



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

IECEx ASSESSMENT REPORT

**Title: Assessment Report for Assessment of DEKRA, The Netherlands as an
Accepted Ex Certification Bodies (ExCBs) for the IECEx 05 Certificate of Personal
Competencies Scheme (CoPC)**

Introduction

This document provides a Report from the IECEx Assessment Team following a combination of on-site and off site assessments of DEKRA Certification B.V., The Netherlands for acceptance as an IECEx Certification Body (ExCB) for the IECEx 05 CoPC Scheme.

ExMC Members are requested to consider this Report and the Recommendation of the IECEx Assessment Team for the acceptance of DEKRA Certification B.V. as an ExCB for the IECEx 05 Scheme and return the voting form by the closing date of **28 February 2012**.

Chris Agius

IECEx Secretariat

**IECEx Secretariat
Standards Australia Building
286 Sussex Street
Sydney NSW 2000
Australia**

**Tel: +61 2 8206 6940
Fax: +61 2 8206 6272
Email: chris.agius@iecex.com**

| | | | |
|----------------------|--------------------------|---------------------------------------|-----------------|
| Body assessed | DEKRA Certification B.V. | Date(s) of site Assessment | 24 January 2011 |
|----------------------|--------------------------|---------------------------------------|-----------------|

ASSESSMENT REPORT

**BODY UNDER
ASSESSMENT:**

DEKRA Certification B.V.

Utrechtseweg 310,

6812 AR Arnhem,

The Netherlands

**SITE(S)
ASSESSED:**

DEKRA Certification B.V.

Utrechtseweg 310,

6812 AR Arnhem, The Netherlands

and

Koninklijke PBNA B.V.

H.A. Lorentzstraat 1A

3331 EE Zwijndrecht, The Netherlands

IECEx SITE ASSESSMENT TEAM: Mr Ralph Wigg – Lead Assessor
Mr Allan Ogden – Assessor

REPRESENTATIVE/S OF BODY: Theo Pijpker (Certification Manager & Product Expert)
Kees van Es (Certification Manager)
Eik Folgering (Operational Manager)
Arthur van der Meijden (Team Manager)
Anne-Fré Vollema (Quality Manager)

DATE(S) OF SITE ASSESSMENT: 24th January, 2011

| | | | |
|----------------------|--------------------------|-----------------------------------|-----------------|
| Body assessed | DEKRA Certification B.V. | Date(s) of site Assessment | 24 January 2011 |
|----------------------|--------------------------|-----------------------------------|-----------------|



IECEX 05 Certificate of Personal Competency Scheme

ASSESSMENT REPORT of

NEW IECEX APPLICANT BODY ☐

EXISTING IECEX CERTIFICATION BODY ☒

(ExCB)

| ASSESSMENT TYPE: | ATTACHMENTS | No. of Pages |
|---|--|--------------|
| Application: | Application Form - DEKRA - Unit Ex 001 110404 | 2 |
| Surveillance: | | |
| Re-Assessment: | | |
| Other: | | |
| Assessment duration: | 1 Day on-site 24 th January 2011 plus pre and post off-site assessments | |
| | | |
| RECOMMENDATION BY IECEX ASSESSOR(S) (Select one item only) | <input checked="" type="checkbox"/> That Acceptance be granted <input type="checkbox"/> That Acceptance be withheld/suspended <input type="checkbox"/> That Acceptance continues <input type="checkbox"/> That Acceptance be granted/continued conditional on Non Compliance/Matters raised, having agreed corrective action and time scales to rectify the System within and agreed time agreed by the Assessors | |

DEKRA Certification B.V. SCOPE ASSESSED

DEKRA Certification B.V. have been assessed according to the requirements of IECEX05 – Certification of Personnel Competencies [CoPC] for the following Units of Competency:

Unit Ex 001 – Apply basic principles of protection in explosive atmospheres

| | | | |
|---------------|--------------------------|----------------------------|-----------------|
| Body assessed | DEKRA Certification B.V. | Date(s) of site Assessment | 24 January 2011 |
|---------------|--------------------------|----------------------------|-----------------|



SECTION 1. GENERAL INFORMATION

1.1 Name of Body:

DEKRA Certification B.V.
Utrechtseweg 310,
6812 AR Arnhem,
The Netherlands

1.2 CURRENT IECEx PARTICIPATION:

DEKRA Certification B.V. is an existing ExCB and ExTL for the following IECEx Schemes:

IECEx Certified Equipment Scheme (IECEx 02)
IECEx Service Facilities Scheme (IECEx03)
IECEx Conformity Mark System (IECEx 04)

1.3 DETAILS OF ASSESSMENT TEAM:

Mr Ralph Wigg – IECEx Assessment Team Leader (AU)
Mr Allan Ogden – Peer assessor (GB, Baseefa)

1.4 DATES OF ASSESSMENT:

The on-site assessment visit was conducted on 24th January 2011 plus off site assessments both prior and following the on-site visit.

1.5 LOCATION OF ASSESSMENT:

The DEKRA Certification B.V. location as stated in 1.1 above along with the examination facilities located at the premises of Koninklijke PBNA B.V. utilising a formal agreement.

