INTERNATIONAL ELECTROTECHNICAL COMMISSION
CONFORMITY ASSESSMENT SYSTEM FOR ELECTRONIC COMPONENTS (IECQ)

MANAGEMENT COMMITTEE (MC)
Confirmed Minutes incorporating List of Decisions as recorded during the IECQ MC meeting held remotely, Thursday 20 April 2023

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This document sets out the Confirmed Minutes of the April 2023 IECQ Management Committee meeting and includes the Confirmed Decisions as recorded and confirmed during the meeting.

These Confirmed formal minutes include the respective agenda items from Agenda MC/533A/DA along with the listed Decisions as confirmed during the meeting and recorded in MC/545/DL.

Annex A sets out the attendance list.

On behalf of the IECQ Chair and Executive we express our sincere appreciation for the contribution of all Delegates that has resulted in a most successful and productive series of meetings.

These confirmed meeting replace and supersede document MC/553/RM, draft minutes which were issued for confirmation via correspondence with comments received incorporated into this revised version.

IECQ Executive Secretary

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INTERNATIONAL ELECTROTECHNICAL COMMISSION
CONFORMITY ASSESSMENT SYSTEM FOR ELECTRONIC COMPONENTS (IECQ)

MANAGEMENT COMMITTEE (MC)

Minutes incorporating List of Decisions as recorded during the IECQ MC meeting held remotely, 20th April 2023

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The meeting took place as a fully remote meeting.

Countries represented at the 2023 IECQ MC meeting included: AE, AT, AU, CN, DE, FR, JP, KR, NL, RU and UK with Annex A copy of the attendance list.

The meeting commenced at 06:05 UTC Time Zone.

NOTE: During the meeting various presentations were displayed, with these being posted to the Members area of the IECQ Website at https://www.iecq.org/publications/iecq-mc-docs/

MEETING CHAIR: Mr Paul Turner - UK

Agenda and Minutes with Decisions

1 OPENING AND WELCOME – Meeting to Commence 06:05 UTC Thursday 20th April 2023.

1.1 Introduction by IECQ Chair

The Chair opened the meeting at 6:05am UTC welcoming all delegates, especially those attending this meeting for the first time with special mention of the following attendance:

- IECQ Vice Chair, Dr Wang
- IECQ Treasurer, Ki-seuk Lee
- CABC Chair, Jérôme Reysson
- CABC Vice Chair Dr Wan
- IECQ Immediate Past Chair, Ms Marie-Elisabeth d'Ornano
- IECQ Executive Secretary and members of the Secretariat

The Chair also extended a special welcome to the IEC Treasurer, Mr Pierre Selva along with members of the IEC Conformity Assessment, in attendance.

Arrangements for remote participation at this meeting were covered along with noting that all decisions to be taken will be displayed for review by the meeting and once taken will be recorded as confirmed decisions.

Attendance at this meeting was also noted and recoded, with a call for introductions.
1.2 Address by IEC Vice President and CAB Chair, Mr Shawn Paulsen

The Chair, noted that the IEC Vice President had prepared a presentation to this meeting and called on Mr Agius as the IECQ Executive Secretary to present the ppt prepared by Mr Paulsen, which has been issued as IECQ Document, MC/552/R, noting the current activities and future challenges concerning Conformity Assessment.

The meeting appreciated the report recording the following decision.

**Decision 2023/01**

The meeting appreciates the on-going support from the IEC Vice President and CAB Chair.

2 APPROVAL OF THE AGENDA

**MC/533A/DA** Draft Agenda IECQ MC Meeting 2023

To note the draft agenda and consider any additional items

The meeting noted the draft Agenda and approved the agenda with minor changes to the order of the agenda and recorded the following decision.

**Decision MC 2023/02**

The meeting approved agenda as presented as MC/533A/DA with the adjustment of items 7.8 and 5.3 to be brought earlier in the meeting.

3 REPORT FROM PREVIOUS MEETING

To note the Report of the IECQ Management Committee meeting, MC, and to consider any matters arising that are not covered elsewhere on the agenda. Secretary to Report

**Documents for noting:**

- **MC/581/DL** – Report of the 2022 Remote Meeting

The Chair noted the agreed decisions of the 2022 meeting and called on the Secretary to update the meeting on actions arising from the 2022 meeting.

The Secretary displayed the list of actions (refer Annex B to these minutes) and reported on each of the items, noting in particular actions concerning promotion and the work of IECQ WG14 which will be covered during this meeting.

With no questions concerning the actions, the meeting agreed to record the following decision.

**Decision 2023/03**

The meeting re-confirmed the report + confirmed list of decisions of the 2022 Meeting and the report of actions from that meeting as presented in MC/518/DL, along with the report of the status of action items. Items 8 re decision 2022/22 investigating training is ongoing with a report to the next meeting.
4 MEMBERSHIP

4.1 Country Membership
The meeting received a report from the Secretary of the current situation with membership:

- 11 Countries, members of the IECQ Management Committee, IECQ MC
- 29 IECQ Operational Certification Bodies. (+1 awaiting MC approval at this meeting)
- 76 Additional IECQ Registered CB Branch Offices

The meeting was also informed of discussions with other Member Countries that have an interest in the areas of IECQ Conformity Assessment activities in the area of Green Services to support the circular economy including interest from Norway.

The meeting was invited to raise any comments, remarks or questions, with none raised, the meeting agreed to record the following decision.

**Decision 2023/04**
The meeting noted no change to the current Membership since the 2022 Annual Meeting. Noting the secretariat current discussions with various countries give their interest in the environmental services.

4.2 Certification Body Membership
The meeting noted the current new applications as IECQ Certification Bodies
- CSEI Certification (CN) – just approved at the 2023 CABC meeting
- Suzhou LQA Standard Certification Co (CN)
- ROSTEST JSC (RU)

The meeting further noted that the IECQ peer assessment process is at various stages on the three above applicants with the IECQ Assessment report for CESI Certification completed and considered during the CABC Meeting yesterday with the meeting being asked to accept the CABC meeting decision, during agenda item 13 later in this meeting. No decisions were recorded for this item.

5 IECQ OFFICER POSITIONS

5.1 To note the current term of Office for the Management Committee Office positions

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>IECQ Chair</td>
<td>Mr Paul Turner (GB)</td>
<td>1 Jan 2021 – 31 Dec 2023 (1st Term)</td>
</tr>
<tr>
<td>IECQ Vice Chair</td>
<td>Dr Wan Juyong (CN)</td>
<td>1 Jan 2021 – 31 Dec 2023 (1st Term)</td>
</tr>
<tr>
<td>IECQ Treasurer</td>
<td>Mr Ki-seuk LEE (KR)</td>
<td>1 Jan 2023 – 31 Dec 2025 (1st Term)</td>
</tr>
<tr>
<td>IECQ Executive Secretary</td>
<td>Chris Agius</td>
<td>1 Jan 2021 – 31 Dec 2025</td>
</tr>
<tr>
<td>IECQ Immediate Past Chair</td>
<td>Marie-Elisabeth d’Ornano (FR)</td>
<td></td>
</tr>
</tbody>
</table>

The Meeting noted the current terms of Officer positions.
5.2 Nomination of IECQ Chair

In line with the call for nominations of IECQ Chair, the meeting will be asked to consider nominating a candidate for presenting to the IEC Conformity Assessment Board, CAB for their appointment during the October 2023 IEC General Assembly, and the nomination from UK.

