The Twenty Sixth Meeting of the ExMC

to be held in Foz do Iguaçu, Brazil

**26th and 27th September 2024**

**Revised Draft Agenda**

NOTES RELATING TO THE REVISED DRAFT AGENDA

Note 1: This document serves as the Revised Draft Agenda and replaces the draft agenda issued in August and the Preliminary Draft Agenda issued in June 2024, in accordance with the IEC Basic Rules, IEC CA 01.

Note 2: Delegations are asked to note the following concerning participation in the meeting:

 The 2024 meeting will be held in Foz do Iguaçu, Brazil. Please refer to <https://www.iecex.com/meeting-and-events/2024-annual-meetings-brazil/> for details

 It is presumed that all Delegates have the required endorsement of their National IECEx Member Body for participation at the meeting.

 All delegations are encouraged to participate during discussions

Note 3: It is intended that the meeting be conducted in English however allowances will be made for Delegates from non-English speaking countries

Note 4: All ExMC meeting documents referred to are, or will be available from the IECEx 2024 [Meeting Website](https://www.iecex.com/meeting-and-events/2024-annual-meetings-brazil/) prior to the meeting.

Note 5: Participants should have all necessary documentation with them during the meeting.

Note 6: This agenda also incorporates a “Consent Agenda”, Annex A, which is a list of Agenda items proposed by the Chair and Secretary for the membership to accept at the commencement of the meeting. Further details are provided in Annex A.

Note 7: Refer to [**ExMC/2042/Inf**](https://www.iecex.com/dmsdocument/4441/) for details regarding meeting attendance

Note 8: Agenda Items added or altered since the Preliminary Draft Agenda are identified with the red marginal bar

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| --- | --- |
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**MEETING CHAIR: Mr Paul Meanwell, Chair IECEx**

***Revised Draft Agenda***

✱*For Items marked with an Asterisk refer to Annex A “Consent Agenda”*

*(Items: 3.1, 5.1, 5.2, 5.3, 6.1, 6.3, 7.1, 8.1, 10.1, 17.1.2)*

# OPENING AND WELCOME – Meeting to Commence 0900am on Thursday 26th September 2024 and continue from 0900am on Friday 27th September 2024.

## Introduction and Address by IECEx Chair – Mr Paul Meanwell

## Address by the IEC Vice President - Mr Steven T. Margis

# APPROVAL OF THE AGENDA

## Approval of Draft Agenda

The meeting will be asked to approve the Draft Agenda

**Document for consideration:**

* **ExMC/2053A/DA** – Draft Agenda, 2024 ExMC Meeting

## Approval of the Consent Agenda - Annex A

The meeting will be asked to approve items contained in the Consent Agenda as listed in Annex A.

# MINUTES OF THE LAST ExMC MEETING

**✱ Members to note the Confirmed Minutes of the last meeting held in** Edinburgh September 2023. The minutes have been confirmed via correspondence.

**Document for noting:**

* [**ExMC/2004A/RM**](ExMC_2004A_RM-Confirmed-Formal-Minutes-of-the-Twenty-Fifth-Meeting-of-the-ExMC-held-in-Edinburgh-UK-2023.docx)– *Confirmed Minutes of the 2023 ExMC Meeting*

## Matters arising from these minutes

### 3.2.1 Report on Actions arising from the 2023 ExMC Meeting

Members to note a report from the IECEx Secretariat concerning the Actions List as detailed in **ExMC/2004A/RM,** *Confirmed Minutes of the 2023 ExMC Meeting*.

**Document for noting:**

* [**ExMC/2056/R**](ExMC_2056_R_2023_ExMCMtg_ACTIONS%20Status%20Report.docx)– Status of Action Items from the 2023 ExMC Meeting

### Other items

Members to discuss matters arising from the 2023 ExMC Meeting minutes for items that are not already included in this draft agenda.

# OVERVIEW OF IECEx SYSTEM ACTIVITIES

## Annual Report Card

Members to receive a report from the IECEx Secretariat on IECEx Schemes activity and general statistics as the *IECEx System Report Card 2024*.

**Documents for Noting/Discussion:**

* [**ExMC/2064/R**](ExMC_2064_R_ExMC%20Report%20Card%202024.docx)– 2024 IECEx Annual Report Card

## Second term for Mr Peter Thurnherr as IECEx ExSFC Chair

Mr Peter Thurnherr will complete his first 3-year term as ExSFC Chair at the end of 2024 and has expressed his willingness to continue in this position for a further 3-year term. Members are requested to consider the support of the ExSFC (refer ExMC/2047/RM) and to approve Mr Thurnherr’s extension of term as ExSFC Chair for a further 3 years commencing on 1st January 2025.

