**INTERNATIONAL ELECTROTECHNICAL COMMISSION (IEC) SYSTEM**

**FOR CERTIFICATION TO STANDARDS RELATING TO EQUIPMENT FOR**

**USE IN EXPLOSIVE ATMOSPHERES (IECEx SYSTEM)**

**TITLE: The Twenty Second Meeting of the ExTAG held remotely - September 29th and September 30th 2020**

**Circulated to: ExTAG – IECEx Testing and Assessment Group**

**Report of the Twenty Second of the ExTAG**

**held remotely.**

This document contains a Report of the 2020 ExTAG Remote Meeting, as well as an Annex A, “Action List”.

This document has been issued for information to ExTAG Members with a request that members please note the required actions.

***ExTAG Secretariat***

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| **Country** | **Name** | **Organisation** |
| --- | --- | --- |
| **ExTAG Chair****IECEx Executive Secretary****IEC TC31 Chair****IEC TC31 Liaison** **IECEx Secretariat****IECEx Secretariat****IECEx Secretariat** | Professor Xu JianpingChris AgiusMartin ThedensMark CopplerMark AmosChristine KaneMike Roy | NEPSIIECExPTBLabTestIECExIECExIECEx |
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| **BR** | Wilson BonatoGiovanni Hummel BorgesRoberval BulgarelliHenrique BurdChristian DuarteEduardo GaleraAndré Di MonteMario Anauate NetoRuediger Roepke | NCC Certificações do Brasil Ltda.HG InspeçoesConsultant‘Independent’WEGUL do BrasilSiemensEaton Crouse-HindsConsultant |
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| **CZ** | Lukas Martinak | FTZU |
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| **GB** | John AllenSimon BarrowcliffColin CameronEwan GadsbyWesley Van Hill Neil JonesRoger JonesNicholas LudlamAlessandro SavioRonald SinclairAdrian SmartAndy SmithRichard TunnicliffeRon Webb | Sheppard EngineeringEMTMutech LtdEMTIntertek UK (ITS)SIRANOVFM ApprovalsIntertekSGS Baseefa LtdIntertekEurofins CMLIntertekConsultant  |
| **GR** | Hokyoung LeeNikolaos Katiforis | KR Hellas Ltd KR Hellas Ltd |
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| **NO** | Asle KaastadStåle SandstadBjørn Spongsveen | DNV GL Presafe ASDNV GL Presafe ASDNV GL Presafe AS |
| **NZ** | Daniel Chien | Observer |
| **PL** | Maciej Bylica | OBAC |
| **RO** | Sorin BurianAdrian Marius JurcaLucian Moldovan | INCD-INSEMEX PetrosaniINCD- INSEMEX PetrosaniINCD- INSEMEX Petrosani |
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| **TR** | Sezai DoganÜmit Sevim | Turkish Standards InstituteTurkish Standards Institution |
| **US** | Al EnglerWilliam FiskeKaty HoldredgeZaneer IqbalChaitanya KatekarPaul KellyScott KiddleWilliam LawrenceEvans MasseyPrathamesh PanchalJim SchellerMike Slowinske Geoff SitnikRoy TeatherKevin Wolf Brad Zimmermann | DNV GLIntertekUL LLCIntertekIntertekUL LLCABB IncFM ApprovalsABBSGSABBUL LLCMetlabsDNV GL Presafe ASIntertek R.STAHL |
| **ZA** | Paul Meanwell Terine OrsmondRegardt Zeelie | Komatsu Mining CorporationMASCMASC |

The Twenty Second Meeting of the ExTAG held remotely - September 29th and September 30th 2020

1. **Opening and Welcome**

**1.1 Opening and Welcome,** *ExTAG Chairman, Professor XU Jianping*

 The meeting commenced at 1200 Coordinated Universal Time (UTC) Day 1 Tuesday 29th September 2020.

The Chair welcomed all delegates and observers to the meeting saying good morning, good evening which ever was appropriate to delegate’s time zone and thanked them for attending under the very different circumstances due to the Covid Pandemic. He then acknowledged the following attendees the IECEx Chair – Mr. Paul Meanwell, the TC 31 Chair Dr Martin Thedens, Members of the IECEx Executive, Members of IEC Conformity Assessment Board, CAB, Fellow ExTAG Members and with a special welcome to Delegates attending ExTAG for the first time. He continued that our meetings continue to grow, and, to maintain the excellent reporting on the meetings, the Secretariat is planning to record an audio of this meeting but only for the purposes to enable them to prepare and confirm the report. He emphasised that this was not for any other purpose and would not be available for distribution.

He then asked Mr. Amos, IECEx Secretariat, to advise regarding special points to be noted in conducting the meeting remotely. Mr Amos reminded the meeting of document ExMC/1602/Inf Notice of Meeting & General Information for the 2020 Series of IECEx Annual Meetings (to be held via web conference facilities). He advised that this document would provide an effective meeting tool but that if there were questions he would be happy to take e-mails.

**1.2** **Address by new IEC TC 31 Chair, Dr Martin Thedens**

 The meeting to receive an address from the new IEC TC 31 Chair, Dr Martin Thedens.

The Chair then advised the meeting that Dr Martin Thedens had now taken over the position of IEC TC 31 Chair from the previous Chair Mr. Mark Coppler and we welcome Dr Thedens and appreciate his wish to address the meeting.

Dr Thedens thanked the Chair for the opportunity to address the meeting there by introducing himself to delegates that may not know him. He gave a brief account of his education. He then continued by informing the meeting of his work experience at PTB and also his experience with TC 31 which has been since 2007 with the following positions held –

Chair / Convenor of

• IEC TC 31 Equipment for explosive atmospheres

• IEC SC 31M MT80079-20-1 „Gases and vapours

• IEC TC 31 MT60079-28 „ Ignition by optical radiation

• IEC TC 31 MT60079-33 „Special Protection

• IEC TC 31 WG 31 „Hybrid Mixtures

• DKE K241 (nat. mirror committee of IEC TC 31 and CENELEC TC 31)

and member of several other groups of IEC, DKE and DIN 2008 – 2020 Chair of ExNBG, ATEX Directive for 12 years.

He continued that as IECEx and IEC TC 31 are linked together good communication and cooperation will be essential listing the following areas -

* JWG50
* for TC 31 feedback to IECEx ExTAG DS advising that TC31 official comments will still be handled by Mr. Coppler
* for input of IECEx to TC 31
* direct support by the Chair of the IEC TC 31

He concluded his address by informing the meeting of his agenda and aims as Chair:

– Global harmonization of technical requirements

– Digital transformation of standards (machine readable and interpretable) and of the standardization process itself

– and, of course, to strength the contact with IECEx

He then wished the IECEx fruitful meetings and ExTAG successful discussions and good results. The ExTAG Chair thanked Dr, Thedens for his presentation. The Chair then asked that ExTAG’s grateful thanks be extended to Mr. Coppler, former TC31 Chair, and that this be recorded in the report. He continued that it had had been a great benefit to the ExTAG to have his input when TC31 Chair over the years and was pleased that he would have a continuing role within ExTAG as TC31 representative. The meeting recorded the following decisions.

**Decision 2020/01**

Members thanked Dr Thedens for his address introducing himself and his objectives as new IEC TC31 Chair.

**Decision 2020/02**

Members expressed their thanks for the work of Mr Mark Coppler for his past work as IEC TC 31 Chair.

1. **Approval of the Agenda**

[**ExTAG/613A/DA**](https://www.iecex.com/dmsdocument/3432)Draft Agendathe Twenty Second Meeting of the ExTAG to be held remotely

The Chair sought approval of the draft agenda advising that the latest Red Bar Version has been posted for two weeks. He recommended the removal of Agenda Item 6 as no items had been suggested. He informed the meeting that two Green Papers had been prepared and were available for download from the web site meeting page. He then asked if there were any other matters. The ExMC Secretary advised that an additional Green Paper had been received, prepared by Dr. Munro and Mr. Sinclair, for inclusion in discussions. The Chair asked for approval of the agenda with the inclusion of the 3 Green Papers for inclusion under Agenda Items 7.1, and 7.7 and 6.1 The Agenda was approved. The meeting recorded the following decisions.

**Decision 2020/03**

Members approved the Draft Agenda of the 22nd ExTAG Meeting as circulated as ExTAG/613A/DA with the addition of Items 7.1, 7.7 and 6.1 to include Green Papers as follows:

Agenda Item 7.1 - **ExTAG(2020 Remote/WG01) 03** – Report from Convener of ExTAG WG01

Agenda 7.1 - **ExTAG(2020 Remote/JM+RS) 05** – Decision Rule

Agenda Item 7.7 - **ExTAG(2020 Remote/WG14)04**- Report from Convener of ExTAG WG 14

1. **Report of the ExTAG Dubai 2019 Meeting + Officer Positions**

***3.1*** To note the Report of the last meeting held in Dubai 24th September 2019, and subsequent action items from the meeting.

