

Workforce Development Board

Kane, Kendall and DeKalb Counties

Business Services Ad-hoc Committee

Wednesday, June 14 2017, 9:00 A.M.

Immediately following the Full Board Meeting

Painters District Council #30

1905 Sequoia Drive / Aurora, IL 60506

Meeting Agenda

- I. **Call to Order**
 - A. Attendance

- II. **Approval of Minutes**
 - A. April 18, 2017 (*Attachment*)

- III. **Public Comment**

- IV. **Incumbent Worker Training Project Application Review**
 - A. Elgin Industries – Elgin, IL (*Attachment*)

- V. **Adjournment**

**Workforce Development Board
Kane, Kendall and DeKalb Counties
Business Services Ad-hoc Committee**

Tuesday, April 18, 2017, 3:00 P.M.
Kane County Government Center
719 S. Batavia Avenue
Geneva, IL 60134
OCR Conference Room / Building A

Members:	Present:	Absent:	Staff:	Present:	Absent:
Brian Dahl	P		Berger, Scott	P	
Terri Greeno		A	Knapp, Ginger	P	
Heather Hadry	P		Renken, Renee	P	
Audra Hendrix	P		Yapejian, Mary	P	
Dee Oliver (Chair)	P				

- I. **Call to Order -**
 - A. Attendance – Chair Oliver called the meeting to order at 3:00 P.M. A quorum of members was present.
- II. **Public Comment** – No members of the public were present.
- III. **Incumbent Worker Training Overview** – Berger stated while most of our committees focus on job seekers, this newest committee focus is on employers. The first topic staff is bringing to the committee is the Incumbent Worker Training Program. Berger explained this past February, the Full Board approved an updated the Incumbent Worker Training (IWT) Policy. Under the Workforce Investment Act (WIA) the strategy was to avert layoffs and our employers didn't take advantage of the program. Under the Workforce Innovation Opportunity Act (WIOA) the strategy is to train the current workforce. It is a much broader reach. Members were provided an overview page and a copy of the policy. Berger reviewed the policy details with the committee.
- IV. **Project Application Review**
 - A. Adient LLC, Sycamore, IL – The committee members reviewed the application which requests \$15,000 in funding which is the partial cost of total training project costing \$160,000 to train 320 employees in new product implementation. Staff provided a company overview and verified Adient LLC met general eligibility guidelines. The committee was in agreement regarding utilizing LWIA (5) WIOA IWT funding for the Adient LLC training application.
 - B. Power Packaging, St. Charles, IL – The committee members reviewed the application which requests \$5,760 in funding to train (7) seven maintenance workers in Intermediate, Level 2 Electrical Training. Power Packaging has been unable to recruit maintenance workers at this level. Staff provided a company overview and verified Power Packaging met general eligibility guidelines. The committee was in agreement regarding utilizing LWIA (5) WIOA IWT funding for the Power Packaging Training Application.
- V. **Adjournment** – Oliver adjourned the meeting at 4:00 P.M.

- IWT is a work-based training strategy.
- IWT provides *employers* with the opportunity to build and maintain a qualified workforce.
- IWT provides *workers* with the opportunity to enhance existing skills, learn new skills, gain credentials, retain employment or increase earnings potential.
- IWT can be used to help avert potential layoffs or increase the skill levels of employees/competitiveness of employers.

Award Criteria: Employers must meet general eligibility criteria to apply for local IWT funding and the following factors will be considered when awarding IWT training:

1. The number of employees participating in the training;
2. The characteristics of the incumbent workers to be trained and how they would benefit from retention or advancement;
3. The wage and benefit levels of the participants (before and after training);
4. The quality of the training, including the relationship of the training to the competitiveness of the employer. Whenever possible, the training should allow the participant to gain industry-recognized training experience and/or lead to industry-recognized credentials and/or an increase in wages;
5. Availability of other employer-provided training and advancement opportunities evidencing long-term investment in the employee work base; and
6. Commitment to engage in a long-term relationship with OCR by posting new positions or employment opportunities (such as backfill positions) on the locally published job board.

Training: May be conducted at the employer’s facility, training facility or a combination of sites through:

1. Illinois public or private educational institutions;
2. In-state or out-of-state private training organizations;
3. Professional trainers hired by the employer;
4. In-house trainers; or
5. Combination of training providers.

Allowable Costs: Costs necessary to conduct the training are allowable, but are limited to:

1. Training development;
2. Instructor wages;
3. Tuition and fees;
4. Training materials and supplies;
5. Off-site training facility costs; or
6. Fees for technical or professional certifications and/or licensures.

Funding and Match: The maximum funding award is \$15,000 per year per employer, and employers are required to provide matching support (in-kind or direct financial support) to the project based on the employer size as follows:

Number of Employees	Minimum Company Match Requirement
50 or fewer full-time employees	10%
51-100 full-time employees	25%
101+ full-time employees	50%

Procurement and Contracts: A minimum of three quotes are required for procurement purposes; however, the employer is not required to select the lowest bid. Upon project approval, a contract/written agreement that outlines who is providing the training, the type and location of the training to be provided, the length and cost of the training, and the amount of employer-matching support and manner in which the match will be contributed to the project must be executed.

Outcomes: The employer must identify outcomes to be achieved by the incumbent worker training with an explanation as to how each outcome is important to the employer and its employees and how the proposed training project will produce the outcomes stated in the application.

WIOA Incumbent Worker Training (IWT) Project Request Summary

Company Name and Address/County	Elgin Industries, Inc. 1100 Jansen Farm Drive, Elgin, IL 60123 Kane County		Legal/Tax Structure of Business	C Corporation; Private For-Profit
Tax, Layoff/Relocation, and Other Training Resources Criteria	Please refer to <i>Page 2</i> of IWT Grant Application		Years in Operation at Location	35
# of Full-Time Employees at Location	170		Federal Employer Identification Number (FEIN)	36-1035810
North American Industry Classification System Code (NAICS)	336310, Motor vehicle gasoline engine and engine parts manufacturing	Company Description	Manufacturer and distributor of automotive parts (serves leading engine and vehicle manufacturers, including General Motors, Ford Motor Company, Deere & Company, Fiat Chrysler, Harley-Davidson, Mack Trucks and Navistar).	
Summary of requested training project, including purpose, goals, and justification of need				
Start and End Dates: 06.19.2017 to 12.29.2017		# of Workers to be Trained: 18		IWT Grant Amount Requested: \$15,000 (maximum award)
Training Program/Course: IATF 16949:2016 Transition and Auditing Training (<i>new quality standard in automotive industry</i>)		Training Provider(s): 1) Illinois BIS 2) AIAG (<i>Automotive Industry Action Group</i>)		# of Training Hours: 128
<p>In August 2016, the ISO (International Organization for Standardization) and IATF (International Automotive Task Force) announced the replacement of the automotive industry's most widely used global standard for quality management, ISO/TS 16949, with IATF 16949. Organizations are required to integrate and implement the changes in their Quality Management Systems in order to be in compliance with the new industry standards.</p> <p>Elgin Industries' current TS 16949 certification expires at the end of 2017. As a Tier One supplier for automotive engine and chassis components, Elgin Industries is required by their OEM customer-base (Ford, GM, and Chrysler) to maintain the most current industry-recognized certification for quality management. Therefore, as the standards evolve in the automotive industry, it is vital for the company to be in compliance with these requirements in order to retain their OEM customer-base, remain competitive in the industry, and to allow employees to be equipped with the necessary in-demand skills and knowledge.</p> <p>The requested training project will provide employees with the necessary knowledge to support the company in achieving compliance/certification to the new quality standard, including evaluation of gaps from the old TS to the new IATF, how to implement and transition to IATF-1649:2016, and internal auditor skills-upgrade training.</p>				
Summary of training project budget, including Employer Matching Contribution source/amount				
Minimum Required Employer Match: \$7,500.00 (<i>50% of IWT Award</i>)			Employer Match Source: Additional training costs above IWT award amount (wages paid to employees during training to be used as back-up).	
TOTAL Estimated Cost of Training (<i>excluding staff wages</i>): \$29,450.00				
<p>The IWT Grant funds will help to offset the instructor/course costs and book/material expenses associated with delivering the IATF 16949 Transition Implementation and Auditing training to 18 employees (QA personnel and staff management). A majority of the training (88 hours) will take place on-site at Elgin Industries, and the remaining AIAG Lead Auditor Training course (40 hours) will require the QA Manager and QA Engineer to travel to Southfield, Michigan.</p> <p>Elgin Industries has identified the total cost of this training to be approximately \$29,450.00, which is primarily made up of the instructor/course costs. Therefore, the Employer Match requirement for this project will be met through additional training costs above the IWT award amount. Employees will also be paid their wages while participating in the required training, which will be used as back-up support for the Employer Match requirement, if needed.</p>				



Incumbent Worker Training (IWT) Grant Application

Funding for the Incumbent Worker Training program is authorized by the Local Workforce Development Board serving Kane, Kendall and DeKalb Counties through the Federal Workforce Innovation and Opportunity Act (WIOA) and the Illinois Department of Commerce and Economic Opportunity.

