relevant solutions for your business

Training Program
IAA CZ s.r.o. / IAA SK s.r.o.

Trainings

ABOUT COMPANY

IAA is an internationally oriented training and consulting company with a long-standing experience in automotive industry. The services for our customers are provided by affiliated companies IAA CZ s. r. o. and IAA SK s. r. o.

IAA is aimed at finding solutions primarily in production-based companies, focusing on training systems and quality tools, auditing, and permanent process optimization and improvement.

The added value of **IAA** is the rich experience of trainers and consultants. That includes the onset of new projects and their implementation into production, or more precisely the improvement of the already implemented processes. The know-how is then used during trainings (consultations or audits).

To provide the highest quality services we have implemented and certified our QMS acc. to the ISO 9001 standard.

IAA provides solutions to your current needs in following areas:

- **Trainings**
- **Audits**
- **Consulting**

Together with our partners we also try to provide software solutions to our customers – ranging from simplest to the complex.

TRAININGS (NEW)

IMS – ISO 9001:2015, ISO 14001:2015 T026
Integrated Management System (QMS and EMS)

IMS – ISO 9001:2015, ISO 45001:2018 T027
Integrated Management System (QMS, OHSMS)

IMS – ISO 14001:2015, ISO 45001:2018 T028
Integrated Management System (EMS, OHSMS)

IMS – ISO 9001:2015, ISO 14001:2015, ISO 45001:2018 T029
Integrated Management System
(QMS, EMS, OHSMS)

Auditing of quality tools T033
(APQP / VDA-RGA, PPAP / VDA 2, FMEA,
CP, MSA, SPC + Capability, TOPS 8D)

Internal auditor IMS T036
Acc. to ISO 9001:2015 and ISO 14001:2015
(incl. ISO 19011)

Internal auditor IMS T037
Acc. to ISO 9001:2015 and ISO 45001:2018
(incl. ISO 19011)

Internal auditor IMS T038
Acc. to ISO 14001:2015 and ISO 45001:2018
(incl. ISO 19011)

Internal auditor IMS T039
Acc. to ISO 9001:2015, ISO 14001:2015,
ISO 45001:2018 (incl. ISO 19011)

Formel-Q T043
Magreement with suppliers VW Group

Design FMEA, AIAG & VDA edition T070
D-FMEA - Design Failure Mode
and Effect Analysis

Process FMEA, AIAG & VDA edition T071
P-FMEA – Process Failure Mode
and Effect Analysis

Reverse FMEA T074

SPECIALIZED TECHNICAL TRAININGS

Assessment and analysis of surface treatments

Rubber and plastic products protection

Surface treatments of metal materials
Accredited learning program of further education

Basics of surface treatment of metals

TRAININGS

Quality Awareness Training T010

ISO 9001:2015 T020
Quality Management System (generally)

IATF 16949:2016 T021
Quality Management System
– automotive industry suppliers

ISO/IEC 17025:2017 T022

ISO 14001:2015 T024
Environmental Management System (EMS)

ISO 45001:2018 T025
Occupational Health
and Safety Management System

ISO 19011:2018 T030
Guidelines for Auditing Management Systems

Internal auditor QMS T031
acc. to IATF 16949 or ISO 9011
(incl. ISO 19011)

Internal auditor QMS T032
acc. to ISO IEC 17025:2017

Internal auditor EMS T034
acc. to ISO 14001 (incl. ISO 19011)

Internal auditor OHMSM T035
acc. to ISO 45001 (incl. ISO 19011)

VDA 6.3 – Process audit T040

VDA 6.3 – Product audit T041

Self-assessment based on VDA 6.3, T042
D/TLR Audit – VW Group request

Layered Process Audit (LPA) T045

Planning of product realization T050
APQP – Advanced Product Quality Planning,
VDA RGA – Maturity Level Assurance

Control Plan T051

QFD Awareness Training T060
Quality Function Deployment

FMEA moderator T072

TRAININGS

Machinery FMEA T073

FTA – Fault Tree Analysis T075
For system designers

Metrology Management T080
Acc. to ISO 10012:2003

MSA – Measurement Systems Analysis T081

MSA Awareness T082
Measurement Systems Analysis – basics

SPC – Statistical Process Control T090

SPC Awareness T091
Statistical Process Control – basics

Capability Studies T095
(C_p/C_{pk}, P_p/P_{pk}, C_m/C_{mk} indexes)

Product Approval Process T100
(PPAP, VDA 2, ISIR – based on customer`s requests)

DoE – Design of Experiment T110

Quality Wall T120
100% additional inspection

TOPS 8D T130
– Team-Oriented Problem Solving
(5W2H, Ishikawa diagram, 5W, 8D)

CQI 20 T131
– Effective Problem-Solving Guide

Lean Manufacturing T140
– Awareness Training

5S T145
5S methodology training

Data collection and analysis T150

Product Responsibility T160

Quality Awareness training

T010

Entry level training on systems and quality tools

About training:

A compact scope of introduction of the quality system and relevant tools used not only in the automotive industry. The training is devised as a basic overview on the matter. It provides the materials for decision making about further employee training.

Objectives:

- Explain the basics of quality systems and auditing in the automotive industry and Seven Basic Quality Tools
- Gain overview on tools: Project management - APQP / VDA RGA, Failure Mode and Effect Analysis - FMEA, Control Plan, Measurement System Analysis - MSA, Statistical Process Control - SPC + Capability Assessment, Production Part Approval Process, VDA 2, ISIR, Lean Manufacturing – basic principles, Team Oriented Problem Solving 8 Disciplines

Target Group:

Everyone who wants to gain an insight on systems and tools used not only in the automotive industry. It is a base for deciding on a specific training plan.

Type of certification: based on training completion – a confirmation of attendance

Training duration: 2 days

Expert guarantor: Ing. Michal Jančok

ISO 9001:2015

(Quality Management System – QMS)

T020

About training:

The ISO 9001:2015 standard describes the QMS principles. It defines the process approach, the PDCA cycle, and implements a risk-based approach.

Objectives:

- Understand the requirements of an up to date ISO 9001 standard edition, a detailed interpretation of the standard
- Explain the process approach, the PDCA cycle, and basic QMS principles
- Clarify a risk-based approach
- Show the QMS application in practice using examples and exercises

Target group:

The QMS concerns the whole company, and that is why both department management representatives and their employees should be present.

Type of certification: based on training completion and a test – a certificate

Training duration: 2 days

Expert guarantor: Ing. Michal Jančok

IATF 16949:2016

QMS – automotive industry suppliers

T021

About training:
The IATF 16949:2016 standard describes the QMS principles for automotive industry suppliers. It defines the process approach, the PDCA cycle, and a risk-based approach.

Objectives:
- Understand the requirements of an up to date IATF 16946 standard edition, a detailed interpretation of the standard
- Explain the process approach, the PDCA cycle, and basic QMS principles including a risk-based approach
- Show the QMS application in practice using examples and exercises
- Understand, what the specific requirements of customers` requests are (CSR)
- Show a basic overview and quality tools usage (PPAP, FMEA, CP, MSA, SPC …)

Target group:
The QMS concerns the whole company, and that is why both department management representatives and their employees should be present.

Type of certification: based on training completion and a test – a certificate

Training duration: 2 days

Expert guarantor: Ing. Michal Jančok
(an IATF auditor, certificate number 5-ADP-12-04-1651)

ISO/IEC 17025:2017

T022

About training:
The ISO IEC 17025 standard defines the general competency requirements of testing and calibration laboratories. The ISO IEC 17025 states the QMS principles of accredited laboratories, by unifying and standardizing the performance of testing and calibration environment. Standardized environment has become the base for relevant interlaboratory comparison. By assessing a match of the standard`s requirements, the accredited organs confirm the competency of the laboratories.

Objectives:
- The purpose and application of the ISO/IEC 17025:2017 standard in testing and calibration laboratories
- The requirement on the process approach, the process model
- Understand the requirements of the ISO/IEC 17025:2017 standard and their application in the environment of an organization
- Accreditation principles and the steps to achieve it

Target group:
Laboratories` quality managers or the people in charge of building and maintaining the QMS, alternatively the ones responsible for preparation of the laboratory for accreditation; authorized laboratory personnel.

