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

**Circulation to: Members of the IECEx Management Committee, ExMC**

The Twenty Second Meeting of the ExMC held Remotely on

**1st and 2nd October 2020**

Draft Formal Minutes

Following on from the issuing of the Meeting Report of Confirmed Decisions from the 2020 meeting, document ExMC/1657/DL, issued October 2020, this document serves as the Draft Formal Minutes of the 2020 Meeting of the IECEx Management Committee.

These draft formal minutes include the respective agenda items from Agenda ExMC/1614A/DA along with the 2020 ExMC Report of Confirmed Decisions, shown as Decision 2020/XX as contained in document ExMC/1657/DL, with these draft formal minutes being issued for confirmation via correspondence.

Please advise the Secretariat via [info@iecex.com](mailto:info@iecex.com) by 31 May 2021 of any errors or omissions following which the minutes will be considered confirmed.

Please note that the Decisions shown in these minutes were confirmed during the meeting and hence they are not subjected to any changes.

These formal minutes contain the following Annex:

Annex A – Consent Agenda Items

Annex B – List of Actions arising from the meeting

Annex C – Recorded Attendance Days 1 + 2

Presentations and tabled documents, referenced in these minutes are available from the 2020 IECEx Meeting webpage <https://www.iecex.com/meeting-and-events/2020-remote-annual-meeting-of-the-iecex-system/>

In line with the confirmed Decisions detailed in ExMC/1657/DL, significant progress has been made regarding actions as listed in Annex B. A report of actions will be issued in due course.

**IECEx Secretariat**

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**Minutes of Meeting**

1. **OPENING AND WELCOME – Meeting to Commence 12 Noon UTC Time zone on Thursday 1st October 2020 and continue from 12 Noon UTC Time Zone on Friday 2nd October 2020.** 
   1. **Introduction and Address by IECEx Chair – Mr Paul Meanwell**

**Mr Paul Meanwell as IECEx Chair opened the meeting at 1200 on 1 October 2020 welcoming delegates to this first remote meeting of the ExMC noting the issues surrounding the COVID-19 pandemic and travel restrictions. He made special mention of the CAB Chair Mr Shawn Paulsen and other CAB Members thanking them for their time to join this meeting.**

**The Chair then noted members of the IECEx Executive, along with TC 31 Chair Mr Thedens and the TC 31 /IECEx Liaison Mr Coppler.**

**The Chair also noted the special working relationship with United Nations UNECE and acknowledged Dr Frank Lienesch and his role in the UNECE WP6 on Ex.**

**The Chair also thanked the IECEx Secretariat for their preparation and tutorial sessions in preparation for this meeting.**

* 1. **Address by the IEC Vice President - Mr Shawn Paulsen**

**Mr Shawn Paulsen as IEC Vice Presentient and CAB Chair gave an address (*Presentation available from the IECEx 2020 meeting website*) to the ExMC informing the meeting of the importance of IEC Conformity Assessment is to the IEC.**

**Mr Paulsen gave a ppt presentation highlighting the sustainable development goals and also outlined the current activities surrounding the review of the IEC Corporate Governance and other areas of IEC consideration such as issues around risk management with a clear message of support by IEC of the activities of IEC Conformity Assessment activities including that I of the IECEx.**

**Mr Paulsen thanked the IECEx Leadership and membership for its work and urged their continued efforts to support the global Ex community. The IECEx Chair thanked Mr Paulsen and following a brief round of questions and discussion the meeting recorded the following decision**

Decision 2020/01

The meeting appreciated an address from the IEC Vice President and IEC CAB Chair, Mr Shawn Paulsen and recorded our thanks for his participation today and for his ongoing support of the IECEx System.

1. **APPROVAL OF THE AGENDA**

**2.1 Approval of Draft Agenda**

**Document considered:**

* **ExMC/1614A/DA** – Draft Agenda, 2020 ExMC Meeting

**The Chair called on the meeting to accept the draft agenda and following a brief discussion the agenda was approved with the meeting recording the following decision.**

Decision 2020/02

The meeting approved the draft agenda circulated as ExMC/1614A/DA with the following additions as Green Papers:

* Agenda Item 6.6
* Agenda Item 8.4
* Agenda Item 8.5
* Agenda Item 14.1
* Agenda Item 14.2

and noted the USNC objection to approving (at this meeting) documents that have not met the document distribution timelines of IEC CA 01.

**2.2 Approval of the Consent Agenda - Annex A**

**The Chair reminded the meeting of the value in using a consent agenda during the last ExMC meeting and called on members to consider the consent agenda as presented in Annex A of the agenda and if they agreed with the items as listed. The meeting indicated support for the consent agenda as presented and recorded the following decisions**

Decision 2020/03

The meeting approved all items listed in the Consent Agenda circulated as Annex A to ExMC/1614A/DA.

**3 MINUTES OF THE LAST ExMC MEETING**

**3.1\*** Confirmed minutes of the last meeting, held in Dubai , September 2019.

**Document noted:**

* [**ExMC/1567A/RM**](https://www.iecex.com/dmsdocument/3277)– *Confirmed Minutes of the 2019 ExMC Meeting*

**The Chair noted the meeting’s agreement to the consent agenda and referred to Decision 2020/03.**

**3.2 Matters arising from these minutes**

**3.2.1** **Report on Actions arising from the 2019 ExMC Meeting**

**Document noted:**

* [**ExMC/1632/R**](https://www.iecex.com/dmsdocument/3403)– Status of Action Items from the 2019 ExMC Meeting

**The meeting received a report from the IECEx Secretariat on action items from the last meeting and following a brief discussion agreed to record the following decision**

Decision 2020/04

The meeting noted a report from the Secretariat on the actions arising from the 2019 Meeting in Dubai as circulated as ExMC/1567A/RM and ExMC/1632/R, *Status of Action Items from the 2019 ExMC Meeting.* The Secretariat to follow-up on Action Item #42 with AU.

**3.2.2** **Other items**

**The Chair called on the meeting to raise any other items relating to the minutes. No other items were raised**

**4 OVERVIEW OF IECEx SYSTEM ACTIVITIES AND OFFICER POSITIONS**

**4.1 Annual Report Card**

**Documents Noted/Discussed:**

* [**ExMC/1607/R**](https://www.iecex.com/dmsdocument/3399)– 2020 IECEx Annual Report Card
* [**ExMC/1636/Inf**](https://www.iecex.com/dmsdocument/3427)– US Request

**The Secretary presented the annual report card as ExMC/1607/R with the meeting taking a brief discussion and comments including remarks from CN regarding progress on the new OD 024 register being developed and agreeing to record the following decision.**

Decision 2020/05

The meeting accepted the Secretariat’s report emphasising a number of the aspects detailed in ExMC/1607/R that contains an overview of the IECEx System activities.

The meeting also supported the USNC proposal as circulated as ExMC/1636/Inf for dealing under agenda item 6.6.

**4.2 Nomination of IECEx Vice Chair**

**Documents noted**

* [**ExMC/1590/Inf**](https://www.iecex.com/dmsdocument/3284)– IECEx Vice Chair – call for nominations

**The Chair noted the call for nominations and that Mr Cole is willing to serve an additional term with support from the membership agreed to record the following decision.**

Decision 2020/06

The meeting noted at time of closing of call for nominations circulated as ExMC/1590/Inf, one nomination was received, this being for Mr Cole from Canada. The meeting then unanimously agreed on submitting Mr Cole for IEC CAB approval as IECEx Deputy Chair to commence a second term of three years on 1st January 2021. The meeting also recorded a note of thanks to Mr Cole and his employer Hubbell for the great service and support to IECEx during his first term.

**4.3 Nomination of IECEx Treasurer**

**Documents considered:**

* [**ExMC/1591/Inf**](https://www.iecex.com/dmsdocument/3285)– IECEx Treasurer – call for nominations
* [**ExMC/1595/Inf**](https://www.iecex.com/dmsdocument/3332)– Nomination from China

**The Chair noted the call for nominations for IECEx Treasurer and the nomination from CN and agreed to record the following nomination and also expressed its appreciation for the tremendous work by Mr Thierry Houeix, with the Chair noting the great financial position that IECEx finds itself.**

Decision 2020/07

The meeting noted at time of closing of call for nominations circulated as ExMC/1591/Inf, one nomination was received, this being Professor Xu Jianping from China. The meeting then unanimously agreed on submitting Professor Xu Jianping for IEC CAB approval as IECEx Treasurer to commence a first term of three years on 1st January 2021. The meeting also recorded a note of thanks to Mr Thierry Houeix and his employer, INERIS for his tremendous efforts for the past 6 years noting the very excellent financial position of the IECEx due in no small means to his efforts.

### 5 REPORT ON IEC CAB (Conformity Assessment Board) MATTERS

**5.1****\*** **Review of Conformity Assessment Board (CAB) Decisions** **from CAB Meetings since the 2019 ExMC Meeting**

**Documents noted:**

* [**CAB/1925/DL**](https://www.iecex.com/dmsdocument/3386)-Decision list of CAB meeting 46 held in Shanghai
* [**CAB/1991/DL**](https://www.iecex.com/dmsdocument/3387) - Decision List of CAB Meeting 47 held Remotely

**The Chair noted the meeting’s agreement to the consent agenda and referred to Decision 2020/03.**

* 1. **Specific CAB Matters for noting by ExMC**

**5.2.1\* Noting of Specific Decisions, relating to IECEx from CAB Shanghai 2019 Meeting (CAB/1925/DL)**

Decision 46/14 – Budget and two-year forecasts of CA Systems

Decision 46/20 – IECEx Annual Report

Decision 46/21 – IECEx Chair appointment

Decision 46/22 – IECEx 2018 Audited Accounts

**The Chair noted the meeting’s agreement to the consent agenda and referred to Decision 2020/03.**

**5.2.2\* Noting of Specific Decisions, relating to IECEx from CAB Remote 2020 Meeting (CAB/1991/DL)**

Decision 47/06 - Approval of the IECEx 2021 Budget

Decision 47/19 – Report from CAB WG11 Systems Rules

Decision 47/20 – Report from CAB WG14 Promotion

Decision 47/21 – Report from CAB WG18 New Services Radar

Decision 47/22 – Guidance Document on hosting annual meetings

Decision 47/31 – IAF Resolutions

Decision 47/32 – Requirements covering personal data protection

**The Chair noted the meeting’s agreement to the consent agenda and referred to Decision 2020/03.**

**5.3\* IEC Conformity Assessment System’s Harmonised Basic Rules**

**Documents noted:**

* [**IEC CA 01**](https://www.iecex.com/dmsdocument/3409) **Ed 2.4 –** IEC Harmonised Basic Rules Ed 2.4
* [**IECEx 01–S**](https://www.iecex.com/dmsdocument/3410) **Ed 2.1** – IECEx Supplement to IEC CA 01 Ed 2.1

**The Chair noted the meeting’s agreement to the consent agenda and referred to Decision 2020/03.**

**5.4 Cyber Security**

**Document noted**

* [**ExMC/1615/R**](https://www.iecex.com/dmsdocument/3385) **–** Report from Mr Amos, IECEx Secretariat

**Mr Mark Amos, IECEx Business Manager and the IECEx liaison to IECEE CMC WG31, gave an outline of the update to their work, noting that IECEE has been given the lead role by CAB for all CA matters relating to Cyber Security, with other CA Systems to identify any specific issues relating to their areas to be brought to the attention of IECEE, with Mr Amos advising that at this point in time that there are no Ex specific items that are not already being covered by the IECEE activities, referring to his report.**

**US via Mr Coppler referred to previous items raised by the US and the previous consideration that IECEx continue to monitor the work of IECEE and raise with IECEx if there are any specific needs for IECEx. On this basis it was agreed for Mr Amos to continue with a watching brief of the work of IECEE**

**The meeting agreed to record the following decision.**

Decision 2020/08

The meeting noted a report from Mr Amos and also the comments from Mr Coppler regarding the need for a continued watching brief from IECEx on activities in the IECEE System.

**5.5 Any other CAB Matters**

To allow Members the opportunity to raise any other CAB Matters

6 IECEx MEMBERSHIP AND GENERAL MATTERS

**6.1\* Current Membership**

**Document noted**

* **OD 001 –** Scheme Membership: Countries, ExCBs, ExTLs and applicants –

**The Chair noted the meeting’s agreement to the consent agenda and referred to Decision 2020/03.**

**6.2 Country Membership Matters including New Countries to join - Update from the Secretariat**

**The meeting received a verbal report from the Secretariat noting the recent new members of from the Kingdom of Saudi Arabia and also Greece that joined in 2019 and that despite Covid-19 possibly preventing other countries from joining that we still receive applications from new CBs and TLs seeking to join.**

**Dr Arnhold of DE raised the issue of IECEX 01-S of the progress of how new countries are moving to accept IECEx. The Secretary referred to the agenda item 15.1 re results of the IECEx survey with DE agreeing to refer this issue to that item, with the meeting agreeing to the record the following decision.**

Decision 2020/09

The meeting noted an update from the Secretariat on the latest countries that have joined IECEx and new Countries possibly interested in joining the IECEx System membership. The meeting also agreed to deal with the DE question on acceptance of IECEx by new member countries when dealing with results from the Survey under agenda item 15.1.

