The information and interpretations (SI / FAQ) set out here were expanded on 16 September 2015 to include SI 3 and FAQ 6 and 7.

In future, the other documentation relating to these matters will be specified in the following regulations: "Sanctioned interpretations "(SI) and “Frequently asked questions”, which will be issued as required by the VDA QMC in agreement with the VDA QMC 6.3 Working Group:

- A "sanctioned interpretation“ (SI) changes the layout of a regulation or stipulation, which is then used as such as the basis for a deviation.
- A “frequently asked question” (FAQ) is an explanation covering an existing regulation or stipulation.

These regulations (SI / FAQ) are specified by the VDA-QMC (in agreement with the VDA QMC 6.3 working group) and are made available via the VDA-QMC Home-page once they have been released. They become binding as from the time of their publication.
Sanctioned interpretations (SI)

**SI 1: Down-grading rules**

The down-grading rules set out on page 42 of volume 6 part 3 also apply when classifying $E_D$ and $E_P$. (As from the 09/2010 issue of volume 6 part 3 this is covered on page 42.

**SI 2: Assessing questions marked with an asterisk (* questions)**

When assessing individual questions the assessment must always determine the degree to which the relevant requirements have been achieved. The risk must also be considered that requirements which have been agreed with the customer (specifications, for example) are not achieved. This procedure must be applied in the same manner for all questions, including * questions.

Once the overall level of achievement has been determined, questions marked with an asterisk are used exclusively to decide whether a down-grading is appropriate. If they were used to assess more critically any deviations which might be found, this would represent an undesirable, duplicated influence on the results.

**SI 3: Assessment guidelines**

Table Assessment guidelines (page 170) has been revised in Reprint 08/2015 and can be downloaded free of charge.
Frequently asked questions (FAQ)

FAQ 1: Printing errors
Page 44: In the text under the table the overall level of achievement $E_G$ has been incorrectly identified in some editions as $E_P$.
Page 53: In process element P7 the *questions 7.1 and 7.3 must be assessed for the potential analysis. In some editions question 7.5 has been wrongly identified in the table instead of *question 7.3.

FAQ 2: Calculating levels of achievement
The levels of achievement for $E_{PdP}$, $E_{PzP}$, $E_{PdR}$ and $E_{PzR}$ are calculated in the same way as described in page 39 for $E_E$.

FAQ 3: Calculating the level of achievement for the generic launch-pad
The questions relevant for PV; ZI; KO; RI are set out and identified for each process element in the table (from page 49 onwards). The figure for PV; ZI; KO; RI in the individual process element is the mean value of the assessments for the questions which have been identified.

For example:

Project management P2
Questions 2.1 and 2.5 are identified for PV
Question 2.1 is assessed with a score of 8
Question 2.5 is assessed with a score of 6
This results in a figure of 7 for PV (the mean of 8+6)

The level of achievement for the generic launch-pad is then calculated as follows:
The sum of the assessments of PV; ZI; KO; RI for the relevant process elements is divided by the sum of the maximum possible assessments and then multiplied by 100 to arrive at the level of achievement in %.
FAQ 4: Application / implementation

The new issued of volume 6.3 is available as from June 2010 and is applicable as from this date. The stipulations of the volume must be implemented as soon as possible. Taking into account the "yellow print" phase of 3 months before the "red" version is available, implementation should be completed by 01.March 2011. Different arrangements may apply for specific customers and these will have priority.

FAQ 5: Requirements for auditors

As a technical requirement, page 11 of volume 6 part 3 calls for proof of an auditor qualification (based on the EOQ system, for example). This requirement is also met by a qualification such as "VDA quality manager and internal auditor“, VDA auditor in the automobile industry, "DIN ISO 9001 auditor“, "ISO TS 16949 auditor“ or "VDA 6.1/ 6.2/ 6.4 auditor“. 

FAQ 6: Extension of the auditor qualification of “Certified process auditors VDA 6.3”

It is necessary to apply for a prolongation of the auditor qualification before the expiry of period of validity of the actual certification.

The following conditions must be met:

a) Minimum of five (5) process audits conducted as lead auditor during the validity period (all process elements audited at least once)

b) Minimum of one (1) training / continuing education in the area of quality management during the validity period.

In the case that the five (5) process audits cannot be proven, a 2 day training VDA 6.3 with knowledge test will be recognised as being equivalent. If the conditions are met a new certificate and a new auditor card will be issued.
FAQ 7: Overlaps of internal system audits and process audits

To assess whether the QM system of an organisation fulfills the requirements of the applicable regulations / standard, in principle all quality relevant processes of the organisation must be internally audited annually. Processes that have been audited effectively according to plan during internal VDA 6.3 process audits (e.g. project management) must not be audited again during the internal system audit provided that it can be demonstrated that quality relevant interfaces and interactions within the QM system have been audited completely and effectively. That must be considered when developing the audit programme and the corresponding audit contract.
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