Rule 5.2.h
If a portion of the site is dedicated to manufacturing automotive products and completely separated from non-automotive, then that portion of the headcount can be used to determine the audit man days for quoting purposes.

The following criteria must be met:
- The audit scope must include all automotive products produced by the organization
- The automotive production area(s) must be physically separated from the non-automotive area(s). “Physically separated” means separate building, permanent barrier, etc
- Personnel working in the automotive manufacturing process areas are completely dedicated
- All employees that support the site (on-site or remote e.g. purchasing, engineering, management, supplier development, quality, part time, temporary, contract employees, etc) must be included in the headcount.

Note: If automotive manufacturing processes are integrated on the manufacturing floor with non-automotive manufacturing processes, then this requirement cannot be applied.

List all Automotive products produced at this site:

List all Non-Automotive products produced at this site:

Check applicable conditions below that apply for all process steps from incoming products to final packaging including all manufacturing processes for all automotive products

☐ Separate building
☐ Separate level (floor) of the site
☐ Separated on the manufacturing floor by a permanent barrier (e.g. walls)
☐ Dedicated employees for automotive only
☐ Any exceptions? Explanation is required

Attach a process flow chart / description (written or illustrated) for the above-mentioned process steps.

Attach evidence of physical separation:
   a) If located in a separate building, attach a picture / map of the site grounds and identify what activities occur in each building
   b) If located on a separate floor in the same building as non-automotive production, attach a picture / map / layout of each floor of the location (owned by the organization) and identify what activities occur on each floor
   c) If co-located on the manufacturing floor with non-automotive production, attach a plant floor layout diagram and actual pictures of the physical separation

Note: The evidence shall be cross referenced to the manufacturing process flowchart

| Total employee headcount at the site. Please include all full time, part time, contract and temporary employees |
| Total number of employees dedicated to automotive production (without management and/or support headcount) |
| Total number of support and/or management employees at the site |