Type of certification: based on training completion and a test – a certificate

Training duration: 2 days

Expert guarantor: Mgr. Dana Fúzikova

Note: Since the standard is based on the ISO 9001 standard`s requirements, it is necessary to first complete the training in the ISO 9001 standard`s requirements.

ISO 14001:2015

Environmental Management System – EMS

T024

About training:
The ISO 14001:2015 standard describes the EMS principles. It also defines identification and assessment of the environmental aspects and influences in an organization.

Objectives:
- Understand the requirements of the up to date ISO 14001 standard edition, a detailed interpretation of the standard
- Clarify the EMS principles
- Explain identification and assessment of the environmental aspects and influences
- Show the application of the EMS in practice using examples and exercises

Target group:
The EMS concerns the whole company, and that is why both department management representatives and their employees should be present.

Type of certification: based on training completion and a test – a certificate

Training duration: 2 days

Expert guarantor: Mgr. Eva Zaťková

ISO 45001:2018

Occupational Health and Safety Management System – OHSMS)

T025

About training:
The ISO 45001:2018 standard describes the OHSMS principles. It also defines the principle of the Occupational Safety and Health (OSH) risks and the OHSMS risks.

Objectives:
- Understand the requirements of the up to date ISO 45001 standard edition, a detailed interpretation of the standard
- Clarify the OHSMS principles
- Explain the assessment of the OSH risks and the OHSMS risks
- Show the application of the OHSMS in practice using examples and exercises

Target group:
The OHSMS concerns the whole company, and that is why both department management representatives and their employees should be present.

Type of certification: based on training completion and a test – a certificate

Training duration: 2 days

Expert guarantor: Mgr. Eva Zaťková

IMS – ISO 9001:2015, ISO 14001:2015

NEW T026

Integrated Management System – QMS and EMS

About training:
We offer the IMS trainings in various combinations (QMS + EMS, QMS + OHSMS, EMS + OHSMS and QMS + EMS + OHSMS). More information can be found by the description of each system: QMS, EMS and OHSMS separately.

Objectives:
- Explain shared system requirements for every IMS standard
- Understand the requirements of the up to date IMS standard editions, a detailed interpretation of each standard
- Show the application of the IMS in practice using examples and exercises

Target group:
The IMS concerns the whole company, and that is why both department management representatives and their employees should be present.

Type of certification: based on training completion and a test – a certificate

Training duration: 3 days

Expert guarantor: Mgr. Eva Zaťková

Note: For more information you can read the description of each system: QMS, EMS and OHSMS separately.

IMS – ISO 9001:2015, ISO 45001:2018

NEW T027

(Integrated Management System – QMS, OHSMS

About training:
We offer the IMS trainings in various combinations (QMS + EMS, QMS + OHSMS, EMS + OHSMS and QMS + EMS + OHSMS). More information can be found by the description of each system: QMS, EMS and OHSMS separately.

Objectives:
- Explain shared system requirements for every IMS standard
- Understand the requirements of the up to date IMS standard editions, a detailed interpretation of each standard
- Show the application of the IMS in practice using examples and exercises

Target group:
The IMS concerns the whole company, and that is why both department management representatives and their employees should be present.

Type of certification: based on training completion and a test – a certificate

Training duration: 3 days

Expert guarantor: Mgr. Eva Zaťková

Note: For more information you can read the description of each system: QMS, EMS and OHSMS separately.

IMS – ISO 14001:2015, ISO 45001:2018

NEW T028

Integrated Management System – EMS, OHSMS

About training:
We offer the IMS trainings in various combinations (QMS + EMS, QMS + OHSMS, EMS + OHSMS and QMS + EMS + OHSMS). More information can be found by the description of each system: QMS, EMS and OHSMS separately.

Objectives:
- Explain shared system requirements for every IMS standard
- Understand the requirements of the up to date IMS standard editions, a detailed interpretation of each standard
- Show the application of the IMS in practice using examples and exercises

Target group:
The IMS concerns the whole company, and that is why both department management representatives and their employees should be present.

Type of certification: based on training completion and a test – a certificate

Training duration: 3 days

Expert guarantor: Mgr. Eva Zaťková

Note: For more information you can read the description of each system: QMS, EMS and OHSMS separately.

IMS – ISO 9001:2015, ISO 14001:2015, ISO 45001:2018

NEW T029

Integrated Management System – QMS, EMS, OHSMS

About training:
We offer the IMS trainings in various combinations QMS + EMS, QMS + OHSMS, EMS + OHSMS and QMS + EMS + OHSMS. More information can be found by the description of each system: QMS, EMS and OHSMS separately.

Objectives:
- Explain shared system requirements for every IMS standard
- Understand the requirements of the up to date IMS standard editions, a detailed interpretation of each standard
- Show the application of the IMS in practice using examples and exercises

Target group:
The IMS concerns the whole company, and that is why both department management representatives and their employees should be present.

Type of certification: based on training completion and a test – a certificate

Training duration: 3 days

Expert guarantor: Mgr. Eva Zaťková

Note: For more information you can read the description of each system: QMS, EMS and OHSMS separately.

ISO 19011:2018

Guidelines for Auditing Management Systems

T030

About training:
Knowledge of the ISO 19011 standard is conditional to the internal auditors` qualification acc. to the corresponding standard (ISO 9001, IATF 16949, ISO 14001, ISO 45001, VDA 6.3, …). The auditor`s goal is to provide an independent and objective evaluation of the company`s audited area and to assess the level of fulfilment of the corresponding MS`s requirements.

Objectives:
- Explain the principles of auditing acc. to the up to date ISO 19011 standard
- Practical exercises – audit program, audit process analysis and risk identification, audit plan, scenarios assessment and audit conclusions formulating, audit report processing
- Formulate questions and reactions to accrued model situations during the audit

Target group:
Workers from various organizational departments with the knowledge of organizational processes, manufacturing processes and products. The training is a part of the QMS, EMS and OHSMS auditor qualification. Basics of auditing should be a part of the qualification of both the auditors of manufacturing process and product.

Type of certification: based on training completion and a test – a certificate

Training duration: 1 day

Expert guarantor: Ing. Michal Jančok (an IATF auditor, certificate number 5-ADP-12-04-1651)

Internal auditor QMS acc. to IATF 16949 or ISO 9001 (incl. ISO 19011)

T031

About training:
The goal of a QMS auditor is to provide an independent and objective QMS process evaluation within the organization, and to assess the level of fulfilment of the up to date IATF 16949 or the ISO 9011 standard`s requirements, and the efficiency of implemented activities.

Objectives:
- Understand the requirements of the up to date IATF 16946 / ISO 9011 standard, a detailed interpretation of the standard
- Show the QMS application in practice using examples and exercises
- Explain the principles of auditing acc. to the ISO 19011 standard
- Practical exercises – audit program, audit plan, audit report – conclusion formulating

Target group:
Workers from various organizational departments with the knowledge of organizational processes, manufacturing processes and products. The training is a part of the QMS auditor qualification.

Type of certification: based on training completion and a test – a certificate

Training duration: 2 days of IATF 16946 or ISO 9001 + 1 day of ISO 19011

Expert guarantor: Ing. Michal Jančok (an IATF auditor, certificate number 5-ADP-12-04-1651)

Note: For more information you can read the IATF 16949 or the ISO 9001 standard description separately.

Internal auditor QMS acc. to ISO IEC 17025:2017

T032

About training:
The ISO IEC 17025:2017 standard`s requirements for auditing and auditors` performance acc. to the ISO 19011:2018 standard towards testing and calibration laboratories` competence.

Objectives:
- Understand the ISO/IEC 1705:2017 standard`s requirements and their application in an organizational environment
- Explain the principles of auditing acc. to the ISO 19011 standard
- Practical exercises – process analysis, audit from both auditor`s and auditee`s position

Target group:
A diverse team of individual laboratory`s department representatives. An entire team participating in the QMS implementation and its maintenance and standardization.

Applicant requirements:
Since the standard is based on the ISO 9001 standard`s requirements, it is necessary to first complete the training in the ISO 9001 standard`s requirements (alternatively the IATF), or add the IA ISO/IEC 17025 training, which would increase the training duration to 4 days. In case of a previous ISO 9001 (alt. IATF) and ISO/IEC 1705:2017 training completion, it is necessary to submit the training certificate. That would reduce the duration of the IA ISO/IEC 17025:2017 training to 2 days.