## Fourth term for Mr Timothy Duffy as IECEx ExMarkCo Chair

Mr Timothy Duffy will complete his third 3-year term as ExMarkCo Chair at the end of 2024 and has expressed his willingness to continue in this position for a further 3-year term. In the absence of other nominations in response to ExMarkCo/059/INF, members are requested to consider the support of the ExMarkCo and to approve Mr Duffy’s extension of term as ExMarkCo Chair for a further 3 years commencing on 1st January 2025.

## Second term for Ms Erin LaRocco as IECEx ExSFC Deputy Chair

Ms Erin LaRocco will complete her first 3-year term as ExSFC Deputy Chair at the end of 2024 and has expressed her willingness to continue in this position for a further 3-year term. Members are requested to consider the support of the ExSFC (refer ExMC/2047/RM) and to approve Ms LaRocco’s extension of term as ExSFC Deputy Chair for a further 3 years commencing on 1st January 2025.

## Appointment of new IECEx ExPCC Chair

Mr John Allen will complete his first 3-year term as ExPCC Chair at the end of 2024 and has advised that he is not available to continue in this position for a further 3-year term. Following the ExPCC’s endorsement of a nomination of Mr Erdhuizen (refer ExMC/2044/RM and ExMC/2062/INF) members are requested to also consider this nomination and then take a decision on the appointment of Mr Erdhuizen to commence a first 3-year term as the new ExPCC Chair commencing on 1st January 2025.

## Second term for Mr Thierry Houeix as IECEx ExPCC Deputy Chair

Mr Thierry Houeix will complete his first 3-year term as ExPCC Deputy Chair at the end of 2024 and has expressed his willingness to continue in this position for a further 3-year term. In the absence of other nominations in response to ExMC/2029/INF, Members are requested to consider the support of the ExPCC (refer ExMC/2044/RM) and to approve Mr Houeix’ s extension of term as ExPCC Deputy Chair for a further 3 years commencing on 1st January 2025.

## Appointment of new IECEx ExAG Convener

Dr Jim Munro will complete his second 3-year term as IECEx ExAG Convener at the end of 2024. At the end of the call for nominations, via ExMC/2030/Inf, no nomination for ExAG Convener was received. However following reporting on this the US reconsidered their nomination for Deputy Convenor and subsequently submitted an additional nomination, nominating Mr Kevin Wolf for the position of ExAG Convenor. Should the meeting appoint Mr Wolf as ExAG Convener, the US plan to withdraw their nomination for Deputy Convenor. The meeting will be asked to consider this nomination along with any others given that at the close of call for nominations no nominations were received.

**Documents for Noting/Consideration:**

* [**ExMC/2030/Inf**](ExMC_2030_Inf_IECEx%20ExAG%20Convenor%20Call%20for%20Nominations.docx)– IECEx ExAG Convener Call for Nominations
* [**ExMC/2096/Inf**](ExMC_2096_Inf_ExAG_Convener_US_Nomination.pdf)– Nomination from US

## Nomination of new IECEx ExAG Deputy Convener

Ms Katy Holdredge will complete her second 3-year term as IECEx ExAG Deputy Convener at the end of 2024. Members to consider the nomination of Ms Lu Qiao noting that the previous nomination for Mr Kevin Wolf is expected to be withdrawn if he is appointed by ExMC to the position of ExAG Convener.

**Documents for Noting/Consideration:**

* [**ExMC/2052/Inf**](ExMC_2052_INF_IECEx_ExAG_Deputy_Convener%20CN_Nomination.pdf)– IECEx ExAG Deputy Convener – Nomination from CN
* [**ExMC/2065/Inf**](ExMC_2065_INF_IECEx_ExAG_Deputy_Convener%20USA_Nomination.pdf) **–** Nomination from US

## Management of IECEx Documents – OD 099

To note the updated edition of OD 099 and to consider a proposal from the US

**Documents for Noting/Consideration:**

* [**IECEx OD 099**](IECEx_OD_099_Ed2.0.pdf)– Procedure for IECEx Document Management
* [**ExMC/2089/CD**](ExMC_2089_CD%20US%20Comments%20re%20Tracking%20document%20review%20per%20OD%20099.docx)– Proposal from the US

# REPORT ON IEC CAB (Conformity Assessment Board) MATTERS

✱ Review of Conformity Assessment Board (CAB) Decisions from CAB Meetings since the 2023 ExMC Meeting

