



ASTRA

AEROSPACE STANDARD

PROCEDURE

Fees, Resources and Financial Separation

AF-AST-PR-023

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Purpose and application

Outcome-neutral financing, transparent terms, adequate delivery resources and fair administrative treatment. No fee amounts or jurisdiction-specific legal conclusions are invented in this publication.

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

Outcome-neutral financing, transparent terms, adequate delivery resources and fair administrative treatment. No fee amounts or jurisdiction-specific legal conclusions are invented in this publication.

Trigger: Services are quoted, charges change, capacity is planned, support is offered or a financial dispute arises.

Accountable process owner: Finance Manager. 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-023 – Fees, Resources and Financial Separation

Trigger: Services are quoted, charges change, capacity is planned, support is offered or a financial dispute arises.

1. Cost the actual technical work

The Finance Manager obtains the scope-led resource plan, including competent specialists, witnessing, travel, reporting, independent review, panels, remedies and continuing oversight. Technical work must not be removed solely to reach a market price.

2. Publish complete charge categories

Disclose application, evaluation, testing, travel, surveillance, reassessment, cancellation and refund conditions before commitment. State currency, tax treatment and payment milestones in the actual approved schedule. Blank commercial parameters remain unapproved, not zero by default.

3. Separate revenue from outcomes

Remuneration, commissions, sponsorship and membership benefits must not depend on favourable technical decisions. Review dependence on certificate volume or an individual funder. Budget for refusals, appeals, investigations, correction and provider closure as real programme obligations.

4. Apply fair access consistently

Use objective eligibility and capacity constraints, with necessary lawful restrictions handled consistently. Consider accessible language and reasonable arrangements without weakening evidence or competence. A fee waiver or financial support decision cannot purchase a favourable outcome.

5. Control contracts and changes

Give the applicant a clear versioned scope and term set. Requote material changes transparently after technical review. Distinguish a paid development study for an unavailable profile from a live conformity assessment; do not represent one as the other.

6. Handle payment disputes administratively

Apply agreed cancellation, correction and refund terms with an accessible review route. Do not classify an invoice disagreement as technical incompetence. Withdrawal from a contract must still preserve safety duties, findings, confidentiality and historical decisions.

7. Maintain resources and liability

Review available reserves, competence, technical access, insurance or justified equivalent arrangements and continuity. Financial pressure does not justify an unstaffed independent function or an unsupported credential. Record necessary resources and accountable decisions at management review.

8. Monitor integrity and closure duties

Review financial concentration, atypical waivers, outcome-linked incentives, delayed protective work and service access. Refer influence or retaliation concerns independently. Ensure residual record custody, holder notices, remedies and contractual duties are funded during exit.

Hold / escalation: Undisclosed fees, unavailable resources, outcome-linked incentives or terms implying an undefined live route prevent commitment until corrected. A payment never extends an expired status.

Record handover: AF-AST-FR-002, AF-AST-FR-003, AF-AST-FR-018, AF-AST-FR-027.

3 Completion, holds and handover

Undisclosed fees, unavailable resources, outcome-linked incentives or terms implying an undefined live route prevent commitment until corrected. A payment never extends an expired status.

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-002	Application and requested scope
AF-AST-FR-003	Admission and evidence-reuse review
AF-AST-FR-018	Operator agreement and authorisation schedule
AF-AST-FR-027	Internal audit, management and independent operator review

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
Programme internal audit and formal review Core 29.1; 29.2	Active operation At least annually	Performance and risk reviewed quarterly.

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 sponsor offers to fund a programme on condition that its suppliers receive certificates. The offer cannot control acceptance criteria or decisions. Any support arrangement must remain outcome-neutral and independently reviewed.

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
3.5 / 13	Commercial and leadership boundaries	Requirement, objective evidence and local child predicates
3.6 / 13	Liability, continuity and accountability	Requirement, objective evidence and local child predicates
6.2 / 16	Participation and equal treatment	Requirement, objective evidence and local child predicates
11.2 / 22	Technical and impartiality review	Requirement, objective evidence and local child predicates

ASTRA ID / page	Source subject	Implementation use
11.6 / 23	Fees, corrections and withdrawal	Requirement, objective evidence and local child predicates
12.4 / 24	Time and productive work	Requirement, objective evidence and local child predicates
29.2 / 47	Management review and performance	Requirement, objective evidence and local child predicates
29.5 / 47	Financial sustainability and public benefit	Requirement, objective evidence and local child predicates
62.5 / 89	No compensation or favourable default	Explicit verification and acceptance predicate
64.4 / 92	Resource budgets and coupled margins	Explicit verification and acceptance predicate
80.3 / 124	Competent independent closure	Explicit verification and acceptance predicate

