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| **Reported by (Name):** | **Geoffrey S. Ibbott, Ph.D.** |
| **Organization:** | **International Electrotechnical Commission** |
| **Position Title:** | **Convenor, Working Group 1; Chairman, Subcommittee 62C; Chairman US TAG** |
| **Activity:** | **Semi-annual meeting of Working Group 1** |
| **Meeting Dates:** | **March 26-28, 2014** |
| **Meeting Location:** | **London, England** |
| **Payment $:** | **Reimbursement for living expenses** |
| **Reasons for Attending or not Attending** | **Attended to chair meeting of Working Group 1** |
| **Issues from Previous Meetings or Year:** | **See report** |
| **General Description of Activities of the Organization and/or Meeting:** | **See report** |
| **Issues for AAPM:** | **See report** |
| **Budget Request ($):** | **See budget request** |



**INTERNATIONAL ELECTROTECHNICAL COMMISSION**

**TECHNICAL COMMITTEE TC 62:** Electrical equipment in medical practice

**SUBCOMMITTEE SC 62C:** Equipment for radiotherapy, nuclear medicine and radiation dosimetry

**WORKING GROUