is restructured and expanded with implementation methods, additional profile controls, worked synthetic examples, decision diagrams and record contracts. Added implementation detail is not presented as an earlier institutional approval or as a change to the supplied core standard. Any additional binding criterion requires the applicable technical adoption process.

The displayed publication date identifies the edition; it is not a fabricated authoring, test, approval or operational date. Actual records retain genuine event times and controlled versions. No named outside organisation or standard is incorporated as a normative reference. AF internal instruments and separate legal or contractual duties remain applicable within their actual scope.

Acceptance boundary

A positive grant requires every applicable mandatory condition to PASS, every N/A to have independent justification, every in-scope nonconformity to be verified closed, and competent independent authority. HOLD, unknown state, missing evidence, a favourable average, a signature image or a completed form cannot substitute for those conditions.

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1 Scope, trigger and responsibility

Laboratory, inspection, assessment, educational, operational and environmental reports, with the distinctions required by their actual result class.

Trigger: A technical report is prepared, a result is released, an error is found or recipients need a corrected conclusion.

Accountable process owner: Technical Reviewer. Actual named appointments and deputies are recorded separately. The process owner coordinates execution; technical review, independent conformity decisions and operational permissions retain their separate mandates.

Input	Output / destination
Actual request or triggering event, scope and current technical basis	A traceable process record linked to its case/object and the required form modules.
Competence, conflict, authority and access evidence	Approved assignment and lawful access before affected work begins.
Original observations, technical results, limitations and prior history	Reasoned accept/hold/escalation decision; preserved adverse evidence and recipient communications.
Controlling clocks and genuine event timestamps	Actual due/completion records in SC-003 and the relevant register; no administrative reset.

2 Operating sequence

PR-012 – Technical Reporting, Amendments and Report Review

Trigger: A technical report is prepared, a result is released, an error is found or recipients need a corrected conclusion.

1. Identify the result and audience

The report author states issuer, client, actual object, site, method/version, configuration, relevant dates and intended conclusion. Identify whether the document is a technical result, evaluation recommendation, readiness report, statement conclusion or independent outcome.

2. Reconcile original evidence

Link observations, input identities, raw data, processing, corrections, measurement status and conditions to the same evaluated object. Keep customer-supplied descriptions, subcontracted results and expert opinions distinguishable from the issuer observations.

3. State method, uncertainty and limits

Report actual conditions, deviations, units, uncertainty/coverage where required, decision rule and limitations. State who sampled the item and which population can be represented. Untested characteristics and unobserved sites must not be implied as examined.

4. Preserve adverse and repeated work

Record failed, invalid and indeterminate tests and approved retest rationale. Identify changed configuration, repaired articles or missing evidence. Do not replace an adverse original with a favourable repeat without preserving the relationship and technical disposition.

5. Perform competent technical review

The authorised reviewer checks the result against the applicable criteria, source evidence, method scope and permitted wording. Resolve contradictions or return the report for correction. Technical sign-off and an independent conformity decision remain separate where the route requires both.

6. Issue on the actual date

For evaluation reports, observe the 14-calendar-day final-report rule after evaluation closure. Explain an exceptional delay without moving previously notified finding clocks. Record actual authors/signatories, version, distribution and any protected/public split.

7. Correct transparently

An amendment identifies the original report, reason, changed data or conclusion, reviewing authority and actual amendment date. Examine the effect on related decisions and recipients. Administrative corrections do not create new technical work or reset an old test date.

8. Notify and retain usable history

Reach recipients who relied on an incorrect result, provide the corrected bounded conclusion and record acknowledgement where needed. Preserve originals, supersession and current status. An amended PDF must remain linked to raw evidence and any continuing restriction.

Hold / escalation: An unsupported claim, unresolved essential evidence gap, invalid method or absent authorised signatory holds report release; an already issued unsupported conclusion triggers correction and recipient action.

Record handover: AF-AST-FR-009, AF-AST-FR-010, AF-AST-FR-011, AF-AST-FR-012, AF-AST-FR-014.

3 Completion, holds and handover

An unsupported claim, unresolved essential evidence gap, invalid method or absent authorised signatory holds report release; an already issued unsupported conclusion triggers correction and recipient action.

Decision and authority boundary

A positive grant, renewal or extension requires valid scope, every applicable criterion fulfilled, sufficient usable evidence, closure of every in-scope nonconformity, current competent independent decision authority and effective required permissions. No score, majority vote, membership status or future corrective promise replaces a missing gate. An operational technical release, a programme outcome and an administrative publication are separate actions.

Required record	Capture responsibility
AF-AST-FR-009	Witness and vertical technical trail
AF-AST-FR-010	Evidence and sample index
AF-AST-FR-011	Technical result and measurement decision
AF-AST-FR-012	Finding, containment and corrective action
AF-AST-FR-014	Scope schedule and certificate instruction

The performer hands the actual record to the designated owner or reviewer. The receiving function verifies scope, version, usable evidence, open conditions, original dates and the action it may take. Sending an email, completing a form or setting a database flag is not acceptance of that handover.

4 Timing and escalation

Control / source	Trigger and interval	Required response
Final evaluation report Core 13.5	Evaluation closure Within 14 calendar days	Explain exceptional delay; existing finding clocks stay unchanged.

Use actual awareness, notification, completion, decision, issue and expiry timestamps with a declared time zone. Days are calendar days unless explicitly stated otherwise. Month intervals end on the corresponding date, or month-end where that date does not exist. Earlier applicable duties prevail. Source: Annex H.

5 Worked application and failure response

Synthetic example: A fictional service report wrongly includes a station not visited. The issuer corrects the scope, evaluates reliance by recipients and retains the original and amendment. A new cover date does not turn the unvisited station into assessed capability.

Before closure, challenge a missing essential input, an expired or conflicted role, wrong configuration, contradictory evidence and an incomplete receiving handover where applicable. Record expected and actual behaviour. A completed synthetic exercise tests reasoning or workflow only; it cannot replace required technical witnessing.

E1 Explicit acceptance and evidence contract

Apply the following logic to the exact evaluated object and responsible function. A procedural checkpoint, product characteristic, competence decision and public credential are different objects. Their states shall not be collapsed into one score. Source: ASTRA 62.1–62.7 and Annex AL.

State	Sufficient basis	Required next action
PASS	Applicable; current approved predicate met by valid, purpose-specific evidence.	Retain the original evidence and bounded inference. Other mandatory gates still apply.
FAIL	Applicable; valid evidence demonstrates that the approved predicate is not met.	Contain affected use; retain the failure; assess cause, extent and required corrective verification.
HOLD	Applicability, criterion, method, evidence, uncertainty or authority is unresolved.	Resolve the missing basis. Do not manufacture a value, favourable default or product-defect conclusion.
N/A	Activity trigger and retained responsibility are absent; independent exclusion approval exists.	Retain the scope-specific reason and reassess when activity or responsibility changes.
UNSET	Only an uncompleted field in this PDF; not a conformity state.	No conclusion is recorded. Complete review before the field can support a decision.

For a compound source clause, create a child-condition ledger containing every separately testable condition, location, phase and operating mode. A sentence-level checkpoint is a navigation aid, not permission to merge unrelated predicates. Each child receives an ID, responsible owner, criterion, method, source evidence, uncertainty where relevant, current state and independent review. The parent cannot PASS while any mandatory child is FAIL, HOLD or UNSET.

An acceptable measurement interval and an acceptable authority chain are independent prerequisites. Use finite, unit-consistent, unrounded values; negative uncertainty, reversed limits, unknown version or wrong-object evidence produce HOLD. For inclusive [L,H] and accepted interval [a,b], PASS requires $a \geq L$ and $b \leq H$; FAIL requires $b < L$ or $a > H$; otherwise HOLD. Approved one-sided or exclusive boundaries retain their own declared predicate.

Positive-decision conjunction

Every applicable mandatory child is PASS AND each N/A is independently justified AND every in-scope nonconformity is verified closed AND scope, competence, independence and actual authority are valid AND required panel participation and voting rules are satisfied. No average, majority preference or payment supplies missing evidence.

E2 Source-to-implementation crosswalk

The references below use the supplied 248-page FIRST EDITION. Each row retains the original clause identifier and source page. The operating instructions in this document elaborate implementation; they do not replace the full source condition or its applicable annexes. A reference to a whole chapter requires selection of every triggered subclause, not only the examples printed here.

ASTRA ID / page	Source subject	Implementation use
9.7 / 20	Technical reporting and amendments	Requirement, objective evidence and local child predicates
13.5 / 25	Closing and report	Requirement, objective evidence and local child predicates
19.11 / 33	Nonconforming laboratory or inspection work	Requirement, objective evidence and local child predicates
24.9 / 42	Verification execution and independent conclusion	Requirement, objective evidence and local child predicates

ASTRA ID / page	Source subject	Implementation use
28.1 / 45	Mandatory scope content	Requirement, objective evidence and local child predicates
42.6 / 64	Laboratories and complete reports	Requirement, objective evidence and local child predicates
56.3 / 81	Decision and publication safeguards	Requirement, objective evidence and local child predicates
62.3 / 88	Evidence validity before conformity	Explicit verification and acceptance predicate
62.4 / 88	Four requirement states	Explicit verification and acceptance predicate
65.6 / 95	Payload function and scientific or service output	Explicit verification and acceptance predicate
67.3 / 98	Receipt, execution and completion	Explicit verification and acceptance predicate
74.6 / 113	Anomalies, unknown state and release of information	Explicit verification and acceptance predicate
77.5 / 118	Original data and invalid tests	Explicit verification and acceptance predicate
77.8 / 119	Independent campaign closure	Explicit verification and acceptance predicate
80.4 / 124	Bounded claim and publication	Explicit verification and acceptance predicate

E3 Detailed operating extensions

AF-AST-PR-012 – Technical Reporting, Amendments and Report Review

Implementation basis: 9.7 (p. 20); 13.5 (p. 25); 28.1 (p. 45); 62.3 (p. 88); 62.4 (p. 88); 65.6 (p. 95); 67.3 (p. 98); 74.6 (p. 113); 77.5 (p. 118); 77.8 (p. 119); 80.4 (p. 124)

X12.1 Reconcile output identity and basis

Confirm actual item, configuration, method, site, period, performer, conditions, raw evidence, corrections and authorised signatory.

Completion / hold: A report title or customer description cannot substitute for verified identity and scope.

X12.2 Separate observed result from interpretation

Label measured, model-derived, declared and unknown information; state uncertainty, detection/access limits and the justified population.

Completion / hold: Qualification, provider competence, scientific inference and operational permission are not interchangeable report conclusions.

X12.3 Control adverse and amended reports

Keep earlier issued versions, exact correction reason, affected characteristics, original failures and recipients who may have relied on them.

Completion / hold: A replacement favourable report cannot erase a valid adverse result or make a missing observation contemporaneous.

X12.4 Review publication against authority

Compare report, scope schedule, registry and public claim with the actual independent decision. Use the printed edition date only as publication identity.

Completion / hold: Every communicated result retains its actual event history and no unsupported broader scope.

Record contract: the actor records the input baseline, actual work, deviations, result and evidence link; the named receiving function acknowledges access and the permitted next action. A returned or incomplete handover retains the original event history. Use the associated

FR modules and RG record links; no document or database field confers actual authority.

E4 Application-specific parameter completion

These are required information groups from Annex AO, not pre-approved engineering limits. For every triggered group, populate actual values or observable attributes before evaluation, with unit, inclusivity, phase/mode, technical derivation, uncertainty/dependence, method version, owner, independent review, authentic approval and change trigger. An absent trigger requires an approved exclusion; an unsupported or missing essential value is HOLD.

P01 — Mission and scope

Legal owner, performer, family/module, object, domain, configuration, location, duration and modes.

Derivation and evidence: Scope tuple and mission concept; approved applicability matrix.

Completion test: No undefined essential object, duty, phase or exclusion.

P03 — Requirements and acceptance

Stable ID, owner, characteristic, units, bound inclusivity, predicate, observation and essential-step marker.

Derivation and evidence: Requirement baseline and Annex AL decision rule.

Completion test: Every condition is evaluable before observations are judged.

P07 — Measurement and uncertainty

Measurand, instrument/range, corrections, sensitivity, covariance, coverage, time/space sampling and calibration.

Derivation and evidence: Complete measurement model; valid raw data.

Completion test: Uncertainty and detection capability are fit for the approved decision rule.

