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

**Circulation to: Members of the IECEx Management Committee, ExMC**

The Twenty Sixth Meeting of the ExMC

to be held in Foz do Iguaçu, Brazil

**26th and 27th September 2024**

Confirmed Formal Minutes

Following on from the issuing of the list of Confirmed Decisions from the 2024 meeting, document ExMC/2109/DL, **issued September 2024,** and ExMC/2122/RM as the draft Formal Minutes, which were issued for confirmation via correspondence. With no objections nor corrections being recieved, this document now serves as the Confirmed Formal Minutes of the 2024 Meeting of the IECEx Management Committee and include a minor editorial correction in the numbering of the Action items in Annex B. No other changes have been made to the draft formal minutes.

These confirmed formal minutes include the respective agenda items from Agenda ExMC/2053A/DA along with the Confirmed Decisions, shown as Decision 2024/XX as contained in document ExMC/2109/DL.

These confirmed draft formal minutes contain the following Annex:

Annex A – Consent Agenda Items

Annex B – List of Actions arising from the meeting

Annex C – Recorded Attendance Days 1 + 2

Presentations and tabled documents, referenced in these minutes are available from the 2024 IECEx Meeting webpage <https://www.iecex.com/resources-and-news/meeting-and-events/2024-annual-meetings-brazil/>

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**MEETING CHAIR: Mr Paul Meanwell, Chair IECEx**

# OPENING AND WELCOME – Meeting commenced on 0900am on Thursday 26th September 2024 and continue from 0900am on Friday 27th September 2024.

The Chair, Paul Meanwell opened the meeting by thanking everyone present for being on time and invited Giovanni Borges from the host to give the welcome.

Mr Borges welcomed everyone to Iguaçu Falls, Brazil to participate in the IECEx 2024 meeting. He hoped that all present would enjoy their stay in Brazil.

He thanked the IECEx for accepting the Brazil National Committee invitation to hold the meeting. He noted that it was a great opportunity for Brazilian industry to be involved the meeting and learn more about the IECEx and how that gave access to the global market.

Mr Borges wished that everyone would have a great day and a successful meeting.

The Chair also welcomed those present to the 26th Meeting of the ExMC and thanked the National Member Body and sponsors for arranging the event. He gave a special thanks for the work of the organising committee acknowledging from personal experience from the 2016 meetings how much planning and organising is involved.

The Chair gave special mention to those who were attending the meeting for the first time. He noted there were IEC and IECEx officers present, along with those representing other groups and organizations.

He specifically welcomed:

* Mr Steve Margis – IEC Vice President and CAB Chair
* Members of the IEC Conformity Assessment Board:
  + Geraldo Takeo Nawa – BR CAB Member Alternate
  + Khalid Al Namlah – CAB Member from Saudi Arabia
  + Tim Duffy – US Member of CAB, member of the IECEx Executive, Chair of the IECEx ExMarkCo and also the IECEE Treasurer.
* Members of the IEC Executive:
  + Ms Katy Holdredge – IECEx Vice Chair and ExAG Deputy Convener
  + Prof XU Jianping – IECEx Treasurer
  + Dr Frank Lienesch – ExTAG Chair
  + Jasmin Omerovic – ExTAG Deputy
  + Peter Thurnherr – ExSFC Committee Chair
  + John Allen – ExPCC Chair
  + Thierry Houeix – ExPCC Deputy Chair
  + Dr Jim Munro – ExAG Convener

The Chair then noted various apologies including those from:

* Dr Tchouvelev from the Hydrogen Council who is also Chair of the ISO TC 197/SC1 noting that we now have a formal liaison between IECEx and ISO TC 197 SC1 and a report was received from Dr Tchouvelev, of the TC 197 activities and its SC1.
* From the Mr Paul Dixon, OIML (International Organization of Legal Metrology) however a report had been received from him that would be presented later in the meeting.

He also welcomed:

* The IEC TC 31/IECEx Liaison Officer Dr Tim Krause
* And finally the IECEx Secretariat Team of Chris, Mark and Geoff.
* He mentioned that while Christine Kane remains an integral part of the IECEx Secretariat Team and has attended these meetings for many years she is unable to be with us this year but continues to provide a most valuable contribution to our work and called on Chris to please convey our thanks to Christine.

Lastly the Chair informed the meeting would be recorded for minute taking purposes and outlined the voting procedures for the meeting. Decisions would be recorded and projected on the room screens.

## Introduction and Address by IECEx Chair – Mr Paul Meanwell

The Chair began his address by commenting how great it was to be in Brazil and meet everyone in person again, as opposed to his first three years as Chair where he sat at home with only his computer screen for company! He much preferred meeting face to face.

He thanked Chris Agius and the secretariat team who continued to do a great job in keeping the system fully operational, and for their assistance.

He reported that:

* The IECEx System remains stable and in good financial health, and in the year from 30 June 2023 to 30 June 2024, our ExCB’s, ExTL’s and accepted ATF’s under the Certified Equipment Scheme have each seen an increase of two members, increasing respectively from 64 to 66, from 72 to 74, and from 10 to 12.
* The certified service facilities scheme has remained at 18 ExCB’s
* The Certificate of Personnel Competency Scheme also remains unchanged at 16 ExCB’s (having lost one body but gained another)
* and the Recognized Training Providers has increased by 1 to 37.
* During the same period, Certificates, Licenses and Reports have grown by 6.4% and we have seen an increase in the number of unit verification certificates too which saw an increase of 6.9% over the same period in the previous year, and to date there have been some 3,781 IECEx Certificates and reports issued covering the non-electrical ISO standards compared to 1,886 this time last year, once again demonstrating significant growing interest in using IECEx outside of the traditional electrotechnical field.

He remarked that the IECEx conformity assessment work does not go unnoticed by the IEC. The IECEx has two IEC 1906 award recipients this year.

He noted that the 1906 Award was created in 2004 by the IEC Executive Committee. The award commemorates the IEC's year of foundation and honours IEC experts around the world whose work is fundamental to the IEC. The Award also recognizes exceptional and recent achievements, a project or other specific contribution related to the activities of the IEC. The recipients have contributed in a significant way to advancing the work of the Commission.

He announced that the recipients of the award were:

Mr Jasmin Omerovic, UL DEMKO – Denmark

Mr Klauspeter Graffi, TUV Rheinland Germany

The Chair congratulated both recipients with the meeting giving an applause.

He then reported that - In terms of system compliance, the secretariat once again managed to audit roughly 15% of issued certificates and the results were slightly down (in terms of compliance) on last year’s good results. It’s clear that the secretariat needs to keep a close eye on this as it is essential in maintaining confidence and trust, amongst the end users as well as the members of the IECEx itself. The integrity of the System and everyone working in it is of paramount importance. He pointed out that we all appreciate how hard it is to gain trust, and how easily it can be lost. Getting it back again can be very very difficult.

He reported that promotional activities continue in various formats, from articles and advertising published in the Hazardex magazine, various articles published on the IEC and IECEx websites, and various presentations done by the secretariat and members of the Executive. There are now 3 promotional animated videos available on both the IECEx website and on YouTube. Interestingly, recently he had moved home and now lives in a different part of South Africa. The videos make it very easy to tell people what the IECEx is all about and they can easily be accessed on the website.

He noted that as seen and heard earlier in the week, the hydrogen industry continues to grow, as more and more environmental pressure is put on the traditional oil gas and coal industries, and the IECEx in collaboration with other partners organized a very successful symposium earlier in the year. This was held in Singapore and attracted almost 200 people from many countries, and had a plethora of experts present who gave some excellent presentations on the advances and hurdles in the hydrogen industry. This impressive turn out only serves to highlight the interest in the hydrogen industry. We are maintaining our excellent liaison with the ISO TC197, specifically sub-committee 1. As mentioned earlier, Andre Tchouvelev cannot be with us this year, but we will hear a report from him later in the meeting.

Many of our working groups have met using various platforms over the last 12 months and continue the work of the System.

The Chair noted that financially the system was again able to make a small contribution to the capital reserve, although there are increasing financial pressures right across the IEC to cover operational costs. New funding models are being worked on to ensure the future viability of the IEC as a whole.

He pointed out that, all these details and more will be discussed, reported on and presented during the course of the meeting, and he was looking forward to a productive and engaging meeting. Participation from all countries is encouraged, there are no “stupid” questions. The more you put into the meeting, the more you are likely to get out of it.

He thanked all once again, for the support he’d received so far in his capacity as Chair, especially the support received from Chris and his team at the secretariat, which continues to exceed his expectations. And to you all, I hope I’m living up to your expectations and not disappointing anyone!

Lastly, he wished everyone a productive and interesting meeting.

In completing his address, the Chair invited Mr Steve Margis, the IEC Vice President and CAB Chair to speak to the meeting. Noting that his attendance was a great indicator of how the broader IEC appreciates and values our work.

## Address by the IEC Vice President - Mr Steven T. Margis

Mr Margis commenced by thanking the Chair and Executive Secretary for inviting him to participate. He also thanked the Brazilian national committee for hosting the meeting.

He noted that the IECEx is a significant pillar within the IEC conformity assessment community. The IEC appreciates the work of all those that participate in the community.

He recognised the corporate commitment and the IECEx executive members for all the work they do.

He then gave a brief introduction to himself, noting his previous and current positions as:

* IEC Vice President and Conformity Assessment Board Chair (Present)
* Past IECEE Chair
* USNC/IECEE Vice Chair (Present)
* and Director, Conformity Assessment Programs UL Solutions

In his presentation, he gave an overview of the present IEC management structure noting in particular:

* the Business Advisory Committee – who are responsible for providing input and recommendations on the budget and strategic business issues,
* and the Presidents Committee – that oversee strategic areas and provide guidance to the organisation on how to proceed.

He outlined other important groups:

* Within CAB
  + Joint steering committee with IEC/ILAC/IAF
  + Working groups, noting WG10, WG11 and WG18 which looks to identify new service opportunities for CAB
  + Task Forces for Artificial Intelligence, CASCO and Long term sustainability
* Within the IEC Board
  + Innovation and New Revenue Generation
  + Task Force 5: Smart standardisation and Conformity Assessment
  + Task Force 7 Long term sustainability of the IEC
* Within the Business advisory committee
  + Smart Business Model
  + BAC Long term sustainability
* Within the Governance Review Group
  + Development of a Risk Framework for the IEC

Mr Margis then went on to outline the IEC Strategic plan noting the three themes of the plan being:

* Establishing a digital and all electric society
* Fostering a sustainable world
* Leading on trust inclusion and collaboration

Within the three themes he noted that in the area of increasing services, the IECEx had added:

* A move into hydrogen services
* Non-electric services and
* Personal competency

The move into personal competency services is also happening in the IECEE.

He also mentioned the addition to the IECQ of Environmental Services, particularly in the validation/verification area where there might also be opportunities for the IECEx.

He noted the contribution of the IECEx in developing the online certificate system which was now also being used by two of the other conformity assessment systems with only one left to adopt it.

He appreciated the IECEx model of engagement across stakeholder groups and thought it was applicable across other groups. At CAB level, they looked for areas of strength in the organisation that could be utilized elsewhere.

He encouraged all to be engaged with the IEC through their organizations or national committees.

Mr Margis believed that the current IEC statutes and rules of procedure set the organisation in a good position to grow and capitalise on growth opportunities. He thanked the meeting for its time and looked forward to engaging with everyone.

The Chair thanked Mr Margis for his address and the following decision was recorded.

**Decision 2024/01**

The meeting appreciated the address by Mr Steven T. Margis, IEC Vice President

# APPROVAL OF THE AGENDA

## Approval of Draft Agenda

The meeting will be asked to approve the Draft Agenda

**Document for consideration:**

* **ExMC/2053A/DA** – Draft Agenda, 2024 ExMC Meeting

The Chair called on the meeting to accept the draft agenda and following a brief discussion the agenda was approved with the addition of the documents listed in the decision below. Agenda item 10 was moved forward to be after item 7. (timing only)

**Decision 2024/02**

The meeting approved the draft agenda as circulated as ExMC/2053A/DA with the following additions:

* Proposal from ExMC WG5 as circulated as ExMC/2057A/DV
* Comment from FR regarding the IECEx Bulletin as circulated as ExMC/2106/CD
* Regional Report from ExNB

## Approval of the Consent Agenda - Annex A

The meeting will be asked to approve items contained in the Consent Agenda as listed in Annex A.

The Chair reminded members that previously a consent agenda with the objective of making meetings as efficient as possible. Due to that success this approach has been used again over the last 3 years of remote annual meetings and last year in Edinburgh and is to be used again for this meeting.

The Chair highlighted the use of asterix **✱** against agenda items indicating that the item was listed in the Consent Agenda, contained in Annex A: seeking the meeting’s agreement to accept all documents listed in the Consent Agenda with the one decision.

The Chair then moved for the meeting to accept the consent agenda and there being no comments from members requesting any changes the meeting recording the following decision.

**Decision 2024/03**

The meeting approved all items listed in the Consent Agenda circulated as Annex A to ExMC/2053A/DA

# MINUTES OF THE LAST ExMC MEETING

**✱ Members to note the Confirmed Minutes of the last meeting held in** Edinburgh September 2023. The minutes have been confirmed via correspondence.

**Document for noting:**

* **ExMC/2004A/RM** – *Confirmed Minutes of the 2023 ExMC Meeting*

The Chair noted the meeting’s agreement to the consent agenda and referred to Decision 2024/03.

## Matters arising from these minutes

### 3.2.1 Report on Actions arising from the 2023 ExMC Meeting

Members to note a report from the IECEx Secretariat concerning the Actions List as detailed in **ExMC/2004A/RM,** *Confirmed Minutes of the 2023 ExMC Meeting*.

**Document for noting:**

* **ExMC/2056/R** – Status of Action Items from the 2023 ExMC Meeting

The Chair invited the Secretary Chris Agius report on the actions contained in ExMC/2056/R. The Secretary noted that the document contained details on all the actions from the 2023 ExMC meeting. Sixteen items in the report shown in green were completed and another sixteen items in blue were in hand.

The Secretary reported items of specific note were:

Action Item 2 - Consideration of KPIs for the IECEx has been referred to WG13 Business Development but noting that there is current work within the IEC Board so maybe prudent to align this work.

Action Item 9 – The issue of updating the IECEx Brochure by WG13 and Secretariat which is in hand and part of the current re-building of the IECEx website, which we will report on shortly. Also to be noted is the videos on the website that we have had good feedback on and with the new website there will be some 60 second grab videos to push the message about IECEx.

Action Item 16 + 18 – Relating to the developments underway of the new IECEx Website. A separate update will be provided on that as part of the IECEx Secretariat Report Card in the next item.

Other items in hand would be reported during the meeting at the respective agenda items.

**Decision 2024/04**

The meeting endorsed a report (refer ExMC/2093/RM and ExMC/2056/R) from the Secretariat that highlighted various items on the list of actions arising from the 2023 Meeting as circulated as ExMC/2004A/RM, Confirmed Minutes of the 2023 ExMC Meeting.