**Documents for consideration:**
- **MC/528/Inf** - Call for nominations
- **MC/530/DV** – Nomination from UK for Mr Alfred Au

The Chair informed the meeting of the previous call for nominations and the nomination received for Mr Alfred Au of BSI, UK

In noting the nomination received from UK or Mr Alfred Au to serve as IECQ Chair, the meeting welcomed this and supported the Secretary’s remarks in thanking UK and BSI as well as both Mr Turner and Mr Au and agreed to record the following decisions.

**Decision 2023/05**

A special note of thanks and appreciation to Mr Paul TURNER of the UK for his valued contribution over the past term and to the UK National Committee for their support.

**Decision 2023/06**

The meeting confirmed the nomination MC/530/DV of Mr Alfred AU of the UK as IECQ Chair and agreed for it to be forwarded for CAB approval for a 3-year term effective 1 January 2024.

Mr Au addressed the meeting expressing his appreciation for this nomination and his commitment towards the IECQ.

5.3 Nomination of IECQ Vice Chair

In line with the call for nominations of IECQ Vice Chair, the meeting will be asked to consider the re-nomination of Dr Wan Juyong as IECQ Vice Chair for a second term of 3 years, according to IEC CA 01, for presenting to the CAB for their confirmation during the October 2023 IEC General Assembly.

**Documents for consideration:**
- **MC/529/Inf** - Call for nominations
- **MC/531/DV** – Re-Nomination from CN for Dr Wan Juyong

The Chair informed the meeting of the previous call for nominations and the nomination received for the re-appointment of Dr Wan of CEPREI, CN

In noting the re-nomination received from CN, the meeting welcomed this and while expressing appreciation to CN and CEPREI recorded the following decision.

**Decision 2023/07**

The meeting confirmed the nomination MC/531/DV of Dr WAN Juyong of CN for his second term as IECQ Vice-Chair and agreed for it to be forwarded for CAB approval for a 3-year term effective 1 January 2024. The meeting also noted with thanks the ongoing valued support and contributions by Dr WAN over many years.

The Secretary reminded the meeting of Dr Wan’s extremely long-time leader roles of Dr Wan in both the CABC and MC as well as Member of the IECQ Executive.

Dr Wan addressed the meeting expressing his on-going commitment to supporting and promoting the IECQ.
6  FINANCE

6.1 2022 Accounts

The meeting will be asked to note/approve the 2022 Audited Accounts, following receipt of the independent auditors report

Documents for consideration:
- MC/534/DV - 2022 Audited Accounts
- GA/119/DV – IEC Statutory Financial Statements – For Information of IECQ only
- CAB/2313/INF – IEC Treasurers meeting report - For Information of IECQ

The Chair welcomed the IEC Treasurer Mr Pierre Selva to the meeting with Mr Selva addressing the meeting informing of his first year as IEC Treasurer but his experience as the past IECEE Treasurer. Mr Selva then outlined the current financial position of the IEC and the healthy state the IEC is in.

Mr Selva then informed of the current work of the IEC CAB on Task Force of the United Nations Sustainable Development Goals and the good outcome of the Group to arrive at excellent statements and case studies for all 4 CA Systems.

Mr Selva also informed of work of Task Force 7 of the IEC Board, long term sustainability of the IEC, to draw a strong vision of how the IEC will operate and be able to continue to serve the membership and stakeholders into the future.

In summary Mr Selva offered his services to support the IECQ and noting his long term effective workings with the IECQ Treasurer, Mr Lee and other members of the IECQ. In thanking Mr Selva both for his address and his time to attend this meeting the meeting agreed to record the following decision.

Decision 2023/ 08

The meeting thanked IEC Treasurer Mr Pierre SELVA for his support and encouraging words.

The Chair then called on the IEC Treasurer, Mr Ki-seuk Lee whom gave a ppt presentation covering:
- 2022 Audited accounts
- 2023 Budget and Financial Forecast
- 2024 Budget Approved
- 2024 – 2026 Financial Outlook

Mr Lee began by presenting the 2022 audited accounts, document MC/534/DV highlighting the 2022 results,

Total Income = CHF 759’659 (Operational Income)
Total Expenditure = CHF 692’096 + CHF 40’549 (Depreciation for Trademark registration)
Net Financial Revenue = -CHF 21’531 (unrealized)
End Year result = CHF 5’482
Free Capital @ end 2022 = CHF 524’951

noting that for 2022 a net financial revenue (unrealised results from investments) of minus CHF 21’531 due to the world economic situation. Mr Lee noted that in general the 2022 accounts were aligned with the 2022 budget with an end of year result of CHF 5’482.
Mr Lee called on the meeting to support the 2022 audited accounts with the meeting agreeing to record the following decision.

**Decision 2023/ 09**
The meeting approved the 2022 audited accounts presented as MC/534/DV for submission to CAB, noting the excellent result for 2022.

The meeting also noted the IEC statutory financial statement of the IEC recording the following decision.

**Decision 2023/ 10**
The meeting noted the IEC statutory financial statements as GA/119/DV.

### 6.2 Approval of the 2024 Budget and Outlook

The meeting to note the draft 2024 budget, approved by IECQ MC via correspondence and now under consideration by CAB along with IECQ Financial Outlook to 2026.

**Documents for consideration/noting:**
- **MC/535A/DV** - 2024 Budget – approved by MC via correspondence
- **MC/542/RV** – Result of voting on the draft 2024 budget
- **MC/536/CD** – IECQ Financial Outlook to 2026

The IECQ Treasurer expressed his appreciation to the meeting for their agreement and support of the draft 2024 budget held via correspondence.

The IECQ Treasurer also informed that in preparing the financial outlook to 2026 he advised that there is no current plans for any significant changes in the IECQ finances but did advise of the slight increase to the annual IECQ Certificate fee included in the draft 2024 budget.

With support of the finances report the meeting agreed to record the following decisions.

**Decision 2023/ 11**
The meeting agreed with the 3-year financial outlook presented as MC/536/CD for use as a guide for the future finances of the IECQ.

**Decision 2023/ 12**
The meeting noted the approval via correspondence of the 2024 budget MC/535/DV.

The IEC Treasurer, Mr Selva provided an explanation of the **GA/119/DV** – IEC Statutory Financial Statements, which is a collection of the entire IEC business units into the one financial statement.

### 6.3 IECQ System Fees

To note the IECQ System participation fees as specified in IECQ Operational Document OD 011 (at Edition 5.0) and to consider a proposal to amend OD 011 in light of proposal from the Draft 2024 IECQ Budget and any other changes, e.g., the applicable fee for Product Carbon Footprint Verification Statements.

**Documents for noting:**
- **OD 011 Ed 5.0** - IECQ System Fees
The Chair noted that according to the approved 2024 IECQ budget that the IECQ System Fees, OD 011 is to be updated to reflect the IECQ certificate fee, with members agreeing to record the following decision.

**Decision 2023/ 13**

The meeting agreed on the need to update OD 011 to reflect the 2024 IECQ budget concerning certificate fees. Therefore, agreed for an updated edition of IECQ OD 011 to be issued to reflect the change in Sections 3 and 4 from CHF 100 & CHF60 to be replaced by CHF110 & CHF66, respectively.