E3 Detailed operating extensions

AF-AST-PR-023 – Fees, Resources and Financial Separation

Implementation basis: 3.5 (p. 13); 3.6 (p. 13); 6.2 (p. 16); 11.6 (p. 23); 12.4 (p. 24); 29.5 (p. 47); 62.5 (p. 89); 64.4 (p. 92); 80.3 (p. 124)

X23.1 Cost real work rather than favourable outcomes

Build the resource basis from necessary evaluation, specialists, reporting, independent review, panel, protection and continuity.

Completion / hold: A fee or capacity target cannot delete required technical work or purchase a positive decision.

X23.2 Separate commercial and technical authority

Record who approves fees, discounts, grants, resources and case outcomes. Assess funding concentration and incentives without inventing a universal safe percentage.

Completion / hold: Any unresolved influence on technical judgement requires effective control before case assignment or decision.

X23.3 Disclose the actual service conditions

State currency, taxes where applicable, inclusions, travel/testing, cancellation, withdrawal, refund and local conditions through genuine approved terms.

Completion / hold: No template amount is a published fee until actually authorised; financial disputes are not fabricated competence findings.

X23.4 Verify continuity capacity

Test whether independent review, remedies, records and corrective action remain resourced during delayed income or provider exit.

Completion / hold: Lack of reserves for essential duties is an operational readiness gap, not a reason to weaken the standard.

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.

P12 — Human and protective response

User/task, representative conditions, essential steps, feasible intervention, health-support interface and emergency resources.

Derivation and evidence: Specialist criteria and observed performance.

Completion test: Every essential protection is effective; no invented universal physiological limit.

