**INTERNATIONAL ELECTROTECHNICAL COMMISSION (IEC) SYSTEM**

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

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

**Ex Management Committee, ExMC**

**TITLE: IECEx System Report Card - 2024**

**INTRODUCTION**

The Secretariat has prepared this document as an annual Report Card to IECEx Members on the state of the IECEx System and progress on several matters since the 2023 IECEx ExMC meeting including:

* IECEx System Membership
* Statistics of issued IECEx Certificates of Conformity, ExTRs, QARs, FARs and PCARs
* Review of the IECEx System including review of Certificates and supporting documents
* Finances
* Promotional Activities
* Secretariat and General Technical Administration activities
* Outline of activities/Decisions of the IECEx Executive
* Graphs showing year by year growth, re Figures 1B, 1C, 4B and 5B

This document is issued for information to members and is listed on the IECEx 2024 ExMC meeting agenda for noting and any discussion.

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**IECEx System Report Card - 2024**

1. **General Overview**

Discussions and decisions from the 2023 series of IECEx Meetings set the tone and direction for further development, growth and expansion of the IECEx System and its Schemes.

The Secretariat is pleased to report on the following key points concerning IECEx operation since the 2023 IECEx meetings:

* At the time of preparing this report the Islamic Republic of Iran is the most recent country to join IECEx as a Participating Member Country bringing the total number of countries with representation on the IECEx Management Committee to thirty six (36).
* The marked increase in the demand and issue of IECEx Certificates of Conformity and Reports, as reported in Annual Report Cards since 2008, continues in 2024 with year-on-year growth being maintained.
* Continued processing of Scope extensions from ExTLs and ExCBs
* An increase in the number of day-to-day industry inquiries being directed at the IECEx Secretariat – this is reflected in the increased e-mail traffic of the Secretariat
* Work on enhancements and updates to the “IECEx Website” @ [www.iecex.com](http://www.iecex.com)
* Promotional and Marketing activities including 2 x IECEx Conferences
1. **Membership**

IECEx System Membership, as of 30th June 2024 stands at:

* **36** Countries as members of the IECEx Management Committee, ExMC
* With **four** separate Certification Schemes
	+ IECEx Certified Equipment Scheme (Rules = IECEx 02)
	+ IECEx Certified Service Facilities Scheme (Rules = IECEx 03-\*)
	+ IECEx Conformity Mark Licensing Scheme (Rules = IECEx 04)
	+ IECEx Certification of Personnel Competencies (CoPC) Scheme (IECEx 05)

 and the IECEx Recognized Training Provider Program (RTPP)

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| --- | --- |
| **@ 30 June 2023** | **@ 30 June 2024** |
| **IECEx Certified Equipment Scheme*** + **64** Accepted ExCBs + 5 Applicants
	+ **72** Accepted ExTLs + 5 Applicants
	+ **10** Accepted ATFs + 3 Applicants

**IECEx Certified Service Facilities Scheme*** + **18** Accepted ExCBs + 2 Applicants

**IECEx Conformity Mark Licensing System*** + **13** Accepted License issuing ExCBs

**IECEx CoPC Scheme*** + **16** Accepted ExCBs + 1 Applicant

**IECEx Recognized Training Providers** * + **36** Recognized Training Providers (RTPs) + 1 Applicant

  | **IECEx Certified Equipment Scheme*** + **66** Accepted ExCBs + 4 Applicants
	+ **74** Accepted ExTLs + 3 Applicants
	+ **12** Accepted ATFs + 1 Applicant

**IECEx Certified Service Facilities Scheme*** + **18** Accepted ExCBs

**IECEx Conformity Mark Licensing System*** + **12** Accepted License issuing ExCBs

**IECEx CoPC Scheme*** + **16** Accepted ExCBs

**IECEx Recognized Training Providers** * + **37** Recognized Training Providers (RTPs)
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1. **Statistics – Certificates, Licenses and Reports**

As at 30th June 2024 there were **159,329** Issued IECEx Reports, Certificates and Licenses across the four IECEx Schemes compared with 149,767at the same time last year (30th June 2023)– this represents an overall growth of **6.4 %.**

* The IECEx Certified Equipment Scheme, IECEx 02 (see Table 1A)
* The IECEx Certified Service Facilities Scheme, IECEx 03 (see Table 2)
* The IECEx Conformity Mark Licensing System, IECEx 04 (see Table 3)
* The IECEx Certification of Personnel Competencies (CoPC) Scheme, IECEx 05 (see Table 4)

The figure “Totals”, in Table 1A, show the total number of combined Equipment CoCs (Certificates of Conformity), ExTRs (IECEx Test Reports) and QARs (IECEx Quality Audit Reports) issued under the IECEx Certified Equipment Scheme. Table 1B shows a year by year comparison between new Certificates (Issue 0) compared to supplementary issues of existing Certificates (i.e. changes to existing certificates, Issue 1 and above).