**Documents noted:**

* [**ExTAG/597/DL**](https://www.iecex.com/dmsdocument/3163) **–** Decision List The Twenty First Meeting of the ExTAG held in Dubai, United Arab Emirates on 24th September 2019
* [**ExTAG/601/R**](https://www.iecex.com/dmsdocument/3231) **-** Report of the Twenty First Meeting of the ExTAG held in Dubai, UAE,

The Chair asked the meeting to note documents ExTAG/597/DL – Decision List from ExTAG 2019 Dubai Meeting and ExTAG/601/R Report of the Twenty First Meeting of the ExTAG held in Dubai, UAE. As there were no comments on the Report during the session, or received after circulation, the Chair noted confirmation of the report and moved to the next item. The meeting recorded the following decision.

**Decision 2020/04**

Members accepted the report from the 2019 ExTAG Meeting held in Dubai as circulated as ExTAG/601/R and ExTAG/597/DL

***3.2***To note a report of the action items by the ExTAG Chairman on the ExTAG 2019 Dubai Meeting*.*

**Document noted:**

* **ExTAG/619/R –** Report on actions since 2019 ExTAG Dubai meeting

The Chair provided a status report on the actions arising from the Dubai 2019 Meeting. He advised that there had been 27 actions in total to be followed-up the majority having been completed with 6 in progress which are listed for discussion on this agenda as follows-

Action Agenda

4 covered by 7.3

6 covered by 7.2

7 covered by 7.9

8 covered by 9.2

10 covered by 7.1

13 covered by 7.2

 He suggested that, as the report had previously been circulated, there was no need to go through each item separately, but that should anyone have any items needing to be clarified or commented on to please do so. There were no comments. The meeting recorded the following decision.

**Decision 2020/05**

Members accepted the report from the ExTAG Chairman on the Action Items from the 2019 ExTAG Meeting as circulated as ExTAG/619/R.

***3.3* Officer Positions**

The current ExTAG Chair, Professor Xu Jianping, will complete his second term as ExTAG Chair at end of 2020. The following nominations for the position of ExTAG Chair have been received.

***3.3.1* ExTAG Chair**

**Documents considered:**

* **ExTAG/603/Inf -** Term of Office –ExTAG Chair
* **ExTAG/628/Inf** – Draft Voting procedures for ExTAG Officer Positions
* **ExMC/1597/Inf** - Nomination from Germany for Dr. Frank Lienesch as ExTAG Chair
* **ExMC/1598/Inf -** Nomination from China for Dr. Wang Jun as ExTAG Chair

The Chair opened this item by advising that in accordance with Clause 9.1 of the IEC Harmonised Basic Rules, IEC CA 01 and having served two terms as Chair he was no longer eligible to serve an additional term and a general call for nominations had been issued. He continued that it is pleasing to note that we have 2 nominations for the position of Chair, Dr. Lienisch, DE and Dr. Wang Jun, CN. He advised that voting on the next ExTAG Chair would be via a new approach advising that in order to process the votes and arrive at a final nomination we have prepared a proposed voting procedure and referred the meeting to document ExTAG/628/Inf Draft Voting procedures for ExTAG Officer Positions. He then asked the ExMC Secretary to give a brief overview of the voting system. The ExMC Secretary advised that ExCBs and ExTLs are requested to send an email to the Secretariat at info@iecex.com informing it of their choice for ExTAG Chair and ExTAG Deputy Chair. The emails received will then be retained and checked by the ExTAG Chair with final nominations going forward to the ExMC for approval. The Secretary, in concluding his briefing, reminded the meeting that only those nominated were eligible to be voted on. He advised that the result of voting would be reported at the commencement of Day 2. Each candidate was then asked to give a brief 3 minute self-introduction. Thereafter ExCBs and ExTLs were asked to email their vote to IECEx Secretariat for both the Chair and Deputy Chair after the meeting of Day 1.

The Chair then thanked the nominees saying that there have been many challenges within the IECEx given the pandemic which had caused considerable disruption so that, now, more than ever we need to work together under strong leadership.

Following report of the secret ballot by the IECEx Executive Secretary on Day 2, the meeting recorded the following decisions.

**Decision 2020/06**

Members were advised of the proposed balloting process as outlined in ExTAG/628/Inf and agreed to apply this proposal for the election of the incoming ExTAG Chairman and ExTAG Deputy Chairman.

**Decision 2020/07**

Members noted the advice in ExTAG/603/Inf that the current ExTAG Chair, Prof Xu Jianping will complete his second 3-year term at end of 2020. Members also noted the nominations of Dr Frank Lienesch (refer ExTAG/1597/Inf) and Dr Wang Jun (refer ExTAG/1598/Inf) for the ballot for the new ExTAG Chair to commence in this position on 1st January 2021 and their respective verbal introductions of themselves.

**Decision 2020/08**

Members expressed their thanks to Prof Xu Jianping for his efforts in successfully and efficiently leading the work of the ExTAG over the last six years.

**Decision 2020/09**

Following the undertaking of secret ballot via email at the close of Day 1 of the meeting, The ExTAG agrees with the nomination of Dr Frank Lienesch and Mr Jasmin Omerovic for ExMC approval as ExTAG Chair and ExTAG Deputy Chair respectively and seeks ExMC approval for their appointment.

**Decision 2020/10**

The ExTAG members also expressed their deep appreciation to all candidates for their long-standing dedication and contributions to the IECEx System which have, in no small way, contributed to the success of IECEx today.

***3.3.2* ExTAG Deputy Chair**

 **Documents considered:**

* [**ExTAG/604/Inf**](https://www.iecex.com/dmsdocument/3282)Term of Office –ExTAG Deputy Chair (previously known as ExTAG Secretary)
* [**ExMC/1599/Inf**](https://www.iecex.com/dmsdocument/3348) Nomination from France for Mr. Thierry Houeix as ExTAG Deputy Chair
* [**ExMC/1601/Inf**](https://www.iecex.com/dmsdocument/3349) Nomination from Denmark for Mr. Jasmin Omerovic as ExTAG Deputy Chair
* [**ExMC/1616/Inf**](https://www.iecex.com/dmsdocument/3370)Nomination for Mr. Nicholas Ludlam as ExTAG Deputy Chair

In introducing this Item the Chair reminded the meeting of the decision taken during the ExTAG 2019 Dubai Meeting when it was agreed to support the view of the IECEx Executive that the position of ExTAG Secretary, in order to align with the other IECEx Committees, e.g. ExSFC and ExPCC, be replaced with “ExTAG Deputy Chair”. The Chair also reminded the meeting of Mr. Julien Gauthier’s, ExTAG Secretary, advice during the 2019 meeting that although eligible for a second term, he was no longer able to continue in the role. As a result, a call for nominations for the position of Deputy Chair had been sent out. The Chair was very pleased to advise that 3 nominations had been received for the position from Mr. Thierry Houeix, FR, Mr. Nicholas Ludlam, GB and Mr. Jasmin Omerovic, DK, He advised that voting for this position would be carried out with the same procedures as for the Chair. He then asked each of the candidates to give a brief 3 minute self-introduction. He thanked them once again for their presentations and nominations.

Before concluding the IECEx Executive Secretary, Mr Chris Agius, on behalf of the meeting, thanked Professor Xu Jianping formally expressing the deep gratitude of the IECEx Executive and members for his work both in front of, and, behind the scenes for the IECEx and ExTAG in particular. He asked that these expressions of gratitude be recorded in the final report. The Chair thanked Mr. Agius and the meeting for the kind words. The meeting recorded the following decisions.

**Decision 2020/11**

Members noted the advice in ExTAG/604/Inf that the current ExTAG Secretary, Mr Julien Gauthier is unable to continue in this position that, as agreed by the 2019 ExTAG, will be renamed as ExTAG Deputy Chair.

Members also noted the nominations of Mr Thierry Houeix (refer ExTAG/1599/Inf), Mr Jasmin Omerovic (refer ExTAG/1601/Inf) and Mr Nicholas Ludlam (refer ExTAG/1616/Inf) for the ballot for the new ExTAG Deputy Chair to commence in this position on 1st January 2021.

The secret ballot conducted at end of Day 1 covered both ExTAG Chair and ExTAG Deputy Chair positions.

### IECEx Equipment Scheme – Overview

The Chair invited the ExMC Secretary, Mr Chris Agius, to report on this agenda item, while noting that the secretary would provide more detailed information when going through the IECEx Report card in detail (ExMC/1607/R IECEx System Report Card – 2020) during the ExMC meeting later in the week. The Secretary began the report by reminding the meeting of the publication of document OD 060 IECEx Guide for Business Continuity - Management of Extraordinary Circumstances or Events Affecting IECEx Certification Schemes and Activities. He informed the meeting that given travel restrictions due to the COVID 19 Pandemic this document has been very helpful for IECEx to assist with ensuring ongoing business continuity. He thanked the work of both the Secretariat and the Executive, along with the various WGs, in both accepting Edition 1.0 and work on draft Edition 2.0. He then went on to advise that even though we are in a pandemic we still have 35 countries within the System and that business is continuing with sustained real growth. He continued that the report at this time simply provides an opportunity to learn of the growth details, in particular:

• **IECEx 02 - Certified Equipment Scheme**

59 Approved ExCBs (+ Applicants)

69 Approved ExTLs (+ Applicants)

• **IECEx 03 - Certified Service Scheme**

16 Approved ExCBs (+ Applicants)

• **IECEx 04 - Conformity Mark Licensing System**

16 Approved ExCBs

• **IECEx 05 - Certified Persons Scheme**

 15 Approved ExCBs (+ Applicants)

• **IECEx Recognized Training Providers (RTP)**

33 Approved RTPs (+ Applicants)

The secretary reported that as at June 2020 a total of 108,969 Certificates and Reports exist across all IECEx Schemes, compared to 92,513 at the same last year – this represents an overall annual growth of 17.8%. In conclusion the meeting recorded the following decision.

