

**NEW! IATF1 – IATF 16949:2016****1<sup>st</sup> Edition – October 1, 2016**

It is internationally recognised as the reference standard for quality management systems in the automotive sector, and derives from the ISO/TS 16949.

The new publication was conceived of as a stand-alone document with the twofold aim of retaining a tight control over the scheme at the international level and of dealing in a timely manner with its updates.

Nonetheless, it retains the structure of the ISO 9001, which was updated in 2015. Similarly, it is worth stressing that the IATF will continue working with ISO.

The standard is applied worldwide, with tens of thousands of certified suppliers, and is required by all Western manufacturers.

The document was drafted also with the contribution of certification bodies, OEMs, suppliers and auditors from all over the world.

In Italy, the work group was coordinated by ANFIA and constituted by the representatives of Italian suppliers with the participation of the national manufacturer.

In Italy, the IATF 16949 scheme is managed by ANFIA through the IATF working group and the Oversight office.

Language: Italian

Available in paper form and as a PDF file.

The PDF file cannot be printed.

Code **IATF1**

Price (excluding VAT)

Members **€ 30**

Non-members **€ 50**

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**MANAGING AND IMPROVING THE PROCESS****1<sup>st</sup> Edition, January 2009**

The guide presents itself as an operating tool to identify, manage and improve processes within the automotive industry with regard to both products and services, and aims to identify the operating steps that within a company lead to an efficient and effective systemic management of all main and support processes. In light of the aim of ensuring a continual improvement of such processes, the guide also seeks to provide support in order to configure the system of key indicators to be employed for operation management and for the definition and breakdown of business goals.

Language: Italian

Available in paper form and as a PDF file.

The PDF file cannot be printed.

Code **AQ - 026**

Price (excluding VAT)

Members **€ 35**

Non-members **€ 40**

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**NEW! IATF 16949 GUIDE for IATF Auditors****3<sup>rd</sup> Edition, January 2017**

The rules for obtaining and maintaining the IATF certification (5<sup>th</sup> Edition for IATF 16949), which are here referred to as the “Rules”, define the responsibilities of the certification body by which the auditor is employed, with respect to the skills to be developed and kept updated by the auditor themselves, as defined by the Rules 5<sup>th</sup> Edition, items 4.2 to 4.5.

In order to provide assistance to certification bodies and organisations, the IATF Oversight Offices have drawn up the IATF 16949 Guide for IATF Auditors.

The guide aims to define the logical activities and skills that an auditor must display within the IATF 16949 audit process. The guide is an extension of the Rules and should be understood together with the Rules themselves.

Language: bilingual version Italian and English

Available as a PDF file.

The PDF file cannot be printed.

Code **AQ - 027**

*Price (excluding VAT)*

**Members € 25**

**Non-members € 35**

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## **NEW! – ANFIA PROCESS AUDIT**

### **Application Guide - 4<sup>th</sup> Edition, December 2017**

The third edition of this guide was revised based on the needs and specifications emerged in 2017, in order to make available an updated methodological manual for production process evaluations in line with the IATF 16949:2016 standard.

Production process evaluations aim to assess the adequacy of the evaluated process, highlight any critical points and meet the specific requirements of the ISO9001:2015 and IATF16949:2016 standards.

This guide aims to:

- Provide support for production process evaluations within a company;
- Present itself as a point of reference and as a tool for further improvements;
- Assess the level of adequacy of the evaluated process.

This guide can be used for all production processes within the company, both internally (self-evaluation) and externally (qualification and supervision of supplier processes), as well as for one or more parts of these processes or support processes.

Process evaluation should not be understood as a replacement of the assessment provided by the Quality Management System of the organisation, and vice versa.

Language: Italian

Available in paper form and as a PDF file.

The PDF file cannot be printed.

Code **AQ – 008/A**

*Price (excluding VAT)*

**Members € 50**

**Non-members € 65**

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## **FMEA – FAILURE MODE AND EFFECTS ANALYSIS**

### **FMEA Application Guidelines - 2<sup>nd</sup> Edition, January 2007**

This guide provides users with an updated tool that helps them prevent possible failures throughout all steps of industrial processes. In the first part, the document unfolds through a general framework with some brief reference to related methods. It then touches upon aspects related to FMEA organisation, operation and preparation stages, with reference to the various tools available, namely risk matrix, correlation matrix, and 2<sup>nd</sup>-generation FMEA. Finally, the guide provides score tables and some application examples related to several products and production technologies.