**Documents for noting:**

* [**CAB/2430/DL**](CAB_2430e_DL_Decisions_from_Cairo_2023.pdf) -Decision list of CAB meeting #54
* [**CAB/2517/DL**](CAB_2517e_DL_Geneva_2024.pdf) - Decision List of CAB Meeting #55

## Specific CAB Matters for noting by ExMC

### ✱ Noting of Specific Decisions, relating to IECEx from CAB 2023 Meeting #54 ([CAB/2430/DL](CAB_2430e_DL_Decisions_from_Cairo_2023.pdf))

**Specific Decisions for noting:**

* 54/12 – New Task Force appointed on New CA Service Funding
* 54/14 – Acceptance of the IECEx Chair Report
* 54/15 – Appointment of Ms Katy Holdredge as IECEx Vice Chair
* 54/16 – Re-appointment of Prof XU as IECEx Treasurer
* 54/18 – Approval of the Modifications to IEC CA 01 and IECQ 01-S to enable IECQ’s Environmental CA Services to be offered to industries beyond electronic component industries

### ✱ Noting of Specific Decisions, relating to IECEx from CAB 2024 Meeting #55 ([CAB/2517/DL](CAB_2517e_DL_Geneva_2024.pdf))

**Specific Decisions for noting:**

* 55/11 – CAB Validation of the 2025 IECEx Budget
* 55/16 – Approval of Phase II CA funding according to [CAB/2477/R](CAB_2477_R_IEC%20CA_New_Services_Funding.pdf) (copy included in IECEx meeting pack)
* 55/28 – Modification to Treasurers Meeting Terms of Reference
* 55/29 – Establishment of new Task Force on ISO CASCO work
* 55/32 – Establishment of TF on Long Term Sustainability

✱ IEC Conformity Assessment System’s Harmonised Basic Rules

Members to note that since 1 January 2018 all four IEC Conformity Assessment Systems, IECEE, IECEx, IECQ, IECRE have been operating according to the new IEC CA 01 – Harmonised Basic Rules, noting that Edition 3.0 is the current edition. In addition to note Edition 3.0 of IECEx 01-S as the current edition of the IECEx Supplement.

**Documents for noting:**

* [**IEC CA 01 Ed 3.0**](IEC_CA_01%7bed3.0%7den%20(1).pdf) **–** IEC Harmonised Basic Rules Ed 3.0
* [**IECEx 01–S Ed 3.0**](IECEx_01-S,Ed3.0%20(1).pdf)– IECEx Supplement to IEC CA 01 Ed 3.0

## IEC Long Term Sustainability – current discussions

Members to note initial discussions during the June 2024 Geneva meeting of the CAB regarding first proposals coming from the IEC Board Task Force 7 (IB TF7)

**Document for noting:**

* [**CAB/2515/MTG**](CAB_2515e_MTG_TF_Long_Term_Sustainability.pdf) **–** Presentation from the IEC Treasurer to the June 2024 CAB meeting

## Any other CAB Matters

To allow Members the opportunity to raise any other CAB Matters

# IECEx MEMBERSHIP AND GENERAL MATTERS

✱Current Membership (as noted in the Annual Report Card)

Members to note the current IECEx membership.

**Document for noting:**

* **OD 001 –** Scheme Membership: Countries, ExCBs, ExTLs and applicants –

## Country Membership Matters including New Countries to join - Update from the Secretariat

Members to receive an update from the Secretariat on the latest countries submitting an application to join as a participating Member Country of the IECEx, along with possible new Countries interested in joining the IECEx and status of membership since the 2023 meeting.

✱ Acceptance of New ExCBs / ExTLs accepted, via correspondence, since the 2023 ExMC Meeting.

Since the 2023 ExMC Meeting, various bodies have been accepted to join the IECEx Schemes using the voting via correspondence provisions of the IEC Harmonised Basic Rules, IEC CA 01. Members are asked to endorse a report listing those bodies that have been accepted via this voting process.

**Document for endorsement:**

* [**ExMC/2081/R**](ExMC_2081_R_New%20ExCBs%20and%20ExTLs%20since%20the%20ExMC%20Edinburgh%20Meeting.docx) **–** Report listing of new ExCBs/ExTLs accepted since the 2023 ExMC Meeting

## IECEx Executive

Members to receive a report from the IECEx Chairman on the activities of the IECEx Executive in particular the review of Roles and Responsibilities assigned to the Executive.

