



➤ IATF 16949:2016  
**Frequently Asked Questions**

# Introduction

The International Automotive Task Force (IATF) has published the new Quality Management System (QMS) for the automotive industry, IATF 16949:2016. It will help organizations continually improve their QMS and respond to the challenges created by the automotive industry's more complex supply chains and globally competitive marketplace

It replaces ISO/TS 16949, which defines the requirements of a QMS for organizations in the automotive industry and it is aligned and refers to ISO 9001:2015. IATF 16949:2016 is not be a stand-alone quality management standard, but it will be implemented as a supplement to and in conjunction, with ISO 9001:2015.

The new version not only responds to demands from the marketplace, but it also has an increased focus on context of the organization, risk-based thinking, enhanced leadership responsibilities and a new structure, which is aligned with other ISO standards. It's a great tool to add resilience to your business, increase customer satisfaction and continually improve.

BSI can help you understand, and transition to the new standard to gain the maximum benefits.

Here we aim to address those initial questions that you may have as you begin your journey towards the new standard.

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## ➤ About the Standard

### How can I get access to the final standard of IATF 16949:2016 and ISO 9001:2015?

ISO 9000:2015 and ISO 9001:2015 have been published and now are available from the BSI Shop.

IATF 16949:2016 may be purchased from your local IATF Association.

### Where can I get information about the new structure?

IATF 16949:2016 is based on ISO 9001:2015, which was developed using Annex SL, the new High Level Structure introduced by ISO. We have produced an informative whitepaper "An introduction to Annex SL," which can help you to understand the new structure in more detail.

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## ➤ Changes to the Standard

### Is IATF 16949:2016 substantially different from ISO/TS 16949:2009?

As well as incorporating the High Level Structure and the revised ISO 9001:2015, the new IATF 16949:2016 brings in new definitions and requirements including counterfeit parts, product safety, ethical behavior, human factors, data management, obsolescence, as well as specifying certain documentation requirements. It is therefore highly recommended that you attend a BSI public training course to fully understand the new standard.

### What are the new requirements on identifying risks and opportunities?

Risk-based thinking has become more explicit and is expanded to include the whole QMS. It uses a risk-based, process approach throughout and requires that each organization identifies, plans for and takes actions on those risks and opportunities, which are relevant to achieving the intended outcomes of the QMS.

A full risk assessment isn't required; however, it could be useful to use ISO 31000:2009, which can provide a framework for managing risk.

## ➤ Changes to the Standard

**ISO 9001:2015 does not contain a requirement for there to be a management representative. Is that the same for IATF 16949:2016 and how will this affect the relationship with BSI and also the management of BSI visits?**

While the new standard does not specify a requirement for the organization to appoint a "management representative," top management is responsible for identifying process owners for the organization's processes and outputs. This is in addition to the requirement for top management to have a greater involvement in the management system, to ensure that the requirements are integrated into the organization's processes and that the policy and objectives are compatible with the strategic direction of the organization. During a visit, your Client Manager will need to conduct an interview with top management to understand how this is achieved. BSI will still require a key contact for the management system.

**I am a small business with less than 50 employees. Is IATF 16949:2016 relevant for me?**

Definitely. The revised version of the standard is as relevant throughout the supply chain from small businesses to large multinational organizations. Irrespective of your size, it will enable you to drive improvement in your business and increase customer satisfaction. Certification to IATF 16949 is required to sell into most major automotive manufactures and therefore achieving and maintaining an IATF 16949 certificate can open doors to more market opportunities.

**Do I still need to maintain a quality manual?**

Yes, a quality manual is still required in the new standard. This may be held in an electronic format or as a hard copy. You will need to review your present quality manual to ensure that it meets the requirements of the new standard.