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

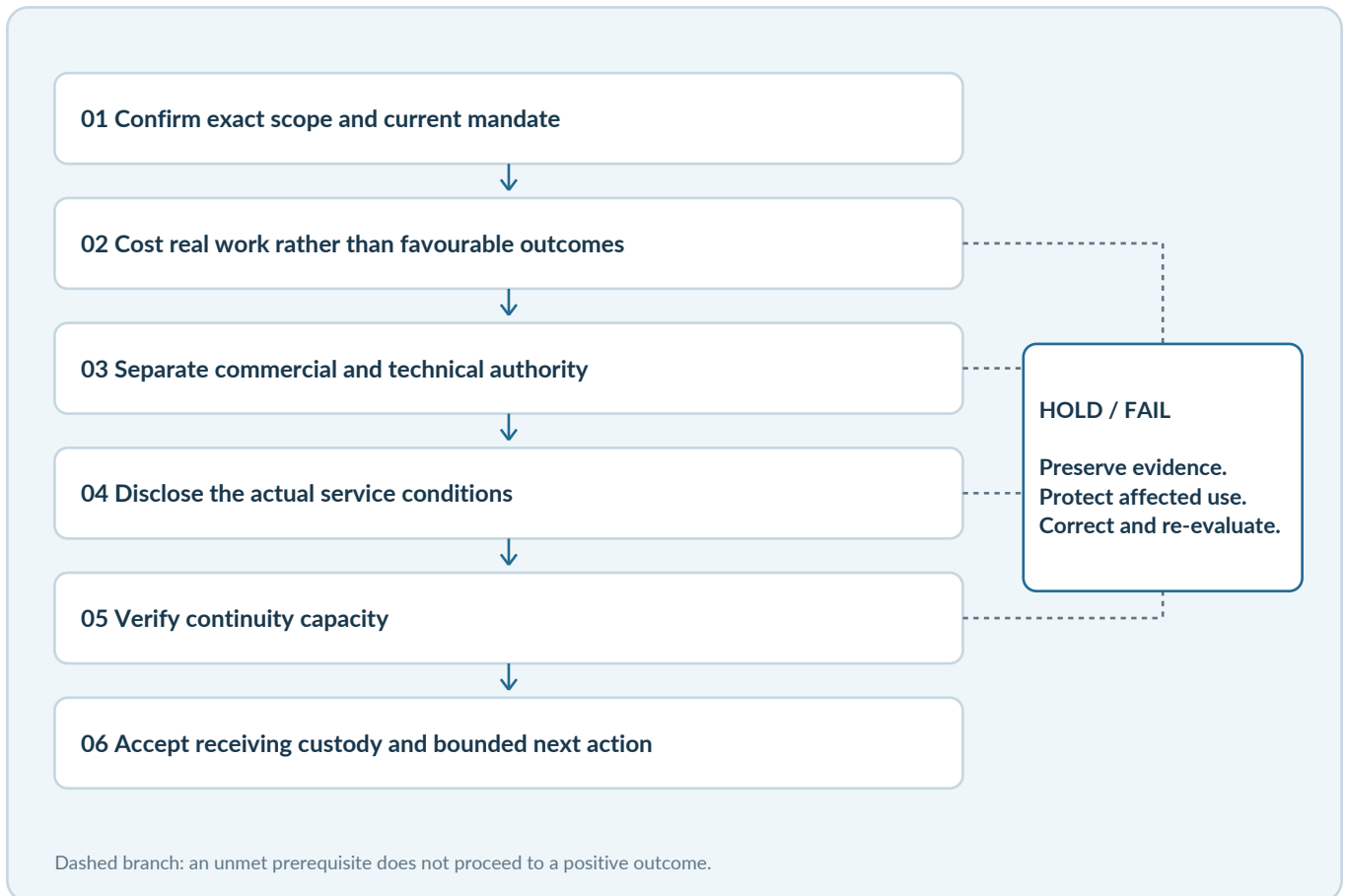
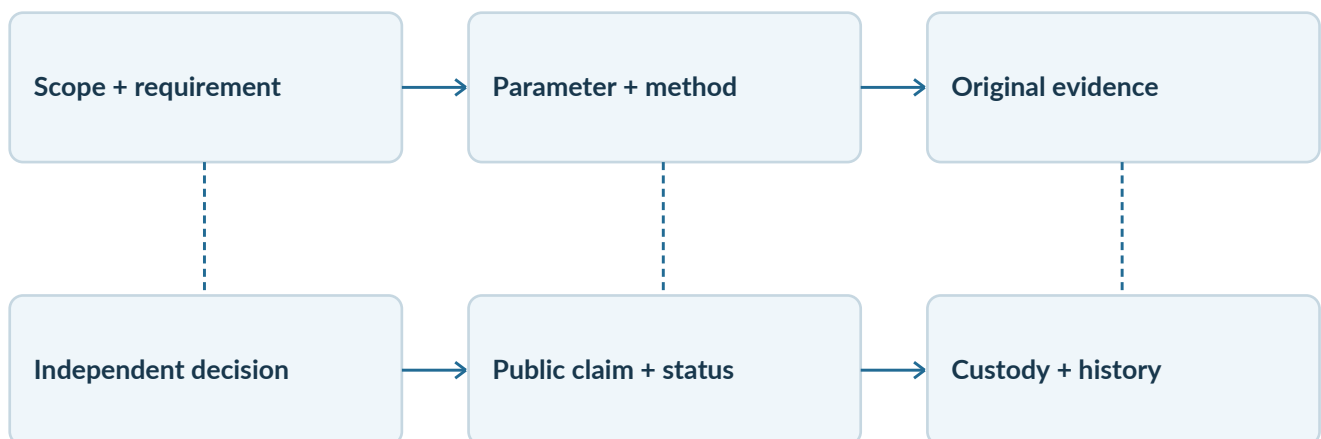


Figure — Implementation sequence for AF-AST-PR-023. Explanatory diagram; the source prerequisites and actual authority remain controlling.



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.Q03 Positive-decision conjunction and essential failure

Source: ASTRA Annex AM, Q03, page 202. All numerical inputs in this example are synthetic.

$$G = S \wedge P \wedge E \wedge F \wedge C \wedge I \wedge A$$

Requirement completion = completed applicable rows / all applicable rows

Variables and units

S=valid scope; P=all predicates passed; E=adequate valid evidence; F=all in-scope findings closed; C=competence; I=independence; A=actual authority.

Example inputs

A synthetic file has 200 applicable rows; 190 are complete. One remaining row concerns an essential protective control. Six other gate groups are true.

Calculation and checks

1. Completion = $190/200 = 0.95 = 95\%$.
2. The unverified essential row makes P false and E false for the requested conclusion.
3. $G = \text{true false false} \dots = \text{false}$.

Decision interpretation: No positive grant. The completion percentage is a planning measure only. A conditional development permission is a separate bounded action, not a conformity certificate.

Validity limits: No averaging, vote or commercial action can change a false mandatory gate. N/A requires independent approval of the absent trigger; it is not a way to remove unfinished work.

