



ExMC/1079/DV
December 2015

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

**Title: Application received from the South African, ZA, IECEx Member Body for Mr.
Roelof Viljoen to become an IECEx Approved Assessor**

Circulated to: IECEx Management Committee, ExMC

INTRODUCTION

ExMC WG4 - Technical Reference Group for Assessment of ExCBs and ExTLs has considered the attached application, received from the South African, ZA, IECEx Member Body, for Mr. Roelof Viljoen, to become an IECEx Approved Assessor.

In light of Mr. Viljoen's experience and CV, details attached, and in noting his experience in Hazardous Areas WG4 supports Mr. Viljoen's application to become an IECEx Approved Assessor we now seek the approval of ExMC for him to be included to the IECEx Panel of Approved Assessors.

ExMC WG4 recommends that Mr. Viljoen be accepted subject to him attending an assessor review day. It is suggested the ExMC be asked to approve his appointment as an assessor with the above proviso.

Therefore please consider the application and return the completed voting form to the IECEx Secretariat by **2016 01 29**

Chris Agius

IECEx Secretariat

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Level 33, 264 George Street
Sydney NSW 2000
Australia**

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IECEx Assessor Application/Reconfirmation or Additional Details Questionnaire

PERSONAL DETAILS

Surname	Viljoen	Forename	Roelof	Title (Mr, Ms, Dr etc)	
Address	45 Jurg Avenue, Hennopspark, Centurion, South Africa			Mr	
Country	South Africa	Area/Zip/Postal Code	0157		
Telephone	+27 (0) 83 235 5256 (RSA) +61 (0) 404 303239 (Aus) +27 (0) 12 653 2959 (RSA)	Fax	N/A	E mail	viljoenr@sactl.co.za

Availability

The availability of assessors is critical to the bodies being assessed and to the credibility of the Scheme. Your work circumstances, personal circumstances, or health issues that could affect travelling may influence this or your ability to conduct a demanding audit.

Please make a realistic assessment of your situation as follows:

Are you available to attend assessments anywhere in the world?	As organised beforehand
Prior to and after assessments will you have sufficient time to respond to issues related to assessments so they can be carried out and concluded in a timely manner?	Yes

Language

The prime language of assessments is English. Hence good English skills, both written and verbal, are essential. Other languages may occasionally be used in addition.

Please advise of your skills as follows:

How would you rate your English?	Everyday language	Yes	Good	Yes	Fair		Poor	
What other languages can you speak well?	Afrikaans							

TRAINING AND EXPERIENCE**Auditor training on ISO/IEC Guide 65, ISO/IEC 17025 or ISO 9001**

Clearly identify any lead assessor training

Date	Training Provider	Course Title	Duration
2002	SANAS	System laboratory course (17025)	4 days
2007	Quality Strategies International	Quality management systems ISO9001 Lead auditor course	5 days

Employment or other experience for past 10 years relevant to Ex					
Dates (from/to)		Employer		Type of Business	Duties
2003/2008		SA Explosion Prevention (RSA)		RSA CB and EXTL	Manager, auditor, Certification officer, Quality Manager (17025) and technical specialist (Ex d, "i", m etc)
2008/2013		ITACS / TUV Rheinland Australia		IECEX and ANZEx CB and EXTL	Manager, auditor, Certification officer and technical specialist (Ex d, "i", m etc)
2011/current		Mining And Surface Certification (MASC)		RSA and IECEX CB and EXTL	Manager, auditor, Certification authority / officer, Quality Manager and technical specialist (Ex d, "i", m etc)

IECEX experience for past 5 years	
IECEX meetings attended	Netherlands 2014 / Melbourne 2009 (EXMC and EXTL)
Roles held in IECEX Scheme	---
Experience with Scheme in own country	Setup IECEX CB and EXTL (MASC). Member of SAFA (RSA national Mirror committee for IECEX)
Other	

Assessment/audit experience	Lead Auditor		Auditor		Expert
Number of external assessments/audits carried out in past 2 years	>15				>15 (Including as lead auditor)
Number of assessments carried out for the IECEX Scheme for:					
Past 2 years	N/A		N/A		N/A
Since the Scheme commenced	N/A		N/A		N/A
Number of other external assessments/audits in past 2 years relevant to	N/A		N/A		N/A

assessment of Ex certification bodies, Ex testing laboratories or Ex repair facilities				
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Referees who may be contacted to ascertain personal attributes and management capabilities relevant to assessment of IECEx certification bodies and testing laboratories (ISO 19011: 2002 Guidelines for quality and/or environmental management systems auditing - Clause 7)

Surname	Walker	Title (Mr, Ms, Dr etc)	Mr
Forename(s)	David	Country	Australia
Address	Kurrajong Heights	Telephone	
	Australia	Fax	
		E-mail	dpwalker61@gmail.com

Surname	Agius	Title (Mr, Ms, Dr etc)	Mr
Forename(s)	Chris	Country	Australia
Address	Sydney	Telephone	IECEx secretary
		Fax	
		E-mail	

If appointed or re-appointed as an IECEx assessor I will conduct my work to the requisite standard of integrity, competence, impartiality and confidentiality. I certify that the information given in this questionnaire is true and correct.

Signed:



Date: 25 Aug 2015

Endorsed by IECEx Member Body

On behalf of the (country) member Body of the IECEx, I confirm that the details given in this questionnaire have been checked and found to be correct and has our support.



