



ExMarkCo/27/CD
September 2010

INTERNATIONAL ELECTROTECHNICAL COMMISSION

**IEC SYSTEM FOR CERTIFICATION TO STANDARDS RELATING TO
EQUIPMENT FOR USE IN EXPLOSIVE ATMOSPHERES (IECEx SYSTEM)**

Report: To the IECEx ExMarkCo Committee Members

**Subject: Consideration of the acceptance of ExCB UL, to issue IECEx
Conformity Mark Licenses**

Introductory Note

This document provides a report to ExMarkCo Members concerning the application from UL of USA to be accepted as an IECEx Conformity Mark License issuing ExCB.

ExMarkCo Members are therefore requested to review this report and attached documents and submit comments to the Secretariat as follows, by the closing date **29 October 2010**.

If no comments are received by the due date it will be assumed that the application is acceptable and a report will be prepared and submitted to the ExMC for formal voting.

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ExMarkCo/27/CD
September 2010

Background

The IECEx Secretariat has received an application from UL, USA to become an IECEx Conformity Mark License issuing ExCB.

This application was received by the IECEx Secretariat in accordance with IECEx 04 and OD 022.

The application and associated documents are attached.

In accordance with IECEx OD 022, the IECEx Secretariat has conducted a detailed review of the UL documentation supplied and has compiled the following report and recommendations for consideration by the IECEx ExMarkCo Committee members.

Observations and Findings

A full review of the UL documentation according to the IECEx Requirements of Clauses 1.1 and 2.4 of OD 022 was carried out as follows:

Item 1.1 (of OD 022) ExCB Requirements <i>An ExCB seeking to make application for a license from IEC to issue IECEx Conformity Mark Licenses shall;</i>	Result
a) Have been accepted as an IECEx Certification Body (ExCB) in accordance with the IECEx Rules of Procedures IECEx 02 and supporting Operational Documents and Procedures	Yes, UL is a current ExCB and operating continuously since first appointed in October 2002
b) Have current acceptance as an ExCB;	Yes
c) Agree to abide by the IECEx Conformity Mark Regulations and Operational Procedures and decisions of the IECEx Management Committee	Yes, UL have formally agreed to abide by all Rules and operational procedures
d) Nominates a senior officer who shall act on behalf of the ExCB in matters relating to the IEC License	Yes, the Senior officer has been nominated
e) Sign a License agreement	Agreed to sign once formal



**ExMarkCo/27/CD
September 2010**

	acceptance is Received
Item 2.4 (of OD022) Procedure for an ExCB issuing IECEx Conformity Mark Licenses	Yes, UL has provided copies of their procedures to issue an IECEx Conformity Mark. These procedures are being reviewed as part of the ExMarkCo assessment process to determine if they comply with IECEx requirements including all steps and stages detailed in Table 2 of OD 022. This includes incorporation of the IECEx Standard Terms and Conditions, OD 023 into the UL requirements that will be placed on holders of an IECEx Conformity Mark License.

UL, since being accepted as an ExCB in the IECEx Scheme, has produced a total of 468 CoCs and associated reports.

Recommendation

The IECEx Secretariat now recommends that this application be accepted subject to the review by ExMarkCo Committee Members by correspondence.

Action required of the IECEx ExMarkCo Committee members

The IECEx ExMarkCo Committee members Officers are asked to review the report and attached documents and support the Secretariat's recommendations of accepting the application from UL to become an IECEx Conformity Mark License issuing ExCB.



19 August 2010

Mr. Chris Agius
Secretary IECEx
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Australia
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Reference: Application to Issue IECEx Conformity Mark Licenses

Dear Mr. Agius:

Please consider this application to issue IECEx Conformity Mark Licenses in accordance with IECEx 04 and Section 1 of OD022/V1, October 2007 for:

Underwriters Laboratories Inc.
333 Pfingsten Road
Northbrook, IL 60062-2096
USA

We agree to abide by the IECEx Conformity Mark Regulations and Operational Procedures and decisions of the IECEx Management Committee. We agree to pay all fees of the Mark Licensing System as determined by the Management Committee. In addition, we agree to notify the Scheme of any changes to ExCB's legal status (e.g., name, address, legal status, etc.) after we are accepted. We have nominated Keith Williams, President and CEO of Underwriters Laboratories Inc., to act on behalf of Underwriters Laboratories Inc. in matters relating to the IEC License. Mr. Williams will sign the license agreement once provided by the scheme secretariat.

We have attached the following documentation for consideration as part of the application:

1. Procedure for Issuing IECEx Conformity Mark Licenses, 80-EX-S0400
2. Procedure for applicants, including arrangements for appeal, 80-EX-C0400
3. Procedure for cancellation, 80-EX-W0025
4. The blank application form can be obtained directly from our website at <http://www.ul.com/global/eng/pages/corporate/aboutul/contracts/agreement/>, along with the specific terms & conditions related to IECEx work http://www.ul.com/global/documents/corporate/aboutul/contracts/GSA_Terms_IECEx_Scheme.pdf.

If you have any questions or need anything additional to process this request, please feel free to contact us.

Best regards,


Reviewed by:

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Reviewed by:

Keith Williams
President and CEO

 Underwriters Laboratories	Hazardous Locations	Document Number: 80-EX-S0400 Issue #: 1.0 Issued Date: 2010/6/28 Revision Date: Effective Date: 2010/6/28 Page 1 of 12
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IECEX CONFORMITY MARK LICENSE PROCEDURE

Approval and Revision History Table:

ISSUE 1.0 DETAIL			
Initial release			
Senior Staff Engineer (Document Owner) Katy Holdredge-2010/6/22	Senior Staff Engineer (Originator) Katy Holdredge	IECEX System Program Owner (UL NBK) Approver Kerry McManama-2010/6/22	ExTL Manager (UL NBK)/ Section Manager Michael Slowinske-2010/6/25

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1.0 PURPOSE

To assist hazardous locations staff in the U.S. prepare IECEx Conformity Mark Licenses documentation for the ExCB and for the ExCB to process them.

2.0 SCOPE

This procedure applies to all projects handled by hazardous locations staff in the U.S. to issue conformity mark licenses under the IECEx System. These instructions are intended to supplement the [Ex/OD022](#) and [Ex/OD023](#) operational documents.

The procedure for all product certification projects involving the IECEx System can be found in [00-IC-S0052](#). The procedure for all quality assessment report (QAR) projects involving the IECEx System can be found in [00-IC-S0053](#). The procedure for all certified service facilities (FAR) projects involving the IECEx System can be found in [80-EX-S0028](#).

This document contains a hyperlinks to [QAR QAN Index](#), which is on a shared drive only accessible to HazLoc staff.

3.0 DEFINITIONS

IECEx System – The International Electrotechnical Commission System for Certification to Standards relating to Equipment for use in explosive atmospheres.

IECEx Conformity Mark License – Document issued under the IECEx System by an accredited ExCB under IECEx 04 authorizing a Licensee to use the IECEx Conformity Mark.

IECEx Conformity Mark – Includes the IEC logo and an identification code to indicate the Licensee and the ExCB that granted the license. Indicates that the Licensee/Holder demonstrates compliance with the relevant IEC standards without any national differences or essential differences in requirements, and with other IECEx recognized normative differences.