ASTRA connections: 15.2; Annex G.1; 62.5; 80

Completion is not the grant decision

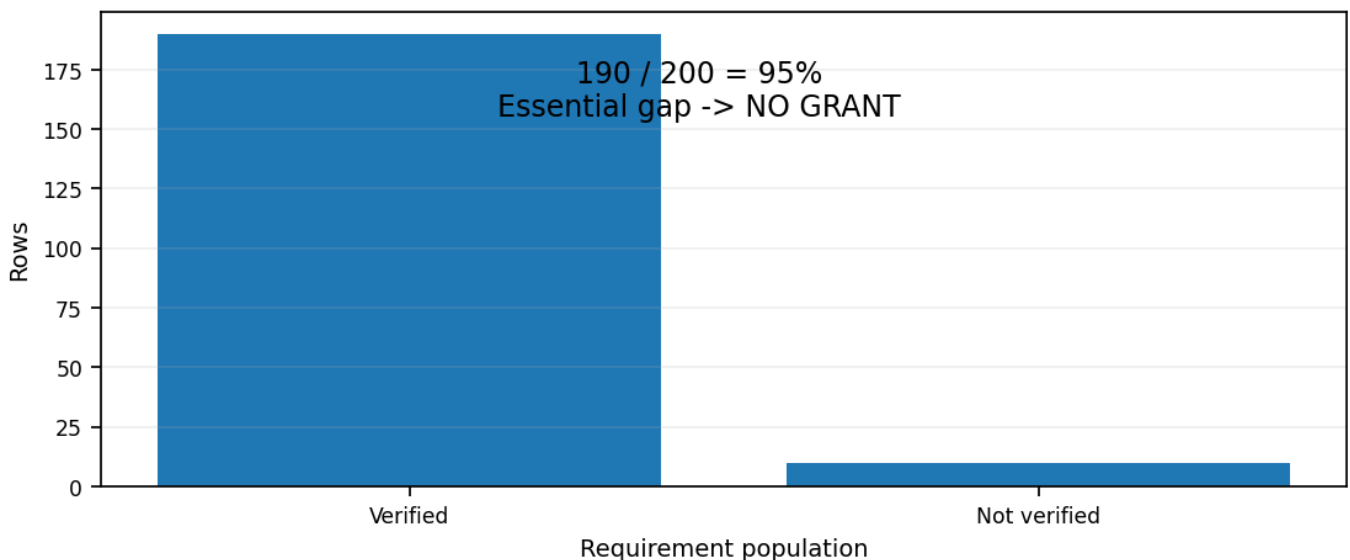


Figure Q03 – Synthetic visualisation. The axes and stated scenario define the quantity; no graph is an accreditation score, approved operating envelope or evidence of a real mission.

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.Q05 Productive evaluation time without double counting

Source: ASTRA Annex AM, Q05, page 204. All numerical inputs in this example are synthetic.

$$T_{\text{eval}} = \sum h_i / 8 \text{ evaluator-days}$$

Total resource = evaluation + separate reporting/review/travel resources

Variables and units

h_i are distinct productive technical person-hours. Shared tasks are counted once unless distinct real work is documented.

Example inputs

Synthetic tasks: 12, 12, 12, 8 and 4 productive hours. Report 6 h; independent review 5 h; panel 3 person-hours.

Calculation and checks

1. Evaluation hours = $12+12+12+8+4 = 48$ h.
2. $T_{eval} = 48/8 = 6$ evaluator-days.
3. Separate report/review/panel time = $6+5+3 = 14$ person-hours.
4. Total stated technical resources = 62 person-hours before travel and other separately justified work.

Decision interpretation: Six evaluator-days describes only this synthetic activity breakdown. It is not a universal minimum or quotation.

Validity limits: Do not count a trainee as an independent productive assessor or two passive observers as two completed tasks. Calendar duration, person-hours and evaluator-days are distinct.

