|  |
| --- |
|  |

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

**DRAFT MEETING AGENDA**

**Meeting #13 of the IECEx Mark Committee (ExMarkCo)**

**To be held Remotely via Web conference Facilities**

**on Wednesday 13th May 2020**

**Session Time 1500 – 1800 (Time Zone UTC)**

Conversions for **UTC** (Coordinated Universal Time) to your location’s time zone can be done using [https://www.timeanddate.com/worldclock/converter.html](https://eur01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.timeanddate.com%2Fworldclock%2Fconverter.html&data=02%7C01%7CMark.Coppler%40dnvgl.com%7C6987084282454b0b863b08d7e148ce1b%7Cadf10e2bb6e941d6be2fc12bb566019c%7C1%7C0%7C637225575145842568&sdata=KJK0Ew7%2F4Rw8PlxZ5kf5W%2FNpobjbSzi5U2GOztZLY6c%3D&reserved=0)

**AGENDA**

| **SUBJECT** | **Discussion Leader** |
| --- | --- |
| 1. **OPENING OF THE MEETING** (Start at 1500 and close at 1800)   The Meeting to be opened and chaired by Mr Timothy Duffy, followed by self-introduction of all participants. | Chair |
| 1. **APOLOGIES**   Members to note the apologies provided prior to or at this meeting.  Secretariat to advise of any additional apologies received since circulation of this draft agenda. | Chair |
| 1. **APPROVAL OF THE AGENDA**   Members to consider any other suggested items that are not listed on the agenda and then approve this agenda. | Chair |
| 1. **CONSTITUTION & MEMBERSHIP**   **4.1 ExMarkCo Membership**  Members to note current membership of the ExMarkCo and its terms of reference as per IECEx 01-S, IECEx Supplement to IEC CA 01 –  Document for Approval**: ExMarkCo/01Q/Inf**  Members are reminded to forward nominations for membership vacancies of the ExMarkCo to the Secretariat.  Members to also note the ExMarkCo dedicated webpage on the IECEx site at <https://www.iecex.com/members-area/documents/exmarkco/> | Chair |
| 1. **Ex CERTIFICATION BODIES (EXCBS) FOR THE IECEx CONFORMITY MARK LICENSING SYSTEM**     1. **List Of Currently Authorised ExCBs As Per OD 001**   Available on-line <http://www.iecex.com/members-area/od001/> (members area) and at <http://www.iecex.com/information/excbs/conformity-mark/> (Public area)  Australia TestSafe, SIMTARS  Finland VTT (now known as Eurofins Expert Services)  France LCIE, INERIS  Germany TUV SUD PS, PTB  Hungary BKI  Netherlands DEKRA KEMA, KIWA  Norway Presafe  United Kingdom SGS Baseefa, ITS, SIRA, CML  USA UL LLC  NOTE: No changes from last year   * 1. **LIST OF CANDIDATE ExCBs and STATUS**   There are no Applicant ExCBs for the IECEx Conformity Mark as at 1 May 2020. | Secretary  Secretary |
| 1. **ACTION ITEMS REFERRED TO THE IECEx ExMARKCo FOR CONSIDERATION:**   To proceed with updating of IECEx Rules and Documents in light of the ExMC Decision 2019/35  **Decision 2019/35** *{Extract from ExMC/1546/DL – Confirmed ExMC Dubai 2019 Decisions}*  The meeting considered the content of the discussion paper circulated as ExMC/1521/CD- Concepts of New Approach for the IECEx Logo/ Trademark and IECEx Conformity Mark plus better integration with the IECEx Certified Equipment Scheme and supported Proposal Items 1, 2, 3, 4 and 5 outlined in ExMC/1521/CD and further requests ExMarkCo to continue its work towards streamlining access to the IECEx Conformity Mark and its practical use eg. shading, laser etc and use with small products.  **Document for Noting**   * **ExMC/1521/CD** – Proposed concepts for future direction of IECEx Conformity Mark * **ExMC/1567A/RM** – Confirmed mins and Decisions of the September 2019 ExMC meeting   To note the ExMC Decision and then progress on the updating of the necessary rules, with the Chair and Secretary to report on action to date. | Secretary & Chair |
| 1. **IECEx Conformity Mark License System Publications - Revisions**   **8.1** **IECEx 04 IECEx Mark Regulations**  To review Draft Rev of IECEx 04 as prepared by the Chair and Secretary with the aim of finalising the draft for consideration by ExMC.  **Document for Noting**   * **ExMarkCo/055/CD** – Revision of IECEx 04 *IECEx Conformity Mark Licensing System – Regulations*      * 1. **IECEx OD 422 IECEx Mark Procedures**   To review Draft Rev of IECEx OD 422 as prepared by the Chair and Secretary with the aim of finalising the draft for consideration by ExMC.  **Document for Consideration**   * **ExMarkCo/053/CD** – Revision of OD 422 *Rules and Procedures for the granting of Licenses to issue and use the IECEx Conformity Mark*   1. **IECEx OD 023 IECEx Mark Standard Terms and Conditions**   To review Draft Rev of IECEx OD 023 as prepared by the Chair and Secretary with the aim of finalising the draft for consideration by ExMC.  **Document for Consideration**   * **ExMarkCo/054/CD** – Revision of OD 023 (to become OD 423) *Terms and Conditions for use of the IECEx Conformity Mark*    1. **IECEx Guide 04A**   To review Draft Rev of IECEx Guide 04A as prepared by the Chair and Secretary with the aim of finalising the draft for consideration by ExMC.  **Document for Consideration**   * **ExMarkCo/056/CD** – Revision of IECEx 04A *Guidance for making applications for and use of the IECEx Conformity Mark*      * 1. **IECEx Guide 01B**   To review Draft Rev of IECEx Guide 01B as prepared by the Chair and Secretary with the aim of finalising the draft for consideration by ExMC.  **Document for Consideration**   * **ExMarkCo/052/CD** – Revision of IECEx Guide 01B *Guidance for the use of the IECEx Logo* | Chair |
| 1. **USE AND MIS-USE OF IECEx MARK AND LOGO – Report from Secretariat**   Members to receive a report from the Secretariat and then identify, discuss and follow up on any cases of misuse of IECEx Mark or Logo. | Secretary |
| 1. **CAB ISSUES CONCERNING IECEx CONFORMITY MARK**   Secretary to report on CAB Issues relating to misuse of the IECEx Mark and Logo. | Secretary |
| 1. **IECEx MARK LICENCE AGREEMENT RENEWALS**   Members to note any matters arising from License renewals between ExCBs and IEC.  Secretary to report. | Secretariat |
| 1. **PROMOTIONAL ACTIVITIES AND MARKETING OF THE IECEx MARK:**   Time permitting, Members to consider promotional approach for the new Concepts of the IECEx Mark and Logo. | Chair |
| 1. **OTHER BUSINESS**   Any other business not notified prior to the meeting. | Chair |
| 1. **NEXT MEETING**   To consider the date and time for the next meeting. | Chair |
| 1. **CLOSE** | Chair |