**6.3\* Acceptance of New ExCBs / ExTLs accepted, via correspondence, since the 2019 ExMC Meeting.**

**Document Considered:**

* [**ExMC/1626/R**](https://www.iecex.com/dmsdocument/3400) **–** Report listing of new ExCBs/ExTLs accepted since the 2019 ExMC Meeting

**The Chair noted the meeting’s agreement to the consent agenda and referred to Decision 2020/03.**

**6.4\* Applications for Extension of Scope, accepted since the 2019 ExMC Meeting.**

**Documents considered:**

* [**ExMC/1628/R**](https://www.iecex.com/dmsdocument/3401) – Report of Extensions of Scope processed since the 2019 ExMC Meeting.

**The Chair noted the meeting’s agreement to the consent agenda and referred to Decision 2020/03.**

### 6.5IECEx Executive

**Documents noted/discussed:**

* [**OD 002**](https://www.iecex.com/dmsdocument/3039)– Tasks and Responsibilities of the IECEx Executive

**The Chair gave a report of the activities of the IECEx Executive, noting that early in 2020 the Executive with the Secretary commenced work on the develop-ment of new document OD 060 to address operational issues surrounding the covid -19 travel restrictions. He mentioned the 2 meetings of the Executive noting the issues surrounding Finance and other operational issues considered including Mark Scheme documents and results of the 2020 IECEx survey and possible next steps. He also mentioned of the Executive’s consideration of the impact of the covid-19 travel restrictions and the need for meetings of the IECEx groups to continue to ensure the work of IECEx continues.**

**The Chair also mentioned of the uncertainties of the covuid-19 travel restrictions places concern over planning for future meetings.**

**The meeting appreciated the report from the Chair and agreed vto record the following decision**

Decision 2020/10

The meeting accepted the verbal report from the IECEx Chairman on the activities of the IECEx Executive in particular the review of Roles and Responsibilities assigned to the Executive as detailed in IECEx OD 002, noting responses to the developing COVID-19 pandemic dominated issues among the IECEx Executive and the release of OD 060.

**6.6 IECEx Operational Document OD 060 – Extraordinary Circumstances**

**Document considered:**

* [**OD 060**](https://www.iecex.com/dmsdocument/3199)– IECEx Guide for Business Continuity – Management of Extraordinary Circumstances or Events Affecting IECEx Certification Schemes and Activities (Ed 2.0)

**The Chair introduced this item outlining the need to introduce this new OD 060 to assist with ensuring the on-going business continuity of IECEx and appreci9ated the work of both the Secretariat and Executive along with the various WGs in both accepting Edition 1.0 and work on draft Edition 2.0.**

**The Secretary, then advised the meeting that the initiative for developing OD 060 was to address the issue of travel restrictions leading to the covid-19 pandemic and noted the need for developing edition 2.0 as the pandemic appeared to continue well into 2020 and likely to continue into 2021,**

**The Secretary also advised that Edition 2.0 was expanded to come to terms with a more mid to longer term of travel restrictions and hence ability to cover applications and scope extensions of ExCBs and ExTLs as well as better guidance for ExCBs when conducting audits of manufacturers and service providers. He also reported the number of peer assessments being organised under the provision of OD 060. He then informed the number of assessments being organised and trust that this addressed the questions from US.**

**AU expressed their appreciation for the rapid development in developing the OD 060 and wished to table some proposals aimed at improving the draft Ed 2.0 but noted that these are being tabled with little notice.**

**GB sought to understand the level of alignment with IAF guidance document and whether or not the use of remote assessments may be used even after covid-19 travel restrictions are lifted. The Chair noted that we may need to consider use of new measures including remote assessments after covid-19 travel restrictions are lifted.**

**The Secretary informed the meeting that in developing OD 060 that they did consult with the existing work of IAF including their guidance document and outlined some of the different approaches used by IAF guidance and that the IAF document was rather general and the need for an IECEx document to be more tailored and specific to IECEx needs. Regarding use of remote assessments for the future, the Secretary did highlight the need for this to be discussed in both ExAG and the various WGs.**

**US did raise the question of how the peer assessment programme is being handled in terms of the number of assessors available, with Dr Munro noting that while we have a good pool of assessors for the IECEx 02 scheme we would welcome an addition to the pool for those dealing with other IECEx Schemes, eg 03 and 05.**

**The Secretary, then reported that while the initial approach under Edition 1.0 was to defer the re-assessments for up to 6 months but as the pandemic has continued beyond this, the Secretariat has commenced organising peer assessments under the provision of Ed 2.0 of OD 060.**

**The meeting also noted the need for ExAG to consider this aspect further and following further discussion agreed to record the following decision.**

Decision 2020/11

The meeting endorsed the publication of Edition 2.0 of IECEx OD 060 on 8th July 2020.

The meeting also supported that *ExMC(2020Remote/AU)03* be considered by the Executive along with the relevant verbal input from GBNC (as shown in the Minutes) for inclusion in the next version of OD 060. It was further agreed for the USNC input provided as ExMC/1636/Inf to be considered by ExAG. The meeting noted a verbal report from the Secretary regarding IECEx peer assessments conducted under the provisions of OD 060, as requested by the US comment ExMC/1636/Inf, and indicated its support for the approach taken.

**6.7 Any other membership or general matters**

IECEx Secretary to report.

**This was covered during item 6.6**

### 7 IECEx ASSESSMENTS OF ExCBs AND ExTLs

**7.1\* IECEx 5 Year Re-Assessment**

**Document endorsed:**

* [**ExMC/1629/R**](https://www.iecex.com/dmsdocument/3402) **– Listing of ExCBs/ExTLs re-assessment reports issued since the 2019 ExMC Meeting.**

**The Chair noted the meeting’s agreement to the consent agenda and referred to Decision 2020/03.**

**7.2** **IECEx Maintenance and Consultative Group for matters relating to the IECEx Assessment of ExCBs and ExTLs across all IECEx Schemes – Report from ExAG**

Document noted/considered:

* [ExMC/1639/R](https://www.iecex.com/dmsdocument/3445) - Report from ExAG
* [ExMC/1640/DV](https://www.iecex.com/dmsdocument/3443) –Proposed Draft Ed 3.0 of the F-003 IECEx Assessment Report Form
* [ExMC/1641/DV](https://www.iecex.com/dmsdocument/3442) – Proposed IECEx Revised Form, F-004 Site Assessment Report
* [ExMC/1642/DV](https://www.iecex.com/dmsdocument/3441) – Proposed Draft Edition 3.0 of OD 003-1, Part 1, Part 1: Appointment and surveillance of assessors for IECEx certification schemes
* [ExMC/1643/DV](https://www.iecex.com/dmsdocument/3440) - Proposed IECEx OD 003-2, Draft Edition 4.0, Part 2: Assessment, surveillance assessment and re-assessment of ExCBs and ExTLs operating in the IECEx 02, IECEx Certified Equipment Scheme
* [ExMC/1644/DV](https://www.iecex.com/dmsdocument/3444) – Proposed Draft Revised Form F 007, IECEx Assessor Application Form
* [ExMC/1645/DV](https://www.iecex.com/dmsdocument/3439) – Proposed Revised Edition of OD 032 – IECEx Assessor Guidance

**Dr Munro as ExAG Convenor presented his report along with the listed documents developed within the ExAG. The Chair noted that a number of these documents were submitted late and may require additional time for the members to consider.**

**The meeting considered the report from ExAG noting the proposed revised and new documents.**

**The meeting considered the concept of having an Annex to documents that could be updated without the need for seeking ExMC approval with the US suggesting the use of links to the IEC documents rather than updating annexes.**

**The meeting then agreed to forward the draft documents for ExMC voting via the on-line electronic voting, following the meeting. The meeting then agreed to record the following decision.**

Decision 2020/12

The meeting accepted a report from the ExAG Convenor, Dr Munro as circulated as ExMC/1639/R, agreed ExAG Recommendation 1 and noted Recommendation 3. The responses to Recommendation 2 (approval of documents publication) will be handled as separate Decisions achieved by voting by correspondence to be coordinated by the Secretariat.

It is accepted that, in principle, the content of Annexes can be modified and published without the need for ExMC approval (in accordance with IECEx OD 099).

7.3 Other Matters related to IECEx Peer Assessment Program

This is an opportunity for Members to raise any other matters

**The Chair invited the meeting to raise any additional items related to the IECEx Peer assessment Program. None were raised.**

8 IECEx CERTIFIED EQUIPMENT SCHEME, IECEx 02

**8.1\* Listing of Current IECEx 02 Scheme ExCBs and ExTLs**

**Document noted:**

* **OD 001 –** 02Scheme Membership ExCBs, ExTLs and applicants

<https://www.iecex.com/members-area/od001/>

**The Chair noted the meeting’s agreement to the consent agenda and referred to Decision 2020/03.**

**8.2 ExTAG MATTERS**

**8.2.1 Report from 2020 ExTAG Meeting**

**The Chair invited Prof XU as ExTAG Chair to report on their meeting held the previous 2 days. Prof XU presented his report detailed in document ExTAG(2020Remote/ExTAGChairman)07, noting in particular the following**

* **Support and appreciation for the special provisions of OD 060 Business Continuity**
* **procedures adopted during the ExTAG meeting concerning nomination of ExTAG Officers.**
* **Reports from the various ExTAG Working Groups, including the work of WG6 Testing at other Locations**
* **Update of the IECEx Proficiency Testing Program**
* **Cooperation with TC 31 regarding the OD 035 ExTAG Decision Sheet development process**

**Prof XU then informed of the following items from ExTAG seeking ExMC support.**

1. **Following the undertaking of secret ballot via email at the close of Day 1 of the meeting, The ExTAG agrees with the nomination of Dr Lienesch and Mr Omerovic for ExMC approval as ExTAG Chair and ExTAG Deputy Chair respectively and seeks ExMC approval for their appointment.**
2. **IECEx 02 rules governing cooperation among ExCBs in receiving ExTRs and QARs for others with AU experts raising the concern and a request from ExTAG that this matter be raised with ExMC WG 01.**
3. **ExTAG indicated its support for the new OD 060 to assist with business continuity and wish to inform the ExMC.**
4. **A document was tabled from Dr Munro and Mr Sinclair, ExTAG(2020 Remote/JM+RS)05 regarding the issue of Decision Rule according to ISO/IEC 17025:2017 and request that ExAG be given the task to oversee this issue noting that ExTAG WG 04 is to take this issue into account during its current work on revising OD 012.**
5. **Rev of OD 207. ExTAG WG 12 finalised and requests ExMC approval of ExTAG/617/CD for publication.**
6. **Revision of OD 034 as prepared by Dr Detlev Markus (ExTAG/614/CD proceed for approval by ExMC for publication.**
7. **Agreed to meeting in 2021 along with ExMC as usual.**

**The Chair thanked Prof XU for his comprehensive report and also the members of ExTAG for their extremely important work and invited the meeting to raise any questions for Prof XU. With no questions raised, the meeting endorsed the report from ExTAG and agreed to record the following decisions.**

Decision 2020/13

The meeting accepted a verbal report from Prof Xu Jianping, ExTAG Chairman on the 2020 ExTAG (Ex Testing and Assessment Group) Meeting.

Decision 2020/14

The meeting noted ExTAG’s endorsement (refer ExTAG Decision 2020/18) of the draft revision of IECEx OD 207 as circulated among ExTAG as ExTAG/617/CD and agreed to publish the revision of IECEx OD 207.

**In favour:** AU, BR, CA, CH, CN, CZ, DE, DK, ES, FI, FR, GB, GR, HR, HU, IL, IT, JP, KR, MY, NL, NO, NZ, PL, RO, RU, SA, SE, SG, SI, TR, UAE, USA, ZA

**Objections:** Nil

**Absent:** IN

**Abstaining:** Nil

Decision 2020/15

The meeting noted ExTAG’s endorsement (refer ExTAG Decision 2020/20) of the draft revision of IECEx OD 034 as circulated as ExTAG /614/CD and agreed to publish the revision of IECEx OD 034.

**In favour:** AU, BR, CA, CH, CN, CZ, DE, DK, ES, FI, FR, GB, GR, HR, HU, IL, IT, JP, KR, MY, NL, NO, NZ, PL, RO, RU, SA, SE, SG, SI, TR, UAE, USA, ZA

**Objections:** Nil

**Absent:** IN

**Abstaining:** Nil

**8.2.2 Nomination of IECEx ExTAG Chair and Deputy Chair**

.  **Documents noted:**

* [**ExTAG/603/Inf**](https://www.iecex.com/dmsdocument/3281)– IECEx ExTAG Chair – call for nominations
* [**ExTAG/604/Inf**](https://www.iecex.com/dmsdocument/3282)– IECEx ExTAG Deputy Chair – call for nominations
* [**ExMC/1597/Inf**](https://www.iecex.com/dmsdocument/3336)– Nomination for ExTAG Chair from DE
* [**ExMC/1598/Inf**](https://www.iecex.com/dmsdocument/3337)– Nomination for ExTAG Chair from CN
* [**ExMC/1599/Inf**](https://www.iecex.com/dmsdocument/3344)– Nomination for ExTAG Deputy Chair from FR
* [**ExMC/1601/Inf**](https://www.iecex.com/dmsdocument/3349)– Nomination for ExTAG Deputy Chair from DK
* [**ExMC/1616/Inf**](https://www.iecex.com/dmsdocument/3370) **–** Nomination for ExTAG Deputy Chair from UK

**The Chair noting the report from Prof XU and the voting process within ExTAG and the good support for all candidates, but that in conclusion the ExTAG have now put forward both Dr Lienesch of DE and Mr Omerovic of DK as ExTAG Chair and ExTAG Deputy Chair respectively and that now ExMC are requested to approve these appointments.**

**US indicated their support for the nominations for the positions and sought to congratulate them.**

**DE also expressed their appreciation with the candidates noting their youth but also expressed appreciation for the work of Prof XU.**

**The Chair also requested the meeting to record its deep thanks for the tremendous work of Prof XU for the past 6 years in his role as ExTAG Chair.**

Decision 2020/16

The meeting approved the ExTAG nomination of Dr Lienesch as ExTAG Chair (as proposed by the 2020 ExTAG Meeting) to commence a first term of three years on 1st January 2021.

