

## Certified Supplier Quality Professional (CSQP) Body of Knowledge Map 2016 - 2023

The Certified Supplier Quality Professional (CSQP) Body of Knowledge (BoK) has been updated to ensure that the most current state of CSQP practice is being tested in the examination. If you would like more information on how a BoK is updated, see a description of the process on <a href="https://asq.org/cert/exam-development">https://asq.org/cert/exam-development</a>.

Part of the updating process is to conduct a job analysis survey to determine whether the topics in the 2016 BoK are still relevant to the job role of CSQPs and to identify any new topics that have emerged since that BoK was developed. The results of the CSQP job analysis survey showed that most of the topics that were in the 2016 BoK are still relevant to the job roles of CSQPs. As indicated in Table 2, two 2016 BoK topics (I.D and VII.B) were split into subtopics (I.D.1, I.D.2, I.D.3, I.D.4 and VII.B.1, VII.B.2), five new subtopics were added (I.D.2, I.D.3, I.D.4, II.A.4 and VII.B.2), and several subtexts were revised.

The 2023 CSQP Body of Knowledge will be introduced at the **September 2023** administration. Both BoKs will be available online until November 1, 2023, at which time the 2016 BoK will be removed.

## General comments about ASQ Body of Knowledge updates

When the Body of Knowledge (BoK) is updated for an ASQ exam, most of the material covered in the BoK remains the same. There are very few programs that change significantly over a 5-7 year period. One of the points that we make to all the exam development committees is that ASQ Certification Exams need to reflect "the state of practice" not "the state of the art." This helps to keep the programs grounded in what people currently do, rather than being driven by the latest hot-topic improvement idea or trend. Typically, the biggest change in any updated BoK is in how the content is organized. When a new BoK is announced and posted on the ASQ website, we also include a "BoK Map" that highlights the changes between the two Bodies of Knowledge: old and new. The BoK map also clearly identifies any new content that has been added to the exam, as well as any content that has been removed from the exam.

With regard to exam preparation materials, you should be able to use any of the reference books that are currently listed on the bibliography for the exam program. These are the source materials that the exam development committees use to write questions and verify answers.

## Specific comments about the 2023 CSQP Body of Knowledge updates

The CSQP Body of Knowledge mostly stayed the same with the 2023 update. Three new subtopics were added to Section I: Supplier Agreements (I.D.2), Quality Agreements (I.D.3), and Finalization Controls (I.D.4). One new subtopic was added to Section II: Supplier Risk Identification and Categorization (II.A.4). One new subtopic was added to Section VII: Sustainability (VII.B.2). There were no major changes to content in Section III, Section IV, Section V, and Section VI. In addition to a total of five new subtopics and minor removal/edits of content, there were two topics that increased in level of cognitive: II.A.2 and V.A.2.

Table 1 below portrays the change in items allocated to each section of the Body of Knowledge. The section names have all remained the same. Table 2, on page 3, presents the 2023 CSQP BoK and maps the topics to the 2016 BoK. Table 3, starting on page 11, presents the 2016 CSQP BoK and maps the topics to the 2023 BoK. Details on changes between the two can be found below.

Table 1. CSQP BoK Section Item Allocation

<b>BoK Section</b>	2016 BoK	2023 BoK	Difference
I. Supplier Strategy	22	20	-2
II. Risk Management	14	19	+5
III. Supplier Selection and Part Qualification	30	27	-3
IV. Supplier Performance Monitoring and Improvement	30	29	-1
V. Supplier Quality Management	30	26	-4
VI. Relationship Management	14	16	+2
VII. Business Governance, Ethics, and Compliance	10	13	+3

