



September 18, 2023

To: API Monogram/APIQR Program Licensees and Registrants
Interested Parties

The API Monogram/APIQR Program is pleased to announce that the Institute has issued the 10th edition of API Specification Q1, *Quality Management System Requirements for Organizations Providing Products for the Petroleum and Natural Gas Industry*. API Specification Q1 establishes minimum quality management system requirements for organizations that provide products for use in the petroleum and natural gas industry. The industry-written specification's goal is to provide the minimum requirements for the development of a quality management system that promotes reliability and provides for continual improvement, emphasizes prevention of nonconformities, and strives to minimize variation and waste.

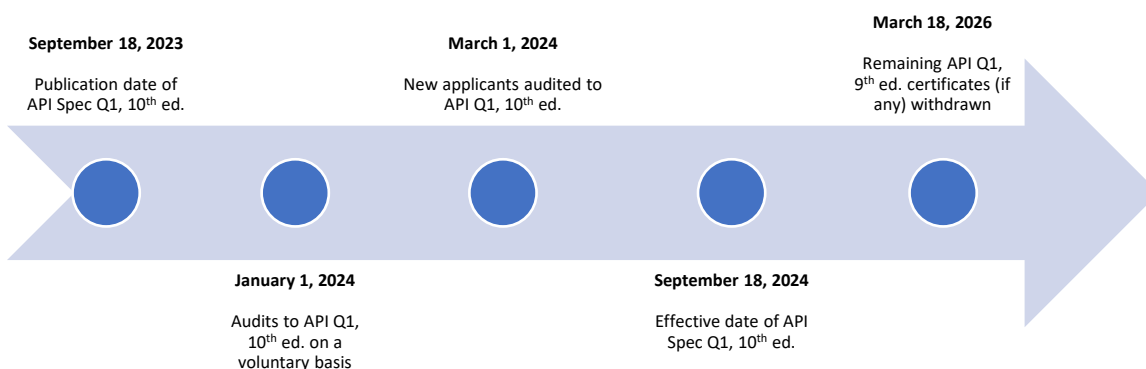
API published the 10th edition of Specification Q1 on September 18, 2023 with an effective date of September 18, 2024. This significant act directly affects all Monogram licensees and organizations registered against the 9th edition of Q1. In response to the release of the 10th edition, the API Monogram/APIQR Program has established the following timeline to transition licensed and registered organizations to the 10th edition of Q1:

- Starting January 1, 2024, Monogram licensees and Q1-registered organizations may voluntarily request that they be audited to the API Q1, 10th edition criteria. To be audited to the new criteria, an organization must contact API at www.api.org/contactMonogram at least 45 days prior to the start of the audit¹. Any identified nonconformities will need to be addressed with a correction, root cause analysis, and corrective action. All of the organization's audits from that point forward will be performed to the 10th edition.
- Between January 1 and September 17, 2024, organizations that do not request that they be audited to the API Q1, 10th edition criteria will be audited to the 9th edition. However, auditors will be instructed to raise a concern on each organization's audit report that the organization had not transitioned to the 10th edition.
- Starting March 1, 2024, new Monogram and Q1 applicants² will be required to have implemented and will be audited to API Q1, 10th edition criteria. Any identified nonconformities will need to be addressed with a correction, root cause analysis, and corrective action.
- By September 18, 2024, Monogram licensees and Q1-registered organizations are required to have fully implemented the requirements of and will be audited to the 10th edition of API Q1. Organizations that fail to implement the requirements of API Q1, 10th edition by this date may be subject to suspension or cancellation.
- On March 18, 2026, any remaining API Q1, 9th edition certificates will be withdrawn.

To successfully transition, organizations are required to undergo a full-system audit in accordance with the 10th edition of API Specification Q1; respond to any nonconformances with appropriate corrections, root cause analyses, and corrective actions; and await the certification decision by API. Organizations should be aware that this process can take several months and thus are encouraged to transition and undergo an audit to the 10th edition as soon as possible.

Organizations that hold one or more API Monogram Licenses but no APIQR Q1 Certificates of Registration ("Monogram-only Organizations") will also have to complete the transition process since these organizations must meet Q1 requirements. Specifically, API must audit a Monogram-only organization's entire management system to verify that the new requirements of API Q1, 10th edition have been implemented. Monogram-only facilities do not always undergo full-system audits since the 1st and 2nd surveillance audits are only partial-system audits. Therefore, the following process will apply to organizations that hold one or more API Monogram Licenses but have no APIQR Certificates of Registration:

- If a Monogram-only organization voluntarily chooses to be audited to API Q1, 10th edition prior to the effective date of the specification (September 18, 2024), API may need to increase the length of the audit so that the auditor may perform a full-system audit. *An organization choosing to be audited to the 10th edition prior to September 18, 2024 must submit this request to API at least 45 days prior to the audit start date to avoid rescheduling/cancellation fees.*
- For organizations that do not transition prior to September 18, 2024, their subsequent audit after this date will be performed as a full-system audit. If an organization is scheduled to undergo a 1st or 2nd surveillance audit, these audit lengths will be increased to allow the auditor enough time to perform the audit.



1. API will make every effort to accommodate requests submitted more than 45 days prior to audit start dates, but logistics, travel requirements, and auditor availability might prevent API from granting some requests. Those submitted within 45 days of audit start dates might still be granted at the discretion of API, but cancellation/rescheduling fees may apply.
2. “New Applicants” refers to (1) any clients applying for an API Q1 registration or (2) new clients that have no existing Monogram licenses or API Q1 registrations.

I appreciate your taking the time to review this notice. Please forward your comments and questions to www.api.org/ContactMonogram.

Best regards,

Kevin Ferrick
Sr. Director, Monogram/APIQR