Figure 1A provides an overview trend of the number of Certificates and Reports issued under the IECEx 02 Scheme (Certified Equipment Scheme), while Figure 2 provides a breakdown of the percentage weighting of CoCs compared to ExTRs and QARs issued over the life of the IECEx System.

The conclusion drawn from these statistics is that the IECEx Certified Equipment Scheme is still experiencing significant and sustained growth. The following factors are seen as facilitating this growth:

* Penetration of new markets, such as the Gulf Region
* Industry’s recognition of the value that certification under an Internationally accepted Regime brings to risk mitigation as part of their compliance regime
* The increasing involvement by industry in the management and operation of IECEx
* The credibility of the IECEx System based on compliance to IEC Standards, a common assessment system for all ExCBs and ExTLs, and ongoing surveillance,
* Increased awareness and recognition of IECEx as “world's best practice” via the formal endorsement by the UNECE, as per the United Nations approved Common Regulatory Arrangement (CRA) for Equipment Used In Environments with an Explosive Atmosphere, Edition 2.0
* One set of operational procedures and reporting formats
* The transparency of IECEx activities provided by the IECEx website and On-Line Certificate system
* A greater level of industry understanding of the IECEx system by way of promotion of IECEx by IECEx Officers and Members
* A growing international awareness of the value of structured International Conformity Assessment Systems such as IECEx
* The value of networking among all Ex experts including ExCBs and ExTLs and associated technical discussion forums provided, for example ExTAG
* A dedicated technical Secretariat

**3.1 IECEx 02 – IECEx Certified Equipment Scheme**

**Year ending Figures IECEx 02 Certified Equipment Scheme**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Issued In the Year of ..** | **CoCs** | **ExTRs** | **QARs** | **Total CoCs & Reports** | **Drafts CoCs in the System** |
| 2001 | 0 | 2 | 0 | 2 | 0 |
| 2002 | 0 | 4 | 0 | 4 | 0 |
| 2003 | 11 | 10 | 10 | 31 | 10 |
| 2004 | 98 | 62 | 50 | 210 | 115 |
| 2005 | 258 | 136 | 132 | 526 | 225 |
| 2006 | 570 | 922 | 265 | 1757 | 360 |
| 2007 | 931 | 933 | 362 | 2226 | 431 |
| 2008 | 1263 | 1234 | 547 | 3044 | 499 |
| 2009 | 1492 | 1361 | 718 | 3571 | 618 |
| 2010 | 2072 | 1957 | 951 | 4980 | 675 |
| 2011 | 2619 | 2268 | 1033 | 5920 | 1000 |
| 2012 | 2695 | 2469 | 1254 | 6418 | 1150 |
| 2013 | 3126 | 2910 | 1398 | 7434 | 1286 |
| 2014 | 3582 | 3348 | 1514 | 8444 | 1461 |
| 2015 | 3930 | 3745 | 1822 | 9497 | 1583 |
| 2016 | 4130 | 3898 | 1936 | 9964 | 1921 |
| 2017 | 4106 | 3792 | 2033 | 9931 | 2048 |
| 2018 | 4218 | 3972 | 2155 | 10345 | 2033 |
| 2019 | 4554 | 4091 | 2342 | 10987 | 1673 |
|  2020 | 4648 | 4153 | 2272 | 11073 | 1835 |
| 2021 | 4916 | 4497 | 2751 | 12164 | 2196 |
| 2022 | 4457 | 4248 | 2824 | 11529 | 2733 |
| 2023 | 5287 | 4986 | 2902 | 13175 | 3272 |
| YTD @ 30 June 2024 | 2214 | 1955 | 1407 | 5576 | 4319 |
| **Totals** | **61177** | **56953** | **30678** | **148808** |  |

**Table 1A- Total number of IECEx Equipment & Component CoCs and Reports issued**

**Unit Verification Certificates**

One hundred and seventy (170) IECEx Unit Verification Certificates have been issued in the year to date @ 30th June 2024 compared to 159 for the same period in 2023, a 6.9% increase.

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| **Issue 0 CoCs expressed as % of all CoCs issued in the year** |
| **Issued in the Year of** | **# All CoCs** | **# “Issue 0”****CoCs** | **“Issue 0” as % of all CoCs** |
| 2010 | 2072 | 1059 | 51% |
| 2011 | 2619 | 1157 | 44% |
| 2012 | 2695 | 1173 | 43% |
| 2013 | 3126 | 1340 | 43% |
| 2014 | 3582 | 1674 | 47% |
| 2015 | 3930 | 1672 | 42% |
| 2016 | 4130 | 1730 | 42% |
| 2017 | 4106 | 1601 | 39% |
| 2018 | 4218 | 1704 | 40% |
| 2019 | 4554 | 1606 | 35% |
|  2020 | 4648 | 1674 | 36% |
| 2021 | 4916 | 1552 | 32% |
| 2022 | 4457 | 1424 | 32% |
| 2023 | 4411 | 1489 | 34% |
| YTD @ 30 June 2024 | 2214 | 776 | 35% |

