IATF – International Automotive Task Force Errata Details for Rules for Achieving and Maintaining IATF Recognition - 5th Edition 25 January 2017

1) Annex 2 - Audit Day Calculation Example 2

Note: Minor change in "Calculated Minimum Audit Days" column.



Single Site Certification - Audit Day Calculation Example 2

Purchasing Remanufacturing Employees: 5

Manufacturing & Office Employees: 200

Manufacturing & Contract Review Employees: 5

Total number of employees = 235 (5 + 25 + 200 + 5)

One Physical "Site", housing all employees

 Note: All upgrade audits are "Initial Audits" under Rules, section 5.4.

Correct Calculation:

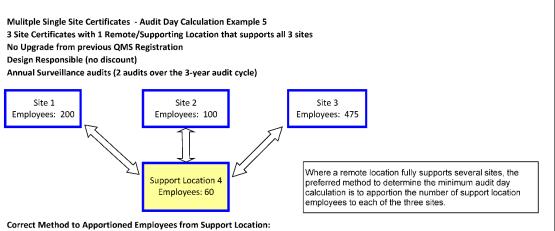
Upgrade from ISO 9001* Non-Design Responsible

Site	Year	Type of Audit	Number of Employees	Minimum Audit Days from Rules, Table 5.2	Non-Design Responsible Reduction	Calculated Minimum Audit Days	Maximum Upgrade Reduction	Calculated Minimum Audit Days	Minimum Audit Day Requirement (rounded up to nearest 1/2 day)
1	0	Initial Stage 2	235	8.0	15%	(8 days * 0.85) = 6.8	30%	(6.8 days * 0.7) = 4.76	5.0
1	1, 2	Surveillance	235		15%	Number of initial audit days (6.8) / number of surveillance audits (2) = 3.4			3.5 each audit
1	3	Recertification	235	5.0	15%	(5.0 *0.85) = 4.25			4.5

Note: Assumes no changes over the 3-year audit cycle to employee headcount, scope, customers, etc.

Note: Upgrade discount is only applied to initial audit. No upgrade discount is applied to surveillance and recertification.

Note: Minor change to correct the number of support employees for site 3 to ensure the total number of support employees equals 60. This changed the total number of employees for site 3.



	Number of		Number of Employees Apportioned	
	Employees at	Headcount Percentage	from Support location 4 (Headcount	Total Number of Employees for Minimum Audit
Site	Site	(Site Employees / 775)	percentage * 60)	Day Calculation
1	200	26%	16	216
2	100	13%	8	108
3	475	61%	36	511
	Total = 775			

Note: It is the responsibility of the certification body to determine how the audit days are distributed between the sites and any remote support function. Significant variation from the minimum number of audit days for each site requires explanation in the audit plan documents.

Correct Calculation for Site 1:

					Minimum Audit Day
			Number of		Requirement (rounded up to
Site	Year	Type of Audit	Employees	Audit Day Requirement Rules, Table 5.2	nearest 1/2 day)
1	0	Initial Stage 2	216	7.5	7.5
				Number of initial audit days (7.5) /	
				number of surveillance audits (2) =	
1	1, 2	Surveillance	216	3.75	4.0 each audit
1	3	Recertification	216	5.0	5.0
	·				

Note: Assumes no changes over the 3-year audit cycle to employee headcount, scope, customers, etc.

Correct Calculation for Site 2:

					Minimum Audit Day
			Number of		Requirement (rounded up to
Site	Year	Type of Audit	Employees	Audit Day Requirement Rules, Table 5.2	nearest 1/2 day)
2	0	Initial Stage 2	108	6.0	6.0
				Number of initial audit days (6.0) /	
				number of surveillance audits (2) =	
2	1, 2	Surveillance	108	3.0	3.0 each audit
2	3	Recertification	108	4.0	4.0

Note: Assumes no changes over the 3-year audit cycle to employee headcount, scope, customers, etc.

Correct Calculation for Site 3:

					Minimum Audit Day
			Number of		Requirement (rounded up to
Site	Year	Type of Audit	Employees	Audit Day Requirement Rules, Table 5.2	nearest 1/2 day)
3	0	Initial Stage 2	511	10.5	10.5
				Number of initial audit days (10.5) /	
				number of surveillance audits (2) =	
3	1, 2	Surveillance	511	5.25	5.5 each audit
3	3	Recertification	511	6.5	6.5

Note: Assumes no changes over the 3-year audit cycle to employee headcount, scope, customers, etc.

Note: Corrected misspelled words.

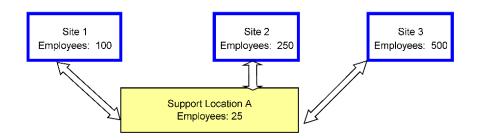
Corporate Scheme Certificate - Audit Day Calculation Example 6

No Upgrade from Previous QMS Certification

3 Production Sites (1, 2, 3)

1 Remote Location (A) supporting all sites

Annual Surveillance audits (2 audits over 3-year audit cycle)



Correct Calculation for Initial Stage 2 Audit:

Site	Number of Employees at Site	Headcount Percentage (Site	Number of Employees Apportioned from Support Location A* (Headcount Percentage * 25)		Rules Minimum Audit Days from Table 5.2	Corporate Scheme (Number of Sites 2 to 9) % Reduction	New Audit Day Requirement Calculation (Min. Audit Days * 0.8)
1	100	12%	3	103	6.0	20%	4.8
2	250	29%	7	257	8.0	20%	6.4
3	500	59%	15	515	10.5	20%	8.4
	Total: 850						19.6

Total Audit Day Requirement (rounded up to nearest 1/2 day)

20.0

Note: It is the responsibility of the certification body to determine how the total audit days are distributed between the sites and any support function, remote or not. Significant variation from the minimum number of audit days for each site requires explanation in the audit plan documents.

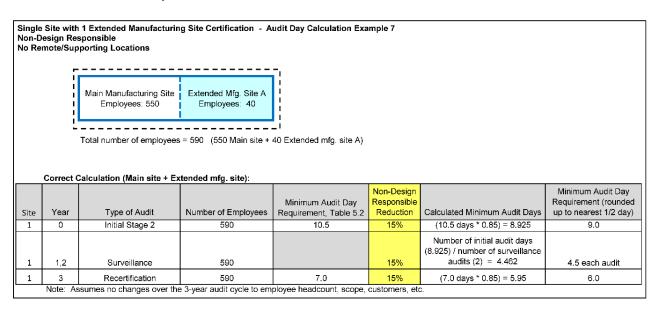
Correct Calculation for Recertification Audit:

[Number of				
П				Employees				New Audit Day
П			Headcount	Apportioned from		Rules	Corporate	Requirement
П			Percentage	Support Location A*	Total Number of	Minimum Audit	Scheme (Number	Calculation
Н		Number of	(Site	(Headcount	Employees in	Days from	of Sites 2 to 9)	(Min. Audit Days *
П	Site	Employees at Site	Employees/850)	Percentage * 25)	Audited Entity	Table 5.2	% Reduction	0.8)
[1	100	12%	3	103	4.0	20%	3.2
	2	250	29%	7	257	5.5	20%	4.4
	3	500	59%	15	515	6.5	20%	5.2
		Total: 850	_					12.8

Audit Day Requirement (rounded up to nearest 1/2 day)

13.0

Note: Corrected the number in the "Minimum Number of Audit Days Requirements" column for Year 3, which impacted the "Calculated Minimum Audit Days" column.



Note: Corrected multiple errors in the Initial Stage 2 table and Surveillance Audit table.

