

TÜV NORD CERT GmbH
Certification body of persons
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Certification application IATF 16949 - Auditor

Application for initial certification

1. Personal data and application

..... Title / job title First name Last name
..... Date of birth Place of birth
..... Home address		
..... Telephone (during the day) Fax E-mail

2. Details of qualifications and professional experience (please attach supporting documentation)

2.1 Qualification

Completed professional training is required. If more than one qualification is available, please indicate the highest degree. If no vocational training is available, five years of professional experience must be submitted as a substitute.

2.2 Participation in subject-related courses

(e.g. IATF 16949, VDA 6.x or DIN EN ISO 9001)

Please give exact details of course name and course provider.

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2.3 Prior experience / Existing valid certificates

proven knowledge of Q tools and methods (e.g. SPC, VDA Volume 5/MSA, FMEA, VDA RGA/APQP, VDA Volume 2/PPAP, 8-D method) = Core Tools

proven QM qualification, e.g. QB training or VDA 6.3 - process auditor

Please enter only information about currently valid certificates.

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2.4 Even with vocational training, two years of work experience in companies in the automotive industry are mandatory.

Work experience of the last five years, if no vocational training available (see 2.1):

(please attach your CV, if applicable).

Role	Name of company	from - to (mm/yy)

3. Audits

3.1 Audit experience

Proof of at least two internal and/or external audits according to IATF, VDA 6.x or DIN EN ISO 9001 as auditor or co-auditor with a total of two days of on-site audit performance. The preparation and follow-up time of an audit is not imputed.

The audits must be documented (i.g. by copies of the audit reports' cover sheets, list of audits).

Please list the audits carried out or attach a separate list.

Role	Company	Date / duration
Role	Company	Date / duration
Role	Company	Date / duration
Role	Company	Date / duration
Role	Company	Date / duration

4. General declarations / obligations regarding the certification application

I agree that

- the granted personal certification is kept in a list of certificate holders accessible to the public.
- the personal certification body is authorized by the certificate holder to provide information about the personal certificate issued to the certificate holder upon request.
- representatives of the accreditation body are present at examination dates and inspect my examination and certification documents.

I am aware that

- participation in the examination is also possible if I have not yet met the prerequisites according to the guideline for my requested personal certificate. If I pass the examination, I will receive a certification, which I can exchange for the corresponding personal certificate within 18 months of passing the examination by proving that the required prerequisites have been met.
- false statements or misuse or the misleading use of the personal certificate can lead to the withdrawal of the certificate. The separate use of logos / symbols of the TÜV is also considered misuse.
- the personal certificate remains valid only in case of continued activity as defined in the guideline.
- there is a right of objection and appeal against decisions of the personal certification body. Objections and appeals must be received by the certification body in written form.
- my personal data will be treated confidentially by the certification body and is subject to data protection.
- in special cases of impairment (physical, cognitive, etc.) I can obtain a corresponding adjustment of the framework conditions of the examination upon prior application with medical proof to the certification body.

I undertake

- to report any changes of my address to the personal certification body after the personal certificate has been issued.
- to notify the personal certification body of any interruption of my activity of more than two years.
- to inform myself regularly about the latest status of the QM rulebooks.

The current **General Terms and Conditions published on the TÜV NORD CERT homepage apply.**

Confirmation of the information by the applicant

I hereby confirm that all the information I have provided regarding the certification process is true and correct.

Place / date

Signature of applicant

Confirmation of the company by the supervisor or managing director

Name / address of the company or company seal

As a representative of the company, I certify that all information provided by the applicant regarding the certification process is true and correct.

Place / date

Signature of supervisor or managing director