SECTION 1: Company Information			
Company Name	Elgin Industries, Inc.		
Street Address	1100 Jansen Farm Drive	City/State/ZIP Code	Elgin, IL 60123
County	Kane	Company Website	www.elginind.com
Authorized Company Representative	Daniel Gathman	Job Title	VP Plant Operations
Telephone Number	847-742-1720	E-Mail Address	Dang@elginind.com
Fax Number	847-742-2220	Total Years in Business	98
Federal Employer Identification Number (FEIN)	36-1035810	Years in Operation at Current Location	35
North American Industry Classification System Code (NAICS)	336310; Motor vehicle gasoline engine and engine parts manufacturing	Number of Full-Time Employees at Location	170
Company Description/ Products and/or Services Provided	Automotive Parts Manufacturer and Parts Distributer. Elgin Industries has long been one of the transportation industry's premier manufacturers of engine and chassis components. Elgin Industries serves many of the world's leading engine and vehicle manufacturers, including General Motors, Ford Motor Company, Deere & Company, Fiat Chrysler, Harley-Davidson, Mack Trucks and Navistar. All of the company's OE products are designed and manufactured within its extensive global headquarters and production campus in Elgin, IL, USA.		
Legal Structure of Business	<input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> Limited Liability Company (LLC) <input type="checkbox"/> S Corporation <input type="checkbox"/> Other:		
Tax Structure of Business	<input checked="" type="checkbox"/> Private For-Profit <input type="checkbox"/> Nonprofit		
If your company is minority-owned, please check all that are applicable.	<input type="checkbox"/> Hispanic American-owned <input type="checkbox"/> American Indian or Alaskan Native-owned <input type="checkbox"/> African American-owned <input type="checkbox"/> Women-owned <input type="checkbox"/> Asian American-owned <input type="checkbox"/> Other minority-owned <input type="checkbox"/> Hawaiian or Pacific Islander-owned <i>please specify:</i>		
How did you hear about the IWT Program?	<input type="checkbox"/> Workforce Development Agency/Board Member <input type="checkbox"/> Illinois Department of Employment Security (IDES) <input type="checkbox"/> Training Organization/Educational Institution <input type="checkbox"/> Referral from Industry Associate <input checked="" type="checkbox"/> Previous Grantee: <i>Received IWT Grant from Kane County in 2010 for Paperless Warehouse Management/Inventory System Training, which was successfully completed.</i> <input type="checkbox"/> Website/Social Media <input type="checkbox"/> Other- <i>please explain:</i>		

SECTION 2: Company Status and Viability Information

Has your company been in operation in the State of Illinois during the entire twelve-month period immediately preceding the date of this application?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
Has your company relocated within the last 120 days? <i>If YES: Date of Relocation: Relocated From: Relocated To:</i> <i>If YES, were any employees laid-off as a result of the relocation?</i> <input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Has your company experienced any layoffs or work reduction impacting employee hours within the last 6 months? <i>If YES, please explain the impact and positions affected:</i>	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Has your company previously filed WARN (Worker Adjustment and Retraining Notification) notices (applies to mass layoffs, plant closures, etc.)? <i>If YES, please provide date(s) and number of employees affected:</i>	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Has your company recently laid off employees that became covered under the Trade Act? <i>If YES, please provide date(s) and number of employees affected:</i>	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Is your company current on all applicable county, city, and local taxes?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
Is your company current on all State of Illinois tax obligations?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
Is your company current on all applicable Federal taxes?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
Has your company been identified as a going concern or risk during its most recent audit?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Are employees of your company subject to a collective bargaining agreement? <i>If YES, please attach a letter of endorsement for this training from the authorized Union official.</i>	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Has this business location been awarded an IWT grant within the last three (3) years? <i>If YES, please provide details (e.g. source, purpose, dates, outcomes, etc.):</i>	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Is your company receiving/applying for other government source/public training funds? <i>If YES, please provide details (e.g. source, purpose, dates, outcomes, relationship to current training being requested, etc.):</i>	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO

Some community colleges may have training grant funds available to local employers. If available and employer/program is eligible for alternate resources, these must be explored before accessing IWT Grant funds through the Workforce Innovation and Opportunity Act (WIOA).

The IWT Grant program is intended to complement, not compete with or replace, other resources available to employers. An eligible company with an eligible training request may receive IWT Grant funds if they are not currently receiving alternate training resources, such as Employer Training Investment Program (ETIP) funds, for the same proposed training program, or for the same proposed training recipients as requested in this IWT Grant application.

Please provide an explanation of your company's research efforts/contact with local community colleges and/or other training resources that your company may be eligible for.

This required training is not available at the local community colleges. Employer Training Investment Program (ETIP) funding is no longer available for this type of workforce training; therefore, the only resources available at this time is IWT funding. Illinois BIS does offer WIOA IWT Grants; however, since Elgin Industries already has an established relationship with Kane County WDD, our company is pursuing the IWT Grant through Kane County, and not Illinois BIS, to support this project.

