



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

**Title: Assessment Report for the Surveillance Assessment of DEKRA, The Netherlands
an Accepted Ex Certification Body (ExCB) for the IECEx 05 Certificate of Personnel
Competencies Scheme (CoPC) and a Scope Extension to include Units Ex 002 to
Ex 010.**

Introduction

DEKRA Certification B.V., The Netherlands (DEKRA) was accepted as an IECEx Certification Body in March 2012, for the IECEx 05, CoPC Scheme, (refer IECEx voting report ExMC/733/RV). The original assessment recommended a review be conducted after 1 year and DEKRA additionally submitted a scope extension request to include the remaining Units Ex002 to Ex010 as per IECEx 05 and OD 504.

This document provides a Report from the IECEx Assessment Team Leader following a combination of on-site and off-site assessments for the assessment of DEKRA capability for Units Ex002 to Ex010, involving a combination of interview assessments and reviews of DEKRA documentation, and is issued for voting by ExMC Members.

ExMC Members are requested to consider this Report and the Recommendation of the IECEx Assessment Team for the acceptance of an extension of scope for DEKRA Certification B.V. to cover the additional Units mentioned under the IECEx 05 Scheme and return the voting form by the closing date of **4th April 2014**.

Chris Agius

IECEX Secretariat

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Body assessed	DEKRA Certification B.V.	Date(s) of site Assessment	24 & 25 June 2013
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ASSESSMENT REPORT

**BODY UNDER
ASSESSMENT:**

DEKRA Certification B.V.
Meander 1051
6825 MJ Arnhem,
The Netherlands

**SITE(S)
ASSESSED:**

DEKRA Certification B.V.
Meander 1051
6825 MJ Arnhem, The Netherlands
and
Koninklijke PBNA B.V.
H.A. Lorentzstraat 1A
3331 EE Zwijndrecht, The Netherlands

IECEX SITE ASSESSMENT TEAM: Mr Ralph Wigg – Lead Assessor
Mr Allan Ogden – Assessor

REPRESENTATIVE/S OF BODY: Theo Pijpker (Certification Manager & Product Expert)
Kees van Es (Certification Manager)
Erik Folgering (Operational Manager)
Anne-Fré Vollema (Quality Manager)
Theresa Fleskes (Quality Assistant)

DATE(S) OF SITE ASSESSMENT: 24th & 25th June, 2013

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IECEX 05 Certificate of Personnel Competency Scheme

ASSESSMENT REPORT of

NEW IECEX APPLICANT BODY

EXISTING IECEX CERTIFICATION BODY

(ExCB)

ASSESSMENT TYPE:	ATTACHMENTS	No. of Pages
Application:		
Surveillance:		
Re-Assessment:		
Other:		
Assessment duration:	2 Day on-site 24 th & 25 th June 2013 plus pre and post off-site assessments	
RECOMMENDATION BY IECEX ASSESSOR(S) (Select one item only)	<input type="checkbox"/> That Acceptance be granted <input type="checkbox"/> That Acceptance be withheld/suspended <input checked="" type="checkbox"/> That Acceptance continues with an extended scope <input type="checkbox"/> That Acceptance be granted/continued conditional on Non Compliance/Matters raised, having agreed corrective action and time scales to rectify the System within and agreed time agreed by the Assessors	

DEKRA Certification B.V. SCOPE ASSESSED

DEKRA Certification B.V. have been assessed according to the requirements of IECEX05 – Certification of Personnel Competencies [CoPC] for the following Units of Competency:

- Unit Ex 001 – Apply basic principles of protection in explosive atmospheres
- Unit Ex 002 – Perform classification of hazardous areas
- Unit Ex 003 – Install explosion-protected equipment and wiring systems
- Unit Ex 004 – Maintain equipment in explosive atmospheres
- Unit Ex 005 – Overhaul and repair of explosion-protected equipment
- Unit Ex 006 – Test electrical installations in or associated with explosive atmospheres
- Unit Ex 007 – Perform visual & close inspection of electrical installations in or associated with explosive atmospheres
- Unit Ex 008 – Perform detailed inspection of electrical installations in or associated with explosive atmospheres
- Unit Ex 009 – Design electrical installations in or associated with explosive atmospheres
- Unit Ex 010 – Perform audit inspection of electrical installations in or associated with explosive atmospheres

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SECTION 1. GENERAL INFORMATION

