**Aneks A** dla certyfikacji IATF /
***Annex A*** *for the IATF 16949 certification*

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| --- |
| **Automotive IATF 16949 – specyficzne dane /***AUTOMOTIVE IATF 16949 specific data* |
| Data wypełnienia danych: |  |
| **Pełna nazwa organizacji(zgodnie z rejestracją) /** Full company name (incl. legal form)*:* |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Zmiany dotyczące zakresu obowiązywania są wymagane?*Changes required to the current scope?*  | [ ]  Tak*/yes* [ ]  Nie / *no*  | Szczegóły / *Detail:*       |  |
| Język stosowany w lokalizacji / *Languages used on site:* |  | Podstawowy/*Primary:*      Drugi/*Secondary:*      Inny/*Other:*       |  |
| Schemat korporacyjny / *Corporate Scheme*? | [ ]  Tak*/yes* [ ]  Nie / *no*  | Jeżeli tak, proszę kompletnie wypełnić załącznik A1/ *If yes, please complete Annex A1*  |  |
| Dodatkowe *Remote Locations (RL), które wpierają lokalizację produkcyjną / Additional Remote Locations (RL) which support the site* | [ ]  Tak/yes [ ]  Nie / no | Jeżeli tak, proszę kompletnie wypełnić Aneks A1/*If yes, please complete Annex A1* |  |
| Czy lokalizacja produkcyjna wspiera inną lokalizację produkcyjną – czy lokalizacja produkcyjna jest jako RL i jest wymieniona na innym certyfikacie / *Does this manufacturing site support other sites -is site listed as RL Support to other certificate(s)?*  | [ ]  Tak/yes [ ]  Nie / no  | Jeżeli tak, proszę kompletnie wypełnić Aneks A1*/If yes, please complete Annex A1* |  |
| Czy lokalizacja produkcyjna jest dostawcą zarówno dla motoryzacji oraz dla rynku niemotoryzacyjnego/ *Does the Site supply both Automotive and Non-Automotive markets?*  | [ ]  Tak/yes [ ]  Nie / no  | Szczegóły/*Detail*:       |  |
| Czy lokalizacja otrzymała specjalny status w ostatnim cyklu certyfikacyjnym?/ *Has the organization / site been placed on any Customer Special Status’ during the certification cycle?*  | [ ]  Tak/yes [ ]  Nie / no | Szczegóły i dane/*Detail & data:*      Aktualny status/*Current status:*       |  |
| Znaczące zmiany w organizacji, procesach, produktach lub w zakresie w stosunku do poprzednich auditów i certyfikacji / *Significant changes to organisation, processes, product or scope from previous audits or certification*  | [ ]  Tak/yes [ ]  Nie / no | Szczegóły/*Detail:*       |  |
| Czy dotychczasowa jednostka certyfikująca zawiesiła /wycofa certyfikat? / *Has the previous Certification Body withdrawn / cancelled the organisations certificate?*  | [ ]  Tak\*/yes [ ]  Nie / no | \*Jeżeli tak, proszę podać szczegóły */ If* Yes: Detail:      Należy przedłożyć dowody zamknięcia wszystkich niezgodności lub przeprowadzić audit specjalny przed zaplanowaniem etapu 1 i 2. etapu auditu / *Evidence of closure of all nonconforities must be supplied or Special audit shall be conducted before Stage 1 & 2 is scheduled.*  |  |
| Dodatkowe informacje lub komentarz / *Additional information or comments*  |       | Dodatkowe informacje lub komentarz / *Additional information or comments*  |  |

**Aneks A1 – powiązania między lokalizacjami, extendet manufactuting (EMS) I remote support locations (RL)/**
*Annex A1 - Interfaces between production sites, extended manufacturing sites (EMS) and remote support locations (RL)*