**Document for noting/discussion:**

* [**OD 002**](IECEx_OD_002-Ed1.0_IECEx_Executive.pdf)– Tasks and Responsibilities of the IECEx Executive

## IECEx Operational Document OD 060 – Extraordinary Circumstances

Members to note Edition 2.2 of OD 060 and to receive a verbal report from the Secretariat regarding implementation and use. Also an opportunity to receive a report from Mr Omerovic of work underway within ISO CACSO regarding developments of new ISO/IEC 17012 (guidelines of use of remote auditing methods) and to discuss any aspects of implementation and provisions of OD 060.

**Document for noting:**

* [**OD 060**](IECEx_OD_060-Ed2.2%20(10).pdf)– IECEx Guide for Business Continuity – Management of Extraordinary Circumstances or Events Affecting IECEx Certification Schemes and Activities (Ed 2.2)

## Any other membership or general matters

IECEx Secretary to report.

# IECEx ASSESSMENTS OF ExCBs AND ExTLs

✱ IECEx Assessment of ExCBs and ExTLs since 2023 ExMC Meeting

Since the 2023 ExMC Meeting, applications from various bodies have been processed to address scope extensions according to both procedures governing declarations (refer F-011) and also site assessments conducted remotely according to IECEx OD 060, including re-assessments.

Members are asked to endorse a report listing both scope extension declarations along with assessment reports accepted by ballot voting of ExMC Members and site assessments conducted since the 2023 ExMC meeting.

**Document for endorsement:**

* **ExMC/2082/R** – Listing of ExCBs/ExTLs scope extension and assessment reports issued since the 2023 ExMC Meeting.

## IECEx Maintenance and Consultative Group for matters relating to the IECEx Assessment of ExCBs and ExTLs across all IECEx Schemes – Report from ExAG

### Report from ExAG Convenor

Dr Munro as the ExAG Convener will report on the ExAG activities and present documents for ExMC to consider.

Documents for noting:

* [ExMC/2086/R](ExMC_2086_R%20ExAG%20Report%20to%202024%20ExMC.docx) - Report from ExAG
* [ExMC/2071/DV](ExMC_2071_DV_Revision%20of%20F-003,Ed3.0.docx) -Revision of F-003
* [ExMC/2072/DV](ExMC_2072_DV_Revision%20of%20F-004,Ed2.0.docx) -Revision of F-004
* [ExMC/2073/DV](ExMC_2073_DV_New%20Form%20Proposal,%20F-016,Ed1.0.docx) –Proposed new form, F-016
* [ExMC/2074/DV](ExMC_2074_DV_Revision%20of%20IECEx%20OD%20003-1,Ed3.0.docx) -Revision of IECEx OD 003-1
* [ExMC/2075/DV](ExMC_2075_DV_Revision%20of%20IECEx%20OD%20003-2,Ed4.0.docx) -Revision of IECEx OD 003-2
* [ExMC/2076/DV](ExMC_2076_DV_Revision%20of%20IECEx%20OD%20032,Ed4.0.docx) -Revision of IECEx OD 032
* [ExMC/2077/DV](ExMC_2077_DV_Revision%20of%20IECEx%20OD%20019%20re%20Assessor%20Fees.pdf) -Revision of IECEx OD 019

## Other Matters related to the IECEx Peer Assessment Program

This is an opportunity for Members to raise any other matters. Members are invited to raise any matters with the IECEx Secretariat, prior to the meeting.

# IECEx CERTIFIED EQUIPMENT SCHEME, IECEx 02

✱ Listing of Current IECEx 02 Scheme ExCBs and ExTLs

**Document for noting:**

* OD 001 – 02 Scheme Membership ExCBs, ExTLs and applicants

<https://www.iecex.com/members-area/od001/>

## ExTAG MATTERS

### Report from 2024 ExTAG Meeting

Members to receive a report on the 2024 ExTAG (Ex Testing and Assessment Group) Meeting from ExTAG Chair, Dr Frank Lienesch.

### Revision of IECEx Operational Document OD 202 – Proficiency Testing Program

Members are requested to approve a minor revision to the OD 202 covering the IECEx Proficiency Testing Program following review by the ExTAG during their meeting in Brazil. Should the ExTAG Meeting not agree with the draft revision, ExMC may be requested to defer approval pending a final version approved by ExTAG.

**Document for approval:**

* [**ExMC/2094/DV**](ExMC_2094_DV_Revision%20of%20IECEx%20OD%20202,Ed4.0.docx)– Revision of IECEx OD 202, Future Edition 5.0

### Any other ExTAG Matters

Members are invited to raise any other matters relating to ExTAG.

## Report from Working Group ExMC WG2 – Development of Technical Capability Documents

Members to receive a report from the WG2 Convener, Ms Katy Holdredge on the work of ExMC WG2.

