



# IATF Oversight Certification Body Communiqué

**CB COMMUNIQUE # 2019-004**

	YES	NO
CONFIDENTIAL		X
MANDATORY CONTENT	X	

**ISSUE DATE: May 2019**

**SUBJECT: Updated IATF New Auditor Training and Evaluation Process**

The purpose of this Communiqué is to advise all IATF-recognized certification bodies, and other key stakeholders about updates the IATF is making to the New Auditor Training and Evaluation Process (known as Phase 2).

This CB Communiqué follows on from CB Communiqué # 2018-003

Effective 2<sup>nd</sup> September 2019, Phase 2 of the New Auditor Training and Evaluation Process will be launched globally. The New Auditor Training and Evaluation will become a 5 day event comprising 3.5 days face to face training and 1.5 days evaluation.

The 3.5 days training includes individual & group exercises, quizzes, and homework activities.

The training course does not go through the IATF 16949 standard or cover the automotive core tools in detail. It is expected that the candidates arrive with knowledge of both IATF 16949 and the automotive core tools.

Following the evaluation, a scorecard will be generated which shows the performance of the candidate in relation to five essential competencies. This scorecard will clearly indicate pass or fail by competency. The competencies and expectations will be clearly defined in the 4<sup>th</sup> Edition of the IATF Auditor Guide (pending release). A separate CB Communiqué will communicate the release of the updated IATF Auditor Guide in due course.

To pass the evaluation, minimum scores must be achieved in each of the five competency areas below:

- Process Approach incorporating risk-based thinking, focus on performance, prioritization, and analysis and synthesis of data
- Customer Specific Requirements including core tools
- Knowledge & Application of IATF 16949
- Knowledge & Application of the IATF Rules
- Nonconformity management

If a candidate does not pass, they will have a maximum of three retakes available. The first retake requires the candidate to fully repeat the face to face training course and full evaluation. Retakes 2 and 3 are competency based and will be undertaken in a proctored environment.

Qualification (a pass score) must be achieved within 12 months of the initial evaluation. Failure to achieve qualification within 12 months of the initial evaluation will require the candidate to re-apply as a new auditor candidate according to IATF Rules 5<sup>th</sup> 4.2.

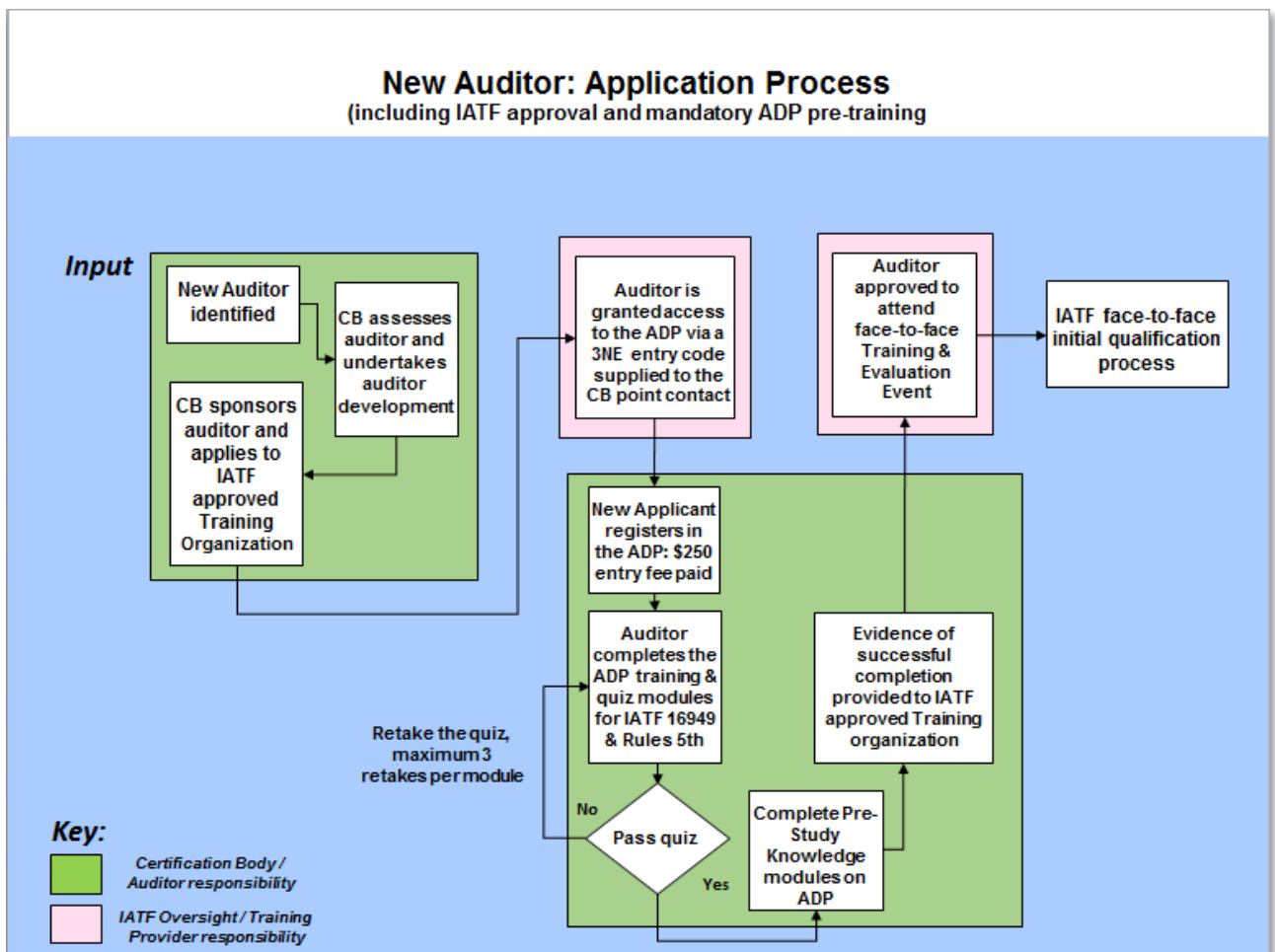
Successful candidates will receive an IATF 16949 auditor certificate and will have their details entered into the IATF Database. This certificate will be sent to their sponsoring Certification Body.