**What tips would BSI offer to begin early preparation?**

Some activities that would make sense in preparation for the changes include:

- Buy a copy of IATF 16949:2016, ISO 9001:2015 and ISO 9000:2015 and read them
- Attend a BSI training course
- Review your current QMS and revise as appropriate
- Consider the context of your organization, and use these as inputs to the QMS with respect to risk, opportunities and leadership
- Engage with the leaders of the business as many of the proposed changes will impact them and help them understand those issues which they must manage and those they can delegate
- Review your approach to identification, management and control of your processes
- Start to consider how you can adopt and benefit from the concept of risk and opportunity management
- If you have certification to more than one standard, such as those listed below, start to consider the benefits to be gained from management system integration
- Download useful information and whitepapers from [bsigroup.com/en-US](http://bsigroup.com/en-US)

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## ➤ Changes to other related standards

**Which management system standards are currently aligned to the new Annex SL (High Level Structure)?**

ISO 22301 – Business Continuity Management was the first standard to be structured in line with Annex SL. Other key standards in this structure include: ISO 27001:2013 – Information Security, ISO 9001:2015 Quality Management and ISO 14001:2015 - Environmental Management.

**We are also certified to AS9100 – will this also be revised in line with the new version of ISO 9001?**

A revised version of AS9100 was published in late 2016. This means that you must update your system to meet the requirements of the revised standard. You will need to transition to the revised standard within the required timeframe. Visit [bsigroup.com/en-US](http://bsigroup.com/en-US) for information to keep you updated.

**Will ISO 9004 continue to be available?**

Yes, this document continues to offer very useful information on how to apply the principles of a quality management approach to the wider issues of business management and building a sustainable business for the future.

# The transition process

## How soon can I start the transition process?

You can start immediately, educating the relevant people in your business and revising your system to include the additional requirements of both ISO 9001 and IATF 16949. We have a downloadable internal communications pack, based on ISO 9001:2015, that you may find useful. It is not a requirement to modify your system to match the structure of the standard, it is recommended that you create a matrix that indicates where in your quality management system you address the requirements of IATF 16949:2016, ISO 9001:2015 and all applicable customer specific requirements.

## What is the earliest possible date I can book a transition audit from ISO/TS 16949:2009 to IATF 16949:2016?

Transition audits have to be undertaken at the time of a currently scheduled surveillance or re-certification audit. The earliest time would be January 2017, depending on the availability of qualified auditors.

## How long will ISO/TS 16949:2009 continue to be recognized and audited to?

After October 1, 2017 no audits (initial, surveillance, recertification or transfer) will be conducted to ISO/TS 16949:2009. This means it's best to get started with your transition planning as soon as possible.

Please note, you must transition to the new standard by the September 14, 2018. After this point certificates for ISO/TS 16949:2009 will no longer be valid.

## I am currently working on initial certification to ISO/TS 16949:2009 is this still allowed?

All organizations seeking initial certification can be certified to ISO/TS 16949:2009 until October 1, 2017, but the ISO/TS 16949:2009 certificate will only be valid until September 14, 2018. Please note, unless there is a pressing business need to get certification very quickly, we would invite you to consider building your QMS to meet the IATF 16949:2016 standard and undertaking your initial assessment to the new standard when you are ready to be audited. If you haven't started implementation yet, we would recommend that you obtain a copy of ISO 9001:2015 and IATF 16949:2016 and implement to these versions.

## If I have a surveillance or recertification audit scheduled between January 2017 and September 2017, can I transition then?

Transition audits can replace either a surveillance or recertification audit any time after January 1, 2017 subject to the availability of auditors. If you wish to do this, please contact BSI so that we can discuss.

## Will the transition mean additional days and additional costs?

Transition audits are required to be undertaken at the time of a scheduled surveillance or recertification audit and will be the duration of a recertification audit. A new three year certificate will be issued following the successful transition audit.

## What if I want to transition more quickly than my surveillance or recertification audit allows?

Transition audits are required to be undertaken at a currently scheduled surveillance or recertification audit.

## Will my audits to IATF 16949:2016 be any different?

IATF 16949 audits will be undertaken in accordance with the IATF scheme rules, following the IATF automotive process approach. We will continue to interview top management, but there will be additional emphasis on the concepts of context, risk and top management involvement, including the additional requirements of the revised standard. Your TS audit team leader will continue to plan the audits and provide you with a detailed audit plan.

## Will there be any changes in reporting of audits?

The audit results will continue to be reported to you as specified within the IATF scheme rules.

## What if I want an extension to scope? Does that have to be to the 2016 version of the standard?

We can carry out an extension to scope at any time by undertaking a special audit. The standard to which it is conducted depends on the timing; if your addition to scope happens after October 1, 2016 or you have already transitioned it will be to the 2016 standard. Any extension to scope would require additional audit time, so please contact BSI or your Client Manager at the earliest opportunity to discuss any such plans you may have.

