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Seminars & Audits 2019
Special Program for the Automotive Industry
Europe

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Seminars & Audits 2019 Special Program for the Automotive Industry Europe
Take advantage of TopQM-Systems’ competence

- We guarantee a diverse seminar schedule through the exchange of experiences between the consultant and the participants, discussions and group work.
- We are an official AIAG training provider for all AIAG CQI special processes and hold AIAG-licensed seminars throughout Europe for you.
- As industry experts from the automotive supply industry, we are very familiar with your customers’ requirements.
- We are a licensed VDA QMC training partner and hold VDA-licensed seminars in Germany and the USA for you.
- We tailor our seminars to your individual internal requirements, your products, and your content priorities.
- Lower your employees’ training and travel costs with in-house seminars in your company’s facilities.
- We have more than 20 years of project experience, which is directly incorporated into the seminars.
- Take advantage of our range of TopQM seminars for your locations throughout the world.
- Our consultants offer training in widely spoken languages: German, English and Spanish.
- We guarantee a fixed rate for up to 6 participants for our in-house seminars.

Our satisfied automotive clients* include:

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- TRW
- KOSTAL
- SKF
- DAIMLER
- MAN
- DELPHI
- MAHLE
- MAGNA
- ZF
- GETRAG
- Volkswagen
- faurecia
- BOSCH

* EXCERPT FROM OUR CLIENT LIST

Leader in 4 key activities
AIAG CQI | VDA 6.3 | Technical Cleanliness | IATF 16949

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We are a licensed VDA QMC and AIAG training partner

**News 2019**

NEW! Extension of the Qualification „Certified Process Auditor VDA 6.3“ (ID340) - VDA licensed

NEW! IATF 16949 - Training for Re-Qualification of 1st/2nd Party Auditors (ID240) - VDA licensed

NEW! IATF 16949 - Examination for Re-Qualification of 1st/2nd Party Auditors (ID255) - VDA licensed

NEW! IATF 16949 - Examination Preparation for 1st/2nd Party Auditors - Core Tools (ID212) - VDA licensed

NEW! Field Failure Analysis - User Training (ID532) - VDA licensed

NEW! VDA Field Failure Analysis - Auditor Training (ID611) - VDA licensed

NEW! Product Safety & Conformity Representative (PSCR) (ID503) - VDA licensed

NEW! Upgrade Training from PSCR to Product Safety & Conformity Representative (PSCR) (ID533) - VDA licensed

NEW! Contractual and Product Liability in the Automotive Value Chain - (ID504) - VDA licensed

New concept! TopQM CQI-9/-11/-12/-15/-17/-23/-27 Auditor (Module 4.0)

New concept! TopQM CQI-9/-11/-12/-15/-17/-23/-27 Practical Application/Maintenance and Repairs (Module 5.0)

NEW! Workshop ISO 45001 Safety- and Health Protection

NEW! Automotive QM - System Application

NEW! TopQM 1st/ 2nd Party Auditor ISO 19011 / System Auditor - Revision 2018

NEW! Auditor-Competency Automotive

NEW! IATF 16949 - Opportunities and Benefits

**FMEA – Harmonisation AIAG and VDA**

The new education and training programs in quality management concerning «FMEA – Harmonization AIAG and VDA» are in the phase of revision.

Are you one of the first and send us your request now.

You will be informed immediately as soon as the new training courses are offered.

**Coming Soon!!**

TopQM «Technical Cleanliness» - Support

**Basic Clean Check**

Technical Cleanliness - A important quality feature

Professional process- and residual dirt quantitative analysis with BCC

**BCC** is a product of TopQM-Systems in cooperation with a accredited laboratory (ISO IEC 17025).

What does the Basic Clean Check** offer you?

- Informative talk about the requirement
- VDA 19.2 Cleanliness audit from goods into till goods out
- Placing of particle traps
- Laboratory analysis and status determination
- Audit report with image documentation
- Recommendation of effective immediate measures
- Evidence of effectiveness via further particle traps and laboratory analysis

* developed from TopQM-Systems GmbH & Co. KG

Price on request.
TopQM TecSa-Qualification programm incl. VDA QMC License Seminar

Automotive Webinar: Technical Cleanliness (Module 1.0)  
07-021 Page 15

Technical Cleanliness - Automotive (Module 2.0)  
07-010 Page 16

Technical Cleanliness, Product and Process Development (Module 3.0)  
07-030 Page 18

VDA 19.1 Skilled Assistant for Technical Cleanliness (Module 4.0) - VDA licensed  
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TopQM CQI-Qualification programm incl. AIAG License Seminar

Internal Auditor for Management Systems According to DIN EN ISO 19011 (Module 2.0)  
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Understanding AIAG CQI Self-assessment (Module 3.0) - AIAG licensed only for Europe  
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New concept ! TopQM CQI-9/-11/-12/-15/-17/-23/-27 Auditor (Module 4.0)  
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VDA 6.3 - Licensed Seminar Modules (VDA QMC)

## VDA 6.3 – Qualification for Process Auditor

### Internal Process Auditor

**Prerequisites for qualification**
- Subject-specific knowledge
  - good knowledge of the usual quality tools and methods
  - knowledge of the applicable management system requirements
  - knowledge of further customer-specific requirements
- Professional experience
  - knowledge of further customer-specific requirements
  - product and process-specific knowledge in the aspired field of employment

**Process Auditor in VDA 6.3 for Services**

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<th>Professional experience</th>
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<td>Profound knowledge in quality management</td>
<td>Three years of experience in industry, at least one year of which in quality management</td>
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**Prerequisites for qualification**
- Product and process-specific knowledge in the aspired field of employment
- Auditor qualification based on DIN EN ISO 19011 (at least 3 days)

**Professional experience**
- Five years of experience in industry, at least two of which in quality management

**Prerequisites for an extension**
- At least 5 process audits and/or potential analyses (with a total of ten audit days) as responsible auditor in the valid period and evidence of Certificate of Qualification VDA 6.3
- Upgrade training: from VDA 6.3 (2010) to VDA 6.3 (2016)

**Extension of Qualification “Certified Process Auditor VDA 6.3”**

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**Prerequisites for an extension**
- Less than 5 process audits and/or potential analyses (with less than ten audit days) as responsible auditor in the valid period

**Professional experience**
- Experience in industry, preferentially acquired in companies belonging to the automotive industry providing services around automobiles

**Prerequisites for qualification**
- VDA 6.3 – Qualification for Process Auditor ID 315
- Auditor qualification based on DIN EN ISO 19011 (at least 3 days)

**Certificate of Qualification**
- Three years of experience in industry, at least one year of which in quality management

**Certificate + Auditor Card + Database Entry**
- Five years of experience in industry, at least two of which in quality management

**Subject-specific knowledge**
- very good knowledge of the usual quality tools and methods
- product and process-specific knowledge in the aspired field of employment

**Professional experience**
- Five years of experience in industry, at least two of which in quality management

**Certificate of Qualification**
- Three years of experience in industry, at least one year of which in quality management

**Certificate + Auditor Card + Database Entry**
- Five years of experience in industry, at least two of which in quality management

**Subject-specific knowledge**
- very good knowledge of the usual quality tools and methods
- product and process-specific knowledge in the aspired field of employment

**Professional experience**
- Five years of experience in industry, at least two of which in quality management

**Certificate of Qualification**
- Three years of experience in industry, at least one year of which in quality management

**Certificate + Auditor Card + Database Entry**
- Five years of experience in industry, at least two of which in quality management

**Subject-specific knowledge**
- very good knowledge of the usual quality tools and methods
- product and process-specific knowledge in the aspired field of employment

**Professional experience**
- Five years of experience in industry, at least two of which in quality management

**Certificate of Qualification**
- Three years of experience in industry, at least one year of which in quality management

**Certificate + Auditor Card + Database Entry**
- Five years of experience in industry, at least two of which in quality management
Extension of the Qualification “Certified Process Auditor VDA 6.3” (ID 340)
- VDA licensed

The VDA 6.3 process audit is an effective procedure for assessing processes in connection with planning and manufacturing of a product. These audits are usually conducted within the organisation or with suppliers prior to series release, but also form a valuable contribution for process optimisation with already existing manufacturing lines. Furthermore, potential analysis – as part of VDA 6.3 – also constitutes a tried and tested method to select new suppliers.

The third and complete revision of the VDA standard in 2016 had the main objective of simplifying and unifying the standard in order to give it a more practical and international orientation. With these new advantages, the worldwide importance of VDA 6.3 has increased. Moreover, this process audit standard can now also be applied to further sectors such as mechanical engineering and wind power.

In order to conduct VDA 6.3 process audits, comprehensive knowledge, experience and competence is necessary. Thus, the qualification of relevant personnel is indispensable. According to ISO 19011, auditors are required to continuously improve their competence. This includes professional further education, e.g., by means of self-study and trainings. The validity of certificates is thus deliberately of limited duration, so that auditors undergo further training in order to maintain their qualification.

Target
Certified VDA 6.3 auditors are able to conduct process audits independently internally and at the site of their suppliers. With this examination and certificate, participants can receive reconfirmation of their knowledge from independent quarters. Moreover, the certificate provides evidence of current and valid qualification in order to fulfil the requirements of customers or suppliers regarding their auditor competence IATF 16949.

Prerequisites
In order to extend a VDA 6.3 qualification, the application must be submitted before validity expires. Evidence must be provided of audit experience in at least five process audits or potential analyses as lead auditor within the validity period. Internal as well as external process audits are accepted. The specified audits must be confirmed by top management or the head of quality management. In addition, the certificate of qualification for “VDA 6.3 – Upgrade Training: From VDA 6.3 (2010) to VDA 6.3 (2016)” or “VDA 6.3 – Competence Training for Certified Process Auditors” must be submitted. If the required audit experience cannot be verified, it will be necessary to complete the training “VDA 6.3 – Competence Training for Certified Process Auditors” (ID 341) in order to achieve an extension of VDA 6.3 qualification.

Application Costs
€ 160,– plus VAT
VDA 6.3 – Qualification for Process Auditor (ID315) - VDA licensed

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The VDA 6.3 process audit is an effective procedure for assessing processes in connection with planning and manufacturing of a product. These audits are usually conducted within the organisation or with suppliers prior to series release, but also form a valuable contribution for process optimisation with already existing manufacturing lines. Furthermore, potential analysis – as part of VDA 6.3 – also constitutes a tried and tested method to select new suppliers. The third and complete revision of the VDA standard in 2016 had the main objective of simplifying and unifying the standard in order to give it a more practical and international orientation.

With these new advantages, the worldwide importance of VDA 6.3 has increased. Moreover, this process audit standard can now also be applied to further sectors such as mechanical engineering and wind power. In order to conduct VDA 6.3 process audits, comprehensive knowledge, experience and competence is necessary. Thus, the qualification of relevant personnel is indispensable. In our VDA 6.3 trainings the participants acquire the necessary background knowledge and understanding for process audit procedures.

Prerequisites
Knowledge of the common quality tools and methods, the applicable management system requirements and further applicable customer-specific requirements, as well as product and process-specific knowledge in the intended field of application, is necessary for this training. Furthermore, depending on their scope of activity, participants should have the respective professional experience according to VDA Volume 6.3 and an auditor qualification based on DIN EN ISO 19011.

Target
Taking into consideration the process approach and the respective customer-specific requirements, this training introduces the basics for VDA 6.3 process auditors for holistic application in automotive industry. This includes general requirements, methods, principles, the evaluation scheme, risk analysis. In addition, the underlying questionnaire is completely explained according to the assigned process elements (P1 – P7) so that participants can identify the respective risks along the supply chain and demonstrate the respective potential. The goal is to ensure a reliable assessment. Furthermore, the code of conduct for process auditors and the current SIs and FAQs are presented.

Target Group
This four-day training addresses QM personnel tasked with conducting process audits in their own organisations (internally) or in the supply chain (externally), as well as external auditors (deployment as service providers).

Course Material
Paper copy of original VDA QMC / TopQM-Systems seminar materials and a free copy of VDA 6.3.

Certificate
After passing the test, the participants will receive a certificate of qualification. Retest will result in € 200,- plus VAT per participant added to the invoice.

VDA 6.3 – Qualification for Process Auditor (ID315) - VDA licensed

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Location
In-house or a training location designed by TopQM-Systems.

Duration
4 days

In-house
Cost of Seminar
€ 7,450,–  plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant.

Fixed price guaranteed for up to 6 participants. € 590,- plus VAT per additional participant.

Open-seminar
Cost of Seminar
€ 1,690,–  plus VAT (lunch included)

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VDA 6.3 – Process Auditor for Services (ID316) - VDA licensed
The VDA 6.3 process audit is an effective procedure for assessing processes in connection with planning and manufacturing of a product. These audits are usually conducted within the organisation or with suppliers prior to series release, but also form a valuable contribution for process optimisation with already existing manufacturing lines. Furthermore, potential analysis – as part of VDA 6.3 – is also a proven means of selecting new suppliers.

The third and complete revision of the VDA 6.3 standard in 2016 had the main objective of simplifying and unifying the standard in order to give it a more practical and international orientation. Furthermore, the contents of the process audit for services have been fundamentally revised. In an organisation that “produces” services, the service provision process must also be controlled within the framework of the QM system. This ensures that the provision of services is conducted under controlled conditions and thus guarantees the timely, cost-, quality- and requirement-conscious implementation of services. With this training, process auditors can acquire the necessary expertise to conduct VDA 6.3 process audits for services.

Target
This process approach and the relevant customer-specific requirements teach VDA 6.3 process auditors the basics of service provision. This encompasses general requirements, methods, principles, risk analyses and the assessment scheme as well as the individual process elements D2 to D7. Furthermore, communication, ethics and the code of conduct for process auditors are explained. This training leads the participants through the requirements for process audits, and enables such audits to be provided as services to the automotive industry.

Target Group
This three-day training is for personnel tasked with conducting process audits for services.

Concept & Methods
During this training, technical lectures, exercises and case studies alternate in order to support the transfer of the topics into the participants’ own work practice with a particular focus on exchanging experiences between participants and the trainer.

Prerequisites
Participants should have sound QM knowledge and industrial experience, preferably in automotive organisations that provide services related to automotive vehicles.

Certificate
After passing the test, the participants will receive a certificate of qualification. Retest will result in € 200,- plus VAT per participant added to the invoice.

Course Material
Paper copy of original VDA QMC / TopQM-Systems seminar materials and a free copy of VDA 6.3.

In-house
Cost of Seminar
€ 5,985,– plus VAT
In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 490,– plus VAT per additional participant.

VDA 6.3 – Competence Training for Certified Process Auditors (ID341) - VDA licensed
The VDA 6.3 process audit is an effective procedure for assessing processes in connection with planning and manufacturing of a product. These audits are usually conducted within the organisation or with suppliers prior to series release, but also form a valuable contribution for process optimisation with already existing manufacturing lines. Furthermore, potential analysis – as part of VDA 6.3 – also constitutes a tried and tested method to select new suppliers. The third and complete revision of the VDA standard in 2016 had the main objective of simplifying and unifying the standard in order to give it a more practical and international orientation. With these new advantages, the worldwide importance of VDA 6.3 has increased. Moreover, this process audit standard can now also be applied to further sectors such as mechanical engineering and wind power. In order to conduct VDA 6.3 process audits, comprehensive knowledge, experience and competence is necessary. Thus, the qualification of relevant personnel is indispensable. After successful completion of the qualification for VDA 6.3 process auditor, the question arises of continuous further development. Again and again, while conducting audits in practice, auditors will encounter situations in which handling or appropriately assessing requirements leads to uncertainties. This training offers the chance to discuss such situations in everyday audit practice with the participants and an expert, and to determine the appropriateness and application of requirements and assessments.

Target
In this two-day training, the participants get the chance to strengthen their competence as process auditors, to exchange practical experiences, and to further develop their expertise. All the contents of the former upgrade training have been integrated, so that previous experiences can be reflected based on the current red volume VDA 6.3 (2016). The participants increase their self-assurance in conducting process audits, and receive motivation for their further personal development.

Target Group
This training is for certified VDA 6.3 process auditors (2010).

Concept & Methods
During this training, technical lectures, exercises and case studies alternate in order to support the transfer of the topics into the participants’ own work practice with a particular focus on exchanging experiences between participants and the trainer.

Prerequisites
Participants should be certified VDA 6.3 (2010) process auditors and have good knowledge of QM tools and methods as well as a VDA auditor qualification or a comparable auditor qualification.

Course Material
Paper copy of original VDA QMC / TopQM-Systems seminar materials.

Certificate
After passing the test, the participants will receive a certificate of qualification. Retest will result in € 200,- plus VAT per participant added to the invoice.
The VDA 6.3 process audit is an effective procedure for assessing processes in connection with planning and manufacturing of a product. These audits are usually conducted within the organisation or with suppliers prior to series release, but also form a valuable contribution for process optimisation with already existing manufacturing lines. Furthermore, potential analysis – as part of VDA 6.3 – also constitutes a tried and tested method to select new suppliers.