Licensee/Holder – Applicant, usually a manufacturer, identified on the IECEx Conformity Mark License. The terms 'Licensee' and 'Holder' are interchangeable.

4.0 RESPONSIBILITY

4.1 Conformity Assessment Specialist

4.1.1 Mails signed licenses to clients.

4.2 ExCB

4.2.1 Sign licenses.

4.2.2 Register licenses on the IECEx System website.

4.3 International Certification Project Coordinator (ICPC)

4.3.1 Register licenses on the IECEx System website.

4.3.2 Saves documentation on V drive.

4.3.3 Populate tracking spreadsheet, [QAR QAN Index](#) with clients that have a license to issue the IECEx Conformity Mark.

5.0 APPLICABLE DOCUMENTS

Doc. #	Title
00-IC-S0052	IECEx System, ATEX & INMETRO Product Certification Procedure
00-IC-S0053	IECEx System, ATEX & INMETRO Quality Audit Procedure
80-EX-P0025	IECEx System Manual
80-EX-S0026	Staff Qualifications for the IECEx System
80-EX-S0028	IECEx System Certified Service Facilities Procedure
80-EX-W0025	Suspension and Withdrawal of IECEx System CoCs, ExTRs and QARs
IECEx 04	IEC Scheme for Certification to Standards relating to Equipment for use in Explosive Atmospheres – IECEx Conformity Mark Licensing System - Regulations
IECEx 04A	IEC Scheme for Certification to Standards relating to Equipment for use in Explosive Atmospheres – Guidance for making applications for and use of IECEx Conformity Mark
Ex/OD011 Part 1	Guidance on Use of the IECEx Internet based “On-Line” Certificate of Conformity System Part 1: General Information
Ex/OD011 Part 4	Guidance on Use of the IECEx Internet based “On-Line” Certificate of Conformity System Part 4: Creating IECEx Conformity Mark Licenses
Ex/OD022	Rules and Procedures for the granting of Licenses to issue and use the IECEx Conformity Mark
Ex/OD023	Terms and Conditions for use of the IECEx Conformity Mark

6.0 REQUIREMENTS/PROCEDURES

6.1 Application

6.1.1 Opening the Project

6.1.1.1 The ICPC determines the cost of the project using the following.

- A. Initial Assessments/Reassessment - To be determined, contact IECEx Program Owner in interim
- B. Surveillance Audits - To be determined, contact IECEx Program Owner in interim

6.1.1.2 The ICPC requests customer service to open a project in Oracle and eProduction and gives them the following information.

Oracle:

File [AXXXXX]

CCN: ATEX

Location: [Company Name]
[Address]

GSA in Oracle – [No need to send][Send]

Contact Name: [Client Contact]

Cost Limit: [See 6.1.1.1]

Estimated completion date: [8 weeks, assuming no audit]

eProduction:

Document Template Number: 00-QA-F0001 Rev. 5.2

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IECEx License Number:
Protection Method(s):
Estimated engineer work time, hours: To be determined

6.1.1.3 Customer service posts the project plan to the 3009XNBK Project Planning queue.

6.1.1.4 ICPC notifies the Evaluation Staff/Audit Team Leader to pull the project plan.

6.1.1.5 ICPC notifies PCS Operator to allocate the money as follows.

Initial Assessments and Reassessments: To be determined.

Surveillance Audits: To be determined.

6.1.2 Customer Services arranges for all necessary applications and financial aspects to be completed prior to initiation of the investigation.

6.2 Project Planning

6.2.1 The Evaluation Staff/Audit Team Leader verifies that the scope of the request is within the accreditation: <http://www.iecex.com/directory/bodies/bodies2.asp?id=5> and that all requested CoCs have been issued by Underwriters Laboratories in Northbrook and are current.

6.2.2 The Evaluation Staff/Audit Team Leader develops the scope of the investigation, including necessary days on-site for the assessment or time for a desktop audit and any necessary documentation required. In addition s/he also reviews the application to ensure the ExCB has the resources and capability to carry out the investigation plan under the scope of accreditation detailed in [OD 001](#).

6.2.3 The Evaluation Staff/Audit Team Leader sends the TAT letter as shown in Appendix B – TAT Letter.

6.2.4 The Evaluation Staff/Audit Team Leader enters the 'Items Requested Prior to Audit' from TAT Letter into the 'Items Required by UL' area of eProduction.

6.2.5 Once all items have been received, the Evaluation Staff/Audit Team Leader sends the ECD e-mail automatically generated by eProduction.

6.2.6 The Evaluation Staff/Audit Team Leader selects Action, Post for New Work in eProduction.

6.2.7 The Evaluation Staff/Audit Team Leader pulls the project from the 3009XNBK queue.

6.3 Initial Assessment

This clause applies to initial assessments, surveillance and reassessments.

6.3.1 ICPC

6.3.2.1 The ICPC generates draft versions of Licenses on the IECEx System website in accordance with [Ex/OD011 Part 4](#).

6.3.2.2 The ICPC prints out the draft versions of the License from the website, indicates the areas that require additional information and gives to the Evaluation Staff/Audit Team Leader to complete and return for updating.

6.3.2 Evaluation Staff/Audit Team Leader

6.3.1.1 Verify that the following documents are attached to ePro and named using the file naming convention in Appendix A – Document Naming Convention

- A. ExCB's nominated application form;
- B. Copies of the applicant's internal procedures for use, display and control of the IECEx Conformity Mark;
- C. A controlled document detailing the design of the IECEx Conformity Mark, proposed by the Applicant (usually in the form of a Manufacturer's Drawing); and
- D. The signed License agreement between ExCB and Manufacturer which shall include reference to the manufacturer's agreement with the Terms and Conditions with OD 023, as a minimum.

6.3.1.2 Send the eProduction profile to preliminary review to the ExCB.

6.4 Preliminary Review (Contract Review)

- 6.4.1 The ExCB reviews the application to ensure that the items required by [Ex/OD 023](#) are included.
- 6.4.2 If during the contract review any of the requirements are not met, the ExCB or his/her designee shall inform the applicant and allow the applicant to review their application. If the results of the contract review are not positive, then the ExCB or his/her designee shall inform the applicant as soon as possible of arriving at this decision. The applicant may submit additional information, withdraw their application, or the ExCB may terminate the application where the IECEx requirements are not met.

6.5 Assessment and Audit of Applicant's Procedures

These instructions supplement the requirements in [Ex/OD022](#) and [Ex/OD023](#).

- 6.5.1 The Audit Team Leader/Evaluation Staff coordinates/coordinate the review of manufacturer's procedure documents either at the manufacturer's facility during their Quality Assurance Assessment or Surveillance audits or through a desktop audit. The assessment shall ensure that the IECEx Conformity Mark is only associated with products covered by the IECEx Certificates of Conformity listed in the application, shall include a review of the promotional material where the IECEx Conformity Mark is to be used, shall include identification of the senior position with the responsibility and authority to control the use of the Mark within the applicant's organization and ensure that the requirements of the Terms and Conditions in [Ex/OD023](#) are met.
- 6.5.2 If the results of the assessment/audit are not positive, then the Audit Team Leader/Evaluation Staff shall inform the applicant within 48 hours of arriving at this decision. The applicant may submit additional or revised procedures or may withdraw their application.

