



ExMC/136/R
2002 09

INTERNATIONAL ELECTROTECHNICAL COMMISSION

IEC SCHEME FOR CERTIFICATION TO STANDARDS FOR SAFETY OF ELECTRICAL EQUIPMENT FOR EXPLOSIVE ATMOSPHERES (IECEx SCHEME)

Title:. IECEx Assessment Report for the acceptance of *ITS Testing & Certification Limited* as an Accepted Certification Body

Introduction

This document contains the IECEx Assessment Report for *ITS Testing & Certification Limited*

Following assessment, including a site assessment, the Assessment team recommends acceptance of ITS as an Ex Accepted Certification Body within the IECEx Scheme.

This report has been issued for consideration during the next ExMC Meeting being held in Seoul October 2002 under Item 8 of Draft Agenda ExMC/127/DA.

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IECEx ASSESSMENT REPORT FORM

For Application of ITS to be ACB (Accepted Certification Body)

Type of Assessment:

Initial Assessment for Candidate ACB



Surveillance Assessment for existing ACB



1. OBJECT AND FIELD OF APPLICATION

1.1 **Country:**
United Kingdom

1.2 **Name of Candidate ACB**
ITS Testing & Certification Limited

1.3 **Members Of The Assessment Team**
Jim Munro (Lead assessor)
Janos Hanko
Gregor Arnold (by correspondence only)

1.4 **Place And Date Of Assessment**
ITS House
Cleeve Road
Leatherhead
Surrey KT22 7SB
www.etlsemko.com/uk

17 and 18 April 2002

1.5 **Assessment References**

Document:

- i) IECEx 02 First Edition
- ii) IECEx Operational Document OD/003
- iii) ISO/IEC Guide 65 1996
- iv) ACB application documents dated 8 February 2001



1.6 *Scope Of Application*

Product Category
General Requirements

Standard
IEC 60079-0

(List all Standards within scope of application or acceptance within IECEx)

- 60079-0 Electrical apparatus for explosive gas atmospheres
Part 0: General requirements
- 60079-1 Electrical apparatus for explosive gas atmospheres
Part 1: Construction and verification test of flameproof enclosures of electrical apparatus
- 60079-2 Electrical apparatus for explosive gas atmospheres
Part 2: Electrical apparatus, type of protection (Pressurization)
- 60079-5 Electrical apparatus for explosive gas atmospheres
Part 5: Powder filling "q"
- 60079-6 Electrical apparatus for explosive gas atmospheres
Part 6: Oil-immersion 'o'
- 60079-7 Electrical apparatus for explosive gas atmospheres
Part 7: Increased safety 'e'
- 60079-11 Electrical apparatus for explosive gas atmospheres
Part 11: Intrinsic safety 'i'
- 60079-15 Electrical apparatus for explosive gas atmospheres
Part 15: Electrical apparatus with type of protection (Non-Sparking)
- 60079-18 Electrical apparatus for explosive gas atmospheres
Part 18: Encapsulation 'm'
- 61241-1-1 Electrical apparatus for use in the presence of combustible dust
Part 1: Electrical apparatus protected by enclosures
Section 1: Specification for apparatus



1.7 Candidate ACB Persons Interviewed

Name	Position
Clive Patten	General Manager
Mark Conboy	Departmental Manager
Andy Austin	Principal Engineer – Industrial Products
Bob Adams	Quality Manager
Ron Webb	Senior Engineer (Flameproof testing)
Vijay Varma	Senior Engineer (Intrinsic safety testing)
Tony Cuthbert	Technical Support & Training Manager

1.8 Legal Entity Of The Candidate ACB

ITS is a limited company owned by the Charterhouse Group, a London Financial Investment Company.

The legal status of the company and its Articles of Association have been defined and are maintained at Its Head Office, Savile Row, London.

Note: Since the assessment the legal status has changed. Intertek Testing Services PLC is now a Public company listed on the London Stock Exchange as of the end of May 2002.

1.9 Associated Testing Laboratories

Names of Laboratories	Address
Same company	Same address

1.10 Associated Certification Functions

Not applicable

1.11 National Marks And Certificates

ITS mark
EU ATEX Directive
EU Hazardous Area Old Directive

1.12 Financial Support

Self-Funding



1.13 **History**

ITS Testing & Certification Limited was formed on 1 July 1999 subsequent to the purchase by ITS of ERA Technology Assessment Division

The purchase involved the merging of ITS Cranleigh (UK) Limited and the Product Assessment Division of ERA Technology Limited to form ITS Testing and Certification Limited to be based on the ERA Technology site at Leatherhead Surrey and at Blackwood South Wales.

