



IECEx System Update

**IECEx ExTAG Training
September 2019**

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Secretariat Monitoring

WHY DO WE MONITOR ?



Secretariat Monitoring

WHY DO WE MONITOR ?

- Our product (Certificates) = a risk management tool
- IECEx certification is voluntary ... demand is driven by value to the market
- The market recognises, trusts and relies on this product as a form of insurance
- The credibility of our product is critical and our reputation must remain intact
- We must be at least as good as we expect our clients to be (“ISO 9001 principles” >>> ISO/IEC 17065 & 17025)
- *Mike Roy will talk more about compliance later*



Secretariat Monitoring

An audit of **750** x 'on-line' IECEx Equipment CoCs selected at random as representing a **~15% sample** of all those published in the second half of 2018 and 2019 YTD and audited showed

- IECEx Certified Equipment Certificates with zero issues = **701**
- IECEx Certified Equipment Certificates with one issue = **45**
(= 6.0% of sample)
- IECEx Certified Equipment Certificates with multiple issues = **2**
(= <1% of sample)

and

- IECEx Service Facility CoCs ... 4 of **37** audited had an issue
- IECEx Personnel CoCs ... 6 of **102** audited had an issue

Overall this a better result than previous years but we are sure that you will agree that there is room for improvement !



Secretariat Monitoring

Breakdown of **major issues** in IECEx Equipment Certificates audited:

- Standards listed on CoC do NOT match Standards (including Edition #) on ExTR (main issue observed was CoC citing later Edition than ExTR)
- Equipment description is NOT clear and sufficiently detailed
- “Specific Conditions of Use” details NOT specified for “X” type Certificates
- Linked QAR is NOT current
- Manufacturer on CoC does NOT match QAR details and/or QAR(s) does NOT cover all manufacturing locations listed on CoC



IECEx Assistance

REMINDER

*PLEASE assist us to help you and your clients by advising us of any **changes** to organisation name, address, accreditation status, key personnel (especially the main contact person for IECEx matters) etc etc **BEFORE** or **ASAP AFTER** the change*

Refer IECEx 02, Clauses 11.1.2, 11.1.3 and 11.1.9



Reminder of Features introduced previously

REMINDER: *the need to manage Suspended Certificates ...*

ACTION ITEM from the 2013 meeting of the IECEx Executive:

“... the Secretariat to conduct an annual review of suspended Certificates, remind ExCBs with suspended certificates that a review with the manufacturer is needed within 1 month, and to ask the ExCB to show cause why the Certificate(s) should not be cancelled. A failure to respond within 1 month will lead to an automatic cancellation.”

Current status = some ExCBs have publicly visible IECEx Certificates that have been SUSPENDED for over 7 years.

In the view of the Secretariat these should be investigated by the ExCB and EITHER up-issued after resolution of the reasons for suspension OR cancelled.

The Secretariat can provide a report of these Certificates and assist with cancellations on request.





Reminder of Features introduced previously

REMINDER: following a request from ExCBs, the Secretariat arranged for two major features to be added to the IECEx On-line website to provide separate listings for the following:

- ***A ExCB's Out of Date QARs***
- ***A ExCB's CoCs with Out of Date QARs***

Following presentation by Mike Roy will expand on past year's presentations on this topic

Essential reading for ExCB Staff

➤ ***Operational Document IECEx OD 209***



Requirements and Guidelines for the Suspension, Cancellation and Reinstatement of Certificates of Conformity

➤ ***Operational Document IECEx OD 250***



Guidance on the management of IECEx Quality Assessment Reports

[NOTE: this replaces ExTAG/164/INF and ExTAG/245/INF]

➤ ***Operational Document IECEx OD 009***

IECEx Certified Equipment Scheme, Procedures for the Issuing of IECEx Certificates of Conformity, IECEx Test Reports and IECEx Quality Assessment Reports

➤ ***Operational Document IECEx OD 011 (Series)***



Guidance on Use of the IECEx Internet based “On-Line” Certificate of Conformity System >>> revised to support IECEx OCS – 2nd Generation >> more later



New IT Platform for IEC – WHY ?

