



# IATF Oversight Certification Body Communiqué

**CB COMMUNIQUE # 2024-002**

ISSUE DATE: April 2024

	YES	NO
CONFIDENTIAL		X
MANDATORY CONTENT	X	

**SUBJECT: IATF Auditor Qualification Process related to the rollout of the Rules for Achieving and Maintaining IATF Recognition, 6th Edition (“Rules 6”)**

The purpose of this CB Communiqué is to advise IATF-recognized certification bodies, auditors, non-auditors, and all related stakeholders of upcoming changes to the Auditor Qualification Process and ongoing qualification requirements related to the rollout of the Rules for Achieving and Maintaining IATF Recognition, 6th Edition (“Rules 6”).

**All IATF 16949 third-party audits shall be conducted in accordance with Rules 6 effective 1 January 2025.** An individual’s eligibility to conduct audits aligned to Rules 6 (or other audit-related activities) will be indicated by a change to their Identifying Number after completing the necessary qualification requirements in the ADP.

Rules 6 qualification requirements will involve the completion of an online Rules 6 Training module in the ADP (incorporating embedded quizzes to confirm understanding), followed by completion of a final graded Rules 6 Test of Understanding requiring at least an 80% score to pass. Candidates will have an initial attempt and up to three retake attempts (four total attempts) to pass the Test of Understanding. The test is open book and not timed or proctored. Retakes will be provided automatically upon failure.

IATF-recognized certification bodies must employ appropriate measures to ensure the integrity of the Rules 6 qualification process.

Upon successfully completing the Rules 6 qualification requirements you will receive a certificate that counts as eight (8) hours of structured Continuing Personal Development.

To support the transition process, the IATF will be making several changes impacting all auditors and non-auditors, as outlined below:

### **Changes impacting the New Auditor Qualification Process (Phase 1)**

New Auditor Training classes conducted in 2024, including initial ADP assessments, will continue to be conducted in alignment with Rules 5 requirements. This is to allow any newly qualified auditors to be eligible to conduct audits according to Rules 5 for the remainder of 2024.

Auditors who attend a New Auditor Training class in 2024 must complete their ADP Initial Assessments within a maximum of 3 months after attending the class but no later than **31 December 2024**. For this reason, IATF Training Organisations will be suspending New Auditor Training classes in November and December 2024. New Auditor Training classes in January 2025 and beyond will be aligned to Rules 6.

Starting in September 2024, new auditors who have taken the ADP Initial Assessments will be assigned the Rules 6 Training & Test of Understanding in the ADP.

Please note that, beginning January 2025, all ADP assessments including retakes will be aligned to Rules 6.

Starting in November 2024, new auditor candidates granted access to the ADP (including those already in the system who have not yet attended a class) will be assigned the Rules 6 Training & Test of Understanding. These new auditor candidates must successfully complete this prior to attending any New Auditor Training class in 2025. The current Rules 5 Training & Quiz modules will be phased out at that time.

### **Changes impacting the Auditor Qualification Process (Phase 2)**

Starting in September 2024, auditors in Phase 2 of the Auditor Qualification Process (achieved all-green on the ADP Assessments (4-AUD) but have not yet successfully completed the Phase 2 Qualification event) will be granted access to the Rules 6 Training & Test of Understanding in the ADP. Auditors must successfully complete the Rules 6 Training & Test of Understanding to be eligible to conduct audits in 2025 (aligned with Rules 6).

In addition, the Phase 2 Qualification event will be updated to reflect Rules 6 requirements effective January 2025. If you attend a Phase 2 Qualification Event in 2024, it will be aligned with Rules 5, while events in 2025 and beyond will be aligned to Rules 6. Anyone attending a Phase 2 Qualification event in 2025 must have already successfully completed the Rules 6 Training & Test of Understanding.

### **Changes impacting existing fully qualified auditors (5-ADP/6-ADP/6-AUD-B)**

Starting in September 2024, all fully qualified auditors will be granted access to the Rules 6 Training & Test of Understanding in the ADP. Auditors must successfully complete the Rules 6 Training & Test of Understanding to be eligible to conduct audits in 2025. Upon completing the training requirement in the ADP, auditors will be issued a new identifying number, with no fixed expiry, indicating their eligibility to conduct audits aligned to Rules 6 (subject to the ongoing qualification requirements in Rules 6).

Auditors who fail to successfully complete the Rules 6 qualification requirements will be ineligible to conduct audits in 2025 and will therefore be subject to deactivation.

### **Changes impacting auditors in the requalification process (4-ADP)**

For auditors in the requalification process with a 4-ADP identifying number, the ADP will grant access to the Rules 6 Training & Quiz upon successfully achieving requalification (5-ADP) in early-September 2024 and beyond. Therefore, auditors should focus first on achieving an all-green result in their ADP retake assessments (aligned to Rules 5), and subsequently on successfully completing the Rules 6 Training and Quiz prior to conducting any audits in 2025.

For 4-ADP auditors with an expiry date very close to the end of 2024 and who are unable to achieve 5-ADP sufficiently in advance, CBs are advised to contact their Oversight Office beginning in November 2024 to make special arrangements.

**Changes impacting qualified non-auditor roles in the ADP (6-NL1-B/6-NL2-B)**

Starting in September 2024, all qualified non-auditors will be granted access to the Rules 6 Training & Test of Understanding modules in the ADP. Non-auditors must successfully complete the Rules 6 Training & Test of Understanding prior to conducting any scheme-related activities in 2025.

Non-auditors who successfully complete the requirements will have their identifying numbers changed based on their current non-auditor qualification level.

**Changes impacting new non-auditor roles in the ADP**

Beginning in November 2024, new non-auditors for both qualification levels 1 and 2 will be assigned the Rules 6 Training & Test of Understanding as part of their ADP prerequisites and will be expected to successfully complete it prior to achieving recognition. The current Rules 5 Training & Quiz requirement will be phased out at the same time.

If you have any questions, please contact your respective [Oversight Office](#) or [IATF Training Organisation](#).