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

**Title: Re-assessment and Scope Extension Report for the continued acceptance of UL do Brasil, BR, an Accepted Ex Certification Body (ExCB) Body within the IECEx Scheme for Certification of Personnel Competencies (CoPC) 05 to include Ex 009: Design electrical installations in or associated with explosive atmospheres in their scope.**

**Introduction**

In accordance with the 5-year re-assessment plan for the surveillance and monitoring of bodies within the IECEx System, the following document contains the IECEx Re-assessment and Scope Extension Report for the continued acceptance of UL do Brasil, BR, an Accepted Ex Certification Body within the IECEx Scheme for Certification of Personnel Competencies (CoPC) 05.

During the re-assessment the IECEx Assessment Team took the opportunity to also assess

UL do Brasil, BR, for the following extension of scope –

*Ex 009: Design electrical installations in or associated with explosive atmospheres*

***This document is hereby submitted for ExMC approval via correspondence using the IECEx on-line voting system. ExMC Members are requested to submit their vote via the IECEx On-line Ballot System by the closing date 2022 05 13***

***Please refer to OD 050 for guidance on the “IECEx On-line voting system.”***

***Chris Agius***

**IECEx Secretariat**

|  |  |
| --- | --- |
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IEC System for certification to standards relating to equipment for use in Explosive Atmospheres (IECEx System)

IECEx Assessment Report Form, F-003

IECEx assessment report form for use by IECEx assessment teams to report assessments conducted according to the relevant IECEx assessment procedures of:

Operational Document IECEx OD 003-2 for the Certified Equipment Scheme

Operational Document IECEx OD 316-\* for the Certified Service Facility Scheme

Operational Document IECEx OD 422 for the IECEx Conformity Mark Licensing Scheme

Operational Document IECEx OD 501 for the Personnel Competence Scheme

IECEx ExCB/ExTL/ATF assessment report

UL do Brasil

INTERNATIONAL
ELECTROTECHNICAL
COMMISSION

CONTENTS

[1 Assessment information 5](#_Toc97105419)

[1.1 Type of body covered by this assessment: 5](#_Toc97105420)

[1.2 Type of assessment: 5](#_Toc97105421)

[1.3 Details of body 5](#_Toc97105422)

[1.3.1 Country 5](#_Toc97105423)

[1.3.2 Name of body 5](#_Toc97105424)

[1.3.3 Name and title of nominated principal contact 5](#_Toc97105425)

[1.4 Assessment information 5](#_Toc97105426)

[1.4.1 Members of the assessment team 5](#_Toc97105427)

[1.4.2 Place(s) of assessment 6](#_Toc97105428)

[1.4.3 Assessment date(s) 6](#_Toc97105429)

[1.5 Application information and background information on the assessment 6](#_Toc97105430)

[1.6 Scopes 6](#_Toc97105431)

[1.6.1 ExCB scope for equipment certification scheme 6](#_Toc97105432)

[1.6.2 ExTL scope 6](#_Toc97105433)

[1.6.3 ATF Scope 6](#_Toc97105434)

[1.6.4 ExCB scope for Service Facilities Scheme 6](#_Toc97105435)

[1.7 ExCB scope for Conformity Mark Licensing Scheme 6](#_Toc97105436)

[1.8 ExCB scope for IECEx Personnel Competence Scheme 6](#_Toc97105437)

[2 Common information 7](#_Toc97105438)

[2.1 Legal entity of body 7](#_Toc97105439)

[2.2 Financial support 7](#_Toc97105440)

[2.3 History 7](#_Toc97105441)

[2.4 Documentation 8](#_Toc97105442)

[2.4.1 Quality manual 8](#_Toc97105443)

[2.4.2 Procedures 8](#_Toc97105444)

[2.4.3 Work instructions 8](#_Toc97105445)

[2.4.4 Records (including test records where relevant) 8](#_Toc97105446)

[2.4.5 Document change control 8](#_Toc97105447)