6.6 Review of Applicant's Design

- 6.6.1 The Audit Team Leader/Evaluation Staff shall review the applicant's proposed design of the IECEx Conformity Mark and also check that the design is submitted in the form of a controlled document.
- 6.6.2 If the results of the review are not positive, then the Audit Team Leader/Evaluation Staff shall inform the applicant within 48 hours of arriving at this decision. The applicant may submit a revised document with the modified Mark for review by the ExCB or may withdraw their application.
- 6.6.3 Once all issues have been addressed, the IECEx Conformity Mark License is then completed in accordance with [Ex/OD022](#) and submitted to the ExCB for final review and endorsement.

6.7 Final Review (Certification Decision)

- 6.7.1 The ExCB reviews the complete IECEx Conformity Mark License on the website and supporting documentation on eProduction.
- 6.7.2 If all documentation is in accordance with the requirements, the ExCB activates the license on the website.
- 6.7.3 The registered signatories are granted password access for the granting of the certification by the Program Owner.
- 6.7.4 The signatories have been authorized by an officer of the company to represent UL as the Certifier under the Ex System.
- 6.7.5 The Reviewer submits the project to the ICPC using the Submit to CAS Admin feature in eProduction.

6.8 CAS Admin

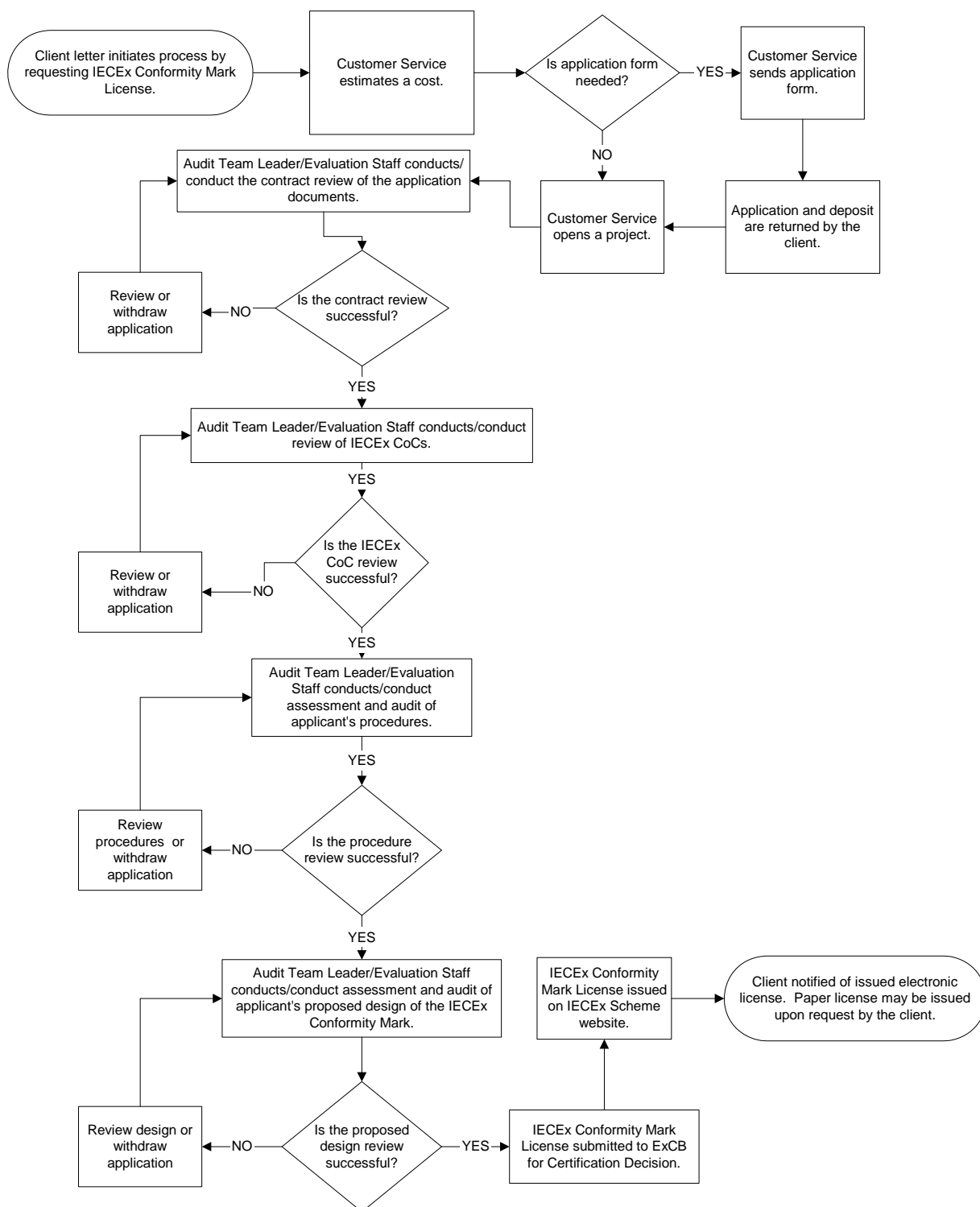
- 6.8.1 The ICPC saves all the IECEx System documents from the eProduction profile for FARs/CRFs issued by NBK on the V drive under v:\DEP3009NBK\IECEx System\Licenses\[Company Name] as described in 8.0 Records.
- 6.8.2 The ICPC updates [QAR QAN Index](#) with the license number and CoCs covered.
- 6.8.3 The ICPC prints out the License from the IECEx System website for the ExCB to sign.
- 6.8.4 The ICPC gives the signed License to Conformity Assessment Specialist.
- 6.8.5 The Conformity Assessment Specialist mails the License to the client.

6.9 Suspension and Withdrawal of IECEx Conformity Mark Licenses

- 6.9.1 An IECEx Conformity Mark License may be suspended or withdrawn if:
 - It has been issued in error
 - The holder requests cancellation
 - It is used in a misleading way or
 - It is used by a non-approved third party
- 6.9.2 Work instructions for withdrawing and suspending IECEx Conformity Mark Licenses are in [80-EX-W0025](#).

7.0 FLOWCHART

Flowchart for UL Preparation of IECEx Conformity Mark Licenses



8.0 RECORDS

Record ID	Storage Location	Access/Retrieval	Protection	Min. Retention Time	Disposition
ExCB's nominated application form	V:\DEP3009N BK\IECEEx System (Nbk 3009 on 'usnbkc222')	Document Originator, ExCB, ICPC only	IT Backup systems	Indefinitely	N/A
Applicant's internal procedures for use, display and control of the IECEEx Conformity Mark	V:\DEP3009N BK\IECEEx System (Nbk 3009 on 'usnbkc222')	Document Originator, ExCB, ICPC only	IT Backup systems	Indefinitely	N/A
Controlled document detailing the design of the IECEEx Conformity Mark	V:\DEP3009N BK\IECEEx System (Nbk 3009 on 'usnbkc222')	Document Originator, ExCB, ICPC only	IT Backup systems	Indefinitely	N/A
Signed License agreement	V:\DEP3009N BK\IECEEx System (Nbk 3009 on 'usnbkc222')	Document Originator, ExCB, ICPC only	IT Backup systems	Indefinitely	N/A

APPENDIX A – DOCUMENT NAMING CONVENTION

Type of certification ¹⁾	Short form name	Dash	PCS No. ²⁾	Document name	Document Location on eProduction
I	AP	-	XXCAXXXXX	ExCB's nominated application form	Report
	IP			Applicant's internal procedure(s) for use, display and control of the IECEEx Conformity Mark	Report
	CD			Controlled document detailing the design of the IECEEx Conformity Mark	Report
	LA			Signed License agreement	Report

Document Template Number: 00-QA-F0001 Rev. 5.2

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Notes:

- 1) I – IECEx System
- 2) Instead of letters CA (because of the PCS system) other letters can be used, for example NB, ME and so on.