Type of certification: based on training completion and a test – a certificate

Training duration: 3 days (ISO/IEC 17025 + ISO 19011 + practical part)

Expert guarantor: Mgr. Dana Fúziková

Auditing of quality tools

T033

APQP / VDA-RGA, PPAP / VDA 2, FMEA, CP, MSA, SPC + Capability, TOPS 8D

About training:
Competency requirements on internal auditors acc. to the IATF 16948:2016 standard include i.e. "understanding of applicable core tool requirements related to the scope of the audit". As a part of a complex internal auditor training acc. to the IATF 16949:2016 standard we offer a reduced training to understand quality tools from the auditor`s POV (APQP / VDA-RGA, PPAP / VDA2, FMEA + CP, MSA, SPC / Capability studies, Problem Solving). It is necessary for the VDA 6.3 manufacturing process auditors` qualification to demonstrate the knowledge of quality tools and quality management methods.

Objectives:
- The purpose and possible application of individual quality tools – briefly
- Explain how to correctly audit quality tools – what to focus on
- How to verify the correctness of a quality tool`s implementation in organizational conditions in an audit
  - APQP / VDA RGA – Planning of product realization (project management)
  - PPAP / VDA 2 / - Product approval / presentation process
  - FMEA – Failure Mode and Effects Analysis
  - CP – Control Plan
  - MSA – Measurement System Analysis
  - SPC – Statistical Process Control + Capability studies (Cm/Cmk, Cp/Cpk indexes)
  - TOPS 8D – Team Oriented Problem Solving 8 Disciplines

Target group:
The training is aimed at the IATF 16946 standard auditors and/or manufacturing process auditors, who have not completed the full quality tools training.

Type of certification: based on training completion and a test – a certificate

Training duration: 2 days

Expert guarantor: Mgr. Roman Brziak

Internal auditor EMS acc. to ISO 14001 (incl. ISO 19011)

T034

About training:
The goal of an EMS auditor is to provide an independent and objective EMS process evaluation within an organization and to assess the level of fulfilment of the up to date ISO 14001 standard`s requirements, and the efficiency of implemented activities.

Objectives:
- Understand the requirements of the up to date ISO 14001 standard, a detailed interpretation of the standard
- Show the EMS application in practice using examples and exercises
- Explain the principles of auditing acc. to the ISO 19011 standard
- Practical exercises – audit program, audit plan, audit report – conclusion formulating

Target group:
Workers from various organizational departments with the knowledge of organizational processes, manufacturing processes and products. The training is a part of the EMS auditor qualification.

Type of certification: based on training completion and a test – a certificate

Training duration: 2 days of ISO 14001 + 1 day of ISO 19011

Expert guarantor: Mgr. Eva Zaťková

Note: For more detailed information you can read the description of the ISO 14001 and the ISO 19001 separately.

Internal auditor OHSMS according to ISO 45001 (including ISO 19011) T035

About training:
The goal of an OHMSM auditor is to provide an independent and objective OHSMS process evaluation within an organization and to assess the level of fulfilment of the up to date ISO 45001 standard`s requirements, and the efficiency of implemented activities.

Objectives:
- Understand the requirements of the up to date ISO 45001 standard, a detailed interpretation of the standard
- Show the OHSMS application in practice using examples and exercises
- Explain the principles of auditing acc. to the ISO 19011 standard
- Practical exercises – audit program, audit plan, audit report – conclusion formulating

Target group:
Workers from various organizational departments with the knowledge of organizational processes, manufacturing processes and products. The training is a part of the OHSMS auditor qualification.

Type of certification: based on training completion and a test – a certificate

Training duration: 2 days of ISO 45001 + 1 day of ISO 19011

Expert guarantor: Mgr. Eva Zaťková

Note: For more detailed information you can read the description of the ISO 45001 and the ISO 19001 separately.

NEW T036, T037, T038, T039), incl. ISO 19011

Internal auditor IMS acc. to ISO 9001:2015 and ISO 14001:2015
Internal auditor IMS acc. to ISO 9001:2015 and ISO 45001:2018
Internal auditor IMS acc. to ISO 14001:2015 and ISO 45001:2018
Internal auditor IMS acc. to ISO 9001:2015, ISO 14001:2015, and ISO 45001:2018

About training:

We offer an internal auditor IMS training in various combinations (QMS + EMS, QMS + OHSMS, EMS + OHSMS and QMS + EMS + OHSMS). An internal IMS auditor`s goal is to provide an independent and objective IMS evaluation within an organization, the level of fulfilment of the up to date IMS standards, and the efficiency of implemented activities.

Objectives:

- Explain shared system requirements for each IMS standard
- Understand the requirements of the up to date IMS standards` editions, a detailed interpretation of standards
- Show the IMS application in practice using examples and exercises
- Explain the auditing principles acc. to the ISO 19011 standard
- Practical exercises – audit program, audit plan, audit report – conclusion formulating

Target group:

Workers from various organizational departments with the knowledge of organizational processes, manufacturing processes and products. The training is a part of the IMS auditor qualification.

Type of certification: based on training completion and a test – a certificate

Training duration: 2 days + 1 day of ISO 19011 for T036, T037, T038
3 days + 1 day of ISO 19011 for T039

Expert guarantor: Mgr. Eva Zaťková

Note: For more detailed information you can read the description of the QMS, EMS, OHSMS, and the ISO 19001 separately.

VDA 6.3 – process audit

T040

About training:
The VDA 6.3 is a standardized recommendation for conducting a manufacturing process and automotive industry audits. It contains instructions for audit planning, preparation, realization, and assessment, including the follow-up audit measures. It contains a basic question catalogue concerning audit process conducting.

Objectives:
- Understand the requirements of the VDA 6.3 process
- Explain part P2 – P4 – Product and process development + practical exercise – audit conclusions and questions matching
- Assess and explain process audit results
- Explain part P5 – P7 – Mass production + practical exercise – audit conclusions and questions matching
- Conduct a process audit – optional (duration depends on the request)

Target group:
Workers from various organizational departments with the knowledge of organizational processes, and detailed knowledge of manufacturing processes, products, and their usage.

Type of certification: based on training completion and a test – a certificate

Training duration: 2 days

Expert guarantor: Ing. Michal Jančok

Note: The training is NOT under VDA-QMC license.

VDA 6.5 – product audit

T041

About training:
The VDA 6.5 is a standardized recommendation for conducting manufacturing process and automotive industry audits. It contains instructions for audit planning, preparation, realization, and assessment, including the follow-up audit measures.

Objectives:
- Understand the VDA 6.5 product audit requirements
- Identify product audits from the other types of audits and tests
- Explain and learn to formulate test questions for product audit using exercises
- Product audit planning, preparation, realization, and assessment in an organizational environment

Target group:
Workers from various organizational departments with the knowledge of organizational processes, and detailed knowledge of manufacturing processes, products, and their usage.

Type of certification: based on training completion and test – a certificate

Training duration: 1 day

Expert guarantor: Ing. Michal Jančok

Note: The training is NOT under VDA-QMC license.

Self-assessment based on the VDA 6.3, D/TLD audit – VW group request

T042

About training:
It is important for the Volkswagen AG (VW) suppliers to understand and implement the customer`s requests defined in an up to date Formel-Q edition – QM agreement with suppliers of VW Group.
That includes:
- Self-assessment / audit based on the VDA 6.3 along with additional Formel-Q question requirements
- A D/TLD audit as a specific audit for parts marked as "safety"

Objectives:
- Explain self-assessment / audit acc. to the VDA 6.3 acc. to the Formel Q (additional questions requirements / audit results and audit report / improvement program)
- Explain the D/TLD audit (manufacturing groups establishing / part selection, question assessment / audit results, audit report / improvement program, technical documents marking, D/TLD marking, D/TLD questions catalogue, D/TLD audit form)
- Show examples from practice of self-assessment / VDA 6.3 audit acc. to the Formel Q and D/TLD audit

Target group:
VW Group suppliers – VDA 6.3 and VDA 6.5 and also PSCR auditors – Product Safety & Conformity Representative.

Type of certification: based on training completion – a confirmation of attendance

Training duration: 1 day

Expert guarantor: Ing. Michal Jančok

Formel-Q

QM agreement with suppliers of VW Group

NEW T043

About training:
This course is conceptualized to provide an overview of the Formel-Q quality agreements between the companies of the VW group and their suppliers. After the training, the participants will gain an orientation in the agreements and will understand the basic VW Group requirements.

Objectives:
- Learn to navigate separate agreements of Formel-Q, Formel Q – konkret, Formel Q – new Integral parts, Formel Q – capability (also a process audit attachment), Formel Q – an SW capability (a brief overview)
- Learn to search for the Formel-Q requirements documents in the VW portal
- Gain a basic overview of the VW requirements
- Gain an overview of the tender, development, and the suppliers' requests on mass production product and process release

Target group:
From management to workers of individual departments. Workers in direct contact with a customer. Internal QMS, product and process auditors.

Type of certification: based on training completion and a test – a certificate

Training duration: 2 days

Expert guarantor: Ing. Michal Jančok

Note: The training is not included in the VDA-QMC license.

Layered Process Audit (LPA)

T045

Layered Process Audit (LPA)

About training:
Layered process audit (LPA) is a tool focused on a process risks identification. They are conducted by different groups of managers from TOP management to team leaders. The audits are a simple set of questions which are sorted into groups meant for either equipment or process. The established LPA system is required by some OEMs (e.g. PSA, GM, and FCA).

Objectives:
- Understand the LPA`s principles and functioning
- Analyze process risks, ideally on premises
- Prepare audit questions and sort them into groups – 2-3 work positions
- Tweak the questions on the spot by conducting a model audit in a group
- Set-up the system for audit conducting, results recording, and assessment

Target group:
A team of department management representatives. The LPA`s principle is to layer the auditors based on ranges of authority all the way to TOP management. Basic knowledge of manufacturing processes and technologies is an advantage.

Type of certification: based on training completion – a confirmation of attendance

Training duration: 2 days

Expert guarantor: Ing. Michal Jančok

Planning of product realization

T050

APQP – Advanced Product Quality Planning, VDA RGA – Maturity Level Assurance

About training:

APQP (Advanced Product Quality Planning) is a project management tool (focused on specific needs of the automotive industry), that supports product development in a proactive way. It defines individual project phases and their inputs and outputs. The result should be a designed product and ready manufacturing processes so that customer`s needs are fulfilled, including a first-time project time schedule compliance. The priority is a satisfied customer and a project managed within reasonable expenses.

Objectives:

- State the needs of the Planning of product realization (the IATF 16949 request, OQM requests – Original Equipment Manufacturer)
- Present the OEM requests of APQP considering automotive industry needs
- Optimization of a current project planning process acc. to the APQP requests
- APQP forms usage, Status Reporting – a communicating system for APQP activities
- Projects planning and mass production quality assurance (VDA RGA requests)

Target group:

- A multidisciplinary team including every position in an organization (sales, marketing, project management, product development, manufacturing, engineering, quality, purchasing).
- Participants without experience in quality tools should first complete the Quality Awareness training which contains a basic summary of methods and tools.

Type of certification: based on training completion and a test – a certificate

Training duration: 1 day of training and 1 day of workshop (optional)

Expert guarantor: Mgr. Roman Brziak

Control Plan

T051

About training:
Control Plan is a documented description of systems and processes needed for product management. Within the automotive industry it is required as a mandatory output of a manufacturing process design. This basic document describes every control and management mechanism, that control process parameters and products characteristics within the manufacturing process in an organization.

Objectives:
- Acquaint oneself with the automotive industry`s control plan requirements (the IATF 16949, APQP & Control Plan, the OEM requests – Original Equipment Manufacturer)
- Types of CP`s for different project phases: prototype CP, pilot run CP, mass production CP
- Acquaint oneself with the CP form and explain individual items on examples from various manufacturing/assembly processes
- CP creation within APQP, links to other tools and documents: P-FMEA, PPAP, … instructions
- CP update and revision requirements in a project

Target group:
- A multidisciplinary team including every position in an organization (sales, marketing, project management, product development, manufacturing, engineering, quality, purchasing).
- Participants without experience in quality tools should first complete the Quality Awareness training which has basic summary of methods and tools.

Type of certification: based on training completion and a test – a certificate

Training duration: 2 days (1 day of training + 1 day of workshop)

Expert guarantor: Mgr. Roman Brziak

QFD Awareness Training

Quality Function Deployment

T060

About training:
QFD (Quality Function Deployment) is a structured method which helps to convert the diverse customer`s requests into corresponding technical specifications in every phase of product development and manufacturing preparation. The method helps with design and development priorities planning and is based on customer`s requests directly. It ensures that the "customer`s voice" will be considered in every phase of the project.

Objectives:
- Explain the QFD principles, the terms used in QFD
- Links between customer`s requests, product characteristics, its construction, manufacturing process design, and manufacturing process management
- Understand the systematic method and its application into practice

Type of certification: based on training completion and a test – a certificate

Training duration: 2 days (1 day of training and 1 day of workshop/optional)

Expert guarantor: Mgr. Roman Brziak

Design FMEA , AIAG & VDA edition

NEW T070

Design Failure Mode and Effect Analysis

About training:
Design FMEA (Design Failure Mode and Effect Analysis) is a systematic method for identification of possible failures of either future or altered product. The tool`s effectivity consists of possible failures identification, their elimination, alternatively control mechanisms setup (a plan of tests and trials in the prototype phase, alternatively in the pilot run phase). Subsequently, possible improvements in the form of recommendations / preventive measures are determined. The AIAG (Automotive Industry Action Group) in cooperation with German Association of the Automotive Industry (VDA) have designed a shared FMEA manual. The AIAG and the VDA FMEA manual provides holistic instructions for all automotive suppliers, including examples and tips from previous AIAG and VDA editions, as well as practical applications.

Objectives:
- Identification of FMEA`s needs and its role in a project
- Structure and methodology of Design FMEA, a Seven-Step FMEA Process:
  1. Planning & Preparation, 2. Structure Analysis, 3. Function Analysis, 4. Failure Analysis, 5. Risk Analysis, 6. Optimization, 7. Result Documentation
- Assessment criteria introduction, including the AP (Action Priority) replacing the RPN
- A detailed D-FMEA form and analytical technique interpretation, including practical examples
- Clarify D-FMEA`s links to other documents / tools: P-FMEA, simulating study, DOE,…
- A manual on how to create and maintain corresponding documentation

Target group:
A multidisciplinary team focused on employees working in a product development department.

Type of certification: based on training completion and a test – a certificate

Training duration: 2 days (training and workshop)

Expert guarantor: Mgr. Roman Brziak

Process FMEA , AIAG & VDA edition

NEW T071

Process Failure Mode & Effects Analysis

About training:

Process FMEA (Process Failure Mode & Effects Analysis) is a systematic method for identification of possible manufacturing process failures. The tool`s effectivity consists of elimination of possible failures, elimination, or reduction of their causes, and setting up control mechanisms (control plan). It designs and implements measures of risks reduction (a robust design of manufacturing tools and devices, POKA-YOKE, standardization, automatic detection of deviations in the manufacturing process, …). The AIAG in cooperationwith VDA have designed a shared FMEA manual.AIAG and the VDA FMEA manual provides holistic instructions for all automotive suppliers,integrating the best from the previous AIAG and VDA editions.

Objectives:

- Structure and methodology of Process FMEA, a Seven-Step FMEA Process: 1. Planning & Preparation, 2. Structure Analysis, 3. Function Analysis, 4. Failure Analysis, 5. Risk Analysis, 6. Optimization, 7. Result Documentation
- Assessment criteria introduction, including the AP (Action Priority) replacing the RPN
- A detailed D-FMEA form and analytical technique interpretation, including practical examples
- Examples of analysis of manufacturing, assembly, and control operations in a proposed mass production process
- Clarify links to other documents / tools: FlowChart, Control Plan, 8D,…
- A manual on how to create and maintain corresponding documentation

Target group:

A multidisciplinary team focused on employees working in a process design and manufacturing department and the ones preparing production line and tools.

Type of certification: based on training completion and a test – a certificate

Training duration: 2 days (training and workshop)

Expert guarantor: Mgr. Roman Brziak

FMEA team moderator training

T072

About training:
FMEA is a team method requiring interbranch cooperation. A FMEA team moderator`s task is to lead and guide the team through the correct analysis procedure, an adequate analysis depth, correctness of the FMEA assessment, and prioritizing.