**Decision 2020/12**

Members accepted the report from the IECEx Secretariat on an overview of the IECEx Equipment Scheme activities since the last meeting in 2019. Member also noted the publication and application of Editions 1.0 and 2.0 of IECEx OD 060.

***5* Technical Items for general discussion within ExTAG**

The Chair explained that the purpose of this agenda item was to discuss technical items arising from feedback since the previous ExTAG meeting with the aim of ensuring a consistent approach by all ExCBs and ExTLs.

***5.1* Certification of Equipment/Assemblies using heaters to raise internal ambient temperatures**

 **Document discussed:**

* [**ExTAG/622/CD**](https://www.iecex.com/dmsdocument/3450) **–** Discussion paper prepared by UL

The Chair invited Mr. Slowinske, UL, to present this Item as the document had been prepared by UL with input from NEPSI. Mr. Slowinske began by advising the meeting that although the document looked like a Draft Decision Sheet it was intended to be more of a discussion paper. He then suggested possible outcomes on the paper

* one could be publishing of the paper as a Decision Sheet or
* another outcome could be the forming of an AdHoc Working group to discuss and prepare a document.

Before opening for discussion Mr. Slowinske thanked NEPSI for their assistance in the preparation of the paper.

The Chair then asked if there were any comments. Dr Munro began by referring the meeting to IEC TS 60079-43 which covers equipment in adverse service conditions and which, he commented, seemed to be reasonably consistent with the paper. There were various comments Mr. Sinclair, SGS BASEEFA Ltd, expressed concern on relying on information which may not be on the certificate. He continued that it worried him that information might appear only in instructions and not on certificate. After further discussion the Chair suggested that given the concerns raised the paper go back to the originator for modification and a revised document be circulated by the Secretariat in accordance with OD 035. Following further discussion, the meeting recorded the following decision.

**Decision 2020/13**

Members considered the discussion paper circulated as ExTAG/622/CD and presented by Mr Slowinske and then raised a number of concerns, proposed amendments to the discussion paper and noted the important role of manufacturers’ instructions. Members agreed that the discussion paper be modified by the originator to incorporate further feedback and then circulated as a draft Decision Sheet according to IECEx OD 035.

***6* Performance feedback from ExCBs and ExTLs (Restricted participation)**

***(Agenda Item 6- Restricted participation will be timed to be most convenient to Delegates attending the meeting)***

***6.1* Co-operation between IECEx Bodies**

The Chair advised the meeting that even though the decision had been taken to remove Item 6 from the agenda this particular item is a standing agenda item and provides the opportunity for members to discuss their working experiences between bodies. He reiterated that bodies have an obligation, according to IECEx Scheme Rules, to co-operate closely and effectively. Dr Munro advised of a concern and proposal from AU Bodies suggested that the AU proposal may well end up being considered as a proposed Technical Revision of IECEx scheme rules within ExMC WG01 *Technical Revision of IECEx scheme rules*.

Dr Munro elaborated concern is with wording in the Rules when dealing with one ExCB in one country accepting an ExTR from an ExCB in another country with possibly complication of national differences. The meeting noted that AU Bodies understanding was that communication can take place only between the ExCBs, with AU experience being that this is fine if the communication is good between ExCBs but that is not always the case. The meeting noted the problem then is not being able to talk to the applicant even though the applicant has a major involvement, investment and interest in what is going on. This can be difficult when trying to maintain our professional relationship with the applicant. The meeting noted the AU concerns with general agreement that AU should prepare a proposal for consideration within ExMC WG01. Mr. Maira confirmed that Dr. Munro had captured the issue of AU concerns in his summary. There was further discussion including the issue of confidentiality. In concluding the ExMC Secretary suggested that ExTAG forward AU concerns to ExMC WG01 with AU to raise a possible proposal to perhaps strengthen the wording in the Rules. Before concluding this item the Chair reminded ExCBs of the importance of effective communication between bodies. In conclusion the meeting recorded the following decision.

**Decision 2020/14**

Members considered the verbal proposal from AU regarding cooperation among ExCBs and exchange of information, presented by Dr Munro and agreed to recommend to the ExMC that ExMC WG 01 be tasked to consider the AU proposal.

***7***  **ExTAG Working Group Status - Review**

To review the status of ExTAG Working Groups and current activities

***7.1* ExTAG WG 01, Preparation and maintenance of ExTRs**

**Documents noted:**

* **ExTAG(2020 Remote/WG01)03 –** Report from Convener of ExTAG WG01
* **ExTAG(2020 Remote/JM+RS) 05** – Decision Rule

The Chair reminded the meeting of the work of WG 01 which is tasked to create, revise and update the Ex Test Reports to be used within the IECEx System. He reminded the meeting of the inclusion of the issue of Mr. Sinclair and Dr. Munro regarding the need for a “Decision Rule” Statement to be included in ExTRs according to accreditation Bodies and ISO/IEC 17025 referring to ExTAG 7.1 Green Paper available on the ExTAG 2020 ExTAG Meeting page.

He then invited the convenor of the ExTAG Working Group 01, Mr. Kelly, to give a report. Mr. Kelly commenced by thanking the Chair then advising that there had been no meetings of ExTAG WG01 held since the 2019 Meetings of the IECEx System in Dubai (UAE) but that a considerable amount of work had been carried out. He referred the meeting to a Green paper document: ExTAG(2020 Remote/WG1) 03 Report from ExTAG Working Group 01 (WG01): Preparation of assessment and test report forms (ExTRs) available from the ExTAG 2020 Meeting page. He advised that linkage on Decision Sheets had been almost completed with the following ExTR documents under development - Format 2.0” Ex Test Reports for IEC 60079-0 and IEC 60079-11 (with DS links) and “Format 2.0” Ex Test Reports other than for IEC 60079-0 and IEC 60079-11 (with DS links involving 2020 DS documents).

He continued that the latest request position from WG is how much material is a manufacturer obliged to provide to the receiving ExCB to accepting their test report. He continued that it is understood that an ExTR package provided to a receiving ExCB needs to include all documents detailed in the ExTR package, including all supporting IECEx Test Reports, Addendums, National Differences and Schedule Drawings. However, there are also Related Drawings that may be associated with a product that are not part of the ExTR package. In some instances manufactures believe that they are asked for an excessive number, or all, related drawings so the question is-

Q: Can a Receiving ExCB request all Related Drawings, or only specific ones related to a specific audit issue that may be under question?

A: A Receiving ExCB can only request specific Related Drawings that relate to a specific audit issue that may be under question

Upon ExTAG concurrence, this answer will be documented in OD 010-2. There followed detailed discussion. Mr Sinclair, SGS BASEEFA, commented you cannot ask for related drawings because ExCB does not hold the related drawings. Mr. Kelly can the receiving ExCB ask manufacturer for related drawings? Mr. Lawrence, FM, suggested leaving the word ‘audit” out might make sense. Mr Kelly agreed change “audit” to “review”. Mr Lawrence, FM, suggested change to “A receiving ExCB can only request specific related drawings from the manufacturer when they relate to a specific issue that may be under question by the receiving ExCB” . Dr. Munro referred back to earlier discussions regarding involvement of the manufacturer. Mr Kelly supported the notion that the ExCB has to go to the manufacturer. Mr. Maira, ExTC, suggested the inclusion of Test Data Sheets as an issue as well.

Mr Kelly advised that he will take these suggestions back to WG01, with the idea to modify the document to replace ‘audit’ with ‘review’ and expand to mention test data. He will prepare a revised document, as there is no need to come back to ExTAG, for circulation and comment. Before concluding he advised the meeting that the ExTR cover sheet has been revised.

The ExMC Secretary, Mr Agius, reminded the meeting of the request from Dr. Munro and Mr. Sinclair to discuss Green Paper- Information regarding decision rule available from the ExTAG Meeting page. Dr Munro opened discussion by referring to the paper saying that ExCBs and ExTLs will need to address the requirements on “decision rule” that have been introduced in the latest edition of IEC 17025. After some discussion Mr. Agius suggested that the place for discussion should be within the ExAG group or suggest to WG01. Dr. Munro agreed that there are a number of groups which should be involved, also WG 04, who are at present in process of revising OD 0012 which they hope to have completed by the end of 2020. He suggested that the timing is perfect as it would be an idea to get something added into that document. He suggested a joint meeting of the groups involved now we are so used to this online. The Chair agreed that this was a good idea. Mr. Kelly WG01 Convenor commented that from one perspective he was not sure that WG 01 need to be involved, once the decision is made we can work on including it in the appropriate location. The Chair then asked have we concluded? The ExMC Secretary suggested that we follow Dr, Munro’s advice that the ExAG Group to keep an oversite of the issue and also ask WG 04, next on the agenda, that while going through the revision process of OD 012 to take this into account. The meeting recorded the following decision.