**Table 1B – Issue 0 CoCs (New Certificates as opposed to up issues)**

**expressed as % of all CoCs (Equipment Scheme)**

**Figure 1A – Cumulative Growth of Issued IECEx CoCs, ExTRs and QARs for the IECEx Certified Equipment Scheme**

**Figure 1B – Year-by-Year Issue of IECEx CoCs, ExTRs and QARs for the IECEx Certified Equipment Scheme**

**Figure 1C – Year-by-Year Issue of New (Issue 0) IECEx Certified Equipment Scheme Certificates**

**Figure 1D – Comparison of draft IECEx Equipment CoCs in the On-line System as indicative of future year on year growth of the Scheme**

**Figure 2 – CoCs, ExTRs, QARs Percentages**

**Figure 3 - Total IECEx Equipment Scheme CoCs, ExTRs and QARs at each Year end and to 30 June 2024**

**3.2 IECEx 03 – IECEx Certified Service Facilities Scheme**

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| **Total number of Certified Services CoCs issued** |
| **Issue In the Year of** | **CoCs** | **FARs** | **Total** | **Drafts in System** |
| 2007 | 3 | 17 | 20 | 0 |
| 2008 | 11 | 50 | 61 | 0 |
| 2009 | 15 | 32 | 47 | 9 |
| 2010 | 26 | 44 | 70 | 7 |
| 2011 | 31 | 59 | 90 | 8 |
| 2012 | 20 | 29 | 49 | 9 |
| 2013 | 28 | 66 | 94 | 12 |
| 2014 | 24 | 66 | 90 | 1 |
| 2015 | 28 | 90 | 118 | 6 |
| 2016 | 25 | 87 | 112 | 10 |
| 2017 | 33 | 93 | 126 | 19 |
| 2018 | 39 | 102 | 141 | 21 |
| 2019 | 38 | 128 | 166 | 16 |
| 2020 | 26 | 107 | 133 | 21 |
| 2021 | 64 | 135 | 199 | 34 |
| 2022 | 62 | 153 | 215 | 42 |
| 2023 | 57 | 170 | 227 | 50 |
| YTD @ 30 Jun 2024 | 26 | 68 | 94 | 47 |
| **Totals** | **556** | **1496** | **2052** |  |

**Table 2A – Year End Figures IECEx 03 Certified Service Facilities Scheme**

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| **Issue 0 CoCs expressed as % of all CoCs issued in the year** |
| **Issued in the Year of** | **# All CoCs** | **# “Issue 0”****CoCs** | **“Issue 0” as % of all CoCs** |
|  2020 | 26 | 9 | 35% |
| 2021 | 64 | 23 | 36% |
| 2022 | 62 | 26 | 42% |
| 2023 | 57 | 21 | 37% |
| YTD @ 30 June 2024 | 26 | 11 | 42% |

**Table 2B – Issue 0 CoCs (New Certificates as opposed to up issues)**

**expressed as % of all CoCs (Services Scheme)**

**Figure 4A – Cumulative Total of IECEx Certified Service Facility Certificates at each Year end and to 30 June 2024**

**Figure 4B – Year-By-Year Issue of IECEx Certified Service Facility Certificates at each Year end and to 30 June 2024**

**3.3 IECEx 04 – IECEx Conformity Mark Licensing System**

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| **Total number Conformity Mark Licenses issued**  |
| **Issue in the Year of** | **Licenses** | **Number of CoCs attached to Licenses** | **Total Drafts in System** |
| 2009 | 4 | 10 | 0 |
| 2010 | 3 | 34 | 2 |
| 2011 | 7 | 83 | 3 |
| 2012 | 7 | 71 | 8 |
| 2013 | 2 | 2 | 9 |
| 2014 | 5 | 17 | 9 |
| 2015 | 2 | 2 | 9 |
| 2016 | 4 | 15 | 9 |
| 2017 | 0 | 0 | 9 |
| 2018 | 3 | 14 | 6 |
| 2019 | 1 | 4 | 9 |
| 2020 | 3 | 80 | 0 |
| 2021 | 2 | 65 | 12 |
| 2022 | 2 | 13 | 9 |
| 2023 | 2 | 16 | 9 |
| YTD @ 30 June 2024 | 0 | 0 | 9 |
| **Totals** | **47** | **426** |  |