SECTION 3: Training Project Outline

Training Cost Amount Requested through IWT Grant	\$ 15,000.00	Total Number of *Eligible Incumbent Workers to be Trained <i>*Each worker must be employed Full-Time at the Kane/Kendall/ DeKalb County location for a <u>minimum of 6 months</u> prior to the date of this application to be eligible. No Part-Time, seasonal, or temporary employees can be included in this number.</i>	18
Anticipated Start Date	6/19/2017	Anticipated End Date	12/29/2017
Please provide a meaningful narrative description of the requested training project, including type(s) of skills-upgrade training proposed, purpose, and goals.			
<p>In August 2016, the ISO (International Organization for Standardization) and IATF (International Automotive Task Force) announced the replacement of the automotive industry's most widely used global standard for quality management, ISO/TS 16949, with IATF 16949. As of September 2018, all ISO/TS 16949:2009 certificates will be invalid, and, as of October 2017, organizations can ONLY be audited and certified to IATF 16949 standard. Organizations will have to integrate and implement the changes in their Quality Management Systems from publication of the IATF 16949 standard (October 2016) and prior to the transition audit (May 2018- latest recommended date). According to IATF 16949, Auditors must acquire authorization to perform audits by passing an examination.</p> <p>Elgin Industries' current TS 16949 certification expires at the end of 2017. As a Tier One supplier for automotive engine and chassis components, Elgin Industries is required by our OEM customer-base (Ford, GM, and Chrysler) to maintain the most current industry-recognized certification for quality management. The requested training project will provide employees with the necessary knowledge to support the company in achieving compliance/certification to the new quality standard, including evaluation of gaps from the old TS to the new IATF, how to implement and transition to IATF-1649:2016, and internal auditor skills-upgrade training.</p> <p>Classroom training will be provided for up to ten (10) employees (QA personnel and staff management) on implementation and transition from TS to IATF-16949:2016. Up to eight (8) employees will be designated as Internal Auditors for the company and will receive skills-upgrade training from TS auditing requirements to IATF 16949:2016 requirements. Then, in turn, a designated Elgin trainer will provide classroom training on the transition to our remaining workforce, approximately 160 employees.</p>			
Please provide justification of need for this training, including your company's unique circumstances and challenges that make the requested training necessary (e.g., changing industry requirements, introduction of new services/product lines, new technology, retooling of business processes, etc.).			
<p>ISO/TS 16949, a technical specification for automotive sector quality management systems, has become one of the most widely used international standards in the automotive industry, harmonizing the different assessment and certification systems in the global automotive supply chain. On October 3, 2016, IATF 16949:2016 was published by the IATF and supersedes and replaces the current ISO/TS 16949, defining the requirements of a quality management system for organizations in the automotive industry.</p> <p>Elgin Industries' current TS 16949 certification expires at the end of 2017. As a Tier One supplier for automotive engine and chassis components, Elgin Industries is required by our OEM customer-base (Ford, GM, and Chrysler) to maintain the most current industry-recognized certification for quality management. Therefore, as the Quality Management System (QMS) standards evolve in the automotive industry, it is vital for our company to be in compliance with these requirements in order to retain our OEM customer-base, remain competitive in the industry, and to allow our employees to be equipped with the necessary in-demand skills and knowledge.</p>			
Please describe the use of the requested IWT Grant funds for this project. Specifically, what is the budget for the training portion of this project? Please do not include employee wages or other "Employer Match" costs.			
<p>Elgin Industries is requesting \$15,000 (maximum IWT Grant award amount) to assist with the costs associated with implementing the training for the new quality standard.</p> <p>Specifically, the IWT Grant funds will be used to offset the costs required to train 18 employees (QA personnel and staff management) on the implementation and transition from TS to IATF-16949:2016, including Internal Auditor skills-upgrade training. The total cost of the project is estimated to be approximately \$29,450, which is primarily made up of instructor/trainer costs and required book/material expenses.</p>			
Minimum Required Employer Match Amount <i>Minimum match amount required is based on company size and is equivalent to the relative percentage of the Training Cost for the project.</i>			
<input type="checkbox"/> 10% of the cost 1-50 Full-Time Employees	<input type="checkbox"/> 25% of the cost 51-100 Full-Time Employees	<input checked="" type="checkbox"/> 50% of the cost 101+ Full-Time Employees	
How will your company's "Employer Match" requirement be provided? Please include the source* and commitment. (All matching contributions must be necessary for the provision of the training and verifiable.)			

If your company is paying employees during their time in training and would like to use these wages as part of the "Employer Match" requirement, then the **ATTACHMENT C form must be completed and submitted with this IWT application.*

The minimum Employer Match requirement for our company/project is \$7,500 (50% of IWT Grant request amount of \$15,000). To meet this requirement, Elgin Industries will be using allowable training costs (e.g. instructor/trainer/course expenses, book/material costs) that are paid above and beyond the IWT Grant award amount. We have estimated the total cost of the training project to be approximately \$29,450; therefore, we estimate the contribution amount to be approximately \$14,450, which exceeds the minimum required match amount. Elgin Industries will also be paying wages to employees while they are participating in training, so this will be a back-up for the support amount, if needed.

Is this project a "Green" initiative? (Select "YES" if project has any training aimed at reducing waste or energy consumption, or for renewable energy jobs.)

 YES

 NO

SECTION 4: Additional Eligibility Criteria/Factors for Funding Consideration

Please identify the expected benefits/tangible outcomes for your company as a result of the proposed training (check/fill-in all that apply).

For each selection checked, please provide an explanation of how the training will achieve that anticipated outcome for your company.

Enhance viability/stability of the company

As a Tier One supplier for automotive engine and chassis components, Elgin Industries is required by our OEM customer-base (Ford, GM, and Chrysler) to maintain the most current industry-recognized certification for quality management.

Business growth/expansion

Increase in productivity, quality, or efficiency

IATF 16949 is designed to advance an organization's Quality Management System (QMS); therefore, by implementing this new standard, Elgin Industries will increase Lean initiatives, which will result in increased productivity, quality, and efficiency. Some of the key changes under the new standards include: a focus on continuous improvement and prevention, customer-specific requirements and tools in the automotive industry, and reduction of variation and waste in supply chain.

Improve competitiveness and increase profitability

As the Quality Management System (QMS) standards evolve in the automotive industry, it is vital for our company to be in compliance with these requirements in order to retain our OEM customer-base. In turn, this will allow us to remain competitive in the industry and increase our profitability.

Help prevent relocation of operations

Increase retention of existing workforce/
lower employee turnover

Our employees will be equipped with the necessary in-demand skills and knowledge required for the industry, which, in turn, will increase retention of our workforce and make our employees more marketable.

Save jobs within the company (# _____)

Address identified skill gaps in workforce

IATF 16949 clarifies the requirements for targeting process effectiveness and efficiency (not just "having" a process, but monitoring it). This includes the competencies required for personnel performing the measurements. The new quality standard further ensures that the manufacturing process is fully supported by the company through defined roles, responsibilities, and effective escalation process to drive process capability and stability. Any skill gaps in the workforce/process will be identified and addressed as part of the implementation of the new standard.

There will also be a strong focus on developing auditor skills, techniques and competence, which will involve intensive training, both initially and on-going, as well as industry-recognized certification.

Create new jobs within the company
(# _____)

Improve the long-term wage levels of employees

Provide certificate or industry-recognized credential

Designated employees that complete the Lead Auditor Training will meet the new requirements of IATF 16949:2016 and customer requirements of FCA, Ford Motor Co., and General Motors Co. They will earn the required certification to become an internal/lead auditor and perform first and second-party assessments.

<p>Upon completion of the proposed training, will the employee(s) move into a different position of higher responsibility and/or salary rate?</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p>	<p><i>If YES:</i></p> <p>a. Please identify new job title(s) and/or salary increase information:</p> <p>b. Will a vacancy exist? <input type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A</p> <p>c. And, if YES, is the company willing to consider backfilling vacancies with candidates referred by the Workforce Development System? <input type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A</p>
<p>Please identify and describe how the training will improve employee(s) skill level by either:</p> <p><input checked="" type="checkbox"/> Upgrading employees' skills and knowledge to retain their current job;</p> <p style="text-align: center;">AND/OR</p> <p><input type="checkbox"/> Gaining new skills and knowledge to advance within the company</p>	
<p>The new quality standard is an industry-required upgrade in employee skills and knowledge to maintain their current position and add value to their existing performance.</p>	
<p>If training is <i>not</i> implemented, what will the overall effects be on your company?</p>	
<p>There would be a potential loss of certification and our primary OEM customer-base, if training on the new industry-required quality standards was not implemented.</p>	

SECTION 5: Training Project/Provider Information

ATTACHMENT A	<p>Employer must complete and submit ATTACHMENT A form to document the cost/price information obtained from various sources that were considered during the training provider selection process. Attach competitive bids, competitive pricing information, and/or any additional information used in making cost analysis prior to training provider selection.</p>
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Please provide the following information for each training program/course that will be included in the proposed training project. Please also attach a copy of the training curriculum for each course, if applicable.

