



API Spec Q1 Gap Assessment & Audit-Prep Kit

Gap tracker by topic, API monogram readiness, risk register and audit-day plan for oil & gas manufacturers.

What's inside

File	What it is / how to use it
01_API_Q1_Audit_Prep_Workbook.xlsx	Gap tracker, risk register and monogram readiness tracker with flags.
02_API_Q1_Readiness_Plan.docx	Plan template.
03_API_NC_Response.docx	Response form.

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About the author

Built by Matt Norman, US Navy veteran and former SpaceX Falcon 9 quality inspector and QA supervisor. (Not affiliated with or endorsed by SpaceX.) Norman Quality Tools is Veteran-Owned & Operated. Contains no SpaceX, government, or customer proprietary information; all example data is made up.

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API Q1 Audit Readiness Plan

API Spec Q1 Gap Assessment & Audit-Prep Kit - Document 02 - Rev A (2026-10)

Facility		Registrar / API audit	
Dates		Coordinator	

Before the audit

- Buy the current Q1 edition and product specs from API.
- Close gap tracker items; run an internal audit of every process.
- Pull samples of traceability from raw material to shipped product.
- Verify calibration, NDT and welding qualifications are current.

Gap closure

Gap	Action	Owner	Due

Role	Name	Signature	Date
Coordinator			
Management representative			

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