The Twenty Third Meeting of the ExTAG

To be held remotely – Tuesday 31st August 2021

Wednesday 01st September 2021

**NOTES RELATING TO THE AGENDA**

**Note 1 Delegations are asked to abide by the following rules concerning attendance at the meeting:**

**Maximum of 3 delegates per accepted ExCB / ExTL (these may alternate with other delegates)**

* **Representatives of candidate ExCB / ExTL and Chairpersons / Secretaries of IEC Technical committees TC31 / SC31 - may attend the meeting**
* **ExTAG discussions may touch sensitive matters that must not be disclosed to manufacturers, users or other organisations that are not ExCBs or ExTLs. Observers are permitted to attend the meeting but may be asked to leave should the Chair and members of ExTAG believe it to be required.**
* **All delegations are encouraged to participate during discussions**

**Note 2 It is intended that the meeting be conducted in English, however allowances will be made for Delegates from non-English speaking countries, including allowing delegations to bring their own interpreter.**

**Note 3 All ExTAG meeting documents referred to are, or will be, available from the IECEx 2021 Remote Annual Meetings of the IECEx System**

**Note 4 The 2021 ExTAG Meeting will be conducted as a Remote Meeting to coordinate with the IECEx Management Committee, ExMC. Details and guidelines for the remote meetings can be found in ExMC/1728/Inf**, **available from the 2021 IECEx Meeting** [**website**](https://www.iecex.com/meeting-and-events/2020-remote-annual-meeting-of-the-iecex-system/)

***ExTAG Secretariat***

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| **Address:****IECEx Secretariat****Level 33 Australia Square****264 George Street****Sydney NSW 2000****Australia****Web:** [**www.iecex.com**](http://www.iecex.com) |

**REMOTE MEETING CONNECTION DETAILS:**

**DAY 1**:

**DAY 1:** Meeting Conference Link:

**DAY 2**:

**DAY 2** Meeting Conference Link:

NOTES:

1. Refer to **ExMC/1728/Inf** for details regarding meeting attendance
2. Each day requires its own meeting Conference Link, see above.

**MEETING CHAIR :** **Dr. Frank Lienesch IECEx ExTAG Chair**

**ExTAG DRAFT MEETING AGENDA**

1. **Opening and Welcome**
	1. **Opening and Welcome,** *ExTAG Chair Dr. Frank Lienesch*

 The meeting will commence at 12.00 Coordinated Universal Time (UTC) Day 1 Tuesday 31St August 2021.

1. **Approval of the Agenda**

**ExTAG/650/DA** Draft Agendathe Twenty Third Meeting of the ExTAG to be held remotely.

***3*  Report of the ExTAG Remote 2020 Meeting**

***3.1*** To note the Report of the last meeting held Remotely 29th and 30th September 2020, and subsequent action items from the meeting.

**Document for noting:**

* **ExTAG/631/DL -** Decision List -The Twenty Second Meeting of the ExTAG held in webinar format on 29th and 30th September 2020
* **ExTAG/647/R –** Report of The Twenty Second Meeting of the ExTAG held remotely - September 29th and September 30th 2020

***3.2***To note a report of the action items by the ExTAG Chair on the ExTAG 2020 Remote Meeting*.*

**Document for noting:**

* **ExTAG/651/R –** Report on actions since 2020 ExTAG Remote Meeting

### *4* IECEx Equipment Scheme – Overview

Secretariat to provide an overview of the IECEx Equipment Scheme and activities since the last meeting, 2020, including noting **OD 060** for Business Continuity.

***4.1*** *Membership*

* Countries
* ExCBs and ExTLs
* Applicants

***4.2*** *Statistics*

* CoCs and Reports issued
* Others

***4.3*** *IECEx Website and related*

* General
* On-Line Certificate System

***5* Technical Items for general discussion within ExTAG**

This is an opportunity to discuss technical items arising from feedback since the previous ExTAG meeting with the aim of ensuring a consistent approach by all ExCBs and ExTLs.

**5.1 Leakage Current Ratings**

During the 2020 ExTAG meeting, it was agreed that PTB and NEPSI would prepare a discussion paper on the topic of Leakage Current Ratings for discussion within ExTAG and possible discussion within IEC TC 31 CAG.

 **Documents for discussion:**

* **ExTAG/633/Inf –** Discussion paper regarding dielectric strength tests
* **ExTAG/633A/Inf -** Discussion paper regarding dielectric strength tests, with additional input from PTB

**5.2 Increasing Ambient Temperatures**

A discussion has taken place among various experts from ExCBs and TC 31 on the topic of “Increasing Ambient Temperatures”. Mr Justin Gavranich of Ex Testing and Certification AU, has prepared a discussion paper for presentation and consideration during the 2021 ExTAG meeting.

