



ExMC/319/R
June 2006

**INTERNATIONAL ELECTROTECHNICAL COMMISSION (IEC) SCHEME FOR
CERTIFICATION TO STANDARDS RELATING TO EQUIPMENT FOR USE IN EXPLOSIVE
ATMOSPHERES (IECEx SCHEME)**

**Title: IEC Ex MC-WG12 Personnel Competencies –
Minutes of AdHoc Meeting held on 7th June 2006**

To: Members of the IECEx Management Committee, ExMC

INTRODUCTION

This document provides a report of the WG12 meeting that was held on 7th June 2006 in Amsterdam and is issued for information purposes.

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AdHoc MEETING of IEC Ex MC-WG12

MINUTES OF MEETING

Attendance:

AU – Mr. Wigg- Convener	Present
US - Mr. Paul House	Present
GB – Mr. Ian Cleare	Apology
GB – Mr. Ron Sinclair	Apology
GB – Mr Wayne Thomas	Present
FR – Mr. Patrick Leroux	Present
NO – Mr. Thore Andersen	Present

Observers:

Mr Michel LeHenry	ABB
Mr John Allen	Dowding & Mills
Mr Robert Martell	FM Approvals
Mr Andrew Was	FM Approvals

The IECEx Secretary, Chris Agius also attended the meeting.

Introduction:

The convener welcomed members of Working Group 12 and outlined the task presented by ExMC. Each member was advised that the task ahead would require all members to actively participate if it is to succeed.

Actions so far:

Document ExMC/308/Q has been issued and responses, which closed on 25th May, have been received from 15 National Committees. A summary of the results has been listed and will be distributed to National Committees for information.

Discussion:

The WG noted the clear support from ExMC Members to produce a Certification Scheme on an International basis and also the specific order of priority for the competencies.

- Installation
- Repair & Overhaul
- Area Classification
- Maintenance
- Inspection
- Design
- Auditing
- Plant Operators
- Management

It was agreed that as the documentation to support this scheme is developed the competencies as listed may vary.

The convenor advised the meeting that communication with several members who were no able to be present at the meeting had indicated strong support for ensuring that a sound assessment process was the priority. The scheme should concentrate on this and not deal with the mechanism for the impartation of knowledge and skills [training]. The key to establishing the competency requirements is to be outcome focused. The meeting concurred with this philosophy.

The documents required to support the proposed scheme were discussed.

1 Rules

A new set of rules [IECEX05] is to be prepared for the competencies. Amend IECEX01 to ensure the scope covers competency of personnel.

The question of certifying against a Standard or Operational Document was discussed. IEC Ex does not have the ability to issue standards – this must come through SMB but could produce specification. This question was left open at this point and to be discussed again at a later meeting when aspects of the scheme have been further developed.

Action 1 *IEC Ex Secretary to prepare Draft amendment to IECEX01 to embrace competency requirements, for consideration by ExMC*

Action 2 *Mr John Allen agreed to prepare the first draft outline of requirements for the scheme to become the IECEX05 "Rules for Certification of Personnel Competencies"*

Action 3 *Certifying against a standard or operational document to be discussed at the next meeting of WG12*

2 New Operational Document required.

An operation document to be prepared for Certifying Bodies operating within this proposed scheme and this is to be based on ISO 17024 Certification of Personnel

Action 4 *Mr Wayne Thomas agreed to prepare the first draft outline of an operational document for Certifying Bodies.*

3 New Operational Document required.

An operation document is to be prepared for Personnel making application for Certification of Competencies under this proposed scheme. This is to address both the basic level of knowledge [pre-requisites] and selection of the appropriate scope to suit their particular knowledge and skills

Action 5 *Mr Patrick Leroux agreed to prepare the first draft outline of an operational document for Applicants for Personnel Competencies.*

The draft outlines of the documents nominated are to be circulated to WG12 members by end of June 2006 for comments. Following comments and updates these outlines are to form the basis of a presentation by the WG12 to the ExMC meeting in Shanghai on 7th and 8th September 2006.

The meeting concluded with thanks to all for making the effort to attend and the contribution of those not able to be present. Additional thanks are given to the convenor of WG10 for allocating time in the schedule for the WG10 meeting to facilitate this adhoc meeting of WG12.

Ralph Wigg
Convenor IEC ExMC-WG12