1. **Eligibility for IATF 16949 certification:**

Please mention the detailed activities carried / Scope of the organization applied for IATF 16949 certification

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# (*The scope of approval defines the specific nature of the business and the activities controlled by your Organisation’s management system for which certification is required.)*

Are any of the activities for which you require approval **not undertaken** at your office/site premises? If any then, please provide the details:

Does your organization have 12 months history of Automotive Manufacturing data available? Please confirm

1. **Structure of your organization – Manufacturing sites, support function sites etc:**

Is it a single site or multisite?

Manpower:

If multisite then please provide the following information:

1. Please provide list of products manufactured at each site

 Main site

 Site 1      (add extra if required…)

1. Break up of manpower at your main site and other sites: Please give the break up for shifts as below:

Main site:

1. Shift 1
2. Shift 2
3. Shift 3
4. General shift

Site 1

1. Shift 1
2. Shift 2
3. Shift 3
4. General shift

Add more as required…

1. Details of any remote / support functions (if applicable):
2. Support function 1:

Location      ; Scope     ; Manpower

1. Support function 2:

Location      ; Scope     ; Manpower

Add if more sites as applicable…

1. Are the support functions certified?

 If yes, then attach copy of certificate

1. Explain in detail the relation between the support function(s) and manufacturing site applying for IATF 16949 certification

1. **What is your organization type from the list below?**
2. Manufacturing automotive parts
3. Ditto - Service parts
4. Ditto - Accessory parts
5. Ditto - Aftermarket parts
6. **Do you have any extended manufacturing site(s)?**

If yes, please provide the details

Are there major variations in the scope of activities between sites? [ ]  Yes [ ]  No

If yes, then please provide the details:

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Does your organisation or an associated site have a product design responsibility? [ ]  Yes [ ]  No

If yes, please state location

How many employees work in the design/development department?

Who are your Organisation’s main OEM or Tier 1 customers (e.g. Ford, GM, Magna, Delphi, Bosch etc?)

1. **Existing ISO 9001 approved organisations only**

Does your organization have a certified Quality Management System? [ ]  Yes [ ]  No

If yes, please give details of certification body and date of certificate

At which visit do you intend upgrading the approval?

1. **Organisations holding a current, valid IATF 16949 certification from another certification body only**

Does your organisation hold a current, valid IATF 16949 certificate from IATF recognized certification body and have the same been migrated from another certification body during the last three years?

[ ]  Yes [ ]  No

If yes, please give details of Certification Bodies and details of certificates and IATF numbers. (Scope of certification; date of issue; date of expiry; date of withdrawal, to check if it is suspended etc if applicable)

Is there a gap of minimum 3 years (-3 months; or 2 years nine months) between two transfer audits as the organization informed the current certification body of the intent to transfer?

Has your organization informed the current certification body of the intent to transfer?

Please list down the reason for transfer to LRQA?

LRQA will be requiring the last 3 years’ audit reports linking to the non-conformity details

*(****Please do not to cancel your running contract with your current certification body until the time you receive your IATF certificate from LR.)***

1. **All Applicants**

Does your organisation have any pending special status condition from an IATF subscribing OEM – i.e. BMW, Mercedes, VW, FCA, PSA, JLR, Renault, Ford & GM.

[ ]  Yes [ ]  No

If yes, please give details of OEM and special status condition placed on your organization.

1. **Additional Information**

Are any of the companies associated to your organisation already approved to IATF 16949?

[ ]  Yes [ ]  No

If yes, name of the company approved

 certified by whom & when

1. **Based on the above information do you believe you are eligible for IATF 16949 certification?**

When do you anticipate being ready for the certification assessment/upgrade process?

[ ]  Now [ ]  3 months [ ]  6 months [ ]  over 6 months

Would you like to have a Preliminary Assessment? [ ]  Yes [ ]  No

If so, when?

Contact person to whom proposal to be sent:

**Above information reviewed/approved by: Date:**