

December 2020

Information for clients:

IATF 16949 Common Audit Report Application („CARA“)

Dear valued IATF Clients,

as per Requirements of the International Automotive Task Force “(IATF)” from of 01.01.2021 all Certification bodies (CB) are obliged to issue IATF 16949 Audit- and Non-Conformity Reports by use of CARA.

So CARA Report will replace the currently known Reports of TUEV NORD CERT accordingly.

Related to this, we like to inform You that this will not have a major impact on Your Organisation, because on fist hand, only the Layout, Content and Structure of the IATF 16949 Audit- and NC Reports will change accordingly.

Nonetheless and according to IATF Requirements, any Non-Conformity Management (“NCM”) shall be handled via CARA as well. This means that You will be able to support this process by using a specific, web-based application. This application is called “nc-CARA”.

- “nc-CARA” utilizes the same technology as CARA.
- Because nc-CARA is a browser-based application, one do not need install any software.
- “nc-CARA” is not linked to an database and it is free and easy to use by Your organisation in case that You may receive non-conformities as an output of an IATF 16949 audit
- The application can be accessed via the following link or entering the dedicated URL in the browser (Note: Do not use Internet Explorer, as this browser is only supported to a very limited extent):

<https://nc-cara.iatfglobaloversight.org>

- The access is not restricted in any way. No user account / log-in required.
- When on personalizes the settings, it allows You to choose a suitable language to operate it.

The CARA based NCM-Process briefly explained:

- Auditors will provide you with a pdf-Audit Report generated in CARA.
- In case of ncs, Auditors will create nc-Reports in CARA and will export this in a json-file format and will hand this file to Your organisation at the end of the audit, e.g. via E-mail.
- When you open the nc-CARA, it allows Your organisation to import the nc-Report file.
- Once done, You are requested to add your NCM information and are able to add NCM related documents resp. evidences.
- When finished, You are able to export these updated nc-Reports and send them to Your TUEV NORD Auditor for import into his CARA, review and finalization of the Audit-NCM and Reporting.

Support for use of nc-CARA

- Within “nc-CARA” Tool, You will find a work instruction (“CARA NC Management Tool - Instructions for Client“
- There is an on-line WIKI available, accessible via :

<https://infosysc.atlassian.net/wiki/spaces/CARANC/overview>

Here You will find

- „How-To-Articles“
 - A video tutorial
 - FAQ
- Further information can be found on the IATF website:
www.iatfglobaloversight.org
 - Note: Here You can also subscribe to a mailing list to receive latest news regarding IATF 16949 certification scheme.

For any question, do not hesitate to contact your related TUEV NORD Office resp. Your TUEV NORD Auditor / Contact

With kind regards

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