



USNC Conformity Assessment Policy Coordination Committee
DRAFT MINUTES

WebEx
Tuesday, 5 May 2020
10:00 AM – 2:00 PM (EDT)
(Meeting #32)

Members Participating

Joan Sterling – Chair	Intertek
Timothy Duffy – Vice-Chair	Rockwell Automation
Amy Phelps	NIST
Bob Sherwin	EAPC Wind Energy
Ed Donahue	Mutual Cornell Environmental
Ed Mikoski	ECIA
Elisabeth George	Phillips
Evans Massey	ABB
Gabriel Alsenas	Florida Atlantic University
George Kelly	Sunset Technology
Jianchao Zeng	FDA
Joel Solis	NEMA
Kevin Wolf	Intertek
Lane Hallenbeck	ANSI
Paul Green	Intel
Paul Kelly	UL
Paul Moliski	Intertek
Richard McDermott	ECC Corp
Scott Kiddle	ABB Power
Steven Margis	UL
Tony Zertuche	USNC/ANSI
William Lawrence	FM Approvals
Wynn Bowman	Star Associates International

Members Not Participating

Dan Brake	NextEra Energy
Don Baker	Component Trends
Jonathan Colby	Verdant Power
Matthew Williams	AHAM

Guests Participating

Bill Fiske	Intertek
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Brent Hartman	CSA America, Inc.
Byron Horak	Intertek
Hae Cho	AAMI
Ivan Jovanovic	G&W Electric Co
Jennifer Kitchen	GE Power & Water
Joe Tretler	ANSI
Joseph Musso	Underwriters Laboratories
Kaz Gawrzyjal	Dell Inc.
Kevin Lippert	Eaton
Megan Hayes	NEMA
Philip Piqueira	Underwriters Laboratories
Reinaldo Figueiredo	ANSI
Sonya Bird	Underwriters Laboratories
Zekarias Bekele	CSA America, Inc.
Adelana Gladstein	USNC/ANSI
Chynna Anuszewski	USNC/ANSI
Megan Pahl	USNC/ANSI
Scott Fogel	USNC/ANSI

Section 1 – Welcome, Opening Remarks and Introductions

1.1 Welcome, Opening Remarks, Introductions

Ms. Joan Sterling, CAPCC Chair, called the meeting to order at 10:00 AM (EST). She thanked all those in attendance and USNC staff for hosting the virtual meeting.

Ms. Ade Gladstein reviewed the WebEx guidelines for the call. Mr. Tony Zertuche welcomed Ms. Megan Pahl to the USNC team as the new Program Administrator for CAPCC and reviewed the list of attendees present on the call. Mr. Zertuche shared with the group that longtime USNC member, Mr. Don Heirman, has contracted Covid-19 and that he is currently receiving care in a local facility. Mr. Heirman’s address was displayed and USNC members were encouraged to send him a note.

1.2 Approval of Draft Agenda

Ms. Sterling called for a motion to approve the Draft Agenda. It was moved, seconded and

**VOTE #1 To Approve the Agenda (USNC/CAPCC 266A)
(This motion was approved unanimously)**

1.2.1 Approval of Consent Agenda

(a) Approval of the Meeting Minutes –

Ms. Sterling called for motion to approve the meeting minutes from the 14 January 2020 meeting in Charlotte, NC. It was moved, seconded, and

**VOTE #2 To Approve the Minutes from the CAPCC Meeting in
Charlotte, NC (USNC/CAPCC 265)
(This motion approved unanimously)**

Section 2 – Outstanding Action Items

Mr. Tony Zertuche reviewed the outstanding action items from the previous meeting:

#2020-01-01 – USNC staff will recirculate the CAPCC Value of Participation Survey
Status: Completed

#2020-01-02 – USNC staff will upload the USNC CA Mirror Committee Operating Procedures CA 01 to the USNC Toolbox and send out an email to notify members.
Status: Completed

The survey results were sent to CAPCC Chair and Vice-Chair.

