ExMC/1323/DV
January 2018

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

TITLE: Scope Extension Report for SGS Baseefa, an Accepted Certification Body (ExCB) and Accepted Ex Testing Laboratory (ExTL), within the IECEx System, Equipment Scheme 02 to include IEC 60079-33 within their scope.

Circulation to: Members of the IECEx Management Committee, ExMC

INTRODUCTION

This document details the assessment findings from an IECEx site assessment visit regarding the scope extension request from SGS BASEEFA, an Accepted Certification Body (ExCB) and Accepted Ex Testing Laboratory (ExTL), within the IECEx System, Equipment Scheme 02 to include

IEC 60079-33 Explosive atmospheres – Part 33: Equipment protection by special protection "s", within their scope.

Please consider the assessment report and return the completed voting form, (**separate Word document**) to the Secretariat by -

2018 03 08

Your speedy response to the voting process will be very much appreciated.

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IEC System for certification to standards relating to equipment for use in Explosive Atmospheres (IECEx System)

IECEx Assessment Report Form

IECEx Assessment Report Form for use by IECEx Assessment Teams to report Assessments conducted according to the IECEx Assessment Procedures of

a) Operational Document IECEx OD 003-2 for the Certified Equipment Scheme
b) Operational Document IECEx OD 016 for the Certified Service Facility Scheme
c) Operational Document IECEx OD 022 for the IECEx Conformity Mark Licensing System

IECEx ExCB/ExTL assessment report for SGS Baseefa

INTERNATIONAL
ELECTROTECHNICAL
COMMISSION

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1 Assessment information

1.1 Type of Body covered by this assessment: <retain appropriate marks>

ExCB for IECEx Certified Equipment Scheme	✓
ExTL for IECEx Certified Equipment Scheme	✓
ExCB for IECEx Certified Service Facilities Scheme	
ExCB for IECEx Conformity Mark Licensing System	

NOTE 1 ExCB - IECEx Certification Body

NOTE 2 ExTL - IECEx Testing Laboratory

1.2 Type of assessment: <retain appropriate marks>

Pre-assessment for candidate body	
Initial assessment for candidate body	
Surveillance	
Re-assessment	
Scope extension	✓

This site assessment is part of the processing of a scope extension request from SGS Baseefa for inclusion of the IEC 60079-33

1.2.1 Country

UK

1.2.2 Name of body

SGS Baseefa

1.2.3 Name and title of nominated principal contact

Name	Title	E-mail address
R S Sinclair	Technical Manager	Ron.sinclair@sgs.com

1.3 Assessment information

1.3.1 Members of the assessment team

Name	Role (modify as necessary)
Ron Webb	Lead Assessor

1.3.2 Place(s) of assessment

Rockhead Business Park, Staden Lane, Buxton, Derbyshire, SK17 9RZ

1.3.3 Assessment date

5 November 2017

1.4 Scopes

1.4.1 Additional Standard for ExCB and Ex TL scope for equipment certification scheme

Number	Title
IEC 60079-33 Edition 1 (2016)	Explosive atmospheres - Part 33: Equipment protection by special protection “s”

2 Common information

2.1 Legal entity of body

Not part of this assessment as this is a scope extension assessment. This was covered in the last reassessment refer to Re-assessment Report ExMC/968/R.

2.2 Financial support

Not part of this assessment as this is a scope extension assessment. This was covered in the last reassessment refer to Re-assessment Report ExMC/968/R.

2.3 History

Not part of this assessment as this is a scope extension assessment. This was covered in the last reassessment refer to Re-assessment Report ExMC/968/R.

2.4 Documentation

2.4.1 Quality manual

Not part of this assessment as this is a scope extension assessment. This was covered in the last reassessment refer to Re-assessment Report ExMC/968/R.

2.4.2 Procedures

SGS Baseefa Procedure PP25 was reviewed and found to be in line with IECEx Operational Document OD 233.

2.4.3 Work instructions

This is covered in PP25

2.4.4 Records (including test records where relevant)

The records for Ex s are held in the same way as for other standards

2.4.5 Document change control

Not part of this assessment as this is a scope extension assessment. This was covered in the last reassessment refer to Re-assessment Report ExMC/968/R.

2.5 Confidentiality

Not part of this assessment as this is a scope extension assessment. This was covered in the last reassessment refer to Re-assessment Report ExMC/968/R.

2.6 Publications (Hard cover and Electronic)

Not part of this assessment as this is a scope extension assessment. This was covered in the last reassessment refer to Re-assessment Report ExMC/968/R.

2.7 Recognition and agreements

Not part of this assessment as this is a scope extension assessment. This was covered in the last reassessment refer to Re-assessment Report ExMC/968/R.

