Responses received to email sent to ExSFC members by email on 31st Jan 2020 regarding …..

Dear members of the IECEx ExSFC,

Following discussions at the 2019 ExSFC meeting in Singapore on the concept of witnessed / accompanied assessments during on-site audits of manufacturers and service providers, the IECEx Assessment Group (ExAG) and IECEx Executive subsequently:

1. supported the use of witness / accompanying assessments as a tool for qualifying applicant ExCBs in the IECEx Certified Service Facilities Scheme
2. supported the use of witness / accompanying assessments as a tool for ongoing peer assessments of ExCBs accepted in the IECEx Certified Service Facilities Scheme

and

1. requested that the ExSFC provide ExAG with a list of proposed criteria to be used in assigning assessors and elements of the processes for managing witnessed peer assessments of ExCBs in the IECEx Certified Service Facilities Scheme

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| **From**  | **Comments** |
| Geoff Barnier,SIMTARS | My first thoughts on this are that I support the witness assessment. But, only for those ExCBs that don’t have 17065 accreditation or are NOT already being witnessed by their accreditation body. As I understood from our meetings, some ExCBs undergo no witness assessment hence the reason for this.In AU, JAS- ANZ witnesses both our product and service facility audits. The logistics of marrying up an audit while the IECEx auditors are in AU and the additional costs to have IECEx also witness an audit conducted by ExCBs is not insignificant and an added burden. |
| Erin LaRocco,UL LLC | 1. All ExCBs shall participate.
2. ExCB shall be notified of peer assessment in a timely manner for scheduling purposes.  Audits are difficult to schedule with two parties involved and then adding in a third party may make this an even more difficult process.
3. The service facility shall be notified of the assessor/observer prior to the audit by the ExCB and shall agree to the presence of this external assessor prior to the audit.
4. Confidentiality/impartiality concerns with regards to the assessor and the repair facility/ExCB should be taken into consideration.
5. Local assessors shall be used when possible to minimize costs and travel concerns.
6. There shall be no influence or interference with the audit process by the external assessor.  Perhaps guidance from the Clause 9.2.2.2.1 (“Observers”) of ISO/IEC 17021-1:2015 can be used here.  If there is feedback from the external assessors, it should be provided after the audit and not during the audit process.
7. The presence of the external assessor shall not extend the time of the audit.
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