[2.5 Confidentiality 8](#_Toc97105448)

[2.6 Communication with public and customers (Hard copy and Electronic) 9](#_Toc97105449)

[2.7 Recognitions and agreements 9](#_Toc97105450)

[2.8 Internal audit 9](#_Toc97105451)

[2.9 Management review 9](#_Toc97105452)

[2.10 Contracting, subcontracting and witness testing 9](#_Toc97105453)

[2.10.1 Contracting 9](#_Toc97105454)

[2.10.2 Subcontracting 9](#_Toc97105455)

[2.10.3 Off-site and Witness testing 9](#_Toc97105456)

[2.11 Training and competence 9](#_Toc97105457)

[2.12 Complaints and appeals (including appeals to IECEx) 9](#_Toc97105458)

[2.13 Impartiality 10](#_Toc97105459)

[2.14 Active involvement in development of Decision Sheets 10](#_Toc97105460)

[2.15 Special facts to be noted 10](#_Toc97105461)

[2.16 Supporting documentation 10](#_Toc97105462)

[2.17 Recommendations 10](#_Toc97105463)

[3 ExCB for IECEx Certified Equipment Scheme 11](#_Toc97105464)

[4 ExTL for IECEx Certified Equipment Scheme 11](#_Toc97105465)

[5 ATF for IECEx Certified Equipment Scheme 11](#_Toc97105466)

[6 ExCB for Certified Service Facilities Scheme 11](#_Toc97105467)

[7 IECEx Conformity Mark Licensing Scheme 11](#_Toc97105468)

[8 ExCB for IECEx Personnel Competence Scheme 11](#_Toc97105469)

[8.1 Assessment references 11](#_Toc97105470)

[8.3 ExCB persons interviewed 11](#_Toc97105471)

[8.4 National certificates 12](#_Toc97105472)

[8.5 Organisation 12](#_Toc97105473)

[8.5.1 Names, titles and experience of the senior executives 12](#_Toc97105474)

[8.5.2 Name, title and experience of the quality management representative 12](#_Toc97105475)

[8.5.3 Name and title of signatories for certification 12](#_Toc97105476)

[8.5.4 Other employees in ExCB activity 12](#_Toc97105477)

[8.6 Organizational Structure 12](#_Toc97105478)

[8.7 Indemnity insurance 12](#_Toc97105479)

[8.8 Resources 12](#_Toc97105480)

[8.9 Committees (such as governing or advisory boards) 12](#_Toc97105481)

[8.10 Certification operations 13](#_Toc97105482)

[8.10.1 National approval/certification Methods 13](#_Toc97105483)

[8.10.2 Certification policy 13](#_Toc97105484)

[8.10.3 Certification application, assessment and examination processes 13](#_Toc97105485)

[8.10.4 Issuing of IECEx Personnel Competence Assessment Report (PCAR) 13](#_Toc97105486)

[8.10.5 Decision on Certification 13](#_Toc97105487)

[8.10.6 Suspension and cancellation of certificates 13](#_Toc97105488)

[8.11 Statistics 13](#_Toc97105489)

[8.12 Question bank 14](#_Toc97105490)

[8.13 National accreditation 14](#_Toc97105491)

[8.14 Comments (including issues found during assessment) 14](#_Toc97105492)

# Assessment information

## Type of body covered by this assessment:

<Check appropriate boxes>

|  |  |
| --- | --- |
| ExCB for IECEx Certified Equipment Scheme | [ ]  |
| ExTL for IECEx Certified Equipment Scheme | [ ]  |
| ATF for IECEx Certified Equipment Scheme | [ ]  |
| ExCB for IECEx Certified Service Facilities Scheme | [ ]  |
| ExCB for IECEx Conformity Mark Licensing System | [ ]  |
| ExCB for IECEx Certification of Personnel Competency Scheme | [x]  |

