



IECEE OD-2043

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IECEE OPERATIONAL DOCUMENT

**IEC System of Conformity Assessment Schemes for Electrotechnical
Equipment and Components (IECEE System)**

IECEE Member Body application requirements





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IECEE OD-2043

Edition 1.2 2014-01

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IEC System of Conformity Assessment Schemes for Electrotechnical
Equipment and Components (IECEE System)

IECEE Member Body application requirements

INTERNATIONAL
ELECTROTECHNICAL
COMMISSION

PRICE CODE

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FOREWORD

Scope

This document describes the IECEE Member Body application requirements and provides an example of an application letter.

Document Owner

IECEE Secretariat

History of changes

<u>Date</u>	<u>Brief summary of changes</u>
<u>2018-03-13</u>	<u>Editorial changes to update document reference, dates and contact information.</u>

<u>Effective date</u>	<u>Target revision date</u>
<u>2018-03-13</u>	<u>2021-03-13</u>

1. Letter example for full and associated IEC Members

Our ref.:
City, Date

Mr. Kerry McManama
IECEE Executive Secretary & COO
c/o IEC
3, rue de Varembe
P.O.Box 131
CH-1211 Geneva 20
Switzerland

Subject: Application of the Your organization's name for IECEE Membership

Dear Mr. ~~McManama~~ ~~de Ruvo~~,

In accordance with the IECEE Basic Rules (IEC ~~CAEE~~ 01 ~~and IECEE 01-S~~), the Your organization's name, IEC member body from Your country, applies for membership of the IEC System for Conformity Testing and Certification of Electrotechnical Equipment and Components (IECEE).

Your organization's name commits to use IEC standards at national level to the best extent possible and to recognize IECEE Certificates and Test Reports for imported electrical goods in order to facilitate trade.

Your organization's name commits to abide by the IECEE Rules.

We are looking forward to becoming IECEE member.

Yours sincerely,

Name of President
President
Your organization's name

Copy to: Mr. Frans VREESWIJK
~~Secretary~~ General ~~Secretary~~ of the IEC
International Electrotechnical Commission (IEC)
3, rue de Varembe
P.O.Box 131
CH-1211 Geneva 20
Switzerland

2. Summary of information to be provided by candidate organization from countries not yet members of the IEC to become members of the IECEE

Reasons for the application for membership

Please explain that “the name of the Organization that will be your country’s Member Body of the IECEE” wishes to join the international community in the field of the Conformity Assessment and that it is recognized that the IECEE is the only truly international Organization worldwide recognized by the stakeholders in the Electrotechnical sector.

You may wish to also add that “the name of the Organization that will be your country’s Member Body of the IECEE” application is to promote the IEC standard and the IEC flagship global conformity assessment programme in the region, the IECEE CB Scheme.

You may wish to also add that “the name of the Organization that will be your country’s Member Body of the IECEE” goal is to also protect the domestic market from unsafe electrical goods by requiring CB Test Certificates for importing goods and to also serve the domestic and regional industry and your Central Laboratory to level up with the most advanced testing and certification techniques and to help them to export abroad.

Timetable for joining the Scheme(s) and description of the structure in the country related to Member Body, certification body(ies), testing laboratory(ies) as well as responsibility for standards.

Please describe e.g.

~~For example: January 2014~~ For example: January 2018: “the name of the Organization that will be your country’s Member Body of the IECEE” is hoping to be appointed IECEE Member Body

Immediately after “the name of the Organization that will be your country’s Member Body of the IECEE” will start setting the overall arrangements to submit an application to become Recognizing NCB and to be assessed by the IECEE Peer Assessment programme in accordance with the IECEE Basic Rules and Rules of Procedure.

~~For example: By April 2014~~ For example: By April 2018, “the name of the Organization that will be your country’s NCB of the IECEE” is hoping to be formally accepted as Recognizing Certification Body NCB

Please describe the Organization that is in charge in Your country to write and publish or endorse IEC electrical standards and detail with an Organization Chart how it works and the composition of e.g. the Board.

Please describe how “the name of the Organization that will be your country’s Member Body of the IECEE” is representative of the national conformity assessment community in electrotechnology knowing that it may be either

“the name of the Organization that will be your country’s Member Body of the IECEE” can be either

- a) a Member Body with Issuing and Recognizing National Certification Body or Bodies (NCB(s)),
- b) a Member Body with Recognizing NCB(s) only, or

c) a Member Body with neither Issuing and Recognizing NCB(s) nor Recognizing NCB(s).

Please note that “the name of the Organization that will be your country’s Member Body of the IECEE” will be only one Member Body of the IECEE in Your country

Existence of mandatory and/or voluntary certification schemes;

Please describe whether in Your country there is a mandatory/regulatory system requiring that e.g. prior to be in Your country’s market both domestic (manufactured) and importing electrical goods must comply with a mandatory Scheme that is operated by _____ and monitored by _____

You should also describe if there is a third party voluntary testing and certification scheme that is operated by _____ and for which a certification mark is granted (attach the relevant certification mark logo)

National Differences from IEC standards and existence of conflicting standards including Regulatory requirements, if any (where applicable)

Please list National Differences from IEC standards and existence of conflicting standards that may exist in the area for which Your country will be seeking acceptance to operate in the IECEE CB Scheme.

Example

	IEC Standard	Your country	National Differences and Special National Conditions (if any)	Regulatory Requirements (if any)
1	IEC 60335-1:2010			
2	IEC 60335-2-10:2002			
3	IEC 60065:2014			
4	IEC 60950 IEC 60950-1:2005, IEC 60950-1:2005/AMD1:2009, IEC 60950-1:2005/AMD2:2013			

Plans for participation in IEC standardization work

e.g. _____ plans to seek IEC Membership as Associate (?) Full Member by for example: August 2019~~for example: August 2012?~~

With reference to the Article 4 of *IEC Statutes* you should write something that is inspired by the following in order to convince the IEC Executive Committee:

“A National Committee shall be fully representative of national interests in Your country in the fields of activity of the IEC (Electrotechnical Sector). Members of the IEC shall be those National Committees which have agreed to abide by the Statutes and the Rules of Procedure.

Members undertake:

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- a) to promote the object of the IEC,
- b) to support the IEC's work, and
- c) to implement, in a transparent way, to the maximum extent possible, the IEC's International Standards, in their national and regional standards.”

The setting up of a National Electrotechnical Committee is the first step towards applying for IEC membership. The Electrotechnical Committee should be:

- fully representative of all interests of the country in the field of electrotechnical standardization (with representatives of the power supply and distribution authorities, manufacturers, research and development institutes, testing laboratories, consumers, relevant professional and teaching institutions, as well as government departments concerned with electrical and electronics applications)
- composed of electrical and electronics professionals active in the country, and
- presided over by a President, being an eminent personality in these domains (the secretariat may be – but is not always – held by the country's standards body).

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IEC SYSTEM OF CONFORMITY ASSESSMENT
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