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

**Meeting of the IECEx ExPCC (Personnel Certification Committee)**

**DRAFT MEETING AGENDA**

**To be held at IEC Asia Pacific Regional Centre, Singapore**

**on** **Thursday 9th May 2019 (commencing at 9:00 a.m.)**

**Expected Attendance**:

Mr Peter Thurnherr IECEx ExPCC Chairman

Mr John Allen IECEx ExPCC Deputy Chairman

Mr Allan Ogden SGS Baseefa (GB)\*

Ms Janet Middlehurst Sira Certification Services (GB)\*

Mr Thierry Houeix INERIS (FR)\*

Mr David Adams QPS (CA)\*

Mr Muhammad Nazif Zakaria SIRIM (MY)\* - *as alternate*

Mr Klauspeter Graffi TUV Rheinland (DE)\*

Mr Eduardo Galera UL do Brasil (BR)\*

Mr Tor Arne Appfjell Presafe (NO)

Mr Lei Cai Tech Skills International (AU)\*

Mr Einar Thoren Trainor AS (NO) as alternate for Mr Geir Larsen

Mr Kristof De Gersem TUV SUD PS GmbH

Mr Mike Slowinske UL LLC (USA)\* as alternate for Ms Erin LaRocco

Mr Eduardo Galera UL do Brasil (BR)\*

Mr Marco Edrhuizen PBNA Royal (NL)\*

Mr Marty Cole Hubbell (CA)

Mr Paul van der Sneppen NCOI Techniek & Veiligheid

Mr Heribert Oberhem Currenta GmbH & Co OHG (DE)

Mr A Wahid Jafar Petronas (MY)

Mr Tim Marks AEMT (UK)

Mr Geoff Barnier Simtars (AU)

Mr Ralph Wigg Immediate past Deputy Chairman

Mr Chris Agius (CA) IECEx Executive Secretary

Mr Mark Amos (MA) IECEx Secretariat

 \* denotes participating Scheme ExCB

**Apologies:**

Mr Jeff Strath SEEG (AU)

Mr Robert Bulgarelli Petrobras (BR)

Mr Dirk-Jan Schreurs DEKRA (NL)\*

Mr Roger Jones National Oilwell Varco (GB)

Ms Ursula Aich RP Darmstadt, Abt IV/Wi (DE)

1. OPENING OF THE MEETING

The Meeting to be opened by the Chairman, Mr Peter Thurnherr followed by self -introduction of all participants.

1. Apologies

Members to advise of any additional apologies.

1. Approval of this Agenda

Members are requested to advise of any additional items to those listed on the draft agenda and to then approve the agenda for this meeting.

1. Constitution
	1. ExPCC Constitution & Membership Update

Members are requested to consider the proposed update of the ExPCC Constitution and Membership.

Document for approval: ExPCC/001G/Inf (Draft)

and recall the following principles agreed at the 2014 Dubai Meeting of the ExPCC and listed below:

1. individuals nominated to WGs may delegate to others within their organisations,
2. alternates are only permitted at meetings for ExCBs (as defined in the revised constitution and membership summary document (published as ExPCC/001B/Inf) due to the confidential information of the Question Bank
3. Observers may only attend WGs (with the exception of WG3) at the agreement of the Conveners
4. Membership provisions allow for ExCBs that have applied to attend as be observers on the ExPCC and WGs BUT must have submitted an application to show their commitment noting the amount of IP generated within the Scheme. In this regard meeting participants will be identified as representatives of “Accepted ExCBs” and “Applicant ExCBs”
	1. ExPCC Leadership Succession Planning

Members to note that the 2018 IECEx ExMC meeting

* approved Mr Peter Thurnherr as ExPCC Chairman for a second term of three years commencing 1st January 2019.
* approved Mr John Allen as ExPCC Deputy Chairman a first term commencing following Mr Wigg’s resignation (that was subsequently tendered effective 1st January 2019).
1. Confirmation of ExPCC WG Constitutions

Members are requested to accept the proposed update of ExPCC Working Group constitutions and members.