Training Program/Course #1					
Name of Training Program/Course	Gap Analysis				
Description of Training <i>(include specific topics, processes, etc. that will be covered)</i>	How to evaluate Gap from old TS to new IATF				
Name of Training Provider/School	Illinois BIS				
Street Address	1100 E Warrenville Road, Ste. 150	City/State/Zip	Naperville, IL 60563		
Phone Number	630-505-0500	Fax Number			
Name and Title of Trainer/Instructor	TBD once training is authorized	E-Mail Address			
Will training be held on-site at company location?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	<i>If NO, name and address of training location.</i>			
Anticipated Start and End Dates; Training Schedule/Duration	June 2017	# of Hours of Training	16	# of Employees to Complete the Training/Course	10
Job Title(s) of Employee(s) to be Trained	QA personnel and staff management				
How is training/course related to employees' job functions?	Required skill				
Will the training be conducted during regular work hours?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	<i>If NO, will employees be paid for the time they are in training?</i>		<input type="checkbox"/> YES	<input type="checkbox"/> NO

Upon completion of training/ course, each trainee will receive		<input type="checkbox"/> Associate Degree <input type="checkbox"/> Bachelor's Degree <input type="checkbox"/> Master's Degree	<input type="checkbox"/> Industry-Recognized Credential <input checked="" type="checkbox"/> Certificate of Completion <input type="checkbox"/> Other Degree/Credential (<i>please specify</i>):
Cost Summary	Instructor/Trainer Wages/Tuition: \$ 4,000.00	Materials/Supplies/Textbooks: \$ 840.00	
	Other Costs: \$ 1,000.00 approx. (trainer travel for all Illinois BIS courses)	TOTAL COST FOR PROGRAM/COURSE: \$ 5,840.00	

Training Program/Course #2					
Name of Training Program/Course	Implementation of IATF-16949:2016				
Description of Training (<i>include specific topics, processes, etc. that will be covered</i>)	How to implement and transition from TS to IATF-16949:2016				
Name of Training Provider/School	Illinois BIS				
Street Address	1100 E Warrenville Road, Ste. 150	City/State/Zip	Naperville, IL 60563		
Phone Number	630-505-0500	Fax Number			
Name and Title of Trainer/Instructor	TBD once training is authorized	E-Mail Address			
Will training be held on-site at company location?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	If NO, name and address of training location.			
Anticipated Start and End Dates; Training Schedule/Duration	June 2017	# of Hours of Training	48	# of Employees to Complete the Training/Course	10
Job Title(s) of Employee(s) to be Trained	QA personnel and staff management				
How is training/course related to employees' job functions?	Required skill				
Will the training be conducted during regular work hours?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	If NO, will employees be paid for the time they are in training?		<input type="checkbox"/> YES <input type="checkbox"/> NO	
Upon completion of training/ course, each trainee will receive	<input type="checkbox"/> Associate Degree <input type="checkbox"/> Bachelor's Degree <input type="checkbox"/> Master's Degree	<input type="checkbox"/> Industry-Recognized Credential <input checked="" type="checkbox"/> Certificate of Completion <input type="checkbox"/> Other Degree/Credential (<i>please specify</i>):			
Cost Summary	Instructor/Trainer Wages/Tuition: \$ 12,000.00	Materials/Supplies/Textbooks: \$			
	Other Costs: \$	TOTAL COST FOR PROGRAM/COURSE: \$ 12,000.00			

Training Program/Course #3					
Name of Training Program/ Course	Internal Auditor Skills Upgrade				
Description of Training (<i>include specific topics, processes, etc. that will be covered</i>)	Upgrade from TS auditing to IAF-1649:2016				
Name of Training Provider/School	Illinois BIS				
Street Address	1100 E Warrenville Road, Ste. 150	City/State/Zip	Naperville, IL 60563		
Phone Number	630-505-0500	Fax Number			
Name and Title of Trainer/Instructor	TBD once training is authorized	E-Mail Address			
Will training be held on-site at company location?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	If NO, name and address of training location.			

Anticipated Start and End Dates; Training Schedule/Duration	June 2017	# of Hours of Training	24	# of Employees to Complete the Training/Course	8
Job Title(s) of Employee(s) to be Trained	TBD; Designated Elgin Industries Internal Auditors				
How is training/course related to employees' job functions?	Required skill				
Will the training be conducted during regular work hours?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	If NO , will employees be paid for the time they are in training?		<input type="checkbox"/> YES <input type="checkbox"/> NO	
Upon completion of training/ course, each trainee will receive	<input type="checkbox"/> Associate Degree <input type="checkbox"/> Bachelor's Degree <input type="checkbox"/> Master's Degree		<input type="checkbox"/> Industry-Recognized Credential <input checked="" type="checkbox"/> Certificate of Completion <input type="checkbox"/> Other Degree/Credential (<i>please specify</i>):		
Cost Summary	Instructor/Trainer Wages/Tuition: \$ 6,000.00		Materials/Supplies/Textbooks: \$ 320.00		
	Other Costs: \$		TOTAL COST FOR PROGRAM/COURSE: \$ 6,320.00		

Training Program/Course #4					
Name of Training Program/ Course	Lead Auditor Training with AIAG IATF 16949:2016 Supplier Auditor Certification				
Description of Training (<i>include specific topics, processes, etc. that will be covered</i>)	Highest level of auditor training available to automotive suppliers.				
Name of Training Provider/School	AIAG				
Street Address	TBD	City/State/Zip	Southfield , Michigan		
Phone Number	248-358-3570	Fax Number			
Name and Title of Trainer/Instructor	TBD	E-Mail Address			
Will training be held on-site at company location?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	If NO , name and address of training location.			
Anticipated Start and End Dates; Training Schedule/Duration	July 2017	# of Hours of Training	40	# of Employees to Complete the Training/Course	2
Job Title(s) of Employee(s) to be Trained	QA Manager, QA Engineer				
How is training/course related to employees' job functions?	Required				
Will the training be conducted during regular work hours?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	If NO , will employees be paid for the time they are in training?		<input type="checkbox"/> YES <input type="checkbox"/> NO	
Upon completion of training/ course, each trainee will receive	<input type="checkbox"/> Associate Degree <input type="checkbox"/> Bachelor's Degree <input type="checkbox"/> Master's Degree		<input checked="" type="checkbox"/> Industry-Recognized Credential <input checked="" type="checkbox"/> Certificate of Completion <input type="checkbox"/> Other Degree/Credential (<i>please specify</i>):		
Cost Summary	Instructor/Trainer Wages/Tuition: \$ 3,790.00		Materials/Supplies/Textbooks: \$ Included		
	Other Costs: \$ 1,500.00 approx. (employee travel/lodging)		TOTAL COST FOR PROGRAM/COURSE: \$ 5,290.00		

SECTION 6: Training Project Budget Request

ATTACHMENT B

Employer must complete and submit **ATTACHMENT B** form to identify the details of the training funds requested for this project, as well as the Employer Match amounts.

SECTION 7: Certification by Authorized Company Representative

I hereby certify that I am an authorized representative of the company submitting this IWT Program Grant application, with the authority to commit the business to legally binding contracts and agreements. I further certify that my company meets the minimum requirements and is eligible to submit this application; the information given as part of and attached to this application is true and accurate, and I am aware that any false information, intentional omissions, or misrepresentations may subject me to civil or criminal penalties for filing of false public records and/or forfeiture of any funds approved through this program. I am aware that information reported for the purposes of this proposal may be used for marketing of the Incumbent Worker Training Program.

This application does not constitute a contractual agreement. If any portion of the application is approved, a formal agreement between parties will be executed to obligate funds for the approved training. Training may not start prior to effective date of the agreement.