Proszę wypełnić formularz zgodnie z: jeżeli instalacja jest wspierana przez oddalona lokalizację, wówczas proszę wpisać odpowiednią cyfrę. Na przykład: jeżeli lokalizacja 1 wspiera lokalizacje 2 i 3, wówczas w zakresie „Rozwój produktu”, należy wpisać „20” w pola 1-2 i 1-3 (pierwsza cyfra oznacza wiersz, a druga kolumnę).Proszę zwrócić uwagę, że schemat koncernowy obowiązuje, gdy występuje co najmniej jedna lokalizacja w schemacie wszystkich innych lokalizacji z funkcją „24” (*Zarządzanie system jakości) /
Please complete this sheet following instructions: If a facility provides remote support to other sites for some functions, please complete the respective row. E.g. if site 1 supports sites 2 and 3 with “Product design”, please enter the activity code “20” according to the below legend in the box 1-2 and 1-3 (the 1st digit represents the row & the 2nd digit represents the column). Please note that for a corporate certification scheme to be valid, one facility in the corporate scheme must support all other sites for with function “24” (quality system management) as a minimum.*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | BR / *AZ*(if appl.) | Lokalizacja/Site / (Production sites incl. their Extended manufacturing sites; or Remote support locations) | Zatrudnienie/No. of employees  | Auditowana przez DQS/ Audited by DQS? \*  | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | … |
| Tak/yes  | Nie/no  | Lok.1 | Lok. 2 | Lok. 3 | Lok 4 | Lok.5 | Lok.6 | Lok.7 | Lok.8 | Lok.9 | Lok.10 | Lok.11 | Lok.12 | Lok.13 | Lok.14 | Lok.15 | Lok.16 | Lok.17 | Lok.18 | Lok 19 | EMS 1 | EMS 2 | EMS 3 | EMS 4 | EMS 5 | EMS 6 | RL1 | RL2 | RL3 | RL4 | RL5 | … |
| 1 |       | Lok 1       |       | [ ]  | [ ]  | NA |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| 2 |       | Lok 2       |       | [ ]  | [ ]  |       | NA |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| 3 |       | Lok 3       |       | [ ]  | [ ]  |       |       | NA |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| 4 |       | Lok 4       |       | [ ]  | [ ]  |       |       |       | NA |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| 5 |       | Lok 5       |       | [ ]  | [ ]  |       |       |       |       | NA |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| 6 |       | Lok 6       |       | [ ]  | [ ]  |       |       |       |       |       | NA |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| 7 |       | Lok 7       |       | [ ]  | [ ]  |       |       |       |       |       |       | NA |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| 8 |       | Lok 8       |       | [ ]  | [ ]  |       |       |       |       |       |       |       | NA |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| 9 |       | Lok 9       |       | [ ]  | [ ]  |       |       |       |       |       |       |       |       | NA |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| 10 |       | Lok 10       |       | [ ]  | [ ]  |       |       |       |       |       |       |       |       |       | NA |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| 11 |       | Lok 11       |       | [ ]  | [ ]  |       |       |       |       |       |       |       |       |       |       | NA |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| 12 |       | Lok 12       |       | [ ]  | [ ]  |       |       |       |       |       |       |       |       |       |       |       | NA |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| 13 |       | Lok 13       |       | [ ]  | [ ]  |       |       |       |       |       |       |       |       |       |       |       |       | NA |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| 14 |       | Lok 14       |       | [ ]  | [ ]  |       |       |       |       |       |       |       |       |       |       |       |       |       | NA |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| 15 |       | Lok 15       |       | [ ]  | [ ]  |       |       |       |       |       |       |       |       |       |       |       |       |       |       | NA |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| 16 |       | Lok 16       |       | [ ]  | [ ]  |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       | NA |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| 17 |       | Lok 17       |       | [ ]  | [ ]  |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       | NA |       |       |       |       |       |       |       |       |       |       |       |       |       |       |
| 18 |       | Lok 18       |       | [ ]  | [ ]  |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       | NA |       |       |       |       |       |       |       |       |       |       |       |       |       |
| 19 |       | Lok 19       |       | [ ]  | [ ]  |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       | NA |       |       |       |       |       |       |       |       |       |       |       |       |
| 20 |       | EMS 1       |       | [ ]  | [ ]  |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       | NA |       |       |       |       |       |       |       |       |       |       |       |
| 21 |       | EMS 2       |       | [ ]  | [ ]  |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       | NA |       |       |       |       |       |       |       |       |       |       |
| 22 |       | EMS 3       |       | [ ]  | [ ]  |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       | NA |       |       |       |       |       |       |       |       |       |
| 23 |       | EMS 4       |       | [ ]  | [ ]  |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       | NA |       |       |       |       |       |       |       |       |
| 24 |       | EMS 5       |       | [ ]  | [ ]  |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       | NA |       |       |       |       |       |       |       |
| 25 |       | EMS 6       |       | [ ]  | [ ]  |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       | NA |       |       |       |       |       |       |
| 26 |       | RL1       |       | [ ]  | [ ]  |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       | NA |       |       |       |       |       |
| 27 |       | RL2       |       | [ ]  | [ ]  |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       | NA |       |       |       |       |
| 28 |       | RL3       |       | [ ]  | [ ]  |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       | NA |       |       |       |
| 29 |       | RL4       |       | [ ]  | [ ]  |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       | NA |       |       |
| 30 |       | RL5       |       | [ ]  | [ ]  |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       | NA |       |
|     |       |       |       | [ ]  | [ ]  |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       | NA |

