



IATF Oversight Certification Body Communiqué

Communiqué # 2011-009

	Yes	No
Confidential		X
Mandatory content	X	

DATE: December 2011

SUBJECT: IATF Database New Functionalities Implemented

The purpose of this communiqué is to advise IATF Certification Bodies of the recently implemented new functionalities in the IATF Database.

1. Functionality to upload client's ISO/TS 16949 certificates into the IATF Database

The upload of the IATF certificate(s) is to allow all interested parties of the IATF to see immediately the client's certificate(s) in the IATF Database.

Therefore this functionality allows Certification Bodies to upload the relevant certificate(s) and all interested IATF parties to download the certificates. The functionality also allows CBs to replace the relevant certificates whenever changes are made.

This new functionality results in the following new requirements released through SI 16:

IATF Rules 3rd Edition clauses 6.7; 6.10; 7.0 the following requirements are added:

The Certification Body shall upload the client's ISO/TS 16949 certificate within twenty (20) calendar days of entering the certification information in the IATF Database.

The format of the uploaded certificate shall meet the following requirements:

- In English as a minimum
- Include all appendices to the certificate (only one file can be uploaded)
- Saved as black and white only
- Submit as a .pdf file (all other types will be rejected)
- The file shall be no larger than 2 MB (including all appendices)

Commencing 1st January 2012 IATF has set a minimum **95%** performance objective for uploading the certificate, within the twenty (20) calendar days timing window which will be measured on a monthly basis.



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The IATF Oversight Offices will be responsible for monitoring Certification Body performance against this objective commencing 1 January 2012 with the initiation of the IATF CB Loss of Recognition process in accordance with Rules 3rd Edition 2.4 f) where appropriate, commencing from 1 April 2012.

2. Functionality to enter the details of nonconformities for each client's ISO/TS audit into the IATF Database

This functionality requires Certification Bodies to enter the details of each ISO/TS 16949 audit into the IATF Database.

This new functionality results in the following clarification of the existing requirements released through SI 17:

Rules 3rd Edition clauses 6.6; 6.8; 6.9; 7.0 are to be understood as follows:

The certification Body shall enter the **audit data** in the IATF database within twenty (20) calendar days from the date of the closing meeting

The **audit data** shall now include

- the number of major and minor nonconformities including the relevant ISO/TS clauses

Note: If the nonconformity consists of multiple affected ISO/TS clauses and/or references to Customer Specific Requirements the certification body is required to only enter the main clause of the nonconformity e.g. major nonconformity 8.4.1 and 8.5.2. Only enter the major against 8.4.1

This new functionality will be implemented in the IATF Database and IATF recognized Certification Bodies are required to enter the (additional) information beginning at 1 January 2012.

Commencing 1st January 2012 IATF has set a minimum **97%** performance objective for entering the audit data, including the new additional requirement within the twenty (20) calendar days timing window which will be measured on a monthly basis.

Instructions on how to use the new functionalities will be available on the personnel desk top from 19th December 2011.