



**ExMC/127/DA  
August 2002**

**The Fourth Meeting of the ExMC to be held  
in Seoul  
23<sup>rd</sup> to 25<sup>th</sup> October 2002**

**NOTES RELATING TO THE DRAFT AGENDA**

Note 1 Delegations are asked to abide by the following rules concerning attendance at the meeting;

- Maximum of 3 delegates per country (these may alternate with other delegates)
- Observers will be permitted at the discretion of the chairman
- It is assumed that all Delegates have the endorsement of their National IECEx Member Body for participation at the meeting.
- All delegations are encouraged to participate during discussions

Note 2 It is intended that the meeting be conducted in English, however allowances will be made for Delegates from non-English speaking countries, including allowing delegations to bring their own interpreter.

Note 3 All ExMC meeting documents referred to are, or will be available from the IECEx Website, by ExMC Secretariat prior to the meeting. However, should you require paper copies of meeting papers please contact the Secretariat no later than 30 SEPTEMBER 2002.

Note 4 Participants should bring, copies of all necessary documentation, with them to the meeting.



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**MEETING CHAIRMAN:** Mr Joe Gryn, CSA (CA)  
A/Chairman IECEx and  
IECEx Vice Chairman

## **AGENDA**

- 1 Opening and Welcome – Meeting to Commence 9.00am  
Wednesday 23 October 2002.**
- 2 Approval of the Agenda**  
ExMC /127/ DA
- 3 Minutes of the Third ExMC Meeting**
  - 3.1 To note the Confirmed Minutes of the last meeting held in Bern, October 2001. As the minutes have been confirmed via correspondence there will be no discussion on the accuracy of the minutes  
Referenced Documentation:  
**Document for Noting ExMC/113/RM – Confirmed Minutes**

To also note further comments from RU

on paragraph 9.10 of Ex MC/113/RM, and to formulate it as follows " having considered the applications relative to Mr. Jim Munro (Australia), Mr. Michel Brenon (France) and Mr. Alexander Zalogin (Russia) the meeting agreed to assign them the following categories:

Mr. Munro TCS  
Mr. Brenon TCS  
Mr. Zalogin T??.

We also advise to delete the text concerning Russia in the last paragraph

- 3.2 Matters arising from these minutes

- 3.2.1 Report on Actions arising from the 2001 Bern Meeting



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To note and discuss the action list detailed in Annex B of the Bern Minutes Document ExMC/113/RM. Secretary to report

### 3.2.2 Other items

To discuss matters arising from these minutes, not included on the agenda.

## 4 **ADDRESS BY MR RON REIMER, VICE PRESIDENT IEC “IEC’s Complementary Services to Industry”**

To receive a presentation from Mr Reimer regarding IEC’s complementary services to industry. This also provides an opportunity for dedicated discussion on the current and future needs of the International Ex community.

### **Document for noting**

- **ExMC/126/Inf** - Presentation from Mr Reimer.

## 5 **IECEX OFFICERS**

To elect experts to the IECEX Office Positions as listed below:

- 5.1 Election of IECEX Chairman
- 5.2 Election of IECEX Vice-Chairman
- 5.3 Election of IECEX Treasurer
- 5.4 Election of IECEX Assessor Panel Chairman

### **Document for Discussion and Vote**

- **ExMC/128/CD** – Election of Officers

## 6 **REPORT ON IEC CAB MATTERS**

Chairman and Secretary to Report

### 6.1 Review of Conformity Assessment Board (CAB) Decisions from meetings since Bern 2001 ExMC meeting

#### **Documents for noting/discussion:**

- **CAB/327/MTG** – List of decisions from the CAB 2001-10-16 mtg
- **ExMC/18/Inf** – Secretary’s Report on CAB 2001-10-16 mtg



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- **CAB/365/DL** – List of decisions from the CAB 2002-04-23 mtg

6.2 Specific CAB Matters for noting or action by ExMC

6.2.1 CAB WG 6 – Implementation of CAB Strategy ExMC is asked to consider the proposed actions for the implementation of CAB's Strategy for the promotion and growth of IEC Schemes.