#2020-01-03 – USNC staff will send out remaining draft USNC CA Mirror Committee Operating Procedures Supplements for 2-week ballot.
Status: Completed

#2020-01-04 – USNC IECEX Chair, Evans Massey, will send out the draft USNC CA Mirror Committee Operating Procedures IECEX Supplement to the subcommittee for 1 week review period before proceeding with ballot.
Status: Completed

#2020-01-05 – USNC IECQ Chair, Richard McDermott, will move forward with work on USNC CA Mirror Committee Operating Procedures IECQ Supplement.
Status: Pending

#2020-01-06 – ANSI Legal will review proposed language of Emeritus in the CA Mirror Committee Operating Procedures. USNC General Secretary will provide updates as they develop.
Status: Ongoing

After ANSI Legal's review, CA Subcommittee on Operating Procedures reviewed the language. The CAPCC agreed (Section 4) to resolve this matter via the utilization of the USNC Honorary Life Member status detailed in the USNC Statutes. USNC CA 01 will be revised to include reference to Honorary Life Member use within the USNC conformity assessment community.

#2020-01-07 – USNC staff will contact AIM to clarify administration of E-labeling WG, put out a call for members to join the E-labeling Task Force, and hold a call with TF members and CASCO Chair to decide next steps.

Status: Pending

USNC staff distributed the call for additional TF members. Mr. Zertuche mentioned that he reached out to the WG 8 Convenor and that he would share the response he received with the TF members. USNC staff to distribute the emails received from the WG 8 Convenor to the USNC e-labeling TF (**ACTION ITEM #1**).

#2020-01-08 – CASCO Chair, Reinaldo Figueiredo, will send to USNC staff the paper from the former ILAC Chair that was presented to ISO General Assembly in Cape Town. USNC staff will circulate the paper.

Status: Completed

#2020-01-09 – USNC staff will continue to add CASCO update to future agendas.

Status: Ongoing

#2020-01-10 – USNC IECEE Chair, Tim Duffy, will ask Australia NC regarding re-engagement in IECEE.

Status: Completed

Australia's participation and mirror committee is an online correspondence committee only. They are working to activate the group and guide it as a mirror committee. The Australian NC's intent is to work towards commenting at a minimum and eventually to have attendees at the IECEE CMC meetings.

#2020-01-11 – USNC staff will send call for members and schedule meeting for a task force on CAB WG 10 issues. Gather comments before the IEC WG meetings in February. Create a shell agreement before CAB WG 10 meeting on March 5th. Volunteers: Bill Fiske, Tim Duffy, Sonya Bird, Paul Green, Joan Sterling, Paul Moliski, Steve Margis.

Status: Ongoing

The USNC TF members were actively engaged on two separate WebEx teleconferences and provided valued insights. This remains an open item as the March IEC CAB WG meetings were cancelled due to COVID-19.

#2020-01-12 – USNC staff will circulate CROSQ agenda with meeting minutes.

Status: Completed

The physical meeting in June 2020 has been cancelled and the mentoring workshop USNC intended to host has been postponed.

Section 3 – Conformity Assessment in ANSI

3.1 Conformity Assessment in ANSI

Mr. Joe Tretler provided a report (**ATTACHMENT A**) and led a discussion on conformity assessment in ANSI. Under new ANSI bylaws, conformity assessment policy and topics will be addressed by International Policy Advisory Group (IPAG) and National Policy Advisory Group (NPAG) going forward. Since conformity assessment is a new agenda topic for these groups, they intend to work together to discuss how to ensure no gaps and no duplicative actions.

Mr. Tretler noted that NPAG and IPAG will hold their first meetings of the year and reviewed the proposed agenda topics that are focused on conformity assessment. The two main topics to be addressed during NPAG meeting are national strategy to secure 5G and cybersecurity-related accreditation activities. ANSI has been coordinating with key organizations and industry leaders in the US to understand more about standards, key messaging, and strategic approach to 5G standards. The next NPAG meeting is on 14 May 2020 and the next IPAG meeting on 4 June 2020. The second NPAG and IPAG meetings will be during World Standards Week in October 2020.

Ms. Sterling requested that a list of NPAG and IPAG members be circulated to CAPCC along with a brief description on how stakeholders can join. USNC Staff to add potential NPAG and IPAG issues as standing CAPCC agenda items, distribute a list of NPAG and IPAG members to CAPCC, along with information about the nomination process for anyone interested in joining (**ACTION ITEM #2**).

