ISO 9001 to ISO/TS 16949 QMS Upgrade Instructions

Throughout this document, you will find the following assistance:

- Links to supporting information are underlined blue text
- Links to buy Standards directly from the source (TechStreet) are **Underlined Bold Red text**

ISO/TS 16949:2009 = ISO 9001:2008 + Additional automotive industry requirements

- What is ISO/TS 16949:2009 - Find out what the requirements are
- Read about the ISO/TS16949 Requirements and Eligibility
- Compare ISO/TS16949-and-ISO-9001
- Read about the ISO/TS16949-core-tools commonly used with the technical specification.
- Guidance on ISO 19011 and internal audits, - (**ISO 19011 standard)**

We offer several other tools to help your organization transition to ISO/TS16949:2009.

- Gap-Analysis - Checks that you have all areas of your company ready for ISO/TS 16949:2009.
- Employee-Training - PC based training which can be taken via the web.
  - It can be customized to give you better record keeping and automated deployment.
- Intro-To-16949 PowerPoints - reviewing clause by clause review of ISO/TS 16949
- Audit-Checklist - to help you audit to the ISO/TS technical specification
- Internal-auditor-training - which includes the materials to train your auditors in process based auditing.
- Problem solving training-classes - taken online with quizzes, a certificate, and IACET Credits
  - Root Cause Analysis with Corrective Action
  - Error proofing
- ISO/TS16949 Core-Tools-Training – to get your team up to speed on the Core Tools for ISO/TS 16949.
  - APQP , MSA, SPC , FMEA and 8D Problem-Solving

Using these instructions to upgrade your QMS:

The following table outlines the changes to your QMS documentation to align with the ISO/TS16949 requirements:

- Use a copy of the **ISO/TS16949:2009 Standard** to pinpoint the areas that need attention.
- Make notes in the space to the right and the left of the column for reference documentation.

Use the upgrade checklist section on the right side of the table to assign the responsibility and to follow up. Essentially, the documentation package for the management system will contain:

- One existing Quality Manual with minor upgrades to reflect the ISO/TS 16949 requirements.
- Revisions (additions) in existing ISO 9001 documents in your QMS
- Several additional Procedures & Forms to cover the new requirements
  - P-722, Risk management and related forms F-722-001 and F-722-002
  - P-732, Design and development of manufacturing processes and related forms F-730-001, F-730-002 and F-730-003.
  - P-752, Validation of processes for production and form F-752-001
  - P-823, Monitoring and measurement of manufacturing processes and form F-823-001
  - P-840, Statistical techniques (standard forms)
  - P-841, Root cause analysis and form F-841-001.

NOTE: It is assumed that you have a COMPLETE ISO 9001 QMS!
If not, you may need to purchase additional ISO/TS procedures

				Upgrade Checklist	
	all customer requirements.				
4.2.3.1	---	Procedure	In your existing procedure for Control of Documents, (4.2.3), define the method used to assure timely review, distribution and implementation of all customer specifications and changes based on customer-required schedules.		
4.2.4.1	---	Procedure	In your existing procedure for Control of Records (4.2.4), define the method(s) used for the retention of records to satisfy statutory, regulatory and customer requirements?		
5.1.1	---	Procedure	In your process for management responsibility (5.1), add a section for process efficiency (5.1.1) to define the method used by top management to review the product realization processes to assure that they are effective and efficient.		
5.4.1.1	In section 5.4 of the manual, add a note to say that top management defines quality objectives & measurements and include them in the business plan and use them to deploy the quality policy.	Manual	---		
5.5.1.1	---	Procedure	In your process for responsibility and authority (5.1) include the requirements that: - Managers responsible for corrective action are promptly notified of products or processes that do not meet requirements. - Personnel responsible for product quality are authorized to stop production to correct quality problems. - All shifts are staffed with personnel responsible for product quality.		
5.5.2.1	In section 5.5 of the manual, include the requirement to designate a customer representative with responsibility and authority to see that all customer requirements are addressed.	Manual	---		
5.6.1.1	---	Procedure	In your process for responsibility and authority (5.1) and in the management review section (5.6) include the requirements that the reviews include: - All requirements of the QMS and its performance trends, - Monitoring of quality objectives,		