1.1 Name of Body:

DEKRA Certification B.V.
Meander 1051
6825 MJ Arnhem,
The Netherlands

1.2 CURRENT IECEX PARTICIPATION:

DEKRA Certification B.V. is an existing ExCB and ExTL for the following IECEX Schemes:

- IECEX Certified Equipment Scheme (IECEX 02)
- IECEX Service Facilities Scheme (IECEX03)
- IECEX Conformity Mark System (IECEX 04)
- IECEX Certification of Personnel Competencies [CoPC] (IECEX05)

1.3 DETAILS OF ASSESSMENT TEAM:

Mr Ralph Wigg – IECEX Assessment Team Leader (AU)
Mr Allan Ogden – Peer assessor (GB, SGS Baseefa)

1.4 DATES OF ASSESSMENT:

The on-site assessment visit was conducted on 24th & 25th June 2013 plus off site assessments both prior and following the on-site visit.

1.5 LOCATION OF ASSESSMENT:

The DEKRA Certification B.V. location as stated in 1.1 above along with the examination facilities located at the premises of Koninklijke PBNA B.V. utilising a formal agreement.

1.6 DEKRA Certification B.V. RESOURCES FOR IECEX 05 CERTIFICATION ACTIVITIES:

The Assessment team conducted a an assessment and site visit and have assessed and verified the availability of competent technical staff, support staff and facilities to undertake the additional scope of IECEX 05 Certification activities for Units of Competency Ex002 to Ex010 inclusive.

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SECTION 2. ASSESSMENT - SUMMARY OF RESULTS

IECEX CoPC SCHEME REQUIREMENTS		Findings	COMMENTS AND REFERENCE TO ATTACHMENTS	
IECEX 05 requirements	Confirmation of Scope of IECEX Acceptance or scope of application, (for new applicant)	COMPLIES	DEKRA Scope cross refers to the Scope of IECEX05 and has embraced the 4 Operational Documents and all competencies as given in OD504 associated with Units Ex001 to Ex010 inclusive.	
	Confirmation that details in original application are still current (for new application)	COMPLIES	This application is for an extension of scope to include Units Ex002 to Ex010 inclusive. The application has been received for this extension in scope.	
	Confirm currency and scope of accreditation (ISO/IEC 17024) applicable	COMPLIES	DEKRA holds Raad voor Accreditatie [RvA] accreditation to ISO/IEC 17024. DEKRA provided a copy of the RvA Schedule of Accreditation and the latest Assessment Report dated 7 April 2010 with the next Assessment due in May 2014. The site assessment visit has verified compliance.	
	Clause 9.1	(a) in a participating country	COMPLIES	The Netherlands is a participating country in the IECEX System
		(b) operate recognized certification scheme	COMPLIES	DEKRA already participate in the IECEX Equipment Certification Scheme, IECEX Service Facilities Scheme and the IECEX Mark Licensing System
		(c) competence demonstrated by assessment	COMPLIES	IECEX Assessment included technical interviews and examination of DEKRA staff for competence to evaluate to OD 504 relevant to the Units of Competency included within the Scope.

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IECEx CoPC SCHEME REQUIREMENTS		Findings	COMMENTS AND REFERENCE TO ATTACHMENTS
	Assessment facilities considered by Assessment team to be appropriate and adequate for assessment of Units, according to OD 504?	COMPLIES	<p>The DEKRA Competency Procedures define the requirements for the knowledge skills assessment and examination requirements.</p> <p>These were previously assessed and the assessment and site visit has found them appropriate and adequate.</p> <p>For the additional units in this scope assessment the practical skills test facilities were assessed and found to be satisfactory including the procedures for conducting assessment and examinations other than the DEKRA Office.</p>
	<p>Confirmation of which location is the official ExCB location, where more than 1 location is identified?</p> <p>an official ExCB location is one where the following are conducted:</p> <ul style="list-style-type: none"> - applications received, - contract review (review of application) - assignment of application to ExCB staff - review of exam/assessments - decision to issue Certificate <p>(Contact IECEx Secretary for any questions)</p>	Not Applicable	DEKRA Certification B.V., Meander 1051, 6825 MJ Arnhem, The Netherlands is confirmed as the official ExCB location.
ISO/IEC 17024 Assessment–Satisfactorily Completed (for bodies without acceptable national Accreditation)		COMPLIES	DEKRA has RvA Accreditation for ISO/IEC 17024. Accreditation No. C144 valid to 01 May 2014