In 2018 ExTAG Workshop we advised that

1. Current On-line Certificate Systems for all IEC Conformity Assessment Systems based on Lotus Notes
2. Need for improvements to IEC Standards Development systems (eg. IEC Collaboration Tools)
3. Need for improvements to IEC Standards Catalog (eg. support and enable machine readable Standards)
4. External data storage, backup and security issues arising and leading to concerns



New IECEx OCS - OBJECTIVES

- Update the IECEx On-line Certificate System to provide enables greater **security** and **flexibility** PLUS **additional tools** and ability for future development work
- Provide a system that has been **custom designed** to meet the expectations of users of the latest web based applications in terms of user interfaces, layout, tools, icons, views, search facilities etc etc
- Serve as a basis for **harmonising** the platforms and operating systems for the on-line products of all four IEC Conformity Assessment Systems
- Enable a smooth transition with minimal need for ExCBs to modify systems or procedures and minimise the need for staff training.



New IECEx OCS - PROGRESS

PROGRESS SINCE 2018 ExTAG Workshop

1. IEC IT team development in consultation with IECEx Secretariat >>> same capabilities as current system with enhancements wherever possible in Phase 1 (or >> Phase 2)
2. Data “cleansing”
3. Review and trial by IECEx ExCB Users Reference Group
4. Incorporation of feedback from Users Ref Group
5. Review and trial by “IECEx Community” (via invitation to ExMC, ExTAG, ExSFC, ExPCC, ExMarkCo and ExAG)
6. Incorporation of feedback from IECEx Community
7. Preparation of guidance documents (revisions of IECEx OD 011-* series)



New IECEx On-line Certificate System

FEATURES

- Improved ExCB Profiles and access management that is linked to IEC EMS (each user needs own unique username and password)
- “Back Office” administration tools available to ExCBs (eg. to setup Level 1 users, delete drafts, etc)
- Builds a PDF file and image of the final Certificate as data is entered in required fields
- Facility to view, download, print and edit PDFs
- Access from hard copies to on-line PDFs via QR Code
- Includes ‘auto-suggest’ of known content eg. manufacturer name
- Improved search, sort and filtering tools
- Improved Export to Excel reporting capability
- Replaces original IECEx Public View site and IECEx Apps
- Improved tools for managing QARs (refer revised version of OD 250)



New IECEx OCS – FINAL STEPS

NEXT STEPS for ‘IECEx OCS – 2nd Generation’

1. More data cleansing (in consultation with ExCBs) to improve value of the ‘auto-suggest’ tool
2. Final data migration on 30th September 2019
3. Users access setup (ExCBs main contact will be setup as *ExCB_Admin* Others (*ExCB_Basic*) can be setup by ExCBAdmin &/or by IECEx Secretariat on request
4. Proposed ‘switch over’ to new IECEx OCS on 30th September 2019 in readiness for ExCB use on 1st October
5. Proposed freeze on new certificates & report creation and up-issues in current OCS for period of 27th to 30th September 2019 (all existing certificates and reports will be visible over this time in the current IECEx OCS)



New IECEx OCS – REFERENCES

The updated IECEx OD 011-* series includes:

1. IECEx OD 011-1 regarding general operation, public access and non-Scheme specific tools
2. IECEx OD 011-2 for Equipment Scheme
3. IECEx OD 011-3 for Services Scheme
4. IECEx OD 011-5 for Persons Scheme
5. IECEx OD 011-10 regarding IECEx OCC “Back Office” Administration section operation

PLEASE INFORM YOUR TEAM OF THE AVAILABILITY OF THESE



New IECEx OCS – ExCB ACTION

1. Plan to avoid work in **current OCS** for data edit & enter freeze period of **27th to 30th September 2019** - **please communicate this to your staff**
2. Communicate this to clients
3. Communicate with IECEx Secretariat regarding setup of access rights level for additional users
4. Train staff via IECEx OD 011-* series and contact IECEx Secretariat if additional support is needed.
5. Advise IECEx Secretariat if additional support material &/or on-line training is required.
6. Promote and explain to your clients and the market