P11 — Communication and timing

Distance, frequency/wavelength, gain/loss, noise, rate, margin, latency, event time, age, clock error and outage.

Derivation and evidence: Validated end-to-end budget and adverse service tests.

Completion test: Required quality, delay and integrity conditions all pass.

P13 — Contamination and samples

Relevant substances/particles, pathway, limit, method/detection, custody, cleanliness, containment and receiving.

Derivation and evidence: Mission-specific technical/protection basis.

Completion test: Required integrity and scientific cleanliness are demonstrated for the actual sample/use.

P14 — Software, AI and models

Purpose/domain, source/build/weights/data, dependencies, target, errors, uncertainty, prohibited behaviour and change limits.

Derivation and evidence: Independent verification and model/use validation.

Completion test: Essential scenarios and target conditions pass; experimental outputs remain separate.

P18 — Decision, continuity and terminal duties

Closed findings, reviewer competence, independence, authority, status clocks, final-state criteria, custody and open obligations.

Derivation and evidence: Authenticated decisions and verified terminal/transfer evidence.

Completion test: Every mandatory gate is complete; incomplete or unknown terminal state remains explicit.

E5 All-space applicability and bounded responsibility

The following Annex AK tags are selected because the document can support these responsibilities. Applicability is decided for the actual case. Tags do not expand a family, create an operating permission or place a whole mission inside a supplier's limited scope. Resolve domain, phase, mode, environment and retained duty before accepting a claim.

Domain / source page	Coverage	Required boundary
AK01 / 187 Terrestrial engineering and supply	Design offices, manufacturing, material sources, procurement and integration.	Every delivered characteristic and essential supplier interface is traceable to accepted evidence.
AK02 / 187 Test facilities and technical providers	Environmental, structural, materials, calibration and inspection services, including mobile and remote work.	Actual method competence and valid result evidence are separately demonstrated.
AK03 / 187 Launch sites and spaceports	Site infrastructure, handling, ground services, emergency interfaces and actual permissions.	No site outcome is used as vehicle, launch or mission permission.
AK30 / 194 Ground, communication and navigation services	Mission control, RF/optical links, timing, data processing, relays and PNT support.	Availability, correctness, authority and completion are separately demonstrated.
AK31 / 194 Digital and autonomous space systems	Software, programmable hardware, AI, models, twins and defensive security.	All essential behaviours and prohibited transitions are verified for the actual deployment.
AK32 / 194 Retirement and long-term stewardship	Disposal, passivation governance, loss-of-contact states, records and residual obligations.	Final-state claims are truthful and every unresolved duty has an accepted owner.

E6 Workflow and evidence relationships

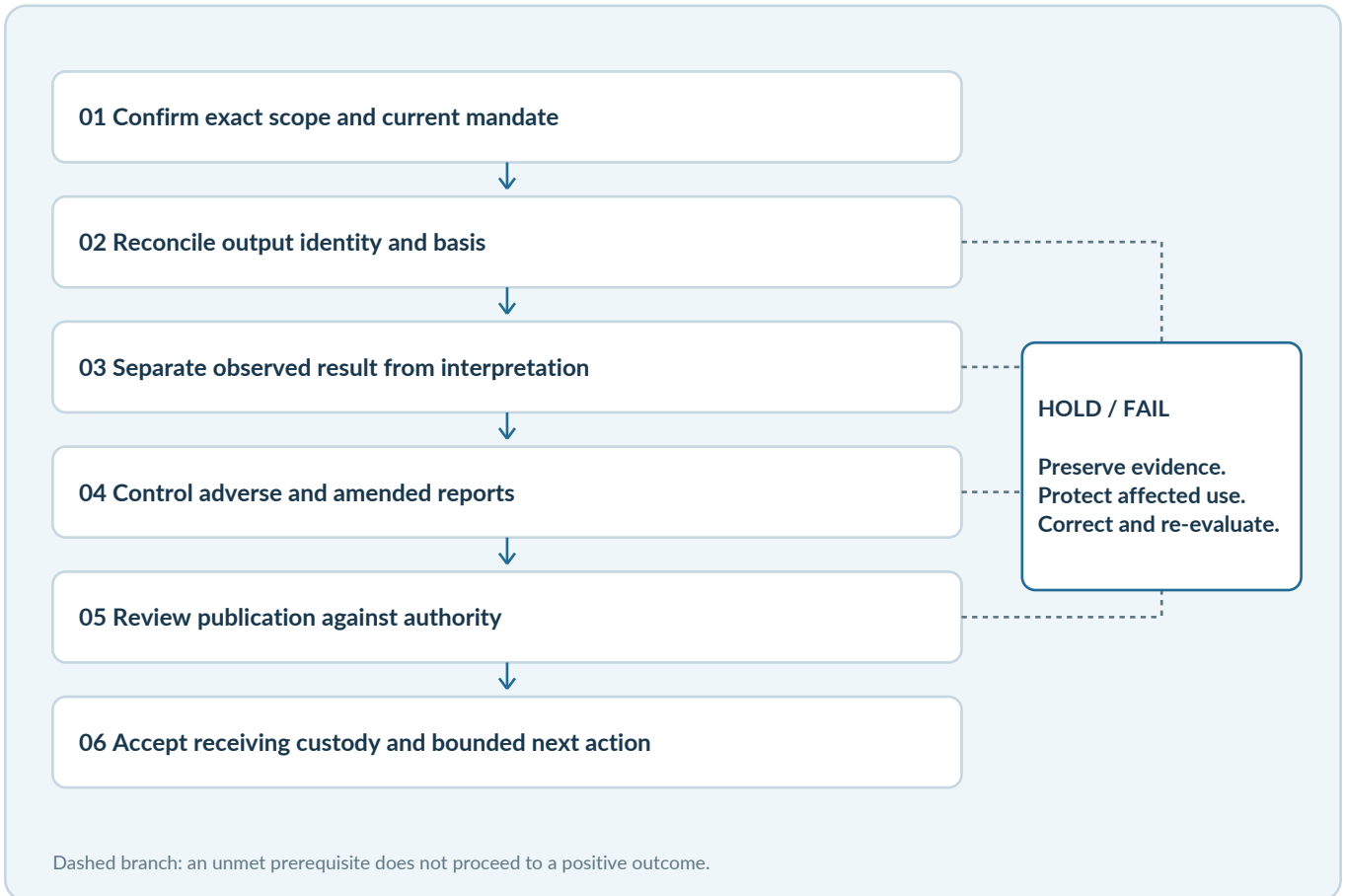
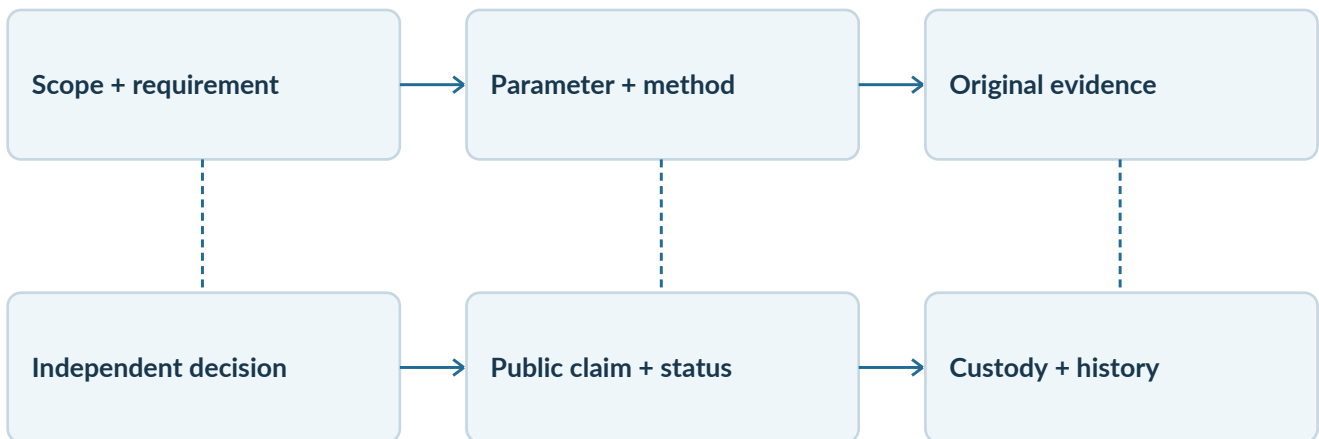