1.6 DEKRA Certification B.V. RESOURCES FOR IECEx 05 CERTIFICATION ACTIVITIES:

The Assessment team have assessed and verified the availability of competent technical staff, support staff and facilities to undertake the full scope of IECEx 05 certification activities for unit Ex 001.

| | | | |
|----------------------|--------------------------|-----------------------------------|-----------------|
| Body assessed | DEKRA Certification B.V. | Date(s) of site Assessment | 24 January 2011 |
|----------------------|--------------------------|-----------------------------------|-----------------|

SECTION 2. ASSESSMENT - SUMMARY OF RESULTS

| IECEX CoPC SCHEME REQUIREMENTS | | | Findings | COMMENTS AND REFERENCE TO ATTACHMENTS |
|--------------------------------|---|---|----------|---|
| IECEX 05 requirements | Confirmation of Scope of IECEX Acceptance or scope of application, (for new applicant) | | COMPLIES | DEKRA Scope cross refers to the Scope of IECEX05 and has embraced all competencies as given in OD504 associated with Unit Ex 001 |
| | Confirmation that details in original application are still current (for new application) | | COMPLIES | The details of the application were discussed and subsequently a new application was submitted. |
| | Confirm currency and scope of accreditation (ISO/IEC 17024) applicable | | COMPLIES | DEKRA holds Raad voor Accreditatie [RvA] accreditation to ISO/IEC 17024. DEKRA provided a copy of the RvA Schedule of Accreditation and the latest Assessment Report dated 7 April 2010. The site assessment visit has verified compliance. |
| | Clause 9.1 | (a) in a participating country | COMPLIES | The Netherlands is a participating country in the IECEX System |
| | | (b) operate recognized certification scheme | COMPLIES | DEKRA already participate in the IECEX Equipment Certification Scheme, IECEX Service Facilities Scheme and the IECEX Mark Licensing System |
| | | (c) competence demonstrated by assessment | COMPLIES | IECEX Assessment included technical interviews and examination of DEKRA staff for competence to evaluate to OD 504 for Unit Ex001. |

| | | | |
|----------------------|--------------------------|-----------------------------------|-----------------|
| Body assessed | DEKRA Certification B.V. | Date(s) of site Assessment | 24 January 2011 |
|----------------------|--------------------------|-----------------------------------|-----------------|

| IECEx CoPC SCHEME REQUIREMENTS | | Findings | COMMENTS AND REFERENCE TO ATTACHMENTS |
|--|--|----------------|--|
| | Assessment facilities considered by Assessment team to be appropriate and adequate for assessment of Units, according to OD 504? | COMPLIES | The DEKRA Competency Procedures define the requirements for the knowledge skills assessment and examination requirements. These were assessed by the assessment team and found appropriate for the assessment of Unit Ex 001, including the procedures for conducting assessment and examinations other than the DEKRA Office. Given the scope of the DEKRA application is restricted to Unit Ex001 no practical skills assessment facilities were required to be assessed. |
| | Confirmation of which location is the official ExCB location, where more than 1 location is identified? an official ExCB location is one where the following are conducted: - applications received, - contract review (review of application) - assignment of application to ExCB staff - review of exam/assessments - decision to issue Certificate (Contact IECEx Secretary for any questions) | Not Applicable | DEKRA Certification B.V., Utrechtseweg 310, 6812 AR Arnhem, The Netherlands is confirmed as the official ExCB location. |
| ISO/IEC 17024 Assessment –Satisfactorily Completed (for bodies without acceptable national Accreditation) | | COMPLIES | DEKRA has RvA Accreditation for ISO/IEC 17024. Accreditation No. C144 valid to 01 May 2014 |

| | | | |
|----------------------|--------------------------|-----------------------------------|-----------------|
| Body assessed | DEKRA Certification B.V. | Date(s) of site Assessment | 24 January 2011 |
|----------------------|--------------------------|-----------------------------------|-----------------|

| | | | |
|--|--|----------|--|
| IECEX Operational Document Requirements | OD502 | COMPLIES | The initial assessment identified a lack of procedures regarding setting of examinations and security. Amended procedures have been submitted and re-assessment. This has been completed and verified as meeting all the requirements given in OD502 |
| | OD 503 | COMPLIES | At the initial site assessment a number of issues were identified as not yet being complete. These primarily related to the contract review and procedures for conducting examinations. Procedures have been finalized and documented. This has been completed and verified. With the addition of these changes compliance with OD503 has been verified. |
| | OD 504 (Review of ExCB assessment criteria including question bank, mapped against Competency Units of OD 504) | COMPLIES | DEKRA had originally intended to use the IECEx Question Databank but this is not yet available. They have since developed their own question bank for Unit Ex001 and this has been subjected to a random selection of questions being checked and verification of the mapping to the various competency units. DEKRA have a process for the development and verification of questions. The Assessment Team have confirmed that DEKRA have developed a bank of questions covering Unit Ex 001 sufficient for DEKRA to commence. |

Additional Remarks concerning requirements (if any)

During the site assessment technical interviews were conducted with several assessors appointed by DEKRA. In all cases the assessors were found to be suitable for the specific unit of competence (Ex 001) for which they had been nominated. This was considered to verify the DEKRA assessor appointment processes included within the Policies and Procedures.