NOTE 1 ExCB - IECEx Certification Body

NOTE 2 ExTL - IECEx Testing Laboratory

 NOTE 3 ATF - Additional Testing Facility

## Type of assessment:

<Check appropriate boxes>

|  |  |
| --- | --- |
| Pre-assessment for candidate body | [ ]  |
| Initial assessment for candidate body | [ ]  |
| Surveillance  | [ ]  |
| Re-assessment  | [x]  |
| Scope extension | [x]  |

## Details of body

### Country

**Brazil**

### Name of body

**UL do Brasil**

### Name and title of nominated principal contact

|  |  |  |
| --- | --- | --- |
| Name | Title | E-mail address |
| Eduardo Galera | Product Manager – Global HazLoc/O&G Industry | Eduardo.Galera@ul.com |

## Assessment information

### Members of the assessment team

|  |  |
| --- | --- |
| Name  | Role  |
| Thierry Houeix  | IECEx Lead Assessor |

### Place(s) of assessment

The location of the Certification Body is given hereafter, however the assessment was performed remotely using Microsoft TeamsTM

|  |  |
| --- | --- |
| UL do Brasil Certificações | Avenida Engenheiro Luis Carlos Berrini, 105 – 24 Andar04571-010 – Brooklin – São PauloBrazil |

### Assessment date(s)

21 and 27 October 2021

## Application information and background information on the assessment

Application Form - UL do Brasil is already accepted as ExCB for IECEx 05 scheme and Units Ex000, Ex001, Ex003, Ex 004, Ex 006, Ex 007, and Ex008

Extension for the units Ex009 has been requested and covered by this assessment.

## Scopes

### ExCB scope for equipment certification scheme

ExCB regarding IECEx 02 is not part of this assessment

NOTE 3 Any scope changes addressed by this report should be clearly indicated.

### ExTL scope

ExTL is not part of this assessment

### ATF Scope

ATF is not part of this assessment

### ExCB scope for Service Facilities Scheme

ExCB regarding IECEx 03 is not part of this assessment

## ExCB scope for Conformity Mark Licensing Scheme

The Conformity Mark Licensing Scheme is not part of this assessment.

## ExCB scope for IECEx Personnel Competence Scheme

The scope for the IECEx Personnel Competence Scheme is shown below.

| Unit  | Comments |
| --- | --- |
| Unit Ex 000 – Basic knowledge and awareness  | [x]  |  |
| Unit Ex 001 – Apply basic principles of protection in explosive atmospheres | [x]  |  |
| Unit Ex 002 – Perform classification of hazardous areas | [ ]  |  |
| Unit Ex 003 – Install explosion-protected equipment and wiring systems | [x]  |  |
| Unit Ex 004 – Maintain equipment in explosive atmospheres | [x]  |  |
| Unit Ex 005 – Overhaul and repair of explosion-protected equipment | [ ]  |  |
| Unit Ex 006 – Test electrical installations in or associated with explosive atmospheres | [x]  |  |
| Unit Ex 007 – Perform visual & close inspection of electrical installations in or associated with explosive atmospheres | [x]  |  |
| Unit Ex 008 – Perform detailed inspection of electrical installations in or associated with explosive atmospheres | [x]  |  |
| Unit Ex 009 – Design electrical installations in or associated with explosive atmospheres | [x]  | Extension requested |
| Unit Ex 010 – Perform audit inspection of electrical installations in or associated with explosive atmospheres | [ ]  |  |

# Common information

## Legal entity of body

UL do Brasil is a for profit organization registered in the number CNPJ 04.830.102/0001-95 according to the Brazilian Law.

The registration information can be verified online in the following website address: <http://www.receita.fazenda.gov.br/pessoajuridica/cnpj/cnpjreva/cnpjreva_solicitacao.asp>. This is verified and maintained by the Brazilian Ministry of Finance.