**Decision 2020/15**

Members accepted the report (circulated as ExTAG(2020 Remote/WG01)03) from ExTAG WG 01 prepared by the Convenor, Mr Paul Kelly. Members then agreed to support the ExTAG WG 01 proposal (as modified to replace ‘audit’ with ‘review’ and expanded to mention test data) from ExTAG WG 01 to revise IECEx OD 010-2 to clarify requirements for the provision of Related Drawings to ExCBs.

Members also considered ExTAG(2020 Remote/JM+RS)05) and agreed to recommend that the ExAG continue discussions on this in conjunction with ExTAG WG 01 and ExTAG WG 04 (in parallel with their work on IECEx OD 012).

***7.2* ExTAG WG 03 Documentation and Drawing Requirements**

**Documents noted:**

* **ExTAG/627/R** Report from ExTAG WG 03 – Documentation and Drawing Requirements (Report to be issued)
* **OD 017– Revised New Edition: -** Drawing and documentation Guidance for IECEx Certification – for use by Manufacturers and ExTLs.

The Chair reminded the meeting that Working Group 03 is tasked with the role of maintaining OD 017 Drawing and Documentation Guidance for IECEx Certification – for use by Manufacturers and ExTLs. He then invited the convenor of the ExTAG Working Group 03, Mr. Webb, to give his report. Mr. Webb informed the meeting that not much work had been carried out since the last meeting although, he advised, that OD 017 Edition 6 had been published and posted to the IECEx web site in August. Mr Webb also advised that a revised document will soon be circulated among WG members taking into account comments received from AU, and, also as to whether more standards may need to be added. He informed the meeting that the WG is also considering the aspect of the circulation of documents between ExCBs and ExTLs, endeavouring to have appropriate wording within OD017. He advised that a document had been circulated among the WG with only two responses received, one of which, suggested that this be covered by ExTAG WG 01 in their revision of OD 010-2. Mr Webb advised that as result a request has been made to the convenor of ExTAG WG01 for inclusion of appropriate wording in the revision of OD010-2 and once a final draft has been completed then WG 03 will the prepare a revised OD 017. In concluding

 Mr Webb finished by saying that whether in OD 017 or OD 010-2 the information should appear in only one of the documents thereby avoiding confusion or differing information.

Mr Webb also commented on the Decision Rule which he stated is something agreed between the applicant and the ExTL. He continued that it might be overruled by an IECEx decision or put in a Standard but that it is something agreed between the manufacturer and the ExTL and really there cannot be only one way of doing this, the shared approach is the most common used and is best suited for most people.

In conclusion the meeting recorded the following decision.

**Decision 2020/16**

Members accepted the report from ExTAG WG 03 Convenor, Mr Ron Webb as circulated as ExTAG/627/R.

***7.3*** **ExTAG WG 04 Uncertainty of measurement**

 **Documents discussed:**

* **OD 012** ExTAG Guide for Application of Uncertainty of Measurement to conformity for laboratory tests carried out under the IECEx System OD 012
* **ExTAG/623/R –** Report from Mr David Stubbings, ExTAG WG04 Uncertainty of Measurement.

The Chair commenced by reminding the meeting that this Working Group was set up to build a proposal concerning the Uncertainty of Measurement and the use of test data in test reports. He continued that the current publication of OD 012 was published in 2009, ten years ago, and therefore a revision of the document is required. He then advised the meeting that Mr Stubbings, the WG Convenor, was unavailable to report. The Chair then, as a member of the WG, informed the meeting that work had been carried out via both e-mail and also 2 web conferences advising that a draft document has been prepared. He then asked if the ExMC Secretary, Mr. Agius, could give an introduction. Mr Agius referred the meeting to the Convenor’s report on progress of work to be considered. He advised that given there had been a further request from WG members to include additional text to the revised draft was not yet ready for circulation but that the revision should be completed and available by the end of the year. Part of the remit of the WG would now consider 17025 Decision Rule as discussed earlier. Before concluding Mr Agius asked if any of the WG members wished to comment, none did. The Chair thanked Mr. Agius advising the meeting that the WG members had agreed with the scheduled date set for completion of document. He then asked if there were any questions there were no questions. The meeting recorded the following decision

**Decision 2020/17**

Members accepted the report from ExTAG WG 04 as circulated as ExTAG/623/R and presented by the Executive Secretary.

***7.4*** **ExTAG WG 06 Rules of procedures for Testing at Other Locations**

**Document considered:**

* [**ExTAG/615/R**](https://www.iecex.com/dmsdocument/3429) **–** Report from the ExTAG WG6

The Chair invited Mr. Agius as the Convenor of ExTAG WG06, to give a report. Mr Agius commenced by saying that the report would be brief and referred the meeting to document ExTAG/615/R. He advised that discussions held during the 2019 ExTAG Meeting held in Dubai had led to the publishing of Edition 3.1 of OD 024 in November 2019. He continued that the changes mainly related to the definition of Test Programme, as well as the clarification that ATFs do not fall under the rules of OD024, and updating of references to include IECEE OD 2048 and the expansion of Clause 6.7.3.

He then reminded the meeting that during the 2019 Dubai Meeting the WG had been given the task of moving from an internal register of Test Facilities to an on-line version that is accessible to ExCBs and ExTLs. He was happy to report that, the development of this online system is now well underway and is expected to be completed in Q4 2020. He advised that an administrative update will be included in OD 024 which explain access to the online register. The Chair thanked Mr. Agius saying that we are looking forward to using this new system under Clause 4.4 Online Register of Testing Agreements of OD 024. The Chair asked if there were any comments from the meeting. As there were none he suggested moving on to the next Item. The meeting recorded the following decision.

**Decision 2020/18**

Members accepted the report from ExTAG WG 06 as circulated as ExTAG/615/R.

***7.5*** **ExTAG WG 10 Proficiency Testing**

  **Documents noted:**

* **ExTAG/611/R** Report from Tim Krause, Convenor ExTAG WG 10, Proficiency Testing.
* **ExTAG/629/R** Report & Presentation of the ExTAG WG10 remote

meeting held 10 September 2020

The Chair commenced by remiding the meeting that ExTAG WG 10 have been overseeing the operation of the IECEx Proficiency Testing Program. He then invited Mr. Tim Krause of PTB, WG10 Convener to present his report on the latest Programs and outcomes, including the outcomes and recomendations from their 10 September 2020 meeting. Mr Krause gave a detailed presentation of his report as ExTAG/629/R.

The meeting noted the past Programs and current discussions among WG10 and the status of current 2019/2020 programs along with interim results. Mr Krause also outlined the issues dealt with at past PTP workshops.

In conclusion the meeting supported the proposed new programs and the meeting recorded the following decision.

**Decision 2020/19**

Members accepted the ExTAG WG10 reports from the convenor, Mr. Tim Krause of PTB as circulated as ExTAG/611/R and as ExTAG/629/R.

Members then unanimously endorsed the future Proficiency Testing Programs for 2021/2022 as presented by Mr Krause (refer ExTAG/629/R).

***7.6* ExTAG WG12 Retention of Records, re OD 207**

 **Documents considered:**

* **ExTAG/617/CD –** Draft Revision of OD 207 Operational Document – Retention of Records
* **OD 207** Guidance on the Retention of Records, current edition

The Chair introduced this Item reminding the meeting that during the 2019 ExTAG Dubai meeting there was agreement that OD 207 be revised. As a result, ExTAG WG12 agreed to prepare the revision with Mr Omerovic to continue as the Convenor. The Chair then invited Mr. Omerovic to report. Mr. Omerovic advised that the WG had met a couple of times with the outcome being the document on screen, also posted to the ExTAG Meeting page and available since August. He continued that comments from multiple stakeholders meant that the work focused primarily on deleting all the “shoulds” as well as some editorial changes which made the flow of the document more logical and easy to read. As well, changes had been made in Annex A List of Affected Records (Normative), the main change regarding the requirement for ExCBs to retain copies of CoCs on their premises has been removed. This is seen as the responsibility of the Secretariat. He continued that “QAR” has been consolidated into one line. He then sought agreement from the meeting of the revised document for forwarding to the ExMC for approval for publication. The Chair thanked Mr Omerovic for a very well prepared revision of OD 207. He reminded the meeting that if accepted for publication the document becomes mandatory. He asked if the meeting agreed to the document being forwarded to ExMC for approval. The meeting agreed. The meeting recorded the following decision.

**Decision 2020/20**

Members accepted the ExTAG WG 12 report from the convenor, Mr. Jasmin Omerovic and recommended to the ExMC that the revision of IECEx OD 207 proceed to publication as circulated as ExTAG/617/CD.

