



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

**Wednesday, January 29, 2025  
9:00 AM – 12:00 PM (ET)  
(Meeting #45)**

**Dress Code: Business Casual**

**Section 1 – Organizational Matters  
(J Sterling – VP – Conformity Assessment)  
(9:00 – 9:15 AM ET)**

- 1.1 Welcome and Introductions**
- 1.2 Approval of Draft Agenda**
  - 1.2.1 USNC CAPCC Roster & Attendance**
  - 1.2.2 Approval of Consent Agenda**
    - (a) Approval of the Meeting Minutes –  
10 September 2024 Meeting in Norwich, VT**

**Section 2 – Outstanding Action Items  
(M Pahl)  
(9:15 – 9:20 AM ET)**

**Executive Summary**

USNC CAPCC members will have the opportunity to ask any questions they have regarding the resolutions from the 10 September 2024 meeting.

**Section 3 – For Discussion – Conformity Assessment in ANSI  
(9:20 – 9:50 AM ET)**

**3.1 Conformity Assessment in ANSI**

**Executive Summary**

Mr. Steven Margis will provided an update on the IPAG/NPAG joint task force on conformity assessment (JTFCFA).

**3.2 ANSI International Conformity Assessment Committee (ICAC)  
(K Califra)**

**Executive Summary**

Ms. Kristen Califra has provided a written report on the ANSI ICAC activities. CAPCC members will have the opportunity to ask any questions they have on this report.

CAPCC members interested in joining ICAC should contact Ms. Califra.

**Section 4 – For Information – ISO CASCO**  
**(9:50 – 10:05 AM ET)**

**Executive Summary**

An update will be provided on the CASCO reorganization and activities relating to CAPCC.

**Section 5 – For Information – Status Report on US Government Activities Related to Conformity Assessment**  
**(10:05 – 10:15 AM ET)**

**5.1 Government Update  
(A Phelps)**

**Executive Summary**

Ms. Amy Phelps will provide an update on NIST and USTR activities related to conformity assessment.

**5.2 FDA Update  
(E Franca)**

**Executive Summary**

Mr. Eric Franca will provide an update on the FDA Accreditation Scheme for Conformity Assessment (ASCA) Program.

**AM STRETCH BREAK**  
**(10:15 – 10:30 AM ET)**

**Section 6 – For Information – Status Report on the USNC CAPCC Regulatory Labeling Working Group**  
**(10:30 AM – 10:45 AM ET)**

**Executive Summary**

An update will be provided on the activities of the USNC CAPCC Regulatory Labeling Working Group.

**Section 8 – For Action/Discussion – Reports on the Conformity Assessment Systems**  
**(10:45 – 11:05 AM ET)**

**8.1 MOA and CA-01 Update  
(M Pahl)**

**Executive Summary**

Ms. Pahl will provide an update on the ANSI MOAs with USNC CA Secretariats and the proposed revisions on USNC CA-01.

**8.2 IECEE and USNC/IECEE  
(T Duffy)**

**Executive Summary**

Mr. Tim Duffy will provide a report on the activities of the IECEE and the USNC/IECEE including a nomination of Mr. Paul Green as USNC Honorary Life Member.

**8.3 IECEEx and USNC/IECEEx  
(S Kiddle)**

**Executive Summary**

Mr. Scott Kiddle will provide a report on the activities of the IECEEx and the USNC/IECEEx.

**8.4 IECRE and USNC/IECRE  
(B Sherwin)**

**Executive Summary**

Mr. Bob Sherwin will provide a report on the activities of the IECRE and the USNC/IECRE.

**Section 9 – For Action/Information – IEC Conformity Assessment Board**  
**(11:05 – 11:50 AM ET)**

**9.1 Review of IEC CAB Decisions List from meeting 56 in Edinburgh, 2024-10-21.  
(J Sterling)**

**Executive Summary**

Ms. Sterling will highlight key IEC CAB decisions from the October 2024 meeting.

**9.2 Review of Ballots/Documents Since Last Meeting  
(J Sterling)**

**Executive Summary**

Ms. Sterling will review the CAB ballots and documents released since the September 10, 2024 USNC CAPCC meeting.

**9.3 CAB Chair Update  
(S Margis)**

**Executive Summary**

Mr. Steven Margis will provide an update on the activities of the IEC CAB.