### Other items

Members to discuss matters arising from the 2023 ExMC Meeting minutes for items that are not already included in this draft agenda.

The Chair invited the meeting to raise any additional items arising from the 2023 meeting that they would like addressed. None were raised.

# OVERVIEW OF IECEx SYSTEM ACTIVITIES

## Annual Report Card

Members to receive a report from the IECEx Secretariat on IECEx Schemes activity and general statistics as the *IECEx System Report Card 2024*.

**Documents for Noting/Discussion:**

* **ExMC/2064/R** – 2024 IECEx Annual Report Card

The Secretary presented the annual report card as ExMC/2064/R noting that the report itself has grown over the years to 22 pages and was tabled in advance of the meeting and therefore drew members attention to some of the highlights of the report, noting specifically:

* The increase in membership between June 2023 and June 2024
* Section 3 contains statistics on issued certificates, with detail including number of certificates issued for non-electrical equipment.
* Numbers of certificates issued for non-electrical equipment had increased from 1886 in 2023 to 3781 in 2024.
* There is a new chart in the report showing the number of new certificates of issue zero (0) each year – of note being that the growth in this chart slowed over the pandemic but has now trended slightly up. The last figure in the chart is of the first half of this year – only 6 months.
* Other charts on each of the schemes are provided.
* The growth in the number of draft certificates in the system which is significant.
* The personal competency scheme is showing impressive growth.
* Table provided on number certificates checked and number of errors found. There was a slight increase on errors found from last year, highlighting the need to maintain this review.
* Charts provided on number of QARs out of date and number certificates linked to out of date QARs
* Information on promotional activities, including the International conference on Hydrogen.
* The operational surplus which sits at around 1.6 times annual operating expenses.

The Chair thanked the Secretary for the report and opened the floor to questions and comments.

A discussion (raised by the UK) ensued about the last point on the number of issue 0 certificates issued and what the best way would be to present the data so that it did not show a large dip. ACTION: Secretariat to take on board how to treat last data point. If data was to be extrapolated, it would be clearly indicated on the chart.

The US asked about actions to be taken against bodies that had QARs out of date for a significant time.

The Secretary responded that the Secretariat via the IECEx Compliance Manager contacts these ExCBs whom to date are responsive and that while additional measures are available including raising with the IECEx Executive and other measures according to the IECEx 02 rules, there had been a couple of rare situations requiring such action but have concluded in a positive manner.

Mark Amos from the Secretariat also reminded the meeting IECEx OD 250 and IECEx OD 209 contained information when dealing with certificates linked to out of date Certificates.

The meeting undertook a brief discussion on the issue of practical delays that can occur in conducting surveillance audits of manufacturers. In conclusion the meeting raised the value of asking Working Group WG1 to be asked to review the situation regarding treatment of out of date QARs and delays in conducting surveillance audits.

Mr Slater from the IECEx Secretariat then gave a short presentation on the new IECEx website due for release in October 2024. The presentation used the current copy of the website presently on the IECEx development server. Key points of the new IECEx website were noted as follows:

* The update brings the look and feel of the IECEx website in line with the other IEC Conformity Assessment systems. This is part of our ‘One IEC’ initiative, which aims to create a cohesive user experience across all IEC platforms.
* At the very top of the webpage, a blue menu band is available, just like the other IEC sites. This includes essential functions such as search, links to the online store, a 'Contact Us' section, and on the right-hand side, there is a login/logout button.
* A main menu Section that focuses on our schemes—making it more customer-centric, highlighting the three main items as scheme/services related with a dedicated area specific for members.
* Content and Layout: Further down the page, it mirrors the layout of other IEC conformity systems. Below this, there is a panel for news and upcoming events, followed by an animation explaining the system. There's also a section that outlines the scale of our system, news feeds, and useful resource links."
* Rules and ODs listed according to each specific Scheme.

The Chair asked Mr Slater about the proposed go live date which was given as the 15th October.

Mr Slater also emphasised that the IECEx website was separate to the Online Certificate System website, so the OCS would not be affected by the transition to the new website.

The Secretary noted that the main objective of the update was to align with IEC brand and be more customer friendly. He also noted that the new site would be fully compatible with smart devices.

The Chair thanked Mr Slater for the presentation and opened the floor to questions and comments.

* The US asked about the location of the current videos – Answer: they will be on the relevant scheme pages.
* The US asked if documents would be linked from the specific scheme page to the general page were they were all listed. Answer: yes they will be.
* Ms Katy Holdredge asked about the information page for assessors – this was shown as being in the members area of the site.

The Secretary commented that the work on this project had only commenced in June 2024 and he was pleased with progress so far. After the system went live there would be further enhancements.

Following discussions, the meeting recorded the following decision:

**Decision 2024/05**

The meeting accepted the Secretariat’s report that highlighted a number of aspects detailed in ExMC/2064/R as an overview of IECEx System activities. Actions arising from discussions will be recorded in the Meeting Report.

## Second term for Mr Peter Thurnherr as IECEx ExSFC Chair

The Chair noted this agenda item and asked members to endorse and approve Mr Thurnherr for a second three year term as ExSFC Chair.

With no objections and full support of the meeting, the following decision was recorded.

**Decision 2024/06**

The meeting considered the support of the ExSFC (refer ExMC/2047/RM) and unanimously approved Mr Peter Thurnherr to continue as ExSFC Chair for a second term of a further three years commencing on 1st January 2025.

## Fourth term for Mr Timothy Duffy as IECEx ExMarkCo Chair

The Chair noted this agenda item and asked members to endorse and approve Mr Duffy for another three year term as ExMarkCo Chair.

With no objections and the full support of the meeting, the following decision was recorded.

**Decision 2024/07**

The meeting considered the advice from the Secretariat on the absence of other nominations in response to ExMarkCo/059/INF, Mr Duffy’s willingness to continue in the position of ExMarkCo Chair and the ExMarkCo support for this. The meeting then unanimously approved Mr Timothy Duffy to continue as ExMarkCo Chair for a fourth term of a further three years commencing on 1st January 2025.

## Second term for Ms Erin LaRocco as IECEx ExSFC Deputy Chair

The Chair noted this agenda item and asked members to endorse and approve Ms LaRocco for a second three year term as ExSFC Deputy Chair.

With no objections and full support of the meeting, the following decision was recorded.

**Decision 2024/08**

The meeting considered the support of the ExSFC (refer ExMC/2047/RM) and unanimously approved Ms Erin LaRocco to continue as ExSFC Deputy Chair for a second term of a further three years commencing on 1st January 2025.

## Appointment of new IECEx ExPCC Chair

Mr John Allen will complete his first 3-year term as ExPCC Chair at the end of 2024 and has advised that he is not available to continue in this position for a further 3-year term. Following the ExPCC’s endorsement of a nomination of Mr Erdhuizen (refer ExMC/2044/RM and [ExMC/2062/INF](https://www.iecex.com/dmsdocument/4512/)) members are requested to also consider this nomination and then take a decision on the appointment of Mr Erdhuizen to commence a first 3-year term as the new ExPCC Chair commencing on 1st January 2025.

The Chair noted this agenda item and asked members to endorse and approve Mr Erdhuizen for a first three year term as ExPCC Chair.

With no objections and full support of the meeting, the following decision was recorded.

The Chair also thanked Mr John Allen for his work over the last three years with the meeting agreeing to record a further decision.

**Decision 2024/09**

The meeting considered the nomination from the ExPCC (refer ExMC/2044/RM and ExMC/2062/INF) and unanimously approved Mr Marco Erdhuizen to commence a first term of three years as ExPCC Chair commencing on 1st January 2025.

**Decision 2024/10**

The meeting agreed to record a note of thanks for the work of the outgoing ExPCC Chair, Mr John Allen for his work and wish him well in his retirement.

## Second term for Mr Thierry Houeix as IECEx ExPCC Deputy Chair

The Chair noted this agenda item and asked members to endorse and approve Mr Houeix for a second three year term as ExPCC Vice Chair.

With no objections and full support of the meeting, the following decision was recorded.

**Decision 2024/11**

The meeting considered the advice from the Secretariat on the absence of other nominations in response to ExMC/2029/INF, Mr Houeix’s willingness to continue in the position of ExPCC Deputy Chair and the ExPCC support for this (refer ExMC/2044/RM). The meeting then unanimously approved Mr Thierry Houeix to continue as ExPCC Deputy Chair for a second term of a further three years commencing on 1st January 2025.

## Appointment of new IECEx ExAG Convener

Dr Jim Munro will complete his second 3-year term as IECEx ExAG Convener at the end of 2024. At the end of the call for nominations, via ExMC/2030/Inf, no nomination for ExAG Convener was received. However following reporting on this the US reconsidered their nomination for Deputy Convenor and subsequently submitted an additional nomination, nominating Mr Kevin Wolf for the position of ExAG Convenor. Should the meeting appoint Mr Wolf as ExAG Convener, the US plan to withdraw their nomination for Deputy Convenor. The meeting will be asked to consider this nomination along with any others given that at the close of call for nominations no nominations were received.

**Documents for Noting/Consideration:**

* **ExMC/2030/Inf**– IECEx ExAG Convener Call for Nominations
* **ExMC/2096/Inf** – Nomination from US

The Chair noted the details from the agenda above and asked the members if they would accept the nomination of Kevin Wolf as ExAG Convenor.

The meeting accepted Mr Wolf’s nomination and the Chair then asked members to approve Mr Wolf as ExAG Convenor. There being no objections and with the full support of the meeting, the decision below was recorded.

Following on, the Chair also asked the members to express their thanks to Dr Munro for his leadership of the ExAG over the last six years. This was also recorded as a decision below.

**Decision 2024/12**

The meeting considered the advice from the Secretariat on the absence of nominations in response to ExMC/2030/INF and Dr Munro’s ineligibility to continue in the position of ExAG Convenor. Following an invitation from the Chair for nominations, members considered the late nomination of Mr Kevin Wolf and unanimously approved Mr Wolf to commence a first term of three years as ExAG Convenor on 1st January 2025.

**Decision 2024/13**

The meeting expressed thanks to Dr Munro for his leadership and efforts over two terms as the inaugural IECEx ExAG Convenor.

## Nomination of new IECEx ExAG Deputy Convener

Ms Katy Holdredge will complete her second 3-year term as IECEx ExAG Deputy Convener at the end of 2024. Members to consider the nomination of Ms Lu Qiao noting that the previous nomination for Mr Kevin Wolf is expected to be withdrawn if he is appointed by ExMC to the position of ExAG Convener.

**Documents for Noting/Consideration:**

* **ExMC/2052/Inf**– IECEx ExAG Deputy Convener – Nomination from CN
* **ExMC/2065/Inf –** Nomination from US

The Chair confirmed with the US that the given Decision 2024/12, the nomination of Kevin Wolf for Deputy Convenor was now withdrawn.

Subsequently the Chair asked the members to approve Ms Lu Qiao for the position of Deputy Convenor ExAG. There being no objections and with the full support of the meeting, the decision below was recorded.

Following on, the Chair also asked the members to express their thanks to Ms Holdredge for her role in ExAG over the last six years. This was also recorded as a decision below.

**Decision 2024/14**

Noting the withdrawal of the nomination of Mr Wolf for this position, the meeting considered the nominations of Ms Lu Qiao (ExMC/2052/INF) for the position of IECEx ExAG Deputy Convenor and then approved Ms Lu Qiao to commence a first term of three years as ExAG Deputy Convenor on 1st January 2025.

**Decision 2024/15**

The meeting expressed thanks to Ms Holdredge for her leadership and efforts over two terms as the inaugural IECEx ExAG Deputy Convenor.

## Management of IECEx Documents – OD 099

To note the updated edition of OD 099 and to consider a proposal from the US

**Documents for Noting/Consideration:**

* **IECEx OD 099**– Procedure for IECEx Document Management
* **ExMC/2089/CD**– Proposal from the US

The Chair asked the meeting to note the new edition of IECEx OD 099 and then asked the US to present their proposal contained in ExMC/2089/CD.

The US thanked the Secretary for the update of IECEx OD 099 and advised that their request was an enhancement to the OD to provide clarity in regard to managing the review of level 1 documents.

US further advised that the proposal was for Operational Documents on the IECEx website to be displayed in a similar way to that on the IECEE website, by

* Replacing the date posted column with publication date
* Adding a column with a review date
* Adding a column with the responsible party for the document – as listed in OD 099.
* Adding an option of a download list similar to the IECEE website.

The Chair asked the Secretary for his response.

The Secretary agreed that the above changes could be made as part of the new IECEx website upgrade but did not want to delay launch of the new IECEx website and the decision below was made.

**Decision 2024/16**

The meeting considered the USNC proposal as circulated as ExMC/2089/CD and agreed to task the IECEx Secretariat to action all items of the proposal as enhancements to the IECEx website and a possible revision of IECEx OD 099.

# REPORT ON IEC CAB (Conformity Assessment Board) MATTERS

✱ Review of Conformity Assessment Board (CAB) Decisions from CAB Meetings since the 2023 ExMC Meeting

**Documents for noting:**

* **CAB/2430/DL** -Decision list of CAB meeting #54
* **CAB/2517/DL** - Decision List of CAB Meeting #55

The Chair noted that this item was covered by the meeting’s agreement to the consent agenda and referred to Decision 2024/03.

## Specific CAB Matters for noting by ExMC

### ✱ Noting of Specific Decisions, relating to IECEx from CAB 2023 Meeting #54 (CAB/2430/DL)

The Chair noted that this item was covered by the meeting’s agreement to the consent agenda and referred to Decision 2024/03.

### ✱ Noting of Specific Decisions, relating to IECEx from CAB 2024 Meeting #55 (CAB/2517/DL)

The Chair noted that this item was covered by the meeting’s agreement to the consent agenda and referred to Decision 2024/03.

✱ IEC Conformity Assessment System’s Harmonised Basic Rules

Members to note that since 1 January 2018 all four IEC Conformity Assessment Systems, IECEE, IECEx, IECQ, IECRE have been operating according to the new IEC CA 01 – Harmonised Basic Rules, noting that Edition 3.0 is the current edition. In addition to note Edition 3.0 of IECEx 01-S as the current edition of the IECEx Supplement.

**Documents for noting:**

* **IEC CA 01 Ed 3.0 –** IEC Harmonised Basic Rules Ed 3.0
* **IECEx 01–S Ed 3.0** – IECEx Supplement to IEC CA 01 Ed 3.0

The Chair noted that this item was covered by the meeting’s agreement to the consent agenda and referred to Decision 2024/03.

## IEC Long Term Sustainability – current discussions

Members to note initial discussions during the June 2024 Geneva meeting of the CAB regarding first proposals coming from the IEC Board Task Force 7 (IB TF7)

**Document for noting:**

* **CAB/2515/MTG –** Presentation from the IEC Treasurer to the June 2024 CAB meeting

The Chair invited Mr Steve Margis, IEC Vice President and CAB Chair to address the meeting regarding this item.