Print/Type Name:	Daniel Gathman	Title:	VP Plant Operations
Signature:		Date:	April 18, 2017

IWT Grant Application ATTACHMENT A:
Comparative Cost/Price Information Summary
(for Procurements Up to \$15,000)

Program Year	2016
Type of Training Being Procured	IATF-16949:2016 Transition Implementation and Auditing
Requested By (company name)	Elgin Industries
Independent Estimate of Cost	\$ 24,000, plus employee wages and benefits

Name of Vendor/ Training Provider Contacted	Contact Person	Contact Date	Price Quote	Explanation of Training	Date of Acceptance/ Refusal
Illinois BIS	Kevin Hogan	02-16-2017	\$23,160 (3 courses) <i>(for total 88 hrs. and required materials)</i>	TS-16949 to IATF-16949:2016 transition and auditor training, including Gap Analysis for customized implementation.	Accepted 04-12-2017
BSI	Online Quote	03-01-2017	\$24,690 (3 courses) <i>(for total 80 hrs. and required materials— travel/lodging costs required, but not included in this total)</i>	TS-16949 to IATF-16949:2016 transition and auditor training, including Lead Auditor training	Rejected 04-12-2017
AIAG (Automotive Industry Action Group)	Online Quote (Member)	04-11-2017	\$22,740 (3 courses) <i>(for total 82 hrs. and required materials— travel/lodging costs required, but not included in this total)</i>	TS-16949 to IATF-16949:2016 transition and auditor training, including Lead Auditor training	Accepted 04-12-2017 (Lead Auditor Training only)

Vendor/Provider Selected	1) Illinois BIS: TS-16949 to IATF-16949:2016 transition/implementation and Internal Auditor training (3 courses; 88 hours; \$23,160). 2) AIAG: Lead Auditor Training with Supplier Auditor Certification (1 course; 40 hours; \$3,790)
Reason for Selection	Elgin Industries has previously participated in trainings/workshops through Illinois BIS, and we have been pleased with the quality of training provided thus far by their organization. For this specific training, Illinois BIS will provide a customized "curriculum" tailored to the specific needs of our company (based on an in-depth Gap Analysis) for implementation of the new standards. This is a unique (added) feature through Illinois BIS (that we did not find with other organizations/vendors) for a total cost that is less per participant. Furthermore, Illinois BIS is a local organization and, therefore, travel/lodging costs will be minimal for this required training. Illinois BIS does not offer a course in Lead Auditor Training with Supplier Auditor Certification, which is required for our two (2) quality management employees (Quality Assurance Engineer; Quality Assurance Manager). This course is exclusively offered through AIAG, and, as a member of their association, Elgin Industries receives a reduced rate for all training courses. Established in 1982, AIAG is a not-for-profit association where professionals from a diverse group of stakeholders - including retailers, suppliers of all sizes, automakers, manufacturers, service providers, academia and government - work collaboratively to streamline industry processes via global standards development and harmonized business practices.

	04-18-2017		
Signature of Procurer / Date (Company Representative)			Signature of Approving Department Head / Date (Kane County Staff)

February 16, 2017

Proposal
For
ELGIN INDUSTRIES INC.
Mr. Brier Dieckman

	<u>Total Participants</u>	<u>Training Hours</u>	<u>Total Cost</u>
<u>Gap Analysis</u>			
Training Hours Cost	--	16	\$4,000.00
Materials Cost	10	--	<u>\$840.00</u>
			\$4,840.00
<i>Material Cost Per Additional Participant:</i>			\$420.00
 <u>Implementation Assistance</u>			
Training Hours Cost	--	48	\$12,000.00
Materials Cost	10	--	<u>\$0.00</u>
			\$12,000.00
 <u>Internal Auditor Skills Upgrade</u>			
Training Hours Cost	--	24	\$6,000.00
Materials Cost	8	--	<u>\$320.00</u>
			\$6,320.00
<ul style="list-style-type: none"> • To Be Determined During Gap Analysis • Understanding ISO 9001 and IATF 16949 • Auditing Customer Specifics • Auditing Core Tools 			
<i>Material Cost Per Additional Participant:</i>			\$40.00 X \$400

MATERIALS INCLUDED IN ABOVE COSTS:

- 2 ISO 9000:2015 Standard Copies
- 2 ISO 9001:2015 Standard Copies
- 2 IATF 16949:2016 Standard Copies
- 8 Internal Auditor Training Customized Texts

Training will be conducted as an instructor-led class and a certificate of participation or completion will be issued to eligible participants after training has concluded.

Quote 2

Learning Marketplace

[Home \(/Home.aspx\)](#)

[Product Areas \(/shop/Catalog.aspx\)](#)

[Product Finder \(/shop/Catalog.aspx?clearsearch=1\)](#)

[Return to Search Results](#)

IATF 16949:2016 Transition

Are you already familiar with ISO/TS 16949:2009 and want to find out about IATF 16949:2016? This comprehensive two-day course explores the changes from ISO/TS 16949:2009 to IATF 16949:2016. By attending you'll be able to identify the gaps in your current Automotive QMS and start planning your transition to the revised standard.

How will I benefit?

This course will help you:

- Explain the key changes between ISO/TS 16949:2009 and IATF 16949:2016
- Identify what needs to be done to address these changes within your current Automotive QMS
- Find out about transitioning your certification with BSI
- Become a productive member of a transition program within your organization

What will I learn?

You will learn about:

- Key changes resulting from Annex SL, ISO 9001:2015 and IATF 16949:2016
- New and revised terms and definitions
- Specific new requirements relating to Context, Leadership, Planning and Support in Annex SL
- Key concepts such as risk-based thinking
- The International Automotive Task Force (IATF) and the intent behind the revision
- Changes in Automotive QMS specific requirements as a result of transitioning from ISO/TS 16949:2009 to IATF 16949:2016
- Certification timeline

$$\begin{aligned}
 &\$1,150 \times 10 \\
 &= \$11,500
 \end{aligned}$$

Plus travel/ lodging costs



Upcoming Dates:

[Enroll \(/shop/Course.aspx?id=24208&en=179762\)](#)

Jul 17-18, 2017
 Atlanta, GA

[Enroll \(/shop/Course.aspx?id=24208&en=179763\)](#)

Aug 16-17, 2017
 Dallas, TX

[Enroll \(/shop/Course.aspx?id=24208&en=179775\)](#)

Sep 18-19, 2017
 Ann Arbor, MI
[view all dates »](#)

Course Fee: USD \$1150.00

Early Bird Price*: USD \$1050.00

Continuing Education Units: 1.6

Course Duration: 2 Days

Course Area: Automotive

*Pricing subject to availability

Course Aim

Gain the knowledge required to successfully transition from ISO/TS 16949:2009 to IATF 16949:2016. Learn about the new ISO high level structure, Annex SL, the changes to ISO 9001, and the automotive Quality Management System (QMS) specific differences in IATF 16949:2016 compared to ISO/TS 16949:2009.

Who should attend?

Anyone involved in planning, implementing or supervising an IATF 16949:2016 transition, as well as internal auditors who need to understand the changes resulting from the transition to IATF 16949:2016.

Upcoming Course Dates

Start/End Date and Time	Location	Fee	Enroll
Jul 17, 2017 8:00 AM - 5:30 PM	Atlanta, GA	USD \$1150.00	Enroll (/shop/Course.aspx?id=24208&en=179762)
Jul 18, 2017 8:00 AM - 6:30 PM			
Aug 16, 2017 8:00 AM - 5:30 PM	Dallas, TX	USD \$1050.00*	Enroll (/shop/Course.aspx?id=24208&en=179763)
Aug 17, 2017 8:00 AM - 6:30 PM			
Sep 18, 2017 8:00 AM - 5:30 PM	Ann Arbor, MI	USD \$1050.00*	Enroll (/shop/Course.aspx?id=24208&en=179775)
Sep 19, 2017 8:00 AM - 6:30 PM			

*Price reflects Early Bird discount

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Online

[Home \(/Home.aspx\)](#)

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[Product Finder \(/shop/Catalog.aspx?clearsearch=1\)](#)

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IATF 16949:2016 Internal Auditor

An ineffective audit can mean severe consequences resulting in process failure, customer dissatisfaction and regulatory noncompliance. Optimize your auditing skills with the internationally recognized IATF 16949:2016 and boost your internal audit capabilities. Gain confidence in planning and performing an effective audit, as well as reporting and assessing corrective action where necessary.

This course will help you develop the necessary skills to assess and report on conformance, and the effective implementation of processes, based on IATF 16949:2016. You'll learn how to initiate an audit, prepare and conduct audit activities, compile and distribute audit reports and complete follow-up activities.

How will I benefit?

This course will help you:

- Prepare, conduct and follow-up on IATF 16949:2016 audit activities
- Identify and apply the benefits and requirements of an IATF 16949:2016 audit
- Gain the skills to assess an organization's capability to manage its Automotive QMS
- Write factual audit reports and assist with corrective actions

What will I learn?