The procedures regarding suitable facilities to be made available for the candidate assessment processes adequately cover the requirements of the IECEx CoPC Scheme. DEKRA will use of their own in house facilities or the premises the Koninklijke PBNA B.V. utilising a formal agreement.

The DEKRA Question data bank has been separately developed with appropriate questions for the unit of competence Ex001 for which they have been assessed with the intention of further adding to the data bank as

| | | | |
|----------------------|--------------------------|-----------------------------------|-----------------|
| Body assessed | DEKRA Certification B.V. | Date(s) of site Assessment | 24 January 2011 |
|----------------------|--------------------------|-----------------------------------|-----------------|



assessments proceed. The procedures also allow for interchange with the IECEx Question data bank when it becomes available.

Another division of DEKRA include training as part of their offering for the Hazardous Area industry and the procedures ensure against any possible conflict of interest. DEKRA has clear procedures in place to ensure that the examinations and decisions on certification do NOT involve persons who have trained candidates including a section on Independence, Impartiality and Integrity, which also covers any conflicts with training. The assessment team is satisfied with the separation of the assessment process from training.

The DEKRA Organization chart has been provided 'in-confidence' and not shown here.

| | | | |
|----------------------|--------------------------|-----------------------------------|-----------------|
| Body assessed | DEKRA Certification B.V. | Date(s) of site Assessment | 24 January 2011 |
|----------------------|--------------------------|-----------------------------------|-----------------|



Conclusion of the Assessment and Recommendations of the Assessment Team

The purpose of the site assessment was to verify compliance with the requirements of the IECEx Scheme for the initial and on-going acceptance of an Ex Certification Body (ExCB). The site assessment forms part of the overall evaluation of the body by the IECEx Management Committee, ExMC and was conducted in accordance with the IECEx Scheme Assessment Procedures, IECEx OD 501. Report of the on-site assessment team is as follows:

The Assessment Team findings indicate DEKRA has Policies, Procedures and Operational requirements in place that verify compliance with ISO/IEC 17024 and the remaining IECEx CoPC Scheme Rules and Operational Documents. Although DEKRA has been operating a Certification of Personnel Competency Scheme at a National level significant alterations to procedures were required and therefore it is recommended that a review be conducted in approximately 12 months from the date of acceptance to verify the operation is compliant with both the Policies and Procedures of the ExCB and also meets the requirements of the IECEx CoPC Scheme. This should focus on the selection of assessors, the data bank of questions being used, suitability of examination requirements and separation from training.

The Assessment Team recommend DEKRA be accepted as a CoPC ExCB within the IECEx System.

R. Wigg
IECEx Assessment Team Leader
23 December 2011

| | | | |
|----------------------|--------------------------|-----------------------------------|-----------------|
| Body assessed | DEKRA Certification B.V. | Date(s) of site Assessment | 24 January 2011 |
|----------------------|--------------------------|-----------------------------------|-----------------|

SECTION 3

Issues Raised by IECEx Assessment Team and Subsequent Responses/Actions

The following shows key issues that were raised at the initial site assessment and included here with the resolutions, together with subsequent actions.

| ISSUES RAISED AT INITIAL ASSESSMENT | RESPONSE FROM DEKRA | ASSESSMENT TEAM COMMENT |
|---|--|---|
| RvA Accreditation for ISO/IEC 17024 not in English | Will request RvA to provide future reports in English | Follow up required at the next RvA Assessment for ISO/IEC 17024. |
| Requirements of IECEx05, OD502 and OD503 were incomplete in the DEKRA documentation | DEKRA updated the procedures to include the requirements of IECEx05, OD502 and OD503 | The procedures have been reviewed and the assessment team have verified that all aspects are now covered. Resolved. No further action required. |
| Reliant on WG12 Question Bank for assessment questions without alternate. | Question Bank has been prepared | The assessment team has conducted a sample audit of the questions and the verified the mapping of the questions to the Unit of Competence- Ex001. Resolved. No further action required. |
| OD503 has been adopted by DEKRA but needs to be updated to assign specific responsibilities | Procedures revised and resubmitted for assessment | Modified procedures now include responsibilities and all aspects are now verified. Resolved. No further action required. |
| Insufficient procedures and lack of agreement for contract examination facilities | DEKRA have provided a draft agreement with Koninklijke PBNA B.V. which is to be implemented as well as some amendments to procedures | The assessment team has reviewed all the documentation and agreement and all aspects have been verified. Resolved. No further action required. |
| Lack of Question Bank | Questions, including mapping to OD504 outcome requirements have been provided by DEKRA. | The assessment team has reviewed the question bank and mapping to ensure all outcome of OD504 for Unit Ex001 have been covered and this has been verified. Resolved. No further action required. |

| | | | |
|---------------|--------------------------|----------------------------|-----------------|
| Body assessed | DEKRA Certification B.V. | Date(s) of site Assessment | 24 January 2011 |
|---------------|--------------------------|----------------------------|-----------------|