Document for discussion/consideration:

* [ExMC/2092/R](ExMC_2092_R_ExMC_WG02%20Meeting%20Report,%202024.docx) – Report from ExMC WG2

## Report from Working Group ExMC WG5 – Manufacturers Quality System Requirements

Members to receive a report from the WG5 Convener, Mr Geoff Barnier following the WG5 Meeting held in March 2024 and to approve recommendations therein.

Documents for discussion/consideration:

* [ExMC/2055/R](ExMC_2055_R_ExMC-WG05-2024_Meeting-Report.docx) – Report on 2024 ExMC WG5 Meeting
* [ExMC/2057/DV](ExMC_2057_DV%20IECEx_F-001,Ed6.0.docx) – Revision of IECEx F-001

## IECEx on-Line Bulletin

To receive an update from the Secretariat regarding the IECEx On-Line Bulletin, noting the IECEx OD 211 – Procedures and to consider a proposal from the US.

Documents for discussion/consideration:

* [IECEx OD 211](IECEx_OD_211Ed1.0_IECEx%20Bulletin.docx) – Procedures for using the IECEx On-Line Bulletin
* [ExMC/2087/CD](ExMC_2087_CD%20US%20Comments%20re%20IECEx%20On-Line%20Bulletin.docx) – Proposal from the US

## Other matters relating to the IECEx Certified Equipment Scheme

To enable other matters to be raised including feedback on use of non-electrical standards.

# IECEx CONFORMITY MARK LICENSE SYSTEM, IECEx 04

## Current List of IECEx Mark Licenses issuing ExCBs

Members to note the current list of Mark License issuing ExCBs.

**Document for noting:**

* List of accepted Conformity Mark License issuing ExCBs <https://www.iecex.com/information/excbs/conformity-mark/>

## Report from the IECEx Marks Committee Chair, Mr Timothy Duffy

Members to consider matters relating to activities of the ExMarkCo (IECEx Conformity Mark License Scheme Committee) with the ExMarkCo Chair to report on matters since the 2023 ExMC Meeting, mainly in the area of Trademark Registrations.

Document for noting/discussion:

* [ExMarkCo/01S/Inf](ExMarkCo-01S-Inf-Members%20(2).doc) – ExMarkCo membership

## Current ExMarkCo Membership vacancies

In noting the remaining vacancies, Members are requested to consider nominating representatives for these positions.

## Notifications of misuse of the IECEx Conformity Mark.

According to the previous CAB request to maintain a standing agenda item, Members are invited to raise any matters relating to the misuse of the IECEx Conformity Mark.

## Other Matters relating to the IECEx Conformity Mark System

Members are invited to raise any other matters relating to the IECEx Conformity Mark System.

# CERTIFIED SERVICE FACILITIES SCHEME – IECEx 03 series

✱ **Listing of ExCBs – According to IECEx 03 series, Certified Service Facility** Scheme

**Document for noting:**

* **OD 001** – Scheme Membership, ExCBs, ExTLs and applicants <https://www.iecex.com/information/excbs/service-facilities/>

## Report from the ExSFC Chairman

Members to receive a report from the IECEx Service Facility Certification Committee (ExSFC) Chair, Mr Peter Thurnherr, concerning the work of ExSFC since the 2023 ExMC Meeting.

Members are also requested to note and consider the proposal from ExSFC to hold their meetings as part of the Annual meetings of the IECEx Management Committee and be in line with those meetings of the IECEx Testing and Assessment Group (ExTAG), from 2025 in order to facilitate attendance at their meetings and to capitalise on networking and collaboration among members.

**Document for noting/discussion:**

* [**ExMC/2047/RM**](ExMC_2047_RM%20ExSFC_2024.docx) – Report on the 2024 IECEx ExSFC meeting

# IECEx CERTIFICATE OF PERSONNEL COMPETENCE SCHEME, IECEx 05

## Report from the ExPCC Chairman

Members to receive a report from the IECEx Personal Competence Certification Committee (ExPCC) Chairman, Mr John Allen, concerning the work of ExPCC since the 2023 ExMC Meeting.

Members are also requested to note and consider the proposal from ExPCC (similar to that of the ExSFC) to hold their meetings as part of the Annual meetings of the IECEx Management Committee and be in line with those meetings of the IECEx Testing and Assessment Group (ExTAG), from 2025.