Table 2. 2023 CSQP BoK mapped to 2016 CSQP BoK

2016 BoK	2023 BoK Details	Notes
Section	I. Supplier Strategy [20 Questions]	Number of questions changed from 22 to 20
I.A	A. Supply Chain Vision/Mission  Assist in the development and communication of the supply chain vision/mission statement.  (Apply)	changed from 22 to 20
	B. Supplier Lifecycle Management	
I.B.1	<b>1. Supplier Selection</b> Develop the process for supplier selection and qualification, including the identification of subtier suppliers using tools such as SIPOC, decision analysis, and total risk factor analysis. (Create)	Added "total risk factor analysis"
I.B.2	2. Performance Monitoring  Develop the supplier performance monitoring system, including expected levels of performance, process reviews, performance evaluations, improvement plans, and exit strategies. (Create)	
I.B.3	3. Supplier Classification System  Define and develop a supplier classification system (e.g., non-approved, conditionally approved, approved, preferred, certified, partnership, and disqualified). (Create)	Clarified subtext and added "conditionally approved"
I.B.4	4. Partnerships and Alliances Identify and analyze strategies for developing customer-supplier partnerships and alliances. (Analyze)	
	C. Supply Chain Cost Analysis	
I.C.1	<b>1. Cost Reduction</b> Identify and apply relevant inputs to prioritize cost reduction opportunities. (Analyze)	
I.C.2	2. Supply Chain Rationalization  Interpret and analyze the optimization of a supply base to improve spending and leverage investments into supplier quality or risk reduction. (Analyze)	
I.C.3	3. Make/Buy Decisions  Provide input on make/buy decisions using internal and external capability analysis. Apply tools such as SWOT analysis and use historical performance to analyze requirements. (Analyze)	
	D. Supplier Agreements or Contracts	Split topic into four subtopics: I.D.1 Terms and Conditions

2016 BoK	2023 BoK Details	Notes
		I.D.2 Supplier Agreements I.D.3 Quality Agreements I.D.4 Finalization Controls
I.D	1. Terms and Conditions  Review and provide input for developing terms and conditions that govern supplier relationships to ensure quality considerations are addressed. (Apply)	
NEW	2. Supplier Agreements Identify elements of supplier agreements (e.g., business and legal approach/requirements). (Understand)	
NEW	3. Quality Agreements  Analyze the elements of quality agreements/requirements (e.g., other levels of approval/review).  (Analyze)	
NEW	<b>4. Finalization Controls</b> Describe controls used to finalize terms and conditions that govern supplier relationships (e.g., agreements, contracts, and purchase orders). (Understand)	
	E. Deployment of Strategy and Expectations  Communicate strategy internally and communicate expectations to suppliers externally. (Apply)	
	II. Risk Management [19 Questions]	Number of questions changed from 14 to 19
	A. Strategy	
II.A.1	1. System  Develop a risk-based approach to manage the supply base, including business continuity, contingency planning, and supply chain resilience. (Create)	Added "supply chain resilience"
II.A.2	2. Product/Service Risk Mitigation  Develop and implement a risk mitigation plan for predicting, minimizing, monitoring, and/or controlling risks. (Create)	Added "Risk Mitigation" to subtopic title  Added "predicting"  Revised subtext for clarification  Increased cognitive level from Evaluate to Create
II.A.3	3. Prevention Strategies	

2016 BoK	2023 BoK Details	Notes
	Identify and evaluate strategies and techniques such as supply chain mapping, avoidance, detection,	
	and mitigation used to prevent the introduction of counterfeit parts, materials, and services.	
	(Evaluate)	
NEW	<b>4. Supplier Risk Identification and Categorization</b> Identify supplier risks and develop categorization (e.g., organizational, business, security, and	
NEW	product) using tools and models, such as the Kraljic portfolio segmentation model. (Create)	
	B. Analysis and Mitigation	
	1. Analysis	
II.B.1	Identify, assess, and prioritize risks to supplier quality using tools such as decision analysis (DA),	
11.2.1	failure mode and effects analysis (FMEA), fault tree analysis (FTA), and process auditing. (Evaluate).	
	2. Mitigation Control	Revised subtext for
II.B.2	Develop and deploy controls such as inspection and test plans. Prioritize mitigation activities and	clarification
	sustain a risk mitigation plan appropriate to the risk of the product/service. (Create)	Clarification
	3. Mitigation Effectiveness	
II.B.3	Verify the effectiveness of the control plan and improve, if necessary, using continuous improvement methods such as plan-do-check-act (PDCA), lean, and product auditing tools.	
	(Create)	
	III. Supplier Selection and Part Qualification [27 Questions]	Number of questions
	A. Product/Sorvice Deguirements Definition	changed from 30 to 27
	A. Product/Service Requirements Definition  1. Internal Design Reviews	
III.A.1	Identify and apply common elements of the design review process, including roles and	
	responsibilities of the participants. (Apply)	
	2. Identifying Requirements	
III.A.2	Identify and apply internal requirements (e.g., interrelated functional business units) for product or	Added "manufacturability
11111 112	service in collaboration with stakeholders, including the requirements for supply chain, sub-tier	evaluation"
	suppliers, and manufacturability evaluation. (Evaluate)	
	B. Supplier Selection Planning	
III.B.1	<b>1. Supplier Comparison</b> Evaluate existing suppliers' and distributors' capabilities, capacities, past quality, delivery, price,	Added "distributors"
III.D.1	lead times, and responsiveness against identified requirements. (Evaluate)	Added distributors
III D 2	•	Added "quality function
III.B.2	2. Potential Suppliers Evaluation	deployment"