The relevant documents supporting their legal status as a legal entity were reviewed during assessment visit. There is a formal statute covering the company name, company address, business scope, partners, as well as orders appointing the positions of President, Vice president and Managing Director and etc…

## Financial support

UL do Brasil does not receive financial support. It´s operation is financed by various product certification activities in Brazil, which includes INMETRO certification (local mark) in different areas such as Hazardous Locations, Gas & Oil, Power & Controls, Medical Devices, Appliances, Telecommunication (ANATEL), Wire & Cable, Lighting and Fire Protection.

In addition, there are incomes from other activities such as quality audits, surveillance, seminars, annual fee, testing and other certifications including ATEX, IECEx, UL Mark, SMark and NOM.

## History

Underwriters Laboratories was founded in 1894 by William Henry Merrill in Chicago. In 1903 the first standard has been published. In 1905, the company started working with fire protection and Christmas light. Since that time, UL became the reference and the partner for new technologies. Now UL has more than 120 years of experience in testing, certification and standard development and count with more than 100 years of experience in Hazardous Locations business focusing on work for a safer world.

UL do Brasil is an affiliate of Underwriters Laboratories and started it´s operation in Brazil in 1999. The INMETRO accreditation (registration number OCP-0029) was achieved in 2002 and the ANATEL accreditation (as a designated certification body) in 2004. Under the INMETRO accreditation scope UL do Brasil can provide the following service certification: Hazardous Locations, Gas & Oil, Power & Controls, Medical Devices, Appliances, Telecommunication, Wire & Cable, Lighting and Fire Protection.

In 2008 UL do Brasil supported the creation of the SC IECEx BR which is established in São Paulo, Brazil. UL do Brasil is an active member of this subcommittee and in 2014 applied to become an IECEx Certification Body. In April 2016 UL do Brasil became an Accepted ExCB in the IECEx Scheme for Certification of Personnel Competence.

## Documentation

### Quality manual

UL do Brasil has comprehensive quality manuals for the schemes that they operate.

IECEx Scheme For Certification of Personnel Competence For Explosive Atmospheres Compliance Policy and Manual, Policy-ULID-004132 (DCS:00-CB-P0880), Issue 9.0, and IECEx Scheme For Certification of Personnel Competence For Explosive Atmosphere Rules and Requirements, Policy-ULID-004424 (DCS:00-GC-P0887), Issue 4.5, are the top level policies supporting the IECEx Personnel Competence Scheme and contain references to ISO/IEC 17024 and IECEx Rules and Operational Documents.

The policies fulfil the requirements of the IECEx system.

### Procedures

UL do Brasil has a very comprehensive range of procedures covering all aspects of the certification and testing operations.

IECEx Scheme for Certification of Personnel Competence Procedure, Standard Operation Porccedures-ULID-004269 (DCS:00-EX-S0855), Issue 10.0, is the main procedure used for the scheme that they operate under the reassessment scope.

The procedures fulfil the requirements of the IECEx system.

### Work instructions

UL has work instructions available for administrative and other activities.

The work instructions fulfil the requirements of the IECEx system.

### Records (including test records where relevant)

All records are retained electronically in accordance with IECEx Scheme For Certification of Personnel Competence For Explosive Atmosphere Rules and Requirements, Policy-ULID-004424 (DCS:00-GC-P0887), Issue 4.5, and the relevant procedures described in Section 16, which include storage location, protection, minimum retention time and disposition, if applicable. At the moment the storage time is set to ‘indefinite’.

Example of the project archive was reviewed, and found that the records are detailed. The information is sufficient to the satisfaction of the assessment team and meets the requirements of the IECEx.

### Document change control

Document change control is covered by Operation Procedures-ULID-001013 (DCS:00-QA-S0003), Document Management SOP and the [Global Forms Management Process, Operation Procedured-ULID-001017 (DCS: 00-QA-S0026)](http://dcs.ul.com/function/dcs/ControlledDocumentLibrary/00-QA-S0026/00-QA-S0026.docx), and fulfil the requirements of the IECEx system.