***7.7* ExTAG WG 14 Certification of Ex Equipment Assemblies**

 **Documents considered:**

* **ExTAG(2020 Remote/WG14)04**- Report from Convener of ExTAG WG14

The Chair commenced this item by reminding the meeting that this WG was re-convened in September 2019 to monitor and support the work of PT 60079-46. He then invited Mr. Kelly, the Convenor, to report. Mr. Kelly advised that his report would be very brief as it had been intended that a joint meeting between IEC/TC 31 PT 60079-46 and ExTAG WG14 would be held during the April 2020 CAG meetings however this could not be held due to COVID-19. He advised that it is hoped that a zoom meeting will be carried out in the Spring of 2020. The Chair commented that as there were no issues to be discussed move on the next Agenda Item. The meeting recorded the following decision.

**Decision 2020/21**

Members accepted a report from Mr Paul Kelly (circulated as ExTAG(2020 Remote/WG01)04) on ExTAG WG 14 work in monitoring and supporting the work of PT 60079-46 in maintaining IEC TS 60079-46.

***7.8* ExTAG AdhocWG1** ***Modular concept for electrical Ex Equipment***

  **Documents considered:**

* **ExTAG/614/CD** Revision of OD 034 Ed 2.0 Operational Document - Guidance on the preparation of IECEx Equipment Certificates and Reports covering more than one identifiable item of equipment.
* **OD 034** Operational Document - Guidance on the preparation of IECEx Equipment Certificates and Reports covering more than one identifiable item of equipment, (current Ed 2.0)

The Chair commenced by reminding the meeting that during the ExTAG 2019 Dubai Meeting it was agreed to recommend the revision of OD 034 Operational Document - Guidance on the preparation of IECEx Equipment Certificates and Reports covering more than one identifiable item of equipment to the ExMC. The ExMC agreed to the revision. The Chair then invited Dr Markus, PTB, to report. Dr Markus began by thanking all members of the AdHoc WG as well as Mr. Sinclair who gave much support. He advised that due to the pandemic there had been no face to face meetings and that most of the discussion had been carried out online. He continued that his report was really the document, ExTAG/614/CD. He advised that he would not go into detail on the revision as there had been too many changes mainly due to the fact that many of the topics are now covered in OD 009 and OD 011-2 and in addition the new OD 210 which is incorporated in the document. He continued that it is clear when we talk about the range of Ex equipment there is a broad range a certificate should cover, there is simple equipment, which may require only one certificate, but, up to products that may require a broad range requested by the manufacturer and require several certificates. He continued that it is therefore important that there is always agreement between the ExCB responsible for the Certificate and the manufacturer if an assessment is done by the manufacturer which has to be covered by a Quality Management System or QAR and so on. He continued that it is important that the ExCB and manufacturer should try to have clear agreement on how they want to cover a range of equipment covered by only one certificate. The Chair invited comments with Dr. Munro raising that there are issues with the formatting of the document and that it will require addressing prior to publication. There was some discussion on the Annex of the document which was resolved with agreement that the document could go forward. Mr Coppler also commented that it was important editorial and formatting changes be made before going forward. The meeting agreed the document go to ExMC for approval once the necessary changes have been made. In conclusion the meeting recorded the following decision.

**Decision 2020/22**

Members accepted a report from Dr Detlev Markus on the work of the ExTAG ad hoc WG formed at the 2018 Cannes ExTAG meeting. Members recommended to the ExMC that the revision of IECEx OD 034 proceed to publication as circulated as ExTAG/614/CD and following an editorial review of formatting.

***7.9* ExTAG AdHocWG2 Identification of Ancillary Devices and Marking Identification**

**Documents considered:**

* **ExTAG/606A/CD** – Draft DS Identification of Ancillary Devices and Marking Identification
* **ExTAG/624/CC –** Compilation of Comments received concerning ExTAG/606A/CD Draft DS Identification of Ancillary Devices and Marking Identification

The Chair reminded the meeting that during the ExTAG 2019 Dubai Meeting it was agreed to form an AdHoc WG under the convenorship of Mr. Lankamp, CNEX, to consider the development of an ExTAG Decision Sheet to cover the issue of identifying ancillary equipment and the associated marking code identification on IECEx Certificates. He advised that since then the AdHoc WG have issued ExTAG/606/CD and ExTAG/606A/CD for comment by ExTAG. He continued that the meeting will be asked to finalise the Draft DS in light of comments contained in ExTAG/624/CC. He then invited the Convenor, Mr Lankamp, to report. Mr Lankamp advised the meeting that like other WGs the WG had not been able to meet in person due to the COVID-19 Pandemic and so most of the discussion was carried out via of e-mail. He commented that the document had really opened “a can of worms” given the comments received from bodies and TC31 showing that it is clearly not easy to identify what marking should be employed and where on ancillary devices. He advised that the WG work has not yet been finalised noting the position of TC 31 in calling the draft decision sheet to be withdrawn altogether. He concluded that, therefore, further discussion needs to be carried out before the document can move forward it is not ready to be put to a vote. The Chair commented that there is not enough consensus for the document to go forward asking the meeting how we should now deal with the Draft DS? He stated that he believed that the WG should be given more time based on today’s discussion. He continued that as this matter also relates to OD 009, OD 034 and OD 210 and that it might be appropriate for the AdhocWG1 Convenor, with Dr. Detlev agreeing. In conclusion the meeting recorded the following decision.

**Decision 2020/23**

Members accepted a report from Mr Fred Lankamp on the work of the ExTAG ad hoc WG formed at the 2019 Dubai ExTAG meeting. Members noted Mr Lankamp’s comments that the Draft DS requires further work in response to comments received on ExTAG/606A/CD.

***8*  ExTAG Decision Sheets – Current Status**

***8.1* Current Status**

***8.1.1* To note the current list of ExTAG Decision Sheets**

The Chair advised that this item is to note the current library of ExTAG Decision Sheets available from the IECEx web site. The Chair asked for any comments. There were none. The meeting recorded the following decision.

**Decision 2020/24**

Members noted the list of current ExTAG Decision Sheets available @ <https://www.iecex.com/publications/extag-decision-sheets/>

***8.1.2* Decision sheets and Draft DS not elsewhere covered on the agenda**

**Document noted:**

* [**ExTAG/625/Inf**](https://www.iecex.com/dmsdocument/3428) **–** Draft Decisions Sheets dealt with via correspondence including those that were withdrawn since 2019 Dubai Meeting

The Chair advised that this document was for noting, although, endorsement of the report was also sought. He advised that the document referenced 5 Draft Decision Sheets which had been withdrawn by the originators including the reason for withdrawing the documents. He continued that the document also included a list of Decision Sheets published since the 2019 Dubai Meeting. He called for any comments. Mr Kelly ExTAG WG 01 Convenor voiced his concern that some of the withdrawn Decision Sheets may be linked in current ExTRs. He suggested that the WG may need to revise a number of ExTRS some of which are quite old but still relevant. The Chair asked the ExMC Secretary, Mr. Agius, to comment. Mr. Agius advised that although withdrawn they would still be available in the library of DS. He suggested that, if Mr. Kelly agreed, discussion be taken off line to make sure they are both in sync Mr Kelly agreed. The meeting recorded the following decision.

**Decision 2020/25**

Members endorsed the list (as circulated as ExTAG/625/Inf) of Draft ExTAG Decision Sheets dealt with by correspondence.

***8.1.3* ExSFC recommendation for dealing with Decision Sheets impacting on the IECEx 03 Certified Service Facility Scheme**

**Documents considered:**

[**ExMC/1610/R**](https://www.iecex.com/dmsdocument/3382) **–** Report from the ExSFC Committee

[**ExMC/1638/Inf**](https://www.iecex.com/dmsdocument/3436) **–** Comments from US

The Chair advised the meeting that we are asked to consider the request from ExSFC for ExTAG Decision Sheet DS 2012/002 to be withdrawn. Refer Recommendation 1 listed in ExSFC Report to ExMC, Doc ExMC/1610/R. He then invited Mr. Sinclair, ExSFC Chair, to report. Mr. Sinclair commented that as ExSFC is now responsible for its own Decision Sheets and Decision Sheet Library, consideration has been given to the existing list of ExTAG Decision Sheets related to ExSFC, He continued that in doing so ExSFC now recommend deleting DS 2012/002 which is no longer applicable and asked for the matter be considered here. Before seeking comment from the meeting the Chair invited the US to report on ExMC/1638/Inf. Ms Holdredge advised that there are still 2 Decision Sheets appearing in the ExTAG Library that have already been transferred. The US is seeking approval to remove these from the ExTAG Library. The Chair agreed that it was right that the documents be removed from the ExTAG Library. He continued that there are now 3 Decision Sheets, from the ExTAG Library, DS 2013/006, DS2006/009A and DS2012/002 to be transferred to the ExSFC Library. He also suggested that the ExSFC Decision Sheets be relabelled as ExSFC to provide clarity He sought agreement for this from the ExSFC Chair. Mr. Sinclair agreed. In conclusion the meeting recorded the following decision.

