



QMC[®]
CONSULTING & TRAINING

VDA TRAINING

ID381

VDA 6.3:2023 - Process Auditor - Qualification

1. Content:

This training provides you with the basics for performing process audits according to VDA 6.3, considering the process-oriented approach and customer-specific requirements for comprehensive application in the automotive industry.

2. Objectives:

- a) You are familiar with the general requirements and fundamental principles of VDA 6.3.
- b) You know how to use and perform the risk analysis in a technically correct manner.
- c) You are able to apply the questionnaire in practice using the process elements (P1–P7).
- d) You know how to identify the relevant risks using the process audit, to point out potentials and ensure a reliable evaluation.
- e) You are able to obtain and explain a comparable result on the basis of the evaluation system.
- f) You are able to carry out process audits both internally and on the premises of your suppliers independently and in a technically correct manner.

3. Concept and Methods:

This training alternates between technical presentations, practical exercises, and case studies in order to support the transfer of what has been learned into your own working practice. Special emphasis is placed on opportunities to exchange experiences.

4. Target Audience:

- a) Employees from QM departments who perform process audits in their own organization (internally).
- b) Employees from QM departments who perform process audits in the supply chain (externally).
- c) External auditors (deployed as service providers).

5. Prerequisites for Attendance:

Targeted Qualification - internal process auditor:

- 1) Knowledge of ISO 19011.
- 2) Good knowledge of quality tools and methods.
- 3) Knowledge of the relevant customer-specific requirements.
- 4) Knowledge of the relevant management system requirements (e.g., IATF 16949, ISO 9001, VDA 6.1).
- 5) Product and process-specific knowledge regarding the technology to be audited.
- 6) A minimum of 3 years' professional experience, including at least 1 year of experience in quality-related fields of activity.

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Targeted qualification – supplier auditor or certified process auditor:

- 1) Excellent knowledge of quality tools and methods (e.g., SPC, VDA Volume 5/MSA, FMEA, VDA MLA/APQP, VDA Volume 2/PPAP, 8D Method).
- 2) If required, knowledge regarding software development processes and methods.
- 3) Auditor qualifications (conversation management, conflict management, audit procedure).
- 4) Knowledge of the relevant customer-specific requirements.
- 5) Knowledge of the relevant management system requirements (e.g., IATF 16949, ISO 9001, VDA 6.1).
- 6) Product and process-specific knowledge regarding the technology to be audited.
- 7) A minimum of 5 years' professional experience, including at least 2 years' experience in quality-related fields of activity.

6. Certificate of Qualification:

After passing the knowledge test (Multiple-Choice-Test), you will receive a digital certificate of qualification.

7. Duration:

4 days (32 hours)

8. Accompanying Material:

VDA Volume 6.3 (included in the fee for face-to-face training).

For the current edition of the VDA 6.3 process audit, a new evaluation and documentation tool has been developed as a web application. Users can obtain the VDA 6.3 Analysis Tool from the VDA QMC web shop: www.webshop.vda.de/qmc.

INFORMATION:

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VDA QMC

German Association of the Automotive Industry
Quality Management Center



Automotive Industry Action Group



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