Document for approval: ExPCC/001G/Inf (Draft)

1. Report on Actions Items arising from Decisions at the ExPCC Meeting in Hawarden, UK on 10th May 2017.

Members to note a report from the Secretariat on the status of Action Items detailed in the Report to the IECEx 2018 ExMC Meeting in Cannes, France (refer document ExMC/1387/RM) as summarised in ***Annex A*** to this Agenda.

1. Action Items Referred to the IECEx ExPCC for consideration:

Nil from 2018 ExMC meeting and all Actions from previous ExMC Meetings have been completed.

Members to note that the 2018 ExMC Meeting approved the 2018 ExPCC Recommendation #3 that the ExPCC be permitted to prepare and publish ExPCC Decision Sheets.

Members also to note that, in response to 2018 ExPCC Recommendation #2 on revised fee structure, the ExMC and 2018 IECEx Executive Meeting requested additional data to assist analysis of options - *refer Agenda Item 19.5 in this agenda for the status of this work.*

1. Reports from ExPCC Working Groups
	1. ExPCC Working Group 1 - Rules

The Working Group Convenor to provide members with an update on the activities of ExPCC WG1.

* 1. ExPCC Working Group 2 – Units of Competence and outcome criteria

The Working Group Convenor to provide members with an update on the activities of ExPCC WG2.

* 1. ExPCC Working Group 3 – *Question Bank*

The Working Group Convenor to provide members with an update on the activities of ExPCC WG3

* 1. ExPCC Working Group 4 – Qualification of Training Bodies

The Working Group Convenor (or Deputy Convenor) to provide members with an update on the activities of ExPCC WG4.

**8.4.2 RTPP Review Panel Membership**

ExPCC members to discuss and endorse the membership of the RTPP Review Panel (as per Clause 6 of IECEx OD 521) for 2018/2019.

1. IECEx05 IECEx Scheme for Certification of Personnel Competence for Explosive Atmospheres – Rules of Procedure
	1. Revision of IECEx 05, CoPC Scheme Rules

Members to note the 2017 ExMC approval and subsequent publication of Edition 4.1 of IECEx 05. This document was further revised and republished as Edition 4.1 to align with IEC CA 01, Harmonized Basic Rules and IECEx 01-S, IECE Supplement to CA 01.

* 1. Other Issues with IECEx 05

Members are invited to raise suggestions and other issues regarding IECEx 05.

1. OD 501 – IECEx Scheme for Certification of Personnel Competence for Explosive Atmospheres – Assessment procedures for IECEx acceptance of Certification Bodies (ExCBs) for the purpose of issuing and maintaining IECEx Certificates of Personnel Competence (CoPCs)
	1. Revision of OD 501

Members to note the 2017 ExMC approval and subsequent publication of Edition 3.1 of IECEx OD 501 and are invited to consider any recommendations from ExPCC Working Groups and other suggestions on any need to further revise OD 501.

* 1. Other Issues with OD 501

Members are invited to raise suggestions and other issues regarding IECEx OD 501.

1. OD 502 – IECEx Scheme for Certification of Personnel Competence for Explosive Atmospheres – Application for an IECEx Certificate of Personnel Competence (CoPC), documentation and information requirements
	1. Revision of OD 502

Members to note the 2016 ExMC approval and subsequent publication of Edition 3.0 of IECEx OD 502 and are invited to consider any recommendations from ExPCC Working Groups and other suggestions on any need to further revise OD 502.

* 1. Proposal for Certificate Holder Contact detail

Members to further consider the suggestion to the 2018 ExPCC meeting from an end-user / potential employer of competent personnel that ExCBs be permitted (subject to applicant or their employer’s consent) to include the applicant or their employer’s contact details in the PCAR by consideration of a proposal from the IECEx Secretariat (as previously reviewed by ExPCC WG2) for a revision of Annex A to IECEx OD 502 – refer *Contact Details Form in IECEx OD 502\_DRAFT.docx* as circulated.

* 1. Other Issues with OD 502

Members are invited to raise suggestions and other issues regarding IECEx OD 502.

1. OD 503 – IECEx Scheme for Certification of Personnel Competence for Explosive Atmospheres – ExCB Procedures for issuing and maintaining IECEx Certificates of Personnel Competence
	1. Revision of OD 503

Members to note that the 2018 ExPCC Meeting (refer Item 12.1 in ExMC/1387/RM) endorsed the plans of ExPCC WG2 to conduct further work on revising IECEx OD 503 in conjunction with a revision of IECEx OD 504 and reminded ExPCC WG2 that this work needs to be presented for consideration before the 2019 ExPCC Meeting.