APPENDIX B – TAT LETTER

<<Company Name>>

<<Company Address>>

Dear _____,

Thank you for your acceptance of the subject project. In order to begin work under this Project, please provide the additional information and/or samples indicated below.

Reference Number: Project Number XXNKXXXXX

Product Service Description:

IECEx Conformity Mark License

Standard(s) & Edition Number for this Evaluation:

- IECEx OD 022/V1, October 2007, Rules and Procedures for the granting of Licenses to issue and use the IECEx Conformity Mark
- IECEx OD 023/V1, October 2007, Terms and Conditions for use of the IECEx Conformity Mark

Estimated Turn Around Time: 8 weeks, assuming no audit necessary

Items Requested:

- [Signed Global Service Agreement (GSA)*]
- Copies of the applicant's internal procedures for use, display and control of the IECEx Conformity Mark**
- A controlled document detailing the design of the IECEx Conformity Mark, proposed by the Applicant (usually in the form of a Manufacturer's Drawing)**
- The signed License agreement between ExCB and Manufacturer which shall include reference to the manufacturer's agreement with the Terms and Conditions with OD 023, as a minimum**

[]*Please review the agreement carefully to ensure that all information is accurate. Do not modify the text of the agreement. If the text is altered, the waiver is void. Complete the four lines on the lower right side of the fourth page of the agreement. Retain a copy for your records and return a complete signed copy (all pages) by mail to my attention at 333 Pfingsten Road, Northbrook, IL 60062.

** Electronic Format is preferred for the requested information. It can be attached to your emails response when you accept the quote.

Samples: N/A

Assumptions:

- All CoCs have been issued through Underwriters Laboratories in Northbrook, IL.
- All CoCs are current.

Please note we cannot proceed with your project until the requested information is received.

Upon receiving all requested items, we will confirm the Completion Date with you. When sending in the requested information please reply to this email. Thank you for your interest in UL and our services. If you have any technical questions concerning this project plan, please contact me directly.

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Any information and documentation involving UL Mark services are provided on behalf of Underwriters Laboratories (UL) or any authorize licensee of UL.

Sincerely,

<< Your Name>>
Hazardous Locations
Underwriters Laboratories

<<Your Phone Number>>
<<Your Email>>

 Underwriters Laboratories	Hazardous Locations	Document Number: 80-EX-W0025 Issue #: 4.0 Issued Date: 2006-09-25 Revision Date: 2010/6/25 Effective Date: 2010/6/25 Page 1 of 8
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SUSPENSION AND CANCELLATION OF IECEX SYSTEM DOCUMENTS

Approval and Revision History Table:

REVISION 4.0 DETAIL			
Added references to IECEX Conformity Mark Licenses in 1.0, 4.3, 4.4, 4.6 and 8.0.			
Added definitions related to IECEX 04 to 3.0.			
Added reference to IECEX 04 in 5.0.			
GM SBU HazLoc and Program Owner (Document Owner) Kerry McManama-2010/6/22	Senior Staff Engineer (Originator) Katy A. Holdredge-2010/6/22	Section Manager and ExTL Manager (UL NBK) Approver Mike Slowinske-2010/6/25	

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1.0 PURPOSE

To assist UL Northbrook Hazardous Locations staff in suspending and canceling IECEx System QARs, CoCs, ExTRs, FARs, CFRs and IECEx Conformity Mark Licenses.

2.0 SCOPE

These instructions apply to all IECEx System suspensions and cancellations completed by the Northbrook office.

3.0 DEFINITIONS

IECEx Test Report (ExTR) - Test report generated under the IECEx System by an IECEx accredited ExCB or ExTL.

IECEx Certificate of Conformity (CoC) – Certificate granted as evidence of product certification or certified service facility under the IECEx System by an accredited IECEx CB.

IECEx Compliance Report Form (CRF) – Compliance Report Form generated under the IECEx System by an accredited ExCB under IECEx 03.

IECEx Facility Assessment Report (FAR) – Facility Assessment report generated under the IECEx System by an accredited ExCB under IECEx 03.

IECEx Quality Assessment Report (QAR) – Quality Audit report generated under the IECEx System by an accredited IECEx CB.

IECEx Conformity Mark License – Document issued under the IECEx System by an accredited ExCB under IECEx 04 authorizing a Licensee to use the IECEx Conformity Mark.

IECEx Conformity Mark – Includes the IEC logo and an identification code to indicate the Licensee and the ExCB that granted the license. Indicates that the Licensee/Holder demonstrates compliance with the relevant IEC standards without any national differences or essential differences in requirements, and with other IECEx recognized normative differences.

4.0 RESPONSIBILITY

4.1 Evaluation Staff

Assist in the determination of whether a device poses an imminent safety hazard.

Perform investigation to determine whether device meets the requirements in the standard and/or the IECEx System rules.

4.2 Verification Staff

Assist in the determination of whether a device poses an imminent safety hazard.

Review the evaluation staff's work to determine whether device meets the requirements in the standard and/or the IECEx System rules.

4.3 ExTL Manager

Assign investigation of suspended CoCs, ExTRs and IECEx Conformity Mark Licenses to qualified evaluation and verification staff.

Remove suspended ExTRs from the IECEx System website.

4.4 ExCB Staff

Change the status of CoCs or IECEx Conformity Mark Licenses on the IECEx System website to suspended or cancelled.

Remove suspended or cancelled FARs and QARs from the IECEx System website.

4.5 Audit Team Leader

Provide recommendation to the IECEx Program Owner when a FAR or QAR should be suspended or cancelled.

4.6 IECEx Program Owner

Notify the System secretariat of cancelled CoCs, FARs, QARs and IECEx Conformity Mark Licenses.

5.0 APPLICABLE DOCUMENTS

Doc. #	Title
00-FR-W0027	Field Report - Work Instruction for Field Report Opening
00-IC-S0052	IECEX System, ATEX & INMETRO Product Certification Procedure
80-EX-P0025	IECEX System Manual
80-EX-S0027	Maintenance of External Documents Related to the IECEx System
80-EX-S0400	IECEX Conformity Mark License Procedure
80-EX-W0027	Completing IECEx System ExTRs
IECEX 02	IEC Scheme for Certification to Standards for Electrical Equipment for Explosive Atmospheres (IECEX Scheme) – Rules of Procedure
IECEX 03	IEC Scheme for Certification to Standards relating to Equipment for use in Explosive Atmospheres (IECEX Scheme) – IECEx Certified Service Facilities Program covering repair and overhaul of Ex equipment – Rules of Procedure
IECEX 04	IEC Scheme for Certification to Standards relating to Equipment for use in Explosive Atmospheres – IECEx Conformity Mark Licensing System - Regulations

6.0 MATERIALS/EQUIPMENT

None

7.0 REQUIREMENTS/PROCEDURES

7.1 Suspension or Cancellation of CoCs

These instructions supplement Clause 9.4.4 of [80-EX-P0025](#), Clauses 9.7, 9.11 and 9.12 of [IECEX 02](#), and Clauses 9.8, 9.11 and 9.12 of [IECEX 03](#).

