



ExMC/2042/Inf
April 2024

**INTERNATIONAL ELECTROTECHNICAL COMMISSION SYSTEM FOR
CERTIFICATION TO STANDARDS RELATING TO EQUIPMENT FOR USE
IN EXPLOSIVE ATMOSPHERES (IECEX SYSTEM)**

**GENERAL INFORMATION
ON THE MEETINGS OF THE IECEX SYSTEM
to be held in Foz do Iguaçu, Brazil
23rd September to 27th September 2024**

Dear Colleagues,

This document contains details relating to the 2024 IECEX System Meetings and associated events to be held in Foz do Iguaçu, Brazil over 23rd to 27th September 2024 to enable your planning.

Details relating to general information, online meeting registration and accommodation bookings are included.

We thank you in anticipation of your participation and invite you to contact us should you have any questions relating to the meetings.

Kind regards,

IECEX Secretariat

Address: Level 17, Angel Place 123 Pitt Street Sydney NSW 2000, Australia	Contact Details: Email: Info@iecex.com
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**GENERAL INFORMATION
ON THE MEETINGS OF THE IECEX SYSTEM
to be held in Foz do Iguaçu, Brazil
23rd September to 27th September 2024**

The 2024 series of IECEX Annual meetings will be held in Foz do Iguaçu, Brazil located in the west of the State of Paraná. In the southwest of the city the Iguaçu and Paraná rivers join forming the triple border between Brazil, Argentina, and Paraguay. The Iguaçu Falls, located on the border of Argentina and Brazil consist of approximately 257 individual waterfalls over 2.7 km and were chosen as one of the "New Natural Seven Wonders of the World." Foz do Iguaçu is home of the Itaipu dam, located on the border between Brasil and Paraguay, the world's second largest hydroelectric plant in power generation, and of the Iguaçu National Park a UNESCO World Heritage Site since 1986. Foz do Iguaçu will be one of the host cities of the 2024 G20 Meetings.

MEETING VENUE

The meeting will be held at:
Grand Carimã Resort & Convention Center
Avenidas das Cataratas, 4790 – Foz do Iguaçu – Paraná – Brazil
Phone: +55 45 3521 3060

MEETING SCHEDULE

Date	Event / Meeting
Monday, 23 rd Sept 2024, 2:00PM to 5:00PM	Assessor Training
Tuesday 24 th Sept, 2024, ALL DAY	ExTAG Meeting
Wednesday, 25 th Sept 2024, 9:00AM to 12:30PM	Technical Seminar * Final Program to be advised at a later date
Thursday, 26 th Sept 2024, ALL DAY	ExMC Meeting
Friday, 27 th Sept 2024, ALL DAY	ExMC Meeting

MEETING HOURS: 9.00 a.m. to 12.30 p.m.
2.00 p.m. to 5.00 p.m.

Beverages will be available throughout the meetings. There will be two official coffee breaks during the meetings at approximately 10.30 a.m. to 11.00 a.m. and 3.30 p.m. to 4.00 p.m.

LUNCH:

Lunch break will be from 12.30 p.m. to 2.00 p.m. and is included in the room rate for those delegates staying in Grand Carimã Resort & Convention Center.

For those delegates staying in other hotels, the buffet service will also be available at their own cost payable to the meeting venue hotel.



ExMC DINNER – 26th SEPTEMBER 2024

COBEI wishes to invite all delegates and their companion to dinner on 26th September 2024 at 6:30 p.m. The dinner will be held inside the hotel in the Yvyra Restaurant. Dress code is Business Casual.

IECEX MEETINGS & SEMINAR REGISTRATION

Please register **BEFORE 30th August 2024** for participation (refer below for Meeting eligibility requirements) in the **TECHNICAL SEMINAR** and relevant **IECEX MEETINGS** by completing the Online Registration System form accessible via the following link: <https://forms.office.com/e/4ZdfQQi5JL>

If you have any questions or have any problems using the Online Registration System, please contact mark.amos@iecex.com

MEETING PARTICIPATION & ELIGIBILITY

- For the **ExTAG Meeting** sessions permitted participation is as follows:
The following may participate as active delegates with access to speak during the meeting:
 - Representatives from ExCBs / ExTLs Operating in the IECEx 02 Equipment Scheme
 - Chair and/or Secretaries of IEC TC 31 and subcommittees (as *ex officio* members)
 - IEC TC31 & IECEx Liaison
 - IECEx Executive membersNOTE 1: Delegates registered as Observers shall be endorsed by the relevant National Member Body by advice to the IECEx Secretariat.

- For the **ExMC Meeting** sessions permitted participation is as follows:
 - A maximum of **three** persons per country may participate as active delegates with access to speak during the meeting. For countries where more than three persons wish to register as participants, the additional delegates may join the meetings as Observers subject to a request to the IECEx Secretariat from the National Member Body for Observer status being approved. In this situation, the IECEx Secretariat requests that the National Member Body confirm the names of the three active delegates and advise which delegate will be the Head Delegate. In the absence of this information from the National Member Body, the ExMC Chair and Executive Secretary shall decide whom may actively participate.

additionally, the following may also participate as active delegates with access to speak during the meeting:

- Chair and Secretary of IEC TC 31
- IEC TC31 & IECEx Liaison
- Chairs of IEC SC 31s
- IECEx Executive members
- IECEx Committee Chairs or Deputy Chairs
- ExMC Working Group Convenors

NOTE 1: The Head of Delegation (HoD) is responsible for speaking on behalf and voting on behalf of their respective IECEx National Member Body and may invite other delegates to speak.