**Prior New Auditor candidates who have been through the New Auditor training (Phase 1) and evaluation process since 1st June 2018, but who have not qualified**

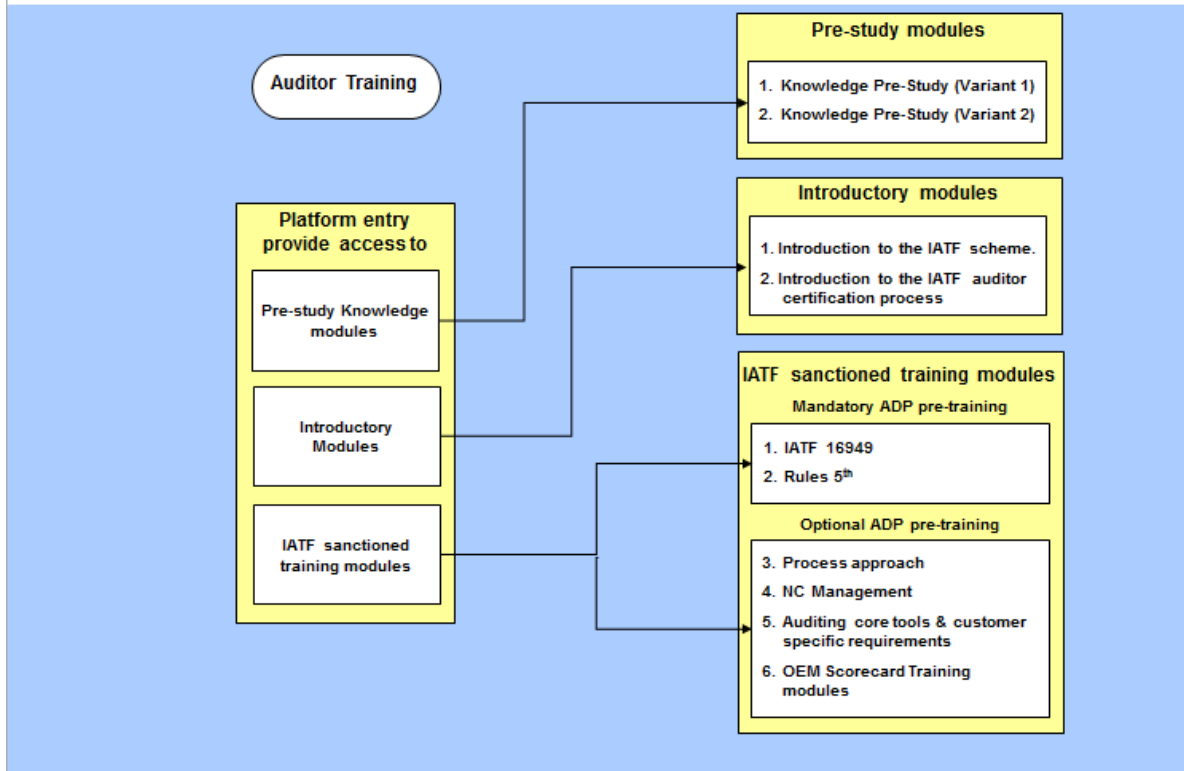
These candidates will need to undertake Retake1 (this includes repeating the face to face training and evaluation process). They will have a subsequent 2 retakes by competency.

