



ExMC/1434/CD
September 2018

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

**Title: Proposed changes from the Chinese Member Body concerning Draft
Revision for OD 032 (ExMC/1405/DV) – IECEx Assessment Guidelines**

To: Members of the IECEx Management Committee, ExMC

Introduction

This document contains proposals from the Chinese Member Body concerning Draft Revision for OD 032 (ExMC/1405/DV) as listed under Agenda Item 7.3 of ExMC/1377B/DA.

The meeting will be asked to consider the proposals contained when considering document ExMC/1405/DV.

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中华人民共和国国家认证认可监督管理委员会
Certification and Accreditation Administration of P. R. China

IECEX/ExMC/2018/02

To: Mr. Chris Agius
IECEX Executive Secretary

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September 6, 2018

Re: Proposed amendment to Article 3.2 of OD 032

We propose to revise it as follows:

3.2 Establishing Dates and Costs

The following actions are carried out prior to the assessment:

- Dates are agreed with the body to be assessed.
- The assessors investigate travel options and potential costs. **The assessed body only pays the travel cost directly related to the assessment.**
- The Team Leader puts together a consolidated cost estimate and where necessary consults with the Secretary in its preparation.
- **The estimate (including the itinerary) should be provided to the body to be assessed for agreement first.** Although there may need to be some later change (for example in travel costs), a formal acceptance from the body to be assessed is required. A typical cost estimate is shown at Annex A.
- Travel arrangements are finalized **and submitted to the Secretariat for review and for file.**
- Travel plans should not be finalised until the Lead Assessor has received agreement from **the Secretariat** on the cost estimate.

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The current wording is attached for your reference.

3.2 Establishing Dates and Costs

The following actions are carried out prior to the assessment:

- Dates are agreed with the body to be assessed.
- The assessors investigate travel options and potential costs.
- The Team Leader puts together a consolidated cost estimate and where necessary consults with the Secretary in its preparation.
- The estimate is provided to both the body to be assessed and the Secretary for agreement. Although there may need to be some later change (for example in travel costs), a formal acceptance from the body to be assessed is required. A typical cost estimate is shown at Annex A.
- Travel arrangements are finalised.
- Travel plans should not be finalised until the Lead Assessor has received agreement from the body on the cost estimate.

Best wishes



Du Chunjing

CNCA