ASTRA connections: 12.4; Annex F.1; 58.2

Productive work and independent resources

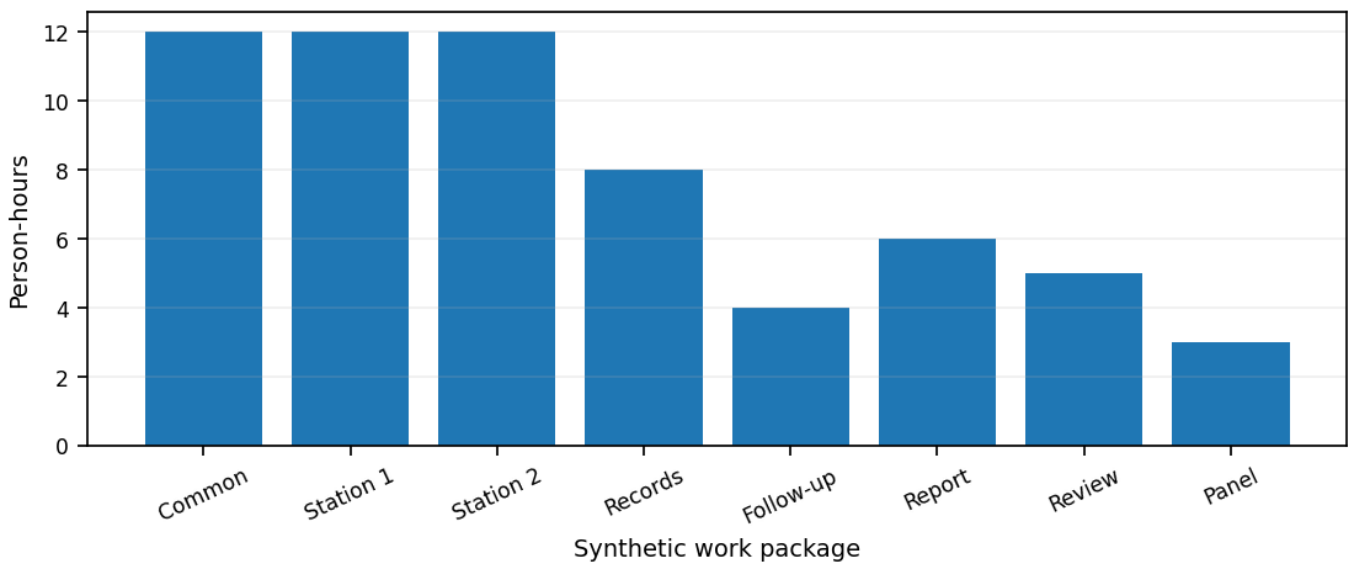


Figure Q05 — Synthetic visualisation. The axes and stated scenario define the quantity; no graph is an accreditation score, approved operating envelope or evidence of a real mission.

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-023: Cost real work rather than favourable outcomes — required basis missing	A fee or capacity target cannot delete required technical work or purchase a positive decision.	Original input, unresolved value, affected requirement and scope; named action owner.
PR-023: Verify continuity capacity — handover or review incomplete	Lack of reserves for essential duties is an operational readiness gap, not a reason to weaken the standard.	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.

3.5 – Commercial and leadership boundaries

Source: AF-AST-STD-001, page 13.

Leadership may allocate resources, require procedural correction, commission independent investigation and close an unsafe programme within its powers. It shall not order a favourable technical result, remove a justified finding for commercial reasons, substitute an applicant-selected assessor or condition remuneration on grants. Membership, funding, sponsorship, investments and training income shall be excluded from technical decision criteria. Programme managers shall report attempts to influence decisions through the protected integrity route.

Required evidence: Financial separation; influence log; independent escalation; outcome-neutral remuneration.

3.6 – Liability, continuity and accountability

Source: AF-AST-STD-001, page 13.

Each operator shall maintain resources and arrangements for its actual liabilities, including suitable insurance or justified equivalent provision where appropriate. It shall remain responsible for outsourced technical work and its final decisions. Exit or insolvency planning shall protect holders, pending cases, records, status information and lawful transfer. An agreement assigning tasks to a contractor shall not be used to disclaim obligations retained by the issuer or to obscure who is answerable for an incorrect conclusion.

Required evidence: Liability assessment; financial capacity; continuity/closure plan; retained-responsibility clauses.

6.2 – Participation and equal treatment

Source: AF-AST-STD-001, page 16.

Access shall be based on published eligibility and actual technical capability, not membership, sponsor status, nationality or enterprise size alone. Necessary legal restrictions and objective capacity limits shall be applied consistently. Fees and scheduling shall be disclosed before commitment. Reasonable accessibility and language arrangements shall preserve the competence and evidence being assessed. Financial support or fee waivers shall not reduce technical criteria or purchase an outcome.

Required evidence: Eligibility rules; accommodation decisions; fee/capacity terms; equal-treatment checks.

11.2 – Technical and impartiality review

Source: AF-AST-STD-001, page 22.