- 7.1.1 When it has been determined by UL staff that an IECEx CoC issued by UL Northbrook meets any one of the situations in Clause 9.4.4 of [80-EX-P0025](#), they shall immediately notify the IECEx System Program Owner, copying the ExTL Manager, via e-mail. This

determination could be made from an internal or external audit, feedback from the client, another ExCB/ExTL or some other source.

- 7.1.2 The IECEx System Program Owner, working with the ExTL Manager and technical staff as necessary, will determine whether the device poses an imminent safety hazard.
- 7.1.3 If it is determined that there is an imminent safety hazard, the client will be notified via phone by the IECEx System Program Owner or his/her designee, with written confirmation, that their CoC will be cancelled from the IECEx System website in five business days. The letter will contain the reason for the cancellation. In addition, the IECEx System Program Owner or his/her designee will contact the field report department in accordance with the Work Instruction for [00-FR-W0027](#) Field Report – Work Instruction for Field Report Opening.

If it is determined that there is not an imminent safety hazard, but that additional investigation is necessary in order to determine compliance of the device with the requirements of the applicable standards and/or the IECEx System, the client will be notified via phone by the IECEx System Program Owner or his/her designee, with written confirmation, that their certificate will be suspended from the IECEx System website in five business days. The letter will contain the reason for the suspension and specify any information and/or samples required and date needed in order to perform the investigation.
- 7.1.4 The IECEx System Program Owner shall request that the ExCB change the status of the CoC on the IECEx System website to Suspended or Cancelled, as appropriate.
- 7.1.5 The IECEx System Program Owner shall immediately notify the IECEx System secretariat of any cancelled CoCs.
- 7.1.6 The ExTL Manager shall assign the investigation of suspended CoCs to qualified evaluation and verification staff.
- 7.1.7 Evaluation and verification staff shall do the investigation of suspended CoCs in a timely manner. If the client is non-responsive to requested information and/or samples, the evaluation staff shall notify the IECEx System Program Owner. He/she will make the determination whether to convert the CoC from a suspension to a cancellation or grant an extension to the client to provide the necessary details.
- 7.1.8 If it is determined that the device meets the requirements of the appropriate standards and/or the System requirements, then the evaluation staff shall notify the IECEx System Program Owner and ExTL Manager. A new issue of the CoC will be generated in accordance with [00-IC-S0052](#), [80-EX-S0027](#) and [80-EX-P0025](#) when revision of the device or manufacturer's documents was required as a result of the investigation.
- 7.1.9 If the result of the investigation is not favorable, the client will be notified in writing and the CoC will remain suspended.

7.2 Suspension of ExTRs

These instructions supplement Clause 8.2.7 of [IECEx 02](#).

- 7.2.1 When it has been determined by UL staff that a device with an IECEx ExTR issued by UL Northbrook does not comply with the details in ExTR or the requirements in the appropriate standards or the IECEx System rules, they shall immediately notify the IECEx System Program Owner, copying the ExTL Manager, via e-mail. This determination could be made from an internal or external audit, feedback from the client, another ExCB/ExTL or some other source.

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- 7.2.2 The client will be notified via phone by the IECEx System Program Owner or his/her designee, with written confirmation, that their device does not meet the requirements in the ExTR, standards and/or System requirements, as appropriate, and that their ExTR will be suspended (removed) from the IECEx System website in five business days. The letter will contain the reason for the suspension and specify any information and/or samples required and date needed in order to perform the investigation.
- 7.2.3 The IECEx System Program Owner shall request that the ExTL Manager remove the ExTR from the IECEx System website.
- 7.2.4 The ExTL Manager shall assign the investigation of suspended ExTRs to qualified evaluation and verification staff.
- 7.2.5 If the result of the investigation is successful, then the evaluation staff shall notify the IECEx System Program Owner and ExTL Manager.
- 7.2.6 The ExTR will be made active on the IECEx System website by the ExTL Manager.
- 7.2.7 Evaluation staff shall generate a new ExTR or an addendum to the ExTR in accordance with [80-EX-W0027](#) when revision of the device or manufacturer's documents was required as a result of the investigation.
- 7.2.8 If the result of the investigation is not favorable, the client will be notified in writing and the ExTR will remain suspended.

7.3 Suspension or Cancellation of QARs

These instructions supplement Clause 8.3.2 of [IECEx 02](#).

- 7.3.1 If intermediate (surveillance) assessments are not satisfactory, the audit team leader shall decide if it is appropriate to suspend or cancel the QAR. If suspension or cancellation is considered appropriate, they shall request concurrence from the IECEx System Program Owner via e-mail. If concurrence is obtained, the IECEx System Program Owner will request that the ExCB determine if there are any UL CoCs that are affected by the suspension or cancellation of the QAR.
- 7.3.2 The client will be notified via phone by the audit team leader, with written confirmation, that their QAR and any associated CoCs will be cancelled or suspended, as appropriate, from the IECEx System website in five business days. The letter will contain the reason for the suspension or cancellation.
- 7.3.3 The IECEx System Program Owner shall request that the ExCB remove the QAR from the IECEx System website. The ExCB will follow the steps outlined in Clause 7.1 for the suspension or cancellation of the CoC.
- 7.3.4 The IECEx System Program Owner shall immediately notify the IECEx System secretariat of any suspended or cancelled QARs.

7.4 Suspension or Cancellation of FARs

These instructions supplement Clause 9.4 of [IECEx 03](#).

- 7.4.1 If intermediate (surveillance) assessments are not satisfactory, the audit team leader shall decide if it is appropriate to suspend or cancel the FAR. If suspension or cancellation is considered appropriate, they shall request concurrence from the IECEx System Program Owner via e-mail. If concurrence is obtained, the IECEx System Program Owner will request that the ExCB suspend or cancel, as appropriate, the associated CoC that is affected by the suspension or cancellation of the FAR.
- 7.4.2 The client will be notified via phone by the audit team leader, with written confirmation, that their FAR and associated CoC will be cancelled or suspended, as appropriate, from the IECEx System website in five business days. The letter will contain the reason for the suspension or cancellation.
- 7.4.3 The IECEx System Program Owner shall request that the ExCB remove the FAR and associated CoC from the IECEx System website.
- 7.4.4 The IECEx System Program Owner shall immediately notify the IECEx System secretariat of any suspended or cancelled FARs and CoCs.

7.5 Suspension or Cancellation of IECEx Conformity Mark Licenses

These instructions supplement Clause 15 of [IECEx 04](#).

- 7.5.1 When it has been determined by UL staff that an IECEx Conformity Mark License issued by UL Northbrook meets any one of the situations in Clause 6.9.1 of [80-EX-P0025](#), they shall immediately notify the IECEx System Program Owner, copying the ExTL Manager, via e-mail. This determination could be made from an internal or external audit, feedback from the client, another ExCB/ExTL or some other source.
- 7.5.2 The IECEx System Program Owner, working with the ExTL Manager and technical staff as necessary, shall decide if it is appropriate to suspend or cancel the License.
- 7.5.3 If it is determined that it is appropriate to cancel the License, the client will be notified via phone by the IECEx System Program Owner or his/her designee, with written confirmation, that their License will be cancelled from the IECEx System website in five business days. The letter will contain the reason for the cancellation.

