Accredited Standards Committee C63™ Electromagnetic Compatibility

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Secretariat: Institute of Electrical and Electronic Engineers, Inc.

C63 SC6 - Laboratory Accreditation/Conformity Assessment
April 21 2009 MINUTES of the meeting
IEEE PISCATAWAY NJ
Chairman: Kurt Fischer at 301-975-6061, kurt.fischer@nist.gov

Secretary: Victor Kuczynski vican@on.aibn.com

1   Opening and Self Introductions
Opening was lead by Victor Kuczynski, acting for Kurt Fischer.
Self introductions were held and an attendance list was circulated to the attendees.

2   Review of Patent Policy for IEEE WG meeting
Victor showed the Patent Policy slides and everyone understood the slides. No
questions were raised and no one announced any patents.

3   Review and adoption of Agenda
It was moved by Hofmann to adopt the Draft Agenda; the motion was seconded and
unanimously approved.

4   Review and Approval of Minutes of Previous Meeting
Minutes were reviewed. Heirman moved to accept the Minutes; the Motion was
seconded and unanimously approved.

5   CAB/TCB/MRA status report by Bill Hurst of FCC
Bill Hurst gave a report on the MRA Status (Phase I and Phase II) and the TCB
situation (32 TCBs – 17 in the USA, 12 in Europe, 2 in Canada, and 1 in Singapore).
About 95% of the authorized equipments are done by TCBs. The total number of
equipment authorizations in 2008 was about 10,000. Bill explained there are 266
FCC-Recognized Accredited Testing Labs around the world; 91 in the USA, 47 in
Europe, 125 in Asia, and 3 – Other. There are approximately 611 labs that are listed
in the FCC data base; 136 of these are in the USA; some of these may be accredited
also. They are listed and, may be accredited, but many of them are not
RECOGNIZED by the FCC. The FCC Knowledge Data Base and Enforcement
Actions were discussed. See the attached report from Mr. Hurst in a power-point-
presentation format.

  See attachment
FCC_Lab_Accreditations_Status_Report_April2009

**6   National Cooperation for Laboratory Accreditation (NACLA) Presentations by
Don Heirman**

Don Heirman gave a Power-Point Presentation on NACLA; it was a presentation generated by Tony Anderson, NACLA Executive Director, and it was titled "NACLA's Support of the US Accreditation Community." NACLA was formed in 1998 and the original charter envisioned a vertical recognition system to suit needs of specifiers/regulators.

See attachment
2-NACLA's Supports of US Accreditations Community

7 Membership Review (Chair/Secretary)

SC6 Membership
April 23, 2009

Brench	Colin
Camell	Dennis
Chen	Zhong
DeLisi	Bob
Fischer	Kurt Chair
Ghizzone	Dean
Gouker	Adam
Hackett	Beth
Hare	Ed
Heirman	Don
Hofmann	Bob
Hoolihan	Dan
Hurst	Bill
Kuczynski	Victor Vice Chair and Webmaster
Mertel	Herb
Moongilan	Dheena
Moore	Brad
Morrissey	Joe
Schaefer	Werner
Showers	Ralph
Stumpf	Bill
Windler	Mike
Zimmerman	Dave Secretary

Mr. Heirman made the following motion – recommend to the parent committee the above membership list of SC6 contingent upon receiving payment from all those on the list within 60 days**.** The motion was seconded and approved unanimously**.**

8 Working Group Reports

a) WG #1 Checklists for Lab Assessors
Dan Hoolihan reported on the Checklists. These checklists cover the IEC Commercial Immunity tests – IEC 61000-4-x (where x = 2,3,4,5,6,8, and 11). E-mails have been exchanged with ANSI relative to the charges they would want to allow us to use the relevant IEC standards; their initial indication was that they would want 80% of each value of each standard used in the checklist. We have requested a lower rate so that the resulting checklist, to be sold by IEEE, would be more economical.

b) WG #2 Method that would allow the accrediting bodies to consolidate standards to simplify testing lab's Scope of Accreditation
Brad Moore talked to this subject. He said that it was difficult to do for NIST/NVLAP at this time due to computer-software systems in place at NIST/NVLAP. Further work is being done on the topic at NIST. Brad did state that NVLAP Labs are now able to request additions, deletions, and modification to their scopes via an e-mail and NVLAP will make the necessary changes to the scope and publish it on the NIST/NVLAP web page.

c) WG #3 Proficiency Testing
Dan Hoolihan reported that this working group is going to develop a Proficiency Testing Guide similar to IEC 17043 only it would be oriented only around EMC artifacts. As part of this development, a York site source is being used by the US EMC Standards Corporation to do inter-lab comparison testing; two labs have participated to date and we are soliciting additional labs to take part in the program.

d) WG #4 Guidance how to calibrate EMC test equipment
Victor Kuczynski gave a presentation on this topic.

9   Status Report from A2LA
A written report was received from A2LA. There are 180 labs accredited in EMC; 45 in telecom, 16 for CTIA, 66 in Automotive EMC, 9 for SAR, and 6 for Bluetooth. They also accredited 7 Telecom Certification Bodies. Further information on accredited organizations can be found on the A2LA website at www.A2LA.org. A2LA is looking for qualified technical experts in the EMC field of testing to be members of the A2LA Accreditation Council. If you are interested in volunteering to perform these activities, please contact Mr. Trace McInturff at tmcinturff@a2la.org.

See attachment
A2LA Status report

10   NVLAP Lab Accreditation Status Report
Brad Moore gave a report on the NVLAP status. They have approximately 200 labs that are accredited; 50% from the USA and 50% from outside the USA (mostly Asia). There are 13 active assessors in the NVLAP program. There are 1485 test methods that a lab can become accredited to in the NVLAP EMC and Telecom program. There is a Scope Expansion Request that is used by the accredited labs to change their Scopes. NVLAP is revising several of their Handbooks and checklists including Handbook 150-

11 and the FCC Checklist. Brad discussed that NVLAP will be getting into Energy Star accreditation for PCs and similar electronic products. Future Training was discussed by Brad which addresses primarily the assessors but there is some opportunity for labs to participate; contact Brad if you are interested.

See attachment
NVLAP presentations_SC6_04_09

11 Old Business Action Item Review
Victor reviewed the old action items.
Action Item to invite A2LA and ANSI ,Kurt Fischer, Action Closed
Action Item to update website, including membership, Victor Kuczynski, Open
WG 1 continue,
WG 2 pending
WG 3 continue
WG 4 continue

No other past business was brought up.

12 New Business
There was no new business brought up.

13 Closing remarks (Chair/Secretary)
The next meeting will be October 20th at NIST-Boulder.