 **Document for discussion:**

* **ExTAG/652/Inf –** Discussion paper regarding increasing ambient temperatures (to be issued)

***6* Performance feedback from ExCBs and ExTLs (Restricted participation)**

***6.1* Co-operation between IECEx Bodies**

Under this item IECEx Bodies will be given the opportunity to discuss their working experiences with other ExCBs and ExTLs. The IECEx Secretary will remind ExCBs of their obligations, according to IECEx Scheme Rules.

The Secretariat requests that ExCBs + ExTLs notify issues to the Secretariat prior to the meeting.

***7***  **ExTAG Working Group Status – Review**

To review the status of ExTAG Working Groups and current activities

***7.1* ExTAG WG 01, Preparation and maintenance of ExTRs**

Working Group 01 is tasked to create, revise and update the Ex Test Reports (ExTRs) to be used within the IECEx System. The work is ongoing. Members to receive a report from the Convener WG 01,Mr Kelly.

**Document for consideration:**

* **ExTAG/653/R -** Report from ExTAG Working Group 01 (WG 01):

Preparation of assessment and test report forms (ExTRs) (to be issued)

* **ExTAG/659/CD** Revision of OD 010-2 Operational Document - Guidance for the development, compilation, issuing and receipt of ExTRs Part 2: Procedures and guidance. (Ed 3.0) (to be issued)

***7.2* ExTAG WG 03 Documentation and Drawing Requirements**

Working Group 03 is tasked with the role of maintaining OD 017 *Drawing and Documentation Guidance for IECEx Certification – for use by Manufacturers and ExTLs*. Members to receive a report from the Convener, WG 03, Mr Webb regarding publication of new Edition of OD 017.

**Document for consideration:**

* **ExTAG/654/R** Report from ExTAG WG 03 – Documentation and Drawing Requirements (to be issued)

***7.3*** **ExTAG WG 04 Uncertainty of measurement**

This Working Group was set up to address Uncertainty of Measurement and the use of test data in test reports. During the 2019 ExTAG Dubai meeting there was a calling for a revision to OD 012. Members are reminded that ExTAG/643/CD was circulated to ExTAG with members agreeing for the document to proceed. Following final editorial changes the document is ready for ExMC Approval. Mr. Stubbings to report.

 **Documents for consideration:**

* **OD 012** ExTAG Guide for Application of Uncertainty of Measurement to conformity for laboratory tests carried out under the IECEx System OD 012
* **ExMC/1735/DV** Amendment to IECEx OD 012, Edition 2.0

***7.4*** **ExTAG WG 06 Rules of procedures for Testing at Other Locations**

ExTAG WG 06 is tasked with the role of maintaining OD 024 IECEx Rules of Procedure covering testing. Members to requested to note publication of Edition 4.0 of OD 024 along with changes incorporated into new edition 4.0 such as introduction of new On-Line Testing Register and inclusion of Annex B “*Guidance for IECEx ExTLs and ExCBs on the use of the Online Register for data entry and management*”

**Document for noting:**

* **OD 024 Edition 4.0** IECEx rules of procedure covering testing, or witnessing testing at a manufacturer’s or user’s facility

***7.5*** **ExTAG WG 10 Proficiency Testing**

ExTAG WG 10 have been overseeing the operation of the IECEx Proficiency Testing Program. Mr. Tim Krause of PTB, WG10 Convener will present a report on activities of WG10 including the latest Programs and outcomes.

Members will have the opportunity to discuss aspects of the PTP, eg subcontracting and participation in other PTP schemes.

  **Documents for noting/consideration:**

* **ExTAG/655/R** Report from Tim Krause, Convenor ExTAG WG 10, Proficiency Testing. (to be issued)
* **ExTAG/656/CD** Draft revision of OD 202 IECEx Proficiency Testing Scheme Ed 3.0 (to be issued)

***7.6* ExTAG WG12 Retention of Records, re OD 207**

During the 2019 ExTAG Dubai meeting there was a call for a revision to OD 207. As a result ExTAG prepared a revised document. Members are requested to note publication of Edition 2.0 of OD 207, Mr. Omerovic as Convener may wish to comment.

 **Document for Noting:**

* **OD 207** Edition 2.0 - Guidance on the Retention of Records, current edition

***7.7* ExTAG WG 14 Certification of Ex Equipment Assemblies**

 This Working Group was re-convened in September 2019 to monitor and support the work of PT 60079-46 in maintaining IEC TS 60079-46, and to provide feedback to ExTAG regarding any issues needing ExTAG consideration. Members to receive a report from the Convener, WG 14, Mr Kelly to report.