Mr Margis gave the background to CAB/2515/MTG highlighting the following points:

* The IEC had decided to lead in digital smart AI and that has come at a significant cost to the organisation
* Concerns with expenditure versus income which has potential detrimental effects to the long term sustainability of the IEC and is starting to eat into IEC reserves
* The IEC Board created the Long Term Sustainability Task Force to address this problem.
* Moving to a cost plus model in the conformity assessment systems to increase contribution to support the IEC
* Noting the decision of the European court of justice regarding access to Standards
* Some possible new income models.
* Noting that the model presented to the June 2024 CAB meeting was for discussion only and not a formal proposal.
* Further discussions would be held at the IEC Edinburgh meetings in October
* Decisions will have to made soon as the 2025 budget is to be approved in October and planning will commence for the 2026 budget early next year.

The Chair thanked Mr Margis for his presentation and opened the floor to comments from the members.

The US commented that there was little detail on any cost control measures.

Concern was raised by members about the rate of return on investment for AI (Artificial Intelligence) activities.

Mr Margis noted that if the IEC as a business could grow through the addition of new services, this would also assist in meeting the expenditure deficit. He also urged members to communicate with their national committees to give and get feedback on the current situation.

The UK and US proposed that the subject be considered and explored by ExMC WG20 “Financial Outlook”.

The US raised a concern about any possible suggestion to the elimination of individual budgets for the individual conformity assessment systems.

The UK noted there was insufficient information for them to make any meaningful comments to assist in decision making.

The Chair urged members to consider the presentation and give feedback through their IEC national committees.

The Secretary commented that he had downloaded GA/219/DV – the IEC Presidents Report and that would be made available to members via the IECEx website.

Following further discussions and proposals for a way forward, the meeting agreed to record the following decision.

**Decision 2024/17**

In considering CAB/2515/MTG the ExMC members raised concerns

* on discussions that indicate the possible elimination of individual IEC CA Systems’ budgets,
* the proposed rate of spend and reduction thereof
* the lack of details such as ROI for some areas of investment, and
* a number of other aspects of the document.

Members are requested to provide feedback and any other comments to the Secretariat for discussion in ExMC WG20 prior to the 2026 budget development process.

## Any other CAB Matters

To allow Members the opportunity to raise any other CAB Matters

No other matters were raised.

# IECEx MEMBERSHIP AND GENERAL MATTERS

✱Current Membership (as noted in the Annual Report Card)

Members to note the current IECEx membership.

**Document for noting:**

* **OD 001 –** Scheme Membership: Countries, ExCBs, ExTLs and applicants –

The Chair noted that this item was covered by the meeting’s agreement to the consent agenda and referred to Decision 2024/03.

## Country Membership Matters including New Countries to join - Update from the Secretariat

Members to receive an update from the Secretariat on the latest countries submitting an application to join as a participating Member Country of the IECEx, along with possible new Countries interested in joining the IECEx and status of membership since the 2023 meeting.

The Chair called on the Secretary for an update.

The Secretary noted that this was a standing agenda item to provide an opportunity for feedback about any countries considering joining the IECEx and also if there were any countries that members thought should be targeted.

He informed that there has been interest from Austria and Mexico but there has been little progress in that area but advised that the upcoming IEC general meeting was an opportunity to meet with countries that were present and might be interested.

The Chair invited comments with no items raised the Chair thanked the Secretary for the update. No decision was recorded.

✱ Acceptance of New ExCBs / ExTLs accepted, via correspondence, since the 2023 ExMC Meeting.

The Chair noted that this item was covered by the meeting’s agreement to the consent agenda and referred to Decision 2024/03.

## IECEx Executive

Members to receive a report from the IECEx Chairman on the activities of the IECEx Executive in particular the review of Roles and Responsibilities assigned to the Executive.

**Document for noting/discussion:**

* **OD 002** – Tasks and Responsibilities of the IECEx Executive

The Chair gave a presentation on the activities of the Executive that included information on:

* Clause 8.2 of IEC CA 01, which defines the Executive Group
* IECEx OD 002, that describes the Tasks and Responsibilities delegated to the IECEx Executive.
* An Overview of the Responsibilities
* Items dealt with by the Executive since last year
* The engagement among the executive being a mixture of zoom meetings and email correspondence and the activities conducted.

At the conclusion of his presentation, the Chair invited any comments or questions. None were raised with the meeting agreeing to record the following decision.

**Decision 2024/18**

The meeting accepted the report presentation from the IECEx Chairman on the activities of the IECEx Executive in particular the review of Roles and Responsibilities assigned to the Executive as detailed in IECEx OD 002.

## IECEx Operational Document OD 060 – Extraordinary Circumstances

Members to note Edition 2.2 of OD 060 and to receive a verbal report from the Secretariat regarding implementation and use. Also, an opportunity to receive a report from Mr Omerovic of work underway within ISO CACSO regarding developments of new ISO/IEC 17012 (guidelines of use of remote auditing methods) and to discuss any aspects of implementation and provisions of OD 060.

**Document for noting:**

* **OD 060** – IECEx Guide for Business Continuity – Management of Extraordinary Circumstances or Events Affecting IECEx Certification Schemes and Activities (Ed 2.2)

The Chair invited the Secretary to speak to this item.

The Secretary reminded the meeting that IECEx OD 060 was introduced at the beginning of the pandemic as a means of maintaining business continuity advising that it has proven to be quite useful even since the end of travel restrictions.

He advised that there are other situations where travel might be restricted for other reasons and recalled the 2022/09 decision regarding the on-going use of IECEx OD 060, noting the provision of that decision that remote auditing by ExCBs required the agreement of the Executive Secretary.

In this regard, the Secretary advised that over the last year the Secretariat had processed 13 individual requests from 5 different certification bodies.

Reasons for remote auditing have included security concerns, health issues, conflicts and sanctions. These have been recorded in a register kept by the Secretariat.

The Secretary then suggested that Mr Jasmin Omerovic give an update on developments of new IEC/ISO 17012 – Remote auditing.

Mr Omerovic informed the meeting that work had begun 2 years ago and the standard was published in July this year. He considered it a very useful tool for auditors.

The standard was more about remote auditing methods of management systems.

Mr Omerovic further noted it applies a risk assessment based document. Every single audit is unique and so it should be done carefully, and all decisions related to this should be documented.

France asked about remote auditing for peer assessments.

The Secretary responded noting that very few peer assessments would happen remotely, particularly as the Secretariat had control over the planning and conduct of those.

Following discussions, no decision was recorded.

## Any other membership or general matters

No other matters were raised.

# IECEx ASSESSMENTS OF ExCBs AND ExTLs

✱ IECEx Assessment of ExCBs and ExTLs since 2023 ExMC Meeting

The Chair noted that this item was covered by the meeting’s agreement to the consent agenda and referred to Decision 2024/03.

## IECEx Maintenance and Consultative Group for matters relating to the IECEx Assessment of ExCBs and ExTLs across all IECEx Schemes – Report from ExAG

### Report from ExAG Convenor

Dr Munro as the ExAG Convener will report on the ExAG activities and present documents for ExMC to consider.

Documents for noting:

* ExMC/2086/R - Report from ExAG
* ExMC/2071/DV -Revision of F-003
* ExMC/2072/DV -Revision of F-004
* ExMC/2073/DV –Proposed new form, F-016
* ExMC/2074/DV -Revision of IECEx OD 003-1
* ExMC/2075/DV -Revision of IECEx OD 003-2
* ExMC/2076/DV -Revision of IECEx OD 032
* ExMC/2077/DV -Revision of IECEx OD 019

The Chair invited Dr Munro to present his report.

Dr Munro noted that it had been a busy year with many revisions of documents produced.

He noted that Recommendation 1 was that ExMC note the appointment of new assessors. He said the process for appointing an assessor involved the review of the application by the ExAG convenors and if satisfactory it would be put out to a vote by members of ExAG.

Recommendation 2 was for ExMC to note the additional members of ExAG, namely Kevin Wolf US and Gordana Ostojic AU.

He noted the contribution of Ralph Wigg to ExAG and that Ralph would be resigning from ExAG.

Recommendation 3 was the request for ExMC approval of:

* F-003, IECEx ExCB/ExTL/ATF assessment report: issued as ExMC/2071/DV
* F-004, Site assessment report: Issued as ExMC/2072/DV
* F-016 (replacing OD 206) IECEx Assessment Feedback Form: Issued as ExMC/2073/DV
* OD 003-1, Assessment Procedures for IECEx acceptance of Applicant Ex ExCBs, ExTLs and ATFs. Part 1: Appointment and surveillance of assessors for IECEx certification schemes: Issued as ExMC/2074/DV
* OD 003-2, Assessment Procedures for IECEx acceptance of Applicant Ex ExCBs, ExTLs and ATFs. Part 2: Assessment, surveillance assessment and re-assessment of ExCBs, and ExTLs and ATFs operating in the IECEx 02, IECEx Certified Equipment Scheme: Issued as ExMC/2075/DV
* OD 032, Guidelines and information for IECEx assessments: Issued as ExMC/2076/DV

Recommendation 4 covered the proposal for an increase of the daily assessor’s fees and incorporation of that into revision of IECEx OD 019. The recommendation was for a 25% increase since fees had not been increased for 15 years. Dr Munro noted a future discussion on yearly increases had been proposed at the Executive meeting and this would be considered at another time.

Recommendation 5 covered forms F-008 to F-010 to update issue numbers of standards to match F-003.

The Chair thanked Dr Munro for his report and reminded the meeting that these documents were circulated well in advance and called on the meeting to support the recommendations of the ExAG but also invited any comments. None were raised, with the meeting recording the following decision.

Decision 2024/19

The meeting accepted a report from the ExAG Convenor, Dr Munro as circulated as ExMC/2086/R and in addition to the following decisions regarding publication revisions proposed by ExAG and noted the ExAG Recommendations 1, 2 and 5.

The meeting approved the revision of IECEx F-003 as circulated as ExMC/2071/DV subject to the inclusion of references to IEC 62990, Edition 1.0 and ISO/IEC 80079-49 Edition 1.0 (that supersedes ISO 16852:2016) and similar editorial revisions to F-008, F-009 and F-010 as per ExAG Recommendation #5.

**In favour:** AU, BR, CA, CH, CN, CZ, DE, DK, ES, FR, GB, HR, HU, IL, IN, JP, KR, NL, NO, PL, RU, SA, SE, SI, UAE, USA, ZA

**Objections:** Nil

**Absent:** FI, GR, IR, IT, MY, NZ, RO, SG, TR

**Abstaining:** Nil

The meeting approved the revision of IECEx F-004 as circulated as ExMC/2072/DV

**In favour:** AU, BR, CA, CH, CN, CZ, DE, DK, ES, FR, GB, HR, HU, IL, IN, JP, KR, NL, NO, PL, RU, SA, SE, SI, UAE, USA, ZA

**Objections:** Nil

**Absent:** FI, GR, IR, IT, MY, NZ, RO, SG, TR

**Abstaining:** Nil

The meeting approved the revision of IECEx F-016 as circulated as ExMC/2073/DV.

**In favour:** AU, BR, CA, CH, CN, CZ, DE, DK, ES, FR, GB, HR, HU, IL, IN, JP, KR, NL, NO, PL, RU, SA, SE, SI, UAE, USA, ZA

**Objections:** Nil

**Absent:** FI, GR, IR, IT, MY, NZ, RO, SG, TR

**Abstaining:** Nil

The meeting approved the revision of IECEx OD 003-1 as circulated as ExMC/2074/DV.

**In favour:** AU, BR, CA, CH, CN, CZ, DE, DK, ES, FR, GB, HR, HU, IL, IN, JP, KR, NL, NO, PL, RU, SA, SE, SI, UAE, USA, ZA

**Objections:** Nil

**Absent:** FI, GR, IR, IT, MY, NZ, RO, SG, TR

**Abstaining:** Nil

The meeting approved the revision of IECEx OD 003-2 as circulated as ExMC/2075/DV.

**In favour:** AU, BR, CA, CH, CN, CZ, DE, DK, ES, FR, GB, HR, HU, IL, IN, JP, KR, NL, NO, PL, RU, SA, SE, SI, UAE, USA, ZA

**Objections:** Nil

**Absent:** FI, GR, IR, IT, MY, NZ, RO, SG, TR

**Abstaining:** Nil

The meeting approved the revision of IECEx OD 032 as circulated as ExMC/2076/DV with editorial edits discussed during the meeting.

**In favour:** AU, BR, CA, CH, CN, CZ, DE, DK, ES, FR, GB, HR, HU, IL, IN, JP, KR, NL, NO, PL, RU, SA, SE, SI, UAE, USA, ZA

**Objections:** Nil

**Absent:** FI, GR, IR, IT, MY, NZ, RO, SG, TR

**Abstaining:** Nil

The meeting approved the inclusion of proposed changes circulated as ExMC/2077/DV in a revision of IECEx OD 019 to be approved by correspondence ballot.

**In favour:** AU, BR, CA, CH, CN, CZ, DE, DK, ES, FR, GB, HR, HU, IL, IN, JP, KR, NL, NO, PL, RU, SA, SE, SI, UAE, USA, ZA

**Objections:** Nil

**Absent:** FI, GR, IR, IT, MY, NZ, RO, SG, TR

**Abstaining:** Nil

## Other Matters related to the IECEx Peer Assessment Program

This is an opportunity for Members to raise any other matters. Members are invited to raise any matters with the IECEx Secretariat, prior to the meeting.

No matters were raised.

# IECEx CERTIFIED EQUIPMENT SCHEME, IECEx 02

✱ Listing of Current IECEx 02 Scheme ExCBs and ExTLs

**Document for noting:**

* OD 001 – 02 Scheme Membership ExCBs, ExTLs and applicants

<https://www.iecex.com/members-area/od001/>

The Chair noted that this item was covered by the meeting’s agreement to the consent agenda and referred to Decision 2024/03.

## ExTAG MATTERS

### Report from 2024 ExTAG Meeting

Members to receive a report on the 2024 ExTAG (Ex Testing and Assessment Group) Meeting from ExTAG Chair, Dr Frank Lienesch.

The Chair invited Dr Frank Lienesch to give his report from the September 2024 meeting that was held earlier in the week.

Dr Lienesch presented his report detailed in Document:

*ExTAG(Foz do Iguaçu/Chair Report) 02 ExTAG Chairs report to ExMC (*available on the IECEx 2024 Meeting Website under Green Papers*)* noting in particular the following:

* ExTAG had received a verbal report from the Secretary on the Equipment Scheme Activities
* In the technical items for discussion Guenter Gabriel introduced the importance of ExTAG WG 08 “*Common Assessment of IS Equipment and Systems*” and proposed to reactivate the WG. The members agreed and Mr David Malohn will take over the convenorship and Mr Botond as a Deputy Convener.
* Another topic discussed was with respect to IEC 60079-26 and how often the method of combining EPLs Gb to achieve EPL Ga has been used in conformity assessments. The members agreed to issue a survey within ExTLs on the relevance of this standard.