**Table 3 – Year End Figures IECEx 04 Conformity Mark Licenses**

**3.4 IECEx 05 – Certificate of Personnel Competence Scheme**

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|  | **Total number CoPC Certificates issued** (Scheme commenced late 2010) |
| **Issue in the Year of** | **CoPC Certificates \*** |  **EFOC** **Certificates \*\*** | **Total Drafts in System** |
| 2010 | 16 | 0 | 0 |
| 2011 | 82 | 0 | 0 |
| 2012 | 122 | 0 | 0 |
| 2013 | 203 | 0 | 3 |
| 2014 | 471 | 0 | 1 |
| 2015 | 313 | 0 | 8 |
| 2016 | 370  | 19 | 11 |
| 2017 | 352  | 18 | 17 |
| 2018 | 523  | 4 | 51 |
| 2019 | 795  | 10 | 45 |
| 2020 | 501  | 1 | 22 |
| 2021 | 673  | 22 | 111 |
| 2022 | 1159  | 22 | 133 |
| 2023 | 1413 | 284 | 149 |
| YTD @ 30 June 2024 | 880 | 184 | 157 |
| **Totals** | **7873** | **564** | \* Each CoPC has a PCAR\*\* Ex Facility Orientation Certificate introduced in 2016 |

**Table 4A – Year End Figures IECEx 05 Personnel Competence**

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| **Issue 0 CoPCs expressed as % of all CoPCs issued in the year** |
| **Issued in the Year of** | **# All CoPCs** | **# “Issue 0”****CoPCs** | **“Issue 0” as % of all CoPCs** |
|  2020 | 501 | 471 | 94% |
| 2021 | 673 | 625 | 93% |
| 2022 | 1159 | 1112 | 96% |
| 2023 | 1413 | 1313 | 93% |
| YTD @ 30 June 2024 | 880 | 821 | 93% |

**Table 4B – Issue 0 CoCs (New Certificates as opposed to up issues)**

**Expressed as % of all CoCs (CoPC Scheme)**

**Figure 5A – Cumulative Total of IECEx Certified Personnel Certificates (CoPCs only) at each Year end and to 30 June 2024**

**Figure 5B – Year-by-Year Issue of IECEx Certified Personnel Certificates (CoPCs & EFOCs) at each Year end and to 30 June 2024**

1. **Surveillance of the IECEx System**

To ensure integrity of the System a range of measures and activities are undertaken within IECEx – these include:

1. Initial Assessment and qualification of all ExTLs and ExCBs seeking to join IECEx
2. Surveillance of all ExTLs and ExCBs (*annual* *confirmation of accreditation for those with accreditation and annual site visits for those without accreditation*)
3. Re-assessment applied to all ExTLs and ExCBs involving assessment on site to review Testing/Certification facilities, capabilities, practices and review of Certificates, ExTRs and QARs files
4. Mid-Term Surveillance Assessments (introduced in 2014) involving sample reviews of ExTRs and QARs
5. In-built security features of the IECEx On-Line Certificate system - ie. ExCBs can only issue Certificates covering Standards within their scope
6. IT Tools to aid in the management control of issued CoCs, ExTRs, QARs, FARs and PCARs
7. “Out of Date” QAR listing to assist ExCBs manage and control the on-going surveillance due dates plus an Administrator feature for the Secretariat to monitor performance of all ExCBs.
8. Training of ExCB in the use of IECEx OD 250 and of the associated tools available in the IECEx OCS (On-Line Certificate System) Back Office for the management of Out of Date QARs
9. Desktop Review (DTRs) by the Secretariat reporting key metrics from IECEx On-line Certificate system for ExCBs and ExTLs and provided to the lead assessor prior to mid-term surveillance assessments and re-assessment.
10. Review of On-Line System for new Certificates issued in 2023 and 2024 YTD – *the results of this review are outlined in 4.1 following.*

**4.1 Review of Online CoCs, ExTRs and QARs for second half of 2022 and 2023 Year to Date (2024 YTD)**

**Introduction**

Separate to the site assessment visits for Initial, Surveillance, Re-Assessment and Mid-Term purposes, the Secretariat also conducts regular reviews of online IECEx Certificates. Since June 2023 a random sampling of approximately 15% of all certificates originally issued by ExCBs for the IECEx Certified Equipment, IECEx Certified Service Facility and IECEx Certified Person schemes was conducted as detailed below.

**Objective**

The objective of the Secretariat’s on-line review is to conduct a quality check that the information on the sampled Certificates is correct and complete as compared to defined criteria which include the following:

For Certified Equipment Certificates:

1. Date of issue appropriate (i.e. not showing in the future)
2. Scope of Certificate, QAR and ExTR within issuing ExCB’s capability
3. A Test Report number and File Reference included.
4. Manufacturer name detail is consistent with their other certificates
5. Manufacturer’s site street (not a PO Box) address detailed
6. Equipment description is clear and sufficiently detailed
7. Correct links to valid ExTR and QAR
8. No major editorial mistakes (including linking to a draft ExTR)
9. Manufacturer on CoC matches ExTR
10. Type of Protection Concept on CoC matches standards and QAR
11. Standards list on CoC match Standards (including Edition #) on ExTR
12. Linked QAR series is valid, current and complete for all manufacturing locations listed on supported COCs
13. Manufacturer and manufacturing locations on CoC matches QAR and QAR covers all manufacturing locations
14. Standards listed on CoC matches Standards (including Edition #) on ExTR
15. “Specific Conditions of Use” details specified for “X” type Certificates
16. “Specific Conditions of Use” has does NOT Conditions of Manufacturing
17. Statement of Limitations is included in CoC for Component certificates (“U” type)
18. Unit Verification Certificates have been denoted with “V” and include Serial #(s)
19. Any attached Annex has a reference to the CoC number
20. Referenced Annexes are attached as unsecured PDF files
21. Unreasonable Specific Conditions of Use are not included

For IECEx Certified Service Facility Certificates:

1. CoC Date of Issue OK
2. CoC and FAR addresses for applicant are valid
3. Scope of Services is valid
4. Listed FAR is valid
5. FAR Facility same as audited site
6. FAR Details of change are specified
7. FAR specifies issuing ExCB
8. CoC covers one location only and is not linked to multiple FARs

For IECEx Certified Person Certificates:

1. Name on CoPC same as on PCAR
2. CoPC is current / valid (ie not past expiry date)
3. Scope of Competence Units same on CoPC as on PCAR
4. Listed PCAR is valid and any limitations are correctly specified
5. Applicant photograph is suitable for confirming applicant identity
6. CoC not linked to draft or expired PCAR

**Certificates and Reports reviewed**

The following quantities of IECEx Certificates (representing an approximate sample of 15% of issued Certificates) selected at random from all those issued in the second half of 2023 and 2024 YTD were audited against the elements listed above:

* 609 x IECEx Equipment & Component CoCs
* 29 x IECEx Service Facility CoCs (with three incorrectly issued to multiple sites / organisations and three to the incorrect Edition of IEC 60079-19)
* 328 x IECEx Certified Person CoCs (with issues found with twenty-two using incorrect up-issue processes and three certificates issued for Ex 000 and Ex 001 Units)

The detailed results of the audit of new IECEx Certified Equipment Scheme Certificates follow:

|  |  |  |
| --- | --- | --- |
| **Item** | **Previously observed Certificate Deficiency as Review Criteria****for issued Certified Equipment Certificates reviewed.** | **# of CoCs with Deficiency** |
| A | Date of issue NOT appropriate (i.e. showing in the future) | 0 |
| B | Scope of Certificate exceeds QAR and ExTR issuing ExCB’s capability | 0 |
| C | A Test Report number or File Reference NOT included | 0 |
| D | Manufacturer name detail NOT consistent with their other certificates | 0 |
| E | Full Manufacturer’s site street address NOT provided (eg. a PO Box used) | 1 |
| F | Equipment description is NOT clear and sufficiently detailed | 2 |
| G | CoC is NOT correctly linked to valid ExTR and/or QAR (main issue observed was linking of an issued CoC to a draft ExTR) | 1 |
| H | Major editorial mistakes | 0 |
| I | Manufacturer on CoC does NOT match ExTR details | 1 |
| J | CoC Issues subsequent to Issue 0 are NOT linked and/or details of changes between Issues are NOT detailed on subsequent CoC | 0 |
| K | Standards listed on CoC do NOT match Standards (including Edition #) on ExTR  | 7 |
| L | Linked QAR is NOT current  | 0 |
| M | Manufacturer on CoC does NOT match QAR details and/or QAR(s) does NOT cover all manufacturing locations listed on CoC | 1 |
| N | Type of Protection Concept on CoC does NOT match standards and QAR | 10 |
| O | “Specific Conditions of Use” details NOT specified for “X” type Certificates | 0 |
| P | “Specific Conditions of Use” has included Conditions of Manufacturing | 5 |
| Q | “Statement of Limitations” details NOT included in CoC for Component certificates (“U” type) | 0 |
| R | Unit Verification Certificates have NOT been denoted with “V” and/or do NOT include Serial #(s) for certified units of product | 0 |
| S | Attached Annex(es) do NOT reference the CoC number | 2 |
| T | Referenced Annexes are NOT attached | 0 |
| U | “X” type certificates include conditions of use or other requirements that cannot be reasonably completed by installers or operators | 5 |

In summary:

* Issued IECEx Certified Equipment or Component Certificates with zero issues = **572**
* Issued IECEx Certified Equipment or Component Certificates with one issue = **27**
* Issued IECEx Certified Equipment or Component Certificates with multiple issues = 1**0**
* % of IECEx Certified Equip /Component Certificates audited with at least one issue = **6.5%**

**Action by Secretariat:**

The Secretariat have referred issues raised to the respective ExCBs and all have been responsive in correcting the issues raised.