2016 BoK	2023 BoK Details	Notes
	Assess potential new suppliers against identified requirements using tools such as self-assessments, audits, financial analysis, and quality function deployment. Verify third-party certification status and regulatory compliance and analyze and report on results of assessments to support the supplier selection process. (Evaluate)	
III.B.3	3. Supplier Selection  Evaluate and select suppliers based on analysis of assessment reports and existing supplier evaluations using decision analysis tools such as weighted decision matrices and selection matrices. (Evaluate)	Added "weighted decision matrices"
	C. Part, Process, and Service Qualification	
III.C.1	1. Technical Review Interpret and evaluate technical specification requirements and characteristics such as views, title blocks, dimensioning and tolerancing, and apply GD&T symbols as they relate to the product and process. (Evaluate)	Revised subtext for clarification
III.C.2	2. Supplier Relations  Collaborate with suppliers to define, interpret, and classify quality characteristics for the part/process/service. (Evaluate)	
III.C.3	3. Process and Service Qualification Planning Develop a part/process/service (e.g., calibration, laboratory, software, and design) qualification plan with supplier and internal team that includes service provider audit, calibration requirements, sample size, first article inspection, measurement system analysis (MSA), process flow diagram (PFD), failure mode and effects analysis (FMEA), control plans, critical to quality (CTQ), inspection planning, capability studies, material and performance testing, appearance approval, and internal process validation. (Analyze)	Added "(e.g., calibration, laboratory, software, and design)" and "service provider audit"
III.C.4	<b>4. Part Approval</b> Understand production part approval process (PPAP) requirements and ensure suppliers understand the processes required to produce parts with consistent quality during an actual production run at production rates. (Understand)	
III.C.5	<b>5. Validate Requirements</b> Collaborate with internal team to interpret the results of the executed qualification plan for the part/process/service, including reviewing Certificate of Compliance (CoC), Certificate of Analysis (CoA), and production readiness reviews (PRR). (Evaluate)	Added "including reviewing Certificate of Compliance (CoC), Certificate of Analysis (CoA), and production readiness reviews (PRR)"
	IV. Supplier Performance Monitoring, and Improvement [29 Questions]	Number of questions changed from 30 to 29