The third and complete revision of the VDA standard in 2016 had the main objective of simplifying and unifying the standard in order to give it a more practical and international orientation. With these new advantages, the worldwide importance of VDA 6.3 has increased. Moreover, this process audit standard can now also be applied to further sectors such as mechanical engineering and wind power.

In order to conduct VDA 6.3 process audits, comprehensive knowledge, experience and competence is necessary. Thus, the qualification of relevant personnel is indispensable. The examination for certified VDA 6.3 auditor offers the participants official proof of qualification and neutral confirmation of these exact capabilities.

**Target**
Certified VDA 6.3 auditors are able to conduct process audits independently internally and at the site of their suppliers. After passing the examination, the participants will receive a certificate and an auditor card that provide evidence of their current and valid qualification. Thus, they fulﬁ the requirements of customers or suppliers regarding their auditor competence.

**Concept & Methods**
On the examination day, the participants are given a written examination with 40 questions, which they have 60 minutes to answer. Furthermore, prospective VDA 6.3 auditors must pass an oral examination consisting of 30 minutes preparation time and a twenty-minute interview with two examiners. For preparation, the training material handed out during VDA trainings (incl. VDA 6.3 standard) are admitted, and these must be brought along on the examination day.

**Prerequisites**
Admission to the examination is only granted after successful review of the application. Evidence must be provided of the certificate of qualification for the training “VDA 6.3 – Qualification for Process Auditor”, or the certificate of qualification “VDA 6.3 – Upgrade Training: from VDA 6.3 (2010) to VDA 6.3 (2016)”, and / or “VDA 6.3 – Competence Training for Certified Process Auditors”, if the qualification to VDA 6.3 (2010) has been completed previously (at least three days, not more than three years ago), as well as evidence of auditor qualification on the basis of DIN EN ISO 19011 (minimum 3 days, e.g. qualiﬁ cation of VDA Auditor or TopQM CQI auditor) and at least five years’ industrial experience, of which at least two years in quality management. For the precise requirements, please refer to the application form on our website www.vda-qmc.de/en/training-and-professional-development/application-forms.

**Location**
In-house or a training location designed by TopQM-Systems.

**Duration**
1 day

**In-house**
Cost of Seminar
€ 500,– plus VAT per participant
In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant.
The minimum number of participants for the in-house seminar are 5 persons.

**Open-seminar**
Cost of Seminar
€ 500,– plus VAT (lunch included)

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VDA 6.3 – Qualification for Certified Process Auditor – One-Week Training (ID321) - VDA Licensed

Page 1/2

The VDA 6.3 process audit is an effective procedure for assessing processes in connection with planning and manufacturing of a product. These audits are usually conducted within the organisation or with suppliers prior to series release, but also form a valuable contribution for process optimisation with already existing manufacturing lines. Furthermore, potential analysis – as part of VDA 6.3 – also constitutes a tried and tested method to select new suppliers.

The third and complete revision of the VDA standard in 2016 had the main objective of simplifying and unifying the standard in order to give it a more practical and international orientation. With these new advantages, the worldwide importance of VDA 6.3 has increased. Moreover, this process audit standard can now also be applied to further sectors such as mechanical engineering and wind power.

In order to conduct VDA 6.3 process audits, comprehensive knowledge, experience and competence is necessary. Thus, the qualification of relevant personnel is indispensable. With this offer, we address participants who want to achieve qualification as certified VDA 6.3 process auditors in a compact training course of five days.

Target

Taking into consideration the process approach and the respective customer-specific requirements, this training introduces the basics for VDA 6.3 process auditors for holistic application in automotive industry. This includes general requirements, methods, principles, the evaluation scheme and risk analysis. In addition, the underlying questionnaire is completely explained according to the assigned process elements (PI – PP) so that participants can identify the respective risks along the supply chain and demonstrate the respective potential. The goal is to ensure a reliable assessment. Furthermore, the code of conduct for process auditors and the current SIs and FAQs are presented.

Certified VDA 6.3 auditors are able to conduct process audits independently internally and at the site of their suppliers. After passing the examination, the participants will receive a certificate and an auditor card that provide evidence of their current and valid qualification. Thus they fulfill the requirements of customers or suppliers regarding their auditor competence.

VDA 6.3 – Qualification for Certified Process Auditor – One-Week Training (ID321) - VDA Licensed

Page 2/2

Prerequisites

Admission to the examination is only granted after successful review of the application. Evidence must be provided of the certificate of qualification for the training “VDA 6.3 – Qualification for Process Auditor”, evidence of auditor qualification based on DIN EN ISO 19011 (minimum 3 days, e.g. qualification of VDA Auditor or TopQM CQI auditor) as well as at least five years’ industrial experience, at least two of which in quality management.

If qualification was to VDA 6.3 (2010) (at least three days, not more than three years ago), evidence of successful completion of “VDA 6.3 – Upgrade Training: from VDA 6.3 (2010) to VDA 6.3 (2016)” and / or “VDA 6.3 – Competence Training for Certified Process Auditor” must be provided. For the precise requirements, please refer to the application form on our website www.vda-qmc.de/en/training-and-professional-development/application-forms.

Certificate

After passing the written and oral examination, the participants will receive a certificate with a registered number and the respective entry into the VDA QMC database. Re-test for each person of the exam is added separately to the invoice. € 200.- plus VAT for the written exam and € 300.- plus VAT for the oral exam.

Target Group

This five-day training addresses QM personnel tasked with conducting process audits in their own organisations (internally) or in the supply chain (externally), as well as external auditors (deployment as service providers).

Concept & Methods

During this training, technical lectures, exercises and case studies alternate in order to support the transfer of the topics into the participants’ own work practice with a particular focus on exchanging experiences between participants and the trainer.

On the examination day, the participants are given a written examination with 40 questions, which they have 60 minutes to answer. Furthermore, prospective VDA 6.3 auditors must pass an oral examination consisting of 30 minutes preparation time and a twenty-minute interview with two examiners. For preparation, the training material handed out during VDA trainings (incl. VDA 6.3) are admitted, and these must be brought along on the examination day.

In-house

Cost of Seminar

€ 7.990.– plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant.

Fixed price guaranteed for up to 6 participants. € 650.- plus VAT per additional participant.

Open-seminar

Cost of Seminar

€ 2.190.– plus VAT (lunch included)

Dates

Location

Language

25. February - 01. March 2019
Greenville SC / USA
English

18.- 22. March 2019
74821 Mosbach / Germany
German

01. - 05. April 2019
Detroit MI / USA
English

03. - 07. June 2019
Greenville SC / USA
English

01. - 05. July 2019
74821 Mosbach / Germany
English

23. - 27. September 2019
Greenville SC / USA
English

07. - 11. October 2019
Detroit MI / USA
English

74821 Mosbach / Germany
German

02. - 06. December 2019
Greenville SC / USA
English

In-house or a training location designed by TopQM-Systems.

Paper copy of original VDA QMC / TopQM-Systems seminar materials and a free copy of VDA 6.3.
IATF 16949 - Licensed Seminar Modules (VDA QMC)

IATF 16949 - Qualification for 1st/2nd Party Auditors

**Initial Qualification**

- **Prerequisites for qualification**
  - Auditor qualification as internal auditor for ISO 9001:2015
  - Minimum of 3 complete internal or external system audits to ISO 9001 in the past 3 years
  - At least 2 years appropriate practical experience in an organisation in the automotive industry

- **Initiation**
  - 3 days: Qualification for 1st/2nd Party Auditors ID 211

- **Optional**
  - 1 day: Examination Preparation for 1st/2nd Party Auditors - Core Tools ID 212
  - 1 day: Examination for 1st/2nd Party Auditor ID 250

- **Certificate + Auditor Card + Database Entry**

**Re-qualification**

- **Certificate 1st/2nd party auditor IATF 16949**
  - Evidence of a training another training provider not older than 3 years
  - From (min. 3 days,)

- **Prerequisites for re-qualification**
  - At least 3 complete IATF 16949 (ISO/TS also applicable) 1st/2nd party audits in the last 3 years
  - Less than 3 complete IATF 16949 (ISO/TS also applicable) 1st/2nd party audits in the last 3 years

- **Re-qualification**
  - 1 day: Training for re-qualification for 1st/2nd Party Auditors ID 240
  - 3 days: Qualification for 1st/2nd Party Auditors ID 211

- **Certificate + Auditor Card + Database Entry**

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**TopQM-Systems IATF 16949 Training Recommendation**

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Source: VDA QMC
IATF 16949 Basics - VDA licensed

Together with DIN EN ISO 9001, the IATF 16949 is accepted worldwide as a standard for quality management systems in the automotive industry. Beyond the sector-neutral DIN EN ISO 9001 requirements for QM systems, the IATF 16949 defines the additional and supplementary automotive requirements. Certification to IATF 16949 is the fundamental prerequisite for acceptance as an automotive supplier and into the respective supply chain. This training provides you with a first impression of the IATF 16949 and also DIN EN ISO 9001 contents.

Contents
- Process management and process approach in automotive industry
- Structure of IATF 16949 including DIN EN ISO 9001
- IATF 16949 requirements overview
- Insights into IATF 16949 certification rules

Target Group
This training is directed at interested personnel from sales, purchasing, development, production and logistics who want to gain insights into the new IATF 16949. We recommend that personnel who want to implement the requirements of both standards in their organization or who conduct internal and external audits to these standards attend the following training courses:

- (S-No. 01-150) IATF 16949 – Implementation within the organization
- (S-No. 01-110) IATF 16949 – Qualification for 1st/2nd party auditor

Prerequisites
There are no specific prerequisites for participation.

Course Material
Paper copy of original VDA QMC / TopQM-Systems seminar materials.

Recommended literature:
IATF 16949 standard and VDA QMC standard collection (ISO 9000, 9001, 9004 und 19011) not included, additional costs € 125,00 plus VAT.

Certificate
Every participant receives a VDA certificate of participation.

In-house
Cost of Seminar
€ 1,995,– plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 195,– plus VAT per additional participant.

IATF 16949 for Executives (ID202) - VDA licensed

Conformity with IATF 16949 is the condition for acceptance into the automotive manufacturers’ list of suppliers. This also includes top management’s willingness to take active and personal responsibility for quality. All executives and process owners in an organisation must fulfill their obligations as regards quality, according to the new body of rules.

In this one-day training, executives must deal openly with the standard’s requirements and its respective opportunities. Participants receive the necessary specialist knowledge for their professional practice and information on how to implement it in their organisation.

Target
The focus is on presenting specialist knowledge that enables the participants to implement the executive responsibilities required by IATF 16949 in their organisations. First, the topics of process management and automotive process approach are dealt with. The participants get to know the structure and contents of IATF 16949 and ISO 9001, are acquainted with the requirements from both standards that pertain to top management. Additionally, they are provided an insight into the IATF certification rules, and can get answers to their questions about how to implement a QM system.

Target Group
This training is for responsible personnel (chief executives, plant managers and executives) from all areas such as manufacture, development, purchasing, etc., who are not auditors.

Concept & Methods
Technical lectures, discussions and exchange of experiences alternate throughout the training.

Prerequisites
No special knowledge is required.

Course Material
Paper copy of original VDA QMC / TopQM-Systems seminar materials.

Recommended literature:
IATF 16949 standard and VDA QMC standard collection (ISO 9000, 9001, 9004 und 19011) not included, additional costs € 125,00 plus VAT.

Certificate
At the end you will receive a certificate of attendance.

In-house
Cost of Seminar
€ 1,995,– plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 195,– plus VAT per additional participant.
IATF 16949 – Implementation within the Organisation (ID203) – VDA licensed

Conformity with IATF 16949 is the condition for acceptance into the automotive manufacturers’ list of suppliers. In preparation for certification, those responsible in an organisation must come to grips with the concrete implementation of requirements. In this two-day training, the participants get to know the requirements of the two standards IATF 16949 and ISO 9001, receive information how to interpret them and what they must actually do to implement these requirements successfully in their organisation.

Target
In this training, the participants receive know-how as well as coaching for an upcoming IATF certification of their organisation. They are provided with insights into IATF 16949 and ISO 9001 requirements, as well as the IATF certification rules.

Target Group
This training is for automotive supplier personnel involved in planning and approach to IATF 16949 certification in their organisation.

Concept & Methods
During this training, technical lectures and exercises alternate in order to support the transfer of the topics into the participants’ own work practice with a particular focus on exchanging experiences between participants and the trainer.

Prerequisites
There are no specific prerequisites for this course.

Course Material
Paper copy of original VDA QMC / TopQM-Systems seminar materials.

Recommended literature:
- IATF 16949 standard and VDA QMC standard collection (ISO 9000, 9001, 9004 und 19011) not included, additional costs € 125,00 plus VAT.

Certificate
After passing the test the participants will receive a certificate of qualification. Retest will result in € 200,- plus VAT per participant added to the invoice.

In-house
Cost of Seminar
€ 3,990,– plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 390,- plus VAT per additional participant.

IATF 16949 – Qualification for 1st / 2nd Party Auditor (ID211) – VDA licensed

Conformity with IATF 16949 is the condition for acceptance into the automotive manufacturers’ list of suppliers. In preparation for certification, those responsible in an organisation must come to grips with the concrete implementation of requirements. IATF 16949 auditors’ competence is of decisive importance: on the one hand, because they have to implement the IATF 16949 requirements in their own organisation in a focussed manner and evaluate the effectiveness of quality management actions. On the other hand, so they can review their suppliers as to whether their QM system complies with IATF 16949. In this three-day training, the participants get to know the requirements of the two standards IATF 16949 and ISO 9001, receive information how to interpret them and what they must actually do to implement these requirements successfully in their organisation.

Target
The focus is on presenting specialist knowledge that enables participants to conduct 1st / 2nd party audits according to IATF 16949 requirements. First, the topics of process management and automotive process approach are dealt with. The participants get to know the main contents of ISO 19011 as well as the structure and contents of IATF 16949 and its requirements, including ISO 9001. Additionally, they are provided an insight into the IATF certification rules.

Target Group
This qualification has been developed for QM managers and QM personnel, or internal / external system auditors with ISO 9001 knowledge and automotive auditing experience.

Concept & Methods
The alternation between technical lectures, individual, group and case study exercises makes it possible to expand and apply IATF 16949 and ISO 9001 knowledge in appropriate learning steps.

Prerequisites
In order to attend this training, knowledge and practical experience in implementing and maintaining management systems will be useful. Additionally, participants should already possess the VDA auditor qualification and experience in preparing and conducting audits.

Course Material
Paper copy of original VDA QMC / TopQM-Systems seminar materials.

Recommended literature:
- IATF 16949 and VDA QMC standard collection (ISO 9000, 9001, 9004 and 19011) not included, additional costs € 125,00 plus VAT.

Certificate
After passing the test, the participants will receive a certificate of qualification. Retest will result in € 200,- plus VAT per participant added to the invoice.

In-house
Cost of Seminar
€ 5,985,– plus VAT (lunch included)

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 490,- plus VAT per additional participant.

Open-Seminar
Cost of Seminar
€ 1,100,– plus VAT (lunch included)

Dates
28. - 30. May 2019
05. - 07. June 2019

Location
Greenville SC / USA
74821 Mosbach / Germany

Language
English
German
Conformity with IATF 16949 is the condition for acceptance into the automotive manufacturers' list of suppliers. In preparation for certification, those responsible in an organisation must come to grips with the concrete implementation of requirements.

IATF 16949 auditors’ competence is of decisive importance: on the one hand, because they have to implement the IATF 16949 requirements in their own organisation in a focused manner and evaluate the effectiveness of quality management actions. On the other hand, so they can review their suppliers as to whether their QM system complies with IATF 16949.

In auditing, knowledge of the Core Tools is essential in order to correctly identify and assess risks and deviations from the specifications. In this one-day training, the participants receive an introduction and exercises on the Core Tools, giving them the opportunity to apply this knowledge to the examination for IATF 16949 1st / 2nd party auditor and in their occupational routine.

Target
The participants are taught specialist knowledge about the structure and preparation of failure mode and effects analyses (FMEA). Furthermore, the topics of statistical process control (SPC 1), quality control charts (SPC 2) and machine and process capabilities (SPC 3) are presented. Additionally, the participants are introduced to test process suitability according to VDA 5 and basic knowledge about measurement system analysis (MSA).

Target Group
This training is geared to prospective 1st / 2nd party auditors IATF 16949 who want to prepare for IATF 16949 – Examination for 1st / 2nd party auditor.

Concept & Methods
Technical lectures, discussions and exchange of experiences alternate during the training.

Prerequisites
A basic knowledge of IATF 16949 and ISO 9001 requirements as well as practical experience in applying automotive methods are necessary for this training.

Course Material
Paper copy of original VDA QMC / TopQM-Systems seminar materials.

Certificate
At the end, participants will receive a certificate of attendance.

Duration
1 day

Location
In-house or a training location designed by TopQM-Systems.

In-house
Cost of Seminar
€ 495,— plus VAT per participant

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant.
The minimum number of participants for the in-house seminar are 5 persons.

