



IATF Oversight

Certification Body Communiqué

Communiqué # 2009-005

DATE: 11th May 2009

	Yes	No
Confidential		X
Mandatory content	X	

SUBJECT: Auditor Development Process (ADP)

This Communiqué is to inform the contracted Certification Bodies and their auditors of the temporary lock-down of the IATF ADP System. As you may have already noticed, the ADP was locked down effective 1st May 2009.

This action means that currently no new registrations will be accepted and those auditors who already have access to the ADP will no longer have access to either Pre-study Modules, Training Modules, or Knowledge and Application Assessments.

The decision to lock down the ADP was taken by the IATF following an additional review of identified ADP security risks taking into account credible and current feedback from the field (OEMs, ISO, certified clients) including collective feedback from CBs.

The analysis of the results and the access statistics identified several serious potential security concerns that must be investigated and addressed immediately prior to the reopening of the ADP.

The IATF has directed IATF Oversight to work with the Certification Bodies through the development of the required process as defined within Rules 3rd 4.5 to address the security issues that have been identified. The process shall include the implementation of proctored on-line initial and re-take assessments (by the Certification Body and/or Oversight Offices) unless viable alternative controls to mitigate the identified risks are brought forward by 1st June 2009. While seeking alternative methods for ensuring the integrity of the ADP, Certification Bodies need to be planning for implementation of a proctored solution by 5th June 2009.

If proctoring is required to be implemented, the proctoring process would typically include:

- The proctoring of the initial and any re-take assessments conducted under the supervision and the responsibility of the sponsoring CB(s)
- CBs are required to monitor and control the process, e.g., to provide the necessary locations/facilities to meet this requirement including but not limited to:
 - approved proctors
 - records (e.g., attendance lists)

IATF is cognisant of the implications of this step, and will continue to seek alternative methods to proctoring that mitigate the security issues we have identified. We welcome any suggestions in that respect from contracted Certification Bodies.

As a result of the change in direction from the IATF, all auditors will be extended automatically in the IATF ADP and IATF Database to 30 September 2009.

Oversight is currently working with the ADP provider to re-launch the ADP with access to the Pre-study, and Training Modules only by 5th June 2009. Any questions regarding this CB Communiqué should be directed to your relevant Oversight Office.