2016 BoK	2023 BoK Details	Notes
	A. Supplier Performance Monitoring	
IV.A.1	1. Supplier Metrics  Define, implement, and monitor supplier performance metrics such as quality, delivery (e.g., ontime delivery [OTD] and on-time in full delivery [OTIF]), cost, and responsiveness. (Evaluate)	Added "(e.g., on-time delivery [OTD] and ontime in full delivery [OTIF])"
IV.A.2	2. Supplier Performance Analyze supplier performance data (e.g., warranty analysis/field returns and defect rates) and develop periodic reports (e.g., scorecard and dashboards). (Analyze)	
IV.A.3	3. Supplier Process Performance  Define and implement lean principles and applications such as 5S, kaizen, value stream mapping, supplier process capabilities and controls, 8 wastes, single minute exchange of dies (SMED), kanban, muda, standardized work, takt time, and error-proofing to reduce waste and increase performance. (Evaluate)	Added "supplier process capabilities and controls" and "8 wastes"  Revised subtext for clarification
IV.B	B. Assess Nonconforming Product/Process/Service  Segregate, control, and evaluate nonconforming materials to determine whether a material review board (MRB) requires disposition. Conduct risk assessments to prevent future discrepancies.  (Evaluate)	Revised subtext for clarification
	C. Supplier Corrective and Preventive Action (CAPA)	
IV.C.1	1. Root Cause Analysis Tools and Methods  Evaluate the root cause analysis of a problem using tools such as cause and effect diagrams, Pareto analysis, 5 Why's, fault tree analysis, design of experiments (DOE), brainstorming, check sheets, measurement system analysis (MSA), production records, and review of process flow. (Evaluate)	
IV.C.2	2. Collaboration with Supplier  Evaluate and implement supplier corrective/preventive action and review its effectiveness and robustness with supplier. Understand the process of updating failure mode and effects analysis (FMEA) and process control plan, and understand statistical process control (SPC), 8D, and product/process design change. (Evaluate)	Added "8D"  Revised subtext for clarification
	V. Supplier Quality Management [26 Questions]	Number of questions changed from 30 to 26
	A. Supplier Quality Monitoring	
V.A.1	1. Supplier Audit Apply the stages of a quality audit, including audit planning, conducting the initial audit, and executing periodic reevaluation. Understand and apply the various types of quality audits (e.g.,	Added "executing periodic reevaluation" and "audit methods (e.g.,

2016 BoK	2023 BoK Details	Notes
	product, process, and management system) and audit methods (e.g., virtual, on-site, and desktop). (Apply)	virtual, on-site, and desktop)"
		Revised subtext for clarification
V.A.2	2. Audit Reporting and Follow-up Apply and analyze audit reporting and follow up, including verification of the effectiveness of corrective action. (Analyze)	Increased cognitive level from Apply to Analyze  Revised subtext to align with new cognitive level
V.A.3	3. Supplier Communication Evaluate various communication techniques such as periodic reviews, metric and performance indices, change management, notifications, recalls, change requests, and business updates. Maintain active communication with suppliers to assess risk and take appropriate action. (Evaluate)	
V.A.4	4. Supplier Development and Remediation  Identify and analyze present and future training needs and gaps, using quality methods and tools such as kaizen and benchmarking. Use process improvement tools such as DMAIC, cycle time reduction, defect rate, and cost reduction. Evaluate supplier remediation to develop and manage improvement plans. (Evaluate)	
V.A.5	5. Project Management Basics Understand and apply various types of project reviews, such as phase-end, management, and retrospectives or post-project reviews to assess project performance and status, to review issues and risks, and discover and capture lessons learned from the project. Apply forecasts, resources, schedules, and task and cost estimates to develop and monitor project plans. (Apply)	
	B. Teams and Team Processes	
V.B.1	1. Team Development Identify and describe the various types of teams and the classic stages of team development: forming, storming, norming, performing, and adjourning. (Apply)	
V.B.2	2. Team Roles Define and describe various team roles and responsibilities for leader, facilitator, coach, and individual member. (Understand)	
V.B.3	<b>3. Performance and Evaluation</b> Describe various techniques to evaluate training, including evaluation planning, feedback surveys, pre-training testing, and post-training testing. (Understand)	Revised subtext for clarification
V.C	C. Compliance with Requirement and Supplier Categorization	Added "industry standards" and "ISO"

