



**USNC Conformity Assessment Policy Coordinating Committee  
PRELIMINARY DRAFT AGENDA**

**Hosted by Dell Technologies  
2300 Greenlawn Boulevard  
Building 3  
Round Rock, TX 78682**

**Tuesday, 1 May 2018  
9:00 am – 4:00 pm (CDT)  
(Meeting #25)**

**Dress Code: Business Casual**

**Section 1 – Welcome, Opening Remarks and Introductions  
(9:00-9:10 AM)  
(T Duffy – VP – Conformity Assessment)**

- 1.1 Welcome, Opening Remarks, Introductions**
- 1.2 Approval of Draft Agenda USNC/CAPCC 210**
- 1.2.1 Approval of Consent Agenda USNC/CAPCC 210**
- (a) Approval of the Minutes – Meeting USNC/CAPCC 209**  
January 2017 Meeting in RTP, NC
- 1.2.2 Approval of Balance Agenda USNC/CAPCC 210**

**Section 2 – Outstanding Action Items  
(9:10 – 9:30 AM)  
(T Zertuche)**

**#2017-01-05** – CAPCC recommends the subcommittee on Operating Procedures create harmonized Operating Procedures for distribution within the next 12 months.  
**Status: Ongoing**

**#2017-01-06** – Once the draft harmonized Operating Procedures document is distributed, the systems will have six months to review these new procedures and formulate draft supplements if necessary.  
**Status: Ongoing**

**#2017-06-09** – It was requested that USNC President John Thompson raise the issue of term limits and "term breaks" to IEC Council Board, noting that IECEE is defining term limits in a different way.  
**Status: Completed**

**#2017-09-02** – It was recommended that a USNC CAPCC Task Force be created to discuss a suggested limit or cap on the number CA System Officers that serve as CAPCC Members, and make a recommendation to the USNC Rules of Procedure Committee.  
**Status: Completed – See Section 5** – *This concern will be addressed by the CAPCC Subcommittee on Operating Procedures of USNC Conformity Assessment Systems, specifically in the creation of harmonized Operating Procedures.*

**#2018-01-01** – It was requested that USNC Staff formalize a standing CAPCC agenda topic on CA System Dues.  
**Status: Completed – See Section 9**

**#2018-01-02** – It was requested that USNC Staff add an agenda item to the May CAPCC Meeting regarding the promotion and marketing of the ABCs of Conformity Assessment Document, in conjunction with the CAPCC Task Force on Conformity Assessment Communications.  
**Status: Completed – See Section 4**

**#2018-01-03** – It was requested that Tony Zertuche (1) clarify with IEC Central Office on the ability of IEC National Committees to formally vote on ISO/IEC (specifically CASCO) documents, as well as (2) speak to Jim Matthews regarding DMT and how the issue of National Committee votes on ISO/IEC (CASCO) documents is addressed in the IEC Directives.  
**Status: Completed – See Section 3**– *Mr. Zertuche reached out to Jack Sheldon, Jim Matthews, and David Hanlon on 28 March 2018 requesting clarification on this voting issue.*

**#2018-01-04** – It was requested that USNC Staff generate a document on best practices for hosting meetings in the United States.  
**Status: Pending**

**Section 3 – For Action – NC Voting on CASCO Documents**  
**(9:30 – 10:00 AM)**  
**(T Duffy, S Margis)**

**Executive Summary**

The USNC submitted a question regarding the ability of IEC National Committees to formally vote on ISO/IEC CASCO documents to the IEC Central Office staff. The IEC CO responses will help fuel this discussion to help clarify the process of when a TC/SC/SyC has a vote versus when a National Committee has a vote.

**Section 4 – For Information - CAPCC Task Force on Conformity Assessment Communications**  
**(10:00 – 10:30 AM)**  
**(G Schrempp)**

**Executive Summary**

Gary Schrempp will provide a report to CAPCC on this Task Force.

**Section 5 – For Information – USNC CAPCC Subcommittee on Operating Procedures of USNC Conformity Assessment Systems**

**(10:30 – 10:45 AM)**

**(S Margis)**

**Executive Summary**

Steve Margis will provide a report on the activities of the CAPCC Subcommittee as well as the status of the CA Systems' revised Rules of Procedure.

**Section 6 – For Information – Status Report on the USNC CAPCC Regulatory Labeling Working Group**

**(10:45 – 11:15 AM)**

**(G Schrempp)**

**Executive Summary**

Gary Schrempp will provide a report on the USNC CAPCC Regulatory Labeling Working Group.