Objectives:
- Adopt and try out the techniques and skills needed for FMEA from the moderator`s position
- A practical exercise focused on moderating FMEA meetings
- A demonstration of a specific project management

Target group:
A multidisciplinary team focused on all employees working in the area of product/process development and the ones preparing production line and tools (the APQP team), mainly the employees responsible for leading the FMEA meetings.

Type of certification: based on training completion and a test – a certificate

Training duration: 2 days (training and workshop)

Expert guarantor: Mgr. Roman Brziak

Note: A prerequisite for the training of FMEA Team Moderators is a good knowledge of FMEA methodology.
We recommend completion of Process FMEA or FMEA Design courses, according to the professional orientation and needs of the participants.

Machinery FMEA

Machinery Failure Mode & Effects Analysis

T073

About training:
Machinery FMEA is a special version of FMEA, focused on the analysis of the design of a manufacturing device and specialized machine equipment for prepared manufacturing processes. It supports the design of specifications of a manufacturing device, the manufacturing device design revision, and its production. The tool`s effectivity consists of identification of causes of potential failures concerning production device, their elimination, alternatively setting up control mechanisms (integration of control/managing systems into production devices).

Objectives:
- Identification of the Machinery FMEA needs and its role in a project
- Adopt the Machinery FMEA methodology, introduction of the standard criteria of risk assessment
- Clarify links to the design of production lines, devices, tools
- A manual on how to create and maintain corresponding documentation

Target group:
A multidisciplinary team focused on employees working in a process design and manufacturing department and the ones preparing production line and tools.

Type of certification: based on training completion and a test – a certificate

Training duration: 2 days (training and workshop)

Expert guarantor: Mgr. Roman Brziak

Note: Participants without experience in quality tools should first complete the Quality Awareness training which has a basic summary of methods and tools. The knowledge of Design/Process FMEA methodology is assumed.

Reverse FMEA

NEW T074

About training:
Reverse FMEA or Reverse Process FMEA is a methodology for proactive risk mitigation in production processes. It is a revision of every defective state included in Process FMEA, directly in the production process. Reverse FMEA is conducted among organizational teams to test whether for every defective state there is an appropriately managed (preventive / detective) measure, and that these measures function as intended. Reverse FMEA is supposed to be a tool helping with Process FMEA revisions and with RPN reduction activities based on real audit data about defective states of productions plants and operations. Such revisions can reveal new defective states that were not considered in Process FMEA during its creation.

Objectives:
- Information about odd customers` demands on Reverse FMEA
- Reverse FMEA as a proactive, preventive approach to Process FMEA updating and revising
- Adopt the Reverse FMEA methodology
- Reverse FMEA planning, realization, assessment, and follow-up measures
- Introducing Reverse FMEA assessment formats

Target group:
A multidisciplinary team focused on employees working in a process development, production, quality, and maintenance department.

Type of certification: based on training completion and a test – a certificate

Training duration: 1 day

Expert guarantor: Mgr. Roman Brziak

Note: It is possible to complete the Reverse FMEA training separately as a 1-day training or as a part of the Process FMEA training.

FTA – Fault Tree Analysis

(for system designers)

T075

About training:
FTA is a logical, systematic object examination aiming at identifying and analyzing the probability, causes, and effects of possible defective states. FTA is a deductive method, that helps to analyze an unwanted defective state of the system using bool logic into the chain of lower subsystems states. The result is a graphical model describing various combinations of device`s faults and human errors that could lead to a said defective state. The method is applicable to the identification of fault sources (root causes) and to ranking the probability/frequency of origin of causes, and chain rundown all the way to a defective state.

Objectives:
- Explain the purpose of FTA
- Introduce the FTA methods, steps of application
- Explain the procedure of the FTA assembly and assessment methods: qualitatively/ quantitatively
- A manual on how to create and maintain corresponding documentation

Target group:
A multidisciplinary team focused on employees working in a product development department.

Type of certification: based on training completion and a test – a certificate

Training duration: 2 days

Expert guarantor: Mgr. Roman Brziak

Metrology Management acc. to ISO 10012:2003 T080

About training:
Metrology and measurement are a necessary part of quality insurance in any organization. The training represents the basic legislative demands on metrology and at the same time the quality management system`s demands regarding metrology and measurement.

Objectives:
- Understand the principles of metrology security in an organization acc. to the ISO 10012:2003 standard
- Ties between a measurement tool and national measurement standards
- Metrological confirmation
- Analysis and improvement of measurement processes

Target group:
The training is intended for quality managers, employees from the area of metrology, the ones responsible for the activities tied to metrology and measurement, managing monitoring, and measurement devices.

Type of certification: based on training completion and a test – a certificate

Training duration: 2 days

Expert guarantor: Mgr. Dana Fúziková

MSA – Measurement System Analysis

T081

About training:
Measurement System Analysis is a method for assessing every influence over the measurement process and for evaluating measurement system`s efficiency in a given application. The MSA studies are a necessary requirement for automotive industry suppliers, however the application of methods and possibilities of their use in ensuring the correctness of measurement are much broader and usable in other departments.

Objectives:
- The purpose of MSA and its role in choosing an appropriate measurement system for a specific application
- A detailed overview of MSA`s principles and methods and ties to FMEA, CP, and PPAP
- A process of choosing appropriate measurement systems, choice, preparation, realization, and assessment of the MSA studies
- Adopt the MSA methods so that the participants are able to individually carry out the MSA studies

Target group:
The 2-day MSA training is meant for everyone who participates in an implementation of new products into mass production (an APQP team), preparation of documentation for releasing the product into mass production (PPAP). The training is NOT meant for metrologists only. Getting acquainted with automotive customers` requests, understanding the MSA principles and comprehending the meaning of MSA in assessing the suitability of measurement system is important in the whole organization.

Type of certification: based on training completion and a test – a certificate

Training duration: 2 days

Expert guarantor: Mgr. Roman Brziak

Note: If possible, PC`s should be available for participants (a training room equipped with PC`s) – not necessary.

MSA Awareness

Measurement Systems Analysis – basics

T082

About training:
Measurement System Analysis is a method for assessing every influence over the measurement process and for evaluating a measurement system`s efficiency in a given application. The MSA studies are a necessary requirement for automotive industry suppliers, however the application of methods and possibilities of their use in ensuring the correctness of measurement are much broader and usable in other departments.

Objectives:
- The purpose of MSA and its role in choosing an appropriate measurement system for a specific application
- A detailed overview of MSA`s principles and methods and ties to FMEA, CP, and PPAP
- Distribution of the MSA methods, adopting the GR&R methodology, brief analysis of attributive measurement systems (OK-NOK assessment)

Target group:
The 1-day MSA training is meant for everyone who participate in determining the needs of measurement in preparing new projects and so on. The training is NOT meant for metrologists only. Getting acquainted with automotive customers` requests, understanding the basic MSA principles on a user level and comprehending the meaning of MSA in assessing the suitability of a measurement system is important in the whole organization.

Type of certification: based on training completion and a test – a certificate

Training duration: 1 day

Expert guarantor: Mgr. Roman Brziak

Note: If possible, PC`s should be available for participants (a training room equipped with PC`s) – not necessary.

SPC – Statistical Process Control

T090

About training:
SPC is a statistical method for observing, assessing, and regulating product/process parameters to keep the production process stable and capable. It is based on statistical assessment principles (analysis of variance, distinguishing unique and distinctive causes of variance and their influences, trend analysis….

Objectives:
- Explain the purpose and principles of SPC (on different types of regulatory cards)
- A detailed manual for preparing and implementing SPC
- Use SPC in practice and interpret the results – analysis of variance, trend analysis
- Distinctive causes and their manifestations in regulatory cards, plans of reaction to measurement outside of a regulation
- Different types of regulatory cards with examples
- SPC for attributes
- Explain SPC outputs and ties to Capability Assessment (C_{pk}, C_p, P_{pk}, P_p,…) – informatively
- After training completion, the participants should be able to independently choose, implement, and use SPC in practice

Target group:
All employees responsible for production process verification, testing, creating, and maintaining control plans, the ones assessing statistical data.