Ms. Sterling raised a concern that any conformity assessment related activities within ANSI have been refocused to accreditation. Mr. Tretler responded that the meeting agenda has not been set for the IPAG meeting and invited CAPCC members to provide topic suggestions.

A CAPCC member highlighted the importance of International Laboratory Accreditation Cooperation (ILAC) being recognized on IPAG agendas. They noted that within ILAC- IAF (International Accreditation Forum) organizations, activity has proceeded to not support industry in North America. ILAC's activity is getting more visibility and inputs from US stakeholders who participate in these meetings get drowned out. CAPCC members recommended that IAF decisions, resolutions, and the ILAC-IAF merger should be highlighted at the upcoming IPAG meeting.

Mr. Tretler noted that it may be helpful to have a standing item on the CAPCC agenda to identify topics that CAPCC members believe should be more broadly

addressed within ANSI. Ms. Sterling also recommended adding trade agreements as a standing CAPCC agenda item.

3.2 ANSI International Conformity Assessment Committee (ICAC)

Mr. Tim Duffy provided an overview of the summary of CASCO ballots and resolutions.

Mr. Duffy drew attention to the US proposal for revision of ISO/IEC 17043, which was submitted and approved by CASCO. An expert was also nominated for the US CASCO Plenary, which was approved. The CASCO 2020 Plenary Delegation has shifted to a virtual meeting and will take place this week. He also noted that the Code of Good Practice is currently out for comments. The US had no comments to submit.

Section 4 – USNC CAPCC Subcommittee on the USNC Conformity Assessment Mirror Committee Operating Procedures

Mr. Steve Margis reported on the activities of the CAPCC Subcommittee, including the approval USNC Conformity Assessment Mirror Committee Operating Procedures and Supplements and Honorary Lifetime Membership (HLM).

The USNC/IECEE, USNC/IECRE, and USNC/IECEX supplements have all been approved by CAPCC and published on the USNC website under the Toolbox of Reference Documents. There are no updates on the USNC/IECQ supplement at this time.

USNC/IECEX, CAPCC Subcommittee on Operating Procedures, ANSI legal department, and USNC staff have all held discussions regarding Emeritus Membership. These groups reached a consensus on a solution to utilize the HLM designation in line with the current USNC Statutes. CAPCC members agreed to use the HLM status moving forward. While the HLM designation will be approved by the USNC Council, the HLM honor would be given at the Mirror Committee level. HLMs would have the right to participate in the Mirror Committee as well as other rights and privileges within the USNC. Ms. Sterling echoed that the HLM process made sense and that CAPCC has been remiss in not using it on the conformity assessment side. She emphasized that this would be the best way to keep key members involved in all USNC activities, including conformity assessment and standards activities.

The group agreed to include a reference to the HLM text from the USNC Statutes in CA-01. Mr. Margis stressed that if an opportunity presents itself for HLM, CAPCC members are able to submit a nomination before the HLM section is finalized in CA-01. The HLM language exists in the USNC Statutes and can be used at any time. A CAPCC member was concerned that there may be individuals that CAPCC and USNC Council members had not heard of who may be nominated for HLM. Ms. Sterling suggested that nominations go through the scheme first and are then endorsed by CAPCC prior to submission to Council. Mr. Zertuche said he felt confident that qualified CAPCC recommendations on HLM nominees would be accepted by the Council.

Additionally, Ms. Sterling to include in the CAPCC debrief to USNC Council: Honorary Lifetime Membership has been discussed and CAPCC plans to be more active in using this moving forward (**ACTION ITEM #3**).

Section 5 – Status Report on the USNC CAPCC Regulatory Labeling Working Group

Dr. McDermott provided an update on the USNC CAPCC Regulatory e-Labeling Working Group, noting that great progress has been made in the last couple of weeks.

The title of the Working Draft was reverted back to its original title of “ISO/IEC 22603 Digital Representation of Product Information” to avoid delay with new approval process. The Working Draft is currently with WG 8, with the hope that it will be out for ballot at the 16 June 2020 meeting.