2.8 Internal audit and periodic management review

Not part of this assessment as this is a scope extension assessment. This was covered in the last reassessment refer to Re-assessment Report ExMC/968/R.

2.9 Contracting, subcontracting, use of other labs and use of other locations

No subcontracting for the standards considered

2.10 Training and competence

There is a competency matrix for the IECEx Scheme. Interviews were undertaken with staff to ensure that they had the required level of understanding. These are included in a TCD document which is held by the Secretariat. Training records for each staff member are held on an Intranet system and are very comprehensive.

2.11 Complaints and appeals (including appeals to IECEx)

Not part of this assessment as this is a scope extension assessment. This was covered in the last reassessment refer to Re-assessment Report ExMC/968/R.

2.12 Special facts to be noted

2.12.1 Supporting documentation

Copies of additional supporting information for this assessment have been provided to the applicant and the IECEx Secretariat. These are included in a site assessment report and include:

- Completed technical capability document (TCD)

2.13 Recommendations

Based on the assessment performed on 5 November 2017, the scope extension request from SGS Baseefa to include IEC 60079-33 is hereby recommended for both as :

- An ExCB in the IECEx Certified Equipment Scheme
- An ExTL in the IECEx Certified Equipment Scheme

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Ron Webb
Lead Assessor

Date: 17 January 2018

3 ExCB for IECEx Certified Equipment Scheme

3.1 Assessment references

a) IECEx02 IECEx Certified Equipment Scheme covering equipment for use in explosive atmospheres – Rules of Procedure

b) OD003-2 Assessment, surveillance assessment and re-assessment of ExCBs and ExTLs operating in the IECEx 02, IECEx Certified Equipment Scheme

c) OD005-1 IECEx Quality System Requirements for Manufacturers – Part 1: Guidance on the establishment and maintenance of a quality system

d) OD005-2 IECEx Quality System Requirements for Manufacturers – Part 2: Audit Checklist. (This is available in a Word format for use by ExCBs)

e) ISO/IEC 80079-34 Edition 1, Explosive atmospheres – Part 34: Application of quality systems for equipment manufacture

f) OD009 Issuing of CoCs, ExTRs and QARs

g) IECEx Document OD 025 Guidelines on the Management of Assessment and Surveillance programs for the assessment of Manufacturer's Quality Systems in accordance with the IECEx Scheme

h) OD0026 IECEx Certified Equipment Scheme – Guidelines for the qualification of Lead Auditor and Auditors, in accordance with the IECEx System

i) ISO/IEC 17065, General requirements for bodies operating product certification systems

j) IECEx Document OD17 Drawing and documentation guidance

k) IECEx Technical Capability Document (TCD)

l) ExTAG decision sheets (DSs)

m) OD 233 IECEx Certified Equipment Scheme - Assessment of Ex "s" Equipment

NOTE The latest editions of the above documents were applied

3.2 Candidate ExCB persons interviewed

Name	Position
Ron Sinclair	Technical Manager
Allan Ogden	Product Certification Manager
Maurice Powney	Product Certification Manager
David Brearley	Product Certification Manager
Dave Kerfoot	Certification Engineer

3.3 Associated ExTL(s)

The ExCB is integral with the ExTL

3.4 Associated certification functions

Not part of this assessment as this is a scope extension assessment. This was covered in the last reassessment refer to Re-assessment Report ExMC/968/R.

3.5 National marks and certificates

Not part of this assessment as this is a scope extension assessment. This was covered in the last reassessment refer to Re-assessment Report ExMC/968/R.

3.6 Standards accepted in scope extension

See clause 1.5 of this report

3.7 National differences to IEC standards

National differences to IEC standards are those for the European differences listed in the latest version of the IECEx Scheme Bulletin.

3.8 Organisation

3.8.1 Names, titles and experience of the senior executives

Name	Title	Experience
R S Sinclair	Technical Manager	40 years in Ex

3.8.2 Name, title and experience of the quality management representative

Name	Title	Experience
S Hurd	Quality Manager	12 years

3.8.3 Name and title of signatories for certification

Name	Title
R S Sinclair	Technical Manager
M Powney	Product Certification Manager
D Brearley	Product Certification Manager
A Ogden	Product Certification Manager
A Bellman	Certification Manager (Exp)

3.8.4 Other employees in ExCB activity

Name
The persons identified as Independent Verifiers are listed in the TCD document.

3.9 Organizational structure

Included in the Site Assessment Report

3.10 Administration

3.10.1 Administrative structure

Included in the Site Assessment Report

3.10.2 Indemnity insurance

Not part of this assessment as this is a scope extension assessment. This was covered in the last reassessment refer to Re-assessment Report ExMC/968/R.