Figure — Implementation sequence for AF-AST-PR-012. Explanatory diagram; the source prerequisites and actual authority remain controlling.



Each relationship carries object identity, controlled version, actual event time and purpose-specific validity.

Figure — Scope-to-custody evidence relationships. A relationship is validated for its decision purpose, not merely because two identifiers exist.

E7 Calculations, assumptions and synthetic charts

The worked calculations below reproduce the supplied standard's Annex AM examples. Charted extensions are newly computed synthetic illustrations of those equations, not measured mission performance or new universal limits. A result is usable only when the actual inputs, model, units, uncertainty and approved application predicate are valid. A successful arithmetic check is not field validation.

AM.Q01 Measurement uncertainty and covariance

Source: ASTRA Annex AM, Q01, page 200. All numerical inputs in this example are synthetic.

$$u_c^2 = \sum (c_i^2 u_i^2) + 2\sum (i < j) (c_i c_j \text{cov}_{ij})$$

$$U = k u_c$$

Variables and units

u_i is a standard uncertainty; c_i is a sensitivity coefficient; cov_{ij} is covariance; k is the justified coverage factor. Variance terms carry squared output units.

Example inputs

Synthetic direct sum: $c_1=c_2=1$; $u_1=0.003$ mm; $u_2=0.004$ mm. First assume independence, then correlation $\rho=0.5$. Illustrative $k=2$.

Calculation and checks

1. Independent variance = $0.003^2 + 0.004^2 = 0.000025$ mm².
2. $u_c = 0.005$ mm; $U = 0.010$ mm for the stated k .
3. Correlated covariance = $0.5 \times 0.003 \times 0.004 = 0.000006$ mm².
4. Correlated variance = $0.000025 + 2 \times 0.000006 = 0.000037$ mm².
5. Correlated $u_c = 0.0060827625303$ mm; $U = 0.0121655250606$ mm.

Decision interpretation: The correlated model produces a larger uncertainty. No PASS/FAIL follows until an approved specification and decision rule are applied.

Validity limits: The linear propagation model requires a valid measurement function and adequate approximation. $k=2$ is not a universal guarantee of 95% coverage. Known bias requires correction or explicitly justified treatment; uncertainty does not conceal missing requirements.

ASTRA connections: 9.4–9.5; Annex G; 62; 77

Standard and expanded uncertainty

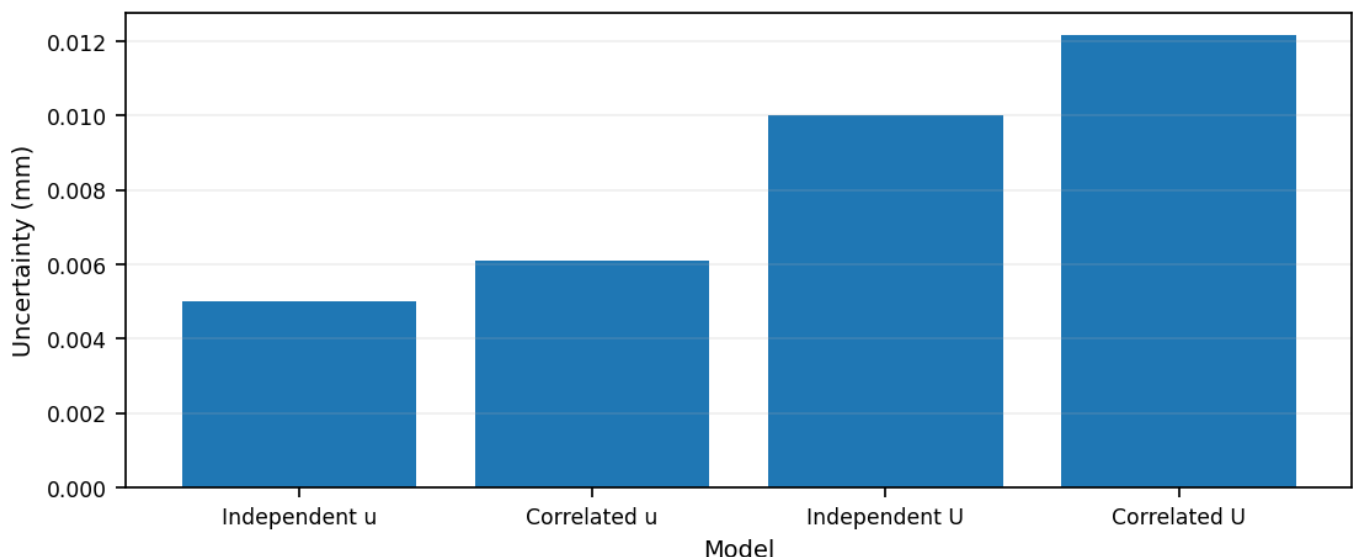


Figure Q01 — Synthetic visualisation. The axes and stated scenario define the quantity; no graph is an accreditation score, approved operating envelope or evidence of a real mission.