If it is determined that it is appropriate to suspend the License, the client will be notified via phone by the IECEx System Program Owner or his/her designee, with written confirmation, that their License will be suspended from the IECEx System website in five business days. The letter will contain the reason for the suspension and specify any information and/or samples required and date needed in order to perform the investigation.
- 7.5.4 The IECEx System Program Owner shall request that the ExCB change the status of the IECEx Conformity Mark License on the IECEx System website to Suspended or Cancelled, as appropriate.
- 7.5.5 The IECEx System Program Owner shall immediately notify the IECEx System secretariat of any cancelled IECEx Conformity Mark Licenses.
- 7.5.6 The ExTL Manager shall assign the investigation of suspended IECEx Conformity Mark Licenses to qualified evaluation and verification staff.
- 7.5.7 Evaluation and verification staff shall do the investigation of suspended IECEx Conformity Mark License in a timely manner. If the client is non-responsive to requested information and/or samples, the evaluation staff shall notify the IECEx System Program Owner. He/she will make the determination whether to convert the

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IECEx Conformity Mark License from a suspension to a cancellation or grant an extension to the client to provide the necessary details.

- 7.5.8 If it is determined that the license does not meet the System requirements, then the evaluation staff shall notify the IECEx System Program Owner and ExTL Manager. A new issue of the IECEx Conformity Mark License will be generated in accordance with 80-EX-S0400, [80-EX-S0027](#) and [80-EX-P0025](#) when revision of the device or manufacturer's documents was required as a result of the investigation.
- 7.5.9 If the result of the investigation is not favorable, the client will be notified in writing and the IECEx Conformity Mark License will remain suspended.

8.0 RECORDS

All documentation relevant to a suspension or cancellation shall be filed in the appropriate hard copy binder for the CoC, ExTR, FAR, QAR or IECEx Conformity Mark License.

Suspension and cancellation letters sent to the client must be profiled in eComm. 'EN/IEC' must be selected as the 'Service Type'.



Procedure for Manufacturers to Obtain an IECEx Conformity Mark License

Application Package

The following items shall be included in the application package to UL:

1. Letter formally requesting IECEx Conformity Mark License
2. Exact details of the nominated products (including valid IECEx Certificate of Conformity Numbers) to be covered by the License
3. Exact details on how each nominated product is to be marked with the Mark; including documentation, packaging and promotional material
4. Demonstration that the manufacturer's quality management system details how they protect the use of the IECEx Mark, such as:
 - A policy that the IECEx Mark shall only be used and associated with the Ex Products covered by an IECEx Certificate of Conformity, listed on the IECEx Mark License Schedule and in accordance with IECEx rules and operational documents (IECEX 04, IECEx 04A, OD022 and OD023)
 - Defined procedures for the design and release of promotional material, including websites to ensure the above policy is maintained and an indication of which position within the organization that shall have the responsibility and authority
5. The manufacturer shall ensure that all requirements of the IECEx Conformity Mark Licensing System Rules and Procedures have been met.

Applicable IECEx Documents

IECEX 04	IEC Scheme for Certification to Standards relating to Equipment for use in Explosive Atmospheres – IECEx Conformity Mark Licensing System - Regulations
IECEX 04A	IEC Scheme for Certification to Standards relating to Equipment for use in Explosive Atmospheres – Guidance for making applications for and use of IECEx Conformity Mark
OD022	Rules and Procedures for the granting of Licenses to issue and use the IECEx Conformity Mark
OD023	Terms and Conditions for use of the IECEx Conformity Mark

Definitions

IECEX Conformity Mark License – Document issued under the IECEx System by an accredited ExCB under IECEx 04 authorizing a Licensee to use the IECEx Conformity Mark.

IECEX Conformity Mark – Includes the IEC logo and an identification code to indicate the Licensee and the ExCB that granted the license. Indicates that the Licensee/Holder demonstrates compliance with the relevant IEC standards without any national differences or essential differences in requirements, and with other IECEx recognized normative differences.

Licensee/Holder – Applicant, usually a manufacturer, identified on the IECEx Conformity Mark License. The terms 'Licensee' and 'Holder' are interchangeable.



Assessment Location

Please indicate to the UL project planner if you would prefer an on-site assessment of your facility's procedures and controlled documents during your QAR surveillance or reassessment audits or a desktop assessment to be performed at UL.

Assessment Details

Project Plan

You will be notified by a UL project planner to determine the assessment location and also if any additional documentation is required. You will also be contacted by UL Customer Service, who will arrange for all necessary applications and financial aspects to be completed prior to initiation of the investigation.

Contract Review

UL will review your application to ensure that the following items are included: identification of the Ex products covered by the IECEx CoCs issued by UL, UL's nominated application form, copies of the applicant's internal procedures for use, display and control of the IECEx Conformity Mark, a controlled document detailing the design of the IECEx Conformity Mark and the signed License agreement between UL and Manufacturer which shall include reference to the manufacturer's agreement with the Terms and Conditions as detailed in OD 023.

If during the contract review any of the requirements are not met, UL will inform you and allow you to review the application. If the results of the contract review are not positive, then we will inform you within 48 hours of arriving at this decision. You may submit additional information, withdraw their application, or we may terminate the application where the IECEx requirements are not met.

IECEx CoC Verification

UL will then verify that the nominated IECEx CoCs are current and are only issued by UL. If there are CoCs issued by other ExCBs, then the manufacturer will need to request a separate IECEx Conformity Mark License from each ExCB that holds their CoC.

If during the contract review any of the requirements are not met, UL will inform you and allow you to review their application. If the results of the contract review are not positive, then UL will inform you within 48 hours of arriving at this decision.

Assessment and Audit of Procedures

UL will coordinate the review of manufacturer's procedure documents either at the manufacturer's facility during their Quality Assurance Assessment or Surveillance audits or through a desktop audit. The assessment shall ensure that the IECEx Conformity Mark is only associated with products covered by the IECEx Certificates of Conformity listed in the application, shall include a review of the promotional material where the IECEx Conformity Mark is to be used, shall include identification of the senior position with the responsibility and authority to control the use of the Mark within the applicant's organization and ensure that the requirements of the Terms and Conditions in OD023 are met.

If the results of the assessment/audit are not positive, UL will inform the manufacturer within 48 hours of arriving at this decision. The manufacturer may submit additional or revised procedures or may withdraw their application.



Review of Proposed Design

UL will review the applicant's proposed design of the IECEx Conformity Mark and also check that the design is submitted in the form of a controlled document.

Upon successful completion of the review, UL will indicate the acceptance of the design to the applicant in an email and create a copy of the controlled document for our records.

If the results of the review are not positive, then UL will inform you within 48 hours of arriving at this decision. You may submit a revised document with the modified Mark for review by the ExCB or may withdraw your application.

IECEx Conformity Mark License Issuance

After successful completion of the above items, the IECEx Conformity Mark License is issued and the manufacturer is sent a copy of the license via email. The manufacturer may request to have a hardcopy of the license sent as well.

Surveillance Audit and Reassessment Plan

The Licensee agrees to an extension of its existing on-going surveillance audits, as required by IECEx 02, to allow UL the opportunity to verify the Licensee's compliance with the IECEx Conformity Mark Regulations, Operational Documents, OD 022 and OD023.


Suspension and Withdrawal of IECEx Conformity Mark Licenses

An IECEx Conformity Mark License may be suspended or withdrawn if:

- It has been issued in error
- The holder requests cancellation
- It is used in a misleading way or
- It is used by a non-approved third party

Complaints and Appeals

All complaints shall first be brought to the attention of UL. If a complaint cannot be resolved by UL, the manufacturer may appeal the resolution of a complaint in writing to the ExTL and the Program Owner. The Program Owner shall respond to the appeal in writing. If the Program Owner cannot satisfactorily resolve the appeal, the manufacturer may appeal to the IECEx Management Committee as described in IECEx 01. If an appeal cannot be resolved at the level of the IECEx Management Committee, an appeal may be lodged with the CAB whose decision is final. The manufacturer shall cover all costs arising from appeals.

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SUBMITTAL REQUIREMENTS FOR IECEX CONFORMITY MARK LICENSE CLIENTS

Approval and Revision History Table:

REVISION 1.0 DETAIL			
Initial release.			
GM SBU HazLoc and Program Owner (Document Owner) Kerry McManama-2010/6/22	Senior Staff Engineer (Originator) Katy Holdredge-2010/6/22	Section Manager and ExTL Manager Approver Mike Slowinske-2010/6/25	

Previous Approval & Revision History Tables are available in the supporting .rtf file.

Double-click on Icon to open.

Template Use Instructions: Once template opens, go to menu File in Word and click on "Save Copy As" to save a blank form to a location of your choice and with a name of your choice. Close the template, open the blank form you saved and complete it according to this form as a guide. Use your saved copy per the SOP instructions.



"Procedure for
Manufacturers to Obi

Document Template Number: 00-QA-F0001 Rev. 4.0

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IECEX SYSTEM SERVICE TERMS AND CONDITIONS

These Service Terms and Conditions shall govern IECEx System Services performed by UL and set out the responsibilities and obligation of the Client. These Service Terms and Conditions are incorporated by reference into and are an integral part of the Parties' Global Services Agreement (the "Agreement"). The capitalized terms in these Service Terms and Conditions shall have the same meaning as in the Agreement.

1. Scope of Service As a recognized IECEx Testing Laboratory (ExTL), and IECEx Certification Body (ExCB), under the International Electrotechnical Commission System for Certification to Standards Relating to Equipment for use in Explosive Atmospheres (IECEX System), Underwriters Laboratories Inc. (UL) will offer the following services:

- Test and assess Client's products in accordance with the applicable International Electrotechnical Commission (IEC) standards (and national differences as appropriate) to confirm whether IECEx Test Reports (ExTRs) can be issued;
- Assess and audit Client's manufacturing premise, along with performing on-going surveillance audits, to confirm ongoing compliance with previously issued IECEx Quality Assessment Reports (QARs);
- Endorse and issue IECEx Certificates of Conformity (CoCs) when supported by valid ExTRs and QARs;
- Assess and audit Client's manufacturing premises, along with performing on-going surveillance audits, to confirm compliance with previously issued IECEx Facility Audit Reports (FARs) and Compliance Report Forms (CRFs); and
- Grant licenses to use the IECEx Conformity Mark.

These services are offered in accordance with the IECEx System program requirements as specified in

- IEC System for Certification to Standards relating to Equipment for use in Explosive Atmospheres (IECEX System) - Basic Rules (IECEX 01);
- IEC System for Certification to Standards relating to Equipment for use in Explosive Atmospheres – Equipment Certification Program covering equipment for use in explosive atmospheres - Rules of Procedure (IECEX 02)
- IEC System for Certification to Standards relating to Equipment for use in Explosive Atmospheres (IECEX Scheme) – IECEx Certified Service Facilities Program covering repair and overhaul of Ex equipment – Rules of Procedure (IECEX 03);
- IEC Scheme for Certification to Standards relating to Equipment for use in Explosive Atmospheres – IECEx Conformity Mark Licensing System – Regulations (IECEX 04); and
- IEC Scheme for Certification to Standards relating to Equipment for use in Explosive Atmospheres – Guidance for making applications for and use of IECEx Conformity Mark (IECEX 04A).

The services requested by Client and to be provided by UL for specific projects shall be set out in individual Applications. For purposes of this exhibit, UL may also be referred to as the ExCB.

Participation in the IECEx System requires Clients to obtain and maintain ExTRs, QARs, FARs, CRFs, CoCs, and/or IECEx Conformity Mark Licenses in accordance with the terms and conditions detailed in this document as well as the applicable IEC standards.

2. Eligibility of a Product for an IECEx Test Report (ExTR)

2.1 A product evaluation involves the performance of testing and assessment of product construction to determine compliance with applicable technical requirements (IEC standards and national differences as appropriate). Client agrees to supply all information needed for testing and assessment of product(s).

2.2 The issuance of the ExTR is subject to: (i) testing and assessment of the product according to the applicable technical requirements (IEC standards and national differences as appropriate); (ii) the product's compliance with the applicable technical requirements (IEC standards and national differences as appropriate); and (iii) the manufacturer's compliance with the current Rules (IECEX 01), Rules of Procedure (IECEX 02), and applicable

Operational Documents of the IECEx System, which may be revised from time to time. To the extent it is applicable, the most current edition of IECEx 01, IECEx 02, and the applicable Operational Documents, are incorporated herein by reference and made fully a part hereof, except when otherwise modified or supplemented by this Agreement. If Client does not have a copy of the most current editions of these documents, Client may obtain them directly from the IECEx website (<http://www.iecex.com>), or from the ExCB, as applicable.

3. Eligibility of a Client's Facility for an IECEx Quality Assessment Report (QAR)

3.1 Each of Client's facilities operating under the IECEx System shall be initially assessed and periodically reassessed thereafter by ExCB, or a party designated by ExCB, to establish and verify conformance of that facility with generally accepted manufacturing practices, as required by IECEx 01, IECEx 02, and the applicable Operational Documents of the IECEx System, including Ex/OD005. The frequency of such reassessments shall be determined by ExCB in its sole discretion and in accordance with the applicable Rules and Procedures. ExCB's assessments shall be based upon the applicable Operational Documents, which may be revised from time to time.

3.2 Client's continued validity of their QAR is subject to satisfactory performance according to IECEx 01, IECEx 02 and the applicable Operational Documents of the IECEx System, which may be revised from time to time. To the extent it is applicable, the most current edition of IECEx 01, IECEx 02, and the applicable Operational Documents, including Ex/OD005, are incorporated herein by reference and made fully a part hereof, except when otherwise modified or supplemented by this Agreement. If Client does not have a copy of the most current editions of these documents, Client may obtain them directly from the IECEx website (<http://www.iecex.com>), or from the ExCB, as applicable.

3.3 At all times during business hours or when an assessed Client's facility is in operation, ExCB's representative(s) shall have free, unannounced, and immediate access to the facility for the purposes of observing testing or verifying compliance of the facility with the IECEx System.