2016 BoK	2023 BoK Details	Notes
	Understand and evaluate compliance with regulations and industry standards (e.g., RoHS, Governmental regulatory authorities, and ISO), specifications, contracts, agreements, and certification authority. Evaluate and categorize suppliers based on risk and performance. (Evaluate)	
	VI. Relationship Management [16 Questions]	Number of questions changed from 14 to 16
VI.A	A. Supplier Onboarding Understand and apply processes for orientation of suppliers such as providing overview of company, vision, mission, guiding principles, overall requirements, expectations, and criticality of product, service, and delivery requirements. (Apply)	
	B. Communication	
VI.B.1	1. Techniques and Mediation Identify and apply communication techniques (e.g., oral, written, and presentation) specifically for internal stakeholders and suppliers to resolve issues. Apply different techniques when working in	Added "Diversity, Equity, and Inclusion (DEI)"
	multi-cultural environments. Identify and describe the impact that culture, communications, and Diversity, Equity, and Inclusion (DEI) can have on an organization. (Evaluate)	Revised subtext for clarification
VI.B.2	2. Reporting Using Quality Tools  Use appropriate technical and managerial reporting techniques for effective presentation and reporting, including the seven classic quality tools: Pareto charts, cause and effect diagrams, flowcharts, control charts, check sheets, scatter diagrams, and histograms. (Analyze)	Revised subtext for clarification
VI.C	C. Leadership and Collaboration  Understand and apply techniques for coaching suppliers through regular communications, influencing without authority, negotiation techniques, conflict resolution techniques, and establish clear roles and responsibilities of internal stakeholders and suppliers using tools such as a RACI matrix (responsible, accountable, consulted, and informed). (Evaluate)	Added "conflict resolution techniques" and "RACI matrix (responsible, accountable, consulted, and informed)"
	VII. Business Governance, Ethics, and Compliance [13 Questions]	Number of questions changed from 10 to 13
VII.A	A. ASQ Code of Ethics  Determine appropriate behavior in situations requiring ethical decisions, including identifying conflicts of interest, and recognizing and resolving ethical issues. (Apply)	
	B. Compliance and Sustainability	Split topic into two subtopics: VII.B.1 Compliance VII.B.2 Sustainability

2016 BoK	2023 BoK Details	Notes
		Added "and
		Sustainability" to topic
		title
	1. Compliance	
VII.B	Understand issues of compliance and their applicable policies, laws, and regulations (e.g., conflict	
	of interest, confidentiality, and bribery). (Apply)	
	2. Sustainability	
NEW	Understand and recognize the importance of environmental, social, and governance factors and	
	adhere to applicable sustainability policies. (Understand)	
	C. Confidentiality	
	1. Organizational Policies	
VII.C.1	Apply organizational policies for executing appropriate agreements such as non-disclosure,	
	quality, and change notification agreements. (Apply)	
	2. Intellectual Property	
VII.C.2	Apply procedures for protecting the intellectual property of an organization and its suppliers.	
	(Apply)	
	3. Illegal Activity	
VII.C.3	Understand and interpret policies for reporting observations and deviations that could be perceived	
	as illegal activity. (Apply)	

Table 3. 2016 CSQP BoK mapped to the 2023 CSQP BoK

2016 BoK		2016 BoK 2023 BoK		NIA
Code	Label	Code	Label	Notes
I.A	Supply Chain Vision/Mission	I.A	Supply Chain Vision/Mission	
I.B.1	Supplier Selection	I.B.1	Supplier Selection	Added "total risk factor analysis"
I.B.2	Performance Monitoring	I.B.2	Performance Monitoring	
I.B.3	Supplier Classification System	I.B.3	Supplier Classification System	Clarified subtext and added "conditionally approved"
I.B.4	Partnerships and Alliances	I.B.4	Partnerships and Alliances	
I.C.1	Cost Reduction	I.C.1	Cost Reduction	
I.C.2	Supply Chain Rationalization	I.C.2	Supply Chain Rationalization	
I.C.3	Make/Buy Decisions	I.C.3	Make/Buy Decisions	
I.D	Terms and Conditions	I.D.1	Terms and Conditions	Split topic into four subtopics: I.D.1 Terms and Conditions I.D.2 Supplier Agreements I.D.3 Quality Agreements I.D.4 Finalization Controls
		I.D.2	Supplier Agreements	New
		I.D.3	Quality Agreements	New
		I.D.4	Finalization Controls	New
II.A.1	System	II.A.1	System	Added "supply chain resilience"
II.A.2	Product/Service	II.A.2	Product/Service Risk Mitigation	Added "Risk Mitigation" to subtopic title  Added "predicting"  Increased cognitive level from Evaluate to Create  Revised subtext for clarification