Members to note the results of ExPCC WG2 discussions on any need to revise IECEx OD 503, Clause 4.3.5 to clarify the specific requirements of

* *Practical skills tests: All items shall be correctly demonstrated*
	1. Other Issues with OD 503

Members are invited to raise suggestions and other issues regarding IECEx OD 503.

1. OD 504 – IECEx Scheme for Certification of Personnel Competence for Explosive Atmospheres – Specification for Units of Competence Assessment Outcomes
	1. Revision of OD 504

Members to note that the 2018 ExPCC Meeting (refer Item 12.1 in ExMC/1387/RM) endorsed the plans of ExPCC WG2 to conduct further work on revising IECEx OD 504 in conjunction with a revision of IECEx OD 503.

* 1. Other Issues with OD 504

Members are invited to raise suggestions and other issues regarding IECEx OD 504.

1. OD 505 – Site Re-Assessment Report for Assessment of IECEx Candidate and Accepted Ex Certification Bodies (ExCBs) for the IECEx 05 Certificate of Personal Competencies Scheme (CoPC)
	1. Revision of OD 505

Members are invited to raise suggestions on any need to revise IECEx 505 Edition 2.0 and are reminded that Mr Wigg advised the 2018 ExPCC Meeting that he has commenced a draft revision of IECEx OD 505 that will incorporate suggestions and ideas arising from assessments that he has conducted.

* 1. Other Issues with OD 505

Members are invited to raise suggestions and other issues regarding IECEx OD 505.

1. OD 506 – Guidance on the use of the IECEx Certificates of Personnel Competence Scheme’s Assessment Question Bank by ExCBs
	1. Revision of OD 506

Members are invited to raise suggestions on any need to revise IECEx 506 (noting that its application is dependent on completion and issue of the IECEx Question Bank.

* 1. Other Issues with OD 506

Members are invited to raise suggestions and other issues regarding IECEx OD 506 and to consider any comments from ExCBs following their use of OD 506 to review the Question Bank.

1. OD 521 – IECEx Scheme for Certification of Personnel Competence for Explosive Atmospheres - IECEx Recognised Training Provider Program
	1. Revision of OD 521

Members to note the 2018 ExMC approval and subsequent publication of Edition 4.0 of IECEx OD 521 and are invited to consider any recommendations from ExPCC Working Group 4 and other suggestions on any need to further revise OD 521.

* 1. Other Issues with OD 521

Members are invited to raise suggestions and other issues regarding IECEx OD 521.

1. [IECEx 05A - Guidance and Instructions for Applicants to obtain a Certificate of Personnel Competence (CoPC)](http://www.iecex.com/docs/iecex05A%7Bed1%200%7Dpt%20%282013-12-05%29.pdf)
	1. Revision of IECEx Guide 05A

Members to note the 2016 ExMC approval and subsequent publication of Edition 2.1 of IECEx Guide 05A and are invited to consider any recommendations from ExPCC Working Groups and other suggestions on any need to further revise IECEx Guide 05A.

* 1. Other Issues with IECEx Guide 05A

Members are invited to raise suggestions and other issues regarding IECEx 05A.

1. IECEx CoPC Question Bank
	1. Outstanding Question Bank

Members to consider a report from ExPCC Working Group 3 and then take a decision on how and when the IECEx Question Bank will be released for use by all participating ExCBs in accordance with Clause 4.3.1.1 of IECEx OD 503.

1. New Business
	1. ExPCC ISO/IEC 17024 Checklist

Members to note the publication, as IECEx OD 507, a Checklist intended for use by IECEx 05 Scheme Applicants, ExCBs and IECEx Assessors regarding the specific requirements of ISO / IEC 17024.

* 1. Content of IECEx Certificates

Members to consider a proposal that the language used in assessments (where this is not English) needs to be specified on the Certificate instead of OR in addition to the PCAR as is currently required by Clause 8.4 of IECEx 05.