**Conclusion**

This year shows a slight **decline** in ExCB performance as compared to that reported in the 2023 Annual Report Card (with the percentage of Equipment or Component certificates reviewed with at least one issue increased from 5.2%) and hence this review conducted during late 2023 and first half 2024 reveals a need for constant monitoring and perhaps a need for ExCBs to refocus on staff training including refresher training to ensure that all are working to the latest versions of all IECEx Rules and ODs, the Decisions of the ExMC, ExPCC and ExSFC, and to all relevant Decision Sheets.

In addition, the Secretariat is assisting ExCBs with general housekeeping of the IECEx on-line database including management of out-of-date QARs and deleting obsolete draft certificates and ExTRs. The Secretariat is also providing a Desktop Review Report (DTR) for every ExCB Surveillance audit which reviews the number of CoCs, ExTRs, and QARs, of the ExCB and highlights any issues that may require further investigation by the Lead Assessor. The management of Out-of-Date QARs by the ExCBs will continue to be monitored by the Secretariat and ExCBs will be notified when it is evident that Out-of-Date QARs need to be reviewed – the following charts suggest that ExCBs need to refocus efforts on the management of QARs.

**Certificates linked to Out of Date QARs – *Current ExCB Performance and History***

1. **2024 series of IECEx Operational Meetings**

The 2023/2024 series of IECEx Operational Meetings were conducted by web conference facilities or in person in Singapore in March 2024 according to Committee and Working Group needs and Chairs’ preferences. Outcomes from these meetings serve as input to the 2024 ExMC and ExTAG meetings and are reported on as separate agenda items for these meetings.

1. **Scheme Promotional Activities**

As part of the IECEx promotion and marketing strategy, the IECEx Executive and Secretariat continue delivering presentations at key events in addition to supporting IECEx experts in their national and regional promotion of IECEx. The following are examples of recent or upcoming promotional activities of the IECEx System:

* Paid advertising in the HazardEx Trade Journal, ½ page advertisement
* Regular news articles in all IEC e-Tech on-line magazines, library maintained at <http://www.iecex.com/news_releases.htm>
* Regular news articles published in HazardEx prepared by IECEx experts including Thorsten Arnhold, Ron Sinclair, Jim Munro and others
* IECEx Secretariat presentation at Hazardex 2024 in Harrogate, UK
* IECEx International Conferences in Split and Singapore
* IECEx Animated videos
1. **Secretariat and General Technical Administration**

The Secretariat Team consists of a mix of both technical and administrative staff to cover the day-to-day management, technical and administrative support required to maintain functioning of the IECEx System.

**7.1 Day-to-day duties of the Technical Secretariat**

These can be broadly categorized as:

* Processing applications and managing assessments of new bodies and re-assessment of existing bodies
* Processing the applications of Scope extensions, for example, new editions of Standards and other changes, for example, name changes of existing bodies along with their maintenance via surveillance and re-assessments
* Support to ExCBs in the day-to-day use of the IECEx On-Line CoC System
* Revision and up-dating of IE-Ex Schemes rules and Operational Documents and forms
* IECEx Schemes development and Growth across all IECEx Schemes
* In conjunction with Chairman and Officers, IECEx System regular reporting to CAB and participation in CAB Working Groups
* Respond to increased levels of general inquiries directly from industry concerning Ex Certification and Approvals
* Day-to-day management of System finances, in conjunction with Treasurer and Executive

* 1. **Compliance Role of the IECEx Secretariat**

In addition to the General Technical Administration duties, the IECEx Secretariat had previously introduced a Compliance Role which covers the following key activities:

* Review the IECEx On-Line Certificate system to identify areas of improvement for ExCBs.
* Provide a Desktop Review of the IECEx On-Line System for Lead Assessors in advance of a Surveillance audit highlighting areas to review
* QAR management by ExCBs and associated CoCs that may need to be Suspended, Up-Issued or Cancelled
* Assisting ExCBs with training of their staff on the IECEx On-Line system
* Work closely with and assist the Proficiency Testing Program coordinator ensuring that all ExTLs, Applicant ExTL, and ATFs participate in the test programs as per IECEx 02 Rules.
* Assist with the development of ODs and Guides for ExCBs
	1. **IECEx Publications development and maintenance**

General items prepared and issued according to the day-to-day management and operation of the IECEx System are provided below with a comparison to the figures reported at past IECEx meeting.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **ITEMS****New or revised** | **2017** | **2018** | **2019** | **2020**  | **2021**  | **2022**  | **2023** | **2024 YTD** |
| IECEx Scheme Rules  | 8 | 2 | 2 | 1 | 2 | 1 | 0 | 1 |
| IECEx Operational Documents  | 21 | 14 | 16 | 1 | 22 | 8 | 8 | 3 |
| 1IECEx Guides  | 3 | 2 | 1 | 0 | 0 | 0 | 0 | 0 |
| ExTAG, ExSFC and ExPCC Decision Sheets  | 6 | 11 | 6 | 7 | 6 | 6 | 2/0/0 | 0/0/0 |

