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|  | **ExMC/1981/CD**  **August 2023** |
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**INTERNATIONAL ELECTROTECHNICAL COMMISSION SYSTEM FOR  
CERTIFICATION TO STANDARDS RELATING TO EQUIPMENT FOR USE  
IN EXPLOSIVE ATMOSPHERES (IECEx SYSTEM)**

## Title: US Comments Regarding IECEx OD 099

To: Members of the IECEx Management Committee, ExMC

**Introduction**

This document contains comments for the USNC/IECEx regarding IECEx Operational Document OD 099 – Procedures for Document Management.

These comments along with other matters will be considered during the September 2023 IECEx Management Committee meeting in Edinburgh.

**IECEx Secretariat**

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Vice Chair: K. Holdredge c/o NEMA

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7 August 2023

VIA E-MAIL TRANSMISSION

Mr. Chris Agius

IECEx Secretariat

c/o IEC Central Office

3, rue de Varembé

P.O. BOX 131

CH-1211 Geneva 20, Switzerland

**Subject:** USNC/IECEx comment on ExMC/1941/prDA, item 6, IECEx Operational Document OD 099, *Procedure for IECEx Document Management*

Dear Chris:

The USNC/IECEx would like to thank the ExMC for providing many Operational Documents that support the IECEx System, and for ensuring periodic maintenance of these ODs. Operational Document IECEx OD 099 is a valuable procedure for IECEx document management.

The USNC/IECEx offers the following commentary for consideration by the member bodies as well as ExMC for the maintenance of OD 099:

* Regarding the current Edition 1.0 of OD 099, the contents page is well structured with numbered clauses; however, navigation through the main text in the document can become confusing since the heading of each main Clause does not display the numbering structure.
* In Annex C, the table “IECEx Operational Documents - Management Responsibility” is an excellent reference tool when searching for the WG responsible for an OD, since it lists the WG responsible for an OD as “Delegated to”. Some ODs, however, do not have a Working Group (WG) assigned, and particularly ODs under the responsibility of ExTAG, e.g., for OD 017 the “Delegated to” entry should be ExTAG WG 03. We propose updates of the “Not delegated” entries to indicate the currently assigned WG.

The USNC/IECEx would like to request the IECEx Secretary work on Edition 2.0 of OD 099 with these updates.

Thank you for your attention to this matter. Please contact me if you have any questions.

Text, letter

Description automatically generatedSincerely,

Mike Leibowitz

USNC/IECEx Secretary

MGL  
cc: S. Kiddle