## Confidentiality

All files, records, and communications maintained by UL are private and confidential. Procedures for safeguarding confidentiality of information are included in the UL Standards of Business Conduct, Policy-ULID-000516 (DCS:00-LE-P0001), and in the Confidential Information and Trade Secrets Policy, Policy-ULID-000520 (DCS:00-LE-P0400), and records of employee commitment to abide by these requirements are described in the Record of Agreements Pertaining to Confidentiality, Conflict of Interest, Business Ethics, and Other Policies, Standard Operating Procedures-ULID-000207 (DCS:00-HR-S0052), and information contained in applications for employment.

Historically, confidentiality agreements were by way of signed documents. This has transitioned to an online acceptance for new employees.

An example of the signed version was viewed by the team and fulfils the requirements of the IECEx.

Confidentiality requirements for outside councils and committees are covered by the contracts with the individuals serving on these councils and committees.

## Communication with public and customers (Hard copy and Electronic)

UL do Brasil has a website for communicating with the public and customers with a specific area focused on Hazardous Locations (<http://industries.ul.com/hazardous-locations>). UL do Brasil also has an app, UL HazLoc, which is publicly available in six languages and includes information relevant to the IECEx. UL do Brasil also has hard copy publications, such as the HazLoc Educational Poster, which is distributed to clients, trade shows, etc.

## Recognitions and agreements

Not applicable for CoPC.

## Internal audit

The Internal Quality Audits (IQA) department with input from the IECEx Program Owner plans and conducts annual audits in accordance with the Audit Policy, Policy-ULID-001011 (DCS:00-QA-P0028), and the Internal Audits Procedure, Standard Operation Procedures-001014 (DCS:00-QA-S0004).

The last internal audit for IECEx, carried out on 30 September 2021 through 8 October 2021, was reviewed and was seen to fulfil the requirements of the IECEx.

## Management review

The procedures 41-QA-S0027/Rev. 7 “Management Review” and 41-EX-S0851/Rev. 1 “IECEx System Internal Audit and Management Review Procedures” address the detailed requirements on management review.

UL do Brasil has performed Management Review meeting every 12 months. The latest management review meeting was held on September 01, 2021. The meeting was attended by the top management and department Managers of UL do Brasil. The report of management review was reviewed during assessment visit, and found to meet with requirements of UL do Brasil’s quality management system and thereby IECEx requirements.

## Contracting, subcontracting and witness testing

### Contracting

Not part of this assessment

### Subcontracting

Not part of this assessment

### Off-site and Witness testing

Not part of this assessment

## Training and competence

Details of staff competencies are included in the site assessment report.

## Complaints and appeals (including appeals to IECEx)

Complaints and appeals are made as described inIECEx Scheme For Certification of Personnel Competence For Explosive Atmospheres Compliance Policy and Manual, Policy-ULID-004132 (DCS:00-CB-P0880), Issue 9.0, which fulfils the IECEx requirements.

There have been 0 complaints so far in 2021 for the whole of the Hazloc section.

## Impartiality

UL do Brasil has Impartiality committee. This is defined in the document in Section 4.3 of IECEx Scheme For Certification of Personnel Competence For Explosive Atmospheres Compliance Policy and Manual, Policy-ULID-004132 (DCS:00-CB-P0880), Issue 9.0.

NOTE: Include reference to methods to achieve the requirements impartiality with the requirements of ISO/IEC 17065, ISO/IEC 17025 and ISO/IEC 17024. Also organizational arrangements (such as corporate structures) that may impact on impartiality should be reviewed.

## Active involvement in development of Decision Sheets

Evidence was provided that UL do Brasil comments on ExTAG documents.

## Special facts to be noted

None

## Supporting documentation

Copies of additional supporting information for this assessment have been provided to the applicant and the IECEx Secretariat. These are included in a site assessment report or provided separately and include:

* Details of issues raised and how these have been resolved
* Checklist for ISO/IEC 17024
* Photos of the facilities/tests witnessed are included in the above TCD
* Information on competencies
* Information on contracting/subcontracting
* Assessors’ notes

## Recommendations

Based on the assessment performed on **21 and 27 October 2021, UL do Brasil** is recommended for continued acceptance in the IECEx scheme as:

* An ExCB in the IECEx Certification of Personnel Competency Scheme, with the scope extension to include Unit Ex 009.

This is according to the scope of the standards listed in this document (including the extension of scope).

|  |  |  |
| --- | --- | --- |
| **Thierry Houeix** |  |  |
| IECEx Lead Assessor |  |  |

Date: **2022-03-18**

# ExCB for IECEx Certified Equipment Scheme

Not part of this assessment

# ExTL for IECEx Certified Equipment Scheme

Not part of this assessment

# ATF for IECEx Certified Equipment Scheme

Not part of this assessment

# ExCB for Certified Service Facilities Scheme

Not part of this assessment

# IECEx Conformity Mark Licensing Scheme

Not part of this assessment

# ExCB for IECEx Personnel Competence Scheme

## Assessment references

1. IECEx 05 IEC System for Certification to Standards relating to Equipment for use in Explosive Atmospheres (IECEx System) IECEx Scheme for Certification of Personnel Competence for Explosive Atmospheres – Rules of Procedure
2. IECEx OD 501 IECEx Scheme for Certification of Personnel Competence for Explosive Atmospheres – Assessment procedures for IECEx acceptance of Certification Bodies (ExCBs) for the purpose of issuing and maintaining IECEx Certificates of Personnel
3. IECEx OD 503 IECEx Scheme for Certification of Personnel Competence for Explosive Atmospheres - ExCB Procedures for issuing and maintaining IECEx Certificates of Personnel Competencies
4. IECEx OD 504 IECEx Scheme for Certification of Personnel Competence for Explosive Atmospheres – Specification for Units of Competence Assessment Outcomes
5. IECEx OD 505 Site Re-Assessment Report for Assessment of IECEx Candidate and Accepted Ex Certification Bodies (ExCBs) for the IECEx 05 Certificate of Personal Competencies Scheme (CoPC)
6. IECEx OD 506 - Guidance on the use of the IECEx Certificates of Personnel Competence Scheme’s Assessment Question Bank by ExCBs IECEx OD 060 IECEx Guide for Business Continuity – Management of Extraordinary Circumstances or Events Affecting IECEx Certification Schemes and Activities
7. ISO/IEC 17024 Conformity assessment — General requirements for bodies operating certification of persons
8. IECEx OD 507 Check list for assessment to ISO/IEC 17024
9. ExPCC Decision Sheets

Additional references applied for this assessment

NOTE To be added by assessment team if applicable.

## ExCB persons interviewed

|  |  |
| --- | --- |
| Name | Position |
| Eduardo Galera | Product Manager, Global HazLoc/O&G Industry |
| Edson Ribeiro | Staff Engineer |

## National certificates

**UL do Brasil** does not have specific accreditation to ISO/IEC 17024. Therefore, this IECEx assessment includes assessment to ISO/IEC 17024. The subsequent assessment has verified compliance.

## Organisation

### Names, titles and experience of the senior executives

|  |  |  |
| --- | --- | --- |
| Name | Title | Experience (years) |
| Eduardo Galera | Product Manager, global HazLoc/O&G Industry | 18 |
| Edson Ribeiro | Staff Engineer | 30 |

### Name, title and experience of the quality management representative

|  |  |  |
| --- | --- | --- |
| Name | Title | Experience (years) |
| Eduardo Galera | Product Manager, Global HazLoc/O&G Industry | 18 |

### Name and title of signatories for certification

|  |  |  |
| --- | --- | --- |
| Name | Title | Comments |
| Eduardo Galera | Product Manager, global HazLoc/O&G Industry | 18 |

### Other employees in ExCB activity

|  |  |  |
| --- | --- | --- |
| Name | Title/responsibility | Experience in Ex (years) |
| Anderson Moreira | Engineer | 7 |
| Danillo Dias | Project Engineer | 10 |
| Edson Ribeiro | Staff Engineer | 30 |

## Organizational Structure

Included in site assessment report.