Type of certification: based on training completion and a test – a certificate

Training duration: 2 days

Expert guarantor: Mgr. Roman Brziak

Note: If possible, PC`s should be available for participants (a training room equipped with PC`s) – not necessary.

SPC – Statistical Process Control

T091

basics

About training:
SPC is a statistical method for observing, assessing, and regulating product/process parameters to keep the production process stable and capable. It is based on statistical assessment principles (analysis of variance, distinguishing unique and distinctive causes of variance and their influences, trend analysis…).

Objectives:
- Clarify basics and principles of SPC
- Use SPC and interpret the results
- Brief overview of the types of regulatory cards
- Regulatory and alarm limits, calculating reg. limits and setting up a regulatory card – for the (x, R) diagram

Target group:
All employees responsible for production process verification, testing, creating, and maintaining control plans, the ones assessing statistical data.

Type of certification: based on training completion and a test – a certificate

Training duration: 1 day

Expert guarantor: Mgr. Roman Brziak

Note: If possible, PC`s should be available for participants (a training room equipped with PC`s) – not necessary.

Capability Studies

T095

Capability Studies (the C_p/C_{pk}, P_p/P_{pk}, C_m/C_{mk} indexes)

About training:

Capability Studies are a significant tool for analyzing and assessing capabilities of a production device/processes to meet the imposed requirements. Capability is expressed by using sample measurements and their assessment concerning statistical stability and follow-up comparison regarding the required specifications by using capability indexes. The studies are a mandatory part of product release into mass production (PPAP).

Objectives:

- Explain statistical principles and terms
- Overview of the capability indexes (C_p/C_{pk}, P_p/P_{pk}, C_m/C_{mk}, C_{pm}, CR, TR, LR,…)
- A manual for conducting capability studies: a short-term capability study / continuous capability assessment
- Assess capability – various methods of index calculating
- After training completion, the participants should be able to conduct capability studies individually

Target group:

- All employees responsible for production process verification, testing, creating, and maintaining control plans, also the ones assessing statistical data…
- The training is a follow-up for the SPC training.

Type of certification: based on training completion and a test – a certificate

Training duration: 1 day

Expert guarantor: Mgr. Roman Brziak

Note: If possible, PC`s should be available for participants (a training room equipped with PC`s) – not necessary.

Product Approval Process

T100

PPAP, VDA 2, ISIR – based on customer`s requests

About training:
Product and process approval process is a formalized procedure required by automotive industry suppliers. The IATF 16949 standard requires to abide by the customer-approved procedure during authorization. The training is primarily based on the requests from the up to date PPAP edition, it also contains the information about other required forms and kinds of releasing (VDA 2, ISIR) …

Objectives:
- Understand the meaning and contents of the customers` requests during product and process submitting and approving
- Explain the specifics of individual requests acc. to the methodology and the customer
- Show how to prepare corresponding documentation and how to work on it as a team
- On exercises, try out the submitting acc. to the individual methodologies

Target group:
Employees from the area of product and process development, manufacturing processes preparation, verification, and validation of products and manufacturing processes.

Type of certification: based on training completion and a test – a certificate

Training duration: 1 day

Expert guarantor: Ing. Michal Jančok

DoE – Design of Experiment

T110

About training:
Design of Experiment is among the so called "offline" tools of quality improvement. The basic principle is a realization of a series of experiments on the various, pre-appointed conditions. The target is to point out the significant product/process parameters concerning the quality of its output. All the product/process aspects are taken into consideration. The question of prospective intervention`s costs and effect ratio (the economic aspect) is also significant.

Objectives:
- Explain statistical principles and terms
- Understand the meaning and usage of DoE, the principles, and possibilities regarding design/process optimization
- Gain an insight into various DoE methods (classical, Taguchi, Shainin) and various approaches
- A detailed manual for preparation, realization, assessment, and application of the experiment`s conclusions

Target group:
Employees responsible for product/process design and development, constant improvement, optimization… (manufacturing, quality, technology…).

Type of certification: based on training completion and a test – a certificate

Training duration: 2 days

Expert guarantor: Mgr. Roman Brziak

Quality Wall

100% additional inspection

T120

About training:
The term "Quality Wall" qualifies as an additional operation beyond the scope of standard inspections, usually after the final inspection. The purpose of the QW is to avoid supplying unmatched products to the customer. It is implemented either as a preventive measure (in the beginning of the project, at significant changes to the product/process and so on), or as a (temporary) correctional measure regarding quality problems.

Objectives:
- Understand the goals of a 100% additional inspection and problem analysis
- Show an overview of requests for additional inspection by car manufacturers and their suppliers (the VW escalation processes, Daimler, GP12, CS-2…)
- Explain the implementation, realization, assessment, and criteria for additional quality inspection removal
- Practical exercises for QW implementation and management

Target group:
Employees responsible for communication with customers and suppliers in the pre-production phase, also in mass production, for example supplier care, production quality, customer service, and reclamation.

Type of certification: based on training completion and a test – a certificate

Training duration: 1 day

Expert guarantor: Mgr. Roman Brziak

TOPS 8D (Team Oriented Problem Solving)

T130

5W2H, the Ishikawa diagram, 5W, 8D

About training:
The TOPS 8D (Team Oriented Problem Solving) is a structured tool for team-oriented problem solving. By using the defined steps and support tools, it leads the team towards discovering and eliminating the root causes of a problem using effective correctional measures. It is possible to use the tool for either solving internal problems, or external reclamations. It is also suitable for suppliers to require the tool`s application.

Objectives:
- Clarify when and under what conditions is it possible/required to use this tool
- Understand the correct use of the TOPS 8D for explaining and methodical process demonstrating
- Solve a real example in a team with a form fill-out and by using tools such as "is – is not" entry, "brainstorming", "brainwriting", "5W" …
- Train the real-time tool management and a real organizational problem (2-day training allows that)

Target group:
Employees with a responsibility for problem solving and failure removal in the entire production chain (supplier care, production process, contact with the customer). The training is mainly meant for every potential participant of the 8D process.

Type of certification: based on training completion and a test – a certificate

Training duration: 2 days

Expert guarantor: Ing. Michal Jančok

Note: The training includes the up to date VDA 8D Method manual: Problem Solving in 8 Disciplines.

CQI 20 – Effective Problem Solving Guide T131

About training:
The CQI-20 Effective Problem-Solving Guide is a structured manual for team-oriented problem-solving. By using the defined steps and support tools, it leads the team towards discovering and eliminating the root causes of a problem using effective correctional measures. It is possible to use the tool for either solving internal problems, or external reclamations. It is also suitable for suppliers to require the tool`s application.

Objectives:
- Clarify when and under what conditions is it possible/required to use this tool
- Understand the correct use of the CQI-20 for explaining and methodical process demonstrating
- Train the real-time tool management and a real organizational problem (on the 2-day training)
- Perfect the method`s primary tools usage

Target group:
Employees with a responsibility for problem solving and failure removal in the entire production chain (supplier care, production process, contact with the customer). The training is not meant for quality employees only, but also for every potential participant of the problem-solving team (supplier development, technology, production, quality, logistics, customer care…).

Applicant requirements:
Basic knowledge of the QMS (for example the ISO 9001 / IATF 16949 standard). Not a necessary requirement.

Type of certification: based on training completion and a test – a certificate

Training duration: 2 days (training + workshop)

Expert guarantor: Ing. Michal Jančok, Mgr. Roman Brziak

Lean Manufacturing – Awareness

T140

About training:
Lean Manufacturing is a production-based approach in which the manufacturer tries to satisfy the customer`s requests to the maximum by manufacturing only what the customer requires. It tries to manufacture products at minimum costs and time without either losing quality, or at the expense of the customer.

The Lean Manufacturing`s principle is based on the idea of waste elimination in processes between the customer and the manufacturer.

Objectives:
- Explain the process approach and process model and constant improvement
- Describe types of waste
- Explain the Lean Thinking principle and the Value Stream
- Describe individual "lean" tools (JIT, KANBAN, 5S, KAIZEN, TMP, SMED, POKA YOKE)

Target group:
Mainly the employees from manufacturing processes and process engineers / technologists, but also the employees from supporting functions.

Type of certification: based on training completion and a test – a confirmation of attendance

Training duration: 1 day

Expert guarantor: Ing. Michal Jančok

5S Methodology training

T145

About training:
5S – "workplace organization". Explaining the procedure and principle of the methodology as one of the ways of eliminating waste in production / workplace. It minimizes the worktime, work errors, and subsequently the costs of a given work process.