**Document for noting/approval:**

* [**ExMC/2044/RM**](ExMC_2044_RM%20ExPCC_2024.docx) – Report on the 2024 IECEx ExPCC meeting
* [**ExMC/2045/DV**](ExMC_2045_DV%20IECEx_05,Ed5.0.docx) – Revision of IECEx 05
* [**ExMC/2046/DV**](ExMC_2046_DV%20IECEx_OD501,Ed4.0.docx) – Revision of IECEx OD 501
* [**ExMC/2100/CD**](ExMC_2100_CD_US_Comment_11.1%20ExMC-2045-DV.pdf) – US Proposal regarding Rev IECEx 05

## Any other matters relating to the IECEx CoPC Scheme

Members to consider any other matters relating to the IECEx CoPC Scheme

# IECEx SYSTEM – GENERAL MATTERS

## IEC / ILAC / IAF Cooperation

To provide an opportunity for any discussion in relation to the IEC/ILAC/IAF Cooperation, noting the issue of IEC Administrative Circular, AC/23/2020. Secretariat to report.

**Document for noting:**

* [ExMC/1606/Inf](ExMC-1606-Inf-Release-of-AC-23-2020-IAF-Resolutions.pdf) – IEC Admin Circular AC 23/2020

## OIML / IECEx Cooperation

In line with cooperation with OIML, the meeting is to receive a report from OIML of activities within OIML, noting plans to reactivate Joint OIML/IECEx Working Group.

**Document for noting:**

* [ExMC/2103/Inf](ExMC_2103_INF_Report_From_OIML_2024.pdf) – Report from Mr Paul DIXON, OIML

## Any other General Matters

Members are invited to raise any other items of a general nature that may impact on the IECEx System.

# WORKING GROUP REPORTS – NOT COVERED ELSEWHERE

An opportunity for the meeting to raise any matters relating to ExMC Working Groups, not covered in this agenda and as listed at <https://www.iecex.com/members-area/working-groups/>

## General Matters + Appointments

Members will be asked to approve the changes to ExMC WGs 11 and 13 as indicated below.

|  |  |  |
| --- | --- | --- |
|  | Title | Convener |
| ExMC WG1 | Revision of IECEx Rules | Mr Marty Cole |
| ExMC WG8 | Regulatory Recognition | Dr Frank Lienesch |
| ExMC WG11 | Certificates issued to distributors | Mr Ron Sinclair  {potential new Convenor nominee = Mr Nils Bleshoy as nominated by DE}  ACTION: ExMC to approve a nomination from DE for Mr Bleshoy as new ExMC WG11 Convenor |
| ExMC WG13 | Business Development | Mr Marty Cole  {to be replaced by Ms Holdredge as new IECEx Deputy Chair}  ACTION: ExMC to ratify Ms Holdredge as new ExMC WG13 Convenor |
| ExMC WG14 | Good working Practise | *On-Stand by* |
| ExMC WG15 | Non-electrical Standards | Dr Jim Munro |

## Report from Convener of ExMC WG13, Business Development

Members to receive a report from the ExMC WG13 Convener, Ms Katy Holdredge.

**Document for Consideration/Approval:**

* [ExMC/2093/R](ExMC_2093_R-ExMC-WG13-Meeting-Report%202024.docx) – Report from WG13 Convener

## Report from Convener of ExMC WG17, Marketing

Members to receive a report from the Secretariat on behalf of ExMC WG17 Convener, Dr Thorsten Arnhold, whom cannot attend the meeting, on the activities of this WG, including report on additional Animated videos being developed. In addition, the meeting to receive a report on the 2 IECEx International Conferences held since the 2023 ExMC meeting, namely:

* **Safety of Equipment, Services and Personnel – Split March 2024**
* **2024 IECEx International Hydrogen Conference – Singapore May 2024**

## Report from Convener of ExMC WG18, Technical Revision of OD 233

Members to receive a report from the ExMC WG18 Convener, Dr Jim Munro on progress with activities since the 2023 ExMC Meeting.

## Other Working Groups or Other Matters

Members are invited to raise any other items of a general nature regarding Working Group activities.

# IEC TC 31 MATTERS

## Report from IEC TC 31 Chair

Members to receive a report on IEC TC 31 activities from the TC 31 Chair, Dr Martin Thedens.

**Document for Consideration/Noting:**

* [ExMC/2102/INF](ExMC_2102_INF_IEC_TC_31-Report_to_IECEx_2024.docx) – Report from IEC TC 31 Chair

## Report from IEC TC 31 JWG 50 standards coordination with IECEx

Members to receive a report and update from the TC 31 JWG 50 Convener, Mr Tim Krause.