Open-seminar
Cost of Seminar
€ 495,— plus VAT (lunch included)

Dates Location Language
27. February 2018 74821 Mosbach / Germany German
25. July 2018 74821 Mosbach / Germany German
IATF 16949 – Examination for 1st / 2nd Party Auditor (ID 250) – VDA licensed

Page 1/2

Conformity with IATF 16949 is the condition for acceptance into the automotive manufacturers’ list of suppliers. In preparation for certification, those responsible in an organisation must come to grips with the concrete implementation of requirements. IATF 16949 auditors’ competence is of decisive importance: on the one hand, because they have to implement the IATF 16949 requirements in their own organisation in a focussed manner and evaluate the effectiveness of quality management actions. On the other hand, so they can review their suppliers as to whether their QM system complies with IATF 16949.

The examination for certified 1st / 2nd party auditor IATF 16949 offers participants a level of qualification comparable to a 3rd party auditor. In this form, the certificate awarded upon passing the examination is issued exclusively by the IATF member VDA QMC or by one of our approved licensed partners. The examination subject matter is drawn from the topics dealt with during the training, the IATF 16949 requirements and in individual cases the customer-specific requirements of the OEMs.

Prerequisites

Admission to the examination will be granted after a successful review of your application. Prerequisites are an auditor qualification for internal auditor ISO 9001:2015, at least three complete internal ISO 9001 system audits within the past three years, at least two years’ appropriate fulltime practical automotive experience and the successful completion of the training ID 211 “IATF 16949 – Qualification for 1st / 2nd Party Auditor”.

Target

1st / 2nd party auditors IATF 16949 are able to conduct internal and external system audits on their own. The examination and the accompanying certificate independently confirm their knowledge. Additionally, the certificate provides evidence of current and valid qualification in order to meet customer or supplier requirements with regard to IATF 16949 auditor competence.

Target Group

The examination is exclusively for prospective 1st / 2nd party auditors of IATF 16949 who have attended the qualification training and whose application for admission has been approved by the VDA QMC or by a licensed training partner.

Concept & Methods

On the examination day, you are given an examination paper with 40 questions, of which at least 70% must be answered correctly. Furthermore, prospective IATF 16949 1st / 2nd party auditors must pass an oral examination in which they identify risks / nonconformities from a scenario and match these with the requirements of IATF 16949 and ISO 9001. For preparation the training material (including standards) handed out during VDA trainings are admissible and must be brought along on the examination day.

Certificate

After passing the examination, you will receive a certificate with registered numbering in connection with an auditor card as well as a corresponding VDA QMC database entry.

Retest for each person of the exam is added separately to the invoice. € 200.- plus VAT for the written exam and € 300.- plus VAT for the oral exam.

Location

In-house or a training location designed by TopQM-Systems.

Duration

1 day

In-house

Cost of Seminar

€ 550,–  plus VAT per participant

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. The minimum number of participants for the in-house seminar are 3 persons.

Open-seminar

Cost of Seminar

€ 550,–  plus VAT (lunch included)

Dates | Location | Language
--- | --- | ---
28. February 2018 | 74821 Mosbach / Germany | German
26. July 2018 | 74821 Mosbach / Germany | German
IATF 16949 – Training for Re-qualification of 1st / 2nd Party Auditors (ID240) – VDA licensed

Conformity with IATF 16949 is the condition for acceptance into the automotive manufacturers’ list of suppliers. In preparation for certification, those responsible in an organisation must come to grips with the concrete implementation of requirements.

IATF 16949 auditors’ competence is of decisive importance: on the one hand, because they have to implement the IATF 16949 requirements in their own organisation in a focussed manner and evaluate the effectiveness of quality management actions. On the other hand, so they can review their suppliers as to whether their QM system complies with IATF 16949.

According to ISO 19011, auditors are required to continually improve their competence. This includes their professional development, for example, through self-tuition and qualifications. Thus, certificates are only valid for a certain amount of time, so that auditors will have to undergo further education to retain their qualification.

Prerequisites
- Participants in this training must own a certificate or a comparable IATF qualification.

Course Material
- Paper copy of original VDA QMC / TopQM-Systems seminar materials.

Certificate
- After passing the test, the participants will receive a certificate of qualification. Retest will result in € 200,- plus VAT per participant added to the invoice.

In-house
- Cost of Seminar
  € 1.995,–  plus VAT
  In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant.
  Fixed price guaranteed for up to 6 participants. € 195,– plus VAT per additional participant.

Certificate
- After passing the test, the participants will receive a certificate of qualification. Retest will result in € 200,- plus VAT per participant added to the invoice.

In-house
- Cost of Seminar
  € 600,–  plus VAT per participant
  In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant.
  The minimum number of participants for the in-house seminar is 5 persons.

IATF 16949 – Examination for Re-Qualification of 1st / 2nd Party Auditor (ID255) – VDA licensed

Conformity with IATF 16949 is the condition for acceptance into the automotive manufacturers’ list of suppliers. In preparation for certification, those responsible in an organisation must come to grips with the concrete implementation of requirements.

IATF 16949 auditors’ competence is of decisive importance: on the one hand, because they have to implement the IATF 16949 requirements in their own organisation in a focussed manner and evaluate the effectiveness of quality management actions. On the other hand, so they can review their suppliers as to whether their QM system complies with IATF 16949.

According to ISO 19011, auditors are required to continually improve their competence. This includes their professional development, for example, through self-tuition and qualifications. Thus, certificates are only valid for a certain amount of time, so that auditors will have to undergo further education to retain their qualification.

Target Group
- IATF 16949 1st / 2nd party auditors are able to conduct internal and supplier IATF system audits on their own. By taking this examination with certificate, the participants once again get independent confirmation of their knowledge. Additionally, the certificate gives evidence of up-to-date and valid qualification in order to fulfill customers’ or suppliers’ requirements regarding IATF 16949 auditor competence.

Certificate
- After passing the test, a new certificate with a registered number and the respective auditor card are issued, and the accompanying entry into the VDA QMC data-base is completed. Retest for each person of the exam is added separately to the invoice. € 200,00 plus VAT for the written exam and € 300,00 plus VAT for the oral exam.

In-house
- Cost of Seminar
  € 600,–  plus VAT per participant
  In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant.
  The minimum number of participants for the in-house seminar is 5 persons.
Maturity Level Assurance for New Parts (ID602) - VDA licensed

The implementation of the VDA standard of Maturity Level Assurance for New Parts aims to attain sustainable improvement of the quality of supplied parts. With this method, a process-accompanying assurance of product maturity is achieved at the start of production: projects are segmented, assessed early on and corrected. Furthermore, a unified concept is provided for cooperation and communication in complex product engineering projects involving many participants in the supply chain. The implementation of this standard in the automotive and supplier industries requires knowledge and competence in various functions of organisations. This two-day training teaches the requisite expert knowledge.

Target

This training imparts knowledge about maturity level methods (assessment, contents, control and report systematics) that are necessary in maturity level regulatory processes in the product engineering process. It also goes into details of the initial situation and history as well as methods and the basics of maturity level assurance. Furthermore, the measurement criteria are worked out in detail in workshop mode. Additionally, successful and negative examples from organisations are presented and studied. The roles of the participants are explained at the round table “opportunities for cooperation”.

Target Group

QA personnel, product managers, project managers in product development, product planners, managers and spokespersons of cross-functional and cross-organisational development teams, persons responsible for components, the suppliers’ customer team and project leaders, key account managers.

Concept & Methods

During this training, technical lectures and group exercises alternate in order to support the transfer of the topics into the participants’ own work environment with a particular focus on exchanging experiences between participants and the trainer.

Prerequisites

Basic knowledge of project work, product engineering process (PEP) and / or parts/components qualification.

Certificate

After passing the test, the participants will receive a certificate of qualification. Retest will result in € 200,- plus VAT per participant added to the invoice.

In-house

Cost of Seminar

€ 3,990,–  plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 390,- plus VAT per additional participant.

Open-seminar

Cost of Seminar

€ 770,–  plus VAT (lunch included)

Dates


Location

74821 Mosbach / Germany

Language

German

Formula Q – Compact (ID516) - VDA licensed

Formula Q is a body of rules containing all of Volkswagen’s requirements for quality and project management for cooperation with supply chain partners. The fulfillment of these requirements aims to ensure a smooth product engineering process and series delivery to the satisfaction of the customer. In cooperation with the Volkswagen Bildungsinstitut GmbH, this training presents these binding requirements in detail.

Target

The focus is on teaching the requirements of the Volkswagen group pertaining to Formula Q-Concrete, Formula Q-Capability and Formula Q-New Parts Integral. The participants receive a basic overview of Formula Q and work through the query and placing phase with the trainer. Further topics are Formula Q in design cooperation with Volkswagen Group, product and process approval as well as serial operation. Furthermore, some applications, such as QPN, self-audit and QTR are explained.

Target Group

Executives and personnel from all parts of the process chain from planning, purchasing, manufacture, logistics and quality assurance.

Concept & Methods

During this training, technical lectures and group exercises alternate in order to support the transfer of the topics into the participants’ own work environment with a particular focus on exchanging experiences between participants and the trainer.

Certificate

After passing the test, the participants will receive a certificate of qualification. Retest will result in € 200,- plus VAT per participant added to the invoice.

Course Material

Paper copy of original VDA QMC / TopQM-Systems seminar materials.

Prerequisites

No special prior knowledge is required.

In-house

Cost of Seminar

€ 990,–  plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 390,- plus VAT per additional participant.

Open-seminar

Cost of Seminar

€ 890,–  plus VAT (lunch included)

Dates


Location

74821 Mosbach / Germany

Language

German
VDA Field Failure Analysis – User Training (ID632) - VDA licensed

Despite increased efforts in development and production processes aiming to provide customers with mature, robust and conforming product, deviations from the expected state can occur when used in the field. Depending on the type of complaint, the potentially nonconforming parts or automotive components are exchanged and can be requested for analysis by the manufacturer (OEM) or by the supplier via the OEM.

The VDA Volume Field Failure Analysis provides a comprehensive approach to identifying causes and was thoroughly revised in 2018. This two-day training presents the contents of the current standard for implementation in the participants’ own organisation.

Target

The focus is on teaching expert knowledge and competence to implement the field failure analysis method in one’s own work environment. The sequence of the field failure analysis process, concept and part analysis are of special interest. The participants acquire knowledge about the NTF process, special processes and the problem solving process. In addition, planning the whole field failure analysis process and organisational activities to implement and anchor the process in one's own organisation are dealt with.

Target Group

Personnel from purchasing, design and development, production, warranty, quality assurance and sales in the automotive and supplier industry, who implement and further develop the field failure analysis process.

Concept & Methods

During this training, technical lectures and exercises alternate in order to support the transfer of the topics into the participants' own work environment with a particular focus on exchanging experiences between participants and the trainer.

Course Material

Paper copy of original VDA QMC / TopQM-Systems seminar materials.

Recommended literature:
- VDA Volume Field Failure Analysis not included, additional costs € 45,00 plus VAT.
- Paper copy of original VDA QMC / TopQM-Systems seminar materials.

Certificate

After passing the test, the participants will receive a certificate of qualification. Retest will result in € 200,– plus VAT per participant added to the invoice.

In-house

Cost of Seminar

€ 3.990,– plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 390,– plus VAT per additional participant.

VDA Field Failure Analysis – Auditor Training (ID611) – VDA licensed

Despite increased efforts in development and production processes aiming to provide customers with mature, robust and conforming product, deviations from the expected state can occur when used in the field. Depending on the type of complaint, the potentially nonconforming parts or automotive components are exchanged and can be requested for analysis by the manufacturer (OEM) or by the supplier via the OEM.

The VDA Volume Field Failure Analysis provides a comprehensive approach to identifying causes and was thoroughly revised in 2018. In this two-day training, the focus is specifically and in detail on the audit questionnaire and on conducting internal and external field failure analysis audits.

Target

The focus is on introducing the audit questionnaire, so that participants can conduct internal and external field failure analysis audits independently and are capable of evaluating the results correctly. Apart from the application of the questionnaire, the requirements for auditors are also discussed. The participants study the evaluation system, the contents of the question catalogue of process steps and planning field failure analysis. Furthermore, part analysis (standard and under load) as well as the NTF process and/or special processes are covered.

Target Group

This training is geared to quality experts, quality representatives, auditors and personnel processing field failure analyses.

Concept & Methods

During this training, technical lectures and exercises alternate in order to support the transfer of the topics into the participants' own work environment with a particular focus on exchanging experiences between participants and the trainer.

Prerequisites

Prerequisites for this training are a VDA auditor qualification or a comparable at least three-day auditor qualification, as well as previous participation in the “VDA Field Failure Analysis – Training for Users”.

Trainings prior to June 2018 were conducted according to the old VDA volume Field Failure Analysis. In this case, participants must also attend the VDA Field Failure Analysis – Upgrade Training (ID 613).

Certificate

After passing the test, the participants will receive a certificate of qualification. Retest will result in € 200,– plus VAT per participant added to the invoice.

In-house

Cost of Seminar

€ 3.990,– plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 390,– plus VAT per additional participant.

Open-seminar

Cost of Seminar

€ 770,– plus VAT (lunch included)

Dates


Location

74821 Mosbach / Germany

Language

German
Every organisation within the automotive supply chain is obliged to ensure the safety and conformity of its products. To this end, in the respective countries and regions current legal statutes on product integrity must be observed, also the justifiable safety expectations of the general public must be fulfilled. With products conspicuously “unsafe” in the market, or whose conformity to legal requirements is questionable, those responsible are obliged to initiate the necessary actions.

In order to be aware of and to understand the many demands addressed to a product safety representative, comprehensive information and qualification is necessary. This is the aim of this two-day qualification: it is specifically geared to the requirements in the participants’ daily work practice. The central topics of product integrity are explored, and the competence as product safety representative is developed in the scope of these five modules.

Target
The focus is on the communication of expert knowledge that enables the participants to handle their everyday work more professionally and in a more targeted fashion as prospective or existing product safety representatives. The responsibilities in the whole supply chain from development through manufacture and use up to the end of intended use are dealt with.

After an introduction to the topic the organisation of product integrity, product integrity in the product life cycle, guidance for product nonconformities and examples for tools and methods are discussed.

Target Group
Automotive executives and personnel who are to be deployed as product safety representatives or who already hold that position.

Concept & Methods
During this training, technical lectures and exercises alternate in order to support the transfer of the topics into the participants’ own work practice with a particular focus on exchanging experiences between participants and the trainer.

Prerequisites
In order to attend this training, a technical and / or business education is necessary as well as experience in automotive quality management, especially in complaints and recourse management. Furthermore, the participants should be qualified and experienced in the evaluation of technical product and process risks (e.g., FMEA facilitator, VDA 6.3 process auditor, designer / developer) and be knowledgeable about the use of the organisation’s products, the state of the art as well as the requirements from relevant laws and customer requirements.

Product Safety & Conformity Representative (PSCR) (ID503) - VDA licensed

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<tr>
<td>Paper copy of original VDA QMC / TopQM-Systems seminar materials.</td>
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| Recommended literature: |
| VDA Volume Product Integrity and Conformity not included, additional costs € 50,00 plus VAT. |

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In-house

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In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 390,- plus VAT per additional participant.

Open-seminar

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<tbody>
<tr>
<td>27. - 28. February 2019</td>
<td>Greenville, SC / USA</td>
<td>English</td>
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<td>03. - 04. April 2019</td>
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<td>10. - 11. June 2019</td>
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<td>09. - 10. October 2019</td>
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<td>04. - 05. December 2019</td>
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Upgrade Training from PSB to Product Safety & Conformity Representative (PSCR) (ID533) - VDA licensed

Every organisation within the automotive supply chain is obliged to ensure the safety and conformity of its products. To this end, the current legal statuses of product integrity applicable in the respective countries and regions must be observed, also the justifiable safety expectations of the general public. If obviously unsafe products or products whose conformity to legal requirements is questionable are on the market, those who are responsible shall be obliged to take the necessary actions.

These manifold tasks which product safety representative has to deal with are subject to constant change. In order to identify the challenges and implement them in one’s own organisation, it is thus necessary to renew and deepen existing knowledge. This is the aim of this one-day upgrade qualification: It is specifically geared to the requirements in the participants’ daily practice. The newest insights into product integrity are explored in four modules, and the competence as product safety representative is developed.

Target

The focus is on teaching product safety representatives expert and state of the art knowledge. This strengthens their competence to master their everyday work. Responsibilities throughout the complete supply chain from design and development over manufacture and use all the way to the termination of intended use are also considered.

Particularly, the topics organisation of product integrity, product integrity in the product lifecycle, guidance for product nonconformities and examples for tools and methods are dealt with in particular.

Target Group

This training addresses product safety representatives from organisations that are part of the automotive supply chain.

Concept & Methods

During this training, technical lectures and exercises alternate in order to support the transfer of the topics into the participants’ own work environment with a particular focus on exchanging experiences between participants and the trainer.

Prerequisites

Participants must have attended a product safety representative training within the past two years and also possess knowledge in automotive quality management.

