



USNC/CAPCC 136

23 June 2015

USNC Conformity Assessment Policy Coordination Committee

MINUTES

Meeting/Teleconference

Underwriters Laboratories, Inc.

Research Triangle Park, NC

Tuesday, 19 May 2015

(Meeting #16)

MEMBERS PARTICIPATING

Wynn Bowman, Star Associates, Inc., (ECC Corp)(TMC Member)
C P (Sandy) Butterfield, Boulder Wind Consulting, Chair, IEC/TC 88
Jonathan Colby (*), Verdant Power, Co-Chair, COE/C&CEC JTF EP
Timothy T Duffy, Rockwell Automation (Chair, CAPCC, CAB Member, Council Member)
Paul Green, Intel (Treasurer, USNC/IECEE)
William G Lawrence, Jr., FM Approvals, TA/USNC TAG TC 31, (TMC Member)
Steven Margis, UL, Vice Chair, USNC/IECEE
Evans Massy, Baldor Electric Co., Chair, USNC/IECEX
Edward F Mikoski, Jr., ECIA, (Council Member)
Paul Moliski, Jr., Intertek, Vice Chair, USNC/IECEE, Vice Chair, ANSI RSC Americas
Amy Phelps (*PT), National Institute of Standards and Technology (NIST)
Joan E Sterling, Intertek Testing Services, CAB Alt Mbr, (Council Member)
Matthew B Williams, AHAM
Mike Woodford, AHRI
Jianchao Zeng, PhD, Food and Drug Administration (Council Member)
Tony Zertuche, ANSI, Deputy General Secretary, USNC
Charlie Zegers, ANSI, General Secretary, USNC

GUESTS PARTICIPATING

Gabriel M Alsenas, Treasurer, USNC/IECRE, Southeast Marine RE Center
Sherla B Artz, Schweitzer Engineering Laboratories, Inc.
Sonya M Bird (PT), UL (Council Member)
Gene Eckhart, (*PT), NEMA, Vice Chair, ANSI International Policy Committee
Brian J Fitzgerald (*PT), CDRH/FDA, USNC Expert CAB WG 17
Elaina M Finger, Corning Incorporated, Chair, C&CEC
Elisabeth M.-v.d.M.George, Philips (Council Member)
Robert W Griffin (*PT), IBM, TA, USNC TAG IEC TC 108
Megan A Hayes, National Electrical Manufacturers Association (Council Member)
Carol Herman, Association for the Advancement of Medical Instrumentation (Council Member)
Bob Kretschmann, Rockwell Automation, (Sec SC 65A, TA SC 65B) (TMC Member)
Kevin J Lippert, Eaton Corp (USNC VP – Membership Develop/Recr) (Council Member)

James E Marquedant, FM Approvals, (Council Member)
Leslie McDermott (*PT), ANSI
Michael Murphy, (PT), Dell, Inc.
Philip M Piqueira (PT), (USNC President) (Council Member)
Jan-Henrik Tiedemann, IEC Community Manager, IEC Central Office
James Walters, (*PT), AHRI

MEMBERS NOT PARTICIPATING

Ed Donahue, Mutual Cornell Environmental, Vice Chair, USNC IECQ
Lawrence B Farr, (TA 17A, Mbr ACOS)
Valerie Finn, OpSec Security, Membership Chair, USNC IECQ
William T Fiske, Intertek (Treasurer, USNC/IECEX) (TMC Member)
Lane Hallenbeck, ANSI
William Hurst, Federal Communications Commission (FCC)
George J Kelly, Sunset Technology, Inc. Secretary, IEC/TC 82
Ben C Johnson, Thermon Industries (Council Member)
Todd Kramer, Secure Components, Chair, USNC/IECQ
Richard P McDermott, Ph.D., SignaKey, LLC, (Treasurer/USNC/IECQ)
Alec McMillan, Rockwell Automation (USNC VP – Technical) (Council Member)
Jeff Olson, Flowserve Corp (Immediate Past Chair USNC/IECEX)
Kevin Robinson, Occupational Safety and Health Administration (OSHA)
Gary Schrempp, Dell Inc (Council Member)
Sam Sciacca, IEEE, (Council Member)
Joel Solis, NEMA, Secretary, USNC/IECEE, USNC/IECEX and USNC/IECRE