# ISO TC 197 MATTERS

## Report from ISO TC 197/SC 1 Hydrogen at scale and horizontal energy systems

Members to receive a report and update from the ISO TC 197/SC1 Chair, Dr. Andrei Tchouvelev, on both the activities of ISO TC 197 and the collaboration with IECEx noting the formation of a formal liaison between IECEx and ISO/TC 197/SC1.

## IECEx application to the Hydrogen economy – Report from WG19

Members to receive a report from the Secretariat on behalf of Dr Arnhold on the activities of ExMC Working Group WG 19, Application of IECEx to the Hydrogen Economy. Members will also be requested to approve the recommendations contained within the report and also invited to discuss aspects and feedback from the application of new OD 290 *Guide to the Certification of Hydrogen Fuel Dispensing Equipment, Components and Systems.*

**Documents for Consideration/Approval:**

* [ExMC/2085/R](ExMC_2085_R_Report%20from%20WG19-%20Hydrogen%20Technologies.docx) – Report from WG19 Convener
* [IECEx OD 290](iecexOD290ed1.0en%20(6).pdf) – IECEx OD 290 Ed 1.0 IECEx Certified Equipment Scheme - Harmonized procedures for IECEx certification of equipment, components and systems associated with the production, dispensing and use of gaseous hydrogen
* [ExMC/2084/DV](ExMC_2084_DV_Revision%20of%20OD290_New_Ed2.0.docx) – Draft Revision of OD 290, future Edition 2.0
* [ExMC/2104/RV](ExMC_2104_RV_OD290_Rev_Voting_ExMC_284_DV_.docx) – Result of voting on ExMC/2084/DV

# REGIONAL REPORTS

## Reports

Members to note the Regional Reports concerning activities in the Ex field that may impact on IECEx including:

* GB regarding Brexit
* EU ExNB Group for ATEX
* Brazil
* US
* Canada
* CN
* KR
* JP
* UK
* Customs Union EURASIA
* Others

To aid in meeting efficiency, Members are invited to submit information to the Secretariat ahead of the meeting by 1st August 2024.

**Document for consideration:**

* [**ExMC/2088/CD**](EXMC_2088_CD%20US%20Comments%20re%20Regional%20Reports.docx) – US Proposal
* [**ExMC/2097/Inf**](ExMC_2097_Inf_US_Regional_Report%202024.docx)– Report from the US
* [**ExMC/2105/INF**](ExMC_2105_INF_Report_From_Brazil_2024.pdf) – Report from BR

## Revision of IECEx OD 008 regarding IECEx and ExNBG

Members to consider the proposed update of Edition 1.0 of IECEx OD 008

**Document for Consideration/Approval:**

* ExMC/2091/DV– Revision of IECEx OD 008

# FINANCE

## Accounts and Budgets

### Approval of the 2023 Audited Accounts

Members will receive a report from the IECEx Treasurer and be requested to approve the audited 2023 Accounts for submission to CAB.

**Document for consideration:**

* [**ExMC/2078/DV**](ExMC_2078_DV_IECEx_2023_Audited%20Accounts_+_Notes.pdf) – 2023 Audited accounts
* [**GA/195/DV**](GA_195_DV_IEC%20Statutory%20Financial%20Statements%202023.pdf)– IEC Statutory Financial Statements – For Information
* [**GA/196/INF**](GA_196_INF_2023%20IEC%20Performance%20Report.pdf)– IEC Performance Report – For Information

### ✱ Approved 2025 Budget

Members to note the previously approved 2025 IECEx Budget, approved by both ExMC and CAB, earlier in 2024. This budget was approved by ExMC during March 2024.

**Document for noting:**

* [**CAB/2474/DV**](CAB_2474e_DV_IECEx_2025_Budget.pdf) **-** IECEx Budget for 2025, as previously approved by ExMC and IEC CAB

## IECEx 2027 Financial Outlook

In line with the new Swiss GAAP accounting principles, the Executive have prepared a Budget Outlook to 2027. This document has been prepared taking into account the 2023 audited accounts and 2024 and 2025 Approved Budgets and is provided for ExMC consideration and guidance when preparing the formal budget for 2026.

A final draft budget for 2026 will be prepared following the end of year results for 2024, taking into account ExMC Members decisions during the 2024 ExMC meeting and issued for ExMC approval early in 2025.

**Document for noting/consideration:**

* [**CAB/2496/Inf**](CAB_2496_INF.pdf) **–** Financial Outlook Guide to 2027

## IECEx ExMC Working Group 20, Financial Outlook

Members to discuss ExMC/2060A/INF regarding the Terms of Reference and Membership of new ExMC Working Group 20, Financial Outlook.