**Decision 2020/26**

Members noted the request from the IECEx ExSFC (as circulated as ExMC/1610/R) and also the USNC comments (as circulated as ExMC/1638/Inf) and then agreed on the removal of DS 2013/006, DS2006/009A and DS2012/002.

***8.2*** **Decision Sheets now falling under the 5year review, that require confirmation.**

 **Document noted:**

* **ExTAG/626A/Inf –** Decisions Sheets falling under the 5 year review of their validity in accordance with IECEx OD 035

The Chair advised that as there a number of ExTAG Decisions Sheets that require review on their need to be retained, or not, in accordance with the provisions of OD 035, the meeting will be asked to agree with the proposal that the incoming ExTAG Chair and Deputy Chair be requested to re-confirm the existing 17 DSs falling under the 5-year review, with support from the secretariat and originator consultation. With agreement from the meeting recorded the following decision.

**Decision 2020/27**

The meeting agreed that ExTAG Chair and Deputy Chair be requested to review, with Secretariat assistance and originator consultation, the Decision Sheets listed in ExTAG/626A/Inf and make recommendations on each to the ExTAG by correspondence.

***8. 3*  Review of process for the preparation and approval of Decision Sheets.**

**Document noted:**

* **IECEx OD 035 -** A procedure to generate, discuss, report and publish ExTAG Decision Sheets Edition 2.3

The Chair advised that the above was for noting only unless there were comments from the meeting. There were none. The meeting recorded the following decision.

**Decision 2020/28**

The members noted the current publication of IECEx OD 035 as Edition 2.3.

***9* ExTAG Proposed Decision Sheets in progress**

***9.1* Draft Decision Sheet Compounded wire-feedthrough constructions between motor frame and terminal box**

**Documents considered:**

* **ExTAG/563C/CD –** Draft Revised ExTAG Decision Sheet – Compounded wire-feedthrough constructions between motor frame and terminal box
* **ExTAG/616/CC –** Compilation of comments received on ExTAG/563B/CD Draft Revised ExTAG Decision Sheet – Compounded wire-feedthrough constructions between motor frame and terminal box

The Chair asked the meeting to consider, in light of comments received on ExTAG/563B/CD contained in ExTAG/616/CC, finalising Draft DS ExTAG/563C/CD. The Chair invited Mr. Lankamp, CNEX, as the originator to address the meeting. Mr Lankamp began by referring the meeting to the latest version of the document with tracked changes saying that a considerable amount of work had taken place to accommodate comments received with many of the comments relating to the same part of the Draft Decision Sheet. He advised the meeting that the purpose of the comments round was to see if we could create a valid document. He continued that with the revised version of the Draft DS that comments received have mostly been addressed advising, again, that many of the comments were on the same part of the Decision Sheet. He concluded by saying he believes that we now have a firm answer which should be acceptable to the ExTLs who have commented. He suggested that the present text will be agreed to by those ExTLs involved. The Chair commented that there had now been many versions of the document and that a final resolution was sought. He then asked if there any comments. There was general support for the Decision Sheet. The Chair sought support for the DS to go forward. Mr Kelly, US, commented that the revised text matched changes in 60079-1. The Chair asked the Meeting for agreement or objections. As there were no objections the Chair advised that the draft Decision Sheet proceed to publication. The meeting recorded the following decision.

**Decision 2020/29**

Members considered

* the revised draft Decision Sheet circulated as ExTAG/563C/CD and
* the associated Compilation of Comments on ExTAG/563B/CD (refer ExTAG/616/CC)

and agreed that the draft Decision Sheet proceed to publication as circulated as ExTAG/563C/CD.

**At this point in the meeting the Chair called an end to proceeding on Day 1**.

**Commencement Day 2: 30 September 2021**

The Chair opened the meeting by welcoming back all attendees. Prior to returning to the agenda the Executive Secretary, Mr. Agius, gave a report on the results of the ballot voting relating to Agenda item 3.3, noting the recorded decision 2020/09 as recorded under item 3.3 of this meeting report.

***9.2*** **Draft Decision Sheet Materials used to maintain a Sealed Device**

**Documents considered:**

* [**ExTAG/602B/CD**](https://www.iecex.com/dmsdocument/3457)**-** Draft ExTAG Decision Sheet - Materials used to maintain a Sealed Device
* [**ExTAG/618A/CC**](https://www.iecex.com/dmsdocument/3459) **–** Compilation of comments received on ExTAG/602A/CD, Draft ExTAG Decision Sheet - Materials used to maintain a Sealed Device

The Chair then invited the originator of ExTAG/602B/CD Mr. Slowinske to report to the meeting and to consider finalising the latest version of Draft DS ExTAG/602B/CD in light of comments received and contained in ExTAG/618A/CC. Mr Slowinske, UL, began by advising that this is the third round of this Draft Decision Sheet. He then thanked those who had made comments on the document advising that changes had been made and incorporated in the current version. He reported that there had been some negative comments particularly from TC31. TC 31 commenting the Draft DS should not be published as some felt that this maybe creating requirements and possibly against the Rules. Mr. Slowinske advised that he and others do not share this view as it not the intention to create a requirement certainly not to increase what is required in the Standard and that he would still recommend that the Draft go forward for publication as there was generally widespread support. Mr. Coppler, TC31, advised that TC 31 have provided an explanation on this Draft DS. He advised that this proposed topic has been discussed several times within the TC 31 MT. TC 31 is against the Draft DS being published having gone over it quite a few times. He continued that as this is Zone 2 the compromise between the risk of an ignition and the availability of product is acceptable. He explained that these components are commercially available in large volume, with the Hazloc portion of the market being very small compared to ordinary location, this would put additional requirements on the manufacturer of the components. He suggested that manufacturer’s and the market may interpret this negatively thereby limiting availability of components for the Ex market. In concluding he advised that TC 31 is still against this DS and if IECEx does proceed with this Draft DS in his view a requirement is still being created. The Chair asked for any comment. In response Mr Slowinske commented that in their opinion they are not making a requirement. The Chair asked if there were any other comments. Mr Sinclair commented that he has sympathy with both points of view agreeing with the DS but agree with Mr. Coppler that to incorporate the DS in its current form may be a change of stated requirements of the Standard and we are obliged to certify to the requirements of the Standard. Mr. Lawrence asked if this practical for Zone 2 application how many materials are used then test all combinations of materials? There followed much detailed discussion. Comments were made various attendees including Mr Slowinske, Mr Sinclair, Ms Lu, Mr Lawrence, Ms Ostojic, Mr Teather, Mr Agius, Mr Gabriel, Mr Massey and Mr Schuller, which also included some suggested re-wording as part of the discussions.

Following lengthy discussion Mr Agius suggested that in order to conclude this item a decision be recorded not to proceed but invite the originator to hold to further discussions with the relevant IEC TC31 Maintenance Team(s). The meeting agreed with this approach. The meeting recorded the following decision.

**Decision 2020/30**

Members considered

* the revised draft Decision Sheet circulated as ExTAG/602B/CD and explained by Mr Slowinske
* the associated Compilation of Comments on ExTAG/602A/CD (refer ExTAG/618A/CC)
* the reasons for the objections of IEC TC31 as outlined by Mr Coppler and the subsequent comments from Mr Slowinske, Mr Sinclair, Ms Lu, Mr Lawrence, Ms Ostojic, Mr Teather, Mr Agius, Mr Gabriel, Mr Massey and Mr Schuller

and agreed that

1. the draft Decision Sheet should NOT proceed to publication and
2. the Originator is invited to conduct further discussions with the relevant IEC TC31 Maintenance Team(s).

***9.3 Draft Decision Sheet Dust blanketing temperature test for intrinsically safe apparatus with EPL Da (group III)***

**Documents considered:**

* **ExTAG/608A/CD** – Revised Draft Decision Sheet based on Compilation of Comments ExTAG/620A/CC
* **ExTAG/620A/CC –** Compilation of comments received on ExTAG/608/CD, Draft ExTAG Decision Sheet - Dust blanketing temperature test for intrinsically safe apparatus with EPL Da (group III) – with observations from the originator.

The Chair invited the originator from PTB, Dr Markus, to address the meeting. Dr. Markus advised the meeting that after discussion with TC31 he felt that all comments received have now been taken into account and the document can now move forward for publication as a Decision Sheet. The Chair noted that as the majority of comments have now been incorporated but suggest that the document be circulated for another round in accordance with OD 035. He then asked for agreement or for any comments. Mr Coppler, TC31, advised that TC31 accepts the proposal as everything TC 31 has requested has been incorporated in the revised document therefore the document go forward. Mr Agius suggested that in view of Mr. Coppler’s remark we record that the Draft DS proceeds to publication. The meeting recorded the following decision.

**Decision 2020/31**

Members considered

* the revised draft Decision Sheet circulated as ExTAG/608A/CD and explained by Dr Markus
* the associated Compilation of Comments on ExTAG/608/CD (refer ExTAG/620A/CC)

and agreed that the draft Decision Sheet proceed to publication.