Language: Italian

Available in paper form and as a PDF file.

The PDF file cannot be printed.

Code **AQ – 009**

*Price (excluding VAT)*

**Members € 32**

**Non-members € 37**

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**SPC - STATISTICAL PROCESS CONTROL****1<sup>st</sup> Edition, July 1998**

The guide provides the tools needed to improve, optimise, monitor and ensure knowledge and characterisation of processes throughout the entire operating structure by means of the twofold concept of product-process, showing how their variation can be reduced.

Language: Italian

Available in paper form.

Code **AQ – 011**  
*Price (excluding VAT)*  
Members **€ 50**  
Non-members **€ 60**

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**PPAP – PRODUCTION PART APPROVAL PROCESS****1<sup>st</sup> Edition, July 1998**

This guide defines the general requirements for the approval of all products for serial production and related services, whether developed as first tier production or as spare parts, including bulk materials.

Language: Italian

Available in paper form and as a PDF file.

The PDF file cannot be printed.

Code **AQ – 012**  
*Price (excluding VAT)*  
Members **€ 23**  
Non-members **€ 28**

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**CONTINUOUS IMPROVEMENT****1<sup>st</sup> Edition, July 1998**

The guide defines the methods for the periodic evaluation or self-evaluation of the state of processes as well as of the degree of satisfaction of internal and external customers, thus allowing the company to continuously improve its activities.

Available in paper form and as a PDF file.

Language: Italian

The PDF file cannot be printed.

Code **AQ – 013**  
*Price (excluding VAT)*  
Members **€ 23**  
Non-members **€ 28**

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**MANUAL OF EXPERIMENTAL DESIGN****1<sup>st</sup> Edition, January 2009**

This manual is addressed to product and process managers, regardless of their level of responsibilities. The manual unfolds in two parts.

The first part serves as an introduction to gain a quick insight into the idea of experimental design and realise how a company may benefit from it.

This first part aims to convey some basic concepts and show the extraordinary potential of the proposed methods, without requiring any prior knowledge of statistics. The second part is addressed to technicians, and explains some fundamental theoretical concepts as well as application tools with the aid of examples; this part also includes references to related methods, which help both time and cost reduction, thereby making experimental design a truly applicable option.

Code **AQ – 014**  
*Price (excluded VAT)*  
Members **€ 50**  
Non-members **€ 60**

Language: Italian  
Available in paper form.

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## **MEASUREMENT SYSTEM ANALYSIS**

**1<sup>st</sup> Edition, October 2004**

(Corrigendum May 2005) Reprint 2010 - VIM Update According to the UNI CEI 70099:2008 Standard

This document is addressed to operators in the metrology sector and to all those who need to study measurement variations. Consequently, the guide is mainly concerned with actual operations, without however neglecting technical and methodological aspects.

Language: Italian

Available in paper form and as a PDF file.

The PDF file cannot be printed.

Code **AQ – 024**

*Price (excluding VAT)*

**Members € 35**

**Non-members € 40**

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## **THEORETICAL-PRACTICAL GUIDE TO RELIABILITY MANAGEMENT AND OPERATING TOOLS THROUGHOUT ALL THE PRODUCT LIFECYCLE**

**1<sup>st</sup> Edition, July 2012**

Using a particularly plain language, the guide aims to accompany the reader step by step through the discipline of reliability. In order to help readers better find the relevant contents, this work was divided into two volumes, which may also be purchased separately. The first volume encompasses general definitions and principles of reliability, an organisational/managerial overview specifically addressed to managers, and, finally, an illustration of reliability tools that can be directly derived from elementary statistics. The second volume starts with an analysis of the most common prevention tools (both statistical and non-statistical), and then frames the countermeasures that are most commonly adopted to contain the variation of production processes (without forgetting widespread global approaches to quality/reliability). Finally, the manual provides a brief presentation of methods for designing experimental tests used to verify whether reliability goals are met.

Language: Italian

Available in paper form and as a PDF file.

The PDF file cannot be printed.

Code **AQ – 025**

*Price of one volume  
(excluding VAT)*

**Members € 50**

**Non-members € 65**

*Price of both volumes  
(excluding VAT)*

**Members € 90**

**Non-members € 110**

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## **BUSINESS CONTINUITY MANAGEMENT GUIDE TO THE DEVELOPMENT OF BUSINESS CONTINUITY MANAGEMENT PROGRAMS**

**1<sup>st</sup> Edition, June 2015**

This guide is intended as an aid for organisations that have not yet addressed the issue of business risks, and hence have not yet considered a *Business Continuity Plan* (BCP).