Local replay record: retain the actual input manifest, source versions, calculation version, unit checks, independent recomputation, expected/observed boundary results, limitations and decision authority. Do not overwrite the teaching inputs as though they were operational data.

AM.Q02 Inclusive limits and four distinct measurement outcomes

Source: ASTRA Annex AM, Q02, page 201. All numerical inputs in this example are synthetic.

PASS: $y - U \geq L$ AND $y + U \leq H$

FAIL: $y + U < L$ OR $y - U > H$

Otherwise: HOLD; invalid evidence also results in HOLD

Variables and units

L and H are inclusive specification limits; y is a corrected result; U is a non-negative expanded uncertainty with stated coverage.

Example inputs

Synthetic specification [49.970, 50.030] mm; U=0.004 mm. Results y=50.024, 50.028, 50.036 and 50.026 mm.

Calculation and checks

1. $50.024 \pm 0.004 \rightarrow [50.020, 50.028]$ mm: PASS.
2. $50.028 \pm 0.004 \rightarrow [50.024, 50.032]$ mm: HOLD, interval overlaps the upper limit.
3. $50.036 \pm 0.004 \rightarrow [50.032, 50.040]$ mm: FAIL, interval entirely above the limit.
4. $50.026 \pm 0.004 \rightarrow [50.022, 50.030]$ mm: PASS; equality is inside the inclusive upper bound.

Decision interpretation: Neither the overlapping interval nor an invalid run is rounded into acceptance. N/A is an applicability decision, not a measurement outcome.

Validity limits: Use actual endpoints for asymmetric intervals. For an upper-only limit, PASS requires the upper endpoint at or below the limit and FAIL the lower endpoint above it. A coverage interval is not automatically a probability that this particular item conforms.

ASTRA connections: Annex G; 62.3–62.5; 77.6

Inclusive full-interval decisions

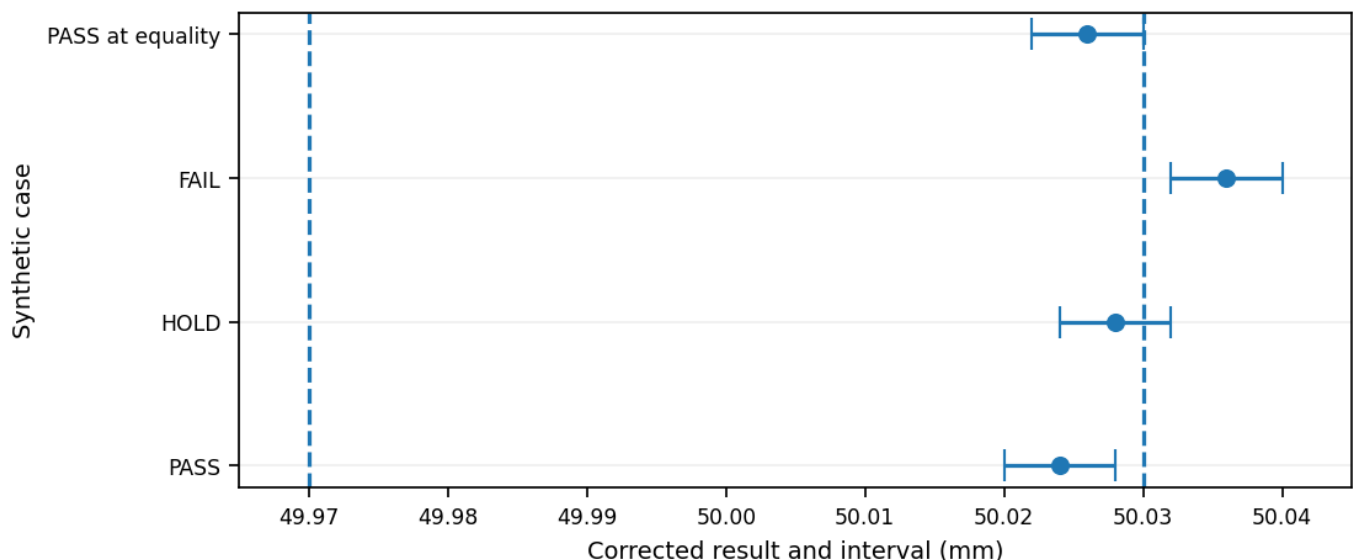


Figure Q02 — Synthetic visualisation. The axes and stated scenario define the quantity; no graph is an accreditation score, approved operating envelope or evidence of a real mission.

Local replay record: retain the actual input manifest, source versions, calculation version, unit checks, independent recomputation, expected/observed boundary results, limitations and decision authority. Do not overwrite the teaching inputs as though they were operational data.

AM.Q09 Availability is not output correctness

Source: ASTRA Annex AM, Q09, page 208. All numerical inputs in this example are synthetic.

$$A_{\text{observed}} = T_{\text{available}}/T_{\text{window}}$$

$$\text{Correct-service fraction} = T_{\text{available_and_correct}}/T_{\text{window}}$$

Variables and units

All categories shall use the same declared window and explicit downtime and integrity definitions. Missing time is separately recorded.

Example inputs

Synthetic window=1,000 h; available=960 h; unavailable=40 h. Of the available time, 20 h produced unacceptable information.

Calculation and checks

1. Availability = $960/1,000 = 96\%$.
2. Available-and-correct time = $960-20 = 940$ h.
3. Correct-service fraction = $940/1,000 = 94\%$.