PT – Part Time

* - By Teleconference

1. Call to Order and Introductions (Timothy T Duffy, Chairman, Rockwell Automation)

The meeting was called to order by Chair Tim Duffy at 9:00 a.m. (EDT). He welcomed everyone to Research Triangle Park, NC and to Underwriters Laboratories, and thanked them for attending this CAPCC meeting. He expressed his appreciation to UL and particularly to Bob Williams, Sonya Bird and Donna Phelps for their help and hospitality in arranging for this series of USNC meetings. Mr Bob Williams, Vice President – Emerging Markets, UL, welcomed the participants, wished them a successful meeting and provided logistical information for the day's event.

This was followed by self-introductions.

1.1 Approval of the Draft Agenda

Mr Duffy called attention to the Preliminary Agenda for today's meeting and invited suggestions for additions and none were suggested. The Draft Agenda (USNC CAPCC 122A) was considered approved as circulated.

1.2 Approval of the Minutes – Meeting/Teleconference – 27 January 2015

The Chair called attention to the Minutes of the 27 January 2015 meeting (USNC/CAPCC 120) held at Dell, Inc., Round Rock, TX, and noted that the following correction was submitted by Mr Evans Massey.

Comment submitted by Evans Massey

I noticed a possible correction... a typo in the mandatory compliance date:

12. GCC – Gulf Cooperation Council Countries Agreement

Mr Duffy provided a brief status report on the GCC Agreement which involves an intent on the part of the Member States (United Arab Emirates, Kingdom of Bahrain, Kingdom of Saudi Arabia, Sultanate of Oman, State of Qatar, State of Kuwait and Republic of Yemen) to implement a common regulation requiring conformity assessment and a mark of conformity. 1 July 2015 is the announced date for voluntary compliance and 1 January 2016 for mandatory compliance (1st or 3rd Party CA) including labeling in Arabic.

This correction was accepted and the Minutes of the 27 January 2015 meeting were considered approved with no further changes or corrections being suggested.

2. CAPCC Membership Recruitment

Mr Zegers noted that the recruitment of new CAPCC members continues with the goal being to build Committee membership to the maximum extent possible. The following new members are listed in the latest roster (**ATTACHMENT A**):

Wynn Bowman, Star Associates (ECC Corp)
Jianchao Zeng, PhD, Food and Drug Administration

In addition, there have been a number of changes due to the election of new Officers for the various Systems and it should be noted that the Officers of the Systems are considered Voting Members of CAPCC.

Any suggestions for new members should be submitted to the General Secretary so that invitations can be extended.

2.1 Appointment of USNC Experts to CAB Working Groups

Mr Duffy reported that at the last meeting it was agreed that criteria and procedures needed to be developed for the appointment of USNC Experts to CAB Working Groups for possible addition to CAPCC's Terms of Reference. It was particularly noted that such Experts should be "paying" members of the USNC and, possibly, members of one of the USNC Systems. A small Ad Hoc Group was established consisting of Messrs Duffy, Margis, Zertuche and Zegers, to prepare a draft for consideration at the next CAPCC meeting. This Action Item is pending.

(ACTION ITEM #1)

3. Liaison Reports

3.1 Report by Joan Sterling – Liaison ANSI Conformity Assessment Policy Committee (CAPC)

Ms Sterling reported that the next meeting of the ANSI Conformity Assessment Policy Committee (CAPC) is scheduled for Friday, 5 June, in conjunction with a meeting of the ANSI National Policy Committee (NPC).