Certificate

After passing the test, the participants will receive a certificate of qualification. Retest will result in € 200,- plus VAT per participant added to the invoice.

Course Material

Paper copy of original VDA QMC / TopQM-Systems seminar materials.

Recommended literature: VDA Volume Product Integrity and Conformity not included, additional costs € 50,00 plus VAT.

In-house

Cost of Seminar

€ 1,995,– plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 195,- plus VAT per additional participant.

Open-seminar

Cost of Seminar

€ 495,– plus VAT (lunch included)
Contractual and Product Liability in the Automotive Value Chain (ID504)
- VDA licensed

Successful system certification (e.g., according to VDA 6.1 or IATF 16949) requires an organisation to be familiar with the basics of contractual and product liability. Personnel in the organisation must be aware of the effects of a nonconforming product, as relevant to their tasks. The consequences of product liability for the organisation must be basically known to all personnel.

Contractual and product liability are not only based on continually changing legislation, but also on jurisdiction, ignoring which can have grave consequences. Especially within the framework of compliance requirements for the automotive value chain, personnel must be familiar with the basics of legal business activities. For this purpose, this two-day training on contractual and product liability has been conceived.

**Target**

The focus is on teaching expert knowledge and competence with which the participants can successfully implement the basics of contractual and product liability within their field of activity. The current legal basis of product liability, contractual liability in the automotive value chain and criminal product liability are explained. Further topics are quality assurance agreements, compliance requirements in the value chain and US product liability basics. The participants thus learn to assess and avoid product liability risks.

**Target Group**

(Prospective) executives and personnel from all areas of the organisation (development, planning, production, quality assurance, sales, customer service, management) with technical and commercial training.

**Concept & Methods**

Technical lectures are complemented by legal questions in case examples, that support the transfer of the topics into the participants’ own work environment with a particular focus on exchanging experiences between participants and the trainer.

**Prerequisites**

No special prior knowledge is required.

---

**Certificate**

At the end of this training course, participants will receive a certificate of attendance.

**Course Material**

Paper copy of original VDA QMC / TopQM-Systems seminar materials.

**Duration**

2 days

**Location**

In-house or a training location designed by TopQM-Systems.

**In-house**

**Cost of Seminar**

€ 3,990,– plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 390,– plus VAT per additional participant.

**Open-seminar**

**Cost of Seminar**

€ 700,– plus VAT (lunch included)

**Dates**

- 18. – 19. March 2019
- 03. – 04. July 2019
- 03. – 04. December 2019

**Location**

74821 Mosbach / Germany

**Language**

German
In the automotive industry, product audits are an especially important method to ensure product quality. VDA 6.5 is a guideline for managing product audit programmes, which allows organisations to develop a classification scheme adapted to their own products.

With a VDA 6.5 product audit, you can identify customer wishes, review products in this respect, and initiate potential improvement actions. This makes VDA 6.5 an efficient tool to further develop the QM system and products of an organisation. Well-qualified auditors are necessary for the implementation. In this training they can acquire the specific expertise.

Target
In this one-day training, participants are acquainted with the structure of audit programmes and the sequence of a product audit — from planning and conducting to the follow-up, reporting and correction actions to be implemented. Methods are presented for identifying possible risks and product improvements in order to sustainably reduce the complaints ratio.

Target Group
This training is for personnel who plan or conduct product audits.

Concept & Methods
During the training, technical lectures, discussions and exchange of experience alternate.

Prerequisites
Participants should already be familiar with product audits.

Certificate
After passing the test, the participants will receive a certificate of qualification. Retest will result in € 200,- plus VAT per participant added to the invoice.

Course Material
Paper copy of original VDA QMC / TopQM-Systems seminar materials.

Recommended literature:
VDA 6.5 Product Audit not included, additional costs € 35,00 plus VAT.

Duration
1 days

Location
In-house or a training location designed by TopQM-Systems.

Cost of Seminar
€ 1,995,– plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 195,- plus VAT per additional participant.

Open-seminar

Cost of Seminar
€ 495,– plus VAT (lunch included)

Dates | Location | Language
--- | --- | ---
18. February 2019 | 74821 Mosbach / Germany | German
25. February 2019 | Greenville, SC / USA | German
03. June 2019 | Greenville, SC / USA | German
20. September 2019 | 74821 Mosbach / Germany | German
25. November 2019 | 74821 Mosbach / Germany | German
02. December 2019 | Greenville, SC / USA | English
TopQM Technical Cleanliness

Modular Seminar Program

Visit us http://technische-sauberkeit-support.com/

Technical Cleanliness

Within a very short time, this webinar provides participants with a wealth of expertise on the key aspects and contents of Technical Cleanliness. This training is provided as a webinar. Your benefit: You can participate from anywhere in the world. You only require an internet connection, a computer with a headset or a computer and a telephone.

**Webinar-ID**

05-030

TopQM Module 1.0

Contents

- Technical cleanliness standards and guidelines
- Key technical cleanliness aspects
- Technical cleanliness audits and analyses
- Assembly cleanliness in practice
- Cleanliness audits / 5S
- Q&A session and experience exchange

Certificate

Upon completion of the webinar you can request a certificate of attendance to be sent to you by post.

Target Group

For all persons interested in “Technical Cleanliness”, aiming for a general overview.

Prerequisites

The automotive webinar targets persons interested in “Technical Cleanliness” and is suitable for beginners. No special prior knowledge is required.

Course Material

Webinar participants will be sent the PowerPoint presentation in PDF format 1 or 2 days after the webinar.

Duration

60 Minutes

Webinar

Cost of Webinar

€ 69,- plus VAT per participant

If you are using a telephone to dial in, you will also bear the telephone charges. Your regular calling rates apply. If you are attending the webinar via computer and headset, there will be no extra charge.
Technical Cleanliness, Automotive

In this seminar, you will acquire basic knowledge and gain a general overview of technical cleanliness and its application in the automotive sector. Our certified technical cleanliness experts address your specific requirements and help you understand the following subjects in a practical manner in the course of this seminar.

Contents

- Technical cleanliness basics
- Types of particles and particle definition
- Sources of contamination along the value chain
- Failure risks / malfunctions / damage mechanisms
- Practical examples and video sequences

Course Material

- Paper copy of TopQM-Systems seminar materials.

Certificate

- Each participant will receive a TopQM certificate of attendance for "Technical Cleanliness, Automotive".

Target Group

- Management staff, project supervisors, developers, procurement and logistics personnel, production planners, inspection and process planners, QM personnel, production staff

Duration

- 1 day

Location

- In-house or a training location designed by TopQM-Systems.

Prerequisites

- No special prior knowledge is required.

In-house

- Cost of Seminar
  - € 1.895,- plus VAT
  - In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant.
  - Guaranteed fixed price for up to 6 participants € 189,- plus VAT per additional participant.

Open-seminars

- Cost of Seminar
  - € 475,- plus VAT (lunch included)

Dates

- 14. May 2019
- 19. November 2019

Language

- German

Location

- 74821 Mosbach / Germany

Certificate

- Each participant will receive a TopQM certificate of attendance for "Technical Cleanliness, Automotive".

Course Material

- Paper copy of TopQM-Systems seminar materials.

Target Group

- Project teams for new series launches, developers, product and process planners, production planners, production, logistics and procurement, quality management

Prerequisites

- Only in conjunction with Module 2.0

In-house

- Cost of Seminar
  - € 1.895,- plus VAT
  - In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant.
  - Guaranteed fixed price for up to 6 participants € 189,- plus VAT per additional participant.

Open-seminars

- Cost of Seminar
  - € 475,- plus VAT (lunch included)

Dates

- 15. May 2019
- 20. November 2019

Language

- German

Location

- 74821 Mosbach / Germany

Technical Cleanliness - Product and Process Development

In this seminar, you will gain in-depth insights into the application of technical cleanliness within the assembly process. Our certified technical cleanliness experts address your specific requirements and help you understand the following subjects in a practical manner in the course of this seminar.

Contents

- Technical cleanliness milestones in the APQP-product development process
- Definition of cleanliness thresholds and order specifications
- Assembly cleanliness in accordance with VDA 19.2
- Risk factors: Assembly lines, personnel, logistics and environmental influences
- Component and product line design suitable for technical cleanliness
- Aspects of a “Cleanliness FMEA”
- Training on the job & practical examples from production
- Cleanliness audits / 5s
- Group work and knowledge exchange

Course Material

- Paper copy of TopQM-Systems seminar materials.

Certificate

- Each participant will receive a TopQM certificate of attendance for "Technical Cleanliness, Product and Process Development".

Target Group

- Management staff, project supervisors, developers, procurement and logistics personnel, production planners, inspection and process planners, QM personnel, production staff

Prerequisites

- No special prior knowledge is required.

In-house

- Cost of Seminar
  - € 1.895,- plus VAT
  - In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant.
  - Guaranteed fixed price for up to 6 participants € 189,- plus VAT per additional participant.

Open-seminars

- Cost of Seminar
  - € 475,- plus VAT (lunch included)

Dates

- 14. May 2019
- 19. November 2019

Language

- German

Location

- 74821 Mosbach / Germany
The technical cleanliness of components and assemblies is an important functional quality characteristic in the manufacture of modern vehicles. The VDA Vol. 19.1 “Inspection of Technical Cleanliness – Particulate Contamination of Functionally Relevant Automotive Components” covers the approaches and procedures for the classification of the state of cleanliness of products within the automotive industry’s quality chain in detail. VDA QMC first introduced VDA Vol. 19.1 (previously VDA 19) in 2005, and the completely revised and extended version is available since 2015.

**Prerequisites**
No special prior knowledge is required.

**Certificate**
You will receive a VDA qualification certificate for “VDA 19.1 Skilled Assistant for Technical Cleanliness” after passing a test on the material covered. Retest will result in € 200,- plus VAT per participant added to the invoice.

**Course Material**
Paper copy of original VDA QMC / TopQM-Systems seminar materials.

**Duration**
2 days

**Location**
In-house or a training location designed by TopQM-Systems.

**In-house**
Cost of Seminar
€ 3,990,- plus VAT
In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Guaranteed fixed price for up to 6 participants € 390,- plus VAT per additional participant.

**Open-seminars**
Cost of Seminar
€ 990,- plus VAT (lunch included)

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<th>Dates</th>
<th>Location</th>
<th>Language</th>
</tr>
</thead>
<tbody>
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<td>16. - 17. May 2019</td>
<td>St. Ingbert / Germany</td>
<td>German</td>
</tr>
<tr>
<td>21. - 22. November 2019</td>
<td>St. Ingbert / Germany</td>
<td>German</td>
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</tbody>
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# TopQM CQI Special Processes

## Modular Seminar Program

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<th>Module</th>
<th>Seminar Details</th>
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<td>TopQM CQI Special Processes - Refresher for Auditors Seminar-ID: 03-070 - Duration: 1 day</td>
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<tr>
<td><strong>TopQM Module 7.0</strong></td>
<td>TopQM Auditworkshop: CQI-XX - Service Package SP Seminar-ID: 06-020 - Duration: 2 days</td>
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<tr>
<td><strong>TopQM Module 6.0</strong></td>
<td>TopQM CQI Special Processes Workshop/Training Audit Seminar-ID: 06-010 - Duration: 1 day</td>
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<td><strong>TopQM Module 5.0</strong></td>
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<td>TopQM CQI-9/-11/-12/-15/-17/-23/-27 Auditor Seminar-ID: 03-055 - Duration: 1 day</td>
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<td><strong>TopQM Module 3.0</strong></td>
<td>Understanding AIAG CQI Self Assessment Seminar-ID: 03-015 - Duration: 1 day</td>
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<td><strong>TopQM Module 2.0</strong></td>
<td>Internal Auditor for Management Systems according to DIN EN ISO 19011 Seminar-ID: 01-080 - Duration: 1 day</td>
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<tr>
<td><strong>TopQM Module 1.0</strong></td>
<td>TopQM Webinar: CQI Special Processes Seminar-ID: 05-010 - Duration: 60 minutes</td>
</tr>
</tbody>
</table>

Visit us [http://cqi-support.com/](http://cqi-support.com/)

## CQI Special Processes

Within a very short time, this webinar provides participants with a wealth of expertise on the key aspects and contents of AIAG CQI Special Processes. This training is provided as a webinar. Your benefit: You can participate from anywhere in the world. You only require an internet connection, a computer with a headset or a computer and a telephone.

### Webinar Details

**Webinar-ID:** 05-010

<table>
<thead>
<tr>
<th>TopQM Module 1.0</th>
</tr>
</thead>
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### Contents

- Fundamentals of AIAG
- Sources of CQI standards
- Customer-specific requirements
- Overview of CQI Special Processes (CQI-9, CQI-11, CQI12, CQI-15, CQI-17, CQI-23, CQI-27)
- Structure and content of CQI standards
- Qualification requirements for CQI auditors
- TopQM Modular Seminar Program CQI Special Processes standards and guidelines

### Certificate

Upon completion of the webinar you can request a certificate of attendance to be sent to you by post.

### Target Group

Interested parties from the automotive industry, QM managers, QA managers, QM officers, procurement and sales, auditors, production planners, process owners and developers

### Prerequisites

The automotive webinar targets persons interested in “AIAG CQI Special Processes” and is suitable for beginners. No special prior knowledge is required.

### Course Material

Webinar participants will be sent the PowerPoint presentation in PDF format 1 or 2 days after the webinar.

### Duration

60 Minutes

### Webinar

**Cost of Webinar**

€ 69,- plus VAT per participant

If you are using a telephone to dial in, you will also bear the telephone charges. Your regular calling rates apply. If you are attending the webinar via computer and headset, there will be no extra charge.

**Visit us** [http://cqi-support.com/](http://cqi-support.com/)
Internal Auditor for Management Systems according to DIN EN ISO 19011 - Revision 2018

This seminar is basic internal auditor training according to the guidelines of ISO 19011 and is designed for participants who would like to refresh their existing basic auditor training or attain qualification as an Internal Auditor. This basic auditor training does not require any special previous knowledge and is set up to be industry neutral so that participants will be able to perform internal audits of existing process-oriented management systems such as ISO 9001, ISO 14000, etc.

Course Material
Paper copy of TopQM-Systems seminar materials.

Duration
1 day

Location
In-house or a training location designed by TopQM-Systems

In-house
Cost of Seminar
€ 1,895,- plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Guaranteed fixed price for up to 6 participants € 189,- plus VAT per additional participant.

Open-seminars
Cost of Seminar
€ 475,- plus VAT (lunch included)

Dates
Location
Language
19. February 2019
74821 Mosbach / Germany
German
02. April 2019
Prag / Czech Republic
English
09. April 2019
Innsbruck / Austria
German
07. May 2019
Berlin / Germany
English
21. May 2019
Lidenscheid / Germany
German
25. June 2019
Bratislava / Slovakia
English
16. July 2019
74821 Mosbach / Germany
German
24. September 2019
Lidenscheid / Germany
German
08. October 2019
Innsbruck / Austria
German
08. October 2019
Prag / Czech Republic
English
22. October 2019
Berlin / Germany
English
26. November 2019
74821 Mosbach / Germany
German
10. December 2019
Bratislava / Slovakia
English
Understanding AIAG CQI Self-Assessment - AIAG licensed

This seminar is a licensed group-based seminar coordinated with the AIAG and valid for all CQI standards CQI-9, CQI-11, CQI-12, CQI-15, CQI-23 and CQI-27. The seminar documentation distinguishes between the different CQI standards. The CQI standards are taught individually by the course instructors in individual and team projects. The seminar has a variable setup according to the AIAG CQI seminar principle, meaning that different CQI standards can be taught in a single seminar.

Contents

- AIAG CQI information
- Structure of CQI self-assessment
- Activity packages handouts
- Main audit questionnaire
- Job audit application
- Special processes
- Team and individual assignments
- Exchange of experience

Target Group

Automotive suppliers, project managers, project team members, advance quality planning and work preparation personnel, project and production supervisors, inspection and process planners, supervisors, auditors, technicians, quality managers, engineers, series producers, developers, quality supervisors, quality administrators, quality management officers, skilled workers from the processes.

Course Material

Paper copy of TopQM-Systems seminar materials in the language used for the seminar. Additionally they get based on the used language and per declared standard the handouts (cover sheet, major audit questionare, job audit ) as an print version. They get also per declared standard the original AIAG CQI standard as an print version in english.

Certificate

Each participant will get a AIAG/TopQM Certificate of Attendance based on the selected focus:

1) «Understanding the Heat Treat, Soldering and Welding Special Process System Assessment»
2) «Understanding the Plating and Coating Special Process System Assessment»
3) «Understanding the Molding Special Process System Assessment »
4) «Understanding teh Casting Special Process System Assessment »

Prerequisites

No special prior knowledge is required.

Duration

1 day

Location

In-house or a training location designed by TopQM-Systems.

In-house

Cost of Seminar

€ 1.995,– plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Guaranteed fixed price for up to 6 participants € 195,– plus VAT per additional participant.
The price includes a registered standard. Each additional standard by appointment.

