

VDA 6.3 PROCESS AUDITOR TRAINING PROGRAM

WHO SHOULD ATTEND

Personnel from QM, NPD (Product & Process Engineering, R&D, Technology), Supply Chain Management, Production, QA, QC; tasked with conducting process audits in their own organisation (internal) or in the supply chain (externally). Furthermore, this training also addresses external auditors (assigned as service providers).

COURSE CONTENT/OUTLINE

The training focuses on the following points using case studies, simulations, and role-play exercises:

Day 1: Process Management, Auditing Principles & IATF 16949 Structure

- Session 1: Process Management in the Automotive Industry
 - Introduction to Process Management
 - Importance of Process-Oriented Approach
 - Process Mapping and Optimization
 - Risk-Based Thinking and Continuous Improvement
- Session 2: ISO 19011 - Guidelines for Auditing Management Systems
 - Overview and Key Principles of Auditing
 - Types of Audits (Internal, Supplier, Third-Party)
 - Auditor Competencies and Responsibilities
 - Managing an Audit Program & Reporting
- Session 3: IATF 16949 and Its Structure
 - Relationship Between IATF 16949 & ISO 9001
 - High-Level Structure and Key Differences
 - Implementation Challenges and Best Practices
 - Activities:
 - Case studies on process improvement
 - Audit role-play exercises
 - Comparison workshop: IATF 16949 vs. ISO 9001

Day 2: IATF 16949 Requirements, Certification Rules & VDA 6.3 Overview

- Session 1: IATF 16949:2016 Requirements & Selected ISO 9001 Clauses
- Quality Management System Requirements
- Leadership and Commitment
- Product Safety & Regulatory Compliance
- Supplier Management & Process Control
- Session 2: IATF 16949 Certification Process & Correlation with Other Standards
- Certification Process & Audit Stages
- Nonconformities and Classification
- Certification Body Requirements & Surveillance Audits
- Correlation with Other Industry Standards
- Session 3: Introduction to VDA 6.3 & Risk-Based Approach
- Overview of VDA 6.3 & Its Importance
- Use of Process Approach for Risk Analysis (Turtle Model)
- Assessment Scheme of a Process Audit
- Activities:
- Group discussions on compliance challenges
- Audit case study analysis
- Risk-based approach exercise using the Turtle Model

Day 3: VDA 6.3 Process Elements & Automotive Core Tools

- Session 1: VDA 6.3 Process Elements & Application
- Process Element 1: Potential Analysis
- Process Element 2: Project Management
- Process Element 3: Planning Product & Process Development
- Process Element 4: Realisation of Product & Process Development
- Session 2: Supplier & Production Process Audits in VDA 6.3
- Process Element 5: Supplier Management
- Process Element 6: Process Analysis Production
- Process Element 7: Customer Service
- Attribution & Assessment of Audit Findings
- Session 3: Automotive Core Tools & Implementation
- Advanced Product Quality Planning (APQP)
- Failure Modes and Effects Analysis (FMEA)
- Measurement Systems Analysis (MSA)
- Statistical Process Control (SPC)

- Production Part Approval Process (PPAP)
- Activities:
- Case studies on supplier audits
- Practical exercises on FMEA, SPC, and PPAP
- Audit role-play: Supplier and process audits

Day 4: VDA 6.3 Audit Execution, Reporting & Downgrading Rules

- Session 1: Application of VDA 6.3 Audit Tool
- Downgrading Rules & Scoring System
- Process for Conducting a VDA 6.3 Audit
- Remote, Onsite, and Hybrid Audits - Classification & Execution
- Session 2: Practical Role-Play - Audit Execution & Reporting
- Mock Audit Execution Based on VDA 6.3
- Audit Findings Attribution & Corrective Actions
- Reporting & Follow-Up Process
- Session 3: Glossary & Terms Used in VDA 6.3:2023 Red Book
- Key Terminologies in VDA 6.3
- Interpretation and Application of Audit Criteria
- Q&A and Final Discussion
- Activities:
- Hands-on audit simulation
- Reporting workshop
- Knowledge assessment (quiz and discussion)