Objectives:
- Describe the sources of waste in the workplace – their elimination
- Explain the 5S methodology throughout the individual steps
- Show the 5S methodology in organizational conditions

Target group:
The methodology should be applied throughout the entire company, not just on the production premises. Every employee could participate.

Type of certification: based on training completion – a confirmation of attendance

Training duration: 1 day

Expert guarantor: Ing. Michal Jančok

Note: If requested, it is possible to participate in the 5S methodology implementation, alternatively to manage its implementation.

Data collection and analysis

T150

About training:
Data is a basic output for assessment of an existing process state and for determining the directions for further improvement. Data collection and analysis is used for process understanding, management and improvement.

Objectives:
- The main goal is to understand why the data is collected and how to work with them further
- Understand the principle and aim of the Seven Basic Quality Tools
- Show how to collect data, process, and interpret the results
- Explain the analysis of causes and taking measures

Target group:
Middle and lower management, shift managers and team leaders, workers of check-in, interoperable inspection, and check-out, quality engineers and process engineers.

Type of certification: based on training completion and a test – a certificate

Training duration: 1 day

Expert guarantor: Ing. Michal Jančok

Product Responsibility

T160

About training:
Product Responsibility is formulated by the Law on Responsibility for Damage Caused by a Defective Product no. 294/1999 of the Collection of Laws, in which the EEC Council 85/374/EEC Directive about responsibility for defective products is included.

Objectives:
- Understand the aspects of a product guarantee – legislative scope
- Explain the European context – the EEC Council Directive vs. National legislation
- Show the connections and links to Special characteristics, Identification and Pursuit, Unmatched product management and Product safety (connection to the IATF 16949, ISO 9001 standard requirements)

Target group:
- Workers who directly or indirectly influence the quality of final products.
- It is suitable to include the training in the "Quality Awareness training", with the target group of the company`s every employee; it is also suitable as a "Newly-appointed Employee Training".

Type of certification: based on training completion – a confirmation of attendance

Training duration: 0.5 days

Expert guarantor: Ing. Michal Jančok

Assessment and Analysis of Surface Treatments

About training:
Implementing the QMS to the surface treatments construction is conditional to the level of development and availability of a specialized measurement, testing, and management technology. It is impossible without suitable methodical (coating quality criteria, measurement and trial methods, normalizing measures) and technical instruments (measurement machines, trial devices, management systems).

Objectives:
- Coating system quality criteria
- Raw materials check-in
- Coating systems quality inspection
- Appearance and functional properties of coating compositions and coatings
- Protective properties of surface treatments
- Normalization in the area of a quality inspection of coating treatments

Target group:
The 1-day training is primarily meant for the workers responsible for coating treatments quality – quality engineers, quality inspectors, but also constructors who design coating treatments and coating treatments technologists.

Type of certification: based on training completion and a test – a certificate

Training duration: 1 day

Expert guarantor: doc. Ing. Milan Olšovský, PhD.

Note: An overhead projector, alternatively internet connection must be at a disposal. A detailed scope of individual topics can be adapted to the customers` requests.

Rubber and plastic products protection

About training:
Polymer materials (rubber and plastics) and the products made from them have a significant role in everyday life. It is not important to just manufacture the polymer products, but to also protect them from various external influences and subsequently extend their durability. Protection of rubber and plastic products protection is a significant area of technology and the economic scope is also of importance. Nowadays, it includes not only the technological processes and procedures, but also a wide range of chemical compounds that are added into the products. The mechanism of their functioning is not just chemical but can also be physical. Nowadays, every area of chemistry technology has its "black book of forbidden materials", which is why the development in this area is quite fast.

Objectives:
- Aging of rubber and plastics (the mechanism, effects, symptoms)
- Protection from aging and oxidation
- Fire retardant
- Surface treatments
- Devices rubber coating
- Coating materials
- Development trends and directions

Target group:
The training is primarily meant for the workers from operations dealing with rubber and plastic products processing – technologists, quality engineers, team leaders (shift leader), but also constructors.

Type of certification: based on training completion and a test – a certificate

Training duration: 1 day

Expert guarantor: doc. Ing. Milan Olšovský, PhD.

Note: An overhead projector, alternatively internet connection must be at a disposal. A detailed scope of individual topics can be adapted to the customers` requests.

Surface treatments of metal materials

Accredited training program of further education

About training:
The training program is accredited by the Ministry of Education, Science, Research and Sport acc. to the Law no. 568/2009 of the Collection of Laws about lifelong learning. By completing the program, the attendant will gain an overview on the types of coating treatments and the technologies of application. They will also get to know the surface coatings quality assessment and the methods of coating treatments quality inspection.

Objectives:
The curriculum is compiled so that it covers all the areas of coating treatments in the framework of 6 topics within 48 hours – from pretreatment, application, choosing the right treatment to quality assessment:

- Metal materials degradation
- Methods of surfaces pretreatment
- Coating materials – types, properties, and usage
- Technologies of surface treatments
- Assessment and analysis of surface treatments
- Technical normalization in the area of surface treatments

Target group:
Primarily technologists, constructors, shift managers, and quality engineers in companies dealing with surface treatments of metals, but also science-research workers in the area of materials.

Type of certification:
The ones who complete the course will acquire a "Certificate of completion of the accredited learning program of further education" acc. to the Law no. 568/2009 of the Collection of Laws about lifelong learning.

Training duration: 48 hours

Expert guarantor: doc. Ing. Milan Olšovský, PhD.

Note: It is only possible to complete the course in the ZVS holding`s training facility, Dubnica nad Váhom LTD. A detailed scope of individual topics can be adapted to the customers` requests.

Basics of surface treatment of metals

About training:
The current development of the surface treatments area is connected to the dynamics of science development and research, and the transformation of new knowledge and discoveries into practice. The basic condition of a successful progress is a technically and expertly well-prepared solutionist team with a thorough knowledge of said problematics. The team should be capable of not only absorbing new knowledge, but also expanding and applying it into the manufacturing and technical area. To reach this goal, it is necessary to create optimal conditions for technical teams in all regards and one of those is gaining a broad spectrum of knowledge from the areas of technological processes and productions.

Objectives:
- Basic principles of surface treatments
- Surfaces pretreatment – jetting, degreasing, staining
- Metals phosphating as a protection from corrosion
- Technologies of coating materials laying
- Principles of metal-color adhesion
- Quality control in the area of surface treatments

Target group:
The 2-day training is primarily meant for the workers from operations dealing with surface treatments of metals – technologists, quality engineers, quality inspectors, team leaders (shift leader), but also constructors designing surface treatments.

Type of certification: based on training completion and a test – a certificate

Training duration: 2 days

Expert guarantor: doc. Ing. Milan Olšovský, PhD.

Note: An overhead projector, alternatively internet connection must be at a disposal. A detailed scope of individual topics can be adapted to the customers` requests.

SDS AQAP 2110:2017

About training:
The AQAP 2110 standard includes the NATO requirements for quality assurance concerning design, development, and production of products or services for defense purposes at the supplier. It is primarily utilized in bilateral contracts and products or services supplying for the Ministry of Defense, or in products management contracts.

Objectives:
The goal of the training is to introduce the attendees to the problematics of quality inspection concerning design, development and production of products or services for defense purposes at the supplier:

- Purpose and application of the SDS AQAP 2110:2017 standard
- Principles of state certification of quality of products and services for defense purposes in the Slovak environment
- The status of Bureau of Defense Standardization, Codification, and State Certification of Quality
- Application of the ISO 9001:2015 standard`s requirements
- Specific NATO requirements for a QMS

Target group:

- Management and employees of an organization

Type of certification: based on training completion and a test – a certificate

Training duration: 2 days

Expert guarantor: Ing. Zuzana Helbichová

TRAINING REQUIREMENTS

- The trainings are conducted in Slovak, Czech or English, including the presentations and materials for training participants.
- During the training, the theoretical parts are interconnected with group exercises. The trainings are completed with a test with a 60% success rate requirement.
- As a training output, we provide a concluding assessment which is processed based on a personal assessment of participants and trainer`s recommendations.
- The condition for obtaining a certificate is fulfilling the final test`s conditions and at least an 80% participation.
- The trainings are organized for groups of 12 people maximum. After an agreement it is possible to increase the quantity.
- We take care of the customers by providing free support 1 year after the training. The trainer reacts to specific questions of participants via an e-mail or a phone call.
- Apart from individual trainings we can prepare courses consisting of several follow-up modules. Their realization takes place in the company over the course of several months.
- The references from our present customers and the profiles of our trainers can be found at **www.iaa.sk** / **www.iaa.cz**
- The offers are processed so that the price includes printed materials for every participant and all other expenses connected to certificate issuing under the authority of the IAA CZ / IAA SK.

