



IRIS ACADEMY

**The «HIGH» SCHOOL
for ADVANCED**

AGENDA

**The best way to update your IRIS knowledge to
Rev.04 and to expand for GOLD/SILVER.**

(ISO 22163:2023 & IRIS Certification® Performance Assessment: 2023)

ENGLISH online-Version (August 2023)

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Explanation of color codes:

Red = exercises
Blue = process flow charts
Green = speeches



Each section (day) will be scheduled individually, and all participants will receive an individual ZOOM invitation via email.

Test run approx. 1 week before start (max. 0:30')

to check that the ZOOM platform is running properly for all participants and to agree on the preparations / homework.

Agenda

Day 1:

Welcome and Introduction (1:30)

Welcome, training objectives

Mini Interview, **Exercise 1: expectations**

seminar rules

overview of current set of IRIS guidelines, IRIS Rev.04, ISO 22163:2023

Error analysis

News + Updates of ISO 22163:2023

FOREWORD

Colors, visual effects, and general conventions

5' BREAK

Chapter 0 (1:30)

Risk-based thinking (0.0.3),

classification of material and suppliers and its impact on processes

Chapters 1-3

Change in Scope (1),

Terms, definitions, and abbreviated terms

Chapter 4 CONTEXT OF THE ORGANIZATION

Stakeholder Analysis

Strategic (annual) business planning cycle (4.1.1)

Process Reviews (9.4)

Management Review (9.3)

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Scope of the quality management system (4.3.1)

Quality management system and its processes (4.4.3)

Overview of mandatory and optional required processes and further sub-processes

Chapter 5 LEADERSHIP

Quality policy (chapter 5.2.3)

Quality objectives (chapter 6.2) and Awareness (chapter 7.3)

Sub-process Business Planning (voluntary, 5.2; 6.2; 7.3; 9.3; and 9.4)

Responsibilities and authorities of process owners (chapter 5.3.2)

5' BREAK

Chapter 6: PLANNING

(1:30)

Risk & Opportunity Management (6.1.3)

Risk management – measurements of effectiveness

Business Continuity (6.1.4)

Chapter 7 SUPPORT

Infrastructure (7.1.4)

Sub-process: ensuring the environment for the operation of processes (voluntary, 7.1.4)

Monitoring and measuring resources and critical tools (7.1.5)

Organizational knowledge (7.1.6)

Management of organizational knowledge and key roles (optional, 7.1.2 and 7.1.6)

Competence (7.2.1)

Technical, social and individual skills

Communication (7.4)

Process for internal and external communication (optional, 7.4)

Documented information (7.5)

Documentation classes

Record retention schedule

short feedback at the end

Day 2:

recap of yesterday and outlook for today

Chapter 8 OPERATION (1:30)

Innovation Management (8.1.1.1)

Innovation Process (optional)

Planning of the transfer of processes (8.1.1.2)

Tender management (8.1.2)

Project management (8.1.3)

Speech about IRIS Guideline 10: 2021 PROJECT MANAGEMENT

Project management scopes

project initiation & planning

WBS, net planning, time management, critical path, project costing, EAC

Exercise 2: net planning and project scheduling

Project execution & closure

Project change management

Project review management (8.1.3.11)

5' BREAK

Configuration management, (8.1.4) (1:00)

Speech about IRIS Guideline 8:2022: CONFIGURATION AND CHANGE MANAGEMENT

Analysis of functional- and component views

Exercise 3: Workshop Product Architecture - eBike

5' BREAK

LLRU (1:30)

Product breakdown structure

Configuration Control (as-designed, as built, as maintained)

Certificates of conformity (CoC)

Identification of configuration units

Change control (8.1.4.2)

Technical Change - Revision control

Identification and traceability (8.5.2)

Example: Job Traveler or SAP

short feedback at the end

Day 3:

recap of yesterday and outlook for today (1:00)

Requirements for products and services (chapter 8.2)

subordinate concept of requirements (Annex B)