Mr Duffy reminded the members that, at the last meeting, it was agreed that it would be worthwhile to arrange a face-to-face meeting among representatives of the USNC CAPCC and Mr Lane Hallenbeck, ANSI's Vice President – Conformity Assessment, in order to discuss activities and issues of mutual interest. Mr Zegers was given an action to organize this meeting. **(ACTION ITEM #3)** It was further agreed that the following would develop a list of specific topics for discussion at this meeting:

- Joan Sterling
- Tim Duffy
- Paul Green
- Steve Margis
- Charlie Zegers

Efforts have been made to determine a date and location that would be convenient for all concerned but, as yet, this has not been successful. It is likely that this meeting will be arranged in conjunction with the September meetings at AAMI in Arlington, VA.

3.2 Report by Tim Duffy – Liaison ANSI International Conformity Assessment Committee (ICAC)

The Chair called attention to document CAPCC 124 (**ATTACHMENT B**) and provided a brief report on the CASCO documents that have been processed to the ANSI International Conformity Assessment Committee (ICAC).

Mr Duffy called particular attention to ISO/IEC NWIP 17025 – General requirements for the competence and calibration of testing laboratories. He invited those interested to advise Mr Zegers of their interest.

4. How USNC Conformity Assessment Stakeholders Can Create a Revenue Stream in Support of the USNC's Response to the Goals Set by the ANSI Board Task Group on Cost Recovery

Mr Duffy highlighted the work of the ANSI Board Task Group on Cost Recovery and called attention to the future implications for the USNC and particularly CAPCC and the USNC/Systems. He notes that two meetings/teleconferences of the USNC Finance Committee

had been held, one on 6 March at ANSI NY and the other on 9 April in Corning, NY. (USNC/Council 654) **(ATTACHMENT C)**

Mr Duffy also noted for discussion a number of options developed by Mr Jim Matthews which the USNC Council will be considering at its meeting on 21 May and intended to have the USNC reach the goals set by the ANSI Board. Option #2, Assess Fees on CA Activities, relates most directly to CAPCC and, therefore, must be considered in detail. (USNC/Council 655) **(ATTACHMENT D)**

Mr Margis called attention to a spreadsheet that he had prepared for discussion purposes showing the current budgets of the four USNC Systems, budgets and contributions of the USNC for dues (paid directly by the mirror committees). It also includes a list of activities from the USNC Budget that may have a CA aspect that should be considered and a list of USNC Department tasks directly related to the support of the USNC CA. **(ATTACHMENT E)** It was reported that the USNC/IECEE was already beginning budget discussions for 2016 in which a line item was created for support of USNC CA operations.

During discussion, it was agreed that Mr Margis' spreadsheet needed to be carefully considered, corrected if necessary and completed so that it can be used as a base reference document for this decision making process.

5. Brief Reports on the Current Conformity Assessment Systems (USNC/IECRE, USNC/IECEE, USNC/IECEX and USNC/IECQ)

5.1 USNC/IECRE Update (Gabriel M Alsenas, Southeast National Marine RE Center, Florida Atlantic University)

Mr Alsenas provided a brief report on the activities of the USNC/IECRE (USNC/CAPCC 132) **(ATTACHMENT F)**.

He highlighted and reported on the following:

- USNC/IECRE Administration
 - Membership
 - 27 Voting Members
 - 2015 Meeting Schedule
- 2014 IECRE Highlights
- USNC/IECRE Meeting Highlights
- Key Topics for 2015 IECRE
 - System and Sector RoPs and ODs
 - CB/TL Requirements for System Start-up
 - Budget/Business Planning Process

- Report on Action Items – Core Element 5

5.2 IECEE and USNC/IECEE

Mr Margis provided a brief report on the IECEE System and the activities of the USNC/IECEE.

