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

### Title: Report from Mr Jim Munro the Convener of ExMC WG4 *– ExMC Working Group WG4 – Technical Reference Group for the Assessment of ExCBs and ExTLs*

To: Members of the IECEx Management Committee, ExMC

**INTRODUCTION**

This document contains a report from the ExMC WG4 Convener, Mr Jim Munro, to the 2018 ExMC Cannes meeting

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**ExMC WG4 – Technical Reference**

**Group for the Assessment of ExCBs and ExTLs**

**11 July 2018**

**Members:**

Jim Munro - Convenor

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# Scope

This report includes a report of ExMC WG4 since the last ExMC meeting and recommendations to ExMC, arising from WG4's last meeting on 21 June 2018 near Weimar, Germany.

# Role of WG4

At the WG4 meeting it was recommended that additional roles be added to the WG4, or included in the proposed IECEx Assessment Group (IAG) if that group is formed and WG4 disbanded.

* Maintenance of OD 032 Guidelines and Information for IECEx Assessments
* Maintenance of check lists such as for ISO/IEC 17025, 17065 and 17024

**Recommendation 1:**

That ExMC approve the above additional roles for ExMC WG4 or for the new IECEx Assessment Group

# Report of ExMC WG4 to last meeting of ExMC

The discussions and actions that arose from the last report of WG4 to ExMC in Washington DC in September 2017 were reviewed. The following arose from the review:

* WG4 did a review of IEC CAB-P02:2017 principles, at the meeting and determined that it is of the opinion that the current system in IECEx complies with the document
* One action arose from the above review - Chris Agius to approach top 10 of IECEx bodies to request they put forward at least one assessor candidate (if they are not already providing an assessor)

# Possible future group - IAG

WG4 members prepared a recommended revision for ExMC Washington Executive 08 for consideration by the IECEx Executive. It was proposed that this document be converted into an OD for approval at the same time by ExMC.

WG4 members identified a number of tasks that could be considered by the new IAG. These included:

1. For next edition of OD 003-2 - consider including a section on pre-assessment
2. That OD 003-1 Annex A.2 d) to be clarified in the next edition of OD 003-1 regarding the meaning of “… at least five years' practical experience in the scope of the relevant IECEx scheme(s)”
3. To provide a consistent F-003 form for all schemes
4. To consider the impact of the data protection regulations for Europe and Switzerland, for example in releasing personal information of assessor applicants
5. To consider the possible need to witness manufacturing assessment when doing assessments of ExCBs

# Assessor applicants

WG4 has made positive recommendations on two assessor applicants since the last meeting of ExMC and these assessors have now joined the panel of assessors. A further application was under review at time of writing of this report.

# Review of existing assessors

A review of existing assessors was carried out. For this, the latest assessor application form was used and existing assessors were asked to complete it. This form has provision for assessors to provide much more information on their competencies. A spreadsheet showing the results was prepared by the convenor and considered at the ExMC WG4 meeting in Weimar. It was noted that this spreadsheet would also provide the basis for a planning tool regarding competencies for the IECEx Secretariat to use when planning assessment teams.

A recommendation was made by the WG to the IECEx Executive Secretary to remove five existing assessors who had not returned the form, despite several requests. A resignation was also received from one existing assessor.

# Assessor's guide

A revision of the Assessor's Guide, OD 032, was prepared with a proposed name change to ."Guidelines and Information for IECEx Assessments". The revised OD is provided separately to this report for approval by ExMC

**Recommendation 2**

That ExMC approve the latest edition of OD 032 *Guidelines and Information for IECEx Assessments*

# Application of new edition of ISO/IEC 17025 and associated checklist

IECEE have produced a new check list for the latest edition of ISO/IEC 17025.This was reviewed by ExMCWG4 while in draft and their recommendations were included. The checklist has now be issued by IECEE as IECEE OD-2017, and IECEx needs to make a formal decision on its adoption.

**Recommendation 3**

That ExMC approve issue of a new edition of IECEx OD 018 *Check list for testing and calibration laboratories,* identical in content to the IECEE check list.

At the last meeting of ExMC the following decision was recorded:

 Decision 2017/93

The meeting agreed that ExMC WG4 be asked to consider the implications of the pending revision of ISO/IEC 17025

The new edition of ISO/IEC 17025 was issued as Third edition in November 2017. WG4 reviewed the actions being taken in ILAC and have the following recommendation:

**Recommendation 4**

That ExMC decide that IECEx will follow the same timeframe as ILAC with the final date for all ExTL and ATFs to comply with the latest edition of ISO/IEC 17025 being 30 November 2020. Further, that new applications for ExTLs and ATFs after 30 November 2019 must include compliance with the latest edition.

# Conclusion

ExMC WG4 is of the opinion it has completed all tasks currently identified for it.

As convenor of the WG, I would like to acknowledge the input from the members of the WG, some over many years, noting the this WG can be expected to be disbanded if the formation of the new IECEx Assessment Group is approved at the ExMC.

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Dr Jim Munro

Convenor ExMCWG4

11 July 2018