Before commitment, verify that the programme is active for the requested scope, the operator is authorised, necessary evaluators and independent decision resources are available, evidence access is feasible and conflicts can be controlled. Resolve unclear methods or outcome terminology before quoting an evaluable scope. Decline or defer work outside real capability; do not accept fees for an assessment whose essential method has not yet been defined without clearly separate development terms.

Required evidence: Admission review; resource/conflict check; accepted, deferred or refused scope with reasons.

11.6 – Fees, corrections and withdrawal

Source: AF-AST-STD-001, page 23.

Disclose charges, travel, testing, surveillance, reassessment, cancellation and refund conditions before commitment. Permit reasonable correction of administrative omissions without inventing earlier technical evidence. Application withdrawal shall preserve material findings, confidentiality and safety duties. A fee dispute shall follow its fair administrative process and shall not be misclassified as technical incompetence. No payment, refund, renewal booking or withdrawal may alter the historical decision or hide an expired status.

Required evidence: Transparent terms; correction/withdrawal history; financial separation; preserved findings.

12.4 – Time and productive work

Source: AF-AST-STD-001, page 24.

Use an activity-based work breakdown for non-organisational assessments, with necessary preparation, observation, data review, sites, shifts and rework. One evaluator-day is eight productive evaluation hours. Travel, breaks, sales, report preparation, translation delay and independent review/decision are separate resources. Do not count a trainee as a fully productive assessor or double-count two observers performing the same task without distinct technical work. AF 9100 organisational time remains governed by its Annex AC. Annex F provides a planning method and examples, not universal technical durations.

Required evidence: Task/time matrix; separate resources; actual productive time; approved additions.

29.2 – Management review and performance

Source: AF-AST-STD-001, page 47.

Review programme performance and risk quarterly and conduct a formal management review at least annually. Inputs shall include technical reliability, impartiality, competence, resources, access, holder outcomes, adverse evidence, complaints, data, finances, emerging needs and prior actions. Outputs shall identify decisions, owners, resources, due dates and effectiveness. Commercial growth and certificate volume are not sufficient measures of programme quality or public benefit.

Required evidence: Review inputs/minutes; balanced measures; actions and effectiveness.

29.5 – Financial sustainability and public benefit

Source: AF-AST-STD-001, page 47.

Maintain adequate resources for competent work, impartial oversight, remedies, data and continuity. Disclose applicable charges and avoid dependence on favourable decisions for financial survival. Evaluate access for smaller organisations and less-resourced participants while preserving technical minima. Report meaningful benefits and limitations using authentic evidence, not assumed sector-wide adoption. Safeguards for competition, controlled technology and conflicts apply to programme outreach as well as assessment.

Required evidence: Budget and independence review; accessible participation; actual benefit measures; lawful outreach.

62.5 – No compensation or favourable default

Source: AF-AST-STD-001, page 89.

A positive conformity decision shall require PASS for every applicable mandatory requirement, closure of every in-scope nonconformity, valid independent competence and actual authority. N/A rows shall have approved reasons; HOLD and FAIL rows shall not contribute a favourable default. Weighted scores, averages, majority votes, programme membership or good results in another discipline shall not compensate for an unmet condition.

Verification: Reconcile the complete requirement population with the decision dossier; test missing and negative cases.

Acceptance / hold rule: The Boolean conjunction in Annex AL is true. Otherwise no positive grant, renewal or extension is permitted.

64.4 – Resource budgets and coupled margins

Source: AF-AST-STD-001, page 92.

Mass, power, energy, thermal rejection, timing, data, attitude-control resources and consumables shall have explicit allocation and reserve ownership. Account for concurrent loads, common reserves, environmental degradation, ageing, unavailable recharge and terminal obligations. The same reserve shall not be credited to two simultaneous needs. Positive scalar totals shall not replace transient, local or coupled analysis.

Verification: Reconcile subsystem and system budgets by phase and condition; independently check Annex AM calculations used.

Acceptance / hold rule: Each required margin meets its prospectively approved value under all selected bounding conditions; no reserve is double allocated.

80.3 – Competent independent closure

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

The independent reviewer shall have verified technical coverage, lawful evidence access and no prohibited case relationship. Technical dissent shall be resolved by evidence, corrected scope or further work. Where a three-person

panel is required, all three eligible members shall participate and the established vote rule shall apply only after the technical gates are satisfied.

Verification: Check competence, conflict, access, panel and reasoned decision records.

Acceptance / hold rule: Both the technical conjunction and applicable authority/panel rules pass; a vote cannot cure absent evidence.

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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