1. **Revised System & Scheme Rules issued since the 2023 ExMC Meeting**

|  |  |
| --- | --- |
| **Document No.** | **Title** |
| IECEx 01-S, Edition 3.0 | IECEx Supplement to Harmonized Basic Rules IEC CA 01 |

1. **New and Updated IECEx Operational Documents and Guides issued since the 2023 ExMC Meeting**

|  |  |
| --- | --- |
| **Document No.** | **Title** |
| IECEx OD 011-2, Editions 5.9 and 6.0 | Guidance on Use of the IECEx Internet based “On-Line” Certificate of Conformity System Part 2: Creating IECEx Equipment Certificates of Conformity CoCs |
| IECEx OD 025, Edition 4.0 | Guidelines on the Management of Assessment and Surveillance programs for the assessment of Manufacturer’s Quality System, in accordance with the IECEx Scheme |
| IECEx OD 035, Edition 3.1 | A procedure to generate, discuss, report and publish ExTAG Decision Sheets  |
| IECEx OD 099, Edition 2.0 | Procedure for IECEx Document Management |
| IECEx OD 211, Edition 1.0 | National Differences of Standards operated by the IECEx - Procedure for using the IECEx On-line Bulletin |
| IECEx OD 313-5, Edition 1.2 | IECEx Certified Service Facilities Scheme –Part 5: Repair, overhaul and reclamation of Ex equipmentAssessment and Certification of Service Facilities involved in the repair, overhaul and reclamation of Ex equipment – Procedures |
| IECEx OD 314-5, Edition 2.1 | IECEx Certified Service Facilities Scheme –Part 5: Repair, overhaul and reclamation of Ex equipmentQuality Management System requirements for IECEx Service Facilities involved in the repair, overhaul and reclamation of Ex equipment IECEx |
| IECEx OD 315-5, Edition 2.1 | IECEx Certified Service Facilities Scheme –Part 5: Repair, overhaul and reclamation of Ex equipmentAdditional requirements for IECEx Service Facilities involved in the repair, overhaul and reclamation of Ex equipment |
| IECEx OD 316-5, Edition 1.2 | IECEx Certified Service Facilities Scheme – Part 5: Repair, overhaul and reclamation of Ex equipment. Assessment procedures for IECEx acceptance of Candidate Certification Bodies (ExCBs) for the purpose of issuing IECEx Certificates to Ex Service Facilities involved in the repair, overhaul and reclamation of Ex equipment |
| IECEx OD 530, Edition 2.1 | Instructions for use of 'GetCertified' software for managing IECEx Certification of Personnel Competence assessments  |

**7.4 E-mail Traffic, handled by IECEx Secretariat**

The following level of e-mail traffic was handled by the IECEx Secretariat and does not include additional mails dealt with by the IECEx Chairman, Officers and Assessors. These figures are provided as a guide to IECEx Members of the levels of IECEx activity and show a constant level of increase of e-mails in comparison with 2017, 2018, 2019, 2020, 2021, 2022 and 2023 figures.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **ITEM** | **2017**  | **2018** | **2019** | **2020** | **2021** | **2022** | **2023** | **2024 @ 30 June** |
| Total E-mail Traffic of the IECEx Secretariat | 26,783 | 27,131 | 27,945 | 28,420 | 29,806 | 30,167 | 31,103 | 17,015 |

\* Out of office or other miscellaneous e-mails have been filtered and are excluded from above figures

* 1. **Management of Assessments + Applications for Scope extensions – *all IECEx Schemes.***

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **ITEM** | **2017**  | **2018** | **2019** | **2020**  | **2021** | **2022** | **2023**  | **2024 YTD @ 30 June** |
| **Assessments\*** **(on-site & remote)** | 53 | 57 | 31 | 34 | 39 | 22 | 20 | 9 |
| **Mid-term** **Audits** | 17 | 11 | 12 | 6 | 13 | 16 | 14 | 5 |
| **Scope extensions** |  206Standards/ Units 67Applications | 202Standards/ Units87Applications | 79Standards/ Units47Applications | 91Standards/ Units52Applications | 48Standards/ Units26Applications | 181Standards/ Units96Applications | 127Standards/ Units64Applications | 86Standards/ Units38Applications |

\* = includes Initial Assessment, Reassessments, Surveillance and Scope Extension audits

The above Table outlines the number of IECEx site & remote Assessments conducted on Ex Certification Bodies and Ex Test Laboratories for Initial, Surveillance, Re-assessments and Mid-term purposes.

The Secretariat is pleased to report on the excellent cooperation with ExCBs and ExTLs along with the tremendous support of the IECEx Assessors in undertaking the assessments using remote provisions requiring considerably more time for preparation and challenging process of remote assessments. From assessments conducted to date there are no issues raised that require notification to ExMC.

