

**AEMCLAP Accreditation Program Meeting
The Sheraton Columbia Hotel
Columbia, MD**

Friday, March 11, 2005

**Minutes
(5-9 P.M.)**

1) AEMCLRP Presentation

a) **Terry North (DaimlerChrysler)** - Introduction of DC-10614 rev B

Terry North presented the new DC-10614 Rev B. The reviewed standard is the final draft. This draft must be finalized and published.

ACTION 1: DaimlerChrysler (DC) is to request from Mercedes Benz clarification on FFT revision (bullet point 4 in Annex F) regarding what evidence is required for determination of correct bandwidths being implemented (by May 1, 2005).

GM does not intend to include the new DC-10614 Rev B, ESD method. GM will be generating data as it obtains failing device under tests (DUTs).

Lab procedures updates lag behind specifications. If a lab is competent to test to the new specification, the assumption is made that it is competent to perform testing to the superceded specification also.

ACTION 2: DC is to provide clarification on the 2 m distance (1 m from DUT to absorber cone on the short side of the table) in Figure 14 (by May 1, 2005).

Once the DC-10614, Rev B is finalized, DC will no longer accept the ISO 10605 standard for ESD. Scopes of Accreditation will be updated based on the lab's renewal cycle.

b) **Andrew Shune (DC)** – Introduction of draft AEMCLRP document.
Rev. 4. (Targeted completion: 3rd Qtr, 2005) (Attachment 1)

Andrew Shune provided a brief overview of the changes that the draft AEMCLRP Rev. 4 document contains. Committee is seeking feedback from accreditation bodies and assessors.

The current addendum to the AEMCLRP Rev. 3 will be included in the Rev 4 document.

ACTION 4: The AEMCLRP Committee will determine how to provide more spacing in the appendices for assessor comments and records of the assessment. Committee proposed to provide additional space in the PDF document on the website (by May 1, 2005).

The addition of MFG (DC, GM, Ford) implementation section listed in each appendix is meant to indicate manufacturer specific information.

After July 1, 2005, tri-plate will no longer be included in the AEMCLRP document.

The AEMCLRP proficiency testing program structure is intended to ensure that PT artifact correlation is conducted every two years to allow alignment with the on-site assessment.

ACTION 5: The AEMCLRP Committee is to review and edit the draft AEMCLRP Rev. 4 numbering system to ensure there is unique identification for each assessable item within the appendices (by May 1, 2005).

ACTION 6: B. Moore is to provide the AEMCLRP Committee with feedback from assessors regarding the draft Rev. 4 document. Feedback is due from the assessors to B. Moore by Monday, April 4, 2005. B. Moore will combine the feedback and forward to the AEMCLRP Committee (by April 8, 2005).

2) AEMCLRP Committee Issues

- a) There are no GM specific requirements in the current document for absorption chambers. GM has been using mutual recognition with the DC standard. More specific information on what method is being used (i.e. metallic/nonmetallic table) for GMW3097 is to be included on the Scope.
- b) GM requirements – question to the assessors...are you finding laboratories where GMW requirements are not met because the lab cannot perform the “Radar Pulse” test to the required 600 V/m requirements?

Assessors are observing this during the assessment.

ACTION 7: B. Moore to include limitations on the Scope when the lab is not performing to the requirements (by May 1, 2005).

- c) Removal of Recognition Processes

ACTION 8: A2LA is to provide the AEMCLRP Committee a summary of how we would deal with a lab that is not meeting the requirements, e.g. require a follow-up/surveillance assessment (by May 1, 2005).

3) Assessor Issues

- a) A brief discussion was presented regarding the “Scope Notes” which are being added to the end of AEMCLAP Scopes.

The “Scope Note” reads:

NOTE: For standards or methods listed on the scope of accreditation without a revision date, laboratories are expected to be competent in the use of the current version within one year of the date of publication of the standard test method. When a superseded standard or method is required for an accredited test, the scope will include the superseded date/version. For the AEMCLAP accreditation, the dates will reflect those established by the criteria for automotive EMC that are contained in the Automotive EMC Laboratory Recognition Program (AEMCLRP) document available on or through the A2LA web site (www.a2la.org.)

ACTION 9: B. Moore is to forward the “Scope Note” example to the AEMCLRP Committee for review to determine if it is appropriate to add the note to every AEMCLAP Electrical Scope (by April 1, 2005).

b) AEMCLRP Document and Addendum questions.

The errata sheet content will be integrated into the new Rev. 4 AEMCLRP checklist. Each requirement in each annex will be numbered such that it can be easily cited in a deficiency report.

ACTION 9: B. Moore will forward the SAE and Ford website links to all assessors to identify where all appropriate AEMCLRP documents can be located (by May 1, 2005).

If assessors need a copy of the OEM specifications, they can contact the OEM representative to obtain the documents for use in conjunction with the AEMCLRP program.

ACTION 10: The AEMCLRP Committee will verify that the dates of the documents located under the AEMCLRP Forum on the SAE website are the current dates (by May 1, 2005). (Per L. Ball, on SAE website, the date of the document is hard-coded into the document title.)

c) Deviations from Test Method Requirements.

Numerous requirements (e.g., the necessity to have a low pass filter in the TEM cell setup, probe isotropicity, reverb chamber geometries, use of LISNs instead of BANs, deviation from SAE J1113-13 ESD simulator verification, etc.) should be revisited.

Exceptions to stated requirements that were granted to a specific laboratory (upon their request) will be communicated by the member of the AEMCLRP committee who granted the exception via e-mail to B. Moore. He will forward details of each exception to all AEMCLRP assessors in order that all laboratories may be treated the same way.

d) The treatment of noise floor in the determining of system sensitivity (primarily radiated emissions in the 20 MHz to 40 MHz range) was discussed.

4) Old Business/New Business:

ACTION 11: B. Moore will discuss with the AEMCLRP Committee the review of the PT data submitted by the labs to determine if there are possible areas for improvement that exist, from forwarding PT artifacts to labs, to A2LA submitting data to the AEMCLRP Committee, to the AEMCLRP Committee reviewing the data and responding to A2LA/labs in a timely manner (by May 1, 2005).

ACTION 12: B. Moore will determine if the EMC technical manager or EMC lab manager information can be included on the AEMCLAP Scopes of Accreditation (by May 1, 2005).

Attendees: Werner Schaefer, Terry North, Andrew Shune, Derek Walton, Benoit Nadeau, Yukio Tanuma, Brad Moore, Beth Hackett, Larry Gradin, Peter Boers, Kurt Fischer, Phil Fanson, Laura Ball, Keith Frazier

Meeting Adjourned: 9:00 P.M.

Minutes prepared by Brad Moore, A2LA Senior Laboratory Services Officer.