***9.4* Draft Decision Sheet Assessment of devices “Ex ec” (previously “nA”) with integral plug for field wiring**

**Documents considered:**

* **ExTAG/610A/CD –** Revised Draft ExTAG Decision Sheet - Assessment of devices “Ex ec” (previously “nA”) with integral plug for field wiring,
* **ExTAG/621A/CC –** Compilation of comments received on ExTAG/610/CD, Draft ExTAG Decision Sheet - Assessment of devices “Ex ec” (previously “nA”) with integral plug for field wiring

The Chair invited Mr Gauthier, LCIE, who referred discussion to his colleague Mr Leste, LCIE, to address the meeting. Mr. Leste advised that most proposed modifications had been taken into account and suggested that the document move forward for publishing. The Chair asked if there were any comments. Mr. Coppler asked if this document is the proposed revised document based on comments? He advised the originator that we are still seeing the use of “e.g”. we would like to have this changed to “for example”, in order avoid confusion, as “e.g” does not translate well. The Chair asked for any other comments? There was a suggestion that DS 2015/003, as a related document, might be linked into one DS. Mr Gauthier, LCIE, said that this had not been considered. Mr Agius suggested that this is a more targeted document and that there is general agreement that the document go forward for publication with the requested change. The Chair asked if there were more comments as there were none. The meeting recorded the following decision.

**Decision 2020/32**

Members considered

* the revised draft Decision Sheet circulated as ExTAG/610A/CD and explained by Mr Leste of LCIE
* the associated Compilation of Comments on ExTAG/610/CD (refer ExTAG/621A/CC)

and agreed that the draft Decision Sheet proceed to publication with the editorial changes requested during this meeting (“e.g.” to be replaced by “for example”).

***10*** **New topics (suggestions for topics to be dealt with during the next ExTAG Meeting)**

This is an opportunity for members to raise topics for discussion at future meetings.

The Chair commenced by asking for suggestions for the next meeting. He then suggested Dielectric test strength test for a topic covering leakage current rating as a topic. He asked if it is necessary, is it possible to prepare a DS, as an interim solution while waiting on a revision of the Standard? After some discussion the meeting agreed that NEPSI prepare a discussion paper. The Chair suggested that PTB might assist. Dr Markus, PTB agreed. The meeting recorded the following decision.

**Decision 2020/33**

Members supported the proposal from Prof Xu Jianping for a topic on leakage current rating. ACTION: NEPSI and PTB will prepare a discussion paper on this matter. If available in time, this discussion paper may serve as input to the next IEC TC31 CAG meeting.

***11*  Contact with other International and Regional Bodies – Status review**

 **Document noted:**

* [**ExMC/1606/Inf**](https://www.iecex.com/dmsdocument/3359) **–** IEC Admin Circular AC 23/2020

 The Chair called on the IECEx Executive Secretary Mr Agius to provide a report to the meeting on the situation with cooperation with International Laboratory Accreditation Cooperation (ILAC) and International Accreditation Forum (IAF).

Mr Agius outlined the concerns leading to the preparation of IEC Administrative Circular AC 23/2020 in that IAF Resolutions should not be applied to IEC Conformity Assessment Schemes and activities such as IECEx and that the AC is aimed at clarifying this for the community.

Mr Agius continued by reminding the meeting how national accreditation under the framework of ILAC and IAF are used within the IECEx Schemes especially regarding surveillance assessments of bodies.

The Chair thanked Mr Agius and called for any questions or remarks. There were none. The meeting recorded the following decision.

**Decision 2020/34**

Members accepted a verbal report from the IECEx Secretary as an update on ongoing IEC/ILAC/IAF cooperation, noted ExMC/1606/Inf (IEC Administrative Circular AC 23/2020) and supported the approach being taken by IEC on this matter. Members are requested to advise the IECEx Secretariat if future problems arise.

***12* Matters for proposal to ExMC**

The Chair advised that he would be preparing a report, as usual, to present during the ExMC Meeting. He then asked the meeting if, before preparing the report, there were any matters that they wished taken to the coming ExMC Meeting. There were no additional matters raised beyond those covered during this meeting. He advised that he will be referring the following to ExMC.

1. Following the undertaking of secret ballot via email at the close of Day 1 of the meeting, The ExTAG agrees with the nomination of Dr Lienesch and Mr Omerovic for ExMC approval as ExTAG Chair and ExTAG Deputy Chair respectively and seeks ExMC approval for their appointment.
2. IECEx 02 rules governing cooperation among ExCBs in receiving ExTRs and QARs for others with AU experts raising the concern and a request from ExTAG that this matter be raised with ExMC WG 01.
3. ExTAG indicated its support for the new OD 060 to assist with business continuity and wish to inform the ExMC.
4. A document was tabled from Dr Munro and Mr Sinclair, ExTAG(2020 Remote/JM+RS)05 regarding the issue of Decision Rule according to ISO/IEC 17025:2017 and request that ExAG be given the task to oversee this issue noting that ExTAG WG 04 is to take this issue into account during its current work on revising OD 012.
5. Rev of OD 207. ExTAG WG 12 finalised and requests ExMC approval of ExTAG/617/CD for publication.
6. Revision of OD 034 as prepared by Dr Detlev Markus (ExTAG/614/CD proceed for approval by ExMC for publication.
7. Agreed to meeting in 2021 along with ExMC as usual.

***13***  **Other Business**

**13.1 Decision Rule Survey**

The Chair asked if there were any further issues for discussion. The ExMC Secretary, Mr. Agius, suggested that Dr. Munro might wish to discuss Green Paper ExTAG(Remote/JM+RS)06, Decision Rule Survey of ExTL. Dr Munro thanked the Secretary for the opportunity. He commenced by advising that the proposed survey document was brief and that the survey is planned to include ExCBs as well as ExTLs with the reason being explained in the document and that while the requirement applies specifically to ExTLs, the solution may also involve the ExCB, for example during contract review and in relation to information included in the complete ExTR package. Dr Munro continued that in the case of the ExCB and the ExTL being part of an integral operation then one response should be sufficient. He continued that this is not about ExAG but about collecting information that will help understand how we can take the matter forward to obtain consistency within IECEx. He then requested that bodies complete the survey and e-mail it to him by 31st October thereby allowing sufficient time to gather the information for forwarding to WG04. Mr Gauthier, LCIE, advised that the IECEE System is also carrying out a survey and that if it would be helpful he will forward information to Dr. Munro. Dr. Munro thanked Mr. Gauthier saying that he was unaware of this and that the information would be helpful. Before concluding Dr. Munro wished to congratulate the Chair, Professor Xu Jianping, on the exemplary work that he had carried out during the past 6 years which had been much appreciated. He commented that there were very big shoes to fill. The Chair thanked Dr. Munro. The meeting recorded the following decision.

**Decision 2020/35**

Members supported the Decision Rule survey proposed by Dr Munro as ExTAG(Remote/JM+RS)06 and agreed to respond by the deadline of 31st October 2020.

**13.2 Address from Incoming ExTAG Chair and Deputy Chair**

The Chair suggested that Dr Lienisch and Mr. Omerovic briefly address the meeting following their nomination by ExTAG. Dr Lienesch commenced by thanking Prof XU for all his work but also the excellent cooperation among the bodies and that he is aware that he has very big shoes to fill. He continued that, hopefully, we will have a good time over the next years with not too much homework. Although he commented he already had one thing and that was to go through all those Decision Sheets. He concluded by thanking everyone for having confidence in him.

Mr. Omerovic then addressed the meeting thanking everyone for their support and confidence commenting that, he feels that with Dr Lienisch and the Secretariat that they will prove to be a good team to serve the ExTAG and broader IECEx community and that they will work hard. He then thanked Mr. Gauthier for his past work and considerable efforts as ExTAG Secretary.

***14* Confirmation of next meeting, year and place**

The Chair invited the Executive Secretary, Mr Agius, to report. Mr Agius began by commenting that we are living in very strange and difficult times with the COVID pandemic. As a result of these times we are, for the first time, holding our meeting remotely. He suggested that in the mid to longer term the Operational Meetings will, in all likelihood, also be held remotely. He then advised that given the uncertainty and travel restrictions the secretariat has received an announcement from TIIS concerning the hosting of the 2021 IECEx meetings. He continued that while TIIS was looking forward to hosting the 2021 meetings in Tokyo the extended uncertainty of the COVID-19 pandemic coupled with financial commitment that needs to be made well in advance for such a big event, have advised that it is unfortunate, but, TIIS must defer their hosting of IECEx to the year 2025. In advising this TIIS advised that it is most regrettable but appreciate the IECEx community understanding of the situation. In concluding the Secretary advised that we will need time to plan for dates and locations. The Chair thanked the Secretary commenting that face to face is far more effective but that this of course depends on circumstance. The meeting recorded the following decision.

**Decision 2020/36**

Members noted the plans for the next ExTAG meeting at a location to be advised or via webinar format in conjunction with the ExMC meeting.

***15*  Close of Meeting**

The Chair in declaring the meeting closed thanked attendees and observers. He commented that he had very much appreciated the open and frank discussion that had taken place and for the professionalism of those attending. Concluding that he wished to thank the Secretariat for their support over the years and particularly in the organising of the meeting which had been a very successful and fruitful meeting. Concluding that he was also pleased that all agenda items had been completed.