MEETING PROTOCOLS

- A Consent Agenda will be used for the ExMC Meeting
- The agenda and documents will be shared on the computer screen during discussions
- The Chair or a requested person will introduce the document at the appropriate time
- Meeting Decisions to be prepared live on screen and individually confirmed during the meeting according to the following process:
 - The draft decisions will be shared on the computer screen and the text can be modified until it appears that there is consensus on the final draft Decision.
 - The final draft Decision text will then be displayed and read aloud.
 - The Chair will then seek agreement on the Decision text. Decisions will be presumed as unanimously agreed unless any Head Delegate indicates their objections.
 - In the event of sustained objections, the discussion may, at the discretion of the Chair, be continued to find consensus.
 - If no consensus can be found the Chair shall determine the course of action which may be to either postpone the matter OR to advise that a vote by correspondence on will be organised by the IECEx Secretariat on the item in question
 - A list of all agreed Decisions will be issued following the meeting.

ACCOMMODATION

Recommended accommodation (at meetings venue) is:

Grand Carimã Resort & Convention Center
Avenidas das Cataratas, 4790 – Foz do Iguaçu – Paraná – Brazil
Zip Code: 85855-678
Phone: +55 45 3521 3060
Website: <https://grandcarima.com.br/>

Delegates are requested to make the reservation **directly** with the Hotel via grandcarima@grandcarima.com.br mentioning the reservation code: **iecex**.

The special rate for IECEx Delegates is **R\$ 573.00 + 5% tax** (Single Room) and **R\$ 666.00 + 5% tax** (Double Room), including breakfast and lunch. Delegates are advised that the following rates are only available for reservations made on or before 30th August 2024.

TRAVEL & VISITOR INFORMATION

ARRIVAL BY AIR

Foz do Iguaçu International Airport (IGU) is located approximately 10 km from the meeting venue. We recommend using an official taxi service.

PASSPORT, VISA, AND VACCINATION

All visitors need a valid passport to enter in Brazil. Details of regulations related to all countries are available from all Brazilian embassies.

Participants are advised to check their local travel agency about regulations regarding passport, visa, and vaccination and, particularly, the length to notice required for obtaining a visa, if required. In case of doubt, information can be obtained from the nearest Brazilian embassy or consulate.

If needed, COBEI will send an official invitation to delegates. Please contact Mr. Guilherme Furlan: guilherme@cobei.org.br for that purpose.



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BUSINESS HOURS

Government Offices and banks are open weekdays from 10 a.m. until 4 p.m. and are closed weekends. For shopping's working hours the hotel concierge should be consulted.

CLIMATE AND CLOTHING

Foz do Iguaçu has a subtropical climate with two distinct seasons: hot and damp in the summer, cold and dry in the winter. At the beginning of the spring in September, Foz do Iguaçu has temperatures between 14°C and 28 °C. Mean precipitation: 147 mm.

CREDIT CARDS

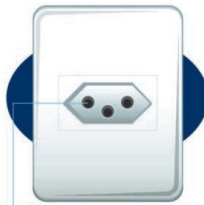
American Express, Diners Club, Mastercard and Visa are accepted in most hotels, restaurants, and shops.

CURRENCY

All prices quoted in this programme are in Brazilian Reals (R\$). Major credit cards will also be accepted.

ELECTRICITY SUPPLY

Voltage in Foz do Iguaçu is 127 V – 60 Hz. Most overseas visitors using laptops will require adaptors.



FIRST AID

In case of emergency, contact the hotel reception number 9, 192 (SAMU – Emergency Mobile Care Service) and 193 (Firemen).



INSURANCE

COBEI cannot accept any responsibility for accidents, losses, and/or damages which may occur. Participants are advised to obtain travel, medical, personal, accident and luggage insurance in their country prior to departure.

INTERNET CONNECTIONS

Wi-Fi service will be available in the personal rooms and in the meeting rooms. Free service

MEAL FACILITIES

A variety of restaurants and cafes are available at, and in the vicinity of the meeting place.

PHARMACIES

In Foz do Iguacu pharmacies can be found all over the city.

SHOPPING

Foz do Iguacu has a very diverse trade but visits to Puerto Iguazu (Argentina) and Ciudad del Este (Paraguay) are recommended. For working hours, consult the hotel concierge.

SMOKING

Smoking is not permitted in all closed areas, as airport, hotels, restaurants, shopping and is only allowed in specific designated areas.

TAXES

No Governmental taxes are applied, except at the hotel.

TELEPHONES

International/domestic calls can be made from your hotel room at your own expense. Brazil has the GSM standard mobile phones.

TIME ZONE

The time zone in Foz do Iguacu is GMT -3

TIPPING

Tipping should be at your own discretion and for good service only. As a guide, add 10 % to a restaurant bill.

LOCAL TOURS

A3 Iguassu Turismo has a desk at the hotel reception.