* 1. Content of IECEx Certificates & PCARs

Members to consider a proposal (refer *‘Guidance on required content of Date Field in IECEx CoPCs.docx*’ as circulated) from the IECEx Secretariat to revise IECEx OD 011-5 to provide guidance to ExCBs and improve the consistency of Certificates

* 1. ExPCC Strategy

Further to a suggestion from SIRA in 2015 that there is a need to establish a strategy and a “Five Year Plan” for the CoPC Scheme and noting the request from the 2015 ExPCC meeting for assistance by *ExMC WG13, Business Development.* Members are invited to continue the preparation of a project brief to guide ExMC WG13 with consideration of ***Annex C*** (as updated with the outcomes of the 2018 ExPCC Meeting) to this Agenda. In support of this ongoing work, members are invited to consider forming a Task Group to conduct a SWOT Analysis using the format circulated as *‘IECEx EXPCC SWOT Analysis Template 2019.docx’*

* 1. IECEx Certificate Fee Review

Members to consider responses Action #8 from 2018 ExPCC Meeting Report (ExMC/1387/RM) regarding an earlier proposal from the Brazilian National Committee for a review of IECEx Certificate Fees – refer *ExPCC\_102\_CD, Review of Certificate Fees.pdf* as previously circulated. The ExPCC has been asked by the ExMC and IECEx Executive to provide data to enable further analysis of the 2018 ExPCC Recommendation #2 to the 2018 ExMC Meeting. The details of data submitted are included in *‘Revised Fees – Survey Results Summary.docx’* as circulated

* 1. IECEx Scheme Expansion

Members to consider opportunities to expand the IECEx 05 Scheme to

* Support the inclusion of non-electrical equipment in the IECEx 02 Scheme
* Cater to demand from industry for other areas of competency assessment
1. Feedback on IECEx CoPC Scheme Operation

Members to discuss:

* Any comments and suggestions from participating Ex CBs
* Any comments from other members
* The following questions that have been directed to the IECEx Secretariat:
	+ Can practical assessments be conducted at locations that have NOT been visited by IECEx Assessors? If yes, under what conditions and procedures?

* + Is it / should it be permitted for ExCBs to establish “assessment centres’ in other locations and / or with other organisations? If yes, under what conditions and procedures? Do such arrangements need to be visible to (or even approved by) ExPCC or ExMC?
	+ Can assessment results (knowledge and/or practical) or some form of attestation based on IECEx OD 504 requirements from ExCB #1 be used by ExCB#2 to issue:
		- A new IECEx CoPC to a new applicant that has not been IECEx certified before? If yes, under what conditions and procedures? Do ExCB #1 and ExCB #2 need to have a formal agreement that is reported to ExPCC or ExMC?
		- An IECEx CoPC with additional Units to replace a previous Certificate issued by ExCB#1 (NOTE: that Clause 8.7.2 of IECEx 05 covers this but more detail may assist clarity)
	+ Why are PCARs currently not portable and not able to be used as the only basis for ExCB#2 to issue a CoPC to replace one previously issued by ExCB #1?
1. Promotional Activities
	1. IECEx CoPC Scheme Brochure

Members to receive a report from the IECEx Secretariat on the development of IECEx CoPC Scheme Brochure and then to discuss how this can be used by ExCBs (refer Action #6 from the 2018 ExPCC Meeting)

* 1. To inform members of recent and planned Promotional Events

1. General Business

Members are invited to raise any other items of business for ExPCC consideration.

1. Next Meeting

Members to note that the IECEx Executive will discuss this matter at their meeting later this week.