The Executive Secretary then thanked the Chair for his six years of tremendous service to the ExTAG and to IECEx . He then went on to thank him for his leadership given the extreme challenge that this meeting presented and to compliment him on his excellent work. He commented that he looked forward to Professor Xu’s continuing support and participation within the IECEx family. He then thanked the participants commenting that the IECEx family continues to grow every year as we all work together for the common aim of serving the international community and we thank each and every one of you. He concluded by wishing all to keep well and safe and we look forward to meeting face to face somewhere in the not too distant future.

**Close of Meeting** at 13:55 UTC on 30th September 2020

| **Action****No.** | **Agenda Item** | **Action** | **By Whom** | **Status** |
| --- | --- | --- | --- | --- |
| 1 | 3.3.1 | ExTAG ChairFollowing the undertaking of secret ballot via email at the close of Day 1 of the meeting, The ExTAG agreed with the nomination of Dr Lienesch for approval as ExTAG Chair and to seek ExMC approval for his appointment. | ExTAG Chiar Professor Xu Jianping |  |
| 2 | 3.3.2 | ExTAG Deputy ChairFollowing the undertaking of secret ballot via email at the close of Day 1 of the meeting, The ExTAG agreed with the nomination of Mr Omerovic as ExTAG Deputy Chair and to seek ExMC approval for his appointment. | ExTAG Chiar Professor Xu Jianping |  |
| 3 | 5.1 | Certification of Equipment/Assemblies using heaters to raise internal ambient temperatures.Members considered the discussion paper circulated as ExTAG/622/CD and presented by Mr Slowinske. Members agreed that the discussion paper be modified by the originator to incorporate further feedback and then circulated as a draft Decision Sheet according to IECEx OD 035. | Mr. Slowinske |  |
| 4 | 6.1 | Co-operation between IECEx Bodies.IECEx 02 rules governing cooperation among ExCBs in receiving ExTRs and QARs for others with AU experts raising the concern and a request from ExTAG that this matter be raised with ExMC WG 01. | ExTAG Chiar Professor Xu Jianping |  |
| 5 | 7.1 | ExTAG WG 01, Preparation and maintenance of ExTRsExTAG WG 01 Convenor, Mr Kelly proposed, and the members agreed to support the ExTAG WG 01recommendation to revise IECEx OD 010-2 to clarify requirements for the provision of Related Drawings to ExCBs (as modified to replace ‘audit’ with ‘review’ and expanded to mention test data). | ExTAG WG 01 Convenor, Mr Kelly |  |
| 6 | 7.1  | A document was tabled from Dr Munro and Mr Sinclair, ExTAG(2020 Remote/JM+RS)05 regarding the issue of Decision Rule according to ISO/IEC 17025:2017 and request that ExAG be given the task to oversee this issue noting that ExTAG WG 04 is to take this issue into account during its current work on revising OD 012. | ExTAG Chiar Professor Xu JianpingAlso Dr. Munro, Mr Kelly and advice to Mr. Stubbings |  |
| 7 | 7.2  | ExTAG WG 03 Documentation and Drawing RequirementsMr Webb, ExTAG WG03 Convenor, advised that a request to the convenor of ExTAGWG01 has been made and a draft of OD 010-2 is awaited before preparing a revised document. | Mr. Webb ExTAG Secretariat to advise convenor when OD 010-2 is published. |  |
| 8 | 7.3  | ExTAG WG 04 Uncertainty of MeasurementMr. David Stubbings, ExTAG WG04 Convenor, has prepared a revision of *OD 012 ExTAG Guide for Application of Uncertainty of Measurement to conformity for laboratory tests carried out under the IECEx System w*hich is circulating within the WG*.* The revision to be completed by the end of 2020 early 2021. | Mr. Stubbings |  |
| 9 | 7.4  | ExTAG WG 06 Rules of procedures for Testing at Other LocationsExTAG WG06 Convenor Mr. Chris Agius reported the progress of the publication of the new version OD 024 and a new IT feature to provide access to the on-line Register. Advising that the WG planned to publish by early 2021. Admin update to OD 024 which explain access to the online register. | Mr Agius  |  |
| 10 | 7.5 | ExTAG WG 10 Proficiency TestingMembers accepted the ExTAG WG10 reports from the convenor, Mr. Tim Krause of PTB as circulated as ExTAG/611/R and as ExTAG/629/R.Members then unanimously endorsed the future Proficiency Testing Programs for 2021/2022 as presented by Mr Krause (refer ExTAG/629/R). | PTB – Mr. Krause |  |
| 11 | 7.6 | ExTAG WG 12 Retention of RecordsExTAG WG12 Convenor Mr. Jasmin Omerovic requested that that the revision of IECEx OD 207, circulated as ExTAG/617/CD,.be recommended to the ExMC for publication  | Professor Xu Jianping  |  |
| 12 | 7.7  | ExTAG WG 14 Certification of Ex Equipment Assemblies, IEC TS 60079-46ExTAG WG14 Convenor Mr Kelly presented a report, which was accepted by the members (circulated as ExTAG(2020 Remote/WG01)04), advising that the monitoring and support of the work of PT 60079-46 in maintaining IEC TS 60079-46 would be ongoing. | Mr. Kelly as Convenor of ExTAG WG14 |   |
| 13 | 7.8  | ExTAG AdhocWG1 Modular concept for electrical Ex Equipment Members accepted a report from Dr Markus on the work of the ExTAG ad hoc WG formed at the 2018 Cannes ExTAG meeting. Members recommended to the ExMC that the revision of IECEx OD 034 proceed to publication as circulated as ExTAG/614/CD and following an editorial review of formatting. | Professor Xu Jianping |  |
| 14 | 7.9 | ExTAG AdHocWG2 Identification of Ancillary Devices and Marking IdentificationMeeting noted the Comments (ExTAG/624/CC) on Draft DS (ExTAG/606A/CD). Mr. Lankamp’s WG to re-work the Draft DS (ExTAG/606A/CD). | Mr LankampCNEX |  |
| 15 | 8.1.3  | ExSFC recommendation for dealing with Decision Sheets impacting on the IECEx 03 Certified Service Facility Scheme.Members noted the request from the IECEx ExSFC (circulated as ExMC/1610/R) and also the USNC comments (as circulated as ExMC/1638/Inf) and agreed on the removal of DS 2013/006, DS2006/009A and DS2012/002. ExSFC Decision Sheets to be relabelled as ExSFC to provide clarity He sought agreement for this from the ExSFC Chair. Mr. Sinclair | ExTAG Secretariat  |  |
| 16 | 8.2 | 5 year Re-Confirmation of Decision sheetsThe meeting agreed that ExTAG Chair and Deputy Chair be requested to review, with Secretariat assistance and originator consultation, the Decision Sheets listed in ExTAG/626A/Inf and make recommendations on each to the ExTAG by correspondence  | ExTAG Chair and Deputy Chair elect and Vice Chair Elect |  |
| 17 | 9.1 | Draft Decision Sheet Compounded wire-feedthrough constructions between motor frame and terminal box.Members considered • the revised draft Decision Sheet circulated as ExTAG/563C/CD and• the associated Compilation of Comments on ExTAG/563B/CD (refer ExTAG/616/CC)and agreed that the draft Decision Sheet proceed to publication as circulated as ExTAG/563C/CD. | ExTAG Secretariat  |  |
| 18 | 9.3 | Draft Decision Sheet Dust blanketing temperature test for intrinsically safe apparatus with EPL Da (group III).Members considered • the revised draft Decision Sheet circulated as ExTAG/608A/CD and explained by Dr Markus• the associated Compilation of Comments on ExTAG/608/CD (refer ExTAG/620A/CC)and agreed that the draft Decision Sheet proceed to publication. | ExTAG Secretariat |  |
| 19 | 9.4 | Draft Decision Sheet Assessment of devices “Ex ec” (previously “nA”) with integral plug for field wiringMembers considered • the revised draft Decision Sheet circulated as ExTAG/610A/CD and explained by Mr Leste of LCIE• the associated Compilation of Comments on ExTAG/610/CD (refer ExTAG/621A/CC)and agreed that the draft Decision Sheet proceed to publication with the editorial changes requested during this meeting (“e.g.” to be replaced by “for example”).  | ExTAG Secretariat |  |
| 20 | 10 | New topics to be dealt with during the next ExTAG Meeting.Members supported the proposal from Prof Xu Jianping for a topic on leakage current rating. ACTION: NEPSI and PTB will prepare a discussion paper on this matter. If available in time, this discussion paper may serve as input to the next IEC TC31 CAG meeting. | ExTAG ChairProfessor Xu Jianping |  |
| 21 | 13 | Other BusinessDr. Munro + Mr. Sinclair raised the issue of “Decision Rule” according to ISO/IEC 17025. Re item 3.7 decision rule Members supported the Decision Rule survey proposed by Dr Munro as ExTAG(Remote/JM+RS)06 and agreed to respond by the deadline of 31st October 2020. | Dr Munro ExTLS and ExCBs/ExTLs |  |