CAPCC members discussed the potential inclusion in the next revision of 17030. They would like to get this into CD form, and steps are being taken to move in that direction. The 26 May 2020 WG 8 meeting will focus on addressing any feedback submitted to date regarding the WD that is out for comment in preparation for the 16 June 2020 SC 31 meeting. At the SC meeting, the expectation is that the current drafts will progress from WD to CD.

USNC staff to reach out to Ms. Kristen Califra (ANSI Staff) to identify the US ICAC member(s) working ISO/IEC 17030 (**ACTION ITEM # 4**). CAPCC e-labeling task force will call a meeting before May 24. USNC staff will send a Doodle poll to the TF (**ACTION ITEM #5**).

Section 6 – ISO CASCO

Mr. Reinaldo Figueiredo presented a report on CASCO activities (**ATTACHMENT B**).

Mr. Figueiredo provided updates on the ongoing work of WG 23, JWG 36, and WG 55. WG 23 has completed their activity and will be publishing it soon. WG 55 is working on general requirements for third party marks of conformity and will hold their first meeting on 1 November 2020. Additionally, Mr. Figueiredo shared that the WG 24 Common Elements is expected to be published soon.

Mr. Figueiredo reviewed four ISO/IEC ballots and standards that will be published soon. ISO/IEC Guide 60:2004 Code of Good Practice has a ballot closing on 14 May 2020 for NWIP for revision of the Guide. Mr. Figueiredo shared that he doesn't believe ISO/IEC 17021-1:2015 Requirements for Bodies of Management Systems Part 1: Requirements will be approved to revise. ISO/IEC TS 17023:2013 Guidelines for determining duration of management systems certification audits has had an open ballot since 15 April 2020. This ballot will close on 5 June 2020. The NWIP for revision of ISO/IEC 17043:2010 General requirements for Proficiency Testing was initiated by ANSI has already passed. WG 49 – Terms and definitions relating to conformity assessment and ISO/IEC 17000 Conformity Assessment Vocabulary and general principles will be published by the end of May. Mr. Figueiredo noted that there were slight changes in terms, and an annex that describes the functional approach was added.

Mr. Figueiredo reviewed the CASCO calendar for 2020. Mirror committee meetings were held earlier this year with countries in South America, North America, and Africa, with the objective to get more information on how their mirror committees worked and with the intention of getting a better sense of their needs. He noted that their hope is to get these countries involved with the work of CASCO. Other upcoming meetings will be held remotely or have been postponed. The CASCO 35th Plenary has been postponed to 27-28 January 2021 in Berlin, Germany.

Finally he reported on the Task Group on Future of CASCO Toolbox, which held its first meeting in February 2020. The Task Group's recommendation is to develop a deliverable on how to establish, operate, and maintain a scheme. They also recommend the continuation of the TF on the structure of the CASCO Toolbox and work on developing a brochure.

Section 7 – Reports on the Conformity Assessment Systems

7.1 IEC Triennial Survey on National Committees Structure and Operations

Mr. Zertuche reviewed the CA related items and questions from the IEC triennial survey. Every three years for monitoring purposes, the IEC distributes this survey to the National Committees to gather information on their structure and operations. A CAPCC member asked if the IEC Central Office circulates a report on the triennial survey outcomes. USNC staff will follow up with IEC CO regarding the information collected in the triennial survey (**ACTION ITEM #6**).

7.2 IECRE and USNC/IECRE

Mr. Robert Sherwin provided a written and verbal report on IECRE and the USNC/IECRE's activities.

IECRE was recently restructured to reduce the number of committees. This plan has been approved by CAB and is now being executed. The US has taken a very active leadership role within IECRE, as Mr. Gabe Alsenas is the Treasurer of the system. The US is well positioned in IECRE to affect our national interests and policies.

USNC/IECRE completed their first meeting last week, which was very productive. The IECRE budget is stable, and they remain fairly optimistic on the future. Certificates have gone up a large amount and the system is beginning to take hold, especially in the wind sector. The committee is still concerned about the solar sector, but they are working to improve that. IECRE membership base is looking quite good. New members are considering joining. A person from Bank of America has joined the Board.

USNC/IECRE offered to host the REMC meetings in fall 2020. While there is no formal process in terms of CAPCC approval for the meeting, USNC/IECRE needs to send the meeting details to the Ms. Debbie Negron-Badillo in the USNC office in order to process the request.