(USNC/CAPCC 132) (**ATTACHMENT G**) He highlighted the following:

- Administration
 - Officers
 - Roster Review
 - 2015 Meeting Schedule
- USNC/IECEE Activities
- IECEE 2015 CMC Key Topics
 - Election of Officers & Key Positions
 - Membership Status & Voting
 - New Service
- Operational Issues
- USNC Strategic Plan
 - IECEE Core Element 5: Dashboard
 - IECEE Core Element 5: Watch List

5.3 IECEEx and USNC/IECEEx

Mr Evans Massy provided a brief report on the IECEEx System and the activities of the USNC/IECEEx His report is provided as USNC/CAPCC 127 (**ATTACHMENT H**). He highlighted the following:

- USNC/IECEEx Administration
 - Membership
 - Meeting Schedule
- 2014 IECEEx Meeting Highlights
- Concerns for 2015 IECEEx MC
- Report on Action Items
 - Core Element 5

15.4 IECQ and USNC/IECQ

Mr Wynn Bowman provided a brief report (USNC/CAPCC 135) on the IECQ System and the activities of the USNC/IECQ (ATTACHMENT I). He highlighted the following:

- Administration
 - Officers & Membership
 - Roster Review
 - 2015 Meeting Schedule
- USNC/IECQ Activities
- 2015 IECQ Meeting Highlights
- USNC Strategic Plan
 - IECQ Core Element 5 Dashboard

6. USNC CAPCC Subcommittee on Operating Procedures of the USNC Conformity Assessment Systems

Mr Duffy called attention to the revised Draft Terms of Reference of the CAPCC Subcommittee on Operating Procedures of USNC Conformity Assessment Systems. An initial draft was circulated to CAPCC for its consideration on 27 March 2015. Comments received by the 10 April deadline were incorporated into the latest draft designated USNC/CAPCC 121.

During discussion, it was agreed that, under Membership, the words Vice Chairs, should be changed to (or Designee). The item now reads as follows: Membership: The membership shall consist of the Chairs (or Designee) and Secretaries of each of the USNC Systems. It was moved, seconded and

VOTED #1 To approve the Terms of Reference of the USNC CAPCC Subcommittee on Operating Procedures of USNC Conformity Assessment Systems. (This motion was approved unanimously.) (ATTACHMENT J)

It was agreed that an effort would be made to organize this Subcommittee so that the current procedures of each of the Systems could be circulated to CAPCC for comments which then would be considered at a first teleconference of the Subcommittee prior to the September 2015 CAPCC meeting.

7. Occupational Safety and Health Administration – Kevin Robinson, Senior Electrical Engineer & NRTL Program Lead Assessor, U S Department of Labor, OSHA

Mr Robinson was not able to participate in this CAPCC meeting. However, at the last meeting, he indicated that he would provide an update on the status of the happenings in the NRTL Program. He provided the following:

“Things are progressing on schedule. OSHA has completed the revisions to the new NRTL Directive which aligns the NRTL requirements with ISO 17025/ISO 17065, and the document is currently undergoing internal review within OSHA. I anticipate publication of the Directive in the Federal Register sometime in late Spring (June), and we will be soliciting comments from the public.

Those interested in keeping up to date should check the following web page:

<https://www.osha.gov/dts/otpca/nrtl/nrtlnews.html> “

It is hoped that Mr Robinson will be able to attend the September CAPCC meeting to further report on the OSHA NRTL Program.

**8. Sector Specific Up-date – Middle East/Africa
(James Walters/Mike Woodford, AHRI)**

Mr Jim Walters joined the meeting by teleconference and Mr Mike Woodford participated in person and provided an up-date report on ARAMENA (Air-Conditioning and Refrigeration Association of Manufacturers of the Middle East and North Africa), an organization, in its early stages, that AHRI is helping to establish in the Middle East/North Africa. ARAMENA will be set up as a UAE entity to do advocacy work. They also up-dated CAPCC on AHRI’s related Global Certification Program. During discussion it was suggested that AHRI consider submitting its MEPS standards into the IEC system. **ATTACHMENT K**

**9. Status Report on Conformity Assessment Issues Related to India
(Robert W Griffin, IBM)**

Mr Griffin, TA for the USNC TAG for IEC/TC 108) called into the meeting to provide a brief up-date report on changes to India’s certification requirements. India continues to expand the list of product standards that require in-country testing while not recognizing the IEC CA Systems. Mr Griffin and ITI have been active in lobbying the Indian regulators and BIS with limited success. Mr Griffin’s notes regarding his report are attached as **ATTACHMENT L**.