Decision 2020/17

The meeting recorded their thanks to Prof Xu Jianping and Mr Gauthier for their efforts in successfully and efficiently leading the work of the ExTAG over the last six years.

Decision 2020/18

The meeting approved the ExTAG nomination of Mr Omerovic from Denmark as ExTAG Deputy Chair (as proposed by the 2020 ExTAG Meeting) to commence a first term of three years on 1st January 2021.

8.2.3 Proposed revision of IECEx OD 034

**Document Considered:**

* [ExTAG/614/CD](https://www.iecex.com/dmsdocument/3413) - IECEx OD 034, Draft Edition 3.0 prepared by ExTAG

**This item was covered under item 8.2.1 and Decision 2020/015.**

**8.2.4 Any other ExTAG Matters**

Members invited to raise any other matters relating to ExTAG.

**The Chair invited the meeting to raise any other ExTAG Matters. None were raised.**

**8.3 Report from Working Group ExMC WG1 – IECEx Rules**

Documents discussed/considered:

* [ExMC/1608/R](https://www.iecex.com/dmsdocument/3380) – Report on 2020 ExMC WG1 Meeting

**Mr Cole presented the report from ExMC WG1 of their May 2020 meeting, ExMC/1680/R highlighting giving a summary of the various action items that have been completed which included OD 009 updates and other items, included in this meeting’s agenda for approval by ExMC.**

**Mr Cole referred to some housekeeping undertaken regarding participation in the activities of WG1 noting some previous members had retired. Mr Cole also referred to the status of the IEC CA 01 Basic rules applicable to all CA Systems which is supplemented by rules specific to IECEx via IECEx 01-S the supplement, reminding the meeting that the IECEx Basic Rules consists of both publications together.**

**Mr Cole concluded by thanking WG1 members noting the challenges in working remotely during this pandemic.**

**The Chair thanked Mr Cole and invited questions from the meeting.**

**GB raised the item of Moving the IECEx Bulletin and a list of national differences from a pdf document to more of a website based publication similar to that of the IECEE, noting that while we have not been able to hold face to face meetings, GB were concerned that this item is still on the radar and not forgotten. The Secretary informed that this is an item still on the agenda of the Secretariat and also included in this meeting’s agenda when we deal with Business Development WG13. GB appreciated this.**

**With no further matters raised the meeting agreed to record the following decision.**

Decision 2020/19

The meeting accepted the ExMC WG1 report contained in Document ExMC/1608/R.

8.4 Proposed New Operational Document OD 099

**Documents Considered:**

* [ExMC/1611/DV](https://www.iecex.com/dmsdocument/3383) - IECEx OD 099 - New Edition 1.0
* [ExMC/1648/Inf](https://www.iecex.com/dmsdocument/3461) – Proposals from FR

**The Secretariat introduced draft OD 099 noting that this is a result of an action from previous ExMC meeting to provide a consistent way of managing IECEx documents which includes the allocation of ma document owner. Mr Amos then informed the meeting of comments received on this draft, including those from FR and AU and Mr Coppler.**

**The Chair thanked Mr Amos for the background and noted the options to await further comments and called for any suggestions from the meeting.**

**US requested a further round of comments noted that they had some editorial comments that could be incorporated and will provide those to the secretariat. Mr Slowinske of the US further remarked that there are some additional minor suggestions such as document ownership for a couple of the ODs needs to be identified. He further suggested that perhaps 3.2 could be strengthened to require use of track changes.**

**GB suggested that an editorial review is required, especially outlines in Clause 2 and questioned the “Code ZZ” with the Secretariat informing that this indicates the price code which is free of charge, to align with use of IEC Standards style.**

**FR raised the issue of maintenance of OD 060 and ensure that when issuing such documents that they are endorsed/approved by ExMC.**

**AU proposal that a number of editorial need to be addressed. AU also feels that with so many more documents available and noted their proposal for a standardised document template and use of a more formal editing stage prior to publication or even to consider use of an editing committee. The Secretary responded noting that following recent discussions with the IEC Central Office and agreement for use of the IEC Central Office editors.**

**The Secretary also responded to the US suggestion for all published versions of all documents to use tracked changes as the only means for showing changes and pointed out that in some instances, there are so many changes made to a document in terms of style and content that to use tracked changes makes a document un readable but that the Secretariat proposes that tracked changes are used as the primary means but that other methods may be used as required. On the basis that changes are to be identified the US supports this approach.**

**The Chair proposed and the meeting supported that additional work is required on the document and then circulate a final version for voting via correspondence and agreed to record the following decision.**

Decision 2020/20

The meeting considered the proposed new Operational Document IECEx OD 099, IECEx Document Management as circulated as ExMC/1611/DV and noted the comments from FR NC (refer ExMC/1648/Inf), AU NC and US NC. The meeting then agreed for further revisions be made to include editorial corrections and additional content proposed by the FR NC, US NC, and AU NC and any others submitted before the end of October 2020. A revised draft of IECEx OD 099 Edition 1.0 will then be circulated for vote by correspondence for approval to publish.

#### **8.5 ExMC WG2 - Development of Technical Guidance Documents**

**The Chair called on the WG2 Convener, Ms Holdredge to provide the meeting with an update of activities of WG2. Ms Holdredge informed the meeting that WG2 did not hold a meeting over the course of the past year but does plan to meet early in 2021 due to some matters arising in the past few months to address issues such as borrowing/renting of test equipment, matters relating to IEC 60079-11.**

**The meeting then also noted FR proposal contained in ExMC(2020 Remote/FR)07 as presented by FR and sought feedback from the members regarding the need or not for an ExTL with IEC 60079-11 in their scope, to have a spark test apparatus, noting that this test is not conducted so often, noting the investments to acquire and maintain this equipment.**

**AU commented that they do not support the FR proposal to not require an ExTL to have a spark test apparatus as this has the potential for an ExTL to lose expertise in this area and also may result in some situations where for a specific item under evaluation the spark tester should be used but if not available then this could render an assessment questionable.**

**NL commented that they supported the FR proposal.**

**KR commented that they support the AU objection to the FR proposal**

**GB supported the AU position and would be sceptical of an ExTL that does not have spark test apparatus and would therefore question the credibility of an ExTL without one as this is fundamental in the Standard.**

**BR, CZ and others supporting the AU position.**

**The Secretary informed the meeting of the history of this FR proposal as the position taken by the Secretary has been to date, to require all ExTLs with IEC 60079-11 within their scope must have either within their organisation or ready access to a spark test apparatus. The Secretary also sought clarification of the FR proposal as to whether or not the proposal is that no access to a spark test apparatus is an acceptable situation or only access to such apparatus.**

**Following further discussion and noting the position of the membership FR clarified their desire for an ExTL to have ready access to such equipment and not to have no access. On the basis on this clarification and the comments from members and that the TCD currently allows for ready access to equipment then FR decided to withdraw their proposal.**

**NL indicated that ready access is an acceptable situation noting that some ExTLs have multiple locations and there should not be a need for each and every location to have all the equipment.**

**On the basis of this discussion the meeting agreed to record the following decisions, with Ms Holdredge advising that the overall issue of renting/borrowing test equipment will be discussed at the next WG2 meeting.**

Decision 2020/21

The meeting accepted a verbal report on the work of ExMC WG2 from the Convenor, Ms Katy Holdredge.

Decision 2020/22

The meeting considered the proposal from FR NC regarding requirements for Spark Test Apparatus (ExMC(2020 Remote/FR)07) and following an explanation of current requirements of the TCD (regarding “ready access” provisions), following discussions, the FR NC agreed to withdraw this proposal. The ExMC WG2 Convenor also suggested that a review of TCD definitions and terminology will assist to clarify requirements.

At this point in the Agenda The Chair concluded proceedings for DAY 1, continuing with item 8.6 on Day 2.

**8.6 Report from Working Group ExMC WG5 – Quality System Requirements**

Documents discussed:

* [ExMC/1609/R](https://www.iecex.com/dmsdocument/3381) – Report on 2020 ExMC WG5 Meeting

**The Chair called on the WG5 Convener, Mr Teather to present his report with Mr Teather sharing a few slides to introduce his report.**

**Mr Teather informed that he had prepared a presentation to assist in completing the F-001 QAR report form.**

**Mr Teather then remarked on the value of the OD 060 Business Continuity measures and especially the changes that are now reflected in Ed 2.0. He noted that post Covid-19 there may be a need to address requests for on-going use of remote audits.**

**Mr Teather noted the recommendation from WG5 including the withdrawal of IECEx OD 208 “Audit Checklist” noting that the checklist is now contained within the F-001 QAR form.**

**The Chair thanked Mr Teather and WG5 for their work and called for any questions, with the meeting noting the matter raised by AU on inclusion of reviews of audits that are being done remotely with the Assessors of ExCBs including the files of assessments and audits which are done via the remote audit provisions of OD 060 Ed 2.0**

**With no further matters raised the meeting agreed to record the following decision.**

Decision 2020/23

The meeting accepted a report (circulated as ExMC/1609/R) on the work of ExMC WG5 from the Convenor, Mr Roy Teather and endorsed ExMC WG5 Recommendation #1 regarding the withdrawal of IECEx OD 208.

**Secretariat note: Additional information as displayed by the WG5 convener during the meeting has been issued as ExMC(2020 Remote/WG5)09, on the IECEx 2020 Meeting page of the IECEx website.**

**8.7 Other matters relating to the IECEx Certified Equipment Scheme**

To enable other matters to be raised including feedback on use of non-electrical Standards

**The Chair invited Dr Arnhold of DE to address the meeting regarding other matters related to the IECEx Certified Equipment Scheme, with Dr Arnhold raising the issue oof assemblies and machine builders and the need to consider the issue of non-electrical items and informed the meeting of the approach by ATEX for Europe. He further remarked that while with the initial introduction of the ISO 80079 series and use by IECEx was not so supportive this is changing as the end customers are seeking compliance with these new standards and the IECEx certificates.**

**Dr Arnhold further remarked that he has long felt the need for IEC and IECEx to**

**Consider all types of ignition sources not just those from electrical items so is very pleased with the progress in the use of the non-electrical standards.**

**Dr Munro commented on the value of the work of WG15 Non-Electrical standards, noting that the ISO 80079-38 has not been acceptable in IECEx at this time but may need to be discussed within WG15. Dr Munro advised that he will be pleased to hold a meeting of WG15 and called on members to inform him of any items they may wish raised.**

**The Chair thanked both Dr Arnhold and Dr Munro with the meeting agreeing to record the following decision.**

Decision 2020/24

The meeting appreciated the comments from Dr Arnhold regarding manufacturers’ experiences with the certification of non-electrical equipment.

The meeting also noted the comments from Dr Munro on the possibility of a ExMC WG15 meeting and his request for suggestions of discussion topics.

1. IECEx CONFORMITY MARK LICENSE SYSTEM, IECEx 04
   1. Current List of IECEx Mark Licenses issuing ExCBs

**Document noted:**

* List of accepted Conformity Mark License issuing ExCBs <https://www.iecex.com/information/excbs/conformity-mark/>

**The meeting noted the current list of IECEx ExCB Mark License issuing bodies.**

Decision 2020/25

The meeting noted and accepted the list of currently accepted IECEx Conformity Mark Licence issuing ExCBs @ <https://www.iecex.com/information/excbs/conformity-mark/>

* 1. Report from the IECEx Marks Committee Chair, Mr Timothy Duffy

Documents noted:

* [ExMarkCo/01R/Inf](https://www.iecex.com/dmsdocument/1540) – ExMarkCo membership
* [ExMC/1631/R](https://www.iecex.com/dmsdocument/3398) - Report from the 2020 IECEx Mark Committee meeting

**Mr Duffy as ExMarkCo Chair presented the report from the IECEx Marks Committee highlighting the principles as agreed previously by the ExMC and the list of IECEx Rules and ODs that are now affected by these changes.**

**Mr Duffy recapped over the main change to use the single IECEx logo design as both the trademark logo and the Conformity Mark. He further advised that both the logo itself and the letters “IECEx” are in the process of being registered as formal trademarks to protect them.**

**Mr Duffy also highlighted one of the other fundamental changes was to allow for the ExCBs issuing the QAR to also be able to issue the IECEx Mark License**

**Mr Duffy also highlighted the on-going monitoring role of the ExMarkCo to identify and deal with any cases of misuse of the IECEx Marks, Certificates or IECEx Brand.**

**The IECEx Chair thanked Mr Duffy for his report and informed the meeting that the IECEx Executive did review the documents and recommend that ExMC supports the publication of these documents.**

**DE raised the question whether or not the process for ExCBs to be able to issue Mark License is more simplified or not under these new requirements with the Secretary advising yes on the basis that the ExCB conducting the QAR audit will be able to issue the Mark license as opposed to the previous situation of only the ExCBs issuing the Certificate can issue the license. So yes this is a more simplified methods.**

**AU raised questions whether or not marketing is being planned for the changes, with Mr Duffy confirming that this is an item identified by ExMarkCo and agreed that this is necessary but we need to be mindful of timing as we move forward with registrations etc. The meeting also noted the new WG17 Marketing.**

**US questioned as to where this mark will be used and will be on nameplates which maybe difficult, with Mr Duffy responding of the idea of allowing for the Mark to be included on the nameplates. The Secretary also commented on legal advice on use of the Mark and that the prime focus is on organisations that use the Mark when they may not be entitled to do so. The Secretary also reminded the meeting of the FR comment that supports the new draft documents.**

**Following further general discussion on the practical use of the mark the meeting agreed to record the following decision.**

Decision 2020/26

The meeting accepted the ExMarkCo report (as circulated as ExMC/1631/R) from the ExMarkCo Chair, Mr Duffy.