**Documents for consideration:**

- **CAB/346/R** – Report from CAB WG 6
- **CAB/309/MTG Annex A** – IECEx Report to CAB 2001

6.2.2 CAB WG 7 – IEC Mark of Conformity ExMC are asked to note the report from CAB WG 7 and consider the contents of the report including the following:

- Whether a single IEC Mark of Conformity could be used for all schemes and products?
- IECEx Desired timeframe for the availability of an IEC Mark of Conformity for the IECEx Scheme?
- Conditions upon which access to an IEC Mark of Conformity may be granted, eg
  - Full Compliance with IEC Standards only

**Document for noting:**

- **CAB/347/MTG** – Report from CAB WG 7 “Marks”

6.2.3 CAB/ILAC Cooperation ExMC are requested to note the progress concerning cooperation between CAB and ILAC on the issue of Laboratory assessments, noting the previous work conducted by IECEx in utilising national accreditation as part of the IECEx assessment and surveillance process for ExTLs. ExMC are also requested to endorse the report and work of the CAB/ILAC Technical Panel.

**Document for noting:**

- **CAB/355/DC**
- **CAB/372/Inf** – Report from CAB/ILAC Technical Panel Meeting

6.2.4 Proposed Manufacturers Declaration Register ExMC are requested to note the proposed “Manufacturers Declaration Register” and CAB Decision 07/2002 to recommend to the IEC Council Board that this proposal be left in abeyance.

**Document for noting:**



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- **CAB334A/DC** – Initial proposal
- **CAB Decision 07/2002 contained in CAB/365/DL**

6.2.5 *Report from ISO CASCO* ExMC are requested to note the report on current activities within ISO CASCO.

**Document for noting: CAB/352/R**

6.2.6 *CAB/IAF Cooperation* ExMC are requested to note a report concerning possible cooperation between IEC Schemes and IAF.

**Document for noting: CAB/339/R**

## **7 INFORMATION CONCERNING OTHER INTERNATIONAL AND REGIONAL ORGANISATIONS RELEVANT TO THE Ex FIELD**

- 7.1 European ATEX Group – To note activities in Europe concerning the introduction implementation of the new ATEX Directive for explosive atmospheres. Mr Brenon (FR) to report.
- 7.2 APEC – To note activities in APEC –SCSC – Sub-committee on Standards and Conformance, in the area of Ex. Mr R Wigg (AU) to report
- 7.3 PCIC - To note activities in PCIC Dr U Klausmeyer (DE) to report
- 7.4 Others

## **8 IECEX ASSESSMENTS OF CANDIDATE ACBS AND ExTLS**

8.1 *ACB and ExTL appointments - To note the acceptance via correspondence of the following applicant ACBs and ExTLs :*

- **UL/DEMKO International** of DENMARK as an Accepted Certification Body and Ex Testing Laboratory

8.2 *Consideration of SIQ* of Slovenia as an Accepted Certification Body and Ex Testing Laboratory

**Document for Consideration**

**ExMC/.../R- Report**



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- 8.3 Consideration of ITS of United Kingdom as an Accepted Certification Body and Ex Testing Laboratory  
**Document for Consideration**  
**ExMC/.../R- Report**
- 8.4 Consideration of CSA of Canada as an Accepted Certification Body and Ex Testing Laboratory  
**Document for Consideration**  
**ExMC/.../R- Report**
- 8.5 Consideration of UL of United States as an Accepted Certification Body and Ex Testing Laboratory  
**Document for Consideration**  
**ExMC/.../R- Report**
- 8.6 Status on surveillance assessments of accepted ACBs and ExTLs  
ExMC Secretary to Report
- 8.7 WG2 Development of Technical Guidance Documents – Report on progress  
(ExMC Secretary and WG2 Convenor, Mr Peter Bennett to report)
- 8.8 WG3 Evaluation of Assessors – ExMC Secretary to report  
(Convenor WG3 to Report)
- 8.9 WG4 Technical Reference Group for Assessment of ACBs and ExTLs -  
To receive a report on WG4 activities since last meeting\_(Mr Gryn to report on behalf of Convenor Mr Bill Shao)

## **9 REVISION OF IECEx SCHEME RULES OF PROCEDURES – Revision of IECEx 02**

To consider Draft Document for the revision of IECEx 02, arising from the April 2002 Geneva meeting of IECEx WG 1, regarding the revision of the IECEx Scheme Rules.