Dr Lienesch then gave a summary report of the various ExTAG Working Groups noting the following:

* The Convener Mr. Scott Kiddle’s report on WG01 activities, regarding the maintenance of ExTR Blanks. He reported about the current updates on the linkage of Decision Sheets to ExTR blanks. The ExTAG agreed on the proposed action.
* On behalf of the Convenor of WG03 Mr Ron Webb, Dr Lienesch gave a report on the ongoing work regarding maintaining OD 017 *Drawing and Documentation Guidance for IECEx Certification – for use by Manufacturers and ExTLs*. Members agreed to appoint Mr Scott Kiddle as the Convenor of ExTAG WG 03 with Mr Webb as Deputy Convenor.
* WG06 is responsible for *Rules of Procedures for Testing at other Locations*. Mr Chris Agius (Convener) reported on the status of IECEx OD 024.
* The Convener of WG10 – Proficiency testing scheme, Mr Tim Krause reported. The meeting supported the further review to capture actions arising from action signals and the proposal from ExTAG WG10 regarding the future programs of STA Calibration (IEC 60079-11) and Surface Temperature (IEC 60079-0). The members supported the proposed draft revision of IECEx OD 202 (as circulated as ExMC/2094/DV) and recommend to the ExMC that this proceeds to publication as circulated.

Other reports noted / discussed during the ExTAG meeting included:

* A report from IEC TC31 Chair, Martin Thedens that was presented on his behalf by Dr Tim Krause on Standards development and maintenance matters currently underway within IEC TC 31 that may have impact on the IECEx 02 Certified Equipment Scheme.
* From the Secretary, report on the collaboration with TC31 AG 55 (“Specific Conditions of Use”) and outlined proposals for ExTAG to consider. Members supported the cooperation and ongoing work with TC31 AG 55.
* The meeting was informed about the liaison of IECEx with ISO TC 197 SC1 “Hydrogen Technologies” with Thorsten Arnold as the IECEx Liaison Officer.

Dr Lienesch then detailed ExTAG discussions in respect to decision sheets, with the meeting noting the following:

* The list of decision sheets published in the last year.
* The review of previously issued decision sheets (5 yrs old)
* The members supported the proposed draft revision of IECEx OD 035 (circulated as ExTAG/730/CD) and recommend to the ExMC that this proceeds to ExMC vote via correspondence to enable publication as circulated.
* The meeting agreed to publish a revised DS as prepared during the meeting and made available on the IECEx website as ExTAG/722B/CD (ExTAG- ExTAG DS-Applicability of IEC 60079-0 for non-electrical equipment).
* The meeting agreed to publish ExTAG/720B/CD (Tightening torque values of torque test for Ex blanking elements and Ex thread adapters) as circulated.

Dr Lienesch further advised of other items covered during the ExTAG meeting included

* A report from the Secretary on the collaboration with IRENA
* A report from ExTAG Deputy Chair Mr. Omerovic regarding ISO TS 17012 (Guidelines for conducting remote audits of management systems) developments
* An update on United Nations, UNECE working party 6, noting the Edition 2.0 of the UNECE Common Regulatory Arrangements.

The ExTAG members agreed on the preference to convene the next meeting of ExTAG in conjunction the next ExMC meeting in Japan, in the week commencing September 15, 2025 and to continue to meet in conjunction with the ExMC meetings.

The IECEx Chair thanked Dr Lienesch for his report and invited any comments. With none raised the meeting agreed to record the decision.

**Decision 2024/20**

The meeting noted the report from Dr Frank Lienesch, ExTAG Chairman on the September 2024 ExTAG Meeting. The meeting then endorsed the work of the ExTAG and agreed to the

ExTAG’s Recommendation regarding the revision of IECEx OD 035.

### Revision of IECEx Operational Document OD 202 – Proficiency Testing Program

Members are requested to approve a minor revision to the OD 202 covering the IECEx Proficiency Testing Program following review by the ExTAG during their meeting in Brazil. Should the ExTAG Meeting not agree with the draft revision, ExMC may be requested to defer approval pending a final version approved by ExTAG.

**Document for approval:**

* **ExMC/2094/DV**– Revision of IECEx OD 202, Future Edition 5.0

The Chair invited Dr Tim Krause to present this item.

Dr Krause said the revision included a small change in the definition of action and warning signals to provide a clear description of the consequences of a warning or action signal.

The revision had been agreed by ExTAG earlier in the week.

The Chair thanked Dr Krause and while noting the small change proposed invited questions or comments. With none raised the Chair asked the meeting to approve IECEx OD 202 revision with the meeting agreeing to record the following decision.

**Decision 2024/21**

The meeting approved the revision of IECEx OD 202, Ed 4.0 as circulated as ExMC/2094/DV and following a review by the 2024 ExTAG meeting.

**In favour:** AU, BR, CA, CH, CN, CZ, DE, DK, ES, FR, GB, HR, HU, IL, IN, JP, KR, NL, NO, PL, RU, SA, SE, SI, UAE, USA, ZA

**Objections:** Nil

**Absent:** FI, GR, IR, IT, MY, NZ, RO, SG, TR

**Abstaining:** Nil

### Any other ExTAG Matters

Members are invited to raise any other matters relating to ExTAG.

Brazil raised a concern about the requirements for labels and marking and how to ensure compliance. Noting that some guidance was required to ensure that labels did not reduce the integrity of the type of protection. Brazil asked what would be the best advice to ExCBs and ExTLs to provide a harmonised approach to labelling.

The Chair acknowledged that there had been issues with labelling and access to it on items like electric motors where it may be hidden by the installation.

Jasmin Omerovic noted that this discussion was ongoing in Europe and there was a need for action in this area. He said that TC31 were working on a document that would be published after the next edition of IEC 60079-0

Dr Munro noted that TC31 was probably the best place for this issue to be considered and also that there were requirements in the ISO standard being developed for hydrogen dispensers that may be of value.

Dr Munro also said he could raise this issue at the TC31 meetings in Edinburgh later this year.

During further discussions the meeting felt that IEC TC 31 was the best forum to have these initial discussions and appreciated Dr Munro offering to raise within TC 31 but also via the IEC TC 31 Liaison Dr Krause.

## Report from Working Group ExMC WG2 – Development of Technical Capability Documents

Members to receive a report from the WG2 Convener, Ms Katy Holdredge on the work of ExMC WG2.

Document for discussion/consideration:

* ExMC/2092/R – Report from ExMC WG2

The Chair invited the convenor Ms Katy Holdredge to give her report.

Ms Holdredge reported that:

* The group had not met in the last 12 months
* Ron Webb has left the group and new members are welcome
* A revision is required of the groups terms of reference which will need to be worked on over the next year
* The table within the report identifies documents the group is responsible for including the next review date
* There are 4 items the group will be working on in 2025
* They are anticipating a large number of standards to be updated in 2025
* There are some comments from the last update of the TCD that need to be addressed.

The Chair thanked Ms Holdredge for her report and invited questions or comments from the meeting. With none raised the meeting agreed to record the following decision.

**Decision 2024/22**

The meeting accepted a report from the ExMC WG2 Convenor, Ms Holdredge as circulated as ExMC/2092/R.

## Report from Working Group ExMC WG5 – Manufacturers Quality System Requirements

Members to receive a report from the WG5 Convener, Mr Geoff Barnier following the WG5 Meeting held in March 2024 and to approve recommendations therein.

Documents for discussion/consideration:

* ExMC/2055/R – Report on 2024 ExMC WG5 Meeting
* ExMC/2057/DV – Revision of IECEx F-001
* ExMC/2057A/DV – Revision of IECEx F-001 with incorporated comments

In the absence of Mr Barnier, the report was presented by Mr Mark Amos, IECEx Business Manager. He reported that:

* The last meeting was held in Singapore this year.
* A number of proposals were discussed during the meeting. First of those was from UL Solutions regarding elimination of auto fill features and quality assessment report fields and that's going to be actioned via a change to the template which will be subject to the capabilities of the IEC IT department.
* There was discussion about adding additional drop down field on the online assessment report, noting that this would require an IT solution and IT project to be raised with Geneva IT. At this stage the WG5 did not see the additional value and did not support this. However, in the interim Mr. Barnier committed to and has prepared a draft template that could be used as an attachment to the online QAR system, which could be done immediately as current IECEx On-Line system has provisions for adding attachments which can be of any form of document that the ExCB provides. Hence it is felt that this current provision serves the purpose and satisfies this request.
* There was a further proposal to change the audit frequency requirement in OD 025, however as this was in conflict with IECEx02 it could not be progressed until agreed by ExMC working group 01.
* The proposal from UL Solutions for expansion of remote audit requirements was generally accepted with actions assigned for further development of this proposal, in light of work within CASCO re ISO/IEC 17012
* The proposal from UL Solutions for expansion of IECEx F001 was generally supported this has been submitted to this meeting for approval.

Mr Amos noted that the document ExMC/2057/DV had been circulated, comments received and incorporated to become ExMC/2057A/DV

China suggested some additional changes to be made to the document and it was recommended that China should put forward a proposal for these changes to ExMC WG05.

In conclusion the meeting agreed to record the following decisions.

**Decision 2024/23**

The meeting accepted a report from the Secretariat on behalf of the ExMC WG5 Convenor, Mr Geoff Barnier as circulated as ExMC/2055/R.

**Decision 2024/24**

The meeting approved the revision of IECEx F-001 as circulated as ExMC/2057A/DV subject to editorial correction to A.8.4 regarding a DS reference number.

**In favour:** AU, BR, CA, CH, CN, CZ, DE, DK, ES, FR, GB, HR, HU, IL, IN, JP, KR, NL, NO, PL, RU, SA, SE, SI, UAE, USA, ZA

**Objections:** Nil

**Absent:** FI, GR, IR, IT, MY, NZ, RO, SG, TR

**Abstaining:** Nil

## IECEx on-Line Bulletin

To receive an update from the Secretariat regarding the IECEx On-Line Bulletin, noting the IECEx OD 211 – Procedures and to consider a proposal from the US.

Documents for discussion/consideration:

* IECEx OD 211 – Procedures for using the IECEx On-Line Bulletin
* ExMC/2087/CD – Proposal from the US
* ExMC/2106/CD – Proposal from FR (added under item 2.1 approval of the agenda)

The Secretary noted that as the upgrade to the IECEx webpage was imminent and IECEx OD 211 was already published it would be best to proceed with discussing the proposals from the US and France.

The Chair then asked the US to present their proposal in ExMC/2087/CD.

The US presented their proposal which in summary was to hold ExCBs accountable if their member body did not provide declarations of difference for the On-Line Bulletin.

The Chair asked the Secretary to respond.

The Secretary responded that this proposal might be unduly penalising industry and certification bodies for something that is out of their control.

An alternative approach was proposed to monitor the status of the bulletin and update the annual report to include progress of member bodies in completing the bulletin. A future possibility might be to increase member fees for bodies that did not keep their bulletin details up to date.

The US agreed with this alternative and the following decision was made.

**Decision 2024/25**

The meeting considered but did not support the USNC proposal as circulated as ExMC/2087/CD. As an acceptable alternative, members actioned the Secretariat to monitor and report to the IECEx Executive regarding member body contributions to the IECEx Bulletin and include in the Annual Report Card

The Chair then asked France to present their proposal.

France’s proposal was for an additional standards status to be added to the bulletin to indicate *Standard not published at national/regional level*.

Some discussion followed with general support of the meeting and the meeting agreeing to record the following decision.

**Decision 2024/26**

The FR NC proposal as circulated as ExMC/2106/CD is to be discussed by IECEx Officers.

## Other matters relating to the IECEx Certified Equipment Scheme

To enable other matters to be raised including feedback on use of non-electrical standards.

No matters were raised.

# IECEx CONFORMITY MARK LICENSE SYSTEM, IECEx 04

## Current List of IECEx Mark Licenses issuing ExCBs

Members to note the current list of Mark License issuing ExCBs.

**Document for noting:**

* List of accepted Conformity Mark License issuing ExCBs <https://www.iecex.com/information/excbs/conformity-mark/>

The Chair invited Mr Tim Duffy to present.

The meeting noted the current list of IECEx ExCB Mark License issuing bodies recording the following decision.

**Decision 2024/27**

The meeting noted and accepted the list of currently accepted IECEx Conformity Mark Licence issuing ExCBs @ <https://www.iecex.com/information/excbs/conformity-mark/>

## Report from the IECEx Marks Committee Chair, Mr Timothy Duffy

Members to consider matters relating to activities of the ExMarkCo (IECEx Conformity Mark License Scheme Committee) with the ExMarkCo Chair to report on matters since the 2023 ExMC Meeting, mainly in the area of Trademark Registrations.

Document for noting/discussion:

* ExMarkCo/01S/Inf – ExMarkCo membership

The Chair invited Mr Tim Duffy to give his report.

Mr Duffy presented the report from the IECEx Marks Committee via a power point presentation, available from the IECEx 2024 meeting website, detailing the following items:

* List of IECEx Mark Licensing ExCBs
* Presently two new applicants
* Number of Conformity Mark Licenses
* Draft Mark licences
* Recap of the Dubai 2019 ExMC Decision – single logo design
* The text ‘IECEx’ is being registered as the IECEx word mark
* List of Revised IECEx Publications to reflect the new approach of the IECEx Conformity Mark Scheme
* Transition arrangements from the previous IECEx dual logo to the single IECEx logo
* When a licence is required/not required as per IECEx Guide 04A & 01B
* Membership vacancies.
* Notifications of Misuse
* Progress in IECEx Trademark Protection via registration

The meeting thanked Mr Duffy for his report and invited any comments or questions. With none raised the meeting agreed to record the following decision.

**Decision 2024/28**

The meeting accepted the ExMarkCo report presentation from the ExMarkCo Chair, Mr Duffy.

## Current ExMarkCo Membership vacancies

In noting the remaining vacancies, Members are requested to consider nominating representatives for these positions.

No decision recorded however members are again reminded to consider nomination of experts to these vacancies.

## Notifications of misuse of the IECEx Conformity Mark.

According to the previous CAB request to maintain a standing agenda item, Members are invited to raise any matters relating to the misuse of the IECEx Conformity Mark.

No matters were raised.

## Other Matters relating to the IECEx Conformity Mark System

Members are invited to raise any other matters relating to the IECEx Conformity Mark System.

No matters were raised.

# CERTIFIED SERVICE FACILITIES SCHEME – IECEx 03 series

✱ **Listing of ExCBs – According to IECEx 03 series, Certified Service Facility** Scheme

The Chair noted that this item was covered by the meeting’s agreement to the consent agenda and referred to Decision 2024/03.