### 6.4 IECQ Finance – Other Matters

This is an opportunity to discuss finance matters not already dealt with on the agenda.

While no decision was recorded, the Secretary informed of plans to invest in IECQ Promotion and marketing.

### 7 IECQ SCHEME / WORKING GROUP UPDATES

To receive reports from IECQ Working Groups and any proposals for MC to consider, as well as to review WG Membership

#### 7.1 IECQ ADHP (Avionics Scheme) and IECQ Counterfeit Avoidance – WG4+WG6

The meeting is to receive a report from the WG4 Convener, Ms Jo Vann (GB), regarding their activities since the 2022 Annual MC Meeting.

**Documents for consideration:**

- **MC/539/CA** - Draft Operational Document OD 3403 Assessment Procedures for acceptance of Candidate Technical Experts (TE) in the IECQ ADHP Scheme, from WG04.

- **MC/540/CA** - Draft Operational Document (CRF) OD 3402-6 IECQ Aerospace, Defence and High Performance (IECQ ADHP) Conformity Assessment, Evidence of Compliance Summary and Assessment Reporting Form (CRF) used for compliance with IEC 62402 Obsolescence Plan, from WG04.

- **MC/541/CA** - Draft Operational Document (CRF) OD 3402-4 IECQ Aerospace, Defence and High Performance (IECQ ADHP) Conformity Assessment, Evidence of Compliance Summary and Assessment Reporting Form (CRF) used for compliance with IEC TS 62647-1 Lead-Free Control Plan, from WG04.

Ms Jo Vann, as Convener of IECQ WG4 and WG6 and gave a ppt presentation. She commenced by informing of meetings held since the 2022 IECQ MC meeting which have been held remotely.

She informed of the various IECQ auditor training programmes and packages, noting that industry is need of more auditors and WG4 is available to assist with the training packages. Ms Vann informed of the market demand for IECQ Avionics Certification and the need for additional IECQ CB capability.

Ms Vann then informed of the various upcoming Industry events and the opportunity for IECQ promotion, including the very huge Electronics event, Electronica to be held in Munich 14-17 November, with the Secretary informing of the kind invitation of VDE to attend their stand at past event.

Ms Vann then informed of current WG4 and WG6 work and the request for IECQ MC to approve the various documents as presented.

In considering the report and draft documents the meeting agreed to record the following decisions.
### Decision 2023/ 14

The meeting thanked Mrs Jo VANN for her report on the WG4 and WG06 activities and approved their current work program as outlined in report MC/546/R 2023 IECQ WG04, WG06 and AUF Report to MC, and recognised the need for promotion in this area.

### Decision 2023/ 15

The meeting thanked WG4 for their work and approved MC/539/CA - Draft OD 3403, MC/540/CA - Draft (CRF) OD 3402-6, and MC/541/CA - Draft (CRF) OD 3402-4 to proceed to publication.

### 7.2 IECQ HSPM (Hazardous Substance Process Management) – WG5

The meeting is to receive a report from the WG5 Conveners, Mr Moro Chen of SGS and Mr Tim Lee (Intertek), regarding the application of the IECQ HSPM Scheme, their activities since the 2022 Annual MC Meeting, including the special joint meetings with IEC TC 111 experts.

In the absence of the Convener, Mr Steve Allan, IECQ Business Manager gave a ppt presentation of activities of WG5, advising of the maintenance programme of the rules IECQ 03-5 and the IECQ QC 080000 specification for HSPM, with the next revision due in 2025, and the collaboration with IEC TC 111.

The meeting was also informed of work relating to IECQ HSPM coverage of Design House and Distribution Centres.

The meeting noted the report and items and agreed with the work program and the need to address “Recycled Products” however the meeting discussed this aspect and concluded that at this point the focus should be on “Recycled Materials” first before considering recycled or refurbished products and agreed that this should be passed to IECQ WG14 for them to consider. The meeting then agreed to record the following decision.

### Decision 2023/ 16

The meeting thanked WG05 for their report and their current work program as outlined in report MC/547/R 2023 IECQ WG05 report to MC, and further thanked WG05 for the excellent collaboration that is taking place between IECQ WG5 and IEC TC 111 (the IEC Technical Committee responsible for Standards in the area of environmental Matters) and further agreed of the recommendation that WG14 investigate the issue of ‘Recycled Materials’ within the IECQ System framework.

The meeting noted a related standard on the topic of Recycled Materials, IEC 62309 “Dependability of products containing reused parts – Requirements for functionality and tests”

### 7.3 IECQ Automotive Qualification Approval – WG8

The meeting is to receive a report from the WG8 Convener, Mr Joseph Cheng of CTECCB (Chinese Taipei), concerning the Automotive Qualification Programme activities since the 2022 Annual MC Meeting.

Ms Elizabeth Lee, on behalf of the Convener Mr Joseph Cheng gave a ppt presentation, outlining the activities of IECQ Automotive Qualification, which included a focus on promotional events.

Ms Lee then outlined the cooperation and work to focus on Electric Vehicles which includes the EV Alliance.
The meeting appreciated the promotional activities undertaken by the WG8 and agreed to record the following decision.

**Decision 2023/17**
The meeting thanked Mr Joseph Cheng and Eliz., Lee for the WG8 MC/548/R report to MC and thanked WG08 for its continued promotion of the IECQ AC-AQP scheme service delivery.

7.4 **IECQ LED WG – WG9**

The meeting is to receive a report from the WG9 Convener Ted Gaertner (NL) and the Secretary on the activities of LED Lighting Systems and the status of publications.

Mr Gaertner as WG9 convener, informed the meeting that while at the commencement of the work there was a market interest and demand however in light of developments there is a need for this WG9 to remain on standby.

The Secretary reminded the meeting that this LED activity was initially presented as a Sector application of the more generic IECQ Approved Component Scheme which means that component suppliers to the LED industry are still using the more generic IECQ Approved Component scheme hence no immediate work required of WG9. On this basis the meeting agreed to place WG 9 on standby and agreed to record the following decision.

**Decision 2023/18**
The meeting thanked Mr Ted Gaertner for the WG9 update with MC agreeing to leave WG09 on standby at this stage.

7.5 **IECQ Maintenance of IECQ Scheme Rules – WG10**

The meeting is to receive a report from the WG10 Convener Paul Turner (GB) and Secretary on the status of publications and activities since the 2022 Annual MC Meeting.

The Chair advised that there has not been any activity since the last meeting, noting that the Chair and Current Convener will need to step down at the end of 2023 and will leave to the Secretariat to source a replacement Convener.

The Chair also took the opportunity to remind the meeting where all IECQ Rules and Documents are located on the IECQ Website.

With no need for a decision from the meeting, No Decision was Recorded

7.6 **IECQ Nuclear Industry – WG11**

The meeting is to receive a report from the WG11 Convener and Secretary on the status of publications and activities since the 2022 Annual MC Meeting.

The Convener, Mr Ki-seuk Lee informed the meeting that there has not been a meeting since the last IECQ MC meeting, however that he and the C-Convener do plan a meeting not long after this MC meeting.