Open-seminars

Cost of Seminar

€ 589,– plus VAT (lunch included)
The price includes a registered standard. When registering for multiple standards, there will be an additional 14% extra charge per standard of the seminar costs.

Dates Location Language

20. February 2019 74821 Mosbach / Germany German
03. April 2019 Prag / Czech Republic English
10. April 2019 Innsbruck / Austria German
08. May 2019 Berlin / Germany English
22. May 2019 Lodenscheid / Germany German
17. July 2019 74821 Mosbach / Germany German
25. September 2019 Lodenscheid / Germany German
09. October 2019 Innsbruck / Austria German
09. October 2019 Prag / Czech Republic English
23. October 2019 Berlin / Germany English
27. November 2019 74821 Mosbach / Germany German
11. December 2019 Bratislava / Slovakia English
The "TopQM-Systems CQI Auditor" training builds didactically on the AIAG-licensed module 3.0 ("Understanding AIAG CQI Self-Assessment") and on the seminar documents provided; it is therefore also a prerequisite for attending module 4.0. Module 4.0 is a group-based auditor seminar for the CQI Special Processes. This seminar focuses on CQI auditor training.

Contents
- Summary of the basic knowledge from module 3.0
- Process orientation and turtle model
- Applying process tables
- Audit preparation
- Audit execution
- Scoring of the audit
- Auditor qualification in accordance with CQI requirements
- Integration in a QM system
- AIAG publications and errata sheets
- CQI summary
- Group work and knowledge exchange
- TopQM-Systems final exam

Certificate
Each participant will receive the Certificate "TopQM-Systems CQI-xx Auditor". If any of the prerequisites are not met, the participant will receive the certificate of attendance for "TopQM-Systems CQI-xx Audit".

Prerequisites
- In module 4.0, the pre-exam suitability assessment is conducted by means of a suitability assessment questionnaire in accordance with the AIAG CQI auditor qualification requirements, with answers recorded in writing by the consultant.

The key prerequisites are:
- Auditor training in accordance with ISO 9001, IATF 16949, VDA 6.3
- Minimum of 5 years professional experience with the CQI standard registered for, and/or comparable technical training / supervisor / technician or engineer
- Knowledge of the Automotive Core Tools, e.g. APQP, PPAP, SPC, MSA, FMEA
- Auditor qualification on the basis of DIN EN ISO 19011 (TopQM internal auditor Module 2.0)
- Participation at Module 3.0 Understanding AIAG (only for European seminars)

Dates
- 21. February 2019
- 04. April 2019
- 11. April 2019
- 09. May 2019
- 23. May 2019
- 27. June 2019
- 18. July 2019
- 26. September 2019
- 10. October 2019
- 10. October 2019
- 24. October 2019
- 12. December 2019

Location
- TopQM CQI-9/ CQI-11 / CQI-12 / CQI-15 / CQI-17 / CQI-23 / CQI-27 Auditor
- In-house or a training location designed by TopQM-Systems

Course Material
- TopQM-Systems seminar materials and handouts (process tables) in the language used for the seminar, and also as a hardcopy depending on the CQI seminar signed up for.

Target Group
Quality assurance and quality management personnel, inspection and process planners, internal and external auditors, supplier liaisons, project team members, users

In-house
Cost of Seminar
€ 1,895,- plus VAT
In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Guaranteed fixed price for up to 6 participants € 189,- plus VAT per additional participant.

Open-seminar
Cost of Seminar
€ 589,- plus VAT (lunch included)
The price includes a registered standard. When registering for multiple standards, there will be an additional 14% extra charge per standard of the seminar costs.

This seminar, especially designed for application engineers, skilled workers, and operators with practical experience in heat treatment, is conducted by our heat treatment specialists.

Contents
- Introduction to AIAG CQI standards
- Table of Contents
- Structure and CQI-X process tables
- System Sensoric
- Thermocouples and instrumentation
- System accuracy test (SAT CQI-9)
- Temperature uniformity survey (TUS CQI-9)
- Verification management for log reports
- Glossary for CQI-X
- Group work and knowledge exchange

Certificate
Each participant will receive a certificate of attendance for “CQI-X Practical Application/Maintenance and Repairs”.

Target Group
Skilled workers, application engineers, maintenance and repairs personnel in heat treatment technology.

Prerequisites
Basic knowledge in maintenance and repairs or systems engineering

Course Material
Paper copy of TopQM-Systems seminar materials.

Duration
1 day

Location
In-house or a training location designed by TopQM-Systems.

In-house
Cost of Seminar
€ 1.895,- plus VAT
In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 189,– plus VAT per additional participant.

Open-seminar
Cost of Seminar
€ 475,– plus VAT (lunch included)

Dates
22. February 2019
12. April 2019
24. May 2019
19. July 2019
27. September 2019
11. October 2019
29. November 2019

Location
74821 Mosbach / Germany
Innsbruck / Austria
Ludenscheid / Germany
74821 Mosbach / Germany
Ludenscheid / Germany
Innsbruck / Austria
74821 Mosbach / Germany

Language
German
German
German
German
German
German
German
### TopQM CQI-Special Processes Workshop / Training-Audit

We are offering a practical AIAG CQI workshop relating to your chosen CQI process with a focus on the following key areas:

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<th>Seminar-ID</th>
<th>TopQM Module 6.0</th>
<th>AIAG</th>
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<tr>
<td>06-010</td>
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</table>

**Contents**

- Joint workshop on the production site
- Clarification of practical CQI audit issues
- Individual performance of a live audit (excerpt)
- Review of the process chain from goods-in to goods-out
- Systems engineering, instrument calibration, process parameters
- Aspects of preventive maintenance and repairs

We will prepare a tailored AIAG service package through practice for practice.

**Certificate**

Each participant will receive a certificate of attendance for “TopQM CQI Special Processes Workshop / Training Audit”.

**Location**

At any of your locations worldwide.

**Target Group**

Practical users, workers, QA personnel, auditors and maintenance personnel

**Duration**

1 day

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### TopQM CQI-XX Audit / Servicepackage

We conduct CQI audits at any of your locations worldwide. Our experienced CQI auditor will assist you with:

<table>
<thead>
<tr>
<th>Seminar-ID</th>
<th>TopQM Module 7.0</th>
<th>AIAG</th>
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<tr>
<td>06-020</td>
<td></td>
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</table>

**Contents**

- Execution and reporting of an CQI audit at your locations for all special processes CQI-9, CQI-11, CQI-12, CQI-15, CQI-17, CQI-23 and CQI-27
- Highlighting of possible immediate actions and potentials for improvement
- Worldwide on-site training in German, English or Spanish.
- Preparation of an official audit findings cover page for your customers in accordance with AIAG CQI rules
- Evaluation of CQI capability

An audit of a production line or machine group or parts family is conducted with a relevant CQI process table, and serves as an example for the commissioned audit. Each additional process or machine group will be charged at 0.5 working days or as specifically agreed with you.

**Duration**

2 days (1.5 days on site and 0.5 days for audit preparation and report).

**Location**

At any of your locations worldwide.

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### In-house

**Cost of Seminar**

€ 1,895.00 + plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 189.00 + plus VAT per additional participant.

**In-house**

Price on request. We are happy to create an individual offer for you.

Send your request now via e-mail or inquire personally and without obligation via phone:

TopQM-Systems GmbH & Co. KG
schulung@topqm.de | +49 6293 9289888

TopQM-Systems North America LLC
info@topqm.us | +1 864 332 4215
TopQM CQI-Special Processes - Refresher for Auditors

The goal of the seminar is that CQI auditors will sustain their «Special Process» competence. This training is not only an evidence for auditors that they engaged with this topic regularly, the participants also getting more information about auditing with emphasis on best practices during audits. The exchange of experience between the different auditors during the training is part of the training concept.

Your CQI auditor education is 3 years back? Then we invite you, and other interested CQI auditors to our training.

Contents
- Content of (CQI-9, -11, -12, -15, -16, -23 and -27)
- Top5 non-conformities during CQI-Audits
- What are the foundation pillars of «special processes»?
- Group work and knowledge exchange
- Feedback from participants and knowledge exchange
- Audit preparation
- Audit implementation
- Report preparation
- Changes of customer specific requirements by OEMs and T1s
- Comparison of VDA 6.3 / IATF 16949 requirements for AIAG CQI standards
- Practical experience in the supply chain as an verification for implementation
- Audit execution
- Audit follow-up
- Group work and knowledge exchange

Certificate
Each participant will receive a certificate of attendance for "TopQM CQI-Special Processes - Refresher for Auditors".

Target Group
For AIAG CQI auditors as an competence refreshment (normally after 3 years, recommened in the automotive industry)

Prerequisites
Current CQI ex Audtor education (please give us this information during the registration)

Duration
1 day

Location
In-house or a training location designed by TopQM-Systems

Course Material
Paper copy of TopQM-Systems seminar materials.

In-house
Cost of Seminar
€ 1.895,– plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant.

Fixed price guaranteed for up to 6 participants. € 189,– plus VAT per additional participant.

Open-seminar
Cost of Seminar
€ 475,– plus VAT (lunch included)

TopQM CQI-8 Layered Process Audit

In this 1-day seminar, you will learn all the interesting facts about the CQI-8 Audit Evaluation System.

Our CQI experts address your specific requirements and help you understand the following subjects in a practical manner in the course of this seminar.

Contents
- Objectives and definition of the CQI-8 Layered Process Audit
- Planning
- Process owners
- Audit scope
- Implementation
- Audit questionnaire system
- Audit execution
- Audit follow-up
- Group work and knowledge exchange

Certificate
Each participant will receive a certificate of attendance for "TopQM-Systems CQI-8 Layered Process Audit".

Location
In-house or a training location designed by TopQM-Systems

Prerequisites
No special prior knowledge is required.

Duration
1 day

Course Material
Paper copy of TopQM-Systems seminar materials.

In-house
Cost of Seminar
€ 1.895,– plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant.

Fixed price guaranteed for up to 6 participants. € 189,– plus VAT per additional participant.
TopQM CQI-14 Consumer-Centric Warranty Management

This 1-day seminar provides an understanding of guarantee and warranty management of AIAG CQI-14. Participants will learn aspects of the warranty management process and its 8 phases. Classic automotive tools of preventive approaches and defect avoidance will be covered in this seminar. Participants will develop the methods and their application in group work and practical elements. Our technical experts will adapt to the individual needs of the class and will communicate the following contents:

**Seminar-ID**
03-060

**Contents**
- The warranty management process (8 phases)
- Lessons learned / preventive approach
- Continuous improvement PDCA
- Assessment tool
- Implementation approaches
- Group work / discussion round

**Certificate**
Every participant will receive a certificate of participation to "TopQM-Systems CQI-14 Consumer-Centric Warranty Management".

**Location**
In-house or a training location designed by TopQM-Systems

**Duration**
1 day

**Course Material**
Paper copy of TopQM-Systems seminar materials.

**Target Group**
Quality experts, quality representatives, auditors, project leaders, supplier developers, claims management personnel.

**Prerequisites**
There are no specific prerequisites for this course.

Workshop ISO 9001:2015 - Basics of quality management

In this 1-day foundation seminar, you will learn the ISO 9001:2015 principles. Our quality management experts address your specific requirements and help you understand the following subjects in a practical manner in the course of this seminar.

**Seminar-ID**
01-010

**Contents**
- Structure and elements of ISO 9001
- High level structure
- QM terminology
- PDCA / CIP processes (continuous improvement)
- 9000 standard family
- QM Principles
- Risks and opportunities
- Certification procedure
- Group work and knowledge exchange

**Certificate**
Each participant will receive a certificate of attendance for "Workshop ISO 9001:2015".

**Target Group**
Automotive suppliers, project managers, project team members, advance quality planning and work preparation personnel, distribution staff, project and product supervisors, inspection and process designers.

**Prerequisites**
No special prior knowledge is required.

**Location**
In-house or a training location designed by TopQM-Systems

**Duration**
1 day

**Course Material**
Paper copy of TopQM-Systems seminar materials.

**In-house**
Cost of Seminar
€ 1.895,- plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 189,- plus VAT per additional participant.

**Open-seminar**
Cost of Seminar
€ 475,- plus VAT (lunch included)

**Dates**
- 12. April 2019
- 25. October 2019

**Location**
- 74821 Mosbach / Germany

**Language**
German
Workshop ISO 14001:2015 - Basics of environmental management

In this 1-day foundation seminar, you will learn the ISO 14001:2015 principles. Our environmental management experts address your specific requirements and help you understand the following subjects in a practical manner over the course of this seminar.

Seminar-ID
01-020

Contents
- Structure and elements of ISO 14001
- Basic concepts of environmental management
- Environmental management aspects in business practice
- Environmental program
- Policies and objectives
- Hazardous substances register
- Resource and waste management
- Operating and safety data sheets
- Group work and knowledge exchange

Certificate
Each participant will receive a certificate of attendance for “Workshop ISO 14001:2015”.

Target Group
Automotive suppliers, project managers, project team members, advance quality planning and work preparation personnel, distribution staff, project and product supervisors, test and process designers.

Prerequisites
No special prior knowledge is required.

Duration
1 day

Location
In-house or a training location designed by TopQM-Systems

Course Material
Paper copy of TopQM-Systems seminar materials.

In-house
Cost of Seminar
€ 1.895,- plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 189,- plus VAT per additional participant.

Workshop ISO 45001 Safety and Health Protection

In the 2-day lasting safety and health protection workshop, you will get to know the basics of ISO 45001 as well as updates and changes towards safety and health protection systems. Our experts provide individual assistance and practically present the following topics in the seminar.

Seminar-ID
01-031

Contents
- Structure and elements of ISO 45001
- Work and health aspects in the operational practice / risk management
- Safety instructions
- Ergonomics
- Accident risk
- Preventive active defense / emergency concepts
- Laws
- Group work and exchange of experiences

Certificate
Every participant will receive the certificate of participation «Workshop ISO 45001 Safety and Health Protection».

Target Group
Project manager, employees in project teams, employees involved in process planning, sales, project and process responsible, executives, team leaders, work safety responsible, human resource department.

Prerequisites
Basic knowledge of quality management

Duration
2 days

Location
In-house or a training location designed by TopQM-Systems

Course Material
Paper copy of TopQM-Systems seminar materials.

In-house
Cost of Seminar
€ 3.590,- plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 349,- plus VAT per additional participant.
Automotive QM-System Application

In this modular application training, our experts will examine your processes within a workshop live on site together with your team. Based on your process operations and documentation, our automotive expert will analyze your procedure and elicit potentials to an automotive compliant management system. By using best practice approaches, your team is involved in an interactive process that includes system compliant documentation.

This application training applies for preparing an audit, reviewing an audit or simply to actively implement the PDCA/KVP thought process. In this modular application training, our experts will examine your processes within a workshop live on site together with your team. Based on your process operations and documentation, our automotive expert will analyze your procedure and elicit potentials to an automotive compliant management system. By using best practice approaches, your team is involved in an interactive process that includes system compliant documentation.

Certificate

Every participant will receive the certificate of participation «Content of the booked block »

Target Group

Automotive suppliers, OEMs, T1/T2 in supply chain, employees involved in management system, process responsible, executive board, purchase, audit responsible. Every responsible who likes to adapt this process in an automotive-, customer-, or system compliant manner.

Prerequisites

Basic knowledge of the automotive industry and the respective management system

Contents

► Understanding customer requirements with valid policies
► Binding requirements and obligations
► Understanding and implementing system requirements (9001, IATF 16949, 14001, 9100 ..)
► Best practice approaches / in consideration of further automotive regulations such as AIAG CQI-19, CQI-14, CQI-8, ...

Certificate

Every participant will receive the certificate: «Content of the booked block »

Target Group

Employees involved in fields of quality assurance, management system auditors, purchasers – supplier developer, system responsibilities.

Prerequisites

Basic knowledge of the management system and its methods should be available.

Course Material

No course materials > Catalog of actions for the identified improvements

In-house

Cost of Seminar

€ 1.895,– plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant.

Fixed price guaranteed for up to 6 participants. € 189,– plus VAT per additional participant.

TopQM 1st / 2nd Party Auditor ISO 19011 / Systemauditor - Revision 2018

By conducting this seminar for three days, you will get trained to receive the title “1st / 2nd party auditor”. In this seminar, the basics when auditing management systems for conducting internal audits and audits within the supplier chain will be taught. Your training is based on the current ISO 19011, the basic standard for accepted auditor-training. In this practical and interactive training, you will acquire the skills to professionally carry out system audits. The seminar part, application of the audit process, will get trained based on your individual management system. When making an enquiry, please include this information.

Certificate

The participant receives the certificate: «Successful Completion» “1st / 2nd Party Auditor ISO 19011 / system auditor”. Retest will result in € 250,- plus VAT per participant added to the invoice.

Target Group

Employees involved in fields of quality assurance, management system auditors, purchasers – supplier developer, system responsibilities.

Prerequisites

Basic knowledge of the management system and its methods should be available.