## Report from the ExSFC Chairman

Members to receive a report from the IECEx Service Facility Certification Committee (ExSFC) Chair, Mr Peter Thurnherr, concerning the work of ExSFC since the 2023 ExMC Meeting.

Members are also requested to note and consider the proposal from ExSFC to hold their meetings as part of the Annual meetings of the IECEx Management Committee and be in line with those meetings of the IECEx Testing and Assessment Group (ExTAG), from 2025 in order to facilitate attendance at their meetings and to capitalise on networking and collaboration among members.

**Document for noting/discussion:**

* **ExMC/2047/RM** – Report on the 2024 IECEx ExSFC meeting

The Chair invited Mr Thurnherr to present his report.

Mr Thurnherr highlighted the following items from his report:

* As a consequence of low participation by members of the ExSFC it was agreed that that all ExCBs must participate in future meetings and propose consequences for ExCBs that did not attend.
* Future meetings of ExSFC are proposed to be convened at the same location as the annual IECEx ExMC meetings.
* With the revisions to IEC 60079-14 and IEC 60079-17 imminent there will be a need to revise the IECEx 03 scheme rules and Operational Documents in the near future.

The Chair thanked Mr Thurnherr for his and invited comments or questions with Brazil asking how the ExSFC report could be presented at the ExMC meeting in the future if ExSFC was meeting during the same week as ExMC.

The Chair replied that this had been considered and the ExSFC meeting would be held before the ExMC meeting.

Any documents produced from the ExSFC meeting that had not been circulated to ExMC members prior to the ExSFC meeting would be issued for consideration by correspondence and voting after the ExMC meeting, noting the similar approach used regarding the holding of ExTAG meetings in the same week as the ExMC.

Ms Katy Holdredge noted that there was a similar concerns and proposal concerning meeting attendance for ExPCC, but they proposed a revision of IECEx 05 to cover meeting attendance, but there was no similar proposal for IECEx 03.

Mr Amos acknowledged that changes would also have to be made to IECEx 03 documents.

With no further discussion the meeting agreed to record the following decisions.

**Decision 2024/29**

The meeting accepteda report from Mr Peter Thurnherr, ExSFC Chairman on the 2024 ExSFC meeting as circulated as ExMC/2047/RM noting the need for future proposals for revision of IECEx 03-\* to reflect the ExMC endorsement of the ExSFC proposed requirements regarding meeting participation

**Decision 2024/30**

The meeting agreed that from 2025 the ExSFC will convene their meetings as part of the annual meetings of the IECEx Management Committee.

The Chair then advised that he was very pleased to announce that Peter Thurnherr is the proud recipient of the 2024 IEC Thomas A. Edition Award. This is indeed an honour for both Peter and the IECEx as a whole.

The Chair remarked that the Thomas A. Edison Award is granted in recognition of dedicated services and exceptional individual contributions to the effective management of technical committees or IEC Conformity Assessment Systems.

The award is destined for active TC/SC Officers (Chair, Secretary, Assistant Secretary) and Officers of the IEC Conformity Assessment Systems and their subsidiary bodies.

Peter’s field of expertise has been in the area of design and production of electrical apparatus for gas and dust explosive atmospheres in all types of protection. In addition to production, his many years of experience include the design, selection, erection and inspection.

Other accolades include Chair of Technical Committee TC 31 in Switzerland, member of international TC 31 working groups and maintenance teams, General Requirements IEC 60079-0, Increased Safety IEC 60079-7, Non-Sparking IEC 60079-15, Risk of Ignition of Optical Radiation IEC 60079-28, Trace Heating IEC 60079-30, Inspection and Maintenance IEC 60079-17, and Convenor of Electrical Installations in Hazardous Areas IEC 60079-14, and of course Chair of our very own Ex Service Facility Committee, the ExSFC.

The meeting showed their congratulations to Peter via round of applause.

# IECEx CERTIFICATE OF PERSONNEL COMPETENCE SCHEME, IECEx 05

## Report from the ExPCC Chairman

Members to receive a report from the IECEx Personal Competence Certification Committee (ExPCC) Chairman, Mr John Allen, concerning the work of ExPCC since the 2023 ExMC Meeting.

Members are also requested to note and consider the proposal from ExPCC (similar to that of the ExSFC) to hold their meetings as part of the Annual meetings of the IECEx Management Committee and be in line with those meetings of the IECEx Testing and Assessment Group (ExTAG), from 2025.

**Document for noting/approval:**

* **ExMC/2044/RM** – Report on the 2024 IECEx ExPCC meeting
* **ExMC/2045/DV** – Revision of IECEx 05
* **ExMC/2046/DV** – Revision of IECEx OD 501
* **ExMC/2100/CD** – US Proposal regarding Rev IECEx 05

The Chair invited Mr John Allen to present his report.

Mr Allen commenced by noting that:

* The last meeting was held in Singapore this year.
* Low participation by members of the ExPCC had led to ExCBs being unaware of changes to IECEx Rules and OD and so the ExPCC meeting agreed that that all ExCBs must participate in future meetings and determined the consequences for ExCBs that did not attend.
* Future meetings are proposed to be convened at the same location as the annual IECEx ExMC meetings, thereby aligning with the approach from ExSFC.

He noted that the online system using random questions was now fully in use. This was a big step forward but having the continued maintenance of the question bank and system was now a challenge.

In noting this as his final year as ExPCC Chair, he wished his successor Mr Marco Erdhuizen well.

The Chair thanked Mr Allen for his report and called on the US to present their proposal regarding IECEx 05.

The US outlined their proposal that contained issues with the proposed revision of IECEx 05 as per ExMC/2045/DV and felt that more work is required to address the issue of meeting participation by ExCBs. Following discussion in support of this the meeting agreed to withdraw the current draft revision for further work over the next 6 months. On this basis the meeting agreed to record decision 2024/31.

A further discussion regarding the alignment of rules with ExPCC was undertaken and led to decision 2024/34 below being recorded.

The US also raised a concern about the timing of meetings and number of attendees so that ExPCC and ExSFC could hold their annual meetings just before the ExMC meeting.

The Secretary responded that these matters had already been raised with the IECEx 2025 meeting Hosts TIIS of Japan and they and the Secretariat had arrived at a suitable program.

**Decision 2024/31**

The meeting accepted a report from the IECEx Personal Competence Certification Committee (ExPCC) Chairman, Mr John Allen, concerning the work of ExPCC since the 2023 ExMC Meeting as circulated as ExMC/2044/RM. In considering the report in conjunction with the US NC proposal (as circulated as ExMC/2100/CD) the members agreed that more work is needed within 6 months on IECEx 05 regarding meeting participation requirements.

**Decision 2024/32**

The meeting agreed that from 2025 the ExPCC will convene their meetings as part of the annual meetings of the IECEx Management Committee.

**Decision 2024/33**

The meeting agreed to withdraw the proposed revision of IECEx 05 as circulated as ExMC/2045/DV. The content of this proposal is to be included in actions in response to Decision 2024/31

**Decision 2024/34**

The meeting assigned actions to the ExSFC and ExMC WG1 to revise IECEx 03-\* and IECEx 02 to align with the 02 and 03 Schemes Rules with those of IECEx 05 regarding meeting attendance requirements and consequences.

**Decision 2024/35**

The meeting approved the revision of IECEx OD 501 as circulated as ExMC/2046/DV.

**In favour:** AU, BR, CA, CH, CN, CZ, DE, DK, ES, FR, GB, HR, HU, IL, IN, JP, KR, NL, NO, PL, RU, SA, SE, SI, UAE, USA, ZA

**Objections:** Nil

**Absent:** FI, GR, IR, IT, MY, NZ, RO, SG, TR

**Abstaining:** Nil

## Any other matters relating to the IECEx CoPC Scheme

Members to consider any other matters relating to the IECEx CoPC Scheme

No other matters were raised.

# IECEx SYSTEM – GENERAL MATTERS

## IEC / ILAC / IAF Cooperation

To provide an opportunity for any discussion in relation to the IEC/ILAC/IAF Cooperation, noting the issue of IEC Administrative Circular, AC/23/2020. Secretariat to report.

**Document for noting:**

* ExMC/1606/Inf – IEC Admin Circular AC 23/2020

The Chair called on the Secretary to speak to this item.

The Secretary noted:

* This item was placed on the agenda to remind members of the co-operation between the above bodies.
* The co-operation was on-going and productive.
* The same standards are used by the bodies for assessing the competence of laboratories, certifying bodies and inspection bodies in the respective schemes and programmes, namely the ISO 17XXX series which serve as a foundation criteria for IECEx Bodies.
* There is a memorandum of understanding between the bodies with provision to meet at regular intervals. This did stop during the COVID pandemic but is now being revamped.
* Work done by the bodies has been beneficial for all of them, for example the creation of checklists for the various standards.
* The noted document details the position of IEC.
* In terms of IECEx, national accreditation is not a requirement, however where this is in place can serve as part of the evidence gathering exercise when a peer assessment is conducted. If national accreditation is not held then a detail assessment is required to cover the full content of the standard on an annual basis.

Mr Margis noted that there were plans for a merger between ILAC and the IAF.

The Chair thanked both the Secretary and Mr Margis and invited any questions and comments. None were raised and no decision recorded.

## OIML / IECEx Cooperation

In line with cooperation with OIML, the meeting is to receive a report from OIML of activities within OIML, noting plans to reactivate Joint OIML/IECEx Working Group.

**Document for noting:**

* ExMC/2103/Inf – Report from Mr Paul DIXON, OIML

The Chair asked the Secretary to speak on behalf of Mr Paul Dixon.

The Secretary noted that:

* OIML is the international legal metrology organization.
* Paul Dixon was unavailable, but he had provided a presentation for information.
* The presentation is available on the IECEx website
* There is a joint working group with the OIML/IECEx that looks like being reactivated in November this year

The Chair thanked the Secretary and expressed appreciation to Mr Dixon for providing a report ahead of the meeting and invited comments or questions. While none were raised the meeting agreed to record the following decision.

**Decision 2024/36**

The meeting accepted a report from the Secretariat on behalf of Mr Dixon of OIML and confirmed interest in re-establishing IECEx ties with OIML via a Joint Working Group.

## Any other General Matters

Members are invited to raise any other items of a general nature that may impact on the IECEx System.

No other matters were raised.

# WORKING GROUP REPORTS – NOT COVERED ELSEWHERE

An opportunity for the meeting to raise any matters relating to ExMC Working Groups, not covered in this agenda and as listed at <https://www.iecex.com/members-area/working-groups/>

Dr Munro gave a short update on ExMC WG 15:

* Dr Munro is also the Co convenor of the maintenance team in TC31 SC31 revising the standard ISO/IEC 80079-38. This document is to be issued soon as a committee draft for vote.
* Once the standard reaches that stage, the IECEx WG15, working group can review it to see if it is suitable for certification noting the earlier version was not.
* He noted the request of ExTAG for the working group to clarify certification for non-electrical equipment to IEC 60079-0 within OD280.
* There had been no meetings of the working group WG15 in the last 12 months.

In thanking Dr Munro for his verbal update, no decision was recorded.

Dr Frank Lienesch gave an update on UNECE Working Party 6:

* The working party had initiated a project to revise Recommendation L on the International Model for Transnational Regulatory Cooperation Based on Good Regulatory Practice.
* He noted that this was last updated in 2015
* Recommendation L is to be expanded to include services, processes and systems
* The UNECE working party also launched a new project for Trunk pipeline safety in relation to Hydrogen – a questionnaire has been issued for this.
* He requested that the Secretariat send that questionnaire to the ExMC national committees to see if they would like to participate.

The Secretary confirmed with the Chair and meeting that this was satisfactory, and an action was taken to send the questionnaire out.

## General Matters + Appointments

Members will be asked to approve the changes to ExMC WGs 11 and 13 as indicated below.

The Chair noted the appoints listed in the table below and the following decision made.

Decision 2024/37

The meeting approved the changes to ExMC WGs 11 and 13 Convenors as indicated below. And thanked the outgoing Convenors for their past efforts.

|  |  |  |
| --- | --- | --- |
|  | Title | Convener |
| ExMC WG1 | Revision of IECEx Rules | Mr Marty Cole |
| ExMC WG8 | Regulatory Recognition | Dr Frank Lienesch |
| ExMC WG11 | Certificates issued to distributors | Mr Ron Sinclair  {potential new Convenor nominee = Mr Nils Bleshoy as nominated by DE}  ACTION: ExMC to approve a nomination from DE for Mr Bleshoy as new ExMC WG11 Convenor |
| ExMC WG13 | Business Development | Mr Marty Cole  {to be replaced by Ms Holdredge as new IECEx Deputy Chair}  ACTION: ExMC to ratify Ms Holdredge as new ExMC WG13 Convenor |
| ExMC WG14 | Good working Practise | *On-Stand by* |
| ExMC WG15 | Non-electrical Standards | Dr Jim Munro |

## Report from Convener of ExMC WG13, Business Development

Members to receive a report from the ExMC WG13 Convener, Ms Katy Holdredge.

**Document for Consideration/Approval:**

* ExMC/2093/R – Report from WG13 Convener

The Chair asked Ms Holdredge to present her report.

Ms Holdredge reported that:

* The working group has not met in the last 12 months.
* It is in transition to Ms Holdredge, the new convenor.
* There have been no new members and Ron Sinclair has retired.
* They will be updating their terms of reference in the next year.
* There are three other actions planned for the next year.

The Chair thanked Ms Holdredge for her report and the following decision was made.

**Decision 2024/38**

The meeting accepted a report from incoming ExMC WG13 Convenor, Ms Holdredge based on ExMC/2093/R.

## Report from Convener of ExMC WG17, Marketing

Members to receive a report from the Secretariat on behalf of ExMC WG17 Convener, Dr Thorsten Arnhold, who cannot attend the meeting, on the activities of this WG, including report on additional Animated videos being developed. In addition, the meeting to receive a report on the 2 IECEx International Conferences held since the 2023 ExMC meeting, namely:

* **Safety of Equipment, Services and Personnel – Split March 2024**
* **2024 IECEx International Hydrogen Conference – Singapore May 2024**

The Chair called on the Secretary to report on behalf of the convenor Dr Thorsten Arnhold.

The Secretary gave a presentation (available on the meeting website) and reported:

* That Thorsten had sent his apologies.
* The terms of reference for the group
* The group has not met in the last 12 months
* They will be issuing a call for additional members as part of a general call for working group members.
* The key partners of the group.
* The events held in the last 12 months
* Events are listed on the website as well copies of presentations made.
* Detailed the animated video material currently available on the website, noting that there are options for ExCBs to have their own logos put on the videos and that some were available in multiple languages.
* Regular articles are published in Hazardex
* Other activities

The Chair thanked the Secretary for his report and invited comments or questions, with none raised the meeting agreed to record the following decision.

**Decision 2024/39**

The meeting accepted a report from the Secretariat on behalf of ExMC WG17 Convener, Dr Thorsten Arnhold on the activities of ExMC WG17 since the 2023 ExMC meeting.