Delegates will have the knowledge to:

- Describe the guidelines of management system auditing according to ISO 19011
- Apply ISO 19011 guidelines to auditing IATF 16949
- Explain the importance of customer-specific requirements in the internal audit process
- Identify the automotive process approach when auditing

Delegated will have the skills to:

- Plan and initiate the audit
- Prepare audit activities, taking account of customer-specific requirements
- Conduct audit activities using the process approach
- Prepare and distribute the audit report
- Complete the audit
- Audit follow-up

Who should attend?

Anyone involved in the auditing, maintaining or supervising of an IATF 16949:2016 Automotive QMS.

Prerequisites

You should be able to demonstrate the following minimum competencies prior to attending the course:

- Risk-based thinking
- Understanding of applicable ISO 9001:2015 and IATF 16949:2016 requirements related to the scope of the audit (for this course; all requirements).
- Understanding of applicable core tool requirements related to the scope of the audit

Upcoming Course Dates

Start/End

Date and Location Time

Jun 14, 2017	Cleveland, OH
8:00 AM - 5:30 PM	DoubleTree by Hilton Cleveland Downtown 1111 Lakeside Avenue Cleveland, OH 44114 United States (216)241-5100
	View Location Website (http://www.doubletreecleveland.com/)
Jun 15, 2017	map this location (http://maps.google.com/maps?q=+DoubleTree+by+Hilton+Cleveland+Downtown+1111+Lakeside+Avenue+Cleveland+OH+44114+United+States)
8:00 AM - 6:30 PM	



Upcoming Dates:

[Enroll \(/shop/Course.aspx?id=24293&en=179763\)](#)

Jun 14-15, 2017
Cleveland, OH

[Enroll \(/shop/Course.aspx?id=24293&en=179761\)](#)

Jun 28-29, 2017
St. Louis, MO

[Enroll \(/shop/Course.aspx?id=24293&en=179714\)](#)

Jul 26-27, 2017
Ann Arbor, MI

[view all dates »](#)

Course Fee: USD \$1150.00

Early Bird Price*: USD \$1050.00

Continuing Education Units: 1.6

Course Duration: 2 Days

Course Area: Automotive

** Pricing subject to availability*

$\$1,150 \times 8 = \$9,200$

✓ *travel/ Plus lodging costs*

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Online

Fee Enroll

Private Class

USD

[Enroll \(/shop/Course.aspx?id=24293\)](#)

Interested in a ~~\$1150.00~~ or customized version of this course?

[Request a Quote \(/shop/RequestAQuote.aspx?iframe=true&\)](#)

Questions?

Q2, P2

Learning Marketplace

[Home \(/Home.aspx\)](#)

[Product Areas \(/shop/Catalog.aspx\)](#)

[Product Finder \(/shop/Catalog.aspx?clearsearch=1\)](#)

[Return to Search Results](#)

ISO 9001:2015 Lead Auditor Course with Emphasis on IATF 16949:2016



BSI's "ISO 9001:2015 Lead Auditor with Emphasis on IATF 16949:2016" course begins with a review of IATF 16949:2016 and continues to teach the principles of process auditing in accordance with quality management system standards and ISO 19011, "Guidelines on Auditing Management Systems." In addition, the concepts and the rules for IATF recognition will be discussed. Through small group activities, audit role-plays, lively discussions and instructor-led lectures, students gain a thorough understanding of the principles of auditing and how to apply the guidance of ISO 19011 to implement effective audit programs for automotive manufacturing organizations. This course is certified by Exemplar Global International. Students successfully completing this course (by passing the continual evaluation and the written examination) fulfill Exemplar Global training requirements for QMS Auditor and QMS Lead Auditor certification.

Upcoming Dates:

[Enroll \(/shop/Course.aspx?id=24292&en=176750\)](#)

Jul 10-14, 2017
 Bowling Green, KY

[Enroll \(/shop/Course.aspx?id=24292&en=179764\)](#)

Jul 31 - Aug 04, 2017
 Nashville, TN

[Enroll \(/shop/Course.aspx?id=24292&en=179196\)](#)

Aug 7-11, 2017
 Greenville, SC

[view all dates »](#)

Learning Objectives

- Understand quality management definitions, concepts, guidelines and the quality management principles
- Interpret all clauses of IATF 16949:2016
- Understand the relationship between IATF 16949:2016 and the core tools (FMEA, PPAP, MSA, APQP, SPC)
- Understand the Ford, General Motors, and DaimlerChrysler customer-specific requirements and how they relate to IATF 16949:2016
- Apply ISO 19011 definitions, concepts and guidelines
- Apply principles of ISO 19011 to the auditing process
- Manage an audit program
- Initiate the audit and conduct opening and closing meetings
- Conduct on-site activities
- Communicate effectively during the audit
- Generate audit findings
- Prepare audit conclusions
- Report audit results
- Conduct an audit follow-up
- Understand the registration process for IATF 16949:2016

Course Fee: USD \$1995.00

Continuing Education Units: 4.0

Course Duration: 5 Days

Course Area: Automotive

$\$1,995 \times 2 = \$3,990$
 Plus travel/ lodging costs.

Who Should Attend

- Management Representatives
- Individuals leading their organization to IATF 16949:2016 registration
- Quality Directors
- Managers, Engineers and Consultants
- Auditors of Manufacturing Organizations (internal and external)

Prerequisite

A prior review of the IATF 16949:2016 standard and internal audit experience are strongly recommended for this course.

Upcoming Course Dates

Start/End Date and Time	Location	Fee	Enroll
Jul 10, 2017 8:00 AM - 7:00 PM	Bowling Green, KY	USD \$1995.00	Enroll (/shop/Course.aspx?id=21252&en=179759)
Jul 11, 2017 8:00 AM - 7:00 PM			
Jul 12, 2017 8:00 AM - 7:00 PM			
Jul 13, 2017 8:00 AM - 7:00 PM			
Jul 14, 2017 8:00 AM - 12:15 PM			

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Online

Private Class

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Questions?

For questions regarding any of our courses, contact us ([/Contact.aspx](#)) or call

Quote 3



Transitioning to IATF 16949:2016 for Automotive Auditors

Classroom Training

CEU Credit: 2.30

The first 2-days of this training focuses on an in-depth review of the changes from ISO/TS 16949:2009 to ISO 9001:2015 and IATF 16949:2016. The last day of training covers the changes from Rules 4th to Rules 5th, automotive auditing approaches, and transition planning. A final

[More Info](#)

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(<http://go.aiag.org/join>)

5/10/2017 - 5/12/2017 at Southfield, MI (0 Seats Open) ▲▼

The date selected is full. Please register for the next available date or contact AIAG Customer Service at (248) 358-3003 to be placed on a wait list.

Pricing and Time

Member:

\$995.00 × 10 = \$9,950, Plus travel/lodging costs

Non-Member:

\$1,195.00

Time:

8:00 AM to 5:00 PM

Q3, P1

International Offerings

Date	Location	Language	Available Seating	Contact
TBD	TBD, South Africa Republic of	English	25	Mr. Raj Harilal (mailto:raj.harilal@pixie.co.za)
TBD	TBD, Brazil	Brazilian Portuguese	25	Mr. Paulo Sergio Giusti (mailto:psgiusti@iaction-plexus.com.br)
TBD	TBD, China Peoples Republic of	Simplified Chinese	20	Steven Hsieh (mailto:Steven.Hsieh@PlexusINTL.com.cn)
TBD	TBD, India	English	20	H.S. Anand (mailto:hsanand@plexusintl.com)
TBD	TBD, Japan	Japanese	20	Itaru Suzuki (mailto:steve@plexus.jp)
TBD	TBD, South Korea	Korean	20	Soon-Young Won (mailto:sywon@plexus.co.kr)

COURSE INFORMATION

Description	Who Should Attend	Course Outline
-------------	-------------------	----------------

The first 2-days of this training focuses on an in-depth review of the changes from ISO/TS 16949:2009 to ISO 9001:2015 and IATF 16949:2016. The last day of training covers the changes from Rules 4th to Rules 5th, automotive auditing approaches, and risk-based thinking applied in the context of audit activities. A final examination is included at the end of the course.