Operational- and Integration Maturity

Exercise 4: QA-Methods

Planning of QA methods for Product-, manufacturing Process-
& Purchased parts Approval (PPPA)

Application of requirements management

Requirements traceability matrix

Critical characteristics

Exercise 5: Critical characteristics of a cable

5' BREAK

Design and development of products and services (chapter 8.3) (1:30)

Design and development process (mandatory)

Competencies in development (example, 7.2)

Sub-process: Design Review (voluntary, 8.3.4.2)

Criteria to select the right participants in Design Reviews

Sub-process: Design Verification & Validation Tests (voluntary,
8.3.4.5)

Sub-process: Design and Development Outputs (voluntary,
chapter 8.3.5.1)

Control of externally provided processes, products
and services (EPPPS) (8.4)

Purchasing Process Landscape

Process for EPPPS (excerpt p.3/3, mandatory)

Goods receiving inspection

5' BREAK

Production and service provision (8.5) (1:00)

Deferred Work

Avoiding bottlenecks

Exercise 6: Workload smoothing

Concession vs. Deviation Permit

Special processes (8.5.1.3)

Speech about IRIS Guideline 6: 2020: SPECIAL PROCESSES

Post-delivery activities (8.5.5)

Release of Products and Services (8.6)

Process for Release of Products and Services (optional, 8.6)

Control of nonconforming outputs (8.7)

Overview: Non-conformity (ISO 9000)

short feedback at the end

Day 4:

recap of yesterday and outlook for today (1:00)

Reliability, Availability, Maintainability, Safety and
Life Cycle Costing (RAMS/LCC, chapter 8.8)

Speech about IRIS Guideline 4: 2022 RAMS / LCC

Life cycle Costing (8.8.4)

(Product)-safety management (8.8.3)

V model (EN 50126) System life cycle

First article inspection (8.9)

Speech about IRIS Guideline 2: 2022 First Article inspection (FAI)

Obsolescence management (8.10)

Speech about IRIS Guideline 5: 2022 OBSOLESCENCE

5' BREAK

Chapter 9 PERFORMANCE EVALUATION (1:30)

Monitoring, measurement, analysis and evaluation (9.1)

Performance indicators (9.1.1.1 and Annex C)

Find the right balance!

Speech about Guideline 1: 2020: KPIs

Figure 3: Overview of required or recommended PIs

KPI profile (best practices)

Quality Deficiency Cost

5' BREAK

Customer satisfaction (9.1.2) (1:00)

Identification of critical customer

Customer satisfaction management process (optional, 9.1.2.1)

Analysis and evaluation (of information and data) (9.1.3)

Sub-process: Analyze & evaluate information and data
(voluntary, 9.1.3)

Balanced Score Card

short feedback at the end

Day 5:

recap of yesterday and outlook for today (1:00)

Internal audit and Auditor knowledge & skills (9.2)

Technical Competencies of Internal Auditors

Behavioral competencies of Internal Auditors

Auditor registry

Chapter 10 IMPROVEMENT

Nonconformity and corrective action (10.2)

Root Causes Analysis

Continual improvement (10.3)

Sub-process: Continual improvement (voluntary, chapter 10.3.1)

PDCA

5' BREAK

News &. Updates of the IRIS Certification Rules (1:30)

Product categories in the certificate scope

IRIS evaluation factors - IRIS scoring methodology

Quality Performance Levels

Knock-out items

Assessment of the degree of fulfilment of ISO 22163 requirements

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Requirements depend on company size and business model

Business categories and activities

Process application

Assessment scheme

Assessment Sheet

Process performance evaluation (PPE)

Evaluation of customer perception

Determination of key customers through risk-based thinking

Evaluation of customer perception indicators

Exercise 7: Customer Perception

Summary of required documented information

Managing the transition from Rev.03 to Rev.04

Relationship between audit and certificate cycle

IRIS transition period - Transition Audits / Transition Rules

5' BREAK

Seminar closure

(1:00)

Our global services

IRIS LEARNING

IRIS CONSULTING

IMPROVEMENT

Expectations met? Course evaluation

Handout of Certificates

Conclusions