Mr Lee also informed the meeting that Nuclear is acknowledged as complying with carbon neutral requirements and is being increasing looked at as a viable solution and hence possible interests in IECQ Certification.
The meeting was also reminded that IECQ Certification has already been issued to companies complying with ISO 19443 under the IECQ Approved Process Scheme and the set of IECQ Scheme documentation namely:

- IECQ OD 19443

While the meeting noted the current activity of this there was no need for a decision

No Decision was Recorded.

7.7 Information Security – WG12

The meeting is to receive a report from the WG12 Convener and Secretary on activities on Information Security Systems.

The meeting noted that this WG12 group has been on standby with Ki-seuk Lee noting that Information Security is a rather hot issue.

Mr Pierre Selva the current WG12 Convener The meeting considered

The meeting noted that Certification of Information Security Management Systems has long been available by individual certification bodies with the question whether or not a harmonised approach under something like the IECQ should be pursued.

Mr Selva, advised that given his new additional IEC commitments that he will need to step back from this role with a need to seek a replacement convener.

Mr Pitt of AU informed the meeting of work within AU to promote ISO/IEC 27001 and the work of JAS-ANZ in AU on the issue of harmonisation across the various standards, NIST.

The meeting discussed the issue of different standards and different sectors which is causing some confusion, with the meeting agreeing on the need for some follow-up discussions via a small group of the IECQ.

In conclusion the meeting agreed on the need for some further discussion and agreed to record the following discussion.

**Decision 2023/19**

The meeting agreed to record the following Action.

**Action:** We agree that the secretariat, AU, RU, UK (BSI) and convenor WG04 & WG06 form an adH task force to investigate the possibilities and options for a harmonised approach to information security management system certification to ISO/IEC 27001 and report back to MC.

7.8 Green Approach – WG14

**Documents for noting/confirming:**
- **MC/537/R** – Report from IECQ WG14
- **MC/532/CC** – Compilation of comments on MC/524/CD and MC/525/CD
- **IECQ OD 62430** – Application of IEC 62430 within IECQ for issuing IECQ approved process certification
- **IECQ SAR 62430** – IECQ Standards Assessment Report (SAR)
Documents for consideration:

- **MC/537/R** – Report from IECQ WG14
- **MC/524A/CA** – Draft IECQ OD 14067 as application of ISO 14067 for the Product Carbon Footprint Verification service
- **MC/525A/CA** – Draft IECQ SAR 14067 Standard Assessment Report and checklist for assessment to ISO 14067
- **MC/543/CD** – Draft ISO 14065 Checklist for use when assessing IECQ CBs for compliance with ISO 14065
- **MC/544/Inf** – Documented Business case for introduction of IECQ Product Carbon Footprint verification service according to ISO 14067.

IECQ WG14 Convener, Ms Marie-Elisabeth d’Ornano of FR addressed the meeting with a ppt presentation, issued following the meeting as MC/537-P/R (, detailing the work of WG14 “Green Approach”. Ms d’Ornano commenced by reminding that IECQ WG14 is not only working within the IECQ but as a transverse approach as requested by IEC Conformity Assessment Board, CAB to look at all CA aspects concerning Environmental Aspects. It is in this regard that in viewing the membership of WG14 we see members from the IEC CAB, IEC TC 111 and experts from other IEC CA Systems. In this aspect Ms d’Ornano thanked all members of the WG14 for the excellent collaboration to work so well and smoothly to achieve progress in such short time.

Ms d’Ornano outlined each of the meetings held by WG14 and informed of all the documents as listed, with the meeting noting that the WG14 work and progress was also discussed during the IECQ CABC meeting where the CABC recorded full support for the direction being taken by WG14.

Ms d’Ornano then outlined the process of evaluating the market need and business case for new services according to IEC CAB G-01 (re MC/544/Inf), relating to the current work on “Product Carbon Footprint Verification Service according to ISO 14067, to operate within the IECQ Approved Process Scheme.

Ms d’Ornano then explained the latest request from CAB according to their decision 52/06 and each of the following points, as detailed in her presentation report (MC/537/R):

**CAB Decision 52/06 — IECQ was tasked with continuing investigative work into GHG CA Services**

The CAB, noting document CAB/2245/DC, the comments received in CAB/2245A/CC and the discussion during the meeting, and the fact that IECQ was already working on this topic, agreed to assign the following tasks to IECQ:

- Identify and investigate possible objects of conformity.
- Perform a standards gap analysis for this topic.
- Perform a pros and cons analysis for the scope(s) of verification.
- Provide a preliminary overview of how a service could be used across multiple CA systems.
- Provide a report to CAB at its June 2023 meeting.

The meeting considered each of the points of the CAB Decision 52/06 above in light of the presentation report by Ms d’Ornano and in agreeing with each of the WG14 responses to the points of CAB Decision 52/06 in particular considered the approach to address ‘how a service could be used across multiple CA systems.”

To this point, the meeting noted that in this area the object of Conformity is the “Process” used to arrive at the Product Carbon Footprint value not the value itself. Hence regardless of the Sector or technology the Standard used for the verification service will be the same and the assessment of the process similar, therefore a more transverse approach to this service offering makes sense rather than attempting to duplicate this across the 4 IEC Conformity Assessment Systems. A position that both the IECQ CABC and the IECQ Executive also support. The fact that there is a certain amount of “cross pollination” of Certification Bodies that operate across the different IEC CA Systems means that the Certification Bodies
operating in other IEC CA Systems will also be able to offer this service when operated via the IECQ. Therefore, in noting that IECQ Conformity Assessment Services fall broadly under the following 3 areas:

1) IECQ CA Environmental services that support the Circular Economy
2) IECQ CA Specialised services to support supply chain management
3) IECQ CA Specialised services to support electronic component manufacture

The meeting discussed this with CN advising their support along with other members for the request of IECQ to be able to offer its Green Services (item 1 above) to areas beyond its current scope.

A question was raised whether or not accreditation to ISO 14065 or ISO/IEC 17029 would be required for IECQ CBs with, with the meeting noting that in line with IEC Conformity Assessment policy, national accreditation is not a requirement, however compliance of the IECQ Certification Body with ISO 14065 (Sector application of ISO/IEC 17029) is required with the IECQ to undertake the peer assessment, hence national accreditation is not a requirement, noting the provisions of Draft IECQ OD 14067.

In conclusion the meeting agreed to record the following decisions.

**Decision 2023/ 20**
The meeting thanked WG14 for preparing the documented Business Case, MC/544/Inf, for the introduction of the IECQ Product Carbon Footprint verification service according to ISO 14067 and agreed to the business case as presented and for this initiative to move forward, along with the direction WG14 is taking as reflected in the WG14 report, MC/537/R.

**Decision 2023/ 21**
In response to CAB’s request of IECQ and WG14’s consideration of how to make this verification service more widely available, the IECQ MC resolved to request CAB’s agreement for IECQ to offer its CA Services, relating to Environmental matters beyond its current scope of “electronic components, assemblies and related materials and processes”.

**Decision 2023/ 22**

**Decision 2023/ 23**
The meeting recorded a special decision acknowledging with full support of the MC the collaboration between IECQ and TC 111 noting in particular the activities of WG05 and WG14.
7.9 **Obsolesce Management WG 15**

The meeting is to receive a report from Mr Graham Goring regarding the activities of IECQ WG15, along with cooperation with TC 56 and IIOM.

Mr Graham Goring, Convener of WG15 advised that they have not met since the last IECQ MC meeting but noted the various standards available, namely IEC 62402 and work underway on the standards side to review the many “should” as to whether they should be “shall” etc.

Mr Goring then informed of work underway within IEC TC 56 Dependability.

Mr Goring informed that at this point the WG15 does not have any requests of the IECQ MC.

Therefore, No Decision was Recorded, other than to thank Mr Goring for his update.

7.10 **IECQ Training Programme**

The meeting is to receive a report from the Secretariat, noting the project to enable Remote delivery of IECQ Training in addition to face-to-face delivery due to travel restrictions associated with the COVID-19 Pandemic has been operating since 2021.

The meeting will also be informed of recent IECQ Training arranged by the IECQ Secretariat in support of the following:

- IECQ On-Line Certificate System
- IECQ HSPM Scheme.

The meeting will further be informed of the IECQ e-Learning HUB hosted on the IECQ HUB platform/site. An IECQ Resource Centre has been established to support the IECQ Electrotechnical Industry and its Supply Chain to build knowledge, skills and competence that ensure integrity, reliability, quality and cost-effectiveness of component products. IEC and IECQ have prepared e-Learning and e-Training modules to assist in the knowledge and greater understanding of the IEC’s Conformity Assessment System IECQ.

Mr Steve Allan, IECQ Business Manager gave an update of training activities undertaken by the IECQ, noting the focus of the IECQ Training is the training of Certification Body auditors.

The meeting noted the various training packages covering:

- IECQ HSPM (Hazardous Substances)
- IECQ Avionics ECMP and ADHP
- IECQ Counterfeit voidance
- IECQ Approved process – Electrostatic discharge

The meeting were informed of the capability for IECQ Remote training delivery

The meeting was also informed of the new IECQ e-learning area located on the IECQ Hub, part of the IECQ website at https://www.iecqhub.org/iecq-e-learning-hub/

Noting new e-learning presentations covering:

- Introduction to IECQ
- IECQ Environmentally Conscious Design supporting the circular economy

The meeting thanked the Secretariat for this update and the work in the area of e-learning and promotion and agreed to record the following decision.
The meeting acknowledged the huge amount of work that has enabled remote delivery of the formal IECQ Auditor training programs and expressed appreciation to the IECQ Secretariat, Industry Experts and Tutors involved.

The meeting noted the e-Learning platform on the IECQ website and, in particular, thanked Marie-Elisabeth d’ORNANO for her recording on the Eco-design and circular economy.

8 IECQ Users Forums (IECQ HUB)

8.1 IECQ Avionics Users Forum (IECQ AUF)

During the 2018 meeting, the Membership noted the launch of the new IECQ website “IECQ HUB” (www.iecqhub.org) in support of IECQ Users Forums as part of the integration of activities of the former STACK International, and the meeting will be informed of the update and success of this new Forum Platform and the possible expansion of this activity. The meeting is to receive a report from the IECQ AUF Convener Jo Vann (GB) on the outcomes of the IECQ AUF meeting held this week, along with an update on the IECQ HUB site from the IECQ secretariat.

- Launch of new Parts Shortage Request Tool
- New Technical Forums
  - TF13 – Component Reliability, including Semiconductor Wear-out
  - TF14 – IECQ Certification Body (CB) matters (IECQ ADHP Scheme resources)
- IECQ AUF Resource Centre

Documents for noting:
- IECQ OD 0101(Ed.1.0)en – IECQ Operational Document 0101 - IECQ Users Forum(s) Terms of Reference and Operating Procedure

Ms Jo Vann as Convener of the IECQ User Forum gave a ppt presentation on activities of the IECQ User Forum noting a recent meeting held remotely. Ms Vann informed of the various Technical Forums, TF1 – TF14, noting that these are detailed on the IECQ Hub located at https://www.iecqhub.org/

Ms Vann informed of three new enhancements to the IECQ Hub, namely

- Establishment of the AUF Resource Centre
- Updated backend security feature
- Establishment of the Parts shortage request tool

Ms Vann also informed of presentations to the recent IECQ AUF covering

- Market allocation issues, impacting electronic components
- Standardisation and obsolescence
- Broker market and trends in electronic component packaging and label redactions

In conclusion Ms Vann requested of the IECQ MC:

1) Support for the activities of the AUF
2) Assistance in raising awareness of the IECQ Counterfeit Avoidance program which is part of the IECQ Approved Process Scheme
The meeting thanked Ms Vann for her presentation and agreed with the above request and further agreed to record the following decision.

**Decision 2023/ 26**
The meeting thanked Jo VANN for the IECQ AUF report MC/546/R Combined 2023 IECQ WG04, WG06 and AUF Report to MC and approved all recommendations from the AUF contained in the report.

9 **COOPERATION WITH INTERNATIONAL AND/OR REGIONAL ORGANISATIONS**

9.1 **Cooperation among other IEC CA Systems**

The meeting is to note and discuss avenues for cooperation among other IEC Conformity Assessment Systems and Schemes (IECEE, IECEx, IECRE)

The meeting noted the past work on supporting cooperation among the IEC Conformity Assessment Systems under the leadership of Mr Ki-seuk Lee with Mr Lee informing of the good cooperation that exists today, noting that for example IECEE is looking at models of IECQ and IECEx for some of the areas covered by IECEE, with IECQ utilising the CB Test Certificates and reports to support electrical safety compliance.

Mr Lee also informed of the IEC CAB Radar of possible new activities but noted that at present the IEC CAB radar of new activities does not currently highlight issues of Environmental matters as covered by IECQ.

Mr Selva, IEC Treasurer also supported Mr Lee’s remarks on the need for close cooperation among the CA Systems, with some services needed to be horizontal or a transverse approach and encourages IECQ to consider this going forward.

The meeting noted this point and supported the IEC Treasurer and agreed to maintain this as a standing agenda item for future IECQ MC agendas.

The Secretary, also noted that we already have made good gains to date, eg utilising services of one IEC CA System by others such as IECEx has decided not to develop its own Cyber security service but rely on that provided by IECEE and others.

In agreeing to retain this as a standing agenda item, no other Decision was Recorded.

9.2 **Cooperation with other Organisations**

The meeting will be asked to review the current organisations in cooperation with IECQ and to consider others, especially in light of the new IECQ initiatives such as Nuclear and Green Approach.

The Secretary informed on the organisation, IRENA (International Renewable Energy Agency), noting that during the COP 27, there was a meeting of CEOs whom resolved to support the formation of an Alliance focused on decarbonising industry and assigned IRENA with the task of coordinating this activity.

The meeting was informed of ISO and IEC involvement in this Alliance and discussions with IRENA and the work of both ISO and IEC supporting use of International Standards and also for declarations to be supported by International CA services just like those offered under the IECQ on carbon footprint verification.

The meeting appreciated the information with the Secretary to provide a progress report as work develops.

In supporting the IEC and IECQ involvement with IRENA there were no other decision recorded on this item.
10 REPORT ON IEC CAB (Conformity Assessment Board) AND OTHER IEC CA SYSTEM MATTERS

10.1 Role of IEC CAB + Introduction to new IEC Corporate Governance Structure

To remind the meeting of the important role that CAB plays in supporting the work of IEC and its CA Systems such as IECQ.