1. Close of Meeting

Annex A – Status of Actions Items arising from Decisions at past ExPCC Meetings

| **Item** | **Mins Item** | **Actions Arising from the Weimar 2018 Meeting of ExPCC**Reference Document = ExMC/1387/RM | **By Whom** | **Completion Date** | **Status** |
| --- | --- | --- | --- | --- | --- |
| 1 | 12.3 | ACTION #1: IECEx Secretariat to consult with IEC CO on how to handle privacy concerns | IECEx Secretariat |  | Complete – possible via consent |
| 2 | 12.3 | ACTION #2: IECEx Secretariat to investigate the possibility of including a “Job Board” on www.iecex.com as one means of satisfying the suggestion from the end-user proposer | IECEx Secretariat |  | Possible and work can commence on design as soon as spec available from ExPCC |
| 3 | 12.3 | ACTION #3: that ExPCC WG2 be tasked to consider the development of IECEx Units of Competence for aspects related to non-electrical equipment | Secretary |  | Referred to 2018 ExPCC WG2 Meeting |
| 4 | 19.1 | ACTION #4: content of proposed Checklist to be incorporated in draft revision of IECEx OD 505. Note mention in ExMC/1387/RM, Item 14.1 that Mr Wigg has commenced work on this. | ExPCC WG1 |  | To be on agenda for next meeting of ExPCC WG#1 |
| 5 | 19.2 | ACTION #5: IECEx Secretariat to obtain a copy of the IEC CAB WG10 SWOT Analysis template and circulate to ExPCC members for use to prepare for further discussions on the ExPCC Strategy at the next ExPCC Meeting. | IECEx Secretariat |  | Refer Agenda Item #19.4 above |
| 6 | 19.2 | Peter Thurnherr Jeff StrathRon Sinclair Kristof De GersemPaul van der Sneppen Einar ThorenACTION #6: above listed ExPCC members to prepare a draft ‘brochure’ on the IECEx CoPC Scheme for consideration by the 2018 ExMC Meeting. | *<< See list*  |  | Draft provided by Mr Thurnherr and used in work by Secretariat and IEC Comms Dept – refer Agenda Item 21.1 above |
| 7 | 19.2 | ACTION #7: all ExPCC members to assist the above group with Action #6 by providing (via IECEx Secretariat or directly to group members) examples of content from magazines, websites etc. as ideas for the brochure and more broadly for other marketing efforts in the future. | All ExPCC members |  | Nil provided via Secretariat to group |
| 8 | 19.3 | ACTION #8: all 05 Scheme ExCBs are requested to provide the IECEx Secretariat with estimates of the growth of the number of Certificate issued each year possible for each of the fee discount rates of (25%, 50% and 75%) applied to the current fees defined in IECEx OD 019. All estimates are to be provided to the IECEx Secretariat before the end of August 2018 | All ExCBs | End of August 2018 | Refer Agenda Item #19.5 above |
| 9 | 22 | ACTION #9: the IECEx Secretariat will prepare and circulate the outcomes of ExPCC WG2 discussions [on clarifying the requirements in IECEx OD 503 for analysing knowledge assessment results] in the form of an ExPCC Information Document. **Secretary Comment:** As the 2018 ExMC approved ExPCC to prepare and publish ExPCC Decision Sheets, a Decision Sheet may be a more appropriate tool for this purpose  | ExPCC to consider Secretary Comment |  |  |

| **Item** | **Mins Item** | **Actions Arising from the Hawarden 2017 Meeting of ExPCC** | **By Whom** | **Completion Date** | **Status** |
| --- | --- | --- | --- | --- | --- |
| 1 | 9.1 | Action #1 = ExPCC WG1 to prepare a revision of IECEx 05 to (and possibly Table 2 of OD 503 regarding “changes in Scheme”) include the proposals detailed in Annex A to the May 2017 ExPCC WG1 Agenda and Meeting Report. | ExPCC WG1 |  | Complete |
| 2 | 9.1 | Action #2 = ExCBs to provide estimates of potential for growth of the IECEx CoPC Scheme for different levels of Certificate Fees as invoiced on ExCBs by the IECEx Secretariat  | ExCBs |  | Only 2 x ExCBs responded by Aug 2018 deadline |
| 3 | 9.3 | Action #3 = IECEx Secretariat to prepare a draft revision of Step 5 in the Table in IECEx OD 501 to reflect this change of process |  |  | Complete |
| 4 | 9.3 | Action #4 = IECEx Secretariat to circulate an updated specification to ExPCC members for comment return to Ms Janet Middlehurst and copy to Mark Amos before 24th May 2017 |  |  | Complete |
| 5 | 9.4 | Action #5 = IECEx Secretariat to advise RTPs that have not yet reported for 2016 of this policy. |  |  | Complete |
| 6 | 9.4 | Action #6: Revise OD 502 Clause 2.5 to provide an exemption for trainers to hold relevant licences (this is currently a potential barrier to trainers obtaining IECEx CoPC Certification as a form of evidence of competence as required by OD 521 |  |  | Complete |
| 7 | 9.4 | Action #7: Revise the relevant Clauses of OD 504 regarding work experience to acknowledge that provision of training can satisfy requirements for work experience |  |  | Complete |
| 8 | 9.4 | Action #8: Revise Clause 8.6 of IECEx 05 to acknowledge that provision of training can satisfy requirements for work experience |  |  | Complete |
| 9 | 12.2 | Action #9: amend Clause 2.2 in OD 502 from “Language of Certificate” to “Language of Assessment” | Secretariat |  | Completed |
| 10 | 15.2 | Action #10: IECEx CoPC Scheme Assessors to prepare a draft revision of OD 505 and present this for ExPCC consideration at the 2018 ExPCC Meeting. | IECEx CoPC Scheme Assessors |  | Outstanding |