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IECEX Operational Document Requirements	OD502	COMPLIES	No change from initial assessment.
	OD 503	COMPLIES	At the site assessment a number of issues were identified as not yet being complete. These primarily related to the contract review and procedures for conducting examinations. Procedures have been finalized and documented. This has been completed and verified. With the addition of these changes compliance with OD503 has been verified.
	OD 504 (Review of ExCB assessment criteria including question bank, mapped against Competency Units of OD 504)	COMPLIES	DEKRA have developed their own question bank for Units Ex001 to Ex010 inclusive and this has been subjected to a random selection of questions being checked and verification of the mapping to the various competency units. The Assessment Team has confirmed that DEKRA have a process for the development and verification of questions. DEKRA have also included provision for the use of the alternate question bank to be provided by the IECEx CoPC scheme at a later date.

Additional Remarks concerning requirements (if any)

Assessment for scope extension

During the site assessment technical interviews were conducted with some the assessors appointed by DEKRA. Given the review of the CVs and based on the technical interviews undertaken assessors were found to be suitable for all the units of competency now included in the DEKRA scope. This was considered to also confirm the previously assessed DEKRA assessor appointment processes included within the Policies and Procedures.

The DEKRA Question data bank has been separately developed with appropriate questions for all the units of competence for which they have been assessed. The procedures also allow for interchange with the IECEx Question data bank when it becomes available.

Assessment and site visit

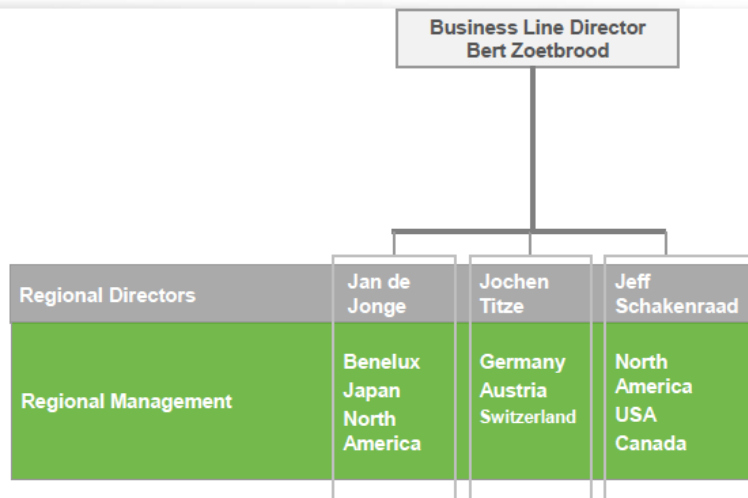
During the assessment and site visit the compliance with DEKRA Policies and Procedures was verified. Some recommendations were made for minor alteration to terminology to align with 17024. In the period from May 2012 to June 2013 revised procedures were issued and a total of 3 assessments selected at random were reviewed in detail to verify that all procedures had been followed and assessments had been correctly undertaken. Apart from a few minor departures as listed in SECTION 3 on page 10 the assessments were verified as compliant. It was identified that additional requirements were needed to ensure security of documentation related to transfer to and from the examination. These additional requirements were prepared and reviewed by the assessment team with all aspects now covered.

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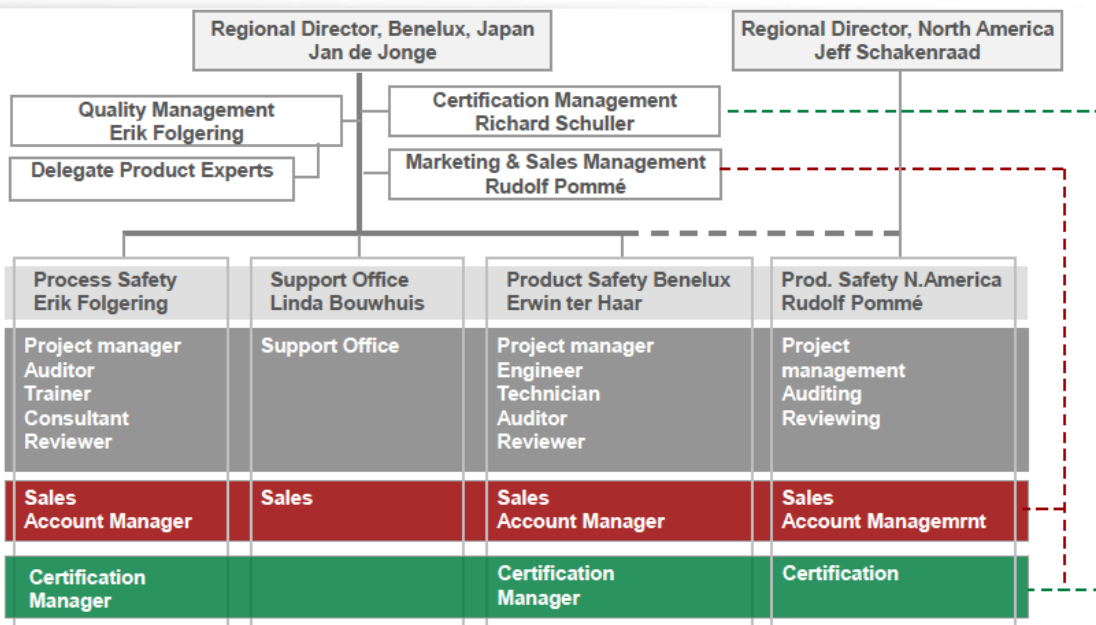
Organization Chart.



