



Member Bodies  
NCBs  
Assessors

2020-03-27

**Ref: IECEE-CB (Sec.5971A)**  
**Subject: Coronavirus (COVID-19) impact on peer assessments and ISO/IEC 17025:2017 transition plan**

Dear Member Bodies, NCBs and Assessors,

An “A” version of this document is circulated due to additional clarifications.

As the coronavirus threat spreads to even more countries and regions, the IECEE Secretariat is learning of more and more travel related restriction imposed on peer assessors. With the increase of travel restrictions, we are faced with a shortage of peer assessors and replacement of peer assessors for previously scheduled assessments.

Due to the peer assessor shortage, daily changes in corporate travel policies and uncertainty of the overall situation on a global level, the IECEE Secretariat is no longer able to reassign assessment teams or assessors for previously scheduled assessments when an assessor or assessment team is subject to travel restrictions.

**The Secretariat continues to assign assessment teams for assessments planned in 2020, to avoid significant backlog of planning when the circumstances change. There is no expectation of the assigned assessment teams to schedule the assessment immediately, but just to accept the assignment, with the understanding that the assessment will only be conducted when the circumstances change. The assessment team, in coordination with the assessed organization, should only provide a logical estimate when they feel the assessment can be carried out safely. The assessment team and assessed organization shall have an understanding that the estimated schedule may need to be readjusted appropriately, as dictated by the circumstances of the COVID-19 situation.**

The IECEE Secretariat will allow the delay and postponements of assessments when caused by the impact of the coronavirus situation, with no consequence to the assessed organization. The IECEE Secretariat also requests organizations scheduled to be assessed, which are delayed or postponed due availability of an assessment team, to remain patient until such time as there is a substantial improvement in the situation and the assessment can be logically rescheduled.

The IECEE Secretariat appreciates and embraces assessments that can still be carried out where travel restrictions and other measures do not have an impact on the schedule. However, we strongly encourage these assessment teams and assessed organizations to exercise prudent precautionary measures and stay informed of the latest advisories.



### **Impact to ISO/IEC 17025:2017 CBTL/SPTL Transition Plan (IECEE-CMC/2034/RCMC)**

It has been decided to extend the deadline stated in IECEE-CMC/2034/RCMC for transitioning to ISO/IEC 17025:2017 beyond November 30, 2020, if the accreditation body could not conduct the assessment of the CBTLs/SPTLs because of the COVID-19 situation. The NCB shall provide suitable evidence to the Secretariat from the accreditation body, which expresses they could not conduct the assessment due to the COVID-19 situation, e.g. e-mail or letter directly from the accreditation body.

The IECEE Secretariat is closely monitoring this situation and will provide updated information as warranted by developments in the COVID-19 situation. To assist us in this, we call upon the membership to notify us promptly of any localized developments and of any compulsory travel restrictions within your organization.

A handwritten signature in blue ink, which appears to read 'Wolfram Zeitz'.

With best regards,

Wolfram Zeitz  
Executive Secretary & COO  
IECEE/IECRE Systems  
IEC – International Electrotechnical Commission  
Geneva, Switzerland