1. **Finances**

**8.1 Overview**

The sound financial performance of IECEx is reported in the 2023 Audited Accounts, **ExMC/2078/DV**. In summary income and expenditure were generally according to the approved 2023 Budget, with a final result to achieve an operational Surplus of **CHF 66’709** compared to CHF 70’795 above budget predictions. The IECEx Reserves at end of 2023 comprise Free Capital Reserves of **CHF 2,659,842** which includes CHF 300,000 as designated Reserves to cover Innovation and Promotion. A full report will be provided by the IECEx Treasurer during the 2024 ExMC meeting.

**8.2 Invoices Issued / Processed since 2023 ExMC Meeting**

The day-to-day management of financial management activities for the IECEx system are detailed in the following table of invoices and statements being issued as well as monitoring the receipt of payments.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Documents** | **Reported for 2020** | **Reported for 2021**  | **Reported for 2022** | **Reported for 2023** | **Reported for 2024 YTD** |
| Invoices issued – MB Annual Fees | 42 | 42 | 42 | 42 | 42 |
| Statements Issued – CoC Fees | 115 | 127 | 132 | 134 | 63 |
| Invoices Issued – CoC Fees | 101 | 109 | 114 | 137 | 59 |
| Invoices Issued – Application Fees | 5 | 5 | 8 | 4 | 0 |
| Invoices Issued – Assessment Fees | 20 | 61 | 47 | 38 | 7 |
| Invoices Issued – Conference Sponsor | 0 | 0 | 0 | 0 | 11 |
| Invoices Issued – RTP Annual Fees | 33 | 33 | 34 | 34 | 36 |
| Invoices processed / Central Approval – Assessor Charges | 24 | 66 | 56 | 45 | 8 |
| **TOTAL Invoices issued and processed** | **340** | **443** | **433** | **434** | **226** |

We are pleased to advise that there are no specific issues concerning finance at this time and note that the overall response to on-time payment of invoices by Members is generally good.

A further update report will be given during the ExMC meeting by the Treasurer.

**9 IECEx Executive – Activities and Decisions between meetings**

**9.1 General**

Members of the IECEx Executive are shown at <https://www.iecex.com/information/executive/> in accordance with the IECEx Basic Rules (IEC CA 01 + IECEx 01-S).

The IECEx Executive provide immediate support to the IECEx Executive Secretary and Secretariat in the day-to-day operation of the IECEx System and its Schemes along with making operational decisions as delegated to them by the ExMC. Their task and responsibilities are detailed in IECEx Operational Document OD 002.

Matters dealt with by the IECEx Executive since the 2023 ExMC meeting are covered by a separate report from the IECEx Executive to the ExMC Annual meeting.

**9.2 Extraordinary Circumstances and Events**

As noted previously, during January 2020 well ahead of the declared COVID-19 pandemic announcement by the World Health Organization, the Secretariat was notified that certain organizations were imposing travel restrictions for both staff and visitors. This action had the potential to severely affect IECEx operations in a negative way. In response, the Secretariat assisted by the IECEx Executive compiled a new Operational Document, OD 060 to ensure Business Continuity by addressing alternative ways of to fulfil elements of the IECEx Schemes that normally require travel of personnel, e.g IECEx Peer Assessment, Auditing of Manufacturers etc.

OD 060 now sits at edition 2.2 and takes into account the ExMC Decision 2022/09 from the 2022 ExMC Meeting and Decision 2023/11 from the 2023 ExMC meeting, regarding the move to face to face assessments and audits but yet availability for use in extraordinary circumstances. The Secretariat will report separately during the ExMC 2024 Meeting.

**10. Concluding Remarks**

The continued solid position and success of the IECEx can be attributed to its mature suite of Rules and Standard Operating procedures resulting the many years of active participation by various sectors of industry in the day to day management of the IECEx System via participation in ExMC, its Committees and the various Working Groups. Over recent years we have seen a growing level of this industry participation, especially from end-users and also regulators as well as manufacturers and Ex repairers and the Conformity Assessment Bodies themselves. This participation and contribution are key ingredients to the success that the IECEx community continues to enjoy.

The recent move to include the ISO TC 197 Standards associated with Hydrogen Technologies, has been most welcomed and seen as a logical extension to the IECEx portfolio The excellent collaboration with ISO TC 197 continues along with that of the well-established cooperation with IEC TC 31 and the emerging cooperation with IEC TC 105..

To this point the Secretariat acknowledges, with gratitude, the diligent leadership of the IECEx Chair, supported by the IECEx Executive along with Expert Assessors, Conveners and of the many experts serving on the IECEx Committees and Working Groups all of whom are vital to enable IECEx to continue in its quest to serve the international Ex community.

**Chris Agius**

**IECEx Executive Secretary**

**July 2024**