* 1. Revision of IECEx Conformity Mark System publications

Documents considered:

* [ExMC/1620/DV](https://www.iecex.com/dmsdocument/3392)- Revision to IECEx 04, Mark regulations
* [ExMC/1621/DV](https://www.iecex.com/dmsdocument/3393) – Revised to OD 422 RoP for granting IECEx Licenses
* [ExMC/1623/DV](https://www.iecex.com/dmsdocument/3394) – Revision to OD 023 Terms and Conditions
* [ExMC/1624/DV](https://www.iecex.com/dmsdocument/3396) – Revision to IECEx 04A Guide on use of the IECEx Conformity mark
* [ExMC/1625/DV](https://www.iecex.com/dmsdocument/3397) – Revision to IECEx 01B Guide on the use of the IECEx logo
* [ExMC/1649/Inf](https://www.iecex.com/dmsdocument/3462) – Comments from FR

**Mr Duffy informed of each of the updated draft revised publications relating to these changes of the IECEx Mark Licensing Scheme with the meeting agreeing to record the following decisions.**

**Proposed revision of IECEx 04**

Decision 2020/27

The meeting considered the proposed revision of IECEx 04 as circulated as ExMC/1620/DV and then agreed to recommend to the IEC CAB to approve this to proceed to publication as IECEx 04, Edition 2.0.

**In favour:** AU, BR, CA, CH, CN, CZ, DE, DK, ES, FI, FR, GB, GR, HR, HU, IL, IN, IT, JP, KR, MY, NL, NO, NZ, PL, RO, RU, SA, SE, SG, SI, TR, UAE, USA, ZA

**Objections:** Nil

**Absent:** Nil

**Abstaining:** Nil

Proposed revision of IECEx OD 422

Decision 2020/28

The meeting considered the proposed revision of IECEx OD 422 as circulated as ExMC/1621/DV and then agreed for this to proceed to publication as IECEx OD 422, Edition 2.0.

**In favour:** AU, BR, CA, CH, CN, CZ, DE, DK, ES, FI, FR, GB, GR, HR, HU, IL, IN, IT, JP, KR, MY, NL, NO, NZ, PL, RO, RU, SA, SE, SG, SI, TR, UAE, USA, ZA

**Objections:** Nil

**Absent:** Nil

**Abstaining:** Nil

Proposed revision of IECEx OD 023

Decision 2020/29

The meeting considered the proposed revision of IECEx OD 023 as circulated as ExMC/1623/DV and then agreed for this to proceed to publication as IECEx OD 423, Edition 1.0.

**In favour:** AU, BR, CA, CH, CN, CZ, DE, DK, ES, FI, FR, GB, GR, HR, HU, IL, IN, IT, JP, KR, MY, NL, NO, NZ, PL, RO, RU, SA, SE, SG, SI, TR, UAE, USA, ZA

**Objections:** Nil

**Absent:** Nil

**Abstaining:** Nil

Proposed revision of IECEx Guide 04A

Decision 2020/30

The meeting considered the proposed revision of IECEx Guide 04A as circulated as ExMC/1624/DV and then agreed for this to proceed to publication as IECEx Guide 04A, Edition 3.0.

**In favour:** AU, BR, CA, CH, CN, CZ, DE, DK, ES, FI, FR, GB, GR, HR, HU, IL, IN, IT, JP, KR, MY, NL, NO, NZ, PL, RO, RU, SA, SE, SG, SI, TR, UAE, USA, ZA

**Objections:** Nil

**Absent:** Nil

**Abstaining:** Nil

Proposed revision of IECEx Guide 01B

Decision 2020/31

The meeting considered the proposed revision of IECEx Guide 01B as circulated as ExMC/1625/DV and then agreed for this to proceed to publication as IECEx Guide 01B, Edition 4.0.

**In favour:** AU, BR, CA, CH, CN, CZ, DE, DK, ES, FI, FR, GB, GR, HR, HU, IL, IN, IT, JP, KR, MY, NL, NO, NZ, PL, RO, RU, SA, SE, SG, SI, TR, UAE, USA, ZA

**Objections:** Nil

**Absent:** Nil

**Abstaining:** Nil

* 1. Current ExMarkCo Membership vacancies

Covered by Agenda item 9.2

* 1. **Notifications of misuse of the IECEx Conformity Mark.**

Covered by Agenda item 9.2, with the meeting given the opportunity to raise any items of misuse that need to be brought to the attention of CAB. None were raised.

* 1. Other Matters relating to the IECEx Conformity Mark System

Members are invited to raise any other matters relating to the IECEx Conformity Mark System.

The Chair invited the meeting to raise any additional items relating to the IECEx Mark License Scheme.

GB did question whether the Mark License scheme is in accordance with ISO/IEC 17030 with the Secretariat advising that the developments of the new IECEx Mark Licensing scheme were aligned with ISO/IEC 17030 which was also shared with IEC lawyers when seeking legal advice.

GB further wished to convey their acknowledgment and appreciation to Mr Duffy and his ExMarkCo committee for the amount of work in getting these improvements in the scheme to this point.

10 CERTIFIED SERVICE FACILITIES SCHEME – IECEx 03 series

**10.1\* Listing of ExCBs – According to IECEx 03 series, Certified Service Facility Scheme**

**Document noted:**

* **OD 001** – Scheme Membership, ExCBs, ExTLs and applicants <https://www.iecex.com/information/excbs/service-facilities/>

**The Chair noted the meeting’s agreement to the consent agenda and referred to Decision 2020/03.**

**10.2 Report from the ExSFC Chairman**

**Documents discussed:**

* [**ExMC/1610/R**](https://www.iecex.com/dmsdocument/3382) – Report on the 2020 IECEx ExSFC meeting
* [**ExMC/1638/Inf**](https://www.iecex.com/dmsdocument/3436)– Comments from US

**Mr Ron Sinclair as Chair of the Ex Service Facilities Scheme Committee, ExSFC. Referred to the ExSFC report noting the two recommendations from ExSFC, noting one of the recommendations to WG1 dealing with displaying of national differences for the IECEx 03 scheme.**

**Mr Sinclair noted a request from the US regarding adjustment from the ExSFC report and advised that the report when written was correct at the time but did agree that the US correctly identified a second Decision sheet should have been mentioned in the report which was to be included.**

**Mr Sinclair advised that ExSFC plan to issue Decision Sheets in similar means as done for years within the ExTAG and noted a couple of ExTAG Decision Sheets that relate to the IECEx 03 scheme are being transferred to the ExSFC Decision Sheets.**

**Mr Sinclair noted the documents listed for ExMC approval of IECEx 03 related documents that deal with the issue of ExSFC Decision Sheets as well as those listed in items 10.3, 10.4, and 10.5 of this ExMC agenda.**

**The Chair thanked Mr Sinclair and called on the meeting to raise any questions or comments. Mr Coppler TC 31 Liaison raised a question on action item 14 with a request for Mr Sinclair to resend to Mr Coppler.**

Decision 2020/33

The meeting accepted the ExSFC report as circulated as ExMC/1610/R, noted the USNC comments ExMC/1638/Inf, and endorsed the two ExSFC Recommendations.

* 1. **Proposed Revision to IECEx OD 314-5, IECEx Certified Service Facilities Scheme Part 5: Repair, overhaul and reclamation of Ex equipment Additional requirements for IECEx Service Facilities involved in the repair, overhaul and reclamation of Ex equipment**

**Document considered:**

* [**ExMC/1613/DV**](https://www.iecex.com/dmsdocument/3404) **–** Draft Revision of IECEx OD 314-5

**The Chair called on the meeting to accept document ExMC/1613/DV with the meeting agreeing to record the following decision.**

Decision 2020/34

The meeting considered the proposed revision of IECEx OD 314-5 as circulated as ExMC/1613/DV and then agreed for this to proceed to publication as IECEx OD 314-5, Edition 1.2.

**In favour:** AU, BR, CA, CH, CN, CZ, DE, DK, ES, FI, FR, GB, GR, HR, HU, IL, IN, IT, JP, KR, MY, NL, NO, NZ, PL, RO, RU, SA, SE, SG, SI, TR, UAE, USA, ZA

**Objections:** Nil

**Absent:** Nil

**Abstaining:** Nil

10.4 Proposed New Operational Document OD 302

Members to consider and approve the publication of a new IECEx Operational Document, *IECEx OD 302, Preparation and Publication of ExSFC Decision Sheets* prepared by ExSFC.

**Document considered:**

* [ExMC/1612/DV](https://www.iecex.com/dmsdocument/3384) - IECEx OD 302, Edition 1.0

**The Chair called on the meeting to accept document ExMC/1612/DV with the meeting agreeing to record the following decision, noting concerns raised by BR in use of the phrase that in developing ExSFC Decisions Sheets they shall not be used to “Interpret” requirements of standards as used within the document, with the Secretary noting that there could be some confusion as formal interpretation of standards is done by the TC 31 itself whom may issue “Interpretation Sheets” whereas IECEx issues “Decision Sheets” to ensure we arrive at a uniform application of the standards and hence the ExSFC does not interpret the standards.**

**With this explanation the meeting agreed to record the following decision.**

Decision 2020/35

The meeting considered the proposed new Operational Document IECEx OD 302, Preparation and Publication of ExSFC Decision Sheets as circulated as ExMC/1612/DV and then agreed for this to proceed to publication as IECEx OD 302, Edition 1.0.

**In favour:** AU, BR, CA, CH, CN, CZ, DE, DK, ES, FI, FR, GB, GR, HR, HU, IL, IN, IT, JP, KR, MY, NL, NO, NZ, PL, RO, RU, SA, SE, SG, SI, TR, UAE, USA, ZA

**Objections:** Nil

**Absent:** Nil

**Abstaining:** Nil

**10.5 Proposed Revision to IECEx OD 316-4,**

Members are requested to approve the revision to IECEx OD 316-4 as proposed by ExSFC and ExAG to include requirements for witness assessments of ExCBs.

**Document considered:**

* [**ExMC/1646/DV**](https://www.iecex.com/dmsdocument/3464) **–** Draft Revision of IECEx OD 316-4

**Mr Sinclair requested that at this point in time, ExSFC are only seeking comment on this revision with the plan to have a final document prepared and released for voting via correspondence. On this basis the meeting agreed to record the following decision.**

Decision 2020/36

The meeting noted the comments of the ExSFC Chair on the proposed revision of IECEx OD 316-4 as circulated as ExMC/1646/DV and that further work is needed on this and that comments are invited.

11 IECEx CERTIFICATE OF PERSONNEL COMPETENCE SCHEME, IECEx 05

**11.1 Report from the ExPCC Chairman**

**In the absence of the ExPCC Chair, Mr Thurnherr Mr Allen as Deputy Chair reported to the meeting that due to the COVID-19 pandemic a meeting of ExPCC had not been held when usually aligned with the May Operational meeting. Therefore no formal report to present but did inform the meeting the meeting of plans for the ExPCC and its WGs to meet late 2020 or early 2021.**

**The Chair thanked Mr Allen and invited comments or questions. With none raised the meeting agreed to record the following decision.**

Decision 2020/37

The meeting accepted the verbal report from the ExPCC Deputy Chair, Mr John Allen that the ExPCC had not met since 2019 due to Covid-19 restrictions. The meeting recommended that the ExPCC and ExPCC Working Groups meet as soon as possible.

The meeting also noted a response from the Secretariat to the FR NC comments submitted as ExMC/1650/Inf and the NO NC support of the FR NC comments.

11.2 Any Other Matters relating to IECEx CoPC Scheme

**Document noted/discussed:**

* [ExMC/1650/Inf](https://www.iecex.com/dmsdocument/3463) – Comments from France

**FR raised the issued of the Question Bank database and sought an update on this development, with the Secretary displaying the FR question of ExMC/1650/Inf and clarified that in terms of development of a Global IECEx Question bank, he advised that IECEx does in fact have and maintain a single global IECEx Question Bank. The subject at hand at the moment is rather developments of software to assist in using the IECEx Question Bank. The point being that IECEx does have and have had for some time an IECEx Bank of Questions and the OD 506 that details how to use this question bank. He further remarked that while desirable to have a software package to support the Question Bank its use is not reliant on a software program as OD 506 explains how to use it.**

**Secretariat also noted document ExPCC/104/Inf issued may 20219, as a guide the implementation of the question bank.**

**NL noted that they are using the current IECEx Question Bank as outlined by the Secretary and that they are using a software package to assist in creating exams for the multiple-choice questions.**

**The Chair thanked NL and requested that this information be conveyed to the next ExPCC meetings.**

**NO also indicated support for the FR concerns on the need to see a software package being available as soon as possible to ensure a common system of application is available.**

**In conclusion the Chair noted these items and requested that they be brought to the ExPCC next meetings.**

**DE raised the concern of time and if we are aware of this time may take to have a software application ready for full use with the Secretary also noting the need to be cost conscious but did agree with the need to move forward as quickly as possible.**

**Mt Allen, referred to previous instructions issued to ExCBs and that it is not required to have the software available in order to apply and use the question bank.**

**In conclusion the meeting noted that at this point in time there is no decision required on this point.**

No Decision recorded

12 IECEx SYSTEM – GENERAL MATTERS

12.1 IEC / ILAC / IAF Cooperation

**Document noted:**

* [ExMC/1606/Inf](https://www.iecex.com/dmsdocument/3359) – IEC Admin Circular AC 23/2020

**The Secretary gave a recap over the cooperation between IEC and ILAC / IAF in terms of use of national accreditation as part of the evidence gathering exercise when assessing ExTLs and ExCBs for compliance with IECEx requirements which includes compliance with the ISO/IEC 17000 series of Standards.**

**He then introduced document ExMC/1606/Inf advising that this has been issued for information and hence no action on this document is required by ExMC at this stage, as this IEC Administrative Circular is aimed at providing clarity concerning whether or not resolutions of the IAF apply to the IECEx scheme.**

**With this explanation the meeting agreed to record the following decision.**

Decision 2020/38

The Meeting noted a report from the IECEx Secretariat regarding IEC/ILAC/IAF Cooperation and explaining the document circulated as ExMC/1606/Inf.