1.14 **Standards Accepted**

Equipment CENELEC standards

1.15 **National Differences To IEC Standards**

2. **ORGANISATION**

2.1 **Names, Titles And Experience Of The Senior Executives**

Name	Title	Experience
Clive Patten	General Manager	Senior Management in excess of 10 years
Mark Conboy	Departmental Manager	2 years as Departmental Manager 3 years as Quality Manager

2.2 **Name, Title And Experience of The Quality Management Representative**

Name	Title	Experience
Bob Adams	Quality Manager	33 years experience in UKAS laboratory 13 years as Department Manager 2 years as Quality Manager

2.3 **Name And Title of Nominated Principal Contact**

Name	Title	Comments
Andy Austin	Principal Engineer	With ERA and then ITS since 1980



2.4 *Name and Title of Signatories for Certification*

Name	Title	Comments
Geoff Oliver	Certification Manager	With ERA and then ITS since 1991
Bob Adams	Quality Manager	With ERA and then ITS since 1994

2.5 *Other Employees in ACB activity*

Name	Title	Responsibility
Ron Webb	Senior Engineer	Flameproof Testing
Vijay Varma	Senior Engineer	Intrinsic Safety Testing

2.6 *Organisational Structure*

See Annex A attached

2.7 *Administration*

2.7.1 Administrative Structure

Testing is carried out within the Industrial & Electronic Products Branch. Management of the certification function, including signing of certificates and surveillance functions is done by the Certification Manager, Geoff Oliver. Staff from the testing area are used for manufacturing surveillance activities.

2.7.2 Terms of Reference of the Governing Board

This is called the Safeguarding Committee. It has five external people as members and has the following terms of reference:

To consider:

- Any dispute brought to the Committee's attention by any employee or the company or outside party regarding the certification of any product tested by the company.
- The general certification policies of the company

3. **RESOURCES**

The total number of staff in the whole Test Laboratory is 96.

There are eight people directly involved in hazardous area testing and certification. Three of these are also involved with factory inspections. These are located in the Industrial & Electronic Products Branch.

The facilities have the necessary test equipment and systems.



4. COMMITTEES

None

5. CERTIFICATION OPERATIONS

5.1 *National Approval/Certification Methods*

European ATEX Directive and Hazardous Area old Directive

5.2 *Certification Policy*

Contained in certification procedures

5.3 *Staff Work Instructions*

Contained in procedures manual

5.4 *Application for Certification*

ITS testing & certification application form

6. STATISTICS

Certificates issued since January 2001:

flameproof d	10
intrinsic safety I	27
increased safety e	3
special s	
powder filling q	
encapsulated m	2
type n	5
pressurised p	
Gas Detectors	
Apparatus for Dusts	

7. DOCUMENTATION

7.1 *Document and Change Control*

Manual system for document and change control. Record retained of changes issued and made.

8. RECORDS

Kept in file. Data generally written in project notebooks. Files retained for 10 years for testing & certification.



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9. CONFIDENTIALLY

All staff are required to sign confidentiality agreements.

10. PUBLICATIONS

Not applicable.

11. APPEALS

These can be made to the Quality Manager in writing. They are then copied to an appeals panel comprising the General Manager and Quality Manager. The procedures show a third person on the Panel but that position has been deleted.

12. NATIONAL ACCREDITATION

UKAS Product Certification Approval No 121-B. The certification is shown on UKAS web-site www.ukas.org.

13. RECOGNITION AND AGREEMENTS

ITS is a European Notified Body.

14. QUALITY MANUAL

There is a comprehensive quality manual supported by certification and procedures manuals.

15. INTERNAL AUDIT AND PERIODIC REVIEW

Internal audits are carried out by the Quality Manager. A periodic review is made of the quality system.

16. COMPLAINTS

The complaints system is administered by the quality manager. The system breaks feedback into "complaints" and "anomalies".

17. WITHDRAWAL AND CANCELLATION OF CERTIFICATES

Procedures are given in the Certification Manual.

18. SPECIAL FACTS TO BE NOTED

Separation between the testing and certification is achieved by having a separate certification area. Once a report is finished a certificate is drafted by the test area. The job file then goes to the Certification Manager, or his alternate, for review and signing of the final certificate.



19. RECOMMENDATION

It is the recommendation of the assessment team that ITS Testing & Certification Limited be accepted as an ACB in the IECEx Scheme.