CURRICULUM VITAE

Name: Roelof Viljoen
Date: 9 September 2015
Contact Details:
Address: 19 MT Lookout, Midlands Estate, Centurion
Contact No's: (012) 653-7594 (w)
(083) 235 5256 (Cell)

Employer Detail:

Employer: Mining And Surface Certification (MASC)
Position: Director and Technical Specialist

Education:

- Bachelor of Science in Physics (with Honors),
- National Higher education diploma,
- Masters degree Engineering Management, RAU,
- S3 Electrical Engineering, Technicon SA,
- Computer Science (2 years)
- Electrical Engineering (3 years RAU)

Short Course Attendance:

- | | |
|---|------|
| ▪ Leadership & Management Program – Distinction | 1999 |
| ▪ Introduction to SABS ISO 9000 Series | 1999 |
| ▪ Louis Allen Management course | 1999 |
| ▪ SANAS 17025 course | 2001 |
| ▪ Measurement Uncertainty Basics | 2005 |
| ▪ Lead Auditor course | 2007 |

Work Experience:

- | | |
|---|----------------|
| ▪ Quality, training and certification engineer at SABS Explosion Prevention Laboratory | 1996 - 2000 |
| ▪ Quality Manager, Manager, Certification manager, training and certification engineer at SABS | 2000 - 2003 |
| ▪ Quality Manager, Manager, Certification manager, training and certification engineer at SA Explosion Prevention | 2003 - 2008 |
| ▪ Audits conducted for SABS Mark Scheme / certification body, National and abroad | 1999 - 2003 |
| ▪ Used by SCS (Sira Certification Services, UK) as technical specialist and auditor | 2004 – current |
| ▪ Member of Specialist Technical committee for SANAS | |
| ▪ Chairman of SANS 808 and SANS 1213 (flameproof glands) working group. | - 2008 |



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- Hazardous Area Equipment Manager, ITACS / TUV
Rheinland South Australia 2008 – current

Papers and Publications / Conferences

- Numerous articles done published in magazines including Vector, Energize etc.
- Presenter of Ex related certification topics at SAFA (South African Flameproof Association) industry symposiums.

WORK EXPERIENCE (Ex field) (Detailed)

- **SABS (South African Bureau of Standards):**

- 1996: Certification Engineer
- From 1998: Section Head of Explosion Prevention Technology and Ex Certification Engineer
- From 2001 to July 2003: Manager and Certification Engineer
- **JOB DESCRIPTION:** Technical / Management
- **DIVISION:** Explosion Prevention Technology
- **COURSES (SABS):**
 - Management Principles (distinct.)
 - Louis Allen Management (distinct.)
 - ISO 9000 Introduction
 - Presentation and development of Intrinsic Safe Course
- **Duties:**
 - Testing and assessment in all Ex techniques. Technical leader in all explosion prevention disciplines.
 - Evaluation of testing procedures and test work, including reports / certificates.
 - Liaisons and meeting with clients and enquiries.
 - Management of personnel.
 - Presentation of courses (3 day courses) and seminars.
 - Quality manager for SANAS accreditation.
 - Pre-permit and post-permit inspections at prospective and existing mark holders for SABS certification.
 - Work on SABS 1515 committee for hand-held gas sensing apparatus.
 - Work on other working groups including SANS 10108, SANS 1489, etc.
 - SA Representative for the IECEx from 2001 to 2003. Original Convener of sub-committee for appointment of assessors for the IECEx scheme.
 - Writing of numerous articles for magazines on different topics in explosion prevention technology.
 - Basic research of ignition characteristics of pellistors in hydrogen-air mixtures.
 - Member of the steering committee of the South African Flameproof Association (SAFA).
 - Presentation of eight Ex seminars in Canada for IDC and presentations for the SA market.



- **SAEx (SA Explosion Prevention):**

- August 2003 to September 2008: Managing Member, Quality Manager, Certification Engineer and Certification Manager.

- Duties:

- Identical to duties at SABS as applicable to the new company, including testing and assessment to all Ex techniques and managing the certification.
- Additional duties as required for an independent company.

- **International Testing and Certification Services (ITACS) / TUV Rheinland Australia (TRAU)**

- October 2008 to Current: Manager Hazardous Areas High Power Department.

- Duties

- Testing and assessment in all Ex techniques.
- Technical Manager in all explosion prevention disciplines except the low current department.
- Evaluation of testing procedures and test work, including reports / certificates.
- Maintaining NATA accreditation for hazardous area department.
- Liaison and meeting with clients and enquiries.
- Management of personnel and project coordination.
- Audits at prospective and existing license holder for IECEx and ANZEx certification.
- Organizing and reviewing audits.

- **Mining And Surface Certification (MASC)**

- October 2008 to Current: Managing Member / Director

- Duties

- Testing and assessment in all Ex techniques. (Ex Technical specialist)
- Evaluation of testing procedures and test work, including reports/certificates. (Quality)
- Maintaining SANAS / IECEx accreditation for hazardous area department. (Quality)
- Project co-ordination / Liaisons and meeting with clients and enquiries.
- Audits at prospective and existing license holders for South African certification. (QAR audits)
- Organizing and reviewing audits. (QAR and RSA Mark scheme audits)
- MASC certification officer / Certification authority
- Member of South African Flameproof Association (SAFA) steering committee
- Member of multiple standards / codes of practice working groups / committees including:
 - SANS 10108: "The classification of hazardous locations and the selection of equipment for use in such locations"
 - ARP 0108: "Regulatory requirements for explosion-protected apparatus"
 - SANS 1515: "Gas measuring equipment primarily for use in mines"