12.2 OIML / IECEx Cooperation

**The Secretary informed the meeting that in noting the impact of the COVID-19 situation, no additional progress has been made regarding cooperation with OIML. This item enables the opportunity to provide any updates and any comments from Members, concerning the cooperation with OIML noting their OIML-CS Schemes. The Chair invited any comments regarding the cooperation with OIML. None were raised.**

No decision recorded.

12.3 Any other General Matters

Members were invited to raise any other items of a general nature that may impact on the IECEx System.

**The Chair gave the meeting the opportunity to raise any other general matters that they may wish to raise. None were raised.**

No decision recorded.

13 WORKING GROUP REPORTS – *NOT COVERED ELSEWHERE*

#### **13.1** **ExMC WG8 Regulatory Recognition**

In noting that WG8 have not held a meeting since 2019, this item provides an opportunity to raise any matters concerning the activities of WG8.

**Dr Frank Lienesch, ExMC WG8 Convener gave the meeting a verbal update of the activities of WG8 advising on progress of work of the United Nations, UNECE Working Party WP6 has expressed their appreciation to IECEx for the successful work with IECEx noting the success of the United Nations publication for a common regulatory framework in the field of Ex.**

**Dr Lienesch outlined the appreciation for IECEx addressing the needs of information for Regulators and mentioned the initiatives of e-learning modules for regulators.**

**The Chair thanked Dr Lienesch for his verbal update and invited the meeting to raise any questions with AU informing that they are aware that the Secretary of WP6, Lorenza Jachia has moved from this position and hence would appreciate WG8 knowing whom our official contact is with UNECE. Dr Lienesch agreed to investigate this.**

**AU further raised a possible synergy between the e-learning modules just mentioned and the need for marketing of the new IECEx Mark.**

**IN informed of their offer to share their experience with e-learning in the field of Ex by Karandikar Laboratories, with the Chair thanking IN for this offer requesting the WG17 “Marketing” to note this.**

**In conclusion the meeting agreed to record the following decision**

Decision 2020/39

The Meeting noted a verbal report from Dr Lienesch on progress of the work of UNECE WP6 and noted their continued interest in working with the IECEx System.

13.2 ExMC WG13 - Business Development

Members to received a report from the ExMC WG13 Convener and IECEx Vice Chair, Mr Marty Cole, regarding the work of IECEx ExMC WG13 since the 2019 ExMC Meeting, noting the assignment of the task for WG13 to review the proposals from CAB WG18, *New Services Radar*.

Document noted:

* [Current IECEx Business Plan 2017](https://www.iecex.com/dmsdocument/3411).
* [**CAB/1814/R**](https://www.iecex.com/dmsdocument/3407) **– pdf document –** Report from WG18
* [**CAB/1814/R**](https://www.iecex.com/dmsdocument/3408) **– Excel Document –** Radar list.
* [**ExMC/1637/Inf**](https://www.iecex.com/dmsdocument/3435) **–** Proposal from US

**Mr Cole as Convener of WG13 addressed the meeting advising that due to travel restrictions a meeting had not taken place but noted that the current Business Plan remains relevant. Mr Cole further outlined the various items seen on the CAB Radar list but these have not been considered in detail as yet by WG13.**

**Mr Cole noted the US proposal for real time updates of national differences, re ExMC/1637/Inf, with the US expanding their proposal for an on-line update ability and more efficient way of sharing the national differences. Mr Cole offered that WG13 could take this issue on board as part of its work to explore this further.**

**AU indicated its support for the US proposal and thanked the WG13 for taking on this task but also asked that they include a cost benefit analysis as part of their deliberations.**

**In conclusion the meeting agreed to record the following decision.**

Decision 2020/40

The meeting

* accepted a verbal report on the work of ExMC WG13 from the Convenor, Mr Cole
* noted the assignment of task for WG13 to review the proposals from CAB WG18, New Services Radar (refer CAB/1418/R).
* noted the USNC proposal as circulated as ExMC/1637//Inf and as supported by GB and AU

**13.3 Review of OD 233 Ex s**

Document noted:

* [**ExMC/1633/Inf**](https://www.iecex.com/dmsdocument/3406)– Previous Report from AdHoc WG.

**Dr Munro introduced his report ExMC/1633/Inf outlining previous activities in this work which included a 2 staged revision of OD 233, noting that while stage 1 had completed stage 2 items remain relevant. Dr Munro then referred to the recommendations.**

**US Mr Kelly as Convener of ExTAG WG1 “ExTR blanks” suggested that the issue of ExTR forms be referred to ExTAG WG1, the meeting agreed.**

**Mr Coppler as TC 31 liaison suggested that the latest draft OD 233 be shared with TC 31with the meeting suggesting that formation of a new ExMC WG could hold a joint meeting with the TC 31 MT.**

**TC 31 Chair, Dr Thedens endorsed this approach and offered to participate as a member of this new ExMC WG.**

**AU indicated its endorsement of the report and recommendations and proposed that the new WG18 be formed with Dr Munro as Convener and further nominated an expert.**

**Other Members nominated experts from floor with the meeting agreeing with the recommendations as presented and also agreed to record the following decision.**

Decision 2020/41

The meeting noted a report from the Dr Munro on Adhoc WG for the revision of OD 233, endorsed the principles of all of their recommendations for the purpose of proceeding with the revision of OD 233. The meeting also agreed that a new ExMC Working Group be convened (under the Convenorship of Dr Munro) and tasked to continue work on the development of IECEx OD 233 in consultation with ExTAG WG1 and IEC TC31.

[Secretariat Note: Experts nominated to join this new WG include A. Maira (AU), M. Thedens (TC31 Chair), T. Houeix (FR), O.Walch (DE), A Smith (GB), P. Kelly (US)\*, W.Lawrence (US)\*, F Lankamp (NL)]

\*subject to confirmation

**13.4 Report from Convener of ExMC WG17 Marketing**

**Dr Arnhold as Convener of the new ExMC WG17 addressed the meeting reporting informing that at this point, it is early days of this new WG17 and the difficulty to start new work without a face to face meeting but did inform that we have the structure and formation of this new WG17 and we are ready to commence its work. Dr Arnhold did request that the new WG17 would benefit from experts from Asia and Middle East and welcomed their participation.**

**Dr Arnhold, then informed the meeting of various initiatives and tasks underway concerned with marketing and promotion including:**

* **Various IECEx Conferences**
* **On-going articles to the HazardEx magazine by him and Mr Sinclair**
* **Presentations at HazardEx annual conferences**
* **Articles for the IEC e-tech magazine**
* **Paid advertisement in the HazardEx publication**
* **Various promotional activities by other IECEx experts in their regions**

**Dr Arnhold outlined his business canvas for identifying the various stakeholders and customers of IECEx as a starting point for the work of WG17.**

**In conclusion, Dr Arnhold advised that he sees the best vehicle for marketing of IECEx services are the ExCBs themselves and called on them to assist in supporting marketing initiatives, noting that this is a win-win situation for both ExCBs to market their services while also promoting the broader IECEx.**

**The Chair thanked Dr Arnhold and invited any questions from the meeting, with none raised the meeting agreed to record the following decision.**

Decision 2020/42

The meeting noted a ppt report from ExMC WG17 Convenor, Dr Arnhold on progress with marketing efforts.

**14 IEC TC 31 MATTERS**

**14.1 Report from IEC TC 31 Chair**

**The IEC TC 31 Chair Dr Thedens presented the TC 31 report (ExMC/2020Remote/TC31)04 outlining the activities of TC 31 over the past year as detailed in this report including the meetings and various publications issued. Dr Thedens also acknowledged the excellent work of Mr Coppler over the past 6 years as TC 31 along with the excellent cooperation with IECEx and advised of the decision that Mr Coppler retains the role of TC31/IECEx liaison.**

**Dr Thedens informed of the status of the IEC 60079-44 for competence requirements noting that there are some 44pages of comments to deal with.**

**The Chair thanked Dr Thedens and posed a question whether or not there is to be an update within TC31 concerning approaches towards risk assessment being introduced in assessments and possible use of outcomes when it comes to repair and overhaul matters.**

**The Chair invited further comments or questions from the meeting, with none raised the meeting agreed to record the following decision.**

Decision 2020/43

The Meeting accepted, with thanks, the IEC TC 31 report on their activities and work since the last ExMC Meeting as outlined in Green Paper *ExMC(2020Remote/TC31)04* as presented by the IEC TC31 Chairman, Dr Martin Thedens.

**14.2 Report from IEC TC 31 JWG 50 standards coordination with IECEx**

**The IEC TC 31/IECEx Liaison Mr Coppler presented his report (ExMC/2020Remote/TC31 JWG50)05 advising that while there has not been a meeting over the past year and that he is not aware of any matters requiring immediate attention and called on members to raise any issues they may have to contact him, seeking that a meeting be held when we next get together.**

**With no questions raised the meeting agreed to record the following decision.**

Decision 2020/44

The Meeting accepted, with thanks, the report and update from the TC 31 JWG 50 Convener, Mr Mark Coppler *ExMC(2020Remote/JWG50)05*. Members are invited to submit suggestions of future discussion topics to Mr Coppler.

**15 REGIONAL REPORTS**

**15.1 Survey Results**

Document noted/considered:

* [ExMC/1619/Q](https://www.iecex.com/dmsdocument/3374) – Survey Questionnaire 2020.
* [ExMC/1647/R](https://www.iecex.com/dmsdocument/3437)– Compilation of survey responses

**The Secretary C. Agius, presented report of the results to the IECEx survey conveying his deep appreciation that we have achieved full 100% participation from all IECEx Member Countries.**

**Mr Agius reminded the meeting of the actions arising from the 2019 ExMC Dubai meeting to both conduct a survey as we have done but also for the Secretariat to maintain dialog with member countries to assist their making use of the IECEx schemes within their own countries and regulatory regimes. On this last point Mr Agius reported that early in 2020 he had conducted a 1 day detailed training session for experts from the UAE covering the various aspects of IEC Conformity Assessment Schemes, especially on IECEx and IECQ and how their schemes may be used to support their regulatory regimes.**

**He then presented the results of the survey, ExMC/1647/R drawing attention to the Executive summary of the report and then highlighted various aspects from the report.**

**The Chair thanked Mr Agius, the Secretariat and all members for participating in this survey. The Chair then informed the meeting of the thoughts of the Executive that this report could be useful for the various WGs in their work, eg WG17 Marketing.**

**The Chair then extended an offer of assistance to any IECEx Member Bodies that if they could gain value for any assistance from the Executive by way of information or presentations, please reach out to the Secretariat as the Executive is here to assist wherever it can.**

**The Chair then opened the floor for discussion on this survey and its results.**

**AU may feel that now the survey results are open to all, there maybe some countries may wish to reconsider their responses in light of responses from other countries.**

**DE raised concerns that some elements of the survey raise concerns in some areas where while we see that the IECEx Scheme has made significant achievements, progress in acceptance in some areas has not been achieved as well as we had hoped and hence more work is required which includes strengthening of the consequences of non-compliance with IECEx rules.**

**The Secretary drew members attention to the requirements of the IECEx 02 rules, Clause 10.1 and the requirement for acceptance of testing and assessment results and that this issue has been highlighted in the Executive summary of the report.**

**The Secretary then noted the questions of the survey asking if ExTRs are accepted fully or partially as either is the intent of the rules but to out right reject such results is a violation of the rules, which of course have consequences.**

**The Secretary further reminded the meeting that when ExCBs seek to join IECEx they and their Member Body sign the IECEx application which includes a clear statement that they agree to abide by the IECEx rules. He further remarked that this aspect is being raised with ExCBs in such situations and suggested that the IECEx Executive may play an important monitoring role in this regard.**

**FR then raised the issue of national deviations and the work required to reduce and ultimately eliminating these.**

**In conclusion, the Chair thanked the Secretary and Members for this survey suggesting that this provides an important mark forward and that there maybe value in repeating this in a few year’s time. With no further discussion the meeting agreed to record the following decision.**

Decision 2020/45

The Meeting accepted a report from the IECEx Secretariat (refer ExMC/1647/R) on the results of a survey (refer ExMC/1619/Q) of Members to determine the use of the IECEx Schemes within the various Member Countries of the IECEx. Members then noted the Chairman’s comments on the outcome of the IECEx Executive discussions on the next steps and the questions from Dr Arnhold and Mr Gauthier.