**Document for discussion:**

* [**ExMC/2060A/INF**](ExMC_2060A_INF_New_IECEx_WG20_Finance_Outlook.docx) – Updated ToR & Membership of ExMC WG20, taking into account comments received on ExMC/2060/DV
* [**ExMC/2060/DV**](ExMC_2060_DV_New_IECEx_WG20_Finance_Outlook.docx)– Initial draft ToR Vote
* [**ExMC/2079/RV**](ExMC_2079_RV_Result%20of%20vote_ExMC_2060_DV_WG20_Fiance_Group.docx)– Result of voting and comments received

# OTHER BUSINESS

## Communication via Email – Proposal from AU

The meeting will be asked to consider a proposal from AU regarding the maintenance of email contact details of manufacturers and IECEx certificate holders.

**Document for consideration:**

* [**ExMC/2101/CD**](ExMC_2101_CD_AU_Proposal%20on%20Email%20info.docx) – AU Proposal for consideration

# REPORT TO CAB

To provide for any further discussion regarding items to be reported to the IEC CAB.

# NEXT MEETING

The meeting to receive a report from the IECEx Secretariat on the schedule for the 2025 IECEx Annual meeting and future IECEx annual meetings, taking into account requests from ExSFC and ExPCC. This is also an opportunity for IECEx Members to consider and propose future meeting locations.

**2025:** Japan

**2026:** China

# CLOSE OF MEETING

**Annex A**

**Consent Agenda Items**

**A1 Introduction**

The use of a Consent Agenda provides for the dealing with the ExMC Agenda in a more efficient manner by identifying matters of a routine nature or where matters have been dealt with, during the year via correspondence.

Agenda items identified with ✱are proposed to be approved via a single decision under Agenda Item 2.2.

Should any national committee wish to relocate any item(s) from the consent agenda back to the main agenda for discussion during the meeting, please inform the secretariat either prior to the meeting to aid in the meeting planning or when dealing with Agenda item 2.2.

The Table under A2 is a list of those Agenda items that are considered by the IECEx Chair and Executive Secretary as being appropriate to be considered as Consent Agenda Items.

The process during the ExMC meeting is to record a single decision that agrees with the recommendations made or items for noting listed in A2 below.

Therefore the ExMC 2024 meeting will be asked to:

1. Accept the items listed in A2 as forming the 2024 Meeting ExMC Consent Agenda

and

1. Accept the recommendations and items for noting contained within those Consent Agenda items.

**A2 Consent Agenda**

|  |  |  |
| --- | --- | --- |
| **2024 ExMC Meeting Consent Agenda** | | |
| **Agenda** | **Title** | **Documents** |
| 3 | **MINUTES OF THE LAST ExMC MEETING** |  |
| 3.1 | To note the Confirmed Minutes of the 2023 ExMC Edinburgh meeting | ExMC/2004A/RM |
| 5 | **REPORT ON IEC CAB Matters** |  |
| 5.1 | To note CAB Decision Lists | CAB/2430/DL  CAB/2517/DL |
| 5.2.1 | Specific CAB Decisions from 54th Meeting | CAB/2430/DL |
| 5.2.2 | Specific CAB Decisions from 55th Meeting | CAB/2517/DL |
|  |  |  |
| 5.3 | IEC Conformity Assessment System’s Harmonised Basic Rules | IEC CA 01 Ed 3.0  IECEx 01-S Ed 3.0 |
|  |  |  |
| 6 | IECEx MEMBERSHIP |  |
| 6.1 | Current Membership | <https://www.iecex.com/members-area/od001/> |
| 6.3 | New ExCBs and ExTLs accepted, via correspondence, since the 2023 ExMC Meeting | ExMC/2081/R |
|  |  |  |
| 7 | **IECEx ASSESSMENTS OF ExCBs AND ExTLs** |  |
| 7.1 | IECEx Assessment of ExCBs and ExTLs since 2023 ExMC meeting | ExMC/2082/R |
| 8 | **IECEx CERTIFIED EQUIPMENT SCHEME, IECEx 02** |  |
| 8.1 | Listing of Current IECEx 02 Scheme ExCBs and ExTLs | <https://www.iecex.com/members-area/od001/> |
| 10 | **IECEx CERTIFIED SERVICE FACILITY SCHEME, IECEx 03** |  |
| 10.1 | Listing of ExCBs – According to IECEx 03 series, Certified Service Facility Scheme | <https://www.iecex.com/information/excbs/service-facilities/> |
| **17** | **FINANCE** |  |
| 17.1.2 | Approved 2025 Budget | CAB/2474/DV |