- WG Update
- Treasurer’s Meeting
- Long-Term Sustainability

**9.4 USNC VP – Conformity Assessment Term Concludes 2025  
(Joan Sterling)**

CAPCC members interested in serving as the USNC VP – Conformity Assessment role are encouraged to contact USNC staff.

**Section 10 – For Information – Meeting Schedule 2024 and Beyond**

**(J Sterling)**

**(11:50 – 11:55 AM ET)**

The following future meeting dates are made available for awareness:

<b>2024</b>		
<u>Date</u>	<u>Meeting</u>	<u>Location</u>
18 - 19 September 2024	FINCA Meeting	Lima, Peru
23 – 27 September 2024	IECEX	Brazil
14 - 26 October 2024	NFPA NEC Meetings	TBD
19 - 25 October 2024	88th IEC General Meeting	Edinburgh, UK
21 October 2024	IEC CAB	Edinburgh, UK
21 October 2024	IEC SMB	Edinburgh, UK
21 October 2024	IEC MSB	Edinburgh, UK
22 October 2024	Joint CAB/MSB/SMB Strategic Session	Edinburgh, UK
22 October 2024	IEC Forum	Edinburgh, UK
23 October 2024	IEC Board	Edinburgh, UK
24 October 2024	IEC General Assembly	Edinburgh, UK
19 November 2024	GRAC	Geneva, Switzerland
26 - 27 November 2024	BAC	Virtual
05 December 2024	DAC	Geneva, Switzerland

<b>2025</b>		
<u>Date</u>	<u>Meeting</u>	<u>Location</u>
28 – 30 January 2025	USNC Management Meetings	Miami, FL (AWS)
Week of 9 February 2025	IECEE WGs	Lake Forest
18 - 19 February 2025	IEC Board	Geneva, Switzerland
24 - 26 February 2025	IEC SMB	Mexico City, Mexico
5 March 2025	BAC	Virtual
12 March 2025	IEC Forum	Virtual
7 - 11 April 2025	CASCO Plenary	Berlin, Germany

Week of 14 April 2025	MSB	Nanjing, China
5 – 10 May 2025	COPANT	Cuba
5 – 6 May 2025	GRAC	Geneva, Switzerland
7 - 8 May 2025	BAC	Geneva, Switzerland
19 – 21 May 2025	USNC Management Meetings	Hillsboro, OR (Intel)
10 - 13 June 2025	IEC SMB (including joint SMB/TMB meeting)	Geneva, Switzerland
16 - 17 June 2025 (TBC)	IEC CAB	Geneva, Switzerland
19 June 2025	IEC Board	Sydney, Australia
Week of 23 June 2025	IECEE CMC	Finland
25 June 2025	BAC	Virtual
26 June 2025	IEC Forum	Virtual
23 July 2025	IEC Board	Virtual
12 – 14 August 2025	USNC Management Meetings	Pittsburgh, PA (Eaton)
15 -19 September 2025	89th IEC General Meeting	New Delhi, India
29 September – 3 October 2025	ISO General Assembly	Kigali, Rwanda
25 - 26 November 2025	BAC	Virtual
3 December 2025	GRAC	Virtual
10 December 2025	DAC	Geneva, Switzerland

<b>2026</b>		
<u>Date</u>	<u>Meeting</u>	<u>Location</u>
3 – 4 March 2026	IEC Board	Geneva, Switzerland
11 March 2026	BAC	Virtual
13 March 2026	IEC Forum	Virtual
26 – 27 May 2026	BAC	Geneva, Switzerland
28 – 29 May 2026	GRAC	Geneva, Switzerland
26 June 2026	IEC Forum	Virtual
5 August 2026	BAC	Virtual
2 September 2026	IEC Board	Virtual
13 October 2026	GRAC	Virtual
14 October 2026	DAC	Geneva, Switzerland
16 – 20 November 2026	90th IEC General Meeting	Hamburg, Germany
15 – 16 December 2026	BAC	Virtual

## **Section 11 – Review of Action Items**

**(M Pahl)**

**(11:55 AM – 12:00 PM ET)**

### **Executive Summary**

Ms. Pahl will review the action items captured during the 29 January 2024 CAPCC meeting.

**Section 12 – Adjournment**  
**(J Sterling)**

Approximately 12:00 PM (ET)