Course Material

Paper copy of TopQM-Systems seminar materials.

In-house

Cost of Seminar

€ 3.995,– plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant.

Fixed price guaranteed for up to 6 participants. € 295,- plus VAT per additional participant.

Open-seminar

Cost of Seminar

€ 990,– plus VAT (lunch included)

Dates

11. - 13. February 2019
08. - 10. July 2019

Location

Greenville SC / USA
Greenville SC / USA

Language

English
English
Auditors-Competency Automotive

This seminar, specifically made for auditors, implies the basic automotive auditor-competency requirements as well as the ability to maintain this competency. Modern management systems and ISO 19011 contain comprehensive requirements for the auditor to keep up audit quality as well as to achieve an additional audit value. Our TopQM-systems seminar presents an opportunity for your auditors to expand knowledge as well as to exchange know-how. By receiving seminar receipts, your audit team can prove the trained competency towards third parties.

Seminar-ID 02-450

- IATF 16949 - Auditors
- VDA 6.3 - Auditors
- VDA 6.5 - Auditors
- CQI - Special Processes Auditors

Contents

- Understanding methods and auditing:
  - Project Management APQP/RGA
  - Development method DoE
  - Risk analysis FMEA
- Fault analysis FTA
- Approval process PPAP/PPF
- SPC (MSA MFU PFU)
- SWOT-analyses
- 8D-method
- Discussions and exchange of experiences

Certificate

Every participant will receive the certificate of participation “Auditors-Competency Automotive”.

Target Group

Automotive suppliers, OEMs, T1/T2 system auditors, process auditors, product auditors, S5 auditors, layered-process auditors.

Prerequisites

- Basic knowledge of the automotive industry
- Trained auditor in the Automotive Industry

Duration 1 day
Location In-house or a training location designed by TopQM-Systems
Course Material Paper copy of TopQM-Systems seminar materials.

In-house

Cost of Seminar

€ 1.895,- plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 189.- plus VAT per additional participant.

Open-seminar

Cost of Seminar

€ 475,- plus VAT (lunch included)

Dates
15. March 2019
19. July 2019
06. December 2019

Location
74821 Mosbach / Germany
74821 Mosbach / Germany
74821 Mosbach / Germany

Language
German
German
German

Automotive Core Tools

In this 2-day seminar, you will learn everything about the most important tools required in the automotive sector. Our experts address your specific requirements and help you understand the following subjects in a practical manner over the course of this seminar.

Seminar-ID 02-010

- APQP, FMEA, MSA, PPAP, CP (control plan), SPC
- 8D Report
- Product life cycle
- Group work and knowledge exchange

Contents

- Standard structure
- IMS in the automotive industry
- Thought and action in processes
- Overview of the Automotive Core Tools
- APQP, FMEA, MSA, PPAP, CP (control plan), SPC
- 8D Report
- Product life cycle
- Group work and knowledge exchange

Certificate

Each participant will receive a certificate of attendance for “Automotive Core Tools”.

Target Group

Automotive suppliers, project managers, project team members, advance quality planning and work preparation personnel, distribution staff.

Prerequisites

- Basic knowledge of the automotive industry
- Trained auditor in the Automotive Industry

Duration 2 days
Location In-house or a training location designed by TopQM-Systems
Course Material Paper copy of TopQM-Systems seminar materials.

In-house

Cost of Seminar

€ 3.590,- plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 349.- plus VAT per additional participant.

Open-seminar

Cost of Seminar

€ 1.895,- plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 189.- plus VAT per additional participant.
Automotive QM for Production Staff

In this 2-day seminar, you will learn everything about the most important tools your production staff requires for automotive fitness. Our experts address your specific requirements and help you understand the following subjects in a practical manner over the course of this seminar.

**Seminar-ID: 02-030**

**Contents**
- Standard structure
- IMS in the automotive industry
- Process-oriented QM system
- ISO TS 16949 elements (production processes)
- Inspection and process design
- CP (control plan)
- Test instructions
- Firewall
- Process variation
- SPC
- Special characteristics
- Safe launch concept
- Process audits according to VDA 6.3
- Claims management
- BD Report
- Product life cycle in series production

**Certificate**
Each participant will receive a certificate of attendance for “Automotive QM for Production Staff”.

**Target Group**
Employees engaged in quality assurance, test and process design, work preparation, production and project managers/supervisors.

**Prerequisites**
Basic knowledge of quality management

**Duration**
2 days

**Location**
In-house or a training location designed by TopQM-Systems

**Course Material**
Paper copy of TopQM-Systems seminar materials.

**Certificate**
Each participant will receive a certificate of attendance for “APQP Project Management, Automotive”.

**Target Group**
Automotive suppliers, project managers, project team members, advanced quality planning and work preparation personnel, development and distribution staff, project and production supervisors, process planners, supervisors, auditors, technicians, quality managers, engineers, series producers, quality supervisors, quality management officers, managing directors

**Prerequisites**
Basic knowledge of project management

**Duration**
1 day

**Location**
In-house or a training location designed by TopQM-Systems

**Course Material**
Paper copy of TopQM-Systems seminar materials.

**In-house**

**Cost of Seminar**
€ 3,590,- plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 349,- plus VAT per additional participant.
APQP Methodology

In this 1-day seminar, you will learn the basics about combining classical project management with the APQP elements required for the product development process. Our experts address your specific requirements and help you understand the following subjects in a practical manner over the course of this seminar.

Seminar-ID: 02-120

Contents
- Fundamentals of APQP
- APQP phases and individual elements
- Product engineering process (PEP)
- Advanced quality planning (AQP)
- Integration into an existing QM system
- Group work and knowledge exchange

Certificate
Each participant will receive a certificate of attendance for “APQP Methodology”.

Target Group
Automotive suppliers, project managers, project team members, advanced quality planning and work preparation personnel, development and sales staff, project and production supervisors, inspection and process planners, skilled workers, supervisors, auditors, technicians, quality managers, engineers, series producers, merchants, quality supervisors, quality administrators, quality management representatives, managing directors, skilled workers from the processes.

Prerequisites
No special prior knowledge is required.

Duration
1 day

Location
In-house or a training location designed by TopQM-Systems.

Course Material
Paper copy of TopQM-Systems seminar materials.

In-house
Cost of Seminar
€ 1,895,- plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 189,- plus VAT per additional participant.

APQP Workshop

In this in-depth practical workshop, you will learn everything you need to know to apply APQP. Our experts address your company’s current customer projects and help you understand the following subjects over the course of this seminar.

Seminar-ID: 02-130

Contents
- Meaningful APQP structure
- Templates
- Best practice examples
- Folder tree
- Group work and knowledge exchange

Certificate
Each participant will receive a certificate of attendance for “APQP Workshop”.

Target Group
Automotive suppliers, project managers, project team members, advanced quality planning and work preparation personnel, development and sales staff, project and production supervisors, inspection and process planners, skilled workers, supervisors, auditors, technicians, quality managers, engineers, series producers, merchants, quality supervisors, quality administrators, quality management officers, managing directors, skilled workers from the processes.

Prerequisites
- Basic knowledge of APQP

Duration
1-3 days

Location
In-house or a training location designed by TopQM-Systems.

Course Material
Paper copy of TopQM-Systems seminar materials.

In-house
Cost of Seminar
€ 1,895,- plus VAT per day

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 189,- plus VAT per additional participant.
## PPAP / PPF Methodology

In this 1-day methodology seminar, you will learn the basics required for the application of the production process and product approval process according to AIAG PPAP / VDA PPF. Our experts address your specific requirements and help you understand the following subjects in a practical manner over the course of this seminar.

### Seminar-ID

02-190

### Contents

- Fundamentals
- PPAP / PPF sampling presentation stages
- Required documentation
- Exchange of experience

### Certificate

Each participant will receive a certificate of attendance for “PPAP / PPF Methodology”

### Target Group

Automotive suppliers, project managers, project team members, advanced quality planning and work preparation personnel, development and sales staff, project and production supervisors, inspection and process planners, skilled workers, supervisors, auditors, technicians, quality managers, engineers, series producers, merchants, quality supervisors, quality administrators, quality management representatives, managing directors, skilled workers from the processes.

### Prerequisites

No special prior knowledge is required.

### Duration

1 day

### Location

In-house or a training location designed by TopQM-Systems

### Course Material

Paper copy of TopQM-Systems seminar materials.

## PPAP / PPF Workshop

In this in-depth practical workshop, you will learn everything you need to know to perform a production process and product approval process according to AIAG PPAP / VDA PPF. Our experts address your company’s current customer projects and help you understand the following subjects over the course of this seminar.

### Seminar-ID

02-200

### Contents

- PPAP / PPF based on current application examples from your company
- Practical tips
- Group work and knowledge exchange

### Certificate

Each participant will receive a certificate of attendance for “PPAP / PPF Workshop”.

### Target Group

Automotive suppliers, project managers, project team members, advanced quality planning and work preparation personnel, development and sales staff, project and production supervisors, inspection and process planners, skilled workers, supervisors, auditors, technicians, quality managers, engineers, series producers, merchants, quality supervisors, quality administrators, quality management officers, managing directors, skilled workers from the processes.

### Prerequisites

No special prior knowledge is required.

### Duration

1 day

### Location

In-house or a training location designed by TopQM-Systems

### Course Material

Paper copy of TopQM-Systems seminar materials.

### In-house

Cost of Seminar

€ 1,895,- plus VAT per day

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 189,- plus VAT per additional participant.
Error Management 8D Report, Ishikawa Methodology

In this 1-day methodology seminar, you will learn the basics required for the application of the claims management 8D Report system and the Ishikawa methodology. Our experts address your specific requirements and help you understand the following subjects in a practical manner over the course of this seminar.

**Seminar-ID**
02-270

**Contents**
- Basic training
- Claims management
- Complaint processing
- 8D Report system
- Problem solving techniques
- Cause analysis
- Ishikawa / 5Why
- HIT (No Trouble Found)
- Group work and practical examples

**Certificate**
Each participant will receive a certificate of attendance for “Claims Management 8D Report, Ishikawa Methodology”.

**Target Group**
Automotive suppliers, project managers, project team members, advanced quality planning and work preparation personnel, sales personnel, project and production supervisors, inspection and process planners, supervisors, auditors, technicians, quality managers, engineers, series producers, merchants, developers, quality supervisors, quality administrators, quality management officers, managing directors, skilled workers from the processes.

**Prerequisites**
Basic claims management knowledge.

**Duration**
1 day

**Location**
In-house or a training location designed by TopQM-Systems

**Course Material**
Paper copy of TopQM-Systems seminar materials.

**In-house**

**Cost of Seminar**
€ 1.895,- plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 189,- plus VAT per additional participant.

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Error Management 8D Report, Ishikawa Workshop

In this in-depth practical workshop, you will learn everything you need to know to practice claims management in your company. Our experts address your company’s current complaint examples and help you understand the following subjects in the course of this seminar.

**Seminar-ID**
02-280

**Contents**
- In-depth understanding of the cause analysis according to Ishikawa
- Team building and solution process
- Expectations and code of conduct in the automotive supply industry
- Joint preparation of an 8D report
- Definition of measures
- Effectiveness assessment
- Joint practical group work

**Certificate**
Each participant will receive a certificate of attendance for “Claims Management 8D Report, Ishikawa Workshop”.

**Target Group**
Advanced quality planning and work preparation personnel, sales personnel, project and production supervisors, inspection and process planners, supervisors, auditors, technicians, quality managers, engineers, series producers, merchants, developers, quality supervisors, quality administrators, quality management officers, managing directors, skilled workers from the processes.

**Prerequisites**
Basic claims management knowledge.

**Duration**
1-3 days

**Location**
In-house or a training location designed by TopQM-Systems

**Course Material**
Paper copy of TopQM-Systems seminar materials.

**In-house**

**Cost of Seminar**
€ 1.895,- plus VAT per day

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 189,- plus VAT per additional participant.
### Inspection and Process Design, Process Capabilities

In this 1-day foundation seminar, you will learn the basics required for test and process design. Our subject-matter experts address your specific requirements and help you understand the following subjects in a practical manner in the course of this seminar.

**Seminar-ID**
02-300

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<th>Contents</th>
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<td>➤ Safe launch concept</td>
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<td>➤ Process flowchart</td>
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<td>➤ Proof of process capability SPC</td>
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<td>➤ CMK, PPK, MSA, CGK</td>
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<td>➤ Dynamic test plan</td>
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<tr>
<td>➤ Batch definitions and traceability</td>
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<tr>
<td>➤ Group work and knowledge exchange</td>
</tr>
</tbody>
</table>

**Certificate**
Each participant will receive a certificate of attendance for “Test and Process Design, Process Capabilities”.

**Target Group**
Automotive suppliers, project managers, project team members, advanced quality planning and work preparation personnel, project and production supervisors, inspection and process planners, supervisors, auditors, technicians, quality managers, engineers, series producers, merchants, developers, quality supervisors, quality administrators, quality management officers, managing directors, skilled workers from the processes.

**Prerequisites**
Basic knowledge of inspection and process design

**Duration**
1 day

**Location**
In-house or a training location designed by TopQM-Systems

**Course Material**
Paper copy of TopQM-Systems seminar materials.

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### SPC/MSA Test Equipment Management Methodology Basics

In this one-day seminar, participants will gain knowledge of test equipment management and test equipment capabilities. The aspects of test equipment management and the assurance of traceability to international norm families will be communicated. In group work and practical elements, participants will develop the methods of automotive test equipment capability inspection. Our technical experts will adapt to your individual needs and communicate the following contents:

**Seminar-ID**
02-290

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<td>➤ Practical application of MSA</td>
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<td>➤ Measurement system analyses (ARM – ANOVA)</td>
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<td>➤ Changes to the process and measurement system</td>
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<td>➤ Internal / External labs</td>
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<tr>
<td>➤ Group work and knowledge exchange</td>
</tr>
</tbody>
</table>

**Certificate**
Every participant will receive a certificate of participation for the course “SPC/MSA Test Equipment Management Methodology Basics”.

**Target Group**
Quality experts, quality representatives, auditors, project leaders, supplier developers, inspection equipment management personnel.

**Prerequisites**
There are no specific prerequisites for this course.

**Duration**
1 day

**Location**
In-house or a training location designed by TopQM-Systems

**Course Material**
Paper copy of TopQM-Systems seminar materials.

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### In-house

**Cost of Seminar**
€ 1,895,- plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 189,- plus VAT per additional participant.

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**In-house**

**Cost of Seminar**
€ 1,895,- plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 189,- plus VAT per additional participant.
Self-inspecting Worker

In this 2-day seminar, you will acquire the competence and training as a self-inspecting worker. Seminar contents are structured in an easily understandable manner and prepared for enhanced comprehension by trained production staff.

Seminar-ID: 02-350

Contents
- Production and material technology (metal, plastics, electrical or assembly technology, depending of specialization)
- Measurement technology
- Test planning
- Inspection chart
- Series assurance
- Visual inspection personnel requirements
- QM Tools
- Basic ISO 9001 training
- Test on the material covered

Certificate
After passing a test of the material covered, each participant will receive a certificate for "Self-inspecting Worker".

Target Group
Skilled workers from the processes, especially trained workers or operators and production staff.

Prerequisites
No special prior knowledge is required.

Duration
2 days

Location
In-house or a training location designed by TopQM-Systems

Course Material
Paper copy of TopQM-Systems seminar materials.

In-house
Cost of Seminar
€ 2,990,- plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 225,- plus VAT per additional participant.

In this 1-day methodology seminar, you will learn the basics required for the application of 5S. Our subject-matter experts address your specific requirements and help you understand the following subjects in a practical manner in the course of this seminar.

Seminar-ID: 02-360

Contents
- 5S Teams
- 5S Elements
- Fundamental principles for the introduction and maintenance of optimized workplaces
- Practical examples

Certificate
Each participant will receive a certificate of attendance for "5S Order and Cleanliness".

Target Group
Automotive suppliers, project managers, project team members, advanced quality planning and work preparation personnel, project and production supervisors, inspection and process planners, supervisors, technicians, quality managers, engineers, series producers, merchants, quality supervisors, quality administrators, quality management officers, skilled workers from the processes, production staff. Skilled workers from the processes, especially trained workers or operators and production staff.

Prerequisites
No special prior knowledge is required.

Duration
1 day

Location
In-house or a training location designed by TopQM-Systems

Course Material
Paper copy of TopQM-Systems seminar materials.

In-house
Cost of Seminar
€ 1,895,- plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 189,- plus VAT per additional participant.
**SLC Safe Launch Concept (Launch Validation)**

In this 1-day seminar, you will learn the basics required for a safe launch concept. Our experts address your specific requirements and help you understand the following subjects in a practical manner in the course of this seminar.

**Seminar-ID: 02-235**

**Contents**
- Safe Launch Concept basics
- Launch validation / GP12 / Firewall
- SLC phases and SLC concept
- Integration into the existing QM system
- Group work
- Exchange of experience

**Certificate**
Each participant will receive a certificate of attendance for “SLC Safe Launch Concept (Launch Validation)”.