## Indemnity insurance

**UL do Brasil** has a policy for professional liability insurance covering its operations worldwide. This was viewed and found to meet the requirements of the IECEx.

## Resources

**UL do Brasil** has appropriate facilities, equipment and trained personnel to fulfil their IECEx scope.

## Committees (such as governing or advisory boards)

There is a board of trustees for all of UL. This has responsibility for:

* Election of officers of the corporation
* Overview of the finances of the corporation
* Overview of formulation of strategic matters relating to policy of UL
* Overview of implementation of UL policies

## Certification operations

### National approval/certification Methods

The national approval concerns equipment certification.

### Certification policy

UL do Brasil certification policies include IECEx Scheme For Certification of Personnel Competence For Explosive Atmospheres Compliance Policy and Manual, Policy-ULID-004132 (DCS:00-CB-P0880), Issue 9.0, and IECEx Scheme For Certification of Personnel Competence For Explosive Atmosphere Rules and Requirements, Policy-ULID-004424 (DCS:00-GC-P0887), Issue 4.5, which fulfil the requirements of the IECEx System.

### Certification application, assessment and examination processes

There is application for Competency certification which are available on request

### Issuing of IECEx Personnel Competence Assessment Report (PCAR)

**UL do Brasil**’s has procedure to prepare and to issue Personnel Competence Assessment Report. The summary of the report is uploaded on the IECEx website.

### Decision on Certification

The certification decision is taken by **UL do Brasil** staff that have the delegation for Certification signatories which are listed in 8.5.3.

### Suspension and cancellation of certificates

The suspension and cancellation of certificates rules is defined in Work Instructions-ULID-004098 (DCS:80-EX-W0025),, Suspension and Cancellation of IECEx System Documents.

## Statistics

Detail experience in certification of personal competence for past three years.

|  |  |
| --- | --- |
| Unit  | Experience  |
| **2020** | **2021** | **2022** |
| Unit Ex 000 – Basic knowledge and awareness  | 0 | 0 | 0 |
| Unit Ex 001 – Apply basic principles of protection in explosive atmospheres | 17 | 41 | 8 |
| Unit Ex 002 – Perform classification of hazardous areas | 0 | 0 | 0 |
| Unit Ex 003 – Install explosion-protected equipment and wiring systems | 16 | 29 | 8 |
| Unit Ex 004 – Maintain equipment in explosive atmospheres | 0 | 29 | 8 |
| Unit Ex 005 – Overhaul and repair of explosion-protected equipment | 0 | 0 | 0 |
| Unit Ex 006 – Test electrical installations in or associated with explosive atmospheres | 0 | 0 | 0 |
| Unit Ex 007 – Perform visual & close inspection of electrical installations in or associated with explosive atmospheres | 17 | 27 | 8 |
| Unit Ex 008 – Perform detailed inspection of electrical installations in or associated with explosive atmospheres | 17 | 27 | 8 |
| Unit Ex 009 – Design electrical installations in or associated with explosive atmospheres | 0 | 0 | 0 |
| Unit Ex 010 – Perform audit inspection of electrical installations in or associated with explosive atmospheres | 0 | 0 | 0 |

## Question bank

**UL do Brasil** is ready to use the IECEx Question Bank for Personal Competency. Regarding the extension **UL do Brasil** will provide 36 additional questions according to OD 503 to the Question Bank.

## National accreditation

**UL do Brasil** has no National accreditation regarding ISO/IEC 17024 and is subjected to the surveillance assessment requirements of the IECEx 05 CoPC Scheme..

## Comments (including issues found during assessment)

None