### **Documents to be considered:**

- ExMC/123/CD – WG1 concepts proposal (for noting)
- ExMC/129/CD – Draft revision of IECEx 02, Rules of Procedures
- ExMC/129A/CD – Draft revision of IECEx 02, changes highlighted



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**10 QUALITY PLANNING REQUIREMENTS & SURVEILLANCE OF MANUFACTURERS**

**(Report from WG 5 Convenor, Mr C Agius)**

To note the progress with the issue of Operational Document OD 003 and a report from the WG5 Convenor regarding the introduction of quality system requirements for Ex manufacturers, as agreed during the 2001 Bern ExMC meeting.

**Documents to be Considered**

- **ExMC/130/CD Draft Guide to the Management of Quality System assessment and surveillance.** (to be issued)

**11 REPORT FROM ExTAG**

To receive a report of the ExTAG Seoul Meeting, 2002. Report from ExTAG Chairman, Dr Dill and Secretary, Mr Brenon.

**12 IECEX BULLETIN**

To note the status of the IECEX Bulletin. ExMC Secretary to report.

**13 IECEX MARK OF CONFORMITY**

**Regulations governing the use of the IECEX Mark of Conformity**

To receive a report from WG 7 regarding Draft Regulations, for the introduction of an IECEX Certification Mark of Conformity.

Members will be asked to review the terms of reference for this WG noting the discussions from Agenda item 6.2.2 above.

WG7 Convenor, Mr Brenon to Report

**Documents to be considered:**

- **ExMC/26/CD** Draft-Regulations for the use of the IECEX Mark of Conformity.
- **ExMC/29/Inf** Legal advice on the IECEX Scheme (for noting)
- **ExMC/36/CD** IECEX Mark points for discussion
- **ExMC/40/RM** – 1999 ExMC Minutes item 14.1
- **ExMC/131/Inf** - CASCO Draft ISO/IEC 17030



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## 14 PROMOTION OF THE SCHEME

14.1 Action to raise profile of the IECEx Scheme To discuss possible actions that will assist in promotion of the Scheme. Secretary to report on:-

- IECEx Brochure
- Progress with the introduction of a promotional CD Rom being prepared by IEC
- Other matters

14.2.1 Report from WG 8 To receive a report from the WG8 Convener Dr U. Klausmeyer, concerning work on Regulatory recognition of IECEx.

**Document for noting/consideration:**

- ExMC/.../Rpt – WG8 Report.

14.2.2 Report from IECEx attendance at the September 2002 meeting of European Notified Bodies Group for ATEX, ExNB.

To receive a report from attendance at the ExNB meeting by the immediate past Chairman, Mr Cleare, deputising for the IECEx Acting Chairman, Mr Gryn and the IECEx Secretary.

## 15 FINANCE

15.1 2001 Accounts To receive a report from the IECEx Treasurer, Mr Berger

**Document for Noting**

- ExMC/132/CD - 2001 Accounts(to be issued)

15.2 Proposed 2003 Budget To consider the proposed budget for 2003.

**Document to be Considered**

- ExMC/133/CD – Draft 2003 Budget (to be issued)

## 16 OTHER BUSINESS

To raise any other matters not listed on the Agenda.





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**17 REPORT TO CAB**

**18 NEXT MEETING**

- 2003 Meeting To confirm the acceptance of an offer from Hungary to host the 2003 meeting of ExTAG and ExMC. ExMC Secretary to Report
- Future Meetings To consider offers to host the 2004 and future meetings of ExTAG and ExMC.

**19 CLOSE OF MEETING**