**Target Group**
Project management, quality assurance, inspection and process planners, logistics, production, project procurement.

**Prerequisites**
There are no specific prerequisites for this course.

**Duration**
1 day

**Location**
In-house or a training location designed by TopQM-Systems

**Course Material**
Paper copy of TopQM-Systems seminar materials.

**Certificate**
Each participant will receive a certificate of attendance for “SLC Safe Launch Concept (Launch Validation)”.

**Target Group**
Project management, quality assurance, inspection and process planners, logistics, production, project procurement.

**Prerequisites**
There are no specific prerequisites for this course.

**Duration**
1 day

**Location**
In-house or a training location designed by TopQM-Systems

**Cost of Seminar**
€ 1,895,- plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 189,- plus VAT per additional participant.

**Automotive Customer-Specific Requirements (CSR)**

This 1-day seminar covers the most important OEM requirements. In this seminar, participants will learn about the risks and opportunities which present themselves upon agreeing to a supplier commitment with an OEM. Our technical experts will show you particular aspects to be aware of in certification audits with customer requirements, and will take special care to meet your needs and convey the following themes in a practical manner:

**Seminar-ID: 02-430**

**Contents**
- IATF 16949 customer requirements with the valid guidelines
- Binding requirements and their commitment
- Best practice approaches
- Group work and experience exchange

**Certificate**
Every participant will receive a certificate of attendance for “Automotive Customer-Specific Requirements (CSR)”.

**Target Group**
Managing directors and sales personnel, product developers, project managers, auditors, purchasing, supplier developers, “SQEs” and other interested parties.

**Prerequisites**
There are no specific prerequisites for this course.

**Duration**
Min. 1 day (constructed from a selection of content blocks 1-4)

**Location**
In-house or a training location designed by TopQM-Systems

**Course Material**
Paper copy of TopQM-Systems seminar materials.

**Certificate**
Each participant will receive a certificate of attendance for “Automotive Customer-Specific Requirements (CSR)”.

**Target Group**
Managing directors and sales personnel, product developers, project managers, auditors, purchasing, supplier developers, “SQEs” and other interested parties.

**Prerequisites**
There are no specific prerequisites for this course.

**Duration**
1 day

**Location**
In-house or a training location designed by TopQM-Systems

**Cost of Seminar**
€ 2,250,- plus VAT per day

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 199,- plus VAT per additional participant.
Global MMOG/LE – Methodology

This 1.5-day seminar covers the most important requirements for the Global MMOG/LE self-assessment. The goals of the Odette tools and the full and basic versions of the questionnaire will be explained. Our technical experts adapt to individual needs of the group and cover the following topics:

Seminar-ID
01-060

Contents

- Introduction to the Global MMOG/LE logistics standard
- Goal-setting and purpose of the logistics audit
- Self-assessment contents and documentation
- Design and main sections of the Global MMOG/LE
- MMOG/LE audit preparation

Certificate

Every participant will receive the certificate of participation “Global Material Management Operations Guidelines Logistics Evaluation (Global MMOG/LE) Methodology”.

Target Group

Automotive suppliers, OEMs, T1/T2, logistics service providers in the supply chain, internal and external logistics personnel, auditors and logistics process managers.

Prerequisites

- Basic knowledge of the automotive industry and logistical processes
- Recommendation: Training participation: «IATF Qualification to 1st/2nd Party Auditor (ID211) »

Location

In-house or a training location designed by TopQM-Systems

Duration

1.5 days

Course Material

Paper copy of TopQM-Systems seminar materials.

ESD Compliant Production / Basics and Monitoring

With respect to this seminar, you will get to know the most important requirements concerning electrostatic discharge (ESD = Electro Static Discharge) and how to deal with it in the manufacturing as well as assembly process. By presenting this seminar, we will show you the risks and chances that need to be taken into account in terms of process development, manufacturing and assembly. Our experts make sure to present aspects that need to be considered for an ESD compliant manufacturing and assembly as well as best practice approaches. You can also expect to get personal assistance by getting individual support in terms of your needs. Our experts will present the following topics by emphasizing the practical aspect:

Seminar-ID
02-460

Contents

- Customer requirement (specification book, CSR,…)
- Current ESD – norms and guidelines (DIN EN, IEC, ANSI,…)
- Implementing the ESD requirements within the management system (work instruction, ESD in the control plan and the FMEA, control requirements, measuring equipment monitoring, training plan,…)
- Hall layout for the ESD-area

Certificate

Every participant will receive the certificate of participation “ESD Compliant Production / Basics and Monitoring”.

Target Group

QS-employees, product manager, project manager in product development, product planer, ESD-responsible, assembly responsible, process and product auditors.

Prerequisites

- Basic knowledge of the automotive industry and logistical processes
- Recommendation: Training participation: «IATF Qualification to 1st/2nd Party Auditor (ID211) »

Location

In-house or a training location designed by TopQM-Systems

Duration

2 days

Course Material

Paper copy of TopQM-Systems seminar materials.

In-house

Cost of Seminar
€ 2.695,- plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 225.- plus VAT per additional participant.

In-house

Cost of Seminar
€ 3.590,- plus VAT

In-house seminars are subject to an additional charge for travel and accommodation costs of the consultant. Fixed price guaranteed for up to 6 participants. € 349.- plus VAT per additional participant.
Audits

- VDA 6.3 Process Audit
- ISO 9001 System Audit
- ISO 50001 System Audit
- Global MMOG/LE Logistik Audit
- IATF 16949 System Audit
- VDA 6.5 Product Audit
- CQI-9, -11, -12, -15, -17, -23, -27 Audits
- ISO 14001 System Audit
- GM BIQS-Audit
- ESD - Audit (electrostatic discharge)

We are a licensed VDA QMC and AIAG training partner.
Audit Pre-Check-up & Preparation

Audit-ID: 10-010

TopQM Module 1.0

What does our Audit Pre-Check & Preparation entail?

Many audit results can lead to an important decision, such as certification, supplier release, project award or a de-escalation from quality notification. In such a situation it is advisable to be well-prepared!

Our experienced auditors can support you in preparing for an upcoming audit, either internal or external.

- A detailed gap-analysis by means of a pre-audit.
- Workshop to explain the audit criteria
- Preparation Workshop in which a delta to each audit criterion is determined, using Best Practice principles

TopQM-Systems carries out audits to a high level, which renowned OEMs and T1s use and provides a deep audit analysis.

Act now, don’t wait for the auditors!

Send your request now via e-mail or inquire personally and without obligation via phone:

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schulung@topqm.de | +49 6293 9289888

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TopQMS  Auditsupport  Service Steps

Audit Effectiveness Check (Validation Audit)
Audit-ID: 10-210

Audit Follow-up & Plausibility check
Audit-ID: 10-200

Audit
Audit-IDs: 10-020 to 10-190
- Audit planning
- Audit performance
- Audit report

Audit Pre-Check-up & Preparation
Audit-ID: 10-010

NEW ! Our Auditsupport Concept for 2019 !
www.topqm.com/audit
TopQM Auditsupport  

Audit types

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VDA 6.3 Process Audit Potential Analysis (P1)

For whom do we provide VDA 6.3 Potential analysis (P1)?

For all strategic and operational purchasing departments, worldwide operational OEMs and customers in both automotive and non-automotive supply chains, applicable for supplier selection, release of new supplier locations or the assessment of new manufacturing technologies at a supplier.

You can rely on our many years of competence in auditing suppliers in the automotive sector.

What is the purpose of a VDA 6.3 Potential Analysis (P1)?

As a customer you receive:

- A neutral view of potential new suppliers
- An insight into the capabilities, competences and risks of new suppliers
- A cross-section of the product and process development with project management, supplier management value-adding processes all the way to customer service
- An impression of how your customer requirements are implemented at suppliers
- A risk assessment of all suppliers in the selection process
- Improvements to your internal supplier selection process
- Comparable results for internal and external benchmarking

Send your request now via e-mail or inquire personally and without obligation via phone:

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schulung@topqm.de | +49 6293 9289888

TopQM-Systems North America LLC  
info@topqm.us | +1 864 332 4215
VDA 6.3 Process Audit Product Development Process / Serial Production (P2-P7)

Audit-ID: 10-030

For whom do we provide VDA 6.3 Process Audits?

For productive operations in the automotive and general engineering sectors, i.e. OEM, Tier 1, Tier 2.
Organisations who want to assess their processes for effectiveness and efficiency or whose customers require an audit in advance. TopQM-Systems carries out audits to a high level, which renowned OEMs and T1s also use which provides a deep audit analysis.

What is the purpose of a VDA 6.3 Process Audit?

As a customer you receive:
- A neutral view of your processes
- Findings about interfaces and their risks
- A validation of your processes from design, supplier management through the value adding processes to customer service
- An overview of any deviations from internal requirements
- An overview of any deviations from external customer requirements
- An analysis of transport and part handling
- Best Practice recommendations for continuous improvement
- Preparation for external audits with decision-making powers. (e.g. a potential analysis to determine suitability for a project award, customer audit as a means of supplier development)
- Comparable results for internal and external benchmarking

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VDA 6.3 Process Audit Serial Production (P5-P7)

Audit-ID: 10-040

For whom do we provide VDA 6.3 Process audits?

For productive operations in the automotive and general engineering sectors, i.e. OEM, Tier 1, Tier 2.
Organisations who want to assess their processes for effectiveness and efficiency or whose customers require an audit in advance. TopQM-Systems carries out audits to a high level, which renowned OEMs and T1s also use which provides a deep audit analysis.

What is the purpose of a VDA 6.3 Process Audit?

As a customer you receive:
- A neutral view of your processes
- Findings about interfaces and their risks
- A validation of your processes from design, supplier management through the value adding processes to customer service
- An overview of any deviations from internal requirements
- An overview of any deviations from external customer requirements
- An analysis of transport and part handling
- Best Practice recommendations for continuous improvement
- Preparation for external audits with decision-making consequences. (e.g. a potential analysis to determine suitability for a project award, customer audit as a means of supplier development)
- Comparable results for internal and external benchmarking

This audit does not cover the product development process therefore it allows you to focus only on the continuous series production with reduced effort.

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VDA 6.3 Process Audit Service Process

For whom do we provide VDA 6.3 Process audits?
For logistic service providers in the automotive supply chain, as well as logistic service providers in other manufacturing industries and aftermarket suppliers.

What is the purpose of a VDA 6.3 Process Audit?
As a customer you receive:
- A neutral view of your processes
- Findings about interfaces and their risks
- A validation of storage conditions and warehousing specifications
- An overview of any deviations from external customer requirements
- An analysis of logistic chains
- Best Practice recommendations for continuous improvement
- Preparation for external audits with decision-making consequences. (e.g. a potential analysis to determine suitability for a project award, customer audit as a means of supplier development)
- Comparable results for internal and external benchmarking

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VDA 19.2 Assembly Cleanliness

For whom do we provide VDA 19.2 Assembly Cleanliness?
For suppliers who have to attain a cleanliness requirement of between 200µm and 1000µm.

What is the purpose of a VDA 19.2 Cleanliness Audit?
As a customer you receive:
- An analysis of your manufacturing processes
- An analysis of the assembly line
- An overview of the main factors influencing cleanliness (Machine/Man/Building/Environment)
- An overview of monitoring and sample handling
- An overview of the laboratory and measurement processes
- Current state with gap analysis of technical cleanliness and suitable value adding processes

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VDA 6.5 Product Audit

Audit-ID: 10-070

TopQM Module 2.0

For whom do we provide VDA 6.5 Product Audits?

Organisations who want to assess their processes for effectiveness and efficiency or whose customers require an audit in advance. TopQM-Systems carries out audits to a high level, which renowned OEMs and T1s also use which provides a deep audit analysis.

What is the purpose of a VDA 6.5 Product Audit?

As a customer you receive:

- A neutral view of your product quality
- Findings about interfaces and their risks
- A verification of the product itself
- An overview of deviating characteristics
- An analysis of special characteristics
- An analysis of part handling and marking
- Best Practice recommendations for continuous improvement

A VDA 6.5 Audit always includes measurement & inspection staff.

IATF 16949 System Audit

Audit-ID: 10-080

TopQM Module 2.0

For whom do we offer IATF 16949 Audits?

For automotive suppliers who have series production, i.e. OEM, Tier 1, Tier 2. Organisations who have to reorganise their managements systems to IATF 16949. Also, suppliers whose quality system is certified to DIN EN ISO 9001 but who want to assess their capability in the automotive sector.

What is the purpose of an IATF 16949 Audit?

As a customer you receive:

- A neutral view of your processes
- Detection of interfaces/crossover processes and their risks
- An overview of the deviations from audit requirements/customer requirements
- Best Practice recommendations for continuous improvement
- Preparation for an external audit which leads to decisions (certification audit, customer audit…)
- A gap-analysis as basis for the introduction of IATF 16949

Send your request now via e-mail or inquire personally and without obligation via phone:

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**MAQMSR System Audit** (Minimum Automotive Quality Management System Requirements for Sub-Tier Suppliers)

**Audit-ID:** 10-090

**TopQM Module 2.0**

**For whom do we provide MAQMSR Audits?**

For all strategic and operational purchasing departments of worldwide active OEMs and organisations in the automotive supply chain. Applicable for the development of quality management systems (DIN EN ISO 9001) of suppliers implementing automotive standards. Rely on our many years’ experience of auditing when analysing if your suppliers attain the high standards in the automotive industry.

**What is the purpose of a MAQMSR Audit?**

As a customer you receive:

▶ A neutral view of your processes
▶ Detection of interfaces/crossover processes and their risks
▶ An overview of the automotive system levels of your suppliers
▶ Advice to implementing customer requirements at your suppliers
▶ Recommended actions for development activities at your suppliers
▶ Comparable results for internal as well as external benchmarking
▶ A development tool for DIN EN ISO 9001 suppliers who wish to attain IATF 16949

Send your request now via e-mail or inquire personally and without obligation via phone:

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**CQI-9 / CQI-11 / CQI-12 / CQI-15 / CQI-17 / CQI-23 / CQI-27 Audits**

**Audit-ID:** 10-100

**TopQM Module 2.0**

**For whom do we provide AIAG CQI audits?**

For automotive suppliers who have manufacturing processes which are oriented to process parameters and which only allow a destructive test on the product.

These include:

▶ CQI-9 for heat treatment processes
▶ CQI-11 for galvanic processes
▶ CQI-12 for surface treatment processes
▶ CQI-15 for welding processes
▶ CQI-17 for soldering processes
▶ CQI-23 for plastic moulding processes
▶ CQI-27 for casting processes

**What is the purpose of an AIAG CQI Process audit?**

As a customer you receive:

▶ Robust and mature manufacturing processes
▶ A technology-specific view of the value-adding process
▶ An overview of process risks
▶ A verification of the monitoring mechanisms
▶ An overview of the measurement technology used to document the parameters
▶ An overview of technology-based improvement potential

TopQM-Systems is THE pioneering service provider and THE market leader for all AIAG CQI Special Processes, we are a licenced partner of AIAG and a long-time member of the US automobile industry. Our auditors all have CQI auditors’ qualifications and possess the relevant recognised TopQM AIAG CQI auditors’ certificates.

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ISO 9001 Quality Management - System Audit

Audit-ID: 10-110

TopQM Module 2.0

For whom do we provide DIN EN ISO 9001 System Audits?
For service providers and manufacturing industries. We audit everything from one-man businesses to large corporations. Our satisfied customers include numerous small and medium-sized enterprises as well as large automotive manufacturers (OEMs) as well as Tier-1 and Tier-2 suppliers.

What is the purpose of a DIN EN ISO 9001 System Audit?
As a customer you receive:
- A neutral view of your processes
- Identification of interfaces and their risks
- A list of deviations with regards to the audit standard
- Best-Practice recommendations for continuous improvement
- Preparation for an external audit which leads to decisions (certification audit, customer audit…)

Our quality management system auditors are recognised experts in the field of quality management.

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ISO 14001 Environmental Management - System Audit

Audit-ID: 10-120

TopQM Module 2.0

For whom do we provide ISO 14001 Environment Audits?
For service providers and manufacturing industries. We audit everything from one-man businesses to large corporations. Our satisfied customers include numerous small and medium-sized enterprises as well as large automotive manufacturers (OEMs) as well as Tier-1 and Tier-2 suppliers.

What is the purpose of an ISO 14001 Environmental Audit?
As a customer you receive:
- A neutral view of your processes
- Identification of interfaces and their risks
- A list of deviations with regards to the audit standard
- Best-Practice recommendations for continuous improvement
- Preparation for an external audit which leads to decisions (certification audit, customer audit…)

Our environmental management system auditors are recognised experts in the field of environmental management.

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ISO 50001 Energy Management - System Audit

For whom do we provide ISO 50001 Energy Audits?

For service providers and manufacturing industries. We audit everything from one-man businesses to large corporations. Our satisfied customers include numerous small and medium-sized enterprises as well as large automotive manufacturers (OEMs) as well as Tier-1 and Tier-2 suppliers.