## Report from Convener of ExMC WG18, Technical Revision of OD 233

Members to receive a report from the ExMC WG18 Convener, Dr Jim Munro on progress with activities since the 2023 ExMC Meeting.

The Chair invited Dr Munro to present his report.

Dr Munro reported that:

* The group had not met in the last 12 months
* There is associated work in TC31 of interest
* The group had previously made some recommendations to the maintenance team for IEC 60079-33.
* The formal revision process for that standard has commenced.
* He thinks that OD 233 will not need further consideration until the standard revision is closer to issue.

The Chair thanked Dr Munro for his report and invited comment or questions, with none raised the meeting agreed to record the following decision.

**Decision 2024/40**

The meeting accepted a verbal report from ExMC WG18 Convener, Dr Jim Munro on the activities of ExMC WG18 since the 2023 ExMC meeting.

## Other Working Groups or Other Matters

Members are invited to raise any other items of a general nature regarding Working Group activities.

No other matters were raised.

# IEC TC 31 MATTERS

## Report from IEC TC 31 Chair

Members to receive a report on IEC TC 31 activities from the TC 31 Chair, Dr Martin Thedens.

**Document for Consideration/Noting:**

* ExMC/2102/INF – Report from IEC TC 31 Chair

The Chair asked Dr Krause to present the report on the behalf of Dr Thedens.

Dr Krause gave a summary of the IEC TC 31 Chair report, noting:

* The location and activities of the TC31 meetings over the year
* TC31 plenary decisions of interest to the IECEx
* TC31 Chair’s Advisory Group resolutions of interest to the IECEx
* Plans for future TC31 meetings
* Standards and associated documents issued recently.
* Documents reaching completion.
* New projects likely to be of interest to the IECEx.
* There was a standing invitation for the IECEx to present to TC31 meetings.

He also passed on the warm regards of Dr Thedens for a successful meeting.

The Chair thanked Dr Krause for his report and in the absence of any comments or questions the meeting agreed to record the following decision.

**Decision 2024/41**

The meeting accepted a report (as previously circulated as ExMC/2102/INF) by Dr Krause on behalf of the IEC TC31 Chairman, Dr Martin Thedens on IEC TC 31 activities and work since the 2023 ExMC meeting.

## Report from IEC TC 31 JWG 50 standards coordination with IECEx

Members to receive a report and update from the TC 31 JWG 50 Convener, Mr Tim Krause.

**Document for Consideration/Noting:**

* ExMC/2098/R– Report from JWG 50 & TC31 Liaison.

The Chair invited Dr Krause to present his report.

Dr Krause noted that this report was a combined report from both JWG 50 and TC31 Liaison. He would also add some updates from the meeting held this week.

Dr Krause reported:

* That in the last year there had been three meetings.
* The number of decision sheets communicated with TC31 and their status.
* That Decision sheets from 2018, as part of the maintenance process in OD 035 had been considered by TC31 with responses returned to ExTAG.
* The report had a list of items that included:
  + References to IECEx documents in TC31 documents.
  + Harmonisation in the use of the spark test apparatus.
  + Appointment of Ms Maria Brodel as co-convenor.
  + The application of IEC 60079-26
  + Restructuring of JWG membership.

The Chair thanked Dr Krause for his report and invited comments or questions, with none raised the meeting agreed to record the following decision.

**Decision 2024/42**

The meeting accepted a report (as circulated as ExMC/2098/R) and update from the TC 31 JWG 50 Convener, Dr Tim Krause.

# ISO TC 197 MATTERS

## Report from ISO TC 197/SC 1 Hydrogen at scale and horizontal energy systems

Members to receive a report and update from the ISO TC 197/SC1 Chair, Dr. Andrei Tchouvelev, on both the activities of ISO TC 197 and the collaboration with IECEx noting the formation of a formal liaison between IECEx and ISO/TC 197/SC1.

The Chair called on the Secretary to report on behalf of the ISO TC 197/ SC1 Convenor Dr Andre Tchouvelev. The presentation is available on the IECEx website in the conference page area.

The Secretary reported the following:

* The work and collaboration with ISO TC197 were initiated when the IECEx was investigating approaches for covering hydrogen dispensers and application of IEC 60079-46 for assemblies
* Hydrogen is nothing new to the IECEx with over 30,000 certificates issued covering equipment that can be safely used where hydrogen maybe present.
* The coverage of the ISO/TC197 scope for hydrogen technologies.
* The division of scope between ISO/TC197 and its SC1
* Aspects of certification.
* Publication of ISO TS 19870 for the guidance of GHG emissions associated with H2 production, in 2023. Noting that the discussions within IECEx WG19 and with IECQ leadership that this should not part the IECEx but falls under the scope of IECQ Environmental CA Services.
* Connections with international organisations.
* The IECEx conformity system is well suited for the hydrogen technical field.
* That once the new ISO 19880-2 standard is finalised and published IECEx OD 290 will be updated to refer to it.
* The carbon footprint service offered by the IECQ.

The Chair thanked the Secretary and opened the floor for questions.

The US asked if the work of TC31 with ISO TC197 could be communicated back to the IECEx through JWG 50. The Secretary asked Dr Krause if he could note this request.

Ms Holdredge asked if there was a publication date yet for ISO 19880-2 yet and the Secretary replied that ISO were optimistic for it to be published at the end 2025.

During general discussion the meeting indicated its support for the collaboration with ISO TC 197/SC1 with the meeting agreeing to record the following decision.

**Decision 2024/43**

The Meeting accepted a report and update from the ISO TC 197/SC1 Chair, Dr. Andrei Tchouvelev, on both the activities of ISO TC 197 and the collaboration with IECEx noting the formation of a formal liaison between IECEx and ISO/TC 197/SC1.

IECEx looks forward to the publication of ISO 19880-2 as soon as possible noting industry demand regarding certification.

The IECEx / TC31 JWG Convenor to ensure coordination of work with ISO TC197 by IECEx and TC31

## IECEx application to the Hydrogen economy – Report from WG19

Members to receive a report from the Secretariat on behalf of Dr Arnhold on the activities of ExMC Working Group WG 19, Application of IECEx to the Hydrogen Economy. Members will also be requested to approve the recommendations contained within the report and also invited to discuss aspects and feedback from the application of new OD 290 *Guide to the Certification of Hydrogen Fuel Dispensing Equipment, Components and Systems.*

**Documents for Consideration/Approval:**

* ExMC/2085/R – Report from WG19 Convener
* IECEx OD 290 – IECEx OD 290 Ed 1.0 IECEx Certified Equipment Scheme - Harmonized procedures for IECEx certification of equipment, components and systems associated with the production, dispensing and use of gaseous hydrogen
* ExMC/2084/DV – Draft Revision of OD 290, future Edition 2.0
* ExMC/2104/RV – Result of voting on ExMC/2084/DV

The Chair called upon the Secretary to report on behalf of the Convenor Dr Thorsten Arnhold.

The Secretary reported the following:

* The group had last met in Singapore 30th May 2024, the day after the International Hydrogen Conference.
* There were four recommendations detailed in ExMC/2085/R from the group arising from the Singapore meeting namely:
  + That the ExMC accept the proposed new title and terms of reference.
  + That the ExMC accept use of the term “Low Emission” Hydrogen as opposed to colour coding that maybe be used in other discussions.
  + That the ExMC notes and endorses the recent approval via correspondence regarding the revision for OD 290 as finalised during the WG19 Singapore meeting.
  + That the ExMC agree to require issued IECEx Certificates (except Unit Verification CoCs) covering Hydrogen dispensers, issued prior to the application of OD 290 to be up issued to OD 290, or ISO 19880-2, (if available) or cancelled by the end 2027.

The Secretary then continued to report on other matters dealt with by WG19:

* The working group also believe that ISO 19880-1 is not a suitable standard for issuing a certificate of conformity. It was decided to recommend to ExMC that this standard should be removed from any existing scopes of some ExCBs.

The Chair thanked the Secretary for the report and the following decision was made.

The Secretary also informed that Dr Arnhold is undertaking a leave of absence to deal with some health issues and that it was agreed between Dr Arnhold and IECEx Chair that the Executive Secretary assumes the role of acting WG19 Convener until early 2025, there were no objections to this approach.

Following discussions, the meeting agreed to record the following decision

**Decision 2024/44**

The meeting accepted a report from the Secretariat on behalf of ExMC WG19 Convener, Dr Thorsten Arnhold on the activities of ExMC Working Group WG 19, Application of IECEx to the Hydrogen Economy and approved all recommendations contained within the report as circulated as ExMC/2085/R. Members also supported WG19’s recommendation that ISO 19880-1 NOT be used for IECEx Certification and removed from ExCB scopes.

# REGIONAL REPORTS

## Reports

Members to note the Regional Reports concerning activities in the Ex field that may impact on IECEx including:

* GB regarding Brexit
* EU ExNB Group for ATEX
* Brazil
* US
* Canada
* CN
* KR
* JP
* UK
* Customs Union EURASIA
* Others

To aid in meeting efficiency, Members are invited to submit information to the Secretariat ahead of the meeting by 1st August 2024.

**Document for consideration:**

* **ExMC/2088/CD** – US Proposal
* **ExMC/2097/Inf** – Report from the US
* **ExMC/2105/INF** – Report from BR
* **Report from ExNBG** – green paper

The Chair invited Brazil to give the first report. The report was presented by Giovanni Borges.

The report contained information on:

* Regulation and Brazilian Ordinance
* Advertising and Marketing
* Evolution of IECEx certificates.

The Chair invited Mr Jasmin Omerovic to report on behalf of the ExNB group. (Report available as a green paper on IECEx Website)

Mr Omerovic reported that:

* ATEX Guidelines, Edition 5 was published in 2024.
* The Administrative Cooperation of European Market Surveillance Authorities for ATEX directive is an important partner to ExNBG.
* The issue of durability of marking is being discussed within ExNBG and other European Ex related groups.
* ExNBG unanimously supported continued cooperation with the IECEx System.
* Their next meeting is planned for February 2025.

The Chair then invited China to give their report.

China reported on various changes to the CCC system, including

* Changes for ex luminaires and control devices
* Marking for such devices
* 6 month validity of unit verification certificates
* Approximately 4072 ExTRs and 134 QARs had been completely or partially used for CCC certification.

The Chair thanked China for their report.

The Chair invited the US to present their report and proposal

The report contained information on:

* The adoption of ISO/IEC 17025:2017 with the US Occupational Safety and Health Administration (OSHA)
* That IECEx ExCBs are also identified OSHA Nationally Recognised Testing Laboratories and are permitting Client Test Data Programs under ISO/IEC 17025:2017.
* The US committee is working on a proposal to OSHA for acceptance of ISO/IEC 80079-34
* Continued work with other US Regulators
* OSHA memo re marking remains in effect.
* Outline of Recent declared US National differences
* The US offers to host the 2027 Annual Meetings of the IECEx System.

The Chair thanked the US for their report and the offer to host the Annual meetings in 2027.

The US, Ms Katy Holdredge then spoke to their proposal, firstly to withdraw the first bullet point. The second bullet point was a request for regional reports to be issued for ExMC 3 weeks prior to the meetings noting that this was a requirement in IEC CA01. This was supported by the decision below.

The UK, Mr Colin Cameron gave a brief update on Brexit UK legislative changes, noting that CE marking would be accepted in the UK. Other changes were possible but still to be determined. He suggested that anyone with questions to contact him directly.

**Decision 2024/45**

The meeting supported the second bullet point of the proposal from USNC as circulated as ExMC/2088/CD (noting that the USNC has withdrawn the first bullet point of their proposal).

## Revision of IECEx OD 008 regarding IECEx and ExNBG

Members to consider the proposed update of Edition 1.0 of IECEx OD 008

**Document for Consideration/Approval:**

* ExMC/2091/DV– Revision of IECEx OD 008

The Chair invited Mr Jasmin Omerovic to present this item.

Mr Omerovic noted that the changes proposed to IECEx OD 008 were of an editorial nature to accommodate a new abbreviation for the ExNBG.

On this basis the meeting agreed to record the following decision.

**Decision 2024/46**

The meeting approved the revision of IECEx OD 008 as circulated as ExMC/2091/DV.

**In favour:** AU, BR, CA, CH, CN, CZ, DE, DK, ES, FR, GB, HR, HU, IL, IN, JP, KR, NL, NO, PL, RU, SA, SE, SI, UAE, USA, ZA

**Objections:** Nil

**Absent:** FI, GR, IR, IT, MY, NZ, RO, SG, TR

**Abstaining:** Nil

# FINANCE

## Accounts and Budgets

### Approval of the 2023 Audited Accounts

Members will receive a report from the IECEx Treasurer and be requested to approve the audited 2023 Accounts for submission to CAB.

**Document for consideration:**

* **ExMC/2078/DV** – 2023 Audited accounts
* **GA/195/DV** – IEC Statutory Financial Statements – For Information
* **GA/196/INF** – IEC Performance Report – For Information

The Chair invited Professor Xu to present the IECEx financial report.

The IECEx Treasurer, Professor Xu Jianping gave a detailed Presentation of the Financial situation of the IECEx including the 2023 Audited accounts. He specifically noted the following:

* The Accounts had been positively audited by IEC independent auditors according to Swiss General Accepted Accounting Principle (GAAP) and signed by IEC Treasurer and IEC president.
* Following the “One IEC” requirements, the audited report was issued as GA/195/DV Report of the Statutory Auditor on the IEC Statutory Financial Statements for 2023 for all Business units of the IEC.
* The document ExMC/2078/DV listed in the Agenda is an extract of GA/195/DV with notes added to the 2023 IECEx end of year results
* In 2023 the operational result is CHF 157,599 slightly below budget, but in line with the global economic situation due to lag effect of COVID.
* The accounts showed a surplus of CHF 66 709, slightly below the 2022 actual.
* Net income increased and net expenses were below budget.
* He gave a breakdown of system incomes and expenses.
* All other financial account items were largely normal as the years’ budget
* IECEx continued to be show a solid and healthy financial performance as at end 2023.
* IECEx Free Capital@ Dec 2023 = CHF 2,659,842

Prof Xu then informed the meeting of his detailed audit review of the IECEx Annual Expenses advising that he was satisfied with the detailed record keeping of the Secretariat which includes quarterly based records as categorised per the accounting items of the budget with recorded data, invoices etc as supporting evidence are matched and traceable with the audited 2023 IECEx Account, noting the overall financial audit by KPMG.

He also noted that the Free Capital now sits at 1.65 times the annual operating expenses and this is satisfying the previous FinCom’s requirement of 1.5 years x operating expenses, however noting the IECEx position of requiring a minimum of 2 x annual operating expenses in order to cater for unexpected costs, eg legal costs to defend the IECEx brand and also the reserves necessary to cover costs associated with the re-registration of the IECEx Trademark, which will commence within next 5 years.