**Business Line Explosion Safety
Organisation chart 2013 scheduled situation**



**Business Line Explosion & Process Safety
Organisation chart 2013 scheduled situation**



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Conclusion of the Assessment and Recommendations of the Assessment Team

The purpose of the site assessment was to verify compliance with the requirements of the IECEX Scheme for the initial and on-going acceptance of an Ex Certification Body (ExCB). The site assessment forms part of the overall evaluation of the body by the IECEX Management Committee, ExMC and was conducted in accordance with the IECEX Scheme Assessment Procedures, IECEX OD 501. Report of the assessment team is as follows:

The Assessment Team findings confirm that DEKRA Certification B.V. has Policies, Procedures and Operational requirements in place that verify compliance with IECEX CoPC Scheme Rules and Operational Documents and RvA Accreditation for ISO/IEC 17024.

The additional requirements for the knowledge question bank and the practical skills tests/assessments including the facilities for the additional Units of Competence Ex002 to Ex010 inclusive have been found to be compliant.

The assessment and site visit verified the operation is compliant with both the Policies and Procedures of the ExCB and also operating according to the requirements of the IECEX05 CoPC Scheme. The focus of this assessment and site visit was on the selection of assessors, the data bank of questions being used and suitability of examination requirements/environment.

The Assessment Team recommend DEKRA Certification B.V. extension of scope, to embrace all Units of Competence as given in OD504, as IECEX05 CoPC ExCB within the IECEX System, be accepted and that the assessment and site visit findings also be accepted.

R. Wigg
IECEX Assessment Team Leader
17 February 2014

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SECTION 3

Issues Raised by IECEX Assessment Team and Subsequent Responses/Actions

The following shows key issues that were raised at the site assessment and included here with the resolutions, together with subsequent actions.

ISSUES RAISED AT INITIAL ASSESSMENT	RESPONSE FROM DEKRA	ASSESSMENT TEAM COMMENT
Notification to applicant of examination date and location not clear. How is acceptance of prior evidence conveyed.	Policies and procedures to be updated with requirements.	The procedures have been reviewed and the assessment team has verified that all aspects are now covered. To be referred to ExPCC for suggested modification to OD503. Resolved. No further action required.
Practical assessments do not cover all outcome criteria.	Requirements for practical assessments to be submitted	The practical assessments have been reviewed and the assessment team has verified that all aspects are now covered. Resolved. No further action required.
Criteria for acceptance of assessors not available. Method of selection and appointment not included in procedures.	Policies and procedures to be updated with requirements.	The procedures have been reviewed and the assessment team has verified that all aspects are now covered. Resolved. No further action required.
Theory & practical exam questions are missing (in English) for units Ex001, Ex005, Ex006, Ex007, Ex008, Ex009 & Ex010. Current Unit Ex002 examination does not meet the minimum guide levels for the number of questions.	Question Bank to be reviewed and re-submitted	The question bank has been received and reviewed. The assessment team has verified that the question bank is now complete and acceptable. Resolved. No further action required.
Security of assessment papers between DEKRA and PBNA to be reviewed, especially the control and deletion of electronic files	Policies and procedures to be updated with requirements.	The procedures have been reviewed and the assessment team has verified that all aspects are now covered. Resolved. No further action required.
Issue of 'Diploma' with IECEX references and logo by PBNA is confusing. Clarification on acceptance with or without modification of the document is to be sought.		The assessment team recommends this be referred to ExPCC for consideration during their next meeting to be held in May 2014.

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