	2016 BoK		2016 BoK 2023 BoK		Notes
Code	Label	Code	Label	Notes	
II.A.3	Prevention Strategies	II.A.3	Prevention Strategies		
_		II.A.4	Supplier Risk Identification and Categorization	New	
II.B.1	Analysis	II.B.1	Analysis		
II.B.2	Mitigation Control	II.B.2	Mitigation Control	Revised subtext for clarification	
II.B.3	Mitigation Effectiveness	II.B.3	Mitigation Effectiveness		
III.A.1	Internal Design Reviews	III.A.1	Internal Design Reviews		
III.A.2	Identifying Requirements	III.A.2	Identifying Requirements	Added "manufacturability evaluation"	
III.B.1	Supplier Comparison	III.B.1	Supplier Comparison	Added "distributors"	
III.B.2	Potential Suppliers Evaluation	III.B.2	Potential Suppliers Evaluation	Added "quality function deployment"	
III.B.3	Supplier Selection	III.B.3	Supplier Selection	Added "weighted decision matrices"	
III.C.1	Technical Review	III.C.1	Technical Review	Revised subtext for clarification	
III.C.2	Supplier Relations	III.C.2	Supplier Relations		
III.C.3	Process and Service Qualification Planning	III.C.3	Process and Service Qualification Planning	Added "(e.g., calibration, laboratory, software, and design)" and "service provider audit"	
III.C.4	Part Approval	III.C.4	Part Approval		
III.C.5	Validate Requirements	III.C.5	Validate Requirements	Added "including reviewing Certificate of Compliance (CoC), Certificate of Analysis (CoA), and production readiness reviews (PRR)"	
IV.A.1	Supplier Metrics	IV.A.1	Supplier Metrics	Added "(e.g., on-time delivery [OTD] and on-time in full delivery [OTIF])"	
IV.A.2	Supplier Performance	IV.A.2	Supplier Performance		

2016 BoK			2023 BoK	Notos
Code	Label	Code	Label	Notes
IV.A.3	Supplier Process Performance	IV.A.3	Supplier Process Performance	Added "supplier process capabilities and controls" and "8 wastes"  Revised subtext for clarification
IV.B	Assess Nonconforming Product/Process/Service	IV.B	Assess Nonconforming Product/Process/Service	Revised subtext for clarification
IV.C.1	Root Cause Analysis Tools and Methods	IV.C.1	Root Cause Analysis Tools and Methods	
IV.C.2	Collaboration with Supplier	IV.C.2	Collaboration with Supplier	Added "8D"  Revised subtext for clarification
V.A.1	Supplier Audit	V.A.1	Supplier Audit	Added "executing periodic reevaluation" and "audit methods (e.g., virtual, on-site, and desktop)"
V.A.2	Audit Reporting and Follow-up	V.A.2	Audit Reporting and Follow-up	Revised subtext for clarification Increased cognitive level from Apply to Analyze Revised subtext to align with new cognitive level
V.A.3	Supplier Communication	V.A.3	Supplier Communication	
V.A.4	Supplier Development and Remediation	V.A.4	Supplier Development and Remediation	
V.A.5	Project Management Basics	V.A.5	Project Management Basics	
V.B.1	Team Development	V.B.1	Team Development	
V.B.2	Team Roles	V.B.2	Team Roles	
V.B.3	Performance Evaluation	V.B.3	Performance Evaluation	Revised subtext for clarification
V.C	Compliance with Requirement and Supplier Categorization	v.c	Compliance with Requirement and Supplier Categorization	Added "industry standards" and "ISO"

2016 BoK		2023 BoK		Notes
Code	Label	Code	Label	Notes
VI.A	Supplier Onboarding	VI.A	Supplier Onboarding	
VI.B.1	Techniques and Mediation	VI.B.1	Techniques and Mediation	Added "Diversity, Equity, and Inclusion (DEI)"  Revised subtext for clarification
VI.B.2	Reporting Using Quality Tools	VI.B.2	Reporting Using Quality Tools	Revised subtext for clarification
VI.C	Leadership and Collaboration	VI.C	Leadership and Collaboration	Added "conflict resolution techniques" and "RACI matrix (responsible, accountable, consulted, and informed)"
VII.A	ASQ Code of Ethics	VII.A	ASQ Code of Ethics	
VII.B	Compliance	VII.B.1	Compliance	Split topic into two subtopics: VII.B.1 Compliance VII.B.2 Sustainability
		VII.B.2	Sustainability	New
VII.C.1	Organizational Policies	VII.C.1	Organizational Policies	
VII.C.2	Intellectual Property	VII.C.2	Intellectual Property	
VII.C.3	Illegal Activity	VII.C.3	Illegal Activity	