7.3 IECEE and USNC/IECEE

Mr. Tim Duffy reported on the activities of IECEE and USNC/IECEE, including membership, IECEE scheme officers, and next meeting updates. He provided an overview USNC/IECEE's current membership, including the addition of their newest member CISCO. The 2020 IECEE CMC Meeting that was originally planned for June in Jamaica will now be held virtually. Mr. Duffy also shared that Mr. Steve Margis has been nominated as the IECEE Chair-Elect (2021) / IECEE Chair (2022-2024).

7.4 IECEx and USNC/IECEX

Mr. Scott Kiddle provided a written and verbal presentation on IECEx and USNC/IECEX.

The USNC/IECEX participates in four separate Certification Schemes of the IECEx Systems (Equipment Scheme, Facilities Scheme, Mark Licensing System, and Personnel Competencies Scheme). Interested members can find more information about this Committee at nema.org/IECEX.

The Committee's last meeting was held in April 2020. Highlights from this meeting were reviewed. The USNC/IECEX Operating Procedures were published in March 2020. The Committee is operating all USNC/IECEX meetings as tri-national meetings; they are currently working with Brazilian and Canadian National Committees. Mr. Kiddle shared that the USNC/IECEX has great leadership influence in several working groups (ExMC, ExPCC, ExTAG, ExSFC), including multiple folks in leadership positions in ExMC. USNC/IECEX is working on government outreach, concentrating their efforts on OSHA, MSHA and NIST.

Mr. Kiddle continued with a review of voting members and officers. USNC/IECEX currently has 26 voting members, excluding 15 alternates. These members are made up of: 6 US ExCBs, 20 industry, and 5 government groups. Mr. Evans Massey chairs this Committee, with Mr. Paul Kelly and Mr. Kiddle as Vice Chairs, Mr. Kevin Wolf as Treasurer, and Mr. Joel Solis as Secretary. Mr. Massey will be stepping down as Chair and Mr. Kiddle will serve as interim-Chair.

The pre-annual meeting is tentatively scheduled as a face-to-face meeting in Pittsburgh this August.

7.5 IECQ and USNC/IECQ

Mr. Richard McDermott reported on IECQ and USNC/IECQ activities. He shared that 95% of revenue comes from certification bodies, 80% of which are

based in Asia. Because of the impacts of Covid-19, they are projecting a major financial loss. Mr. McDermott inquired about the process for ECC Corp to request an accommodation related to the ANSI and USNC dues.

Ms. Sterling noted that there is a process to request alterations in MOUs and recommended that Mr. McDermott / ECC Corp review this process and submit an official written request with ANSI (**ACTION ITEM #7**).

7.6 Challenges Experienced Moving to Virtual Participation

This agenda item will be carried onto the next meeting as the committee was running behind on today's call schedule.

Section 8 – Status Report on US Government Activities Related to Conformity Assessment

8.1 NIST Update

Ms. Amy Phelps presented an update on NIST. NIST is in process of updating Code of Federal Regulations (CFR) guidance on federal conformity assessment activities (15 CFR Part 287). They received comments from 9 organizations (7 private sector, 2 anonymous). The main theme from public comments was around definition; as it stands the definition is consistent with that published in 2018. NIST is reviewing the comments and will make necessary changes to the documents. The target publication date is by the end of calendar year 2020.

If anyone would like to have further conversations on the comments received or on the CFR in general, please reach out to Ms. Phelps directly.

8.2 FDA Update

Mr. Scott Colburn provided an update on FDA Programs. Final guidance on an accreditation scheme for the Accreditation Scheme for Conformity Assessment (ASCA) Pilot Program is in clearance and will be published before the end of FY20. He advised CAPCC members to stay tuned for further communication on technical assessment trainings and other programs that are happening. Once available, information will be posted on the FDA website.

The Medical Device User Fee Amendments (MDUFA) 5 negotiations webinar has been cancelled. It will be rescheduled once the final guidelines are published within the next couple of weeks.

A CAPCC Member inquired about the ASCA requirements relating to audits and whether there will be training provided on this subject. Mr. Colburn responded that training will be specifically for the accreditation bodies. In addition, communication around how audits will be addressed has been clarified in the guidance document, examples have been added, and the FDA tried to make it as

cut-and-paste friendly as possible so that manufacturers may use it in their conformity.