In conclusion the Treasurer recommended ExMC acceptance of the 2023 accounts.

The Treasurer then displayed the 2024 Approved budget and made the following comments

* The budget was approved by CAB in April 2023 (acc to CAB/2326/DV), with initial acceptance of ExMC members
* IECEx business growth continues but slower than expected prior to COVID.
* If there are no change in circumstances, the yearly result will be in line with the approved budget and expected to be better than 2023 actuals.

Budget Highlights for 2025 Prof Xu reminded the meeting that Budget 2025 had been approved by ExMC and reviewed by CAB as CAB/2517/DV pending final approval later this year and noted the following:

* The INCOME budgeted with 3.2% increase relative to 2024 budget, mainly from various certification fees and possible membership dues.
* The EXPENSES budgeted with 7.6% increase, due to IEC overhead costs (2%) and meeting/travel cost increase for business operation
* The OPERATIONAL RESULT budgeted at CHF126K, which still remains positive finance performance
* Provision for designated funds of:
  + CHF 600’000 for promotion and innovation
  + CHF 500’000 for re-registration costs associated with the IECEx Trademark
* The provision of CHF 43,489 for an allocation to the IECEx Free Capital (General Reserves) for the year 2025 is consistent with the 2Y Outlook 2024-2025

Prof Xu then proceeded to present the 2026-2027 Financial Outlook, with the following key principles and remarks

* The 2-year Outlook to 2027 was drafted according to the Swiss GAAP, following the development of the 2024 Draft Budget and according to the 2023 actual results.
* Adherence to the principle of seeking progress while maintaining stability
* Assume no changes foreseen in annual dues that represent 22+ consecutive years of no increase in annual dues
* Maintain current funding model of combination of Annual dues + Certificate Fees for a user pay system
* Maintain a dedicated Technical Secretariat to serve IECEx daily operation
* Continue with a conservative approach to financing, with consideration of 18% annual rate on IEC cost contribution
* No significant negative changes in either Income or Expenditure is foreseen for 2026 & 2027
* There are no extraordinary circumstances or events affecting IECEx daily operation

Other remarks made by the Treasurer were:

* After approval of the 2 year outlook to 2027 it will be used as guidance for preparing the 2026 budget.
* Further review of actual operating results will be considered in preparing the 2026 draft budget.
* A final draft budget will be issued for ExMC acceptance in early 2025.

In conclusion Professor Xu Jianping commented

* “Finally, I must make a special mention that under the leadership of IECEx Executives the continuous high-intensity and efficient work of the members of IECEx secretariat has strongly supported the steady operation of IECEx.”
* “I must also mention that IECEx’s solid financial performance also benefits from the day-to-day efforts and contributions of all members.”

The Chair thanked the Treasurer for his report and opened the meeting for discussion.

Ms Holdredge stressed the importance of regional reports and the benefits of new working group 20 meeting to contribute to the 2 year financial outlook and upcoming IEC Treasurers meeting.

Mr Margis asked if the 1.65 times Ex Reserves was inclusive or exclusive of additional funds for designated funds.

The Secretary replied that it was inclusive of designated funds but also stressed for the IECEx the aim was for it to be 2 times the operating expenses due to risk environment the IECEx worked in.

Mr Margis noted the 18% IEC administrative fund and that it was up for discussion at the December 2024 IEC treasurers meeting.

The Secretary informed members that he and the Treasurer would be at the IEC Treasurers meeting and would not make any commitment regarding any increase in these contributions before taking that information back to members.

He also reminded members that the detail from the Treasurer’s report were all contained in the agenda documents and provided within the document distribution timetable. However he would note that the commentary should go out with the report next year.

The US, Tim Duffy asked about the difference between cost of assessments vs the income from assessment as well the variations between years for these items. He asked about income from additional events and if there should be income from them.

The Secretary explained that the difference between cost and income from assessments was due to a small margin the IECEx charged for invoice handling. The Secretary then informed of variations in year to year income and expenditure on assessments was due to their cyclical nature and unknown applications from new ExCBs/ExTLs and scope extension applications from existing ExCBs/ExTLs that may be received and hence the amounts shown were the best guide available taking into account the IECEx peer assessments due at that time.

He also noted that the assessments did not include this meeting’s earlier decision to increase the daily rate of the assessment fees, however as that money would also be a cost, the net difference to the accounts was very small.

The Secretary also noted the provision for IECEx funded special events but informed that as with all such events sponsorship funds would be sought and appears as other income.

The Chair thanked the Treasurer for his extensive report and also conveyed the appreciation of the membership for the excellent stewardship by the Treasurer with his oversight and handling of the IECEx finances and with no further discussion the meeting agreed to record the following decision was recorded.

**Decision 2024/47**

The meeting accepted a presentation (based on ExMC/2078/DV) from the IECEx Treasurer on the 2023 results and approved these prior to their submission to the IEC CAB.

### ✱ Approved 2025 Budget

Members to note the previously approved 2025 IECEx Budget, approved by both ExMC and CAB, earlier in 2024. This budget was approved by ExMC during March 2024.

**Document for noting:**

* **CAB/2474/DV -** IECEx Budget for 2025, as previously approved by ExMC and IEC CAB

The Chair noted that this item was covered by the meeting’s agreement to the consent agenda and referred to Decision 2024/03.

## IECEx 2027 Financial Outlook

In line with the new Swiss GAAP accounting principles, the Executive have prepared a Budget Outlook to 2027. This document has been prepared taking into account the 2023 audited accounts and 2024 and 2025 Approved Budgets and is provided for ExMC consideration and guidance when preparing the formal budget for 2026.

A final draft budget for 2026 will be prepared following the end of year results for 2024, taking into account ExMC Members decisions during the 2024 ExMC meeting and issued for ExMC approval early in 2025.

**Document for noting/consideration:**

* **CAB/2496/Inf –** Financial Outlook Guide to 2027

The Chair noted that the outlook had been presented under item 17.1.1 and asked the meeting if there were any further comments other than those dealt with in item 17.1.1 discussions.

There being none, the meeting agreed to record the following decision

**Decision 2024/48**

The meeting approved a financial outlook to 2027 prepared by the IECEx Executive (as circulated as CAB/2496/INF) in accordance with the new Swiss GAAP accounting principles and noted that this document has been prepared taking into account the 2023 audited accounts and 2024 and 2025 ExMC Approved Budgets. It is intended that this will be used as guidance when preparing the draft formal budget for 2026.

## IECEx ExMC Working Group 20, Financial Outlook

Members to discuss ExMC/2060A/INF regarding the Terms of Reference and Membership of new ExMC Working Group 20, Financial Outlook.

**Document for discussion:**

* **ExMC/2060A/INF** – Updated ToR & Membership of ExMC WG20, taking into account comments received on ExMC/2060/DV
* **ExMC/2060/DV** – Initial draft ToR Vote
* **ExMC/2079/RV** – Result of voting and comments received

The Chair invited the Secretary to provide an update on this item.

The Secretary noted that the Executive had met earlier in the year and had issued the Terms of Reference and membership document that went out for vote. The initial draft document was then updated to incorporate some of the comments from the voting period.

After further discussion and comments from both the UK and the US the following decision was recorded.

**Decision 2024/49**

The meeting discussed ExMC/2060A/INF regarding the Terms of Reference and Membership of new ExMC Working Group 20, Financial Outlook and supported the following changes:

* The reduction of representatives from Committees reporting to the ExMC to one as an amendment to item a) of ExMC/2060A/INF
* A new item d), to be a nomination of up to one representative from each IECEx Member Body.

The meeting also agreed for the WG to be operational and to meet prior to the 2024 Treasurers meeting.

# OTHER BUSINESS

## Communication via Email – Proposal from AU

The meeting will be asked to consider a proposal from AU regarding the maintenance of email contact details of manufacturers and IECEx certificate holders.

**Document for consideration:**

* **ExMC/2101/CD** – AU Proposal for consideration

The Chair asked Australia to present their proposal.

Dr Jim Munro on behalf of Australia summarised their proposal about email addresses on certificates and the maintenance of them. He then suggested that the proposal be taken to ExMC WG01 for consideration.

The following decision was recorded.

**Decision 2024/50**

The meeting discussed the AU NC proposal regarding the publication of email contact details as circulated as ExMC/2101/CD and agreed to refer this to ExMC WG1 for consideration.

# REPORT TO CAB

To provide for any further discussion regarding items to be reported to the IEC CAB.

No additional items were added.

# NEXT MEETING

The meeting to receive a report from the IECEx Secretariat on the schedule for the 2025 IECEx Annual meeting and future IECEx annual meetings, taking into account requests from ExSFC and ExPCC. This is also an opportunity for IECEx Members to consider and propose future meeting locations.

**2025:** Japan

**2026:** China

The Chair the proposed meeting locations and thanked Brazil for hosting the 2024 meeting and making it a success.

He also thanked the US for their invitation for the 2027 meeting.

He then asked Japan to present on their meeting plans for 2025.

TIIS made the presentation on behalf of Japan and they will be the hosting it on Japan’s behalf. The presentation included information on:

* The location being Kyoto
* Details of airports
* Some history of Kyoto
* The dates of the conference being 15th to 19th September 2025
* Proposed schedule
* Location: Conference will be held at the Kyoto International Conference Centre.

The Chair thanked Japan for their presentation and the following decision was made.

**Decision 2024/51**

The meeting noted that the future meeting schedule of:

* 2025: Japan
* 2026: China

appreciated the presentation by Japan regarding details of the 2025 IECEx Meetings and accepted the invitation from USA for the 2027 meetings.

# CLOSE OF MEETING

The Chair thanked Brazil again for hosting the meeting, the Secretariat for managing the agenda and a big thank you to the Sponsors.

The meeting was closed at 11.55 am on day 2.

**Annex A**

**Consent Agenda Items**

**A1 Introduction**

The use of a Consent Agenda provides for the dealing with the ExMC Agenda in a more efficient manner by identifying matters of a routine nature or where matters have been dealt with, during the year via correspondence.

Agenda items identified with ✱are proposed to be approved via a single decision under Agenda Item 2.2.

Should any national committee wish to relocate any item(s) from the consent agenda back to the main agenda for discussion during the meeting, please inform the secretariat either prior to the meeting to aid in the meeting planning or when dealing with Agenda item 2.2.

The Table under A2 is a list of those Agenda items that are considered by the IECEx Chair and Executive Secretary as being appropriate to be considered as Consent Agenda Items.

The process during the ExMC meeting is to record a single decision that agrees with the recommendations made or items for noting listed in A2 below.

Therefore, the ExMC 2024 meeting will be asked to:

1. Accept the items listed in A2 as forming the 2024 Meeting ExMC Consent Agenda

and

1. Accept the recommendations and items for noting contained within those Consent Agenda items.

**A2 Consent Agenda**

|  |  |  |
| --- | --- | --- |
| **2024 ExMC Meeting Consent Agenda** | | |
| **Agenda** | **Title** | **Documents** |
| 3 | **MINUTES OF THE LAST ExMC MEETING** |  |
| 3.1 | To note the Confirmed Minutes of the 2023 ExMC Edinburgh meeting | ExMC/2004A/RM |
| 5 | **REPORT ON IEC CAB Matters** |  |
| 5.1 | To note CAB Decision Lists | CAB/2430/DL  CAB/2517/DL |
| 5.2.1 | Specific CAB Decisions from 54th Meeting | CAB/2430/DL |
| 5.2.2 | Specific CAB Decisions from 55th Meeting | CAB/2517/DL |
|  |  |  |
| 5.3 | IEC Conformity Assessment System’s Harmonised Basic Rules | IEC CA 01 Ed 3.0  IECEx 01-S Ed 3.0 |
|  |  |  |
| 6 | IECEx MEMBERSHIP |  |
| 6.1 | Current Membership | <https://www.iecex.com/members-area/od001/> |
| 6.3 | New ExCBs and ExTLs accepted, via correspondence, since the 2023 ExMC Meeting | ExMC/2081/R |
|  |  |  |
| 7 | **IECEx ASSESSMENTS OF ExCBs AND ExTLs** |  |
| 7.1 | IECEx Assessment of ExCBs and ExTLs since 2023 ExMC meeting | ExMC/2082/R |
| 8 | **IECEx CERTIFIED EQUIPMENT SCHEME, IECEx 02** |  |
| 8.1 | Listing of Current IECEx 02 Scheme ExCBs and ExTLs | <https://www.iecex.com/members-area/od001/> |
| 10 | **IECEx CERTIFIED SERVICE FACILITY SCHEME, IECEx 03** |  |
| 10.1 | Listing of ExCBs – According to IECEx 03 series, Certified Service Facility Scheme | <https://www.iecex.com/information/excbs/service-facilities/> |
| **17** | **FINANCE** |  |
| 17.1.2 | Approved 2025 Budget | CAB/2474/DV |