This unique training program is designed for experienced lead auditors, supplier auditors, internal auditors, audit team leaders and program managers. It is highly recommended that attendees have previously completed the "Exemplar Global Certified ISO 9001:2008 Lead Auditor with AIAG ISO/TS 16949:2009 Supplier Auditor Certification Training." At a minimum, attendees must have experience planning and conducting QMS audits according to ISO 19011, including the preparation of turtle diagrams and completion of NCRs.

NOTE: A full copy of the IATF 16949:2016 and 9001:2015 publications are not included. However, the exacted requirements text of 9001:2015 and IATF 16949:2016, with training commentary, will be included in the participant manual.

Prerequisites: *Knowledge and experience implementing and conducting audits according to ISO/TS 16949:2009 and ISO 19011.*

LEARNING OBJECTIVES

- Demonstrate an understanding of the role of the Quality Management Principles and which principles changed
- Review the process approach and understand the increased emphasis on a process approach in the revised standards
- Demonstrate an understanding of risk-based thinking and applications to define and manage risks and opportunities
- Identify the specific changes in the new standards and how these apply to your organization
- Demonstrate an understanding of the significant changes in the Rules 5th Edition and how these apply to the organization's audit program
- Differentiate risk-based thinking for the roles of process owners and auditors
- Apply risk-based thinking in the automotive process approach to auditing
- Apply IATF 16949 knowledge to evaluate the acceptability of "real world" scenarios.

Participants who receive a passing score on the final examination will be eligible to receive two certificates of successful completion:

- Transitioning to IATF 16949:2016 for Automotive Auditors*
- IATF 16949:2016 AIAG Supplier Auditor Certification**

**Requires a passing score on the final examination. Those who do not pass or complete the final examination will receive a certificate of attendance.*

***Requires a passing score on the final examination, plus the participant must have previously completed the AIAG Supplier Auditor Certification Training and holds a current Certificate.*

Next Class



IATF 16949:2016 Understanding and Internal Quality Auditing

Classroom Training

CEU Credit: 2.30

This 3-day course is designed for new internal auditors and experienced internal auditors who need to perform internal quality audits to IATF 16949:2016. Participants will complete an in-depth review of the ISO 9001:2015 and IATF 16949:2016 requirements, and the tools to effectively

[More Info](#)

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(<http://go.aiag.org/join>)

ADD TO CART



Please log in to the site to register another person

5/8/2017 - 5/10/2017 at Southfield, MI (8 Seats Open)



Pricing and Time

Member:

\$900.00 x 10 = \$9,000, plus travel/lodging costs

Non-Member:

\$1,100.00

Time:

8:00 AM to 5:00 PM

International Offerings

Date	Location	Language	Available Seating	Contact
TBD	, South Africa Republic of	English	25	Mr. Raj Harilal (mailto:raj.harilal@pixie.co.za)
TBD	Sao Paulo, Brazil	Brazilian Portuguese	25	Mr. Paulo Sergio Giusti (mailto:psgiusti@iaction-plexus.com.br)
TBD	TBD, China Peoples Republic of	Simplified Chinese	25	Steven Hsieh (mailto:Steven.Hsieh@PlexusINTL.com.cn)
TBD	TBD, India	English	25	H.S. Anand (mailto:hsanand@plexusintl.com)
TBD	TBD, Japan	Japanese	25	Itaru Suzuki (mailto:steve@plexus.jp)
TBD	TBD, South Korea	Korean	25	Soon-Young Won (mailto:sywon@plexus.co.kr)
TBD	TBD, Mexico	Spanish - Latin America	25	Mr. José Dominguez (mailto:jdominguez@plexusintl.com.mx)

COURSE INFORMATION

Description Who Should Attend Course Outline

This 3-day course is designed for new internal auditors and experienced internal auditors who need to perform internal quality audits to IATF 16949:2016. Participants will complete an in-depth review of the ISO 9001:2015 and IATF 16949:2016 requirements, and the tools to effectively prepare and conduct internal audits to the standard.

Through individual participation and group exercises, participants will apply and audit the requirements of ISO 9001:2015 and IATF 16949:2016 through case study activities that focus on industry-recognized auditing techniques. A simulated audit, based on documentation from an actual organization, is included to help you develop and refine your newly acquired knowledge and skills.

NOTE: *This course is not a certification course and does not include a final examination. If you are looking for a certification course, please see the **Exemplar Global-Certified ISO 9001:2015 Internal Auditor Training with IATF 16949:2016 Automotive Emphasis**. CLICK HERE for more information (<http://www.aiag.org/store/training/details?coursecode=IAIAT>)*

In accordance with internal auditor competency requirements defined in IATF 16949 Section 7.2.3, participants are encouraged to complete the AIAG Core Tools Self-Assessment (CTSA) to assess proficiency in the core tools, prior to attending auditor training. CLICK HERE for more information. (<http://www.aiag.org/store/training/details?CourseCode=ELCTSA>)

Prerequisites: *A series of questions (self-study document) to be answered by the student prior to the course to demonstrate understanding of ISO 9001 and foundational auditing skills. Although this is not a mandatory activity, it is highly recommended that participants complete, print, and bring their completed self-study document to class.*

LEARNING OBJECTIVES

- Identify linkages to quality management principles
- Identify and apply the process approach
- Demonstrate an understanding of ISO 9001:2015 and IATF 16949:2016
- Demonstrate an understanding of risk-based thinking
- Identify the requirements applicable to an IATF 16949:2016 internal auditor
- Apply auditing skills according to ISO 19011

NOTE: A full copy of the IATF 16949:2016 and 9001:2015 publications are not included. However, the exacted requirements text of 9001:2015 and IATF 16949:2016, with training commentary, will be included in the participant manual.

Next Class



Exemplar Global-Certified ISO 9001:2015 Lead Auditor Training with AIAG IATF 16949:2016 Supplier Auditor Certification

Classroom Training

CEU Credit: 3.80

This exclusive AIAG course - the highest level of auditor training available to automotive suppliers - meets ISO/TS 16949 requirements and customer requirements of Chrysler, Ford Motor Co., and General Motors Co. It is the only ISO/TS 16949 training that combines the AIAG

[More Info](#)

NOT A MEMBER?

With your AIAG Membership you can save a bundle on this purchase and your membership could even be FREE! **LEARN MORE TODAY!**
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4/24/2017 - 4/28/2017 at Southfield, MI (0 Seats Open)



The date selected is full. Please register for the next available date or contact AIAG Customer Service at (248) 358-3003 to be placed on a wait list.

Pricing and Time

Member:	\$1,895.00
Non-Member:	\$2,095.00

X 2 = \$3,790, plus travel/lodging costs.

Time:

8:00 AM to 6:00 PM

International Offerings

Date	Location	Language	Available Seating	Contact
TBD	TBD, South Africa Republic of	English	20	Mr. Raj Harilal (mailto:raj.harilal@pixie.co.za)
TBD	Sao Paulo, Brazil	Brazilian Portuguese	20	Mr. Paulo Sergio Giusti (mailto:psgiusti@iaction-plexus.com.br)
TBD	TBD, China Peoples Republic of	Simplified Chinese	20	Steven Hsieh (mailto:Steven.Hsieh@PlexusINTL.com.cn)
TBD	TBD, India	English	20	H.S. Anand (mailto:hsanand@plexusintl.com)
TBD	TBD, Japan	Japanese	20	Itaru Suzuki (mailto:steve@plexus.jp)
TBD	TBD, South Korea	Korean	20	Soon-Young Won (mailto:sywon@plexus.co.kr)

COURSE INFORMATION

Description	Who Should Attend	Course Outline
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IATF 16949:2016 places an increased emphasis on first and second-party auditor qualification. This exclusive 5-day training program is the highest level of auditor training available to automotive suppliers. The course is designed to prepare first and second-party auditors to meet the new requirements of IATF 16949:2016 and customer requirements of FCA, Ford Motor Co., and General Motors Co. This is the only IATF 16949:2016 training that combines the AIAG Supplier Auditor Certification with the Exemplar Global-Certified ISO 9001:2015 Lead Auditor Training. A final examination is included at the end of the course.