The opportunity will also be taken to inform the meeting of the new IEC Corporate Governance Structure and new IEC Statutes and Rules of Procedures that came into effect 1 January 2022.

The IECQ Chair reminded the meeting of the new Corporate Governance structure with the Secretary displaying new IEC Governance structure and explained the role of CAB.

There were no matters raised and hence no decision recorded.

No Decision was Recorded.

10.2 Review of Conformity Assessment Board (CAB) Decisions from CAB Meetings since the 2022 IECQ MC Remote Meeting

To note and discuss the specific CAB decisions relating to IECQ.

Documents for noting:
- CAB/2224/DL - Decision list of CAB meeting 51 held as Hybrid, June 2022
- CAB/2276/DL - Decision list of CAB meeting 52 held San Francisco October 2022

The IECQ Chair informed the meeting of the various CAB decisions that impact on the IECQ and invited the meeting to raise any questions. Of particular notice was Decision 52/06 as covered in the IECQ WG14 report.

Mr Selva, IEC Treasurer drew attention to decision 52/05 “Establishment of new CA Services Funding and explained the background in terms of how new services could be funded, noting that a portion of the general reserves could be requested coming from the CA Systems to support new activities.

The Secretary informed of CAB Decision 52/16 Report from the TF SDGs noting the high-level statement agreed by the IEC CAB that all 4 IEC CA Systems are contributing to the 17 UN SDGs. Mr Pitt of AU requested some additional mapping information with Mr Selva advising that we can share the table used within the TF.

Action: Secretary to make available the IEC CAB Task Force mapping documents showing the link to the SDGs.

With the meeting noting the CAB decisions decided not to take any further Decision was Recorded.

10.3 Monitoring of Misuse of Marks and certificates

Members are requested to inform the meeting of reported misuse of Marks or Certificates where the IEC brand or name has been adversely impacting the IEC brand.

The Secretary informed that this is a standing agenda item inviting members to raise any issues of misuse, with the Secretary also advising that they monitor this matter and at this point do not have any issues warrant raising with the meeting.

No issues raised and hence No Decision was Recorded.
10.4 IEC Conformity Assessment System's Harmonised Basic Rules
Members to note that the IEC CA 01 (Harmonised Basic Rules) is now at edition 2.7.

Documents for noting/consideration:
- IEC CA 01 Ed 2.7 – IEC Harmonised Basic Rules Ed 2.7
- IECQ 01 –S Ed 2.3 – IECQ Supplement to IEC CA 01 Ed 2.7

The Chair noted the status of the current IEC Basic Rules and IECQ Supplement with the meeting agreeing to record the following decision.

**Decision 2023/27**
The meeting noted the publication of IEC CA 01 Ed 2.7 – IEC Harmonised Basic Rules Ed 2.7, IECQ 01 –S Ed 2.3 – IECQ Supplement to IEC CA 01 Ed 2.7.

10.5 Report/Update concerning CAB Task Force on United Nations Sustainable Development Goals (UN SDG)
To receive a report and update of work conducted to determine how IEC CA activities contribute to the 17 UN SDGs, noting CAB Decision 52/16 recording the following statement

“The IEC Conformity Assessment Board conducted a thorough analysis of the four IEC Conformity Assessment Systems and concluded that all 17 UN SDGs are supported by way of the IEC Conformity Assessment principles, the development, structure, and operation of the Systems, with each System having differing levels of impact on the UN SDGs.”

Documents for noting/consideration:
- IEC CAB/2268A/R 01 Ed 2.5 – Report from CAB TF on SDGs

In noting that this item has been covered earlier, No Decision was Recorded.

10.6 Any other CAB Matters
To allow Members the opportunity to raise any other CAB Matters

With no other matters raised, No Decision was Recorded

11 IECQ SYSTEM / SCHEME RULES AND OPERATIONAL DOCUMENTS

11.1 Current Status of IECQ System and Scheme Documentation – Secretary to Report
http://www.iecq.org/publications/rules-procedures/

11.2 IECQ Operational Document OD 0201 – Extraordinary Circumstances
The meeting is to discuss the situation of OD 0201 to deal with Exceptional circumstances and to consider whether OD 201 should be maintained and in what capacity with one option to keep it available for special circumstances as they may arise in the future.

Documents for noting/consideration:
- IECQ OD 0201 Ed 1.1 – Procedures for Extra Ordinary Circumstances

The Chair informed the meeting of the background of OD 0201 in order to cater to the previous COVID Pandemic travel restrictions, noting that there may be other circumstances that may prevent travel and hence the work done on OD 0201 may still be relevant.
The meeting was informed that this issue was also discussed during the IECQ CABC and then again among the IECQ Executive.

The meeting then considered text to detail to address:

1) That a date after which all peer assessments and IECQ CB audits are conducted on-site
2) when the provisions of OD 0201 maybe used for exceptional circumstances.

UK, noted that remote working is something that has remained at varying levels and that for some sectors remote auditing have been successful.

The meeting discussed this in detail noting that for some areas such as HSPM audits require the consideration of any possible cross contamination, which may not be readily picked up when auditing remotely.

The meeting also noted that the CABC agreed at its meeting yesterday to form a new Working Group to monitor the issue of remote auditing.

Following discussions, the meeting agreed to record the following decision.

**Decision 2023/ 28**

The meeting agreed with the Executive’s recommendation regarding the use of OD 0201.

After 1 June 2023, all Peer Assessments shall be planned to be conducted on-site (not remotely) by the Assessment Team assigned by the IECQ Secretariat, unless otherwise provided for (for example, in an IECQ OD). However, if there are valid government-imposed sanctions, restrictions, advice, or requirements that impinge in-person travel, the IECQ Lead Assessor may determine that the assessment can be conducted using hybrid or full remote capabilities. In such cases, the IECQ Lead Assessor must inform the IECQ Secretariat of this determination.

After 1 June 2023, all organization facility audits (including witnessing of IECQ CB resources) shall be planned to be conducted on-site (not remotely) by the IECQ CB Assessment Teams, unless otherwise provided for (for example, in an IECQ Scheme OD). If there are valid government-imposed sanctions, restrictions, advice, or requirements that prevent in-person travel, the IECQ CB shall record these situations in their assessment planning records and reports for review at the next IECQ peer assessment. In case of doubt, the IECQ CB should consult with the IECQ Secretariat for guidance.

The IECQ Secretariat shall monitor the equity issue among the System to ensure audit planning aligns with the above requirements. IECQ OD 0201 Management of Extraordinary Events or Circumstances is hereby revoked and replaced by this decision, effective from 1 June 2023. The IECQ Executive will monitor this position in light of CABC discussions.

11.3 Possible new business opportunities for IECQ

The meeting has the opportunity to raise possible new areas of IECQ activities or extension of existing IECQ services.

The Chair noted the current priorities of business are those relating to the Green Approach but yet invited the meeting to raise any additional areas that they would seek IECQ to pursue. None were raised but support for IECQ to continue its focus on its environmental related services.