## Will I have separate audits for ISO 9001:2015 and the supplemental requirements of IATF 16949:2016?

No, this is not permitted.

## My organization is certified to both ISO 9001:2015 and IATF 16949:2016. Will I have combined or separate audits? What is the process?

ISO 9001 is a separate standard and a separate audit for each standard is required.

## I have questions regarding my certification now – who do I talk to?

Call BSI – our Customer Services team will be happy to answer your specific questions.

## Can I transfer and transition at the same time?

No. IATF have specified that transfer and transition cannot be undertaken in the same audit, separate audits are required. You can transfer before October 1, 2017 to ISO/TS 16949, but your next surveillance audit will be to IATF 16949. Or, you can transition to IATF 16949 and then transfer your certification.

## ➤ Support from BSI

### How can my BSI client manager support me through this process?

Should you have any questions, your Client Manager has been kept fully updated on the IATF 16949:2016 transition process. All our Client Managers are undertaking a rigorous and robust training program on IATF 16949:2016, so you can be confident that assessments delivered to the new standard will deliver maximum benefit to your organization.

There are lots of supporting materials available, on both ISO 9001:2015 and IATF 16949, from BSI to help you during this time, including whitepapers and transition guides. However, it will be up to you to plan and implement the changes within your business.

### What training will be available?

Our experts have developed training courses to help you understand IATF 16949:2016 and start your transition. They contain not only the information, but also the practical skills to apply this information effectively. This includes a half-day briefing specifically for senior management, which introduces their new responsibilities, and a two-day transition training course covering the new high level structure and key changes to the standard.

### We are also certified ISO 9001. I have already attended training for ISO 9001:2015, do I need to undergo training for IATF 16949:2016 as well?

The changes to these standards are important. We would recommend that you book training for IATF 16949 as well to make sure you fully understand what this means to your organization.

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## ➤ Additional resources

- Additional resources
- ISO Revisions

There are a variety of materials which can be accessed online at [bsigroup.com/en-US](http://bsigroup.com/en-US) and consists of:

#### The importance of leadership

The new standard has an entire clause devoted to leadership and is one of the most significant changes. This whitepaper explains why management is now required to take a more active role in the QMS to ensure it is implemented, embedded, communicated and maintained.

#### Managing risk in quality management

This whitepaper explains the background to the revision, how risk is being incorporated into the revised standard and the benefits for clients.

#### Introducing Annex SL

The new generic framework with core text, common terms and definitions and the blueprint for all management system standards going forward – understand more about the structure in our whitepaper.

#### PLUS:

- IATF 16949:2016 CEO briefing
- IATF 16949:2016 Transition guide



# Why BSI?



BSI has been an IATF Contracted Certification body since the conception of the TS standard. It is based on ISO 9001, the world's most widely adopted quality management system, for which BSI has held the Secretariat of the International Committee since 1994. That's why we are best placed to help you understand the standard.

At BSI, we create excellence by driving the success of our clients through standards. We help organizations to embed resilience, grow sustainably, adapt to change and prosper for the long term. We make excellence a habit.

For over a century, our experts have been challenging mediocrity and complacency to help embed excellence into the way people and products work. With 80,000 clients in 182 countries, BSI is an organization whose standards inspire excellence across the globe.



## Our products and services

We provide a unique combination of complementary products and services, managed through our three business streams: Knowledge, Assurance and Compliance.

### Knowledge

The core of our business centers on the knowledge that we create and impart to our clients. In the standards arena, we continue to build our reputation as an expert body, bringing together experts from industry to shape standards at local, regional and international levels. In fact, BSI originally created eight of the world's top ten management system standards.

### Assurance

Independent assessment of the conformity of a process or product to a particular standard ensures that our clients perform to a high level of excellence. We train our clients in world-class implementation and auditing techniques to ensure they maximize the benefits of standards.

### Compliance

To experience real, long-term benefits, our clients need to ensure ongoing compliance to a regulation, market need or standard so that it becomes an embedded habit. We provide a range of services and differentiated management tools which help facilitate this process.



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