The meeting agreed that the IECEx Executive be tasked to continue work in follow up on the outcomes of the survey including tasking actions to various IECEX WGs and the Secretariat.

**15.2 Member Reports**

**The meeting received reports and updates from the various countries/regions as follows**

1. **UK Report + BREXIT**

**The meeting noted the detailed ppt update from Mr Cameron of GB, now listed on the IECEx 2020 meeting website under Green papers. Mr Cameron advised that UK remains a member of CENELEC despite leaving the EU hence use of the IEC standards remain. He advised that to sell in UK one will need a UK Type Examination Certificate and also a UK QAN, along with a UK Declaration of Conformity. He then advised that timeline wise there is a transition period of use of ATEX still applies during 2021. However from 1 January 2022 all equipment will need to have UK Type Examination Certificates and ATEX will not be acceptable for sale in UK. Mr Cameron also advised that from 1 January 2023 all transitions cease and products need to be marked according to the UK requirements. He then outlined the product marking requirements. In conclusion Mr Cameron commented that despite these changes, the UK National member Body remains committed to the principles and aims of the IECEx.**

**The Chair thanked Mr Cameron and posed a couple of questions regarding location of Bodies in UK. The Chair then opened the floor for further questions and discussion with the meeting raising various specific questions such as scope of audits of manufacturers and use of standards and also the direct transfer of information between bodies in EU and those in UK, with Mr Sinclair advising that dealing with a body involved in both EU and UK where they are also involved in IECEx would assist.**

**In conclusion the meeting noted that this is still at an early stage of this new UK situation.**

1. **ExNB Report**

**The meeting then received a report from Mr Houeix on the activities of the ExNB as ExMC(2020Remote/ExNB)08. The Chair thanked Mr Houeix for his detailed report and called for any questions,. None were raised.**

1. **Report from Brazil**

**The meeting then received a report from Mr Giovanni Hummel Borges**

**on the activities of Brazil as follows:**

***Impact in the IECEx System:***

**BR advised, Inmetro, Brazilian Regulator and Accreditation Body, has not finished yet the new regulation that will change the form of conformity evaluation approach in Brazil. However, there is a very good signal that the regulation for explosive atmospheres will not have any substantial changes, only text adjustments, updates and corrections to improve its interpretation.**

***Promoting the IECEx System:***

**Regarding the promotion of the IECEx System in Brazil we have been promoting Webinars during this pandemic situation. New possibilities to reach the Brazilian Stake Holders have been in consideration.**

**IECEx Public information has been translated to Portuguese to support our marketing actions.**

**Following the presentation of the reports, AU sought a status update of discussions with CN regarding the new CCC requirements, with the Secretariat advising that discussions remain on-going but that progress had been made in the facilitation of use of the IECEx as a vehicle for acceptance of test results, re ExTRs and also use of auditors from other ExCBs via an acceptance mechanism between ExCBs inside and outside China. The Secretary did raise the challenges of travel bans to continued discussions noting that further face to face discussions were planned.**

**At the conclusion of the regional reports the meeting agreed to record the following decisions.**

Decision 2020/46

The Meeting appreciated a detailed ppt report from Mr Cameron on behalf of GB regarding BREXIT and the impact of this on certification activities and requirements in the UK.

Decision 2020/47

The Meeting accepted a report from Mr Thierry Houeix (ExNBG Vice Chair and temporary acting Chair) on behalf of ExNBG and noted his comments about BREXIT and the ongoing commitment of ExNBG to continue to work with IECEx.

Decision 2020/48

The Meeting accepted a verbal report from Brazil regarding recent and anticipated changes to regulations and also on the promotion of IECEx in Brazil.

Decision 2020/49

The Meeting appreciated a verbal report provided by the Secretariat on the status of discussions regarding announced changes to regulations in the Peoples’ Republic of China for certification and accreditation and requested further progress in this area.

16 FINANCE

**16.1 Accounts and Budgets**

**16.1.1****Approval of the 2019 Audited Accounts**

**Document considered:**

* [**ExMC/1588/DV**](https://www.iecex.com/dmsdocument/3283) – 2019 Audited accounts

**The IECEx Treasurer, Mr Houeix presented the 2019 Audited accounts as detailed in ExMC/1588/DV highlighting the various items of Income and also Expenditure advising that this is a most pleasing result that now sees the IECEx General Reserve sitting at 1.6 x annual expenses. He also noted that for 2020 due to COVID-19 there will not be an annual conference this year.**

**He then reported on the expected forecast for remainder of 2020 taking into account the covid-19 pandemic.**

**In conclusion Mr Houeix recommended that the 2020 audited accounts are endorsed and approved by ExMC for presenting to CAB.**

**The Chair thanked Mr Houeix for his excellent work as Treasurer and for presenting this report and noted items such as the difficulty to arrive at a 2 year forecast beyond the 2021 budget. The Chair also noted the following items**

* **Decision from the IEC Finance Committee to reduce the general reserve to 1.5 x annual expenses but conveyed the Executives view that we should maintain a 2 x annual costs given the legal exposure that IECEx finds itself in the field we operate and schemes we provide**
* **That we now have an additional expense in terms of repaying for the registration of the IECEx Trademark and its on-going maintenance**
* **The difficulties in arriving at a full 3 year financial outlook when we are now facing covid-19 and the uncertainties that this may bring.**

**The meeting indicated support for the remarks of the Chair and invited members to raise any questions or comments concerning the audited accounts with the meeting agreeing to record the following decision.**

Decision 2020/50

The meeting, in noting the 2019 Audited Accounts in Document ExMC/1588/DV, approved that they be referred to IEC CAB for acceptance.

**In favour:** AU, BR, CA, CH, CN, CZ, DE, DK, ES, FI, FR, GB, GR, HR, HU, IL, IN, IT, JP, KR, MY, NL, NO, NZ, PL, RO, RU, SA, SE, SG, SI, TR, UAE, USA, ZA

**Objections:** Nil

**Absent:** Nil

**Abstaining:** Nil

**16.1.2\* Approved 2021 Budget**

**Document noted:**

* [**CAB/1952/DV**](https://www.iecex.com/dmsdocument/3388) **-** IECEx Budget for 2021, as previously approved by CAB

**The meeting noted that the Draft 2021 budget, previously accepted by ExMC, had since been approved by the CAB. The Chair then noted the meeting’s agreement to the consent agenda and referred to Decision 2020/03.**

**16.2 IECEx 2023 Outlook Draft Budget Guide**

**Document considered:**

* [**ExMC/1583/Inf**](https://www.iecex.com/dmsdocument/3379) - Forecasted Budget Outlook Guide to 2023

**The meeting was reminded that In line with the new Swiss GAAP accounting principles, the Executive have prepared a Budget Outlook to 2023. This document has been prepared taking into account the 2019 audited accounts and 2020 and 2021 Approved Budgets and is provided for ExMC consideration and guidance when preparing the formal budget for 2022.**

**CN raised an editorial error in showing the CN bodies in Annex C of the 2021 budget.**

**The Chair called any further remarks, with the meeting agreeing to record the following decision.**

Decision 2020/51

The meeting considered a Budget Outlook to 2023 prepared by the IECEx Executive (as circulated as ExMC/1583/Inf) and noted that this document has been prepared taking into account the 2019 audited accounts and 2020 and 2021 Approved Budgets. It is intended that this will be used as guidance when preparing the draft formal budget for 2022, taking into account affects of the COVID-19 Pandemic, for approval by ExMC and IEC CAB.

**16.3\* IECEx System Participation Fees**

**Document noted**

* [**OD 019**](https://www.iecex.com/dmsdocument/1605) **Edition 7.3 -**  IECEx Participation and System Fees

**The Chair then noted the meeting’s agreement to the consent agenda and referred to Decision 2020/03.**

### 17 OTHER BUSINESS

**The Chair called for any other business.**

**The Secretary, announced that Mr Mark Coppler being a recipient of the prestigious Thomas Edison Award in recognition of his valued contribution to the work of IEC which he is well known for in the standards development work but also in terms of his work in IEC Conformity Assessment.**

**The meeting unanimously endorsed this award being received by Mr Coppler and agreed to record the following decision.**

Decision 2020/52

The meeting recorded their congratulations to Mr Coppler as the recipient of the IEC Thomas Edison Award, noting his long standing contributions to both Standards Development and IEC Conformity Assessment.

## 18 REPORT TO CAB

To provide for any further discussion regarding items to be reported to the IEC CAB.

**The meeting considered if there were any specific items beyond those normally referred to CAB that may have arisen during the course of this meeting. None were raised.**

**19 NEXT MEETING**

**Document noted**

* [**ExMC/1592A/Inf**](https://www.iecex.com/dmsdocument/3297)– Notice of meetings 2021 – 2025

**The meeting received an announcement from TIIS concerning the hosting of the 2021 hosting of the IECEx meetings and noted that while TIIS was looking forward to hosting the 2021 meetings in Tokyo but given the extended uncertainty of the COVID-19 pandemic and associated travel restrictions coupled with financial commitment that needs to be made well in advance have advised that it is unfortunate but TIIS must defer their hosting of IECEx to the year 2025 advising this is most regrettable but appreciate the IECEx community understanding of the situation.**

**The Chair thanked Minari Kogane and TIIS for their long standing and continued support of IECEx and while we were looking forward to meeting in Japan, we will do so in 2025. On this basis the meeting agreed to record the following decision.**

**UK also indicated their understanding for the decision taken by Japan to defer their hosting to 2025 but requested that for the hosting of the 2023 meetings by UK that these be held during the period 18-22 September 2023, to enable them to secure venue bookings. The meeting then agreed to record the following decision.**

Decision 2020/53

The meeting thanked the JP NC for their address regarding the 2021 meetings and indicate both its full support for the situation and appreciate the on-going commitment and support of the IECEx. The meeting noted the amended schedule as follows

2021: *To Be Advised*

2022: Canada

2023 (18-22 Sept): UK

2024: Brazil

2025: Japan

(refer Notice of Meetings 2020 - 2025 as circulated as ExMC/1592A/Inf)

### 20 CLOSE OF MEETING

**With the agenda Complete, the Chair closed the Meeting at 15:53 UTC on 2nd October 2020, with the Chair thanking all delegates and members of the Executive and WG Conveners for their excellent contributions.**

**Annex A**

**Consent Agenda Items**

**A1 Introduction**

The Table under A2 is a list of those Agenda items that were considered by the 2020 ExMC Meeting as being approved/endorsed as Consent Agenda Items, where a single decision was recorded that agrees with the recommendations made or items for noting listed in A2 below.

**A2 Consent Agenda Items**

|  |  |  |
| --- | --- | --- |
| **2020 ExMC Remote Meeting Consent Agenda** | | |
| **Agenda** | **Title** | **Documents** |
| 3 | **MINUTES OF THE LAST ExMC MEETING** |  |
| 3.1 | To note the Confirmed Minutes of the 2019 ExMC Dubai meeting | ExMC/1567A/RM |
|  |  |  |
| 5 | **REPORT ON IEC CAB Matters** |  |
| 5.1 | To note CAB Decision Lists |  |
| 5.2.1 | Specific CAB Decisions from 46th Meeting | CAB/1925/DL |
| 5.2.2 | Specific CAB Decisions from 47th Meeting | CAB/1991/DL |
|  |  |  |
| 5.3 | IEC Conformity Assessment System’s Harmonised Basic Rules | IEC CA 01 Ed 2.4  IECEx 01-S Ed 2.1 |
|  |  |  |
| 6 | IECEx MEMBERSHIP |  |
| 6.1 | Current Membership |  |
| 6.3 | New ExCBs and ExTLs accepted, via correspondence, since the 2019 ExMC Meeting | ExMC/1626/R |
| 6.4 | Applications for Extension of Scope, accepted since the 2019 ExMC Meeting | ExMC/1628/R |
|  |  |  |
| 7 | **IECEx ASSESSMENTS OF ExCBs AND ExTLs** |  |
| 7.1 | IECEx 5year Re-Assessment | ExMC/1629/R |
| 8 | **IECEx CERTIFIED EQUIPMENT SCHEME, IECEx 02** |  |
| 8.1 | Listing of Current IECEx 02 Scheme ExCBs and ExTLs | <https://www.iecex.com/members-area/od001/> |
| 10.1 | Listing of ExCBs – According to IECEx 03 series, Certified Service Facility Scheme | <https://www.iecex.com/information/excbs/service-facilities/> |
| **16** | **FINANCE** |  |
| 16.1.2 | Approved 2021 Budget | CAB/1952/DV |
| 16.3 | IECEx System Participating Fees | OD 019 Ed 7.3 |