Therefore, apart from supporting Green Approach services as a priority No other Decision was Recorded.
12 PROMOTION AND MARKETING

12.1 General Matters

To note the participation of IECQ at various Trade Shows, e.g., Electronica in association with VDE, in addition to other events associated with the Lighting Industry along with other promotional activities. Secretary to report.

The meeting will also be requested to note the list of IECQ Brochures and copies of News articles available from the IECQ website homepage www.iecq.org

The Chair noted, the previous long-term support of VDE in hosting IECQ as part of their stand at the Electronica event, held every 2 years in Munich, along with IECQ presence at other trade events.

The Secretary will discuss with VDE regarding possibilities of attendance at the next Electronica event.

The Secretary then outlined the current mix of promotional material accessible via the IECQ website advising that while in the past focus of material has been brochures, however, the IECQ Secretariat is well underway in producing an animated video as an introduction to the IECQ.

The Secretary demonstrated a current draft version of the animated video that they are working on with a local Production Company.

Members appreciated this initiative passing on various comments to improve the messaging including the need to include clear referencing to specialised areas such as Avionics and Automotive Sectors, to demonstrate that IECQ is much more than just consumer electronics.

The meeting also supported additional animated videos targeted at dedicated IECQ services, e.g., Environmental services.

The meeting also noted the ability for IECQ Certification Bodies to be able to insert their company logo/trademarks as a watermark to include their individual branding.

The meeting discussed this aspect and agreed that this animated video project should also include the provision of dedicated versions for each of the IECQ Certification Bodies for them to include within their own systems for both internal training of their staff and external customers. The meeting agreed that each IECQ CB should have individual branding for their internal and external use.

The meeting agreed to record the following decision.

**Decision 2023/ 29**

The meeting thanked the Secretariat for their current efforts in developing an IECQ promotional animated video and fully support this work and further agrees that the Secretariat arranges for IECQ CB Branded versions of the video for internal and external use by all IECQ CBs.
12.2 IEC Global Impact Fund

The meeting is to consider supporting the IEC Board’s Decision to launch the IEC Global Impact Fund, as an IEC initiative that provides grants for the implementation of solutions that address specific global environmental, governance and societal challenges based upon IEC International Standards and Conformity Assessment Systems.

Document for Noting/consideration
MC/538/Inf – IEC Global Impact Fund

The Chair welcomed Mr Matthew Doherty of the IEC Geneva Secretariat whom gave a ppt presentation on the IEC Global Impact Fund. Mr Doherty gave the background of the Global Impact fund noting that this is an initiative of the IEC Board with the concept of the fund is to be achieved via the granting of funds that may be made available to IEC to assist in supporting the goals of the IEC, outlining a current project aimed at catalysing innovation for Circular Models in Africa by way of turning battery e-waste into E-resources.

The meeting noted possible opportunities for IECQ promotion. The meeting also noted the current source of funding has been via a 1% of General reserves of the CA System plus the IEC General Reserves as an initial source of funds on trial for a 3-year period. It is expected that by that time, funds would be sourced outside of the IEC.

The meeting also noted the prior provision of document MC/538/Inf with the meeting indicating support for the concept of the IEC Global Impact Fund and agreed to record the following decision.

Decision 2023/ 30
The meeting thanked Mr Matthew DOHERTY of the IEC Geneva Secretariat in his role as IEC Global Impact Fund Adviser for this presentation on the IEC Global Impact Fund with the IECQ MC indicating their support.

12.3 IECQ Mark + Logo

To discuss the use of the IECQ Logo and also to raise any areas of misuse that may require raising with the IEC Conformity Assessment Board. Also, to receive an update from the Secretary regarding IECQ Trademark registration and move towards a single IECQ logo design.

Documents for noting:
• IECQ 01A Ed. 3.0 - IECQ Guide on use of the IECQ Logo and Mark of Conformity

The Chair introduced this item with the Secretariat reminding the meeting of IECQ Guide 01A for use of the IECQ logo and trademark. The Secretary also noted the current work concerning the worldwide Trademark registrations of the IECQ logo and word art in order to protect the IECQ trademark.

There were no decisions required and hence No Decision was Recorded.

13 REPORT FROM THE CABC

To receive a report from the CABC Chairman following their 2022 annual meeting held earlier in the week.

Mr. Jerome Reysson, CABC Chair, reported on the IECQ CABC (Conformity Assessment Bodies Committee) annual meeting held yesterday, remotely, advising that 25 Certification Bodies being represented.
Mr Reysson then presented the CABC Report to IECQ MC, document MC/550/R, outlining the 16 key issues being dealt with during the CABC April 2023 meeting, namely:

1) Reviewed the actions from last meeting.

2) The meeting was reminded of the role of the CABC along with noting the updated IEC and IECQ rules and current editions.

3) The meeting noted the current Officer Positions, with particular notice of the positions of IECQ Chair, IECQ Vice-Chair, CABC Chair and CABC Vice-Chair ending their terms 2023-12-31.

4) The meeting reaffirmed the position of CABC Chair held by Mr. Jérôme Reysson for another term and submits this recommendation to MC for their acceptance.

5) The meeting reaffirmed the position of CABC Vice-Chair held by Mr. Juyong Wan for another term and submits this recommendation to MC for their acceptance.

6) Initial assessment report of applicant CB CESI Certification was approved and submits this recommendation to MC for their acceptance.

7) The meeting discussed on-going business continuity measures, in line with other IEC CA Systems, e.g., use of OD 0201 ahead of the IECQ Management Committee and agreed with the suggestion that OD 0201 may be used in certain circumstances and supports this approach.

8) The meeting agreed to form a CABC Working Group to consider the future use of remote auditing and monitor the activities on remote auditing currently under discussion within ISO CASCO.

9) The meeting received a report from the Secretariat concerning the IECQ Peer Assessment Programme with the CABC supporting the management of the programme considering the COVID-19 restrictions of the past 3 years. Noting the return to face-to-face on-site assessments from Q3 2023 for the IECQ Peer Assessment Programme while retaining flexibility and customization as necessary for any extraordinary events or circumstances.

10) The meeting noted progress on the 2 new applicant CBs that have applied to join IECQ Schemes, mainly in the area of HSPM.

11) The status of all NSSAs and SSAs were submitted to CABC and endorsed at the meeting.

12) ALL CBs submitted their annual reports noting that some gave additional proposals and ideas for new business such as:

   − With frequent occurrence of information security events (such as the disclosure of private information and confidential information) in the field of general electronic products, the demand for information security of IC chips continues to increase.

   − HSPM: Is there any opportunity for the international mutual recognition between HSPM certification and China RoHS certification?

   − CRR’s advice of Promotional opportunities in the field of Avionics concerning CAP and ADHP and also in the area of ITNS for the Nuclear Industry

   − Interest noted in the application of the IECQ to the railway industry, and ability to use existing IECQ schemes.

   − Local manufacturing industry in Korea is interested in certification scheme for Green Approaches and Carbon Footprint Verification mainly to facilitate trade and export of their products into the European market. CABC noted current work of IECQ MC WG14 in this area.
13) The meeting received a comprehensive report from the Secretariat regarding the IECQ Formal Training Program and expressed its gratitude for the huge amount of work by the Secretariat, Experts and Tutors in providing the traditional face to face training with remote delivery as an option. CABC requests the MC to note this important achievement. CABC were also pleased to note the availability of the new IECQ e-Training Hub and its content.

14) CABC received a detailed report on the status of MC WG14 “Green Approach activities since the 2022 Annual MC Meeting, including special joint meetings with IEC TC 111 experts in considering certification in the area of Environmentally Conscious Design and conformity assessment activities in the area of Product Carbon Footprint verification statements. The meeting supported and indicated their interest in these new services, with at least 7 CBs indicating their interest in this area, during the meeting.

15) The meeting supported the notion of enabling IECQ to offer its CA environmental services to industries and areas beyond its current scope.

16) The CABC appreciates holding its annual meetings in combination with the annual MC meeting and wish to do so again in 2024 during the week of 15th April 2024

The meeting appreciated the comprehensive report by Mr Reysson with the meeting endorsing all decisions of the CABC, in particular items 4, 5 and 6 along with special notice of items 14, 15 and 16 and agreed to record the following decision.

**Decision 2023/31**

The meeting thanked Mr. Jerome Reysson, CABC Chair, for the comprehensive report noting and endorsing the list of decisions taken and recommendations to MC, including the acceptance of CESI Certification as an IECQ CB.

14 LIASON REPORTS

This is an opportunity to receive reports from IEC TCs, e.g., IEC TC 107, TC 111 and other organisations, e.g., IIOM, and others cooperating with IECQ.

The Chair noted that this is a standing agenda to enable members to raise matters relating to liaison reports that we may require but noted that most of these have been covered during the course of the meeting, but noting the excellent cooperation that continues with IEC TC 107, IEC TC 111 and IIOM (International Institute of Obsolescence Management).

At this time there we no decisions requested of the IECQ MC and hence No Decision was Recorded.

15 OTHER BUSINESS

There was no other business raised and hence No Decision was Recorded.

16 REPORT TO CAB

The Chair informed the meeting that both he and the Secretary will prepare a report from IECQ to the IEC Conformity Assessment Board, CAB and invited members to raise any issues that they feel should also be raised with CAB. None were raised. The meeting also noted the need for a dedicated report of IECQ WG14 activities to the IEC CAB.

With no other matters being raised No Decision was Recorded.
17 NEXT MEETING

Initial suggested dates of week of 15th April 2024 for the series of IECQ Meetings with MC to occur on Thursday 18th April 2024. The meeting will be asked to consider these dates and also a location for a face to face, only, meeting.

The Chair noted the request from CABC to hold its 2024 meeting along with that of this IECQ Management Committee and proposed to hold the next annual IECQ meetings during the week of 15th – 18th April 2024 as a face to face only meeting.

The Secretary advised that while in discussions for a potential host IECQ does have the opportunity to utilise the facilities and support of the IEC Regional Office in Singapore as an option, with the Secretariat to advise of the location.

The meeting agreed and agreed to record the following decision.

<table>
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<tr>
<th>Decision 2023/32</th>
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<tbody>
<tr>
<td>The meeting agrees for the next meeting to be held face to face on 15th ~ 18th April 2024, with a location to be confirmed by the Executive in consultation with current invitations.</td>
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18 CLOSE OF MEETING

The Chair thanked all members for their participation and attendance at this meeting and the progress made.

The IECQ Treasurer, Mr Lee thanked Mr Turner for his excellent and strong leadership and wished him all the success for his future endeavours.

Meeting closed at 11:30 UTC time zone.
# Annex A – Attendance List

Attendance List – Remote Participation IECQ Management Committee Meeting 20 April 2023

<table>
<thead>
<tr>
<th>IECQ Country</th>
<th>IECQ Role in Meeting</th>
<th>Last Name</th>
<th>First Name</th>
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<td>IECQ Immediate Past Chair</td>
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## Annex B

Status Report of Actions Arising from the 2022 IECQ Management Committee Meeting

<table>
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<tr>
<th>Decision</th>
<th>Action Item</th>
<th>Responsible</th>
<th>Due</th>
<th>Completed</th>
<th>Notes</th>
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</table>
| 1        | IECQ Treasurer nomination  
Proceed to seek CAB approval for the appointment of Mr Ki-seuk Lee as the new IECQ Treasurer term commencing 1 January 2023 | Chair + Secretariat | For June 2022 CAB Mtg | Yes       | Completed                                  |
| 2        | 2021 Audited Accounts  
Proceed to advise CAB of IECQ MC approval of the 2021" Audited Accounts | Chair + Secretariat | For June 2022 CAB Mtg | Yes       | Completed                                  |
| 3        | Work of WG4 and WG6 "ADHP and Counterfeit Avoidance"  
WGs to continue with their work and activities as detailed in report MC/517/R | WG04 and WG06 | report at 2023 meeting |           | For reporting at the 2023 IECQ MC Meeting - Agenda Item 7.1 |
| 4        | Work of WG05 "Maintenance of the IECQ HSPM Scheme"  
WG05 to continue with their work and activities as detailed in report MC/519/R | WG05 | report at 2023 meeting |           | For reporting at the 2023 IECQ MC Meeting - Agenda Item 7.2 |
| 5        | Work of WG08 "Automotive Qualification"  
WG08 to continue with their work and activities as detailed in report MC/516/R | WG08 | report at 2023 meeting |           | For reporting at the 2023 IECQ MC Meeting - Agenda Item 7.3 |
| 6        | Work of WG14 "Green Approach"  
WG14 to continue its work in close collaboration with IEC TC 111 regarding Environmental Related CA Services such as Eco-design, Product Lifecycle and Carbon footprint verification | WG14 | report at 2023 meeting |           | For reporting at the 2023 IECQ MC Meeting - Agenda Item 7.8 |
| 7        | Introduction of Eco-design  
Proceed with the preparation of draft Operational Document OD 62430 and Standard Assessment Report SAR 62430 to include coverage of IEC 62430 Eco-design within the IECQ Approved Process Scheme | WG14 |           | Yes       | Completed                                  |
| 8        | Investigating Training  
To consider additional areas of training that maybe required within IECQ Services | AdHoc WG + Secretariat | report at 2023 meeting |           | Note initial investigations by the IECQ Secretariat for Training of IECQ CB resources in the area of performing Verification services according to ISO/IEC 17029 - noting IECQ Secretariat staff successfully conducted Training performed by JAS-ANZ. Further discussion during 2023 MC meeting |
| 9        | Business Continuity Measures OD 0201  
Agreement for the on-going application of OD 0201 to deal with on-going travel restrictions associated with the COVID-19 Pandemic | Secretariat | Update report to the 2023 meeting |           | Update reporting at Agenda item 11.2 of the 2023 MC meeting agenda |
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<tr>
<td>10</td>
<td>Promotion of IECQ Activities&lt;br&gt;Continued work of the Secretariat associated with promotion of IECQ Services including - updating of the IECQ Website - development of IECQ Animated Videos to supplement Brochures and information</td>
<td>Secretariat</td>
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<td>Update reporting at Agenda item 12 of the 2023 MC meeting agenda</td>
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<td>2023 Annual IECQ Meetings&lt;br&gt;To arrange for the 2023 Annual IECQ Meetings for the dates of the week 17 - 20th April 2023</td>
<td>Secretariat</td>
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<td>Yes</td>
<td>Fully remote meetings due to lingering travel restrictions</td>
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