Decision interpretation: The 96% availability value does not prove correctness during every available hour. The two measures support different requirements.

Validity limits: The service boundary, outages, correctness test, unknown intervals and planned exclusions must be established in advance. A high uptime percentage cannot close an integrity failure.

ASTRA connections: 51.4; 55.1; 66.7; 78.7

Availability and correct service are different

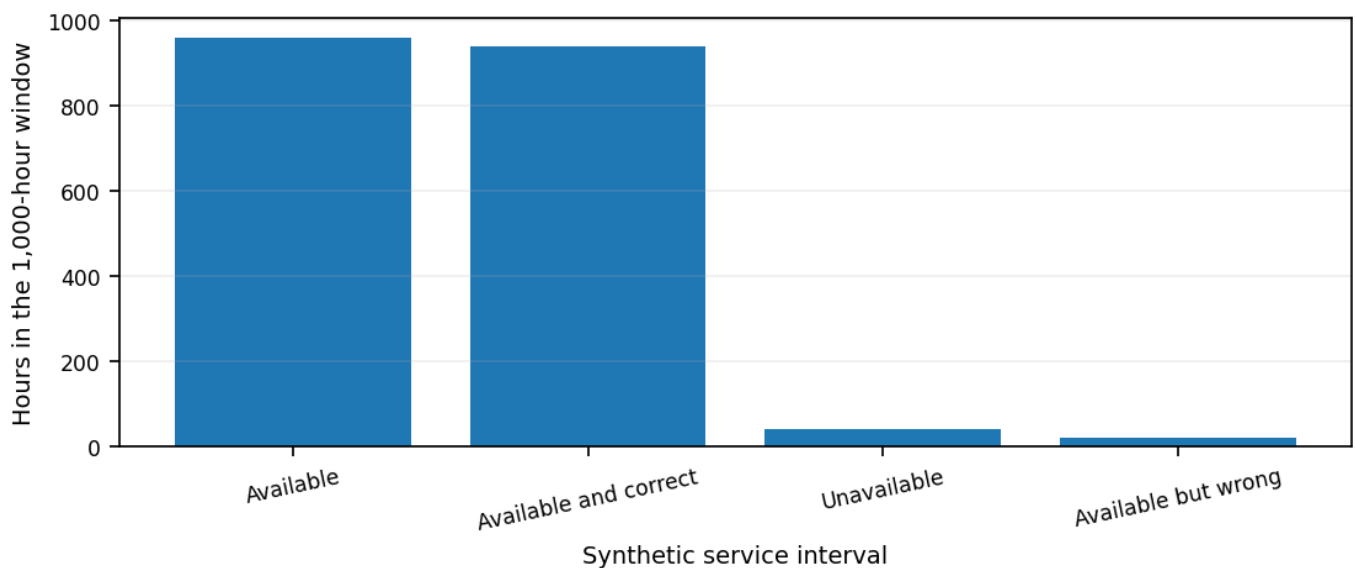


Figure Q09 – Synthetic visualisation. The axes and stated scenario define the quantity; no graph is an accreditation score, approved operating envelope or evidence of a real mission.

Local replay record: retain the actual input manifest, source versions, calculation version, unit checks, independent recomputation, expected/observed boundary results, limitations and decision authority. Do not overwrite the teaching inputs as though they were operational data.

AM.Q17 Clock uncertainty and maximum data age

Source: ASTRA Annex AM, Q17, page 216. All numerical inputs in this example are synthetic.

$$u_t = \sqrt{u_{\text{event}}^2 + u_{\text{sync}}^2} \text{ for justified independence}$$

$$U_t = k \ u_t$$

$$\text{Upper age endpoint} = \text{age_estimate} + U_t$$

Variables and units

Time components refer to the same event and time basis. Correlation and systematic conversion errors require appropriate treatment.

Example inputs

Synthetic standard components 3 ms and 4 ms; illustrative $k=2$; maximum inclusive permitted data age=100 ms.

Calculation and checks

1. $u_t = \sqrt{3^2 + 4^2} = 5$ ms; $U_t = 10$ ms.
2. At age estimate 95 ms, interval=[85,105] ms: HOLD under the full-interval rule.
3. At age estimate 80 ms, interval=[70,90] ms: PASS for this age criterion.

Decision interpretation: A recently received packet can still contain stale event data. The 95 ms estimate is not rounded down into acceptance.

Validity limits: This calculation does not account automatically for unrecorded queueing, an incorrect epoch or an unknown time scale. Such validity defects cause HOLD before the age predicate is evaluated.

