

# Accredited Standards Committee C63™ Electromagnetic Compatibility

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## **C63 SC6 - Laboratory Accreditation/Conformity Assessment Meeting Minutes March 28, 2007 IEEE Headquarters 445 Hoes Lane Piscataway, NJ 08854**

**Chairman: Kurt Fischer at 301-975-6061, [kurt.fischer@nist.gov](mailto:kurt.fischer@nist.gov)**

The meeting was called to order at 15:05 on March 28, 2007.

Victor Kuczynski (until 16:00) and Dennis Camell (after 16:00) volunteered to take meeting minutes.

The following persons attended this meeting:

Andersen, Poul	X
Attayi, Masud	X
Berger, Stephen	X
Camell, Dennis	X
Fischer, Kurt	X
Hall, Ken	X
Heirman, Donald	X
Hofmann, H.R. (Bob)	X
Hoolihan, Daniel D	X
Kuczynski, Victor	X
Lichtig, John	X
Moore, Brad	X
O'Neil, Janet	X
Showers, Ralph	X
Stumpf, Bill	X
Zimmerman, David	X
Ceglia, Mathew	X
Ash, Bill	X
Jenkins, Bob	X
Moongilan, Dheena	X
Hackett, Beth	X

1 Opening and Self Introductions (Group)

2 Review and adoption of Agenda (Chair)

Revised Agenda was approved and is attached to this meeting minutes.

3 What are our goals? Why are we here? (Group)

4 Review and approval of Minutes of the previous meeting. (Secretary)

Previous meeting minutes were approved.

5 Membership Review (Chair/Secretary)

Membership list was approved for submission to C63 committee. Brad Moore was added to the membership list.

6 US National Committee of the IEC invitation letter to join TAG for CISPR Subcommittee A

The letter was circulated and Don Heirman gave a short presentation on this matter.

7 Working Group Reports

a) WG #1 Checklists for Lab Assessors (Dan Hoolihan, Acting Chair)

Checklists are with the Editorial Committee (Mike Windler) waiting for release.

b) WG #2 OPEN

c) WG #3 Proficiency Testing (Dan Hoolihan, Acting Chair)

Action Item: Ken Hall

Ken Hall donated Comb Gen and is currently in the second lab for testing.

NIST donated a York generator for this program.

C63SC6-AP 1/2007-03 Action item for Don Heirman to send acceptance of York Comb Generator letter to NIST.

C63SC6-AP 2/2007-03 Action item for Ken Hall to test three generators and provide data.

8 A2LA Lab Accreditation Status Report (Bethany Hackett / Trace McInturff )

Beth Hackett presented the A2LA submission.

A2LA currently is working to ensure scope of accreditations meets VCCI requirements as per MRA with Japan. There is a consistent number of laboratory accreditations with an increase in accredited **BLUETOOTH** laboratories.

EMC – 129 accredited labs (88 FCC recognized)

AEMCLAP – 47 accredited labs

Product Safety (electrical) – 46 accredited labs

Telecom – 51 accredited labs

Bluetooth – 3 accredited labs

CTIA – 12 accredited labs

CCF – 4 accredited labs

SAR – 11 accredited labs

Calibration update - currently there are 85 accredited calibration labs that have RF/Microwave capabilities. The A2LA web site is the best place to keep abreast of these new calibration providers. The web site link for searchable A2LA accredited test/calibration labs is <http://www.a2la.org/dirsearch/search9.cfm>.

9 NVLAP Lab Accreditation Status Report (Brad Moore / Kurt Fischer)

The NVLAP submission is included as part of the minutes.

10 CAB/TCB Status Report (Bill Hurst)

A CAB/TCB Status Report was not presented.

11 NACLA Status Report (Don Heirman)

Don Heirman presented the annual NACLA status report. This submission is attached to the minutes.

12 Old Business Action Item Review

No action items were open from last meeting.

13 New Business

Election of Secretary

No secretary nominations were received for SC-6. Please inform Kurt Fischer if you are interested in serving in this capacity.

Election of Vice Chairman

No secretary nominations were received for SC-6. Please inform Kurt Fischer if you are interested in serving in this capacity.

Product Safety Test Method Scope Presentation

This item was discussed; however, the matter is outside the scope of C63

14 Closing remarks (Chair)

- a) Next Meeting: Wednesday, Oct 24, 2007 at Washington Labs in Gaithersburg, MD

The meeting was closed at 16:30.