DATE: April 2016

SUBJECT: Notification of additional IATF ADP training and testing for 3rd Party ISO/TS 16949 Auditors (due to ISO/TS 16949 revision and IATF Rules updates)

The purpose of this communiqué is to advise all IATF certification bodies about updated mandatory training materials, including quizzes, for the ISO/TS 16949 revision and revised IATF Rules materials which will be released on the IATF ADP later this calendar year.

16949 and Rules Training and Quiz modules:
The training and quiz modules for the ISO/TS 16949 revision and for the updated IATF Rules will be available in mid-December 2016 in the IATF ADP system which will highlight the changes made to the IATF’s quality management system standard (currently ISO/TS 16949) and IATF Rules 4th edition. All auditors registered in the IATF ADP must pass both the revised ISO/TS 16949 and IATF Rules quizzes before they are allowed to conduct audits in 2017 according to the revised IATF quality management system standard and the updated IATF Rules.

Auditors who are active in the IATF ADP as of 15th December 2016 are required to take both sets of training and quiz modules for the ISO/TS 16949 revision and IATF Rules (initial takes).

Auditors are recommended to take their initial take of the training/quiz modules as soon as possible once they are launched live on the IATF ADP. Email notifications will be sent to all active auditors when the training and quiz modules launch. These active auditors are required to achieve a pass status (including any necessary retakes) by 30th June 2017 or they will be subject to deactivation.

Additionally, all auditors in the IATF ADP who have a 3-XX or a 4-ADP certificate must complete the 16949 revision and IATF Rules training prior to scheduling for an IATF ADP proctored assessment session. This ensures everyone is properly calibrated to the new requirements before undertaking proctored assessments (initials or retakes).

All modules will be undertaken in a non-proctored environment. The quiz modules will be graded as pass or fail (with pass being 80% or above). The quizzes also have an additional 3 retakes each after the initial testing, if required. If an auditor fails to pass the quizzes after the initial take and 3
additional retakes per quiz (combined 4 opportunities in total per subject), the auditor's credentials are subject to deactivation.

**CPD Credit:**
These four modules combined are worth eight (8) hours of structured CPD (continual personal development) and auditors may only take credit for these 8 structured CPD hours the first time they take the modules. Please note that counting these approved CPD hours for multiple years is not allowed.

If you have any questions, please contact your respective Oversight Office representative or the IATF ADP Program Manager, Cherie Reiche creiche@iaob.org at +1 (248) 358-9793.