Introduction

This IECQ Technical Notice is intended for organizations seeking IECQ ADHP Implementation Certification in accordance with IECQ OD 3406 and the introduction provisions for the SAE EIA-STD-4899 Rev. C publication.

This Technical Notice

– Provides an introduction to the new IECQ ADHP Certification type IECQ ADHP Implementation Certification
– Provides the use and transitional arrangements (plan) for the introduction of the SAE EIA-STD 4899 revision C Technical Specification

IECQ ADHP Scheme – IECQ 03-4{ed.4.0}en:2018

Type IECQ ADHP Implementation Certification (See subclause 1.2 for further explanations and application)

IECQ ADHP Implementation Assessment is intended for use as a means of 3rd party verification of claims of implementation of Plan(s), procedures and processes prepared in accordance with any or all of the referenced industry standard(s) within the ADHP industry sectors.

This certification type “Certificate of Implementation” is described in IECQ OD 3406 which covers:

• the evaluation that the Plan owner has clear unambiguous provision for the control and approval of their plan(s), including detailing revision and date.
• where said approval can be demonstrated to applicable industry standard(s), then standard IECQ audit checklists could be used, otherwise a specific custom checklist has to be created for each edition of a plan(s).
• the evaluation that the Plan owner has documented procedures and processes implemented per the plan(s) within their organization (usually referred to as first level documentation), for the number of sites required see IECQ 03-4 subclause 4.3.
• the evaluation of the implementation and use of the documented procedures and processes within the organization per the plan(s) by the IECQ CB,
• the on-going surveillance of the implementation and use of the documented procedures and processes per the plan(s) by the IECQ CB.

This certification type “Certificate of Implementation” does not cover:

• verification of the plan(s) compliance to any referenced industry standard(s)
• verification of the procedures and processes per the plan(s) technical appropriateness,
• verification of the technical competency of the Plan owners’ organisation resources to use the implemented procedures and processes per the plan(s),

An IECQ ADHP Implementation Certification may include all relevant plan(s) ONLY on the one Certificate of Implementation (Master Site Certificate). Alternatively, separate IECQ ADHP Certificates of Implementation maybe issued per plan.

This implementation audit is most appropriate for small companies new to the IECQ ADHP scheme which require support and guidance through direct customer interaction.
However, the implementation assessment does not provide global standardisation, as different customers may have different opinions when reviewing clients’ Plan(s) resulting in differing results across many audits. This can result in lack of standardisation within the plan owner’s business, impacting ‘common stock’ procedures whereby components might require segregation and unique identification for each customer’s specific plan. Also, the IECQ independent Third-Party implementation assessment has increased costs (time and resources) for both Clients and Customers when more than one customer is involved.

IECQ recommends that the implementation assessment is upgraded to an IECQ conformity assessment when the plan owner requires implementation audits for more than 2 customers.

Provisions for Use and Transition – IECQ ADHP Implementation Certification

1) IECQ ADHP accepted CB’s shall ensure they are able to demonstrate capabilities and resources to undertake the IECQ ADHP Implementation Certification in accordance with IECQ 03-4 ed.4.0 2018, IECQ OD 3406, IECQ OD 3402, IECQ OD 3401, IECQ OD 3402, IECQ 3403 and IECQ OD 3404.

2) Applications:
   a) Where a new Plan Owner application is received, the application shall be processed in accordance with IECQ 03-4 and IECQ OD 3406. Including full initial on-site assessment(s), no electronic communication of any site(s).
   b) Where a transfer application is received from an existing Plan Owner holding current IECQ ADHP Conformity Certification in accordance with IECQ 03-4 and IECQ OD 3405 (or IECQ 03-4 Ed.3.x), the application shall be processed as an initial or recertification assessment in accordance with IECQ 03-4 and IECQ OD 3406,
      i) the use of electronic communication in accordance with IECQ 03-4 subclause 4.3 is permissible providing there has been no non-compliances in previous assessments of the current three-year certification cycle or previously if a recertification visit,
      ii) adding of additional site(s) as part of a transfer is permissible in strict accordance with IECQ 03-4 subclause 4.3.
   c) Standard audit checklists per IECQ OD 3402-X (defined in Appendix B of IECQ 03-4) may be used by IECQ CBs providing there has been no customization of the plan owner’s Plan(s) to the referenced external standards. Where customization has occurred, the IECQ CB shall prepare custom audit checklists to conduct this IECQ ADHP Implementation Assessment.

3) A Plan Owner having successful demonstrated compliance with the requirements of IECQ ADHP Implementation Certification (IECQ 03-4, IECQ OD 3406 and supporting IECQ Operational Documents) shall be entitled to an IECQ ADHP Certificate of Implementation issued in accordance with IECQ 03-4 subclause 6.1.

4) The issued IECQ ADHP Certificate of Implementation shall only reference the plan owner’s Plan(s) / internal procedure and not the external standards.


1) IECQ ADHP accepted CB’s shall ensure they are able to demonstrate capabilities and resources to undertake the IECQ ADHP Certification to SAE EIA-STD-4899 Rev. C in accordance with IECQ 03-4 ed.4.0 2018, IECQ OD 3406, IECQ OD 3402, IECQ OD 3401, IECQ OD 3402, IECQ 3403 and IECQ OD 3404.

2) Applications:
   a) Where a new plan owner application is received for IECQ ADHP Conformity Certification to a plan owner’s ECMP Plan based on SAE EIA-STD-4899 revision C, the application shall be processed in accordance with IECQ 03-4 and IECQ OD 3405 initial assessment. No electronic communication of any site(s) permissible.
b) Where a new plan owner application is received for IECQ ADHP Implementation Certification to a plan owner’s ECMP Plan based on SAE EIA-STD-4899 revision C, the application shall be processed in accordance with IECQ 03-4 and IECQ OD 3406 initial assessment. No electronic communication of any site(s) permissible.

c) Where a transfer application is received, the application shall be processed in accordance with IECQ ADHP Certification initial assessment requirements (Refer IECQ 03-4).

d) Addition of a site(s) to a Multiple site IECQ ADHP Certification (issued to a plan owner’s Plan that is based on SAE EIA-STD-4899 revision C), is in accordance with IECQ 03-4 subclause 4.3.

e) Standard audit checklists per IECQ OD 3402-X (defined in Appendix B of IECQ 03-4) may be used by IECQ CBs providing there has been no customization of the plan owner’s ECMP Plan to the referenced external standards. Where customization has occurred, the IECQ CB shall prepare custom audit checklists to conduct the IECQ ADHP ECMP Assessment.

Notes:
All TE’s should provide IECQ CB’s / Plan Owners upon request their capabilities and experience to be able to assess organizations to SAE EIA-STD-4899 revision C and provide evidence of their appointment as an IECQ ECMP TE.

For any questions regarding this IECQ Technical Notice, please contact the Secretariat as follows.

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