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CERTIFICATION BODY BREAK OUT SESSION

IATF CARA Project

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IATF Stakeholder Conference
16th October 2019
Enghien-Les-Bains
(Paris, France)



Introduction



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IATF CARA Project

- **Background Information about the project**
- **How will a common audit report drive improvement?**
- **Testing Phase(s)**
- **Next Steps**
- **CB Feedback Session**
- **Additional Questions**



Background Information (I)

- **For several years the IATF discussed issues related to the 40+ different ways of documenting an audit (result)**
- **IATF-recognized certification bodies do not only have a different structure and level of detail in their audit reports, but also the number of associated documents forming an “audit report” varies from one CB to the other**
- **The issues related to the different ways of documenting the audits are the following but not limited to:**
 - IATF OEMs more and more rely on the IATF 16949 certification (“Certification must equal product quality”) and request more reports from the recognized certification bodies to compare audit details and/or issued nonconformities with internal information or own audit results
 - remote supporting locations audited by other CBs result in a different way of reporting the audit results incl. information about audited interactions
 - often the information for a new CB following a transfer audit is not always clear, e.g. closure of nonconformities, audited interactions with other sites, etc.



Background Information (II)

- **As communicated previously, CB Communiqué 2019-001 was an output of a decision to walk away from the Excel-based templates but to develop an application that would be used by every IATF-recognized CB**
- **the general structure and content of the application is however still based on the already provided Excel-based templates**
- **The internal project name “CARA” (Common Audit Report Application) was born and seemed to have already become the official title for this project**
- **As already communicated, the application will incorporate beside others, the following features:**
 - Browser-based solution, no installation of software required on personal computers
 - No online connection required (to take into account normal auditing scenarios)
 - Data import/export functionality with .xml and/or .json file formats (additional information on how to use these import/export files will be shared shortly with all CBs)
 - Support of multiple IATF identified languages
 - General user-friendly data entry with interactive functions between reports



How will a common audit report drive improvement?


- **A common audit report reduces variation and complexity and therefore efforts and costs in the IATF 16949 certification scheme. Some of the benefits are the following:**
 - stakeholders (incl. OEMs, suppliers, certification bodies and auditors) can easier understand and analyze the information an audit report contains
 - OEMs who sample audit reports are able to easier navigate to the areas they are interested in and will find a common structure of information
 - Suppliers being certified by several certification bodies can easier exchange information internally (e.g. nonconformity management) and will be able to provide other involved CBs quicker with the needed information
 - IATF-qualified auditors working for multiple CBs will only have to use one common tool and structure of documenting the audit (results)
 - Further developments/improvements in the reports will be done together through a central update at the same time



Testing Phase(s)

- IATF Certification Bodies are asked to test especially the main areas of the application which are the “Audit Report”, the “Nonconformity Management” section and the “Special Audit Report” area:**

Stage 1 readiness review

 Organization name: - START	 ALL STAGE 1 READINESS REVIEWS
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Audit report

 Organization name: - START	 ALL AUDIT REPORTS
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Organization name: -

NONCONFORMITY MANAGEMENT

Special audit report

 Organization name: - START	 ALL SPECIAL REPORTS
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Backup

 Last backup: 07.10.2019 16:37 BACKUP	 REPORT/BACKUP IMPORT
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Testing Phase(s)

- The Beta-Phase Testing still continues the next two weeks (end of October)
- CBs are encouraged to take part in the testing and provide additional valuable feedback on the application. Several CBs have not yet made use of the testing phase
- The application can be accessed via the following link:

<https://dev-cara.iatfglobaloversight.org/>

- All feedback shall be submitted through an online ticketing system:

<https://infosysc.atlassian.net/servicedesk/customer/portals>

Note: You have received registration information for both: the application and the feedback system. Only registered CB representatives will have access to this Feedback System (“service desk”).



Next Steps

- **During the testing phase several changes were discussed and agreed upon as well as further important steps:**
 - The way of entering the organization's processes was improved. Going forward there will be only one area where the processes have to be entered. The entry mask will also require the identification of whether the process is a manufacturing process and an on-site or remote process (already implemented)
 - An additional report for auditing remote support functions is currently under development which will basically be a "light" version of the audit report without manufacturing processes
 - A user access authorization will be implemented which will ensure that only IATF-qualified auditors can access the application. A link to the IATF ADP and/or Database will ensure that auditors can only select those CBs they are currently sponsored by
 - Within the next days the CBs will receive the long-awaited import/export specifications to be able to create a link to existing internal databases



Next Steps

- **The final release and go-live of the application is still anticipated for the beginning of November 2019**
- **It is still expected that the period between the release date and the effective mandatory date shall be used to establish a documented process to ensure an effective start of the IATF application. This may include, but is not limited to:**
 - establishing interfaces to own IT-solutions and quality management systems
 - preparing and delivering of training for auditors
 - communication of the mandatory use of the Nonconformity Management report for clients
- **The mandatory use of the application for all IATF-recognized Certification Bodies is still scheduled for end of April 2020.**



CB Feedback on the provided information and available Application

We would like to hear from you what else IATF should consider to make this application a success for the global IATF 16949 Certification Scheme:

- **General comments on the CARA application itself (15 minutes)**

NOTE: please note that feedback provided through the service desk are being already on our radar

- **Implementation Phase (15 minutes)**

NOTE: how can IATF support the implementation phase? What should be considered during this phase making the go-live an effective and successful event?

- **Next steps (15 minutes)**

NOTE: what could or should be the next steps beyond the CARA Project to further improve the scheme e.g. by introducing additional applications or tools?



Additional Questions?

Please use this Break Out Session and/or the Conference to get in contact with us to discuss further opportunities for improvement to make this tool a success.



Questions & Answers

**Thank you for your attention
and valuable feedback!**