Q4 AUTOMOTIVE

OUTSOURCING:
LAUNCH / LOGISTIC / QUALITY / RESIDENT ENGINEER

Q4 Automotive is an internationally oriented supplier of services with a broad automotive experience in the area of outsourcing of the so called "White Collars" in the B2B model.

The company offers flexibility, certainty of qualified consultants, ready to provide immediate coverage of the required positions without additional training costs. You can only use the service for a specific period (target date) or to remove a reason for a request.

Launch Engineer:
- Knowledge of automotive customer requirements and automotive quality tools (FMEA, Control Plan, G8D, Ishikawa Diagram, 5xWhy, 5S, Pareto Analysis, etc.…)
- Experience and knowledge associated with the preparation of new projects, communication with the customer, documentation requirements

Logistic Engineer:
- Communicating call-offs with suppliers and customers
- Transport and communication with carriers. Cooperation with production department and project team
- Practical experience of automotive projects, especially with interior visual parts

Quality Engineer:
- Knowledge of basic automotive quality tools (G8D, Ishikawa diagram, 5xWhy, Control Plan, 5S, Pareto Analysis, etc.…)
- Practical experience in automotive projects

Resident Engineer:
- Knowledge of basic automotive quality tools (G8D, Ishikawa diagram, 5xWhy, Control Plan, 5S, Pareto Analysis, etc.…)
- Knowledge of English and German language, including terminology used in Automotive, computer literacy
- Pareto analysis processing, customer defect documentation and customer communication
- Customer logistics support: call-offs

Mentoring:
In the case of Mentoring and Professional Leadership, we are ready to "train & educate" your new core employees, guarantee the fulfilment of the expected goals and facilitate their incorporation. The advantage is a clearly defined plan and minimization of the costs associated with external training, or repeated training in the departure of new probationers. We guarantee the long-term experience of our mentors, their professional and professional skills, including tools used for quality management.

More information at **http://www.q4automotive.com/**

JETTY

YOUR FLEXIBLE POWER

Jetty is an internationally oriented Solutions & Service provider. Their services are offered through Business Process Outsourcing, the so called "Blue Collars" in the B2B model:

- Quality Firewalls (Quality Gate)
- Repair and rework
- Sorting
- VAS activities
- Assembly activities
- Forklift drivers (licensed)
- Special manipulation
- Incorporating into production in various fields of expertise in case of a lack of one`s own technical personnel during the onset of projects etc., that requires special or certified positions (for example welders, polishing, plastic injection etc.)

The company`s most important know-how is the HR. Every employee realizes their responsibility and the consequences of possible failures. The company trains their team in the area of basic principles of quality management, traceability, costs for non-quality, Product Responsibility, customer`s reclamation solving etc.

Every project is overseen by a team coordinator, which is a great added value. The customer does not need to communicate with the individuals, all communication goes through a coordinator.

Every customer has access to their project in a JETTY TOOL e-system, which is an online tool for monitoring all outputs from project works (hours, quantity of pieces etc.). A detailed reporting of every activity is a strong tool for your analyses of root causes. Data collection along with a fast feedback to your production helps to minimize the costs of non-quality.

The company provides their services in Slovakia, Czech Republic, Poland, France, Austria, and other EU countries.

More information at **http://www.jetty.eu/**

PARTNERS

ASIDATAMYTE

SOPHISTICATED SW AND HW SOLUTIONS
FOR QUALITY ASSURANCE

An integrated CAQ solution of quality management in compliance with the ISO 9001 and the IATF 16949 standards, contains the modules:

- SPC
- Check-in and check-out
- Ppk, Cpk, Cgk, Cmk indexes assessment
- Reporting
- Import of measured values from meters
- An ERP interface
- Assessment of suppliers
- Documented information management
- APQP
- PPAP
- FMEA
- Control plans
- Action plans
- Reclamation management
- Management of meters and devices – metrology

The company also provides sophisticated solutions to torque monitoring.

ASI DATAMYTE has for 40 years been providing reduction of risks, compliance with standards, and profitability-increasing solutions for their clients.

More information at **www.datamyte.com**

CLEVERSOFT

CONVENIENT SW SOLUTIONS
FOR QUALITY ASSURANCE

Cleversoft, LTD. is a Slovak developer company that provides a software focused on effective paperless data collection not only in manufacturing, and immediate presentation of these data in a form of transparent reports.

Obtain machine data automatically without operator intervention and use it for real-time evaluation or for calculating defined indicators. Data can be read from production systems or from IoT sensors located directly on production machines.

All of this follows the Industry 4.0 principles:
- Data collection from machines
- Data collection from employees
- Online data analysis
- Digital documentation
- Alerts and notifications
- Management Dashboards
- KPI indicators
- Photo documentation

Cleversoft solutions are able to connect your other software solution in order to automatically retrieve data from central repositories or send information about production or scrap to the ERP to eliminate the need for data rewriting.

More information at
https://www.konis.software/en/

MSM HOLDING

TOOL SHOP

MSM GROUP is an umbrella company of subsidiaries with a portfolio in the segment of defense and civil mechanical engineering. By their portfolio, the companies of the Group cover the complete life cycle of ammunition, military wheeled and tracked vehicles and radio-navigation electronics. Their activities include the development, design, manufacturing as well as after-sales service, repairs, inspections, and modernization, including the offer of transfer of the particular technologies.

The portfolio of their services comprises:
- R&D department in every subsidiary company
- A Tool Shop that provides services for the design, construction and production of plastic molding molds or rubber vulcanization, fixtures, single-purpose devices, and also complete assembly lines
- A line for PUR-foam pressed pieces, which is a company-owned know-how
- An expansive machine pool for metals working and sheet-metals processing
- Production of ATC containers

MSM is also the only workstation for airbag disposal in Slovakia, with a valid permit for this activity.

IAA is a stable partner of the MSM GROUP in the automotive industry and machinery industry segment:
- Trainings, audit participation, consultations
- Cooperation with automotive customers during production of new molds, single-purpose devices, and assembly lines

More information at https://www.msm.sk/en/what-we-do/civil-products/

SGS SLOVAKIA Ltd.

WHEN YOU NEED TO BE SURE

SGS is the world's leading inspection, verification, testing and certification company. We are recognized as the global benchmark for quality and integrity. With more than 89,000 employees, we operate a network of more than 2,600 offices and laboratories around the world.

The subsidiary company SGS Slovakia s. r. o. was established in 1993 with a residency in Košice and a branch office in Bratislava. They operate in the areas of inspection, verification, products testing and Management Systems certification. They provide following services:
- Management systems certification
- Trainings
- Cargo quality checks (accredited sampling tapping, samples analysis in accredited laboratories in Slovakia and abroad, informative quality checks on site of expenditure, storage, unloading)
- Quantity checks (supervision on weighing, weight determining by discharge, counting)
- Assistance with cargo loading, transloading and unloading (cars, railroad wagons, waterway vessels, containers, cisterns)
- Inventory state checks (quality and quantity checks of commodities from various areas of the economy, long-term inventory state monitoring, regular check-ups of inventory state acc. to the client`s requests)
- Label checks.

The goal of our cooperation is to provide independent services that can help you lower the risks, optimize the processes, and develop the activity in a sustainable way.

More information at **www.sgs.sk**

IAA CZ s.r.o.
nám. Husovo 82
282 01 Český Brod

phone: (+420) 737 115 868
e-mail: dana.fuzikova@iaa.cz

IAA SK s.r.o
Lichardova 8508/34
010 01 Žilina

phone: (+421) 904 742 792
e-mail: dana.fuzikova@iaa.cz
phone: (+421) 907 309 547
e-mail: adriana.brziakova@iaa.cz