Note: If a New Auditor candidate has already exhausted all retake attempts, they can re-enter as a new auditor candidate according to IATF Rules 5<sup>th</sup> 4.2

**New Auditor Training and Evaluation Process Maps:**

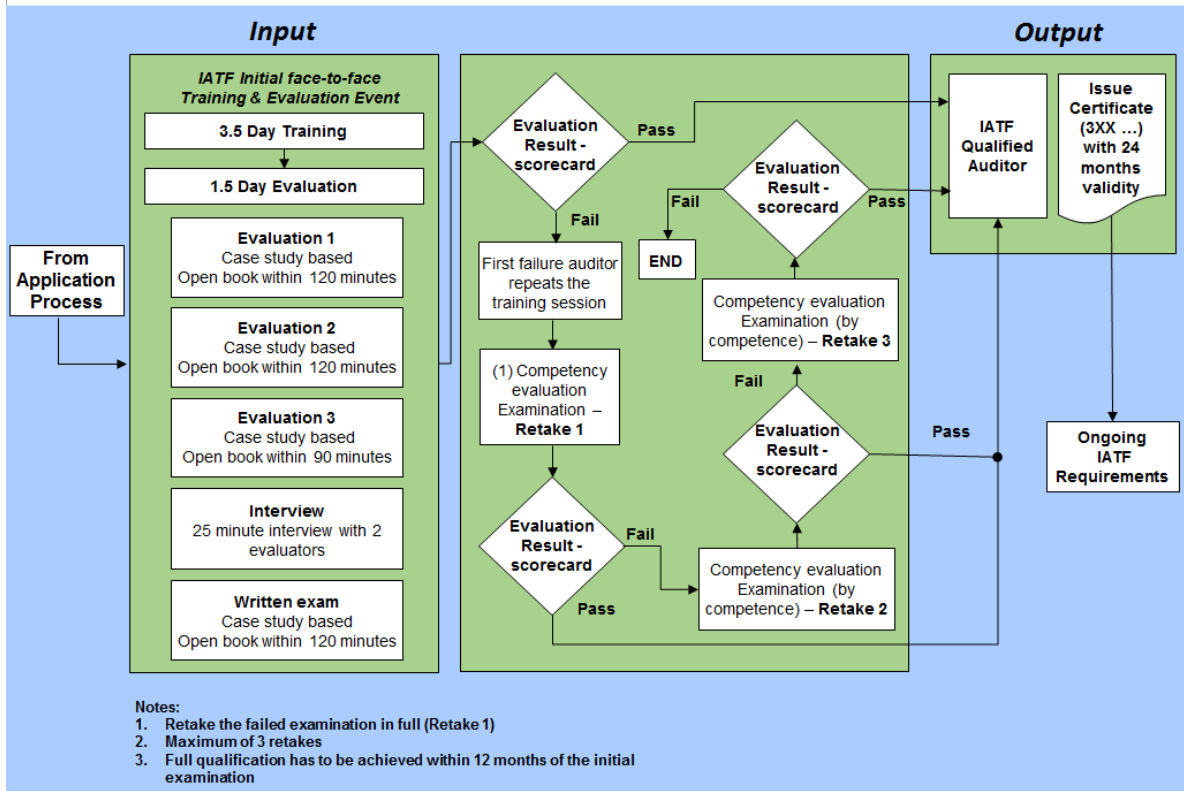


## Entry: preparation prior to assessment



## IATF face-to-face initial qualification process

(Rules 5<sup>th</sup> 4.3.1)



In other improvements, the IATF will be issuing a Sanctioned Interpretation (SI) against Rules 5<sup>th</sup> clause 4.2 to expand the entry requirements for new auditor candidates requiring them to have attended an IATF 16949 audit as an observer.

If you have any questions, please contact your respective Oversight Office or IATF Training Organisation.