| **Item** | **Mins Item** | **Actions Arising from the Northbrook 2016 Meeting of ExPCC** | **By Whom** | **Completion Date** | **Status** |
| --- | --- | --- | --- | --- | --- |
| 2 | 5 | Members also noted the vacancy for a Deputy Convenor for ExPCC WG4 and requested that Members provide nominations for candidates for this position to the Secretariat by no later than 30th June 2016 | Members |  | Complete |
| 6 | 9.1 | ExPCC WG1 to consider a revision of IECEx 05 and/or IECEx OD 011-5 to clarify the requirements regarding the calculation and display of Expiry Dates / Reassessment Dates for Certificates and PCARs | ExPCC WG1 |  | Outstanding |
| 8 | 19.2 | DECISION: members endorsed the proposal for a third date field and allocated an ACTION that the Secretariat investigate options for providing this via the IEC IT Department. | Secretariat |  | Possible but has legacy issues for existing certificates (no data exists |
| 9 | 19.2 | DECISION: members endorsed the proposal for a History Summary field and allocated an ACTION that the Secretariat investigate options for providing this via the IEC IT Department. | Secretariat |  | Possible but has legacy issues (eg. Issues not currently ‘linked’ at CoPC level |

| **Item** | **Mins Item** | **Actions Arising from the Toronto 2015 Meeting of ExPCC** | **By Whom** | **Completion Date** | **Status** |
| --- | --- | --- | --- | --- | --- |
| 11 | 17.6 | ExPCC Deputy Chairman to request assistance from ExMC WG13, Business Development in preparing an ExPCC Strategy to align with the IECEx Business Plan | ExPCC Deputy Chairman | ASAP | Ongoing |

| **Item** | **Mins Item** | **Actions Arising from the Dubai 2014 Meeting of ExPCC** | **By Whom** | **Completion Date** | **Status** |
| --- | --- | --- | --- | --- | --- |
| 5 | 8.3 | ExPCC WG3 need to review and update a specification originally organised by Mr Ogden. This specification will be used to invite at least 3 tenders for supply, implementation and maintenance of suitable software.  | ExPCC WG3 | TBA | ExPCC WG3 to report |

ANNEX B – Status of Actions Items arising from Decisions at 2018 ExMC Meeting as extracted from ExMC/1330/RM

| **Item** | **Mins Item** | **Actions Arising from the Northbrook 2016 Meeting of ExPCC** | **By Whom** | **Completion Date** | **Status** |
| --- | --- | --- | --- | --- | --- |
| Nil |  | Nil |  |  |  |

Annex C

The ExPCC requests the assistance of ExMC WG13 with the following aspects:

* Promotion of
	+ IECEx Certified Persons Scheme
	+ IECEx Recognised Training Provider Program
	+ Is there a need?
	+ Are ExCBs doing enough?
	+ Is there potential for more promotion?
	+ How, who, when, …, etc ?
	+ How can IEC and the IECEx Secretariat assist?
	+ Objectives of promotion =
		- To achieve an increase in # of Certificate issued by XX%?
		- To increase the number of participating ExCBs?
		- To increase acceptance by employers in YY industry sectors in ZZ countries
		- To …..??