**ANNEX B**

**Action Items from the 22nd Meeting of the IECEx ExMC 2020**

| **Item** | **Agenda Item** | **Actions Arising from the Meeting** | **By Whom** | **When** |
| --- | --- | --- | --- | --- |
| 1 | 3.2.1 | Secretariat to follow up with AU on previous action item #42  “AU to consider areas and items to address regarding the coverage of High Voltage by IEC 60079-7 and its possible impact on the scope of ExTL acceptance and report back to ExMC. ExMC WG2 and ExAG may also consider this issue” | AU + Secretariat | Following the meeting |
| 2 | 4.2 | Report to CAB on the ExMC Nomination of Mr Cole to serve a second term as IECEx Vice Chair and seek CAB Approval | IECEx Chair | Following the meeting |
| 3 | 4.2 | Report to CAB on the ExMC Nomination of Prof XU Jianping to serve a first term as IECEx Treasurer and seek CAB Approval | IECEx Chair | Following the meeting |
| 4 | 5.4 | Mr Amos, IECEx Business manager to continue to lead IECEx interests in the area of Cyber Security and maintain liaison with IECEE | Mr Amos | On-going |
| 5 | 6.6 | In endorsing the publication of Ed 2.0 of IECEx OD 060 – Business Continuity measures, the meeting requested the Executive to consider comments raised during the meeting including AU comments ExMC(2020Remote/AU)03 at the next review of OD 060. | Executive | Listed for discussion at 30 March 2021 Exec Mtg |
| 6 | 6.6 | ExAG are requested to consider the remote assessment provisions of OD 060 for general use as part of the IECEx peer assessment procedures. | ExAG | At their next meeting |
| 7 | 6.6 | Secretariat to include information on the use of OD 060 for IECEx peer assessments as part of reporting in the IECEx Annual Report card, according to US comments ExMC/1636/Inf | Secretariat | For reporting at the 2021 ExMC meeting |
| 8 | 7.2 | Secretariat to issue new edition of F-003 IECEx Peer assessment report form for use with ExAG authorised to amend Annex A as required, according to ExMC/1639/R ExAG Report. | Secretariat | Following the meeting |
| 9 | 7.2 | Secretariat to arrange voting via correspondence of revised editions of F-004, OD 003-1, OD 003-2, F-007, OD 032 as prepared by ExAG according to ExMC/1639/R ExAG report | Secretariat | Following the meeting |
| 10 | 8.2.1 | Document ExTAG/617/CD, rev OD 207 to proceed for publication | Secretariat | Following the meeting |
| 11 | 8.2.1 | Document ExTAG/614/CD, rev OD 034 to proceed for publication | Secretariat | Following the meeting |
| 12 | 8.4 | Revised version of Draft new OD 099, ExMC/1611/DV to be circulated for additional voting taking into account comments from AU, FR, US for approval via correspondence | Secretariat | Following the meeting |
| 13 | 8.6 | IECEx OD 208 is to be withdrawn in line with WG5 report ExMC/1609/R | Secretariat | Following the meeting |
| 14 | 8.7 | Meeting supported the suggestion of Dr Munro to hold a meeting of ExMC WG15 Non electrical Equipment at the next opportunity | Dr Munro in consultation with the Secretariat | To report at 2021 ExMC Meeting |
| 15 | 9.3 | IECEx 04 Rev (ExMC/1620/DV ) proceed to CAB for approval to be published | Chair and Secretariat | Following the meeting |
| 16 | 9.3 | IECEx OD 422 Rev (ExMC/1621/DV) to proceed for publication, noting that we require the approval of CAB for the Rev of IECEx 04 to proceed first and then all IECEx Conformity Mark related documents can be published together | Secretariat to manage | Following the meeting |
| 17 | 9.3 | IECEx OD 023 Rev (ExMC/1623/DV) {to be published as OD 423} to proceed for publication, noting that we require the approval of CAB for the Rev of IECEx 04 to proceed first and then all IECEx Conformity Mark related documents can be published together | Secretariat to manage | Following the meeting |
| 18 | 9.3 | IECEx Guide 04A Rev (ExMC/1624/DV) to proceed for publication, noting that we require the approval of CAB for the Rev of IECEx 04 to proceed first and then all IECEx Conformity Mark related documents can be published together | Secretariat to manage | Following the meeting |
| 19 | 9.3 | IECEx Guide 01B Rev (ExMC/1625/DV) to proceed for publication, noting that we require the approval of CAB for the Rev of IECEx 04 to proceed first and then all IECEx Conformity Mark related documents can be published together | Secretariat to manage | Following the meeting |
| 20 | 10.2 | ExTAG to withdraw ExTAG Decision sheet 2012/002 according to ExSFC report ExMC/1610/R in line with the new decision sheet provisions for ExSFC noting US proposal ExMC1638/Inf | Secretariat | Following the meeting |
| 21 | 10,2 | ExMC WG1 to consider a GB request as reported by ExSFC, item 10 of report ExMC/1610/R for clearer information on nation differences and addition of Standards used in the IECEx 03 scheme in the next version of the IECEx Bulletin | WG1 + Secretary | For dealing with during the next update of the IECEx Bulletin |
| 22 | 10.3 | Proceed to publication with ExMC/1613/DV as revised edition of IECEx OD 314-5 | Secretary | Following the meeting |
| 23 | 10.4 | Proceed to publication with ExMC/1612/DV as new OD 302 Ed 1.0 | Secretariat | Following the meeting |
| 24 | 10.5 | ExSFC to conduct further work on the revision of OD 316-4 due to comments regarding ExMC/1646/DV prior to proceeding for publication | Secretariat | Following the meeting |
| 25 | 11 | In noting that ExPCC had not met due to COVID-19 the meeting requested ExPCC to meet as soon as possible, noting comments from FR, ExMC/1650/Inf and supporting comments from US, regarding the CoPC Question Bank and development of software. | ExPCC + Secretariat | For reporting at 2021 meeting |
| 26 | 13.2 | WG13 Business development is requested to consider better ways of presenting the IECEx Bulletin that make it more readily available and easier for updating and accessible possibly via a subscription basis, re US comment ExMC/1637/Inf | WG13 + Secretariat | For reporting at 2021 meeting |
| 27 | 13.3 | New ExMC Working Group WG 18 formed with the following members  Dr Munro as Convener; A. Maira (AU), M. Thedens (TC31 Chair), T. Houeix (FR), O.Walch (DE), A Smith (GB), P. Kelly (US)\*, W.Lawrence (US)\*, F Lankamp (NL)]  \*subject to confirmation  With the task of this new WG to conduct a revision of OD 233 | Secretariat | Following the meeting |
| 28 | 13.4 | In noting a ppt report from the Convener of the New IECEx WG 17 Marketing WG, the meeting requested WG17 to continue with its marketing efforts | Dr Arnhold WG Convener + Secretariat | Following the meeting |
| 29 | 15.1 | The meeting tasked the IECEx Executive with the follow up to the results of the member Survey ExMC/1619/Q and the results of that survey ExMC/1647/R and to assign tasks to WGs as necessary. | Executive | For discussion on IECEx Executive meeting agenda 30 march 2021 |
| 30 | 16.1.1 | The 2019 Audited accounts as document ExMC/1588/DV are approved and to be presented to CAB for their final approval/endorsement | Chair and Secretariat | Following the meeting |
| 31 | 16.2 | The IECEx Treasurer and Executive Secretary are to use Document ExMC/1583/Inf “Budget Outlook to 2023 when preparing the 2022 Budget taking into accounts effects of COVID-19 and the end of year results for 2020 | Secretariat | Following the meeting |

**ANNEX C**

**ATTENDANCE LIST Days 1 + 2**

Annex C details the attendance list for days 1 and 2 and is based on issued documents ExMC(2020 Remote/Sec)02 and ExMC(2020 Remote/Sec)02 issued immediately following the meetings. The lists below in C1 and C2 have been updated due to feedback from members up to 6 October 2020.

**C1 Attendance List Day 1**

|  |  |  |  |
| --- | --- | --- | --- |
| **Country** | **Name** | **Organisation** | **Body** |
| ZA | Paul Meanwell | Komatsu Mining Corp | Chair / Exec |
|  | Chris Agius | IECEx Secretariat | Sect / Exec |
|  | Martin Thedens | IEC TC 31 Chair | Guest |
| IEC | Shawn Paulsen | CAB/Chair/IEC Vice President | CAB |
| AU | Ajay Maira | Ex Testing and Certification | Body |
| AU | Geoff Barnier | Simtars | Body |
| AU | Jim Munro | Jim Munro | Exec |
| AU | Justin Gavranich | Ex Testing and Certification | HoD |
| AU | Mohamed Abdelkrimi | MSTC | Body |
| AU | Ralph Wigg | E-x Solutions International Pty Ltd | Consultant |
| AU | Stephen Keeling | JAS-ANZ | NMB |
| AU | Ujen Singh | Testsafe Australai | Body |
| BR | André Di Monte | Siemens | Mfr |
| BR | Christian Duarte | WEG | Mfr |
| BR | Eduardo Galera | UL do Brasil | Body |
| BR | Giovanni Hummel Borges | HG Inspeção e Análise em Sistemas | HoD |
| BR | Henrique Burd | "Independent" | Consultant |
| BR | Roberval Bulgarelli | Consultant | Consultant |
| BR | Ruediger Roepke | Consultant | Consultant |
| BR | Wilson Bonato | NCC Certificações do Brasil | Body |
| CA | David Adams | QPS Evaluation Services Inc. | Body/HoD |
| CA | Dorin Stochitoiu | CSA Group | Body |
| CA | Kavinder Dhillon | LabTest Certification Inc. | Body |
| CA | Martin Cole | Hubbell Canada ULC | Exec |
| CH | Klaus-Werner Schmidt | Eurofins | Body |
| CH | Mario Schleider | Electrosuisse | HoD |
| CN | Alice Xiaoguang Kou | CNEX | Body |
| CN | Chen Huang | CCCMT | Body |
| CN | Hong Yin | PCEC | Body |
| CN | Hong Zhao | NEPSI | Body |
| CN | Jianping Xu | NEPSI | Exec |
| CN | Jianxin Tao | EETI | Body |
| CN | Jun Wang | CNEX/CQST | Body |
| CN | Ma Zhenyu | CQM | Body |
| CN | Qiao Lu (aka Lucy Lu) | NEPSI | Body |
| CN | Weiyue Wang | CHEM | Body |
| CN | Xin Hao | CNCA | NMB/HoD |
| CN | Zaimeng Long | SHCEx | Body |
| CN | Zhongqiang Li | CMExC | Body |
| CZ | Lukas Martinak | FTZU | Body |
| DE | Christian Roder | TUV Nord | Body |
| DE | Frank Lienesch | PTB | Body |
| DE | Gerold Klotz-Engmann | Endress+Hauser | Body |
| DE | Guenter Gabriel | Pepperl+Fuchs | Mfr |
| DE | Klauspeter Graffi | TUVR | Body |
| DE | Michael Wittler | DEKRA Testing and Certification GmbH | Body |
| DE | Thorsten Arnhold | R-Stahl | Exec/HoD |
| DE | Ulrich Jacobs | TUV SUD | Body |
| DE | Walch Otto | R. STAHL AG | Mfr |
| DK | Jasmin Omerovic | ULD | HoD |
| DK | Søren Storm | Danish Standards | NMB |
| ESP | Angel Vega | LOM | Body |
| ESP | Juan Carlos Sancho | LOM | Body |
| ESP | Yohan Echeverri | LOM | Body |
| FI | Jenni Hirvelä | Eurofins Expert Services Oy | Body / HoD |
| FRJenni Hirvelä | Amel Meddour | Schlumberger | Mfr |
| FRJenni Hirvelä | Bernard Piquette | INERIS | Body |
| FRJenni Hirvelä | Julien Gauthier | LCIE Bureau Veritas | Body |
| FRJenni Hirvelä | Michel Brenon | E and E Global Certification Expertise | Consultant |
| FRJenni Hirvelä | Thierry Houeix | INERIS | Exec |
| GR | Charalambos Freed | Nilfisk | Mfr/HOD |
| HR | Marino Kelava | Fiditas Ltd | Body |
| HR | Stipo Derek | Fiditas Ltd | Body |
| IL | Ilan Cohen | ITL | Body |
| IT | Carlo Carciofi | Consultant | Consultant |
| IT | Dionisio Bucchieri | Eurofins Product Testing Italy | Body |
| IT | Manuela Grassi | IMQ Spa | Body |
| IT | Mauro Casari | IMQ S.p.A | Body |
| IT | Alessandro Fedato | CESI | Body |
| JP | Minari Kogane | TIIS | Body |
| JP | Sungmi Jung | TIIS | Body |
| JP | Takuro Kubo | TIIS | Body |
| MY | Alex Looi Tink Huey |  | Observer |
| MY | Ariza Binti Mohd Yusof | SIRIM QAS INTERNATIONAL SDN BHD | Body |
| MY | Hazrool Rizal Abdul Rahim | MY Marine Department | Govt |
| MY | Loo Chee Kin |  | Observer |
| MY | Mohd Noorhafiz Mohd Nasir | Dept of Standards Malaysia | NMB |
| MY | Nur Hidayah Ayub Kamaruddin | Dept of Standards Malaysia | NMB/HoD |
| NL | Fred Lankamp | CNEX-Global BV | Body |
| NL | Karel Neleman | BARTEC | Mfr |
| NL | Marco Erdhuizen | Royal PBNA | Exec |
| NL | Richard Schuller | DEKRA Certification B.V. | HoD |
| NO | Arild Røed | NEK | NMB |
| NO | Asle Kaastad | DNV GL Presafe AS | Body |
| NO | Bjørn Spongsveen | DNV GL Presafe AS | Body |
| NZ | Daniel Chien | NBM rep | NMB |
| PL | Maciej Bylica | OBAC | Body |
| PL | Robert Gil | UDT- Office of Technical Inspection | NMB |
| RO | Adrian Marius Jurca | INCD- INSEMEX Petrosani | Body |
| RO | Sorin Burian | INCD- INSEMEX Petrosani | Body |
| ROK | Dongjin Kim | KTL | Body |
| ROK | Jeong Il Kang | KOSHA | Body |
| ROK | Ki Ho Lee | KOSHA | Body |
| ROK | Seonghun Shim | Korea Gas Safety Corporation | Body |
| ROK | Taeho Nam | Korea Gas Safety Corporation | Body |
| ROK | Yeong-Seung Min | KTL | Body |
| ROK | Yong Tea Kim | KOSHA | HoD |
| RU | Alexander Zalogin | NANIO CCVE | Body / HoD |
| RU | Anna Timofeeva | RU IECEx MB | NMB |
| RU | Yulia Tikhonenko | NANIO CCVE | Body |
| SA | Adnan Almazmumi | SASO | NMB/HoD |
| SA | Hussain Alghamdi | SASO | NMB |
| SA | Nasser Almuslat | SASO | NMB |
| SE | Ingvar Eriksson | SEK Svensk Elstandard | NMB |
| SE | Peter Bremer | RISE | Body |
|  | Christine Kane | IECEx Secretariat | Sect |
|  | Mark Amos | IECEx Secretariat | Sect |
|  | Mike Roy | IECEx Secretariat | Sect |
| SI | Matej Debenc | SIQ | Body |
| TR | Sezai Dogan | Turkish Standards Institute | NMB |
| TR | Ümit Sevim | Turkish Standards Institute | NMB |
| UAE | Hana Al Kokhardi | ESMA | NMB |
| UAE | Marco Intalan | ESMA | NMB |
| UAE | Yousef Al Saadi | ESMA | NMB |
| UK | Andy Smith | Eurofins CML | Body |
| UK | Colin Cameron | Mutech | Mfr/HoD |
| UK | Ewan Gadsby | Element Materials Technology | Body |
| UK | John Allen | Sheppard Engineering | Exec |
| UK | Neil Jones | SIRA | Body |
| UK | Nicholas Ludlam | FM Approvals | Body |
| UK | Roger Jones | NOV | Mfr |
| UK | Ron Webb | Consultant | Consultant |
| UK | Ronald Sinclair | SGS Baseefa | Exec |
| UK | Simon Barrowcliff | Element Materials Technology | Body |
| UK | Wesley Van Hill | Intertek UK (ITS) | Body |
| USA | Al Engler | DNV GL | Body |
| USA | Brad Zimmermann | R. STAHL, Inc. | Mfr |
| USA | Dave Anderson | FM Approval | Body |
| USA | Evans Massey | ABB Motors and Mechanical Inc. | Mfr |
| USA | Jim Scheller | ABB Motors and Mechanical Inc. | Mfr |
| USA | Joel Solis | NEMA/US NC | Observer |
| USA | Joseph Genre | Industrial Scientific | Mfr |
| USA | Katy Holdredge | UL LLC | Exec |
| USA | Kevin Wolf | Intertek Testing Services NA | Body |
| USA | Mark Coppler | TC 31 Liaison |  |
| USA | Mike Slowinske | UL LLC | Body |
| USA | Paul Kelly | UL LLC | Body |
| USA | Prathamesh Panchal | SGS Nth America | Body |
| USA | Roy Teather | DNV GL Presafe AS | Body |
| USA | Scott Kiddle | ABB Inc | HoD |
| USA | Timothy Duffy | Rockwell Automation | Exec |
| USA | William Fiske | Intertek | Body |
| USA | William Lawrence | FM Approvals USA | Body |
| ZA | Regardt Zeelie | MASC | Body |
| ZA | Terine Orsmond | MASC | Body |
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**C2 Attendance List Day 2**