8.3 EU/US Trade Agreement

Ms. Sterling provided an update on the EU/US Trade Agreement. The EU and US are no further along than they were at the last meeting. The government representatives are doing great work with continuing discussions and putting pressure on the EU and the US to find a way forward. She noted that the EU/UK agreement must be completed before the EU/US agreement.

Section 9 – IEC Conformity Assessment Board

9.1 Review of IEC CAB June 2020 Agenda

Ms. Sterling reviewed the CAB Draft Agenda (CAB/1949/DA) and highlighted the following items:

- 5.6 – Proposal for Application of IECEE Scheme to Domestic Gas Cooking Appliances

This request came from the IEC TC 61 asking CAB directly to consider the proposal.

A CAPCC member suggested that when CAB receives these types of requests, they redirect the requester to IECEE as it is an IECEE issue. The CAPCC members recommended that items like this should follow the normal procedure and be reviewed by the system; CAB should not be making these decisions on their own.

Ms. Sterling concluded the discussion noting that CAB will likely see more of this happen and that it should be discussed further at the June meeting.

- 5.8 – IEC Masterplan Implementation Plan

Mr. Margis provided a very brief update. WG 10 is on track right now.

- 8.1.2 – CB Guidance Documents on the Provision of IEC CA Services

CAB noted that agreements were signed by the IEC Central Office with organizations regarding intellectual property and IEC's services. CAB suggested that the Council Board develop guidance and criteria for the IEC Central Office and others within the IEC community in order to evaluate agreements IEC CO signs with other organizations.

- 9.1.2 – CASCO Proposal to Update ISO/IEC Directives, Part 2, Clause 33

Mr. Duffy reviewed the CASCO Proposal to update Clause 33 of the ISO/IEC Directives Part 2. It is unclear why a direct reference is being added to Clause 33; Mr. Zertuche will inquire with IEC Central Office about CASCO Proposal to update Clause 33 of the Directives Part 2 (**ACTION ITEM #8**).

- 9.3.2 – IAF Resolutions 2018-13 TF

Regarding the IAF Resolution 2018-13-TF, Mr. Paul Moliski shared that activity within the ILAC-IAF has been challenging. ILAC is taking more of a European/EA preference to most proposals made. Due to the number of accreditation bodies in Europe, they typically vote one direction. ILAC Member, Mr. Reinaldo Figueiredo, does his best to remind everyone that this is a global organization. Many of his attempts have been drowned out by the Europeans. Other non-European accreditation bodies seem intimidated or unwilling to challenge these proposals, so they are approved by a landslide. Mr. Moliski emphasized that these are not consensus documents and anticipates more of this coming.

A CAPCC member noted that this issue should be actively reviewed. It was suggested that creating a WG to make recommendations to IPAG, NPAG, or CASCO may be helpful.

9.2 IEC CAB Elections

Ms. Sterling reviewed recent CAB elections and nominations.

- 9.2.1** Nominations for the election by Council in Stockholm of the Chair of the Conformity Assessment Board (CAB) and Vice-President of the IEC for a three-year term of office (2021-2023)

Mr. Shawn Paulsen (Canada) up for reelection.

- 9.2.2** Appointment of two “Automatically Appointed Members” of the Conformity Assessment Board (CAB) by Council in Stockholm for a three-year term of office (2021-2023):

Mr. Arnold Thorsten (Germany) and Mr. Masayuki Hirata (Japan) have been appointed to CAB by Council.

- 9.2.3** Nominations for the election/re-election by Council in Stockholm of five members of the Conformity Assessment Board (CAB) for a three-year term of office (2021-2023):

Mr. Marty Cole (Canada), Mr. Mohamad Faudzi Mohd Yasir (Malaysia), Mr. Albert Nagtegaal (Netherlands), Mr. Trond Sollie (Norway) and Mr. Nickolay Fayzrakhmanov (Russia) have been nominated for election by Council.

Ms. Sterling encouraged CAPCC members to reach out to her if they have a potential person from their organization that they would like CAPCC to consider to nominate for one of these roles.