* Target Markets
	+ Industry sector(s)
	+ Geographic
	+ Company size, type etc

* Promotional Tools
	+ Social media has merit?
	+ Other tools …. ?
*
* Price of CoPC Assessments – are ExCBs competitive in the market?
	+ Focus on quantity &/or quality of Certificates and training services ….?

* Approach to co-existing with other Training and Certification Schemes and their providers

* Other matters, issues, ideas etc
	+ Include Units for non-electrical equipment
	+ Add Units for specific Standards
	+ ExPCC’s views on the expanded and more formalised use of “Assessment Centres” by accepted ExCBs (via IECEx 02 Scheme ATFs) to assist in reducing costs and travel by applicants
	+ The need for / value of standardising equipment, rigs, artefacts etc for practical assessment activities
	+ Need to ‘refresh & consolidate’ the Scheme by combining Units regarding Inspection activities
	+ To expand the Scheme to enable certification of organisational capability (for example in cybersecurity for Ex areas according to IEC 62443 series)

**Draft ExPCC Strategy Brief for ExMC WG13 Consideration**

**Vision**

The ExPCC subscribe to and support the IECEx vision

“To be recognized as the global centre of excellence in providing conformity assessment solutions to satisfy the needs of the Ex industry worldwide”

**IECEx ExPCC Mission Statement**

To assist employers and site operators to manage risk through facilitating and ensuring that every person entering or working in, or near, a hazardous area has the relevant, adequate and currently suitable skills and knowledge necessary to complete their work safely in the Ex industry so that the integrity of safety is maintained. The skills and knowledge are verified by some form of independently verified certification that provides a degree of confidence.

**Objectives:**

1. To ensure that the IECEx CoPC Scheme provides the quality and level(s) of competence required by market needs
2. To grow the IECEx CoPC and RTPP sustainably while maintain quality of outcomes
3. To ensure continued consistency of processes and assessment outcomes across all ExCBs
4. Establish Ex skills and knowledge as elements of technical education at all stages and levels
5. Achieve acceptance of IECEx CoPC certificates by regulators in all countries as sufficient evidence of competence
6. Achieve demand for IECEx CoPC certified personnel by all employers and site operators in Ex industries for their employees, subcontractors and service providers
7. Ensure that IECEx CoPC Scheme is a viable business proposition for ExCBs
8. To continue to develop the IECEx CoPC Scheme to meet market demand by
	1. Introducing different levels (eg. for Operatives, RPs etc) of certification within a Unit
	2. Developing different types of Certificate to meet market needs (especially where such needs are already defined eg. by classification systems, qualifications, “professional engineer” etc.)

 **We can provide value and solutions in industries that include (but are not limited to)**

* Automotive refuelling stations or petrol stations
* Oil refineries, rigs and processing plants
* Chemical processing plants
* Printing industries, paper and textiles
* Hospital operating theatres
* Aircraft refuelling and hangars
* Surface coating industries
* Underground coalmines
* Sewerage treatment plants
* Gas pipelines and distribution centers
* Grain handling and storage
* Woodworking areas
* Sugar refineries
* Metal surface grinding, especially aluminium dusts and particles

**QUESTIONS STILL TO BE ANSWERED**

**Is there a market for IECEx CoPC ? If yes, is there demand in this market for IECEx CoPC as a valued tool in managing risk and perhaps other purposes ?**

**Is it understood by employers that IECEx CoPC can provide a path to demonstrating that their employees are ‘competent’**

**What are the needs of the industries where IECEx CoPC can provide value and solutions ?**

**What is the size of market for certification of competence of persons (sector by sector for all the industries where IECEx CoPC can provide value and solutions)**

Oil and gas = 100K globally over next 5 years

**Where are we now, and what products/services we provide to meet market needs?**

**What strategic and operational constraints are imposed on us?**

**What strategies we need to put in place that will enable us to reach our vision and achieve our mission and objectives?**

**What action plans we need to implement in support of the strategies?**

**What funding will be required to successfully undertake all the activities necessary to fulfil our goals?**

**What resources and structure are required to support the vision, objectives and strategies?**

**What action/process is needed to assist in promoting the various services offered under the IECEx CoPC Scheme to make these services a preferred choice by the industries in which IECEx operates?**