**ANNEX B**

**Action Items from the 26th Meeting of the IECEx ExMC 2024**

| **Item** | **Agenda Item** | **Actions Arising from the Meeting** | **By Whom** | **When** |
| --- | --- | --- | --- | --- |
| 1 | 4.1 | Secretariat to consider best way of presenting number of issue 0 certificates in annual report for the current year in chart | Secretariat | Following the meeting |
| 2 | 4.1 | Working group 1 to review the situation regarding treatment of out of date QARs noting practicalities regarding delays in conducting surveillance audits. | ExMCWG01 | Following the meeting |
| 3 | 4.9 | The IECEx website to be updated in line with Decision 2024/16. In line with OD 099, as part of enhancements to the new IECEx website after the go live timeframe of October. | Secretariat | After the new IECEx website goes live |
| 4 | 7.2.1 | Proceed to Publish revision of F-003 circulated as ExMC/2071/DV subject to the inclusion of references to IEC 62990, Edition 1.0 and ISO/IEC 80079-49 Edition 1.0 (that supersedes ISO 16852:2016) and similar editorial revisions to F-008, F-009 and F-010 as per ExAG Recommendation #5 in ExMC/2086/R | Secretariat | Following the meeting |
| 5 | 7.2.1 | Proceed to Publish revision of F-004 as circulated as ExMC/2072/DV | Secretariat | Following the meeting |
| 6 | 7.2.1 | Proceed to Publish revision of F-016 as circulated as ExMC/2073/DV | Secretariat | Following the meeting |
| 7 | 7.2.1 | Proceed to Publish revision of OD 003-1 as circulated as ExMC/2074/DV | Secretariat | Following the meeting |
| 8 | 7.2.1 | Proceed to Publish revision of OD 003-2 as circulated as ExMC/2075/DV | Secretariat | Following the meeting |
| 9 | 7.2.1 | Proceed to Publish revision of OD 032 as circulated as ExMC/2076/DV with editorial edits discussed during the meeting. | Secretariat | Following the meeting |
| 10 | 7.2.1 | Issue revision of OD 019 circulated as ExMC/2077/DV for approval via correspondence | Secretariat | Following the meeting |
| 11 | 8.2.1 | Update the membership of ExTAG WG8 to show Mr David Malohn as Convener and Mr Botond as a Deputy Convener | Secretariat | Following the meeting |
| 12 | 8.2.1 | Update the membership of ExTAG WG3 to show Mr Scott Kiddle as Convener | Secretariat | Following the meeting |
| 13 | 8.2.1 | Issue revision of OD 035 for approval via correspondence | Secretariat | Following the meeting |
| 14 | 8.2.2 | Publish revision of OD 202 as circulated as ExMC/2094/DV | Secretariat | Following the meeting |
| 15 | 8.2.3 | Dr Munro and Dr Krause to ensure that the topic of Equipment Labels as raised by BR be raised within TC 31 | Dr Munro and Dr Krause | During TC31 meetings |
| 16 | 8.4 | Publish revision of IECEx F-001 as circulated as ExMC/2057A/DV subject to editorial correction to A.8.4 regarding a DS reference number | Secretariat | Following the meeting |
| 17 | 8.5 | In line with Decision 2024/25 the Secretariat is to monitor the IECEx Member Bodies regarding their responsibility to ensure the On-line bulletin is maintained. In addition to including this in the annual report card. | Secretariat | For reporting 2025 meeting |
| 18 | 8.5 | The FR proposal for the on-line bulleting, ExMC/2106/CD to be considered by the Secretariat in consultation with FR and the Executive | Secretariat | Following the meeting |
| 19 | 10.2 | ExSFC to convene meeting as part of the annual IECEx meetings | Secretariat | 2025 |
| 20 | 11.1 | Additional work required to ExMC/2045/DV on the Revision of IECEx 05, regarding ExPCC meeting participation requirements | ExPCC | By April 2025 |
| 21 | 11.1 | ExPCC to convene meeting as part of the annual IECEx meetings | Secretariat | 2025 |
| 22 | 11.1 | Task ExSFC and ExMC WG1 to revise IECEx 03-\* and IECEx 02 to align with the 02 and 03 Schemes Rules with those of IECEx 05 regarding meeting attendance requirements and consequences, re decision 2024/34. | Secretariat to coordinate | Following the meeting |
| 23 | 11.1 | Document ExMC/2046/DV to proceed to publication as the Revision of OD 501 | Secretariat | Following the meeting |
| 24 | 13.1 | Update the membership of WG 11 and WG 13 to show Mr Bleshoy as new ExMC WG11 Convener and Ms Holdredge as new ExMC WG13 Convenor | Secretariat | Following the meeting |
| 25 | 15.1 | Continuation with the close collaboration with ISO TC 197/SC1 and ensure coordination of work with ISO TC197 by IECEx and TC31 | Dr Krause + Secretariat via WG19 | Following the meeting |
| 26 | 15.2 | Reference to ISO 19880-1 in the scopes of ExCBs is to be removed | Secretariat | Following the meeting |
| 27 | 16.1 | ExMC Members are requested to provide their national/regional reports to the Secretary at least 3 weeks ahead of the annual ExMC meeting. | Secretariat to coordinate | By next meeting |
| 28 | 16.2 | ExMC/2091/DV to proceed to publication as an updated edition of OD 008 | Secretariat | Following the meeting |
| 29 | 17.2 | Document ExMC/2496/INF Financial outlook to 2027 to be used as a basis for the drafting of the 2026 IECEx budget. | Secretariat and Treasurer | Following the meeting |
| 30 | 17.3 | Document ExMC/2060A/INF to be amended to take into account Decision 2024/49  Financial Outlook Working Group 20 to meet before 2024 Treasurers Meeting. | Secretariat and Treasurer | Following the meeting |
| 31 | 18.1 | Refer AU NC proposal ExMC/2101/CD to ExMC WG01 for consideration | ExMC WG1 | Following the meeting |

**ANNEX C**

**ATTENDANCE LIST Days 1 + 2**

**C1 Attendance List Day 1**

| ***Country*** | ***Name*** | ***Organisation*** |
| --- | --- | --- |
| IECEx Chair | Mr Paul Meanwell | IECEx Chair |
| IECEx Vice Chair | Ms Katy Holdredge | UL Solutions / USA |
| IECEx Exec Secretary | Agius, Chris | IECEx Executive Secretary |
| IECEx | Amos, Mark | IECEx Secretariat |
| IECEx | Slater, Geoff | IECEx Secretariat |
| Guest | Margis, Steven | IEC Vice President + CAB Chair |
| AU | Munro, Jim | Jim Munro International Compliance Pty Ltd |
| AU | Cai, Lei | TechSkills International |
| BR | Burd, Henrique | COBEI |
| BR | Bonato, Wilson | NCC Certificações do Brasil Ltda. |
| BR | Isaias Teixeira do Carmo Junior | NCC Certificações do Brasil Ltda. |
| BR | Borges, Giovanni Hummel | HG INSPEÇÃO E ANÁLISE |
| BR | Galera, Eduardo | UL do Brazil |
| BR | Geraldo Takeo Nawa | ABINEE |
| BR | Heleno Ferreira | DNV |
| BR | Daniel Chan Garcia | EATON CROUSE HINDS |
| BR | Leandro da Rocha Ducioni | Schmersal |
| BR | Ubirajara Barreda de Campos | SEW-Eurodrive Brasil Ltda. |
| BR | Eduardo Augusto Di Marzo | TÜV Rheinland do Brasil Ltda |
| BR | Eliana Kurashima | TUV SUD |
| BR | Rúbia Carla do Rosário Fontanella | WEG |
| BR | Marcelo Pamplona | WEG Motores Elétricos S/A |
| BR | Duarte, Christian | WEG |
| BR | Marcon, Vitor | WEG |
| BR | Marcio Gomes de Sousa | IEx |
| BR | Igor Moreno | TUV Rheinland |
| CA | Erdhuizen, Marco | QPS Evaluation Services Inc. |
| CA | Stochitoiu, Dorin | CSA Group |
| CA | Dhillon, Kavinder | Labtest |
| CA | Cole, Martin | Hubbell |
| CH | Schleider, Mario | Eurofins Electric & Electronic Product Testing AG |
| CH | Thurnherr, Peter | ExSFC Chair / thuba |
| CN | LIAO Shaomian | CNCA |
| CN | Hong Zhao | NEPSI |
| CN | Aihua Guo | NEPSI |
| CN | Jianping Xu | NEPSI |
| CN | Qiao Lu | CQM |
| CN | Yang | CQM |
| CN | Hong Yin | PCEC |
| CN | Yitao Zhang | CNEx |
| CZ | Martinak, Lukas | FTZU |
| DE | Lienesch, Frank | ExTAG Chair / PTB |
| DE | Krause, Tim | PTB |
| DE | Brodel, Maria | PTB |
| DE | Ostermann, Lisa | PTB |
| DE | Graffi, Klauspeter | TÜV Rheinland Industrie Service GmbH |
| DE | Gabriel, Guenter | Pepperl+Fuchs GmbH |
| DE | Jozsef Varga | Mettler-Toledo (Albstadt) GmbH |
| DE | Peter Marshall | ATEX Engineering |
| DK | Omerovic, Jasmin | UL International Demko A/S |
| ES | Juan Sancho | LOM |
| ES | Dominik | Nunn |
| FR | Houeix, Thierry | INERIS |
| FR | Gauthier, Julien | LCIE - Bureau Veritas |
| HR | Kelava, Marino | Fiditas Ltd. |
| HU | Nagy Botond | ExVÁ Ltd. (BKI) |
| HU | Agnes Balint | ExVÁ Ltd. (BKI) |
| HU | Marrington, Mike | ExVÁ Ltd. (BKI) |
| IL | Cohen, Ilan | ITL |
| IN | Karandikar, Ajit | Karandikar Laboratories Pvt Ltd |
| JP | Kogane, Minari | TIIS |
| JP | Jung, Sungmi | TIIS |
| KR | Lim, Sung-soo | KGS |
| KR | Park, Hyun-woo | KGS |
| KR | Kim, Dongjin | KTL (Korea Testing Lab.) |
| KR | Yang, Deokki | KTL (Korea Testing Lab.) |
| KR | Lee, Kiho | KOSHA |
| KR | Kim, Yongtae | KOSHA |
| NL | Schuller, Richard | DEKRA Certification B.V. |
| NO | Narvestad, Kenneth | NEK |
| NO | Kaastad, Asle | DNV |
| PL | Gil, Robert | UDT |
| PL | Wróbel, Damian | J.S. Hamilton |
| RU | Zalogin, Aleksander | NANIO CCVE |
| RU | Tikhonenko, Yulia | NANIO CCVE |
| SA | Fahad Aldosari | SASO |
| SA | Rose Maher | SASO |
| SE | Hussni Al Farra | RISE |
| SI | Debenc, Matej | SIQ Ljubljana |
| UAE | Khalid Ashwaidi | MOIAT |
| UK | Spencer, Bryn | CSA Group Testing UK Ltd |
| UK | Shepherd, Jayson | EMT |
| UK | Cameron, Colin | Mutech Ltd |
| UK | Cameron, Julia | Mutech Ltd |
| UK | Allen, John | Sheppard Engineering / ExPCC Chair |
| US | Kiddle, Scott | ABB Inc. / Head of Delegation |
| US | Duffy, Timothy | Rockwell Automation /ExMarkCo Chair |
| US | Wolf, Kevin | Intertek |
| US | Rangarajan, Vijay | SGS Nth America |
| ZA | Zeelie, Regardt | MASC |

**C2 Attendance List Day 2**

| ***Country*** | ***Name*** | ***Organisation*** |
| --- | --- | --- |
| IECEx Chair | Mr Paul Meanwell | IECEx Chair |
| IECEx Vice Chair | Ms Katy Holdredge | UL Solutions / USA |
| IECEx Exec Secretary | Agius, Chris | IECEx Executive Secretary |
| IECEx | Amos, Mark | IECEx Secretariat |
| IECEx | Slater, Geoff | IECEx Secretariat |
| Guest | Margis, Steven | IEC Vice President + CAB Chair |
| AU | Munro, Jim | Jim Munro International Compliance Pty Ltd |
| AU | Cai, Lei | TechSkills International |
| BR | Burd, Henrique | COBEI |
| BR | Bonato, Wilson | NCC Certificações do Brasil Ltda. |
| BR | Isaias Teixeira do Carmo Junior | NCC Certificações do Brasil Ltda. |
| BR | Borges, Giovanni Hummel | HG INSPEÇÃO E ANÁLISE |
| BR | Geraldo Takeo Nawa | ABINEE |
| BR | Heleno Ferreira | DNV |
| BR | Daniel Chan Garcia | EATON CROUSE HINDS |
| BR | Ubirajara Barreda de Campos | SEW-Eurodrive Brasil Ltda. |
| BR | Eduardo Augusto Di Marzo | TÜV Rheinland do Brasil Ltda |
| BR | Rúbia Carla do Rosário Fontanella | WEG |
| BR | Marcelo Pamplona | WEG Motores Elétricos S/A |
| BR | Duarte, Christian | WEG |
| BR | Marcon, Vitor | WEG |
| BR | Marcio Gomes de Sousa | IEx |
| BR | Igor Moreno | TUV Rheinland |
| CA | Erdhuizen, Marco | QPS Evaluation Services Inc. |
| CA | Stochitoiu, Dorin | CSA Group |
| CA | Dhillon, Kavinder | Labtest |
| CA | Cole, Martin | Hubbell |
| CH | Schleider, Mario | Eurofins Electric & Electronic Product Testing AG |
| CH | Thurnherr, Peter | ExSFC Chair / thuba |
| CN | LIAO Shaomian | CNCA |
| CN | Hong Zhao | NEPSI |
| CN | Aihua Guo | NEPSI |
| CN | Jianping Xu | NEPSI |
| CN | Qiao Lu | CQM |
| CN | Yang | CQM |
| CN | Hong Yin | PCEC |
| CN | Yitao Zhang | CNEx |
| CN | Jinhui Wang | CCCMT |
| CZ | Martinak, Lukas | FTZU |
| DE | Lienesch, Frank | ExTAG Chair / PTB |
| DE | Krause, Tim | PTB |
| DE | Brodel, Maria | PTB |
| DE | Ostermann, Lisa | PTB |
| DE | Graffi, Klauspeter | TÜV Rheinland Industrie Service GmbH |
| DE | Gabriel, Guenter | Pepperl+Fuchs GmbH |
| DE | Jozsef Varga | Mettler-Toledo (Albstadt) GmbH |
| DE | Peter Marshall | ATEX Engineering |
| DK | Omerovic, Jasmin | UL International Demko A/S |
| ES | Juan Sancho | LOM |
| ES | Nunn, Dominik | EATON |
| FR | Houeix, Thierry | INERIS |
| FR | Gauthier, Julien | LCIE - Bureau Veritas |
| HR | Kelava, Marino | Fiditas Ltd. |
| HU | Nagy Botond | ExVÁ Ltd. (BKI) |
| HU | Agnes Balint | ExVÁ Ltd. (BKI) |
| HU | Marrington, Mike | ExVÁ Ltd. (BKI) |
| IL | Cohen, Ilan | ITL |
| IN | Karandikar, Ajit | Karandikar Laboratories Pvt Ltd |
| JP | Kogane, Minari | TIIS |
| JP | Jung, Sungmi | TIIS |
| KR | Lim, Sung-soo | KGS |
| KR | Park, Hyun-woo | KGS |
| KR | Kim, Dongjin | KTL (Korea Testing Lab.) |
| KR | Yang, Deokki | KTL (Korea Testing Lab.) |
| KR | Lee, Kiho | KOSHA |
| KR | Kim, Yongtae | KOSHA |
| NL | Schuller, Richard | DEKRA Certification B.V. |
| NO | Narvestad, Kenneth | NEK |
| NO | Kaastad, Asle | DNV |
| PL | Gil, Robert | UDT |
| PL | Wróbel, Damian | J.S. Hamilton |
| RU | Zalogin, Aleksander | NANIO CCVE |
| RU | Tikhonenko, Yulia | NANIO CCVE |
| SA | Fahad Aldosari | SASO |
| SA | Rose Maher | SASO |
| SE | Hussni Al Farra | RISE |
| SI | Debenc, Matej | SIQ Ljubljana |
| UAE | Khalid Ashwaidi | MOIAT |
| UK | Spencer, Bryn | CSA Group Testing UK Ltd |
| UK | Shepherd, Jayson | EMT |
| UK | Cameron, Colin | Mutech Ltd |
| UK | Cameron, Julia | Mutech Ltd |
| UK | Allen, John | Sheppard Engineering / ExPCC Chair |
| US | Kiddle, Scott | ABB Inc. / Head of Delegation |
| US | Duffy, Timothy | Rockwell Automation /ExMarkCo Chair |
| US | Wolf, Kevin | Intertek |
| US | Rangarajan, Vijay | SGS Nth America |
| ZA | Zeelie, Regardt | MASC |