Given its general scope, the guide may be easily used as a reference by any company (ranging from small- to medium- and large-sized

enterprises), also with the aim of validating an existing BCM (*Business Continuity Management*) program.

The guide focuses on the main goals of a BCM program: ensuring personnel safety and health, properly analysing the risks that threaten business processes and resources, and properly assessing the impact of these risks on business activities.

The annexes, which are supplied on a USB stick, list several examples and modules that may be useful to implement a valid BCM program within your company.

Language: Italian

Available in paper form (with USB stick included) and as a PDF file.

If you purchase the PDF version, you will receive the annexes via e-mail.

The PDF file cannot be printed.

Code **AQ – 028**  
Price (excluding VAT)  
Members **€ 50**  
Non-members **€ 75**

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Qualitäts Management Center  
im Verband der Automobilindustrie

**NEW! VDA 6.3 (2016) – Quality Management in the Automotive Industry**  
**Process Audits VDA Part 3**  
**Product Development Process and Serial Production**  
**Service Development Process and Service Provision**

**3rd revised edition, December 2016**

**Italian Edition, property of ANFIA Service – September 2017**

Technical progress, customer expectations and new production technologies result in increasingly tighter requirements throughout the entire chain of processes of customers and suppliers. Consequently, quality management departments are constantly faced with new, challenging tasks. Robust processes must be implemented and ensured throughout the entire production and supply chain.

The process audit according to VDA 6.3 is an important and well-defined method for process analysis. Process audits prove extremely effective thanks to the assessment of actual performance levels of on-site processes, whereby support functions and interfaces are analysed during the project and serial stage.

After the first edition published in 1998, in 2010 a completely revised version came out. With the 2016 edition our collective experience has been utilised to update and optimise the volume.

The VDA 6.3 process standard includes the relevant questionnaire and current evaluation criteria, as well as the requirements for the requalification of process auditors and the preparation and execution of process audits.

Language: Italian

Available in paper form.

Code **AQ – 029**  
Price (excluding VAT)  
Members **€ 50**  
Non-members **€ 60**

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**NEW! IATF 16949 AUTOMOTIVE CERTIFICATION SCHEME****5<sup>th</sup> Edition – November 2016**

The **updated** document, which is addressed to certification bodies and organisations, lists the requirements for IATF 16949 implementation, which include criteria for certification body recognition, certification body audit process, certification body auditor qualifications, and IATF 16949 certificates. These rules, which are part of the certification system, are binding for certification bodies and must be understood by any customer who wishes to obtain an IATF 16949 certification.

Language: Italian

Available in paper form and as a PDF file.

The PDF file cannot be printed.

Code **AQ – 030**  
Price (excluding VAT)  
Members **€ 20**  
Non-members **€ 25**



Qualitäts Management Center  
im Verband der Automobilindustrie

**NEW! VDA 6.5 - PRODUCT AUDIT****2nd revised edition, September 2008****Italian Edition, property of ANFIA Service – May 2018**

Based on the ISO 19011 standard, the VDA guide on product audit contains a code of practice that has been created for the management of product audit programs, which will enable companies to develop their own systems to suit their particular products. The task of a product audit is not merely to ensure quality but also to provide proof of compliance. The product audit expressly required by the IATF 16949:2016 serves as a management tool for the independent evaluation of products from the customers' viewpoint and to provide assurance against liability claims arising from deficiencies in products and property. It also indicates the potential for continuous improvement.

Language: Italian

Available in paper form.

Code **AQ – 031**  
Price (excluding VAT)  
Members **€ 35**  
Non-members **€ 45**

**SOFTWARE****NEW! ANFIA PROCESS AUDIT – EXCEL TOOL****Software for filling out check lists - 4<sup>th</sup> Edition, December 2017**

In line with the updated version of the ANFIA Process Audit Guide according to IATF 16949:2016, the software allows operators to fill out and print forms related to process evaluation and business classification. It examines evaluations with multiple charts and self-certified suppliers.

Language: Italian

Available as an Excel file and sent via e-mail.

Code **AQ – 008/C**  
Price (excluding VAT)  
Members **€ 45**  
Non-members **€ 58**