Section 10 – Conformity Assessment Issues Around the World

Ms. Sterling opened the discussion around conformity assessment issues around the world, noting that the replacement of NAFTA-USMCA has passed.

Ms. Sterling provided an update on Mexico’s new National Quality Infrastructure document. The comment period for this document has been extended to 15 May 2020. A lot of the information in this document that will have an impact on Mexico’s conformity assessment system. Ms. Sterling further noted that the proposal includes requiring published price lists for CA activities and accreditation activities.

A CAPCC member added that this document opens it up to associations, chambers, and interest groups who can now be recognized as SDOs. A CAPCC member added that the USNC CAPCC has a good relationship with Mexico’s General Directorate of Standards (DGN) through FINCA and suggested that the next FINCA meeting could be a good venue to discuss this with the DGN.

ANSI also provided comments on Mexico’s NQI Law (**ATTACHMENT C**). These comments will be distributed to all USNC CAPCC Members (**ACTION ITEM #9**).

Ms. Sterling opened the floor for additional conformity assessment issues to be discussed.

Ms. George spoke to the China NMPA (body similar to the US FDA) who has recently imposed that all medical devices exported out of China must have “full conformity assessment” prior to release for shipment out of the country. This has created significant delays with medical devices needed to support Covid-19 response efforts.

A brief update was given on Brazil’s new quality infrastructure law. Brazil is still working on the changes previously discussed as to how they will improve their quality infrastructure. Brazil has had a change in representatives, and a change in CA is also likely.

Section 11 – USNC Interface with Other Regional & International Organizations

Mr. Zertuche provided an update on the USNC’s regional outreach initiatives.

- The **USNC Country Mentoring Program’s** activities are postponed. The Vietnamese National Committee will observe a future USNC Management

Meetings and the CROSQ Workshop is postponed. Mr. Zertuche recommend that the USNC extends this program to 2021 due to the 2020 pandemic effects.

Secretary's Note: The extension of the USNC Country Mentoring Program into 2021 was officially approved by vote during the USNC Council meeting.

- The **Germany Bilateral**, originally scheduled for June 2020 has been cancelled. USNC plans to meet with the German National Committee at the 2020 IEC General Meeting in Geneva.
- USNC is scheduled to host the **2020 FINCA meeting**, however, it will be moved back one month to October. This will be hosted by Texas Instruments in Dallas, TX.

Secretary's Note: The FINCA 2020 meeting will be held as a virtual meeting at a date in October which has yet to be determined. The normal rotation of the Chair and host of the FINCA be suspended for this year, and USNC will remain as the host and Chair for the FINCA meeting in 2021.

- The next **COPANT meeting** will tentatively be held in Rio de Janeiro, Brazil in November 2020.
- The next **APCF/PASC meeting** will be held in Vladivostok, Russia in May 2021. The APCF is scheduled to meet at the IEC General Meeting in Geneva. APCF will also hold a 2 hour teleconference sometime this summer.

Section 12 – Meeting Schedule 2020 and Beyond

The following future meeting dates were reviewed:

2020

*IEC NC Secretaries Forum – REMOTE MEETING
12-13 May 2020*

*APCF Meeting – REMOTE MEETING
Date TBD*

*USNC/CROSQ Workshop – POSTPONED
Date TBD
Location TBD*

*CAB Meeting – REMOTE MEETING
8-9 June 2020*

USNC Management Meetings
October 6-8 2020
Norwood, Massachusetts (hosted by FM Approvals)

Secretary's Note: The fall USNC Management Meetings are tentatively scheduled for 6 – 8 October 2020 in Norwood, MA in the Four Points by Sheraton Norwood. The situation will continue to be monitored regarding travel, COVID-19, and virtual participation.

COPANT
2 – 6 November 2020 (tentative)
Rio de Janeiro, Brazil

84th IEC General Meeting
9 – 13 November 2020
Geneva, Switzerland

2021
85th IEC General Meeting
17 – 21 October 2021
Dubai, United Arab Emirates (UAE)

2022
86th IEC General Meeting
31 October – 4 November 2022
San Francisco, USA

2023
87th IEC General Meeting
Egypt

Section 13 – Adjournment

Ms. Sterling adjourned the meeting at 2:20 p.m. (EDT).