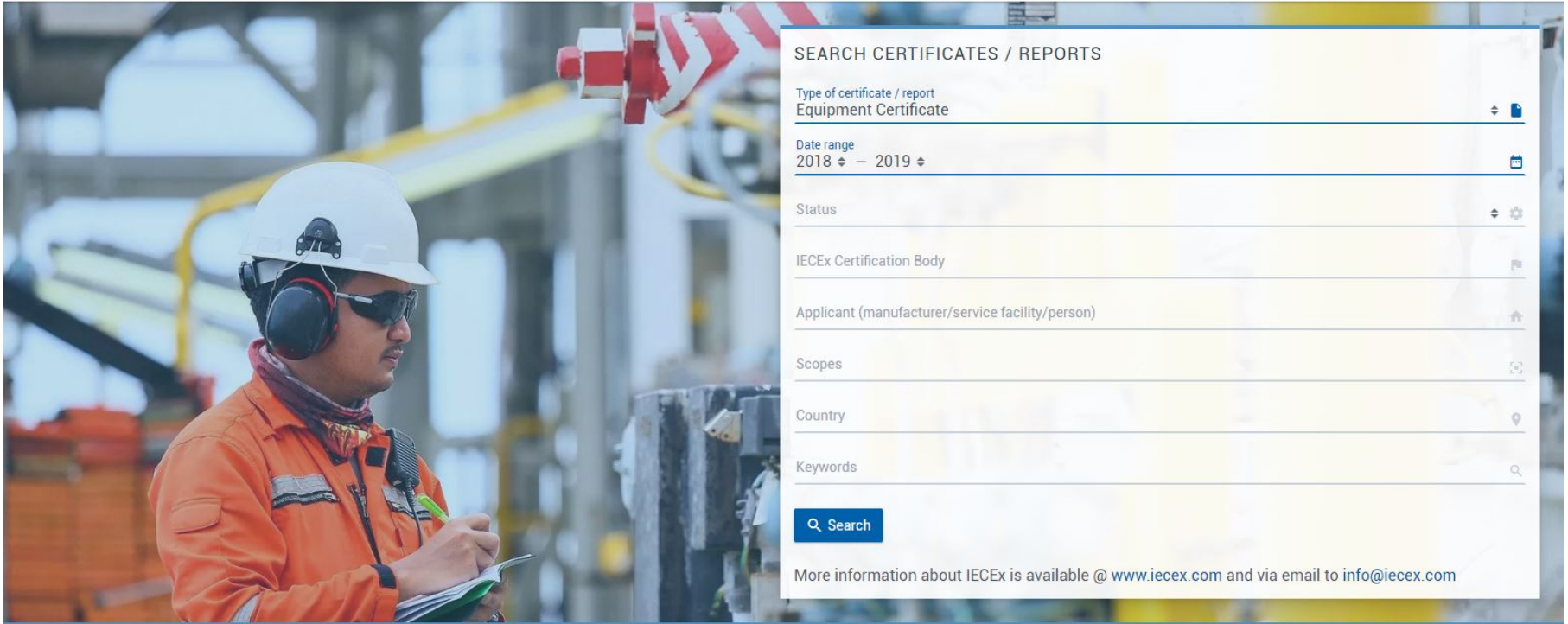


QUESTIONS ...

***DEMO needed ?
(time permitting)***

<https://staging-iecexcoc.iec.ch/>

*Anything else we
need to do ,
monitor or
improve ?????*



SEARCH CERTIFICATES / REPORTS

Type of certificate / report
 Equipment Certificate

Date range
 2018 – 2019

Status

IECEX Certification Body

Applicant (manufacturer/service facility/person)

Scopes

Country

Keywords

More information about IECEX is available @ www.iecex.com and via email to info@iecex.com