



Heads Up

Issue: 100

Date: 2007/05/24

To: ANAB-Accredited and Applicant CBs and Accreditation Assessors

From: Lori Scheid-Gillespie, Accreditation Manager

Re: QuEST Forum Alert 06-003A: Notification of Implementation of Automated Enforcement of Data Submittal Timeliness Rule

At the end of 2006, QuEST Forum issued alert 06-003A in regard to TL 9000-certified organizations submitting their data in a timely manner. QuEST Forum now has an automated process to notify organizations of data not submitted on time.

The process is detailed in the alert; however, if the organization is put on measurement probation (as defined in the alert), the CB shall review the previous probations during subsequent audits to verify the organization has a process in place to minimize late submissions in the future.

If the organization does not submit its data two quarters in a row, the organization and the CB will be notified by QuEST Forum and the organization's TL 9000 certification will be suspended (as defined in the alert). The CB shall take action with the organization and follow the CB's process for suspension, including how the organization's TL 9000 certification will be taken off of suspension. Lifting suspension shall include submission of the data to UTD and corrective action within the organization's system to minimize late submissions in the future.

Please note per the QuEST Forum, the organization's suspension is a maximum of 60 days. After the 60-day period, all information relative to the organization's certification will be removed from the QuEST Forum's web site. Restoring the TL 9000 certification will require action by the organization to re-establish all certification information required by QuEST Forum and involvement of the CB, following the CB's process for withdrawal and restoration of a certificate.

This process was implemented for fourth-quarter 2006 data submissions; therefore, the first quarter of 2007 data submissions (due 2007/05/12) may generate TL 9000 suspensions for some organizations.

Alert 06-003A can be found at http://www.tl9000.org/tl_resources/alerts/06-003A.pdf, or go to www.tl9000.org, click on "Alerts," and then select "Information Alert 06-003A."