3.4 The right of ExCB's representative(s) to obtain such free access to the Client's facility shall not be conditioned upon the execution of any agreement, waiver, or release which in any way purports to affect the rights or obligations of ExCB, or any ExCB representative, and any such document executed in contravention of this provision shall be without force and effect. ExCB, however, shall direct its representatives to exercise due care in complying with any safety regulations which may be generally applicable to Client's employees or property.

4. Eligibility of a Product for an IECEx Certificate of Conformity (CoC)

4.1 The endorsement and issuance of the CoC is subject to (i) verification of a valid supporting ExTR and QAR, and (ii) compliance with the current Rules (IECEx 01), Rules of Procedure (IECEx 02) and applicable Operational Documents of the IECEx System, which may be revised from time to time.

4.2 For purposes of determining eligibility for a CoC, to the extent it is applicable, the most current edition of IECEx 01, IECEx 02, and the applicable Operational Documents, are incorporated herein by reference and made fully a part hereof, except when otherwise modified or supplemented by this Agreement. If Client does not have a copy of the most current editions of these documents, Client may obtain them directly from the IECEx website (<http://www.iecex.com>), or from the ExCB, as applicable.

5. Eligibility of a Client's Facility for an IECEx Facility Audit Report (FAR) and Compliance Report Form (CRF)

5.1 Each of Client's facilities operating under the IECEx System shall be initially assessed and periodically reassessed thereafter by ExCB, or a party designated by ExCB, to establish and verify conformance of that facility with generally accepted manufacturing practices, as required by IECEx 01, IECEx 03 and the applicable Operational Documents of the IECEx System. The frequency of such reassessments shall be determined by ExCB in its sole discretion and in accordance with the applicable Rules and Procedures. ExCB's assessments shall be based upon the applicable Operational Documents, which may be revised from time to time.

5.2 Client's continued validity of their FAR and CRF is subject to satisfactory performance according to IECEx 01, IECEx 03 and the applicable Operational Documents of the IECEx System, which may be revised from time to time. To the extent it is applicable, the most current edition of IECEx 01, IECEx 03 and the applicable Operational Documents are incorporated herein by reference and made fully a part hereof, except when otherwise modified or supplemented by this Agreement. If Client does not have a copy of the most current editions of these documents, Client may obtain them directly from the IECEx website (<http://www.iecex.com>), or from the ExCB, as applicable.

5.3 At all times during business hours or when an assessed Client's facility is in operation, ExCB's representative(s) shall have free, unannounced, and immediate access to the facility for the purposes of observing testing or verifying compliance of the facility with the IECEx System.

5.4 The right of ExCB's representative(s) to obtain such free access to the Client's facility shall not be conditioned upon the execution of any agreement, waiver, or release which in any way purports to affect the rights or obligations of ExCB, or any ExCB representative, and any such document executed in contravention of this provision shall be without force and effect. ExCB, however, shall direct its representatives to exercise due care in complying with any safety regulations which may be generally applicable to Client's employees or property.

6. Eligibility of a Client's Facility for an IECEx Conformity Mark License

6.1 The issuance of the IECEx Conformity Mark license is subject to (i) Client holding a valid IECEx Certificate of Conformity (CoC) for each and every product and (ii) compliance with the current Rules (IECEx 04 and IECEx 04A) and applicable Operational Documents of the IECEx System, which may be revised from time to time.

6.2 The IECEx Conformity Mark License will only be valid for those CoCs listed in the Mark License Schedule and where the IECEx CoC and IECEx Conformity Mark License have been issued by the same ExCB.

6.3 The use of the IECEx Conformity Mark does not imply any legal responsibilities or obligations on the part of the IEC or the IECEx Management Committee. Such responsibility is incumbent under national or supra-national law on the Client.

7. Cost of Evaluation

7.1 ExTR, CoC, and IECEx Conformity Mark License Fee. UL's Quotation will establish the price for UL's Services. UL's Quotation will depend upon the type and scope of Service(s) requested. UL's Quotation is subject to change at UL's discretion, upon reasonable notice to the Client, due to any additional project specific requirements or scope changes.

7.2 QAR, FAR, and CRF Fees. Unless UL expressly agrees in writing otherwise, UL will bill the Applicant for Services at UL's then-current rates, which UL may, in its sole discretion, and upon notice to the Applicant, change from time to time. Charges may vary, depending upon the size of the manufacturing facility, number of protection methods involved and whether ISO 9001 registration is maintained.

7.3 Expenses. Unless UL expressly agrees in writing otherwise, UL will bill Applicant for all reimbursable expenses associated with an ExTR, CoC, QAR, FAR, CRF, or IECEx Conformity Mark License, which may include, without limitation: travel expenses; carrier, communications, and special equipment charges; materials, energy, and fuel; services of outside contractors or facilities; charges for photographs, drawings, reproductions, and printing; and charges for preparation of extra copies of UL reports and other documents. Fees and expenses incurred by ExCB shall be charged at the current billing rates. Clients shall pay all invoices in accordance with local or regional UL invoicing policies. Client is responsible for paying all bank fees incurred with wire transfers it makes.

8. Estimated Schedule - Client recognizes that each service is unique and that the timing of each will vary depending upon the particular evaluation and its findings. If appropriate, UL will provide Client with an estimated time schedule in the Quotation for services.

9. Compliance with the IECEX System Requirements

9.1 If UL determines that a product and/or facility is in compliance with all applicable IEC standards, including IECEX System Program requirements, UL will issue an ExTR, QAR, FAR, CRF, CoC, and/or IECEX Conformity Mark License, as appropriate. The Client agrees that the products and/or facilities for which the ExTR, QAR, FAR, CRF, CoC, and/or IECEX Conformity Mark License has been issued will comply with the applicable IEC standards, including IECEX System program requirements at all times.

9.2 The Client agrees that ExTRs, QARs, FARs, CRFs or CoCs shall not be used in any form of advertising or sales promotion.

NOTE: This requirement does not preclude the holder of an ExTR, QAR, FAR, CRF, or CoC from making reference to the existence of that document in business correspondence related to equipment for which an ExTR, QAR, FAR, CRF, or CoC has been issued as appropriate.

9.3 The IECEX Conformity Mark shall not be used for any purpose other than to indicate that all the requirements of the Mark Licensing System are being met.

9.4 Client shall promptly notify ExCB of any changes in the product construction, quality program, facilities, equipment, personnel, and procedures, which may be material to ExCB's issuance of any ExTRs, QARs, FARs, CRFs, CoCs, and IECEX Conformity Mark Licenses, as applicable.

9.5 The IEC, IECEX, and combination IEC/IECEX logos are copyrighted and belong to the IEC. Their use is restricted to official documents published by the IEC or the IECEX or both and shall not be reproduced or utilized by the manufacturer in any form or by any means, electronic or mechanical, including photocopying and microfilm, without prior permission in writing from the IECEX System Secretary.

9.6 The ExCB reserves the right to withdraw the ExTR, QAR, FAR, CRF, CoC, or IECEX Conformity Mark License, if, in the sole opinion of the ExCB, the Client obstructs in any way the aim, operation or development of the IECEX System, fails to take action regarding misuse of ExTRs, QARs, FARs, CRFs, CoCs, or the IECEX Conformity Mark, or otherwise violates the System Rules and Procedures.

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