In accordance with internal and supplier auditor competency requirements defined in IATF 16949 Section 7.2.3 and 7.2.4, participants are encouraged to complete the AIAG Core Tools Self-Assessment (CTSA) to assess proficiency in the core tools, prior to attending auditor training. [CLICK HERE](http://www.aiag.org/store/training/details?CourseCode=ELCTSA) for more information. (<http://www.aiag.org/store/training/details?CourseCode=ELCTSA>)

Prerequisites: *A series of questions (self-study document) to be answered by the student and turned in prior to or at the beginning of the course to demonstrate understanding of ISO 9001.*

LEARNING OBJECTIVES

- Identify linkages to quality management principles
- Identify and apply the process approach
- Demonstrate an understanding of ISO 9001:2015 and IATF 16949:2016
- Demonstrate an understanding of risk-based thinking
- Demonstrate an understanding of how risk-based thinking supports and improves the understanding and application of the process approach
- Identify the requirements applicable to an IATF 16949:2016 first and second-party internal auditor
- Identify the linkages to the Automotive Core Tools and Customer Requirements
- Demonstrate an understanding of Rules 5th Edition
- Apply auditing skills according to ISO 19011
- Apply the concept of risk-based thinking in the audit process

NOTE: A full copy of the IATF 16949:2016 and 9001:2015 publications are not included. However, the exacted requirements text of 9001:2015 and IATF 16949:2016, with training commentary, will be included in the participant manual.

Two elements are involved in the successful completion of this course:

- The continual evaluation of the student's attitudes, auditing capability, performance as team members when role playing, and communication skills (performed independently by all instructors involved with the class).
- A written examination that covers the content of IATF 16949:2016 and the application of audit principles and practices based on IATF 16949:2016. Seventy-five percent of the examination grade is based on questions that require essay responses that test comprehension

of the audit process and the application of IATF 16949:2016. The remainder of the examination grade is based on multiple choice, true/false or short-answer questions.

Earn two certificates upon successful appraisal

- An Exemplar Global certificate of successful completion, which meets the training requirements for Exemplar Global certification of individual QMS internal auditors, QMS auditors and QMS lead auditors.
- An AIAG IATF 16949:2016 Supplier Auditor Certification certificate for first and second-party assessments.

Note: Successful completion of this course/exam does not qualify you to conduct third-party audits.

Plexus International is the certified Training Provider for this course.

Next Class

12
Days

15
Hour

52
Min

58
Sec



Related Products

[IATF 16949 \(/store/publications/details?ProductCode=IATF-1\)](/store/publications/details?ProductCode=IATF-1)

[IATF 16949 Rules for Certification Scheme \(/store/publications/details?ProductCode=RULES-5\)](/store/publications/details?ProductCode=RULES-5)

Related Courses

IWT Grant Application ATTACHMENT B:
Training Project Budget Request

Company Name	Elgin Industries	Required Employer Match	50%
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Expense Category	Methodology for Expense*	IWT Grant Funds Requested	Employer Match Contribution
Instructor/Trainer Wages or Tuition Costs	Illinois BIS (on-site): Courses 1, 2, and 3 will provide 88 hours of instruction at \$250/hour= \$22,000 (8-10 employees) AIAG (off-site): Course 4 will provide instruction and certification testing at \$1,895/seat for 2 employees= \$3,790	\$ 15,000.00	\$ 10,790.00
Training Materials and Supplies** <i>(e.g., books, manuals, materials required to complete training)</i>	Required books, manuals, and materials for all training courses: Illinois BIS, Course 1- \$840 Illinois BIS, Course 3- \$320	\$ N/A	\$ 1,160.00
Curriculum Development		\$	\$
Fees <i>(e.g., course fees, technical or professional certification/ licensure fees, etc.)</i>		\$	\$
Other Costs <i>(please describe)</i>	Travel for Illinois BIS instructor (courses 1, 2, and 3- approx. \$1,000) Travel/lodging for 2 employees attending off-site training through AIAG (course 4- approx.- \$1,500)	\$ N/A	\$ 2,500.00
Employee Wages <i>(Wages paid to employees while attending training may be used to meet Employer Match requirement; however, these are not reimbursable costs under the IWT Program.)</i>	<i>Please complete ATTACHMENT C form to document information on Employee Wage Match figures. Enter Total Wage amount from that form into the Employer Match Contribution column of this Expense Category.</i>		\$ 27,360.00 <i>(will be used as back-up support towards Employer Match requirement, if needed.)</i>
ESTIMATED TOTALS		\$ 15,000	\$ 41,810.00

***Methodology for Expense:** In this column, provide narrative detail explaining methodology used to arrive at expense amount in each category. For example: Instructor Wages at \$25 per hour x 40 hrs. instruction = \$1,000. Instructor Fringe Benefits: at rate of .1189 x \$1,000 = \$118.90

****Any item which can depreciate in value, such as the purchase of equipment, will not be considered an allowable training cost under the IWT Program. Documentation of the purchase of any training materials is necessary for reimbursement.**

IWT Grant Application ATTACHMENT C: Employee Wage Match Summary

IMPORTANT: Employers should only complete this form if employees/trainees are being paid for their time in training, and the company plans to use these paid wages to contribute towards the Employer Match requirement. *Please be aware, these paid wages are not reimbursable costs under the IWT Program.*

Company Name	Elgin Industries	Required Employer Match	50 %
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Name of Training Program/Course	Number of Employees Attending Course	Number of Training Hours Per Individual**	Hourly Wage of Trainees*	Total Wages for Duration of Training**
Course 1: Gap Analysis	10	16	\$ 30	\$ 4,800.00
Course 2: Implementation of IATF-16949:2016	10	48	\$ 30	\$ 14,400.00
Course 3: Internal Auditor Skills Upgrade	8	24	\$ 30	\$ 5,760.00
Course 4: Lead Auditor Training with Supplier Auditor Certification	2	40	\$ 30	\$ 2,400.00
			\$	\$
			\$	\$
Estimated Total				\$27,360

**You may use average or estimated hourly wage of employees; exact wage information for each employee must be submitted after the application is approved.*

***Wages used for Match must coincide with dates and times that training occurred.*

IWT Grant Application ATTACHMENT D: Participant Detail Form

IMPORTANT: If a company's IWT Grant Application is approved for funding, the employer must fully complete one (1) Participant Detail Form for each employee who will be attending training for this project. These forms must be submitted immediately after approval of the training project request.

Company Name			
Trainee's Last Name		Trainee's First Name	
Social Security Number		Zip Code of Residence:	
Job Title		Hourly Wage Rate:	
Employment Start Date		Date of Birth	
Ethnicity <i>(Check all that Apply)</i>	<input type="checkbox"/> White <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> Asian <input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Hawaiian or Pacific Islander <input type="checkbox"/> Prefer Not to Answer	Military Status	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> Qualified Service Member <input type="checkbox"/> Transitioning Service Member <input type="checkbox"/> Prefer Not to Answer
Disability Status	<input type="checkbox"/> NONE <input type="checkbox"/> YES <input type="checkbox"/> Disability Affecting Employment <input type="checkbox"/> Developmental Disability <input type="checkbox"/> Learning Disability <input type="checkbox"/> Prefer Not to Answer	Disability Category	<input type="checkbox"/> N/A <input type="checkbox"/> Physical Impairment <input type="checkbox"/> Mental Impairment <input type="checkbox"/> Both
Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Prefer Not to Answer	Course(s) Trainee Will Be Attending	