3.11 Resources

Adequate staffing resources were available, including use of independent verifiers as required by IECEx OD 233. A list of the independent verifiers is included in the TCD

3.12 Committees (such as governing or advisory boards)

Not part of this assessment as this is a scope extension assessment. This was covered in the last reassessment refer to Re-assessment Report ExMC/968/R.

3.13 Certification operations

3.13.1 National approval/certification methods

Not part of this assessment as this is a scope extension assessment. This was covered in the last reassessment refer to Re-assessment Report ExMC/968/R.

3.13.2 Certification policy

Not part of this assessment as this is a scope extension assessment. This was covered in the last reassessment refer to Re-assessment Report ExMC/968/R.

3.13.3 Application for certification

Not part of this assessment as this is a scope extension assessment. This was covered in the last reassessment refer to Re-assessment Report ExMC/968/R.

3.13.4 Certification decision

Not part of this assessment as this is a scope extension assessment. This was covered in the last reassessment refer to Re-assessment Report ExMC/968/R.

3.13.5 Suspension and cancellation of certificates

Not part of this assessment as this is a scope extension assessment. This was covered in the last reassessment refer to Re-assessment Report ExMC/968/R.

3.14 Certificates issued

Number of certificates issued under for the preceding four years for each type of protection. For new applications these should be for national or regional schemes and for currently accepted bodies IECEx certificates should be shown. SGS Baseefa are able to demonstrate experience with non-electrical standards, noting the number of certificates and reports issued under the ATEX Directive:

Standard numbers	Type of protection or other identifying information	
		Total
special	Assessment to the EHSRs	2
	(ATEX Certificates)	

3.15 National accreditation

Ex s, Special protection, is covered in Europe by way of the Essential Health and Safety Requirements.

3.16 Assessment of manufacturers and issue of QARs

SGS Baseefa already carry out QAN assessment to ATEX for special (EHSR) equipment. This will extend to cover QARs under the IECEx Scheme.

3.17 Comments (including issues found during assessment)

The staff interviewed had a good understanding of the requirements for special protection.

4 ExTL for IECEx Certified Equipment Scheme

4.1 Assessment references

a) IECEx02 IECEx Certified Equipment Scheme covering equipment for use in explosive atmospheres – Rules of Procedure

b) IECEx OD003-2 Assessment, surveillance assessment and re-assessment of ExCBs and ExTLs operating in the IECEx 02, IECEx Certified Equipment Scheme

c) IECEx OD009 Issuing of CoCs, ExTRs and QARs

d) ISO/IEC 17025:2005 Edition 2, General requirements for the competence of testing and calibration laboratories

e) IECEx Document OD17 Drawing and documentation guidance

f) IECEx Technical Capability Document (TCD)

g) ExTAG decision sheets (DSs)

h) OD 233 IECEx Certified Equipment Scheme - Assessment of Ex “s" Equipment

NOTE The latest editions of the above documents were applied.

4.2 Candidate ExTL persons interviewed

Name	Position
Ron Sinclair	Technical Manager
Allan Ogden	Product Certification Manager
Maurice Powney	Product Certification Manager
David Brearley	Product Certification Manager
Dave Kerfoot	Certification Engineer
Ron Sinclair	Technical Manager

4.3 Associated ExCB(s)

The ExCB is integral with the ExTL

4.4 Organisation

4.4.1 Names, titles and experience of the senior executives

Name	Title	Experience
R S Sinclair	Technical Manager	40 years in Ex

4.4.2 Name, title and experience of the quality management representative

Name	Title	Experience
S Hurd	Quality Manager	12 years

4.4.3 Other employees in ExTL activity

Name
Other employees added as trainees as and when the need for special work arises.

4.5 Organizational structure

Not part of this assessment as this is a scope extension assessment. This was covered in the last reassessment refer to Re-assessment Report ExMC/968/R.

4.6 Resources

Adequate staff resources are available, including availability of Independent Verifiers according to IECEx OD 233.

4.7 Test reports issued

Number of test reports (ExTRs) issued under for the preceding four years for each type of protection.

SGS Baseefa are able to demonstrate experience with non-electrical standards, noting the number of certificates and reports issued under the ATEX Directive:

Standard numbers	**Type of protection or other identifying information**	
		Total
Special	EHSrs	2
	(ATEX)	

4.8 National accreditation

Ex s, Special protection, is covered in Europe by way of the Essential Health and Safety Requirements.

4.9 Calibration

Not part of this assessment as this is a scope extension assessment. This was covered in the last reassessment refer to Re-assessment Report ExMC/968/R.

4.10 Comments (including issues found during assessment)

The staff interviewed had a good understanding of the special standard.