ASTRA connections: 66.4; Annex G; 77.6

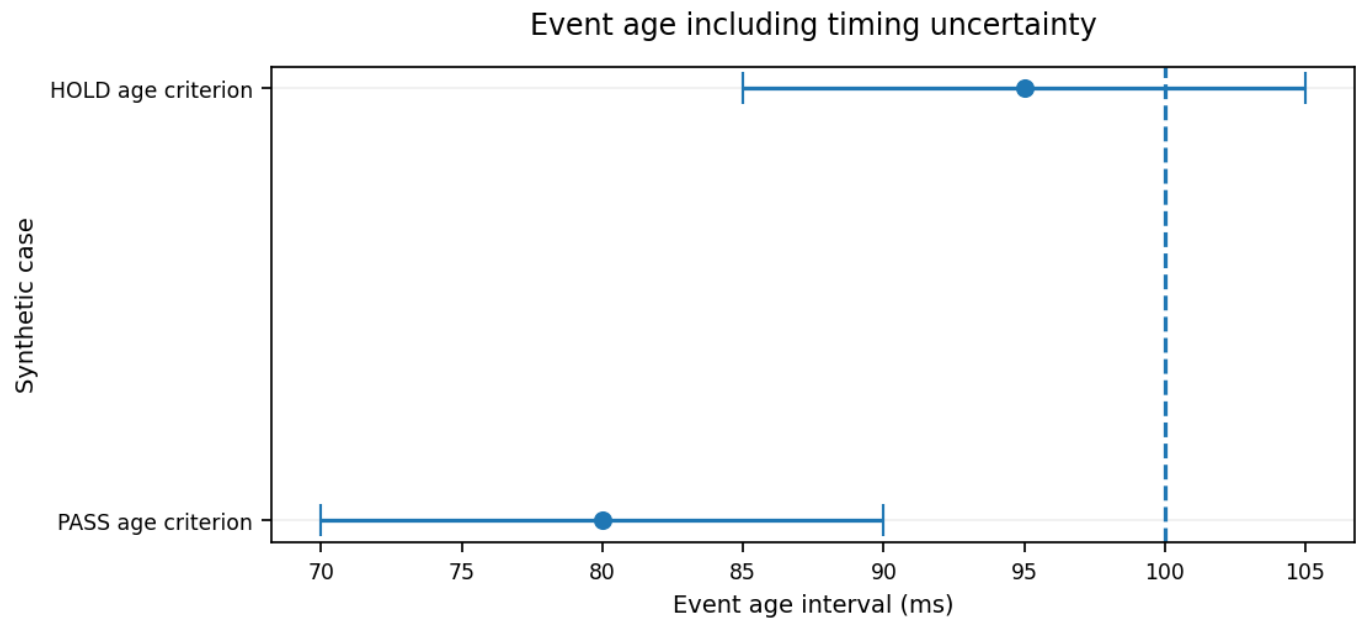


Figure Q17 — Synthetic visualisation. The axes and stated scenario define the quantity; no graph is an accreditation score, approved operating envelope or evidence of a real mission.

Local replay record: retain the actual input manifest, source versions, calculation version, unit checks, independent recomputation, expected/observed boundary results, limitations and decision authority. Do not overwrite the teaching inputs as though they were operational data.

E8 Adverse cases and independent replay

Challenge	Expected handling	Evidence retained
PR-012: Reconcile output identity and basis — required basis missing	A report title or customer description cannot substitute for verified identity and scope.	Original input, unresolved value, affected requirement and scope; named action owner.
PR-012: Review publication against authority — handover or review incomplete	Every communicated result retains its actual event history and no unsupported broader scope.	Expected and observed state; independent replay; correction/retest; receiving acknowledgement.

Before local reliance, also select every relevant AP01–AP48 challenge in the core. Keep fictional tests isolated from live credentials, commands and recipients. For each test define the requirement, precondition, expected response, execution steps, actual observations, evidence, defect consequence, correction, retest and acceptance. This publication supplies test designs and examples, not completed local validation records.

Appendix A — Controlling source requirements

The following text is reproduced from the supplied ASTRA FIRST EDITION. The clause identifier and page refer to that 248-page source. These excerpts and their evidence fields must be read with all triggered normative annexes. Newly authored implementation steps elsewhere in this document do not amend the core standard.

9.7 — Technical reporting and amendments

Source: AF-AST-STD-001, page 20.

Reports shall identify issuer, client, actual item, scope, method/version, conditions, dates, results, units, uncertainty where needed, deviations, decision rule, conclusion, limitations and authorised signatory. Identify subcontracted results and opinions separately. A report shall not imply that untested characteristics or future production were examined. Amendments shall preserve the original, state the reason and affected conclusion, and reach recipients who relied on an incorrect result.

Required evidence: Attributable report; raw-data linkage; subcontracted-result identity; amendment and recipient log.

13.5 — Closing and report

Source: AF-AST-STD-001, page 25.

Communicate evidence-based findings, affected scope, immediate protection and the distinction between team recommendation and final decision. Acknowledge factual corrections without erasing valid adverse evidence. Issue the final evaluation report within 14 calendar days of evaluation closure; exceptional delay shall be explained without moving an already notified finding clock. The report shall state actual time, methods, samples, sites, witnesses, criteria, limitations, findings and recommendation.

Required evidence: Closing record; findings and original notification dates; final actual-coverage report.

19.11 — Nonconforming laboratory or inspection work

Source: AF-AST-STD-001, page 33.

A designated person shall evaluate the significance of nonconforming work, stop or restrict it, assess prior results, notify affected clients where necessary and authorise resumption only after correction is demonstrated. The response shall address method, equipment, personnel, environment and data mechanisms. A corrected report shall identify what changed and why. Do not erase an adverse report merely because a new sample gives a better result.

Required evidence: Nonconforming-work record; prior-report assessment; amended reports; resumption authority.

24.9 — Verification execution and independent conclusion

Source: AF-AST-STD-001, page 42.

Evaluate data controls and substantive evidence, challenge estimates, reconcile interfaces and sample material categories. Preserve identified misstatements and corrections with the original statement. The independent reviewer shall confirm sufficiency for the agreed assurance form. If residual misstatement or missing evidence prevents a supportable conclusion, require correction, qualify the conclusion within permitted rules, or decline it; do not issue an unqualified favourable statement to meet a reporting deadline.

Required evidence: Verification trail; misstatement register; revised statement; independent conclusion and limitations.

28.1 — Mandatory scope content

Source: AF-AST-STD-001, page 45.

Each outcome shall state holder and responsible issuer, unique identifier, exact class, family/module, criteria and version, evaluated object, site, technical activity, conditions/ranges, configuration or delivery version, period, decision/issue dates, status and restrictions. Identify ongoing expiry or instance boundary appropriately. The scope schedule forms part of the outcome and shall be available for verification without disclosing protected technical detail. Annex I supplies the minimum schema.

Required evidence: Decision-linked scope schedule; claim class; criteria/version; public/private split.

42.6 — Laboratories and complete reports

Source: AF-AST-STD-001, page 64.

Testing shall use demonstrated method-specific competence, suitable facilities, traceability and continuing-validity controls. Reports shall identify actual performer, article, method/version, conditions, deviations, results, uncertainty where relevant, decision rule and supported conclusion. Subcontracted data and opinions shall be distinguishable. A laboratory competence outcome does not approve every tested product, and an article qualification does not accredit the laboratory. The final report shall expose untested characteristics and restrictions on inference to a broader family.

Required evidence: Laboratory scope and validity; complete test report; subcontractor identity; independent review and limited inference.

56.3 – Decision and publication safeguards

Source: AF-AST-STD-001, page 81.

The workflow shall test valid scope, complete evidence, fulfilled criteria, closed findings, current competence, case independence and actual authority before publishing a positive outcome. Where a three-person panel is required, all eligible participation and votes shall be recorded. An automated check may flag or block a proposed instruction but shall not create the independent technical decision. Public information shall match the authorised decision and preserve restrictions, expiry and historical gaps.