LIST OF ANNEXES

Annex A ITS Organisational Charts

Annex B UKAS Laboratory Accreditation

Annex C Issues Found by Assessment Team

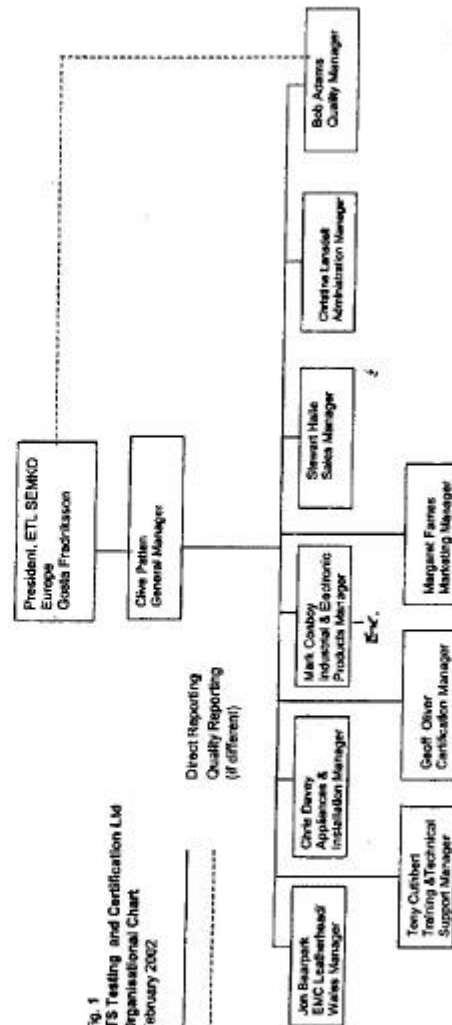
Jim Munro
Lead Assessor

13 June 2002

ITS Organisation Charts

ITS TESTING & CERTIFICATION LTD	Section 2
LABORATORY QUALITY MANUAL	Page 7 of 8
TITLE OF SECTION	Issue no. 5
Organisation and Management	Issue date: 6 March 2002
	Issued by: R M Adams
	Approved by:

Fig. 1
ITS Testing and Certification Ltd
Organisational Chart
February 2002



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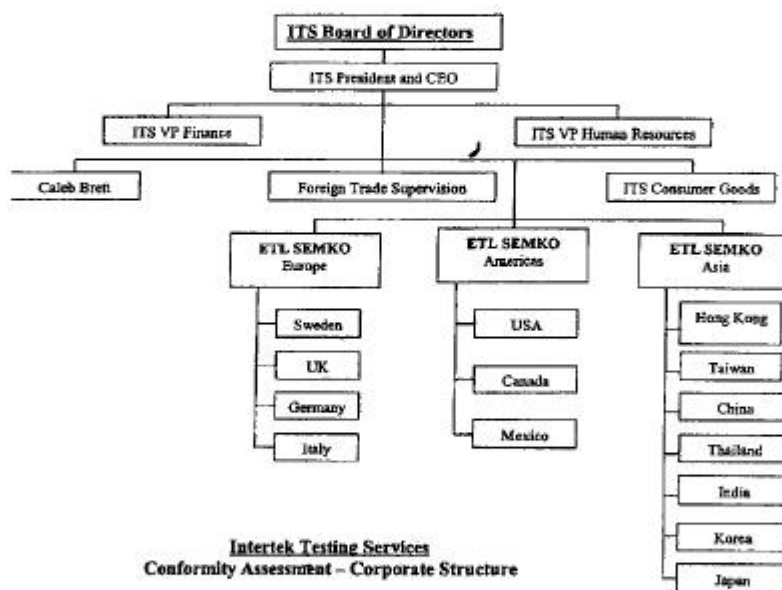
IECEX

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Fig 2

WORLDWIDE Organisation Diagram



Intertek Testing Services
Conformity Assessment – Corporate Structure

End of Document



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ANNEX B
United Kingdom Accreditation Service

ACCREDITATION CERTIFICATE



CERTIFICATION BODY
No. 121-B

ITS Testing & Certification Limited

ITS House
Cleeve Road
Leatherhead
Surrey
KT12 7SB

is accredited to undertake certification work as detailed in the schedule bearing the above accreditation number. From time to time this schedule may be revised and reissued by the United Kingdom Accreditation Service.

This Accreditation shall remain in force until the expiry date printed below, subject to continuing compliance with United Kingdom Accreditation Service requirements. The accredited organisation meets the requirements of EN 45011:1989

Initial accreditation 23 February 2000

J. Beaumont

Development Director, United Kingdom Accreditation Service

This certificate issued on 23 February 2000

The Department of Trade and Industry (DTI) has entered into a memorandum of understanding with the United Kingdom Accreditation Service (UKAS) through which UKAS is recognised as the national body responsible for assessing and accrediting the competence of organisations in the fields of measurement, testing, inspections and certification of systems, products and personnel.

Expiry date 29 February 2004

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Annex C

Issues Found by Assessment Team

The assessment team did not raise any formal non-compliances that require rectification before ITS could be accepted as an ACB and ExTL.

However, it did find the following issues that it recommends should be addressed:

- The information on the Safeguarding Committee for the certification operation was not included in the quality system documentation nor included in any formal record system.
- References remain in the documentation to the position of 'Technical Services Manager', even though this position no longer exists. These should be removed.
- There is a skills matrix but it needs updating.
- Anomalies were found in calibration due dates on an instrument, the external system run by Wyko and the internal records. It was noted that the external system is still under development and that the internal records appeared to be correct.
- There was conflict between stated practice and the procedures on the ITS staff doing consulting on design of Ex equipment.
- The flameproof testing laboratory was still using ERA procedures that should have been superseded by ITS procedures (with the same technical content).
- The testing environment in the flameproof testing area appeared to be subject to adverse affects from the weather and dust.

A commitment has been given by ITS Management to address the above issues.