10. Conformity Assessment in the Medical Device Area (Elisabeth M.-V.d.M.George, Vice President, Global Regulations & Standards, Philips, Carol Herman, Senior Vice President, Standards Policy & Programs, AAMI – Association for the Advancement of Medical Instrumentation, and Jianchao Zeng, PhD, CDRH Standards Program, U S Food and Drug Administration)

Mr Duffy reminded the Committee that during the January meeting, CAPCC discussed the goal of considering the Conformity Assessment needs of specific technical areas in the future and one that was mentioned was Medical Devices. Three active participants in this area were invited to up-date CAPCC on the state of CA in the medical area. Ms Herman noted that AAMI is looking at the Life Cycle of Standards and is attempting to persuade the standards leadership to consider

conformity assessment as they do EMC. Dr Zeng spoke about third party conformity assessment and he highlighted FDA's efforts to select an appropriate model to designate in its "Alternative Approach." During discussion, CAPCC suggested leveraging the expertise on CAPCC and industry and proposed holding a workshop session to study related issues and for providing suggestions.

Elisabeth George provided an overview of Philips' involvement with conformity assessment. Her presentation covered the following subjects:

- Mechanisms That Surround Standards (ATTACHMENT M)
- Philips – Regulatory Issues for Medical Devices (ATTACHMENT N)
- Philips – Sense and Simplicity (ATTACHMENT O)

11. Overview of Proposed Conformity Assessment Workshop in China (Leslie McDermott, ANSI)

Ms McDermott teleconferenced into the meeting and reported on the possibility of a U S Trade and Development Agency (USTDA) Conformity Assessment Workshop in China later in 2015. ANSI will assist industry with logistics and identification of partners in China if anyone is interested. Those interested were invited to make their interest know to Mr Zegers.
(ATTACHMENT P)

12. GCC – Gulf Cooperation Council Countries Notification to WTO (Tim Duffy)

Mr Duffy confirmed that the mandatory effective date is 1 July 2016. He also reported that GSO is to make a presentation at the IECEE Meeting in Dubai. It is hoped to obtain clarity on implementation as it relates to national regulations/certification requirements (transition).

13. Conformity Assessment Issues in the Americas (Paul A Moliski, Intertek, and New Chair, ANSI Regional Standing Committee – Americas , and Gene Eckhart, NEMA, New Vice Chair, ANSI International Policy Committee

Mr Moliski just replaced Mr Eckhart as Chair of the ANSI RSC-Americas and Mr Eckhart, new Vice Chair of the ANSI IPC, called into the meeting from Saudi Arabia. They provided an overview of the ever-changing conformity assessment situation in the Americas.

- Ecuador continues to provide more notifications to the WTO.
- Colombia is starting to enforce a technical regulation on electrical products.

- Some members indicated that they are starting to experience non-acceptance of certificates.

During discussion it was suggested that consideration be given to developing a spreadsheet that would document the status of conformity assessment in each of the countries of the Americas. This could be up-dated periodically to reflect changes and current status. **(ACTION ITEM #7-1/2015)**

14. Status Report on the USNC CAPCC Regulatory Labeling Working Group

Mr Duffy reported that, unexpectedly, Mr Gary Schrempp was unable to call into this meeting as he had planned. However, he did provide a written report which is provided as **ATTACHMENT Q**. It was noted that the 1st teleconference of the Group was held on 21 April and that the 2nd teleconference is currently being planned.

The Group has been engaged in the following activities:

- Collecting information on current acceptance of e-labeling globally, including regulatory agencies.
- Looking into long term use of expanding the use of internet labeling.
- Looking at identifying other industry organizations that may also have an interest in working together on this issue. ITIC has already begun work on defining e-labeling.
- IFIA – international federation of inspection agencies?
- NEMA
- NAM
- ITI – Information Technology Industry Council
- TIA
- Discussions also underway about possible submittal of a standard to CASCO possibly under the 17030 standard.
 - o 17030 Marks of Conformity
 - o 17030-1 – First party marks of conformity
 - o 17030-2 – Third party marks of conformity
 - o 17030-3 – Electronic labeling

15. CAPCC Task Force on Conformity Assessment Communications

Mr Duffy also reported for Mr Schrempp on efforts to organize and energize the CAPCC Task Force on Conformity Assessment Communication. **(ATTACHMENT R)** New members are invited to express their interest. A teleconference of the Task Force is being planned prior to the next CAPCC meeting.

16. Status Report on US Government Activities Related to Conformity Assessment (Amy Phelps, Computer Scientist/Conformity Assessment Advisor, Standards Coordination Office, NIST)

Ms Phelps called into the meeting and provided the following report:

1. OMB Circular A-119 - Federal Participation in the Development and Use of Voluntary Consensus Standards and in Conformity Assessment Activities

As brief background, the policies of OMB Circular A-119 are intended to: (1) encourage federal agencies to benefit from the expertise of the private sector; (2) promote federal agency participation in such bodies to ensure creation of standards that are useable by federal agencies; and (3) reduce reliance on government-unique standards where an existing voluntary standard would suffice. OMB is currently working to revise Circular A-119. The draft revisions are under Federal inter-agency review. The revised Circular is anticipated to be published sometime in the near future.

2. NIST Guidance on Conformity Assessment

NIST currently provides guidance on the use of conformity assessment activities (15 CFR Part 287). Once the revisions to OMB Circular A-119 are finalized and published, NIST will be working to provide a revised Guidance document.

17. Preparation for the Next CAB Meeting – 15 June 2015, Geneva, Switzerland

17.1 Draft Agenda

Mr Duffy called attention to the Preliminary Agenda for the 15 June 2015 CAB meeting in Geneva (CAB/1370/DA) and he characterized the most interesting item as being the one proposed by the USNC on Peer Assessment.

17.2 Nominations of Conformity Assessment Officers for the 2015 IEC Thomas A Edison Awards – CA

Mr Duffy also called attention to the IEC Thomas A Edison Award – Conformity Assessment (AC/8/2015) and noted that the deadline for nominations was 15 May. Again, this year the USNC failed to come up with appropriate nominations and one reason is felt to be the criterion that **“Persons serving or having serves as IEC Officers, IEC employed staff, SMB members or CAB voting members shall not be eligible.”** This is felt to exclude well qualified people who may have served on CAB in the past. The USNC is looking to expand the limited pool of Experts that are eligible. It was agreed that the USNC should consider submitting a proposal to have this item addressed. (General Secretary’s Note: Mr Duffy raised this issue at the June CAB meeting.)

17.3 IEC 1906 Award Vis-à-vis Conformity Assessment

Mr Duffy also called attention to the IEC 1906 Award (AC/1/2015) and noted that several nominations had been submitted by the Systems. The US recipients for both standardization and conformity assessment will be recognized at the USNC Council meeting in September.

17.4 List of USNC Appointed Experts on CAB Working Groups

Mr Duffy called attention to the list of USNC Experts currently serving on CAB Working Groups. (USNC/CAPCC 137) (**ATTACHMENT S**) He also provided brief reports on the following:

- **CAB WG 10 – CAB Policy and Strategy**
- **CAB WG 11 – Systems Issues** – Harmonized Basic Rules circulated to the Systems for comment. WG will review for possible vote in Minsk.
- **CAB WG 14 – Promotion** – (**General Secretary’s Note:** Mr Sam Sciacca, IEEE, has withdrawn as a CAPCC Member and also as the USNC Expert to CAB WG 14.) The group was to have met for the first time in June.
- **CAB WG 16 – Systems Approach in CA** – Finished a draft document that addresses not only CA input into Systems Committees but also will assist in all new work areas.
- **CAB WG 17 - Cyber Security** – Main focus is to reconfirm areas for future study by sub-working groups in the area of MED, Smart City/Smart Grid). Next meeting tentative for 17 une 2015 in Geneva pending outcomes from subgroups. Mr Brian Fitzgerald, FDA, USNC Expert to WG 17 teleconferenced into the meeting to provide a brief report.
- **CAB Task Force – CAB Meeting Efficiency** – Mr Duffy provided a brief report. He noted that one result of this activity is the action noted in the document CAB/1375/DV – Preliminary Draft Proposal for a CAB Vademecum.

17.5 USNC Proposal for Setting Up a Special Task Force to Consider and Propose a Common Governance Structure for Managing the Impartiality of IEC Assessors Used to Conduct Peer Assessment on Behalf of the CA Systems

Mr Duffy called attention to this USNC proposal which was submitted to CAB Chair Dr Ulrich Spindler on 21 April 2015 (USNC/CAPCC 126) and officially circulated as CAB/1387/DC. (**ATTACHMENT T**) This proposal will be discussed at the CAB meeting in Geneva.

17.6 Status – IEC CAB Reorganization

Mr Duffy reported that CAB Reorganization is pretty much completes and CAB/Staff are now addressing implementation of certain recommendations in Part B

18. Report on Planning for the CAB Meeting to be Held During the 79th IEC General Meeting – Monday, 12 October 2015, Minsk, Belarus

Mr Duffy called attention to the elections that will take place in Minsk and he invited discussion that may lead to recommendations to the USNC President for voting considerations.

- 18.1** CAB Meeting to be held in parallel with the SMB Meeting on Monday, 12 October.
- 18.2** Call for nominations for the future President of the IEC, for election by Council in Minsk on 16 October 2015 (Note: The USNC has, with pleasure, already nominated Mr James M Shannon, for this Office) **C/1889/DC**
- 18.3** Appointment by Council in Minsk of a third Vice-President of the IEC for a three-year term of office (2016-2018) **C/1890/DC**
- 18.4** Election by Council in Minsk of one financial Group A Council Board (CB) member for a three-year term of office (2016-2018)
Mr Jun Xie, China (2nd Term – New candidates to be nominated. **C/1891/INF**
- 18.5** Nominations for the election/re-election by Council in Minsk of four members of the Council Board (CB) for 3-year terms of office (2016-2018) **C/1892/DC**
Mr Gianni Binacchi, Italy *
Dr Ralph Howard Craven, Australia **
Mr Gunter Idinger, Austria *
Mr Ed Tymofichuk, Canada *

* Completed 1st Term
** Completed 2nd Term – Term Limited
- 18.6** Appointment of two “Automatically Appointed Members” of the CAB by Council in Minsk for a three-year term of office (2016-2018) **C/1895/INF**
Mr Weijun Liu, China *
Mr Simon Barrowcliff, UK *

*Completed 1st Term
- 18.7** Nominations for the election of two CAB Members for three-year terms (2016-2018) **C/1896/INF**
Dr Sang-geun Lee, Rep of Korea *
Mr Fredrik Wennersten, Sweden **

*Completed 1st Term

19. USNC Strategic Objectives Program

Mr Duffy complimented all the USNC Systems for their attention to the USNC's Strategic Objectives Program. Each of the Systems are now reporting at each meeting on their pursuit of the USNC's Strategic Objectives.

20. Issues Raised by the CAPCC Membership

The CAPCC membership was invited to submit questions or issues that are recommended for discussion and consideration by the Committee. No suggestions were raised for this meeting.

21. FINCA (Forum of the IEC National Committees of the Americas) (Argentina, Brazil, Canada, Chile, Columbia, Mexico and USA)

Mr Piqueira reported that the 2015 FINCA meeting is scheduled to be held in Cartagena, Colombia on 3 – 4 September. We are currently waiting for the Organizing Committee to announce not only the program details but the hotel and meeting arrangements as well. This information will be made known to the USNC constituency as soon as it is received.

22. Summary of Action Items

Action Item #1-1/2015

T Duffy/S Maris/T Zertuche/C Zegers

A small Ad Hoc Group was established consisting of Messrs Duffy, Margis, Zertuche and Zegers, to prepare a draft for consideration at the next CAPCC meeting.

Action Item #3-1/2015

C Zegers

Mr Zegers was given an action to organize this meeting (with Lane Hallenbeck).

Action Item #4-1/2015

C Zegers

Mr Zegers was asked to look into the possibility of initiating the rule that non-response will automatically be considered AFFIRMATIVES.

Action Item #7-1/2015

CAPCC

During discussion, it was suggested that CAPCC might consider developing and maintaining a matrix of conformity assessment regulations of the countries of the Americas which could serve as a reference guide for those interested. CAPCC could develop the questions to be address and this might be of interest to both IEC and the USNC.

23. Next CAPCC Meeting/Teleconference

It was agreed that the next CAPCC Meeting would be held on Tuesday, 22 September 2015 in conjunction with the next TMC and Council meetings at the Association for the Advancement of Medical Instrumentation (AAMI) Headquarters in Arlington, VA.

24. Adjournment

Mr Duffy reminded the Committee that we are always looking for suggested agenda topics for future meetings. Please don't hesitate to let the Officers know if there are topics that you would like to see on a future CAPCC agenda.

He expressed his appreciation to all participants for their contributions and particularly to Bob Williams, Sonya Bird and Donna Phelps and to UL for their efforts on our behalf.

The meeting was adjourned at 4:18 p.m. (EDT)

Respectfully submitted,
Charles T Zegers
General Secretary, USNC/IEC
23 June 2015

PRESENTATION FROM THE CAPCC MEETING
19 May 2015
Underwriters Laboratories, Inc.
Research Triangle Park, NC

ATTACHMENT

- A** USNC CAPCC Roster – April 2015 (USNC/CAPCC 123)
- B** ANSI ICAC Talley Sheet (USNC/CAPCC 124)
- C** ANSI Board Task Group on Cost Recovery – USNC Implications (USNC/Council 654)
- D** Discussion Points / Analysis – Jim Matthews (USNC/Council 655)
- E** USNC Office Support for CAPCC (USNC/CAPCC 133)
- F** Report on USNC/IECRE Activities – Gabriel Alsenas (USNC/CAPCC 128)
- G** Report on USNC/IECEE Activities – Steve Margis (USNC/CAPCC 132)
- H** Report on USNC/IECEX Activities – Evans Massey (USNC CAPCC 127)
- I** Report on USNC/IECQ Activities – Wynn Bowman (USNC CAPCC 135)
- J** Approved Terms of Reference – USNC CAPCC Subcommittee on Operating Procedures of USNC Conformity Assessment Systems (USNC/CAPCC 121)
- K** ARAMENA – AHRI Global Certification – Report to USNC CAPCC Meeting 19 May 2015 – Jim Walters/Mike Woodford
- L** India Compulsory Regulation and Testing, Robert W Griffin
- M** Mechanisms That Surround Standards – Elisabeth George
- N** Philips Regulatory Issues for Medical Devices – Elisabeth George
- O** Philips Sense and Simplicity – Elisabeth George

- P** U S - China Standards and Conformance Cooperation Program (SCCP)
Leslie McDermott, ANSI
- Q** USNC CAPCC Electronic Labeling Working Group – CAPCC Update
Gary Schrempp (USNC/CAPCC 129)
- R** USNC CAPCC Task Force on Electrotechnical CA Communications
CAPCC Update – Gary Schrempp (USNC/CAPCC 130)
- S** USNC Experts on CAB Working Groups
- T** USNC Proposal on the State of Peer Assessment Across IEC CA
Systems