\* W przypadku odpowiedzi “Nie” proszę załączyć: plan auditu, sprawozdanie z auditu, karty niezgodności i zweryfikowane działania korygujące przez dotychczasowa jednostkę certyfikującą/

*If “No“, please provide latest audit plan, audit report, all findings & corrective actions, & all verification of actions by the other certification body*

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *Uznane przez IATF – sformułowania dla funkcji wspierających / Allowable IATF wording for support functions on the certificate*  | 1 | Aftersales / *Obsługa posprzedażna* | 8 | Facilities management / *Zarządzanie infrastrukturą* | 15 | Maintenance / *Utrzymanie ruchu* | 22 | Production equipment development / / *Rozwój wyposażenia technicznego.* | 29 | Servicing / *Serwis* |
| 2 | Calibration / *Kalibracja* | 9 | Finance / *Finanse* | 16 | Management review / *Przegląd zarządzania* | 23 | Purchasing / *Zakupy* | 30 | Strategic planning / *Planowanie strategiczne* |
| 3 | Contract Review / *Przegląd umowy* | 10 | Human resources / *Zasoby Ludzkie* | 17 | Marketing / *Marketing* | 24 | Quality system management / *Zarządzanie system jakości* | 31 | Supplier management / *Zarządzanie dostawcami* |
| 4 | Continuous improvement / *Ciągłe doskonalenie* | 11 | Information Technology / *Technologia informatyczne* | 18 | Packaging / *Pakowanie* | 25 | Repair / *Naprawy* | 32 | Testing / *Badania* |
| 5 | Customer Service / *Obsługa klienta* | 12 | Internal audit management / *Zarządzania auditami wewnętrznymi* | 19 | Policy making / *Tworzenie polityki* | 26 | R & D / *Badania i rozwój* | 33 | Training / *Szkolenia* |
| 6 | Distribution / *Dystrybucja* | 13 | Laboratory / *Laboratorium* | 20 | Product design / *Projektowanie produktu* | 27 | Sales / *Sprzedaż* | 34 | Warehousing / *Magazynowanie* |
| 7 | Engineering/ *Inżyniering* | 14 | Logistics / *Logistyka* | 21 | Process design / *Rozwój procesu* | 28 | Sequencing / *Sekwencjonowanie* | 35 | Warranty management / Zarządzanie gwarancjami  |
| Dodatkowe informacje lub komentarze/Additional information or comments: |       |