The ISO/TS 16949:2009

Quality Management Systems

Implementation Workbook

The fastest way from 0 to 16949!

The ISO/TS 16949 Implementation Workbook

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Contents

Workbook cover page

Workbook contents page

Section 1

- **The Preparation Phase**

Section 2

- **The Development Phase**

Section 3

- **The Implementation and Registration Phase**

Notes:

This implementation workbook is suitable for use with the **ISO/TS 16949:2009** Quality management systems – Particular requirements for the application of ISO 9001:2008 for automotive production and relevant service part organizations.

The workbook is best utilized with implementation training tools provided in a [series of PowerPoint presentations](#) covering the three sections.

Task 6   Establish the QMS Support Team

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From Task 4.a, the QMS Management Representative is:

_____

For this task, appoint the QMS Support Team.

The QMS Support team, which will essentially be a Quality team, needs to be selected and appointed.

• The team will be a multi-disciplinary team that will establish, implement, maintain and regularly review the quality system.

• The QMS support team will have sufficient knowledge and experience with regard to the organization's products and processes.

• In small and medium size enterprises, one group the QMS support team can effectively function as both the QMS Steering Team (Task 4.b) and the Quality Team (this Task 6).

In support of the QMS management representative, the members of the QMS Support Team are:	
<u>TITLE</u>	<u>NAME</u>
• President	
• QMS management representative	
•	
•	
•	
Supporting participation from:	
• Personnel Manager	
•	

Comments:

Prepared by; _____ Date: _____

Task 15   QMS Workshop Exercise C - Clauses 5.1 - 5.6

ISO/TS 16949 Requirements Clause #	Instructions for the review of the requirements	Activities currently being done / Activities required	-- YES -- In Compliance	-- NO -- Needs Attention
---	**5 Management Responsibility**	Take the time to review the requirements of Clause 5. Read each paragraph of clause 5 and in the 3 right hand columns: • Describe what you are currently doing to comply with the requirements. • Identify where you will need to implement new activities. Existing activities that may already comply with the standard and New activities that need attention will become part of your quality management system – QMS.	-----	-----
	An essential prerequisite for this exercise is to have at your company location the latest publication of the ISO/TS 16949 standard. And with the execution of **Task 3** in the ISO/TS 16949 Workbook, this document will be available for use with this exercise.			
5 Management responsibility	Read paragraph 5.1 Management commitment, and in the right hand columns:	....		
5.1 Management commitment	Describe what you are currently doing to comply with the requirements.	....		
	Identify where you will need to implement new activities.	....		
5.1.1 Process efficiency	Read paragraph 5.1.1 process efficiency, and in the right hand columns:	....		
	Describe what you are currently doing to comply with the requirements.	....		
	Identify where you will need to implement new activities.	....		
5.2 Customer focus	Read paragraph 5.2 Customer focus, and in the right hand columns:	....		
	Describe what you are currently doing to comply with the requirements.	....		
	Identify where you will need to implement new activities.	....		
5.3 Quality policy	Read paragraph 5.3 Quality policy, and in	....		

Task 15b   Provide Training in ISO/TS Core Tools
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As you implement the QMS you will be making use of the quality core tools for ISO/TS 16949. The underlined links connect you to a summary.
What are ISO/TS 16949 Core Tools?
The quality core tools are building blocks to effectively create and manage a quality management system. Organizations seeking/maintaining certification in TS 16949 need to have an understanding of the quality core tools in order to meet OEM's requirements.

The quality core tools will help you improve your organization's QMS. The 5 Core Tools required to effectively implement and audit ISO/TS 16949 are listed below:

- APQP – Advanced Product Quality Planning
- FMEA – Failure Mode and Effects Analysis
- MSA – Measurement System Analysis
- PPAP – Production Part Approval Process
- SPC – Statistical Process Control

As you implement the QMS, you will have to become familiar with the quality core tools. This means that you will need training to take advantage of what the automotive OEM industry has determined to be effective and proven methodologies in a very competitive global market.

Not all members of the Steering and Support Teams will require training in all core tools. Team members are selected as candidates and typical training needs identified, provided and followed up at the regular team meetings (Task 7).

Team Member	APQP	FMEA	MSA	PPAP	SPC	Date
President			x			
QMS Representative	x	x	x	x	x	
Manufacturing Manager	x		x		x	
Technical Services Manager		x	x		x	
Materials Manager	x					
Etc.						

Comments:

Prepared by: _____ Date: _____