***7.8* ExTAG AdhocWG1** ***Modular concept for electrical Ex Equipment***

 During the ExTAG 2019 Dubai Meeting it was agreed to recommend the revision of OD 034 Operational Document - Guidance on the preparation of IECEx Equipment Certificates and Reports covering more than one identifiable item of equipment to the ExMC. An ExTAG Adhoc WG1 was formed with Dr Detlev Markus as Convener. Members are requested to note conclusion of this work and publication of Edition 3.0 of OD 034

  **Document for noting:**

* **OD 034** Operational Document - Guidance on the preparation of IECEx Equipment Certificates and Reports covering more than one identifiable item of equipment, (current Ed 3.0)

***8*  ExTAG Decision Sheets – Current Status**

***8.1* Current Status**

***8.1.1* To the importance of ExTAG Decision Sheets and their location**

ExTAG Deputy Chair, Mr Omerovic will provide a presentation on relevance and use of ExTAG Decision Sheets.

Members are also requested to note the list of current ExTAG Decision Sheets available from the IECEx web site. <https://www.iecex.com/publications/extag-decision-sheets/>

***8.1.2* Decision sheets and Draft DS dealt with since the 2020 ExTAG meeting**

Members to note Draft DS dealt with via correspondence.

 **Document for Noting:**

* **ExTAG/657/Inf –** Draft Decisions Sheets dealt with via correspondence including those that were withdrawn since 2020 Dubai Meeting (to be issued)

***8.2*** **Decision Sheets now falling under the 5year review, that require confirmation.**

**8.2.1 Decision Sheets from 2015**

During the 2020 ExTAG meeting it was agreed that the ExTAG Chair and Deputy Chair consider reconfirmation of Decision Sheets from 2015. ExTAG Chair to Report

 **Document for Consideration:**

* **ExTAG/649/R** – Reconfirmation of Decisions Sheets falling under the 5 year review (2015)

***8.2.2* To re-confirm the following Decision Sheets, now falling under the**

**5 year review**

The following list of Decisions Sheets are due for re-confirmation under the 5 year reconfirmation maintenance procedures. Members will be asked to re-confirm the following DS.

| **Number**  | **Standard No.** | **Clause/Subject** | **Issue Date** |
| --- | --- | --- | --- |
| DS 2016/002 | IEC 60079-0 All EditionsIEC 60079-11 All Editions | Application of Failure Analysis such as FMEA in intrinsic safety “i” | 2016 11 01 |
| DS 2016/001 |  | Enhanced clearance and creepage distances for equipment of Level of Protection “ec”. | 2016 01 01 |

***8. 3*  Review of process for the preparation and approval of Decision Sheets.**

OD 035 – Procedure to generate, discuss, report and publish ExTAG Decision Sheets is currently at Edition 2.3. The ExTAG Officers are proposing updates to OD 035 in light of experience and feedback and recommend ExTAG support for the amendments.

**Documents for Consideration:**

* **ExTAG/658/CD –** OD 035 Draft Rev A procedure to generate, discuss, report and publish ExTAG Decision Sheets Edition 2.3 (to be issued)

***9* ExTAG Proposed Decision Sheets in progress**

***9.1* Draft ExTAG Decision Sheet - Field modular approach for Ex Equipment**

Members to consider finalising Draft DS, latest version being ExTAG/635A/CD in light of comments received contained in ExTAG/648/CC. The meeting will be asked to finalise this latest version of the Draft DS for publication.

**Document for Consideration:**

* **ExTAG/635A/CD –** procedure to generate, discuss, report and publish
* **ExTAG/648/CC –** Compilation of comments on EXTAG/635/CD

***10*** **New topics (suggestions for topics to be dealt with during the next ExTAG Meeting)**

This is an opportunity for members to raise topics for discussion at future meetings.

***11*  Contact with other International and Regional Bodies – Status review**

 The IECEx Secretary to provide update of IEC/ILAC/IAF co-operation, noting the issue of IEC Administrative Circular, AC/23/2020. Secretariat to report.

 **Document for noting:**

* **ExMC/1606/Inf –** IEC Admin Circular AC AC/23/2020

***12* Matters for proposal to ExMC**

***13***  **Other Business**

***14* Confirmation of next meeting, year and place**

The ExTAG Meeting is normally aligned with ExMC meeting, however ExTAG members are asked to consider whether this should continue.

Members are asked to note the planned meeting dates of **2022.** The location is to be advised and dependent on the situation regarding international travel provisions closer to the time.

Members are also asked to consider the possible use of hybrid meetings

***15*  Close of Meeting**