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| --- | --- | --- | --- |
| **Country** | **Name** | **Organisation** | **Body** |
| ZA | Paul Meanwell | Komatsu Mining Corp | Chair / Exec |
|  | Chris Agius | IECEx Secretariat | Sect / Exec |
|  | Martin Thedens | IEC TC 31 Chair | Guest |
| IEC | Shawn Paulsen | CAB/Chair/IEC Vice President | CAB |
| AU | Ajay Maira | Ex Testing and Certification | Body |
| AU | Geoff Barnier | Simtars | Body |
| AU | Jim Munro | Jim Munro | Exec |
| AU | Justin Gavranich | Ex Testing and Certification | HoD |
| AU | Mohamed Abdelkrimi | MSTC | Body |
| AU | Ralph Wigg | E-x Solutions International Pty Ltd | Consultant |
| AU | Stephen Keeling | JAS-ANZ | NMB |
| AU | Ujen Singh | Testsafe Australai | Body |
| BR | André Di Monte | Siemens | Mfr |
| BR | Christian Duarte | WEG | Mfr |
| BR | Eduardo Galera | UL do Brasil | Body |
| BR | Giovanni Hummel Borges | HG Inspeção e Análise em Sistemas | HoD |
| BR | Henrique Burd | "Independent" | Consultant |
| BR | Roberval Bulgarelli | Consultant | Consultant |
| BR | Ruediger Roepke | Consultant | Consultant |
| BR | Wilson Bonato | NCC Certificações do Brasil | Body |
| CA | David Adams | QPS Evaluation Services Inc. | Body/HoD |
| CA | Dorin Stochitoiu | CSA Group | Body |
| CA | Kavinder Dhillon | LabTest Certification Inc. | Body |
| CA | Martin Cole | Hubbell Canada ULC | Exec |
| CH | Klaus-Werner Schmidt | Eurofins | Body |
| CH | Mario Schleider | Electrosuisse | HoD |
| CN | Alice Xiaoguang Kou | CNEX | Body |
| CN | Chen Huang | CCCMT | Body |
| CN | Hong Yin | PCEC | Body |
| CN | Hong Zhao | NEPSI | Body |
| CN | Jianping Xu | NEPSI | Exec |
| CN | Jianxin Tao | EETI | Body |
| CN | Jun Wang | CNEX/CQST | Body |
| CN | Ma Zhenyu | CQM | Body |
| CN | Qiao Lu (aka Lucy Lu) | NEPSI | Body |
| CN | Weiyue Wang | CHEM | Body |
| CN | Zaimeng Long | SHCEx | Body |
| CN | Zhongqiang Li | CMExC | Body |
| CN | Yang Yang | CNCA | Body |
| CZ | Lukas Martinak | FTZU | Body |
| DE | Christian Roder | TUV Nord | Body |
| DE | Frank Lienesch | PTB | Body |
| DE | Gerold Klotz-Engmann | Endress+Hauser | Body |
| DE | Guenter Gabriel | Pepperl+Fuchs | Mfr |
| DE | Klauspeter Graffi | TUVR | Body |
| DE | Michael Wittler | DEKRA Testing and Certification GmbH | Body |
| DE | Thorsten Arnhold | R-Stahl | Exec/HoD |
| DE | Ulrich Jacobs | TUV SUD | Body |
| DE | Walch Otto | R. STAHL AG | Mfr |
| DK | Jasmin Omerovic | ULD | HoD |
| DK | Søren Storm | Danish Standards | NMB |
| ESP | Angel Vega | LOM | Body |
| ESP | Juan Carlos Sancho | LOM | Body |
| ESP | Yohan Echeverri | LOM | Body |
| FI | Jenni Hirvelä | Eurofins Expert Services Oy | Body / HoD |
| FRJenni Hirvelä | Amel Meddour | Schlumberger | Mfr |
| FRJenni Hirvelä | Bernard Piquette | INERIS | Body |
| FRJenni Hirvelä | Julien Gauthier | LCIE Bureau Veritas | Body |
| FRJenni Hirvelä | Michel Brenon | E and E Global Certification Expertise | Consultant |
| FRJenni Hirvelä | Thierry Houeix | INERIS | Exec |
| GR | Charalambos Freed | Nilfisk | Mfr/HOD |
| HR | Marino Kelava | Fiditas Ltd | Body |
| HR | Stipo Derek | Fiditas Ltd | Body |
| IN | Vikram Paranupe |  |  |
| IL | Ilan Cohen | ITL | Body |
| IT | Carlo Carciofi | Consultant | Consultant |
| IT | Dionisio Bucchieri | Eurofins Product Testing Italy | Body |
| IT | Manuela Grassi | IMQ Spa | Body |
| IT | Mauro Casari | IMQ S.p.A | Body |
| IT | Alessandro Fedato | CESI | Body |
| JP | Minari Kogane | TIIS | Body |
| JP | Sungmi Jung | TIIS | Body |
| JP | Takuro Kubo | TIIS | Body |
| MY | Alex Looi Tink Huey |  | Observer |
| MY | Ariza Binti Mohd Yusof | SIRIM QAS INTERNATIONAL SDN BHD | Body |
| MY | Hazrool Rizal Abdul Rahim | MY Marine Department | Govt |
| MY | Loo Chee Kin |  | Observer |
| MY | Mohd Noorhafiz Mohd Nasir | Dept of Standards Malaysia | NMB |
| MY | Nur Hidayah Ayub Kamaruddin | Dept of Standards Malaysia | NMB/HoD |
| NL | Fred Lankamp | CNEX-Global BV | Body |
| NL | Karel Neleman | BARTEC | Mfr |
| NL | Marco Erdhuizen | Royal PBNA | Exec |
| NL | Richard Schuller | DEKRA Certification B.V. | HoD |
| NO | Arild Røed | NEK | NMB |
| NO | Asle Kaastad | DNV GL Presafe AS | Body |
| NO | Bjørn Spongsveen | DNV GL Presafe AS | Body |
| NZ | Daniel Chien | NBM rep | NMB |
| PL | Robert Gil | UDT- Office of Technical Inspection | NMB |
| RO | Adrian Marius Jurca | INCD- INSEMEX Petrosani | Body |
| RO | Sorin Burian | INCD- INSEMEX Petrosani | Body |
| ROK | Dongjin Kim | KTL | Body |
| ROK | Jeong Il Kang | KOSHA | Body |
| ROK | Ki Ho Lee | KOSHA | Body |
| ROK | Seonghun Shim | Korea Gas Safety Corporation | Body |
| ROK | Taeho Nam | Korea Gas Safety Corporation | Body |
| ROK | Yeong-Seung Min | KTL | Body |
| ROK | Yong Tea Kim | KOSHA | HoD |
| RU | Alexander Zalogin | NANIO CCVE | Body / HoD |
| RU | Anna Timofeeva | RU IECEx MB | NMB |
| RU | Yulia Tikhonenko | NANIO CCVE | Body |
| SA | Adnan Almazmumi | SASO | NMB/HoD |
| SA | Hussain Alghamdi | SASO | NMB |
| SA | Nasser Almuslat | SASO | NMB |
| SE | Ingvar Eriksson | SEK Svensk Elstandard | NMB |
| SE | Peter Bremer | RISE | Body |
|  | Christine Kane | IECEx Secretariat | Sect |
|  | Mark Amos | IECEx Secretariat | Sect |
|  | Mike Roy | IECEx Secretariat | Sect |
| SI | Matej Debenc | SIQ | Body |
| SG | Thomas Wong | Assets training | Consultant |
| TR | Sezai Dogan | Turkish Standards Institute | NMB |
| TR | Ümit Sevim | Turkish Standards Institute | NMB |
| UAE | Hana Al Kokhardi | ESMA | NMB |
| UAE | Marco Intalan | ESMA | NMB |
| UAE | Yousef Al Saadi | ESMA | NMB |
| UAE | Eng. Salha Alhashmi | ESMA | NMB |
| UK | Andy Smith | Eurofins CML | Body |
| UK | Colin Cameron | Mutech | Mfr/HoD |
| UK | Ewan Gadsby | Element Materials Technology | Body |
| UK | John Allen | Sheppard Engineering | Exec |
| UK | Neil Jones | SIRA | Body |
| UK | Nicholas Ludlam | FM Approvals | Body |
| UK | Roger Jones | NOV Global Compliance &TC31 Liaison | Mfr |
| UK | Ron Webb | Consultant | Consultant |
| UK | Ronald Sinclair | SGS Baseefa | Exec |
| UK | Simon Barrowcliff | Element Materials Technology | Body |
| UK | Wesley Van Hill | Intertek UK (ITS) | Body |
| USA | Al Engler | DNV GL | Body |
| USA | Brad Zimmermann | R. STAHL, Inc. | Mfr |
| USA | Dave Anderson | FM Approval | Body |
| USA | Evans Massey | ABB Motors and Mechanical Inc. | Mfr |
| USA | Jim Scheller | ABB Motors and Mechanical Inc. | Mfr |
| USA | Joel Solis | NEMA/US NC | Observer |
| USA | Joseph Genre | Industrial Scientific | Mfr |
| USA | Katy Holdredge | UL LLC | Exec |
| USA | Kevin Wolf | Intertek Testing Services NA | Body |
| USA | Mark Coppler | TC 31 Liaison |  |
| USA | Mike Slowinske | UL LLC | Body |
| USA | Paul Kelly | UL LLC | Body |
| USA | Prathamesh Panchal | SGS Nth America | Body |
| USA | Roy Teather | DNV GL Presafe AS | Body |
| USA | Scott Kiddle | ABB Inc | HoD |
| USA | Timothy Duffy | Rockwell Automation | Exec |
| USA | William Fiske | Intertek | Body |
| USA | William Lawrence | FM Approvals USA | Body |
| ZA | Regardt Zeelie | MASC | Body |
| ZA | Terine Orsmond | MASC | Body |
|  | Saxinger, Bonnie |  |  |
|  | AVK |  |  |
|  |  |  |  |

Body = IECEx Certification Body and/or IECEx Testing Laboratory

Mfr = Manufacturer

Exec = member of the IECEx Executive

NMB= National Member Body representative

HoD= Head of Delegation