Required evidence: Decision preflight; authentic decision instrument; panel record where required; public/private reconciliation.

62.3 – Evidence validity before conformity

Source: AF-AST-STD-001, page 88.

The evaluator shall first determine whether evidence belongs to the correct object, configuration, period, method and authorised performer and whether it is usable for the intended inference. Only valid relevant evidence shall enter a conformity predicate. Rejected, corrupted, missing, unobservable or wrong-version evidence shall remain identified. Evidence may be valid and show failure; an invalid test is not a valid pass or a valid proof of product failure.

Verification: Check provenance, configuration, method capability, original data and uncertainty separately from result classification.

Acceptance / hold rule: Validity is established before PASS or FAIL is assigned; otherwise use HOLD with an explicit invalidity or evidence-gap reason.

62.4 – Four requirement states

Source: AF-AST-STD-001, page 88.

A requirement state shall be PASS, FAIL, HOLD or N/A. PASS means the approved predicate is satisfied by valid evidence. FAIL means valid evidence demonstrates that the predicate is not satisfied. HOLD means applicability, method, evidence, uncertainty or authority is not sufficiently resolved. N/A means the trigger and retained responsibility are absent and independent approval of that exclusion is recorded. Missing equipment, budget, access or time shall not justify N/A.

Verification: Execute the truth table in Annex AL using actual scope and evidence.

Acceptance / hold rule: Exactly one current state is assigned with reason and traceable evidence. All earlier states are retained.

65.6 – Payload function and scientific or service output

Source: AF-AST-STD-001, page 95.

Payload requirements shall identify intended outputs, calibration, dynamic range, contamination sensitivity, pointing or timing needs, processing and delivered data quality. Instrument performance, system suitability and scientific interpretation are separate conclusions. Changes in compression, processing or calibration shall retain raw or reconstructable data and algorithm identity. Marketing resolution or accuracy figures shall state the tested conditions and limitations.

Verification: Reconstruct selected output products from identified inputs, calibration and processing.

Acceptance / hold rule: Output criteria are met for the stated domain; unsupported scientific or service claims are not inferred from a functioning instrument.

67.3 – Receipt, execution and completion

Source: AF-AST-STD-001, page 98.

The record shall distinguish command prepared, approved, transmitted, received, accepted, started, completed, failed and unknown. A transmission log or acknowledgement shall not be treated as verified physical completion. Completion criteria shall identify telemetry or other evidence, timing, confidence limits and independent checks needed for the actual action.

Verification: Trace a command through its full event and evidence history.

Acceptance / hold rule: Only evidence satisfying the approved completion predicate supports completed status; missing terminal evidence remains unknown or partial.

74.6 – Anomalies, unknown state and release of information

Source: AF-AST-STD-001, page 113.

Loss of containment indication, unverified seal condition, missing samples or unexplained contamination shall trigger preservation, restriction and qualified review. Do not equate absent alarms with demonstrated integrity. Technical data and scientific interpretations shall retain limitations; public statements shall not imply a sample is harmless or pristine solely because its custody form is complete.

Verification: Examine anomaly decisions, actual observations and bounded reporting.

Acceptance / hold rule: Only supported technical conclusions are released; uncertainty and unresolved protection duties remain visible.

77.5 – Original data and invalid tests

Source: AF-AST-STD-001, page 118.

Retain actual setup, input and response histories, environmental conditions, interruptions, alarms, raw files, corrections, uncertainty and validity classification. An invalid run shall state what evidence remains usable and which requirement is not demonstrated. A repaired or changed article shall not silently replace the originally failed configuration.

Verification: Reconstruct a selected run from raw data and contemporaneous records.

Acceptance / hold rule: The run is independently interpretable and no failed, invalid or missing evidence is concealed.

77.8 – Independent campaign closure

Source: AF-AST-STD-001, page 119.

The final dossier shall reconcile configuration, criteria, valid results, adverse evidence, untested characteristics, uncertainty, concessions and open duties. Qualification, article acceptance, laboratory competence and ASTRA conformity shall retain separate decisions. A technical concession shall not be relabelled as fulfilment of the original criterion.

Verification: Perform independent requirement-by-requirement closure with actual decision authority.

Acceptance / hold rule: Every applicable gate for the exact claimed object passes; counts, percentages or programme completion dates alone cannot release the object.

80.4 – Bounded claim and publication

Source: AF-AST-STD-001, page 124.

The outcome shall identify legal holder, issuer, object, configuration, family/module, domain, site or remote responsibility, criteria, limitations, actual dates and ongoing or instance basis. Public wording shall not imply unrestricted coverage of all space, universal safety, statutory permission or external recognition without evidence. The approved cover and edition label do not change those boundaries.

Verification: Compare the actual decision with credential, registry and all proposed public representations.

Acceptance / hold rule: Published scope and status exactly match the authorised decision and preserve every material restriction.

Appendix B — Local adoption, validation and receiving acceptance

Gate	Required evidence	Outcome when incomplete
Authority and identity	Actual operator, scoped mandate, permissible result class, named owner, independent decision and remedy functions.	No live scope release.
Requirement population	All applicable clauses and annexes mapped to child conditions, with reasons and independent approval for exclusions.	HOLD the affected conclusion.
Parameters and methods	Prospective values/attributes; technical basis; valid methods; representativeness; calibration, uncertainty and approved predicates.	No dependent acceptance.
People and evidence	Current demonstrated competence; conflict clearance; original usable source evidence; actual configuration and event times.	Reassign or obtain sufficient evidence.
Local tools and tests	Actual deployment tested with positive, boundary, missing, invalid and prohibited inputs; original failed cases retested.	No consequential reliance on unaccepted tools.
Independent closure	Every mandatory requirement PASS, approved N/A, all in-scope nonconformities verified closed, panel rules where required.	No grant, renewal or extension.
Claims and continuity	Decision-linked scope/status; source history; genuine custody, receiving access, retention, urgent notices and terminal duties.	Restrict publication or transfer until resolved.

Record authentic approval and activation in AF-AST-FR-001 and AF-AST-SC-004 or an equivalent controlled record. The edition label is not an effective date for a particular case. Preserve historical decisions under their actual controlling basis; a newer document does not retroactively create missing competence or evidence. Source: Clauses 4, 31, 61, 62 and 80; Annexes P and AR.

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