What is the purpose of an ISO 50001 Energy Audit?

As a customer you receive:
- A neutral view of your processes
- Identification of interfaces and their risks
- A list of deviations with regards to the audit standard
- Best-Practice recommendations for continuous improvement
- Preparation for an external audit which leads to decisions (certification audit, customer audit…)

Our management system auditors are recognised experts in the field of energy management.

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DIN EN 16247 Energy Audit

For whom do we carry out DIN EN 16247 Energy Audits?

For all organisations which are not classified as SMEs under the EU and have not introduced an energy management system to DIN EN ISO 50001 or have not been certified to EMAS.

SME = Small and Medium-sized Enterprises
Organisations with ≥ 250 employees and an annual turnover of > €50 M or an annual balance of > €43 M

What is the purpose of a DIN EN 16247 Energy Audit?

As a customer you receive:
- A neutral view of your processes
- Identification of interfaces and their risks
- A list of deviations with regards to the audit standard
- Best-Practice recommendations for continuous improvement
- Preparation for an external audit which leads to decisions (certification audit, customer audit…)

Our management system auditors are recognised experts in the field of energy management.

Caution:
The audit to DIN EN 16247 is not recognised for the reimbursement of energy tax or as a hardship case according to Article 4 Section. 2 EEG 2014!

Send your request now via e-mail or inquire personally and without obligation via phone:

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Formula Q VW Process Audit (VDA 6.3)

Audit-ID: 10-150

For whom do we provide Formel Q VW Process Audits (VDA 6.3)?

For all worldwide series producers (Tier 1, Tier 2, Tier 3) in the supply chain who provide parts to companies in the VW Group.

What is the purpose of a Formel Q VW Process Audits (VDA 6.3)?

As a customer you receive:

► A neutral view of your processes
► Identification of interfaces and their risks
► An overview of product development, process development, and project management as a basis for the value adding processes
► A list of deviations with regards to the audit standard (including the additional Formel Q capability)
► Best-Practice recommendations for continuous improvement
► Preparation for an external audit which leads to decisions (potential analysis as a method of assessing suitability for the VW Group, customer audit as a means of supplier development, etc.)

Send your request now via e-mail or inquire personally and without obligation via phone:

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Formula Q VW D/TLD-Audit

Audit-ID: 10-160

For whom do we carry out Formel Q - D/TLD Audits?

For all worldwide series producers (Tier 1, Tier 2, Tier 3) in the supply chain who provide parts to companies in the VW Group.

What is the purpose of a Formel Q - D/TLD Audits?

As a customer you receive:

► A neutral view of your processes
► Identification of interfaces and their risks
► A list of deviations with regards to the audit standard
► Documentary evidence for B2B registration
► Documentation and securing of record management
► Best Practice recommendations for your continuous improvement
► Preparation for an external audit which leads to decisions (customer audit, supplier development audit, recording of evidence).

Send your request now via e-mail or inquire personally and without obligation via phone:

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Global MMOG/LE Logistic-Audit (Global Materials Management Operations Guidelines/Logistics Evaluation)

**Audit-ID: 10-170**

**TopQM Module 2.0**

**For whom do we provide Global MMOG/LE Audits?**

For automotive suppliers with logistics operations (OEM, Tier 1, Tier 2). Organisations, who need to assess the capability and performance of their existing logistics operations in order to fulfill customer requirements.

**What is the purpose of Global MMOG/LE Audits?**

As a customer you receive:

- An objective comparison of current logistic performance with those in the Global MMOG/LE in a systematic form of an audit report
- Carrying out a root cause analysis together with the logistics team.
- Carrying out workshops to determine countermeasures
- After a suitable period of time the proof of effectiveness of the measures implemented with a new Global MMOG/LE Audit

Our automotive auditors are recognised experts in the field of the required logistic processes.

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ESD-Audit (electronic discharge)

**Audit-ID: 10-180**

**TopQM Module 2.0**

**For whom do we carry out ESD Audits to DIN EN 61340?**

For suppliers who have production or assembly of electronically sensitive components, e.g. automotive industry, medical devices, consumer electronics, etc.

**What is the purpose ESD Audits to DIN EN 61340?**

As a customer you receive:

- A neutral view of your ESD concept
- Finding risks in the process and infrastructure
- A validation of protective devices
- Best practice recommendations for your continuous improvement
- An overview of how you can implement customer-specific requirements (of OEMs) e.g. VW Group
- Preparation for an external audit which leads to decisions (process acceptance/release by the customer...)

Our ESD auditors are recognised experts in the field of ESD requirements.

Send your request now via e-mail or inquire personally and without obligation via phone:

TopQM-Systems GmbH & Co. KG
schulung@topqm.de | +49 6293 9289888

TopQM-Systems North America LLC
info@topqm.us | +1 864 332 4215
GM BIQS-Audit

Audit-ID 10-190
TopQM Module 2.0

For whom do we provide GM BIQS Audits?
For all worldwide series producers (Tier 1, Tier 2, Tier 3) in the supply chain who provide parts to GM.

What is the purpose of a BIQS Audit?
As a customer you receive:
- A neutral view of your supplier processes
- An overview of the interfaces and their risks to your suppliers
- A quick status assessment of your suppliers’ capabilities
- An overview of the performance of your process for each of the BIQS elements
- A list of deviations with regards to the audit standard
- Best practice recommendations for your continuous improvement
- Preparation for an external audit which leads to decisions (a BIQS audit for supplier development, etc)

Our supplier auditors are recognised experts in the field of the strict General Motors customer-specific requirements.

Audit Follow-up & Plausibility Check

Audit-ID 10-200
TopQM Module 3.0

What does our Audit Follow-up & Plausibility check offer?
Many audit results can lead to an important decision, such as certification, supplier release, project award or a de-escalation from quality notification.
In any audit even without any external influences a high number of improvements which can make your processes more effective and efficient will be identified. To have experienced experts from TopQM-Systems on hand will put you and your organisation in a good situation for the follow-up from any audit.
Our experienced auditors will support you during the professional follow-up from TopQM-System Audits as well as third-party audits.

- Identification of the root cause and corrective measures by the audited organisation.
- Workshop to identify root causes and define countermeasures.
- Moderation of regular meetings to implement corrective actions
- Workshops focused on individual processes in the audited organisation.

TopQM-Systems let you systematically identify the potential improvements from any audit.

Audit Effectiveness Check (Validation Audit)

Audit-ID 10-210
TopQM Module 4.0

What does our Audit Effectiveness Check provide? (also called Validation Audit)
An effective and sustainable implementation of identified potential improvements from an audit can only be ensured with a systematic use of the PDCA method. The benefits and successes here depend on the central collection of corrective actions and monitoring of their effectiveness.
Our experienced auditors can carry out an independent survey of the effectiveness of each
- Validation Audit for the analysis of the effectiveness of the corrective actions
- Document check to verify the effectiveness of the corrective actions

With TopQM-Systems you are always on the right track!
Automotive Core Tools SPC - Statistical Process Control

CQI Special Processes

Technical Cleanliness

APQP Advance Quality Planning

FMEA Harmonisation AIAG and VDA

IATF 16949 Opportunities and Benefits

Process Audits in the Automotive Industry

PPAP / PPF - Product Approval Process

You are welcome to book our following webinars for an individual date for your company.

Costs: € 300,- plus VAT (including 8 participants)
CQI Special Processes

Within a very short time, this webinar provides participants with a wealth of expertise on the key aspects and contents of AIAG CQI Special Processes. This training is provided as a webinar. Your benefit: You can participate from anywhere in the world. You only require an internet connection, a computer with a headset or a computer and a telephone.

Contents
- Fundamentals of AIAG
- Sources of CQI standards
- Customer-specific requirements
- Overview of CQI Special Processes (CQI-9, CQI-11, CQI12, CQI-15, CQI-17, CQI-23, CQI-27)
- Structure and content of CQI standards
- Qualification requirements for CQI auditors
- TopQM Modular Seminar Program CQI Special Processes standards and guidelines

Certificate
Upon completion of the webinar you can request a certificate of attendance to be sent to you by post.

Target Group
Interested parties from the automotive industry, QM managers, QA managers, QM officers, procurement and sales, auditors, production planners, process owners and developers

Prerequisites
The automotive webinar targets persons interested in “AIAG CQI Special Processes” and is suitable for beginners. No special prior knowledge is required.

Course Material
Webinar participants will be sent the PowerPoint presentation in PDF format 1 or 2 days after the webinar.

Duration
60 Minutes

Webinar
Cost of Webinar
€ 69,- plus VAT per participant
If you are using a telephone to dial in, you will also bear the telephone charges. Your regular calling rates apply. If you are attending the webinar via computer and headset, there will be no extra charge.

Process Audits in the Automotive Industry

Within a very short time, this webinar provides participants with a wealth of expertise on the key aspects for conducting process audits in the automotive industry. This training is provided as a webinar. Your benefit: You can participate from anywhere in the world. You only require an internet connection, a computer with a headset or a computer and a telephone.

Contents
- Fundamentals, publisher of VDA Vol. 6.3
- Sources of automotive requirements / Automotive Core Tools
- Customer-specific requirements
- Preparation, planning a process audit
- Conducting a process audit / turtle model
- Evaluation and classification / gradation scheme
- Presentation of findings, audited party and audit client

Certificate
Upon completion of the webinar you can request a certificate of attendance to be sent to you by post.

Target Group
Interested parties from the automotive industry, QM managers, QA managers, QM officers, procurement and sales, auditors, production planners, process owners and developers, logistics and production personnel, and automotive service providers.

Prerequisites
The automotive webinar targets persons interested in “Process Audits in the Automotive Industry” and is suitable for beginners. No special prior knowledge is required.

Course Material
Webinar participants will be sent the PowerPoint presentation in PDF format 1 or 2 days after the webinar.

Duration
60 Minutes

Webinar
Cost of Webinar
€ 69,- plus VAT per participant
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Technical Cleanliness

Within a very short time, this webinar provides participants with a wealth of expertise on the key aspects and contents of Technical Cleanliness. This training is provided as a webinar. Your benefit: You can participate from anywhere in the world. You only require an internet connection, a computer with a headset or a computer and a telephone.

We are a licensed VDA QMC and AIAG training partner

Certificate
Upon completion of the webinar you can request a certificate of attendance to be sent to you by post.

Target Group
For all persons interested in “Technical Cleanliness”, aiming for a general overview.

Prerequisites
The automotive webinar targets persons interested in “Technical Cleanliness” and is suitable for beginners. No special prior knowledge is required.

Course Material
Webinar participants will be sent the PowerPoint presentation in PDF format 1 or 2 days after the webinar.

Duration
60 Minutes

Webinar
Cost of Webinar
€ 69,- plus VAT per participant
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FMEA Harmonisation AIAG and VDA

Within a very short time, this webinar provides participants with a wealth of expertise on the key aspects and contents of FMEA. This training is provided as a webinar. Your benefit: You can participate from anywhere in the world. You only require an internet connection, a computer with a headset or a computer and a telephone.

We are a licensed VDA QMC and AIAG training partner

Certificate
Upon completion of the webinar you can request a certificate of attendance to be sent to you by post.

Target Group
Developers, product and process planners, procurement and distribution, QM and product supervisors, production managers, logistics personnel and production planners.

Prerequisites
The automotive webinar targets persons interested in “FMEA Harmonisation AIAG and VDA” and is suitable for beginners. No special prior knowledge is required.

Course Material
Webinar participants will be sent the PowerPoint presentation in PDF format 1 or 2 days after the webinar.

Duration
60 Minutes

Webinar
Cost of Webinar
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PPAP / PPF - Product Approval Process

Within a very short time, this webinar provides participants with a wealth of expertise on the key aspects of the Product Approval Process. This training is provided as a webinar. Your benefit: You can participate from anywhere in the world. You only require an internet connection, a computer with a headset or a computer and a telephone.

Webinar-ID
05-050

Contents
- Publisher of the PPAP / PPF methodology
- Sources of the Automotive Core Tools
- Customer-specific requirements
- Coordination of the presentation stages
- Contents AIAG PPAP / VDA PPF presentation > matching
- Trigger of a product approval process
- Approval steps

Certificate
Upon completion of the webinar you can request a certificate of attendance to be sent to you by post.

Target Group
Quality assurance, procurement and distribution managers, QM and product supervisors, production managers, logistics personnel and production planners.

Prerequisites
The automotive webinar targets persons interested in “PPAP / PPF – Product Approval Process” and is suitable for beginners. No special prior knowledge is required.

Course Material
Webinar participants will be sent the PowerPoint presentation in PDF format 1 or 2 days after the webinar.

Duration
60 Minutes

Webinar
Cost of Webinar
€ 69,- plus VAT per participant
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APQP - Advance Quality Planning

Within a very short time, this webinar provides participants with a wealth of expertise on the key aspects and content of APQP. This training is provided as a webinar. Your benefit: You can participate from anywhere in the world. You only require an internet connection, a computer with a headset or a computer and a telephone.

Webinar-ID
05-060

Contents
- Publisher of the APQP method
- Sources of the Automotive Core Tools
- Customer-specific requirements
- Overview of the APQP phases
- Principles of project management
- APQP elements

Certificate
Upon completion of the webinar you can request a certificate of attendance to be sent to you by post.

Target Group
Project manager and team members, quality planners, procurement and distribution, QM and product supervisors, production managers, logistics personnel and production planners.

Prerequisites
The automotive webinar targets persons interested in “APQP – Advance Quality Planning” and is suitable for beginners. No special prior knowledge is required.

Course Material
Webinar participants will be sent the PowerPoint presentation in PDF format 1 or 2 days after the webinar.

Duration
60 Minutes

Webinar
Cost of Webinar
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Automotive Core Tools SPC – Statistical Process Control

Within a very short time, this webinar provides participants with a wealth of expertise on the key aspects of Statistical Process Control. This training is provided as a webinar. Your benefit: You can participate from anywhere in the world. You only require an internet connection, a computer with a headset or a computer and a telephone.

Contents
- Publisher of the SPC method
- Sources of the Automotive Core Tools
- Customer-specific requirements
- Process variation
- Process regulation and control
- Process control indicators
- Threshold values CMK, PPK and CPK
- Control card for process monitoring

Certificate
Upon completion of the webinar you can request a certificate of attendance to be sent to you by post.

Target Group
Project managers and team members, quality planners, procurement and distribution, QM and product supervisors, production managers, logistics personnel and production planners

Prerequisites
The automotive webinar targets persons interested in “SPC – Statistical Process Control” and is suitable for beginners. No special prior knowledge is required.

Course Material
Webinar participants will be sent the PowerPoint presentation in PDF format 1 or 2 days after the webinar.

Duration
60 Minutes

Webinar
Cost of Webinar
€ 69,- plus VAT per participant
If you are using a telephone to dial in, you will also bear the telephone charges. Your regular calling rates apply. If you are attending the webinar via computer and headset, there will be no extra charge.

IATF 16949 - Opportunities and Benefits

Within a very short time, this webinar provides participants with a wealth of expertise on the key aspects of IATF 16949 - Opportunities and Benefits. This training is provided as a webinar. Your benefit: You can participate from anywhere in the world. You only require an internet connection, a computer with a headset or a computer and a telephone.

Contents
- Automotive expectation in the supply chain
- Certification process
- Implementation / Argumentation
- Customer Requirements
- Regulations and SIs / FAQs
- Benefits & Opportunities

Certificate
Upon completion of the webinar you can request a certificate of attendance to be sent to you by post.

Target Group
Management, quality management representative (QMB), sales, other interested persons.

Prerequisites
No special prior knowledge is required.

Course Material
Webinar participants will be sent the PowerPoint presentation in PDF format 1 or 2 days after the webinar.

Duration
60 Minutes

Webinar
Cost of Webinar
€ 69,- plus VAT per participant
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Dates
01. March 2019
05. July 2019
Language
German
German
Time
11:00 am
09:00 am
TopQM Supplier Development

- Do you have capacity bottlenecks and require additional resources?
- Do you require external competences in production and quality management?
- Do you have supply or quality issues?
- Are you planning new series launches?

Take advantages of TopQM-Systems’ competence

- More than 20 years of extensive project experience
- Our satisfied clients include OEM and T1
- We are available worldwide from our TopQM locations (Germany, USA, China, Turkey, Mexico)
- We are flexible, fast and fair and offer exceptional value for money
- TopQM-Systems is a member and licensed training partner of the AIAG
- TopQM-Systems is a licensed VDA QMC trainings partner

TopQM – Automotive APP  The little assistent on the go

- Connection to other requirements
- Overview of the three different types of audits and explanation of the differences
- Overview of the contents of the individual VDA 6.3 sections
- Introduction to the process approach for risk analysis according to the turtle model
- Audit process from the audit program to completion of the audit
- Planning and conducting a process audit
- PC-Desktop-Version available

TopQM-Systems has been a member and licensed training partner of the AIAG since 2006

TopQM-Systems has been certified according to ISO 9001
Your international Automotive-Support for seminars, quality projects, audits & supply chain management

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