**Section 7 – Liaison Reports**

**(11:15 AM – 12:30 PM)**

**(J Sterling / T Duffy)**

7.1 Joan Sterling – ANSI Conformity Assessment Policy Committee (CAPC)

7.2 Tim Duffy – ANSI International Conformity Assessment Committee (ICAC)

**LUNCH**

**(12:30 – 1:00 PM)**

**Section 8 – For Information – Reports on the Conformity Assessment Systems**

**(1:00 – 2:00 PM)**

**8.1 IECRE and USNC/IECRE**

**(R Sherwin)**

**Executive Summary**

A USNC/IECRE Officer will provide a brief report on the activities of the IECERE and the USNC/IECRE.

**8.2 IECEE and USNC/IECEE**

**(T Duffy)**

**Executive Summary**

Tim Duffy will provide a brief status report on the activities of the IECEE and the USNC/IECEE.

**8.3 IECEEx and USNC/IECEEx**

**(E Massey)**

**Executive Summary**

Evans Massey will provide a brief status report on the activities of the IECEEx and the USNC/IECEEx.

**8.4 IECQ and USNC/IECQ  
(R McDermott)**

**Executive Summary**

Richard McDermott will provide a brief status report on the activities of the IECQ and the USNC/IECQ.

**Section 9 – For Information – Report CA Systems' Dues**

**(2:00 – 2:30 PM)**

**(T Zertuche)**

**Executive Summary**

Tony Zertuche will provide an update on the status of the implementation of the USNC CA Systems' dues.

**Section 10 – For Information – Status Report on US Government Activities Related to Conformity**

**Assessment**

**(2:30 – 3:00 PM)**

**(A Phelps)**

**Executive Summary**

Amy Phelps will provide a report on US Government activities related to conformity assessment.

**Section 11 – For Action – Review of CAB Agenda for Meeting on 10 June 2018 in Geneva, Switzerland**

**(3:00 – 3:30 PM)**

**(T Duffy)**

**Executive Summary**

Tim Duffy will review items on the CAB agenda that have yet to be addressed.

**Section 12 – For Information – Conformity Assessment Issues in the Americas**

**(3:30 – 3:40 PM)**

**(P Moliski)**

**Executive Summary**

Paul Moliski has been invited to provide an update to CAPCC about CA issues from his perspective as the Chair of the ANSI RSC-Americas.

- **COPANT** – Montego Bay, Jamaica, 17 – 19 April 2018
- **FINCA** – Mexico City, Mexico, 10 – 12 October 2018

### **Section 13 – For Information – USNC Interface with Other Regional & International Organizations**

**(3:40 – 3:50 PM)**

**(T Zertuche)**

#### **Executive Summary**

Mr. Zertuche will provide an update on the USNC's regional outreach initiatives:

- **PASC** – Okayama City, Japan, 15 – 19 May 2018
- **APCF** – Update on the new Forum with an eye to their first meeting to be held in conjunction with the PASC meetings in Japan
- **Renewable Energy Regulator Forum** - IEC General Meeting 2018 Busan
- **IEC 2018 GM Bilateral Meetings** – Who, What, When?

### **Section 14 – For Information – 2018 CAPCC/CAB Meeting Schedule**

**(3:50 – 3:55 PM)**

**(T Duffy)**

The following meeting dates are for 2018 and beyond:

#### **2018**

##### *COPANT Meetings*

April 17 – 19 2018

Montego Bay, Jamaica

##### *CAPCC/TMC/Council*

May 1 – 3 2018

Tuesday, Wednesday, Thursday

Round Rock, TX (Dell)

##### *PASC/APCF Meetings*

May 15 – 17 2018

Okayama City, Japan

##### *CAB Meeting*

June 10 – 11 2018

Geneva, Switzerland

##### *IEC Council Board*

June 13 2018

Geneva, Switzerland

##### *CAPCC/TMC/Council*

CAPCC: 11 September 2018

TMC: 13 September 2018

Council: 14 September 2018

Arlington, VA (TIA)

*Industry Event*  
12 September 2018  
Washington D.C.

*FINCA Meeting*  
September 26 – 28 2018  
Mexico City, Mexico

*82nd IEC General Meeting*  
*Busan, Republic of Korea*  
22 – 26 October 2018  
- SMB/CAB Monday, 22 October 2018  
- CB Wednesday, 24 October 2018  
- Council Friday, 26 October 2018

**2019**  
83rd IEC General Meeting  
Shanghai, China

**2020**  
84th IEC General Meeting  
Stockholm, Sweden

**2021**  
85th IEC General Meeting  
Dubai, United Arab Emirates (UAE)

**2022**  
86th IEC General Meeting  
San Francisco, USA

**2023**  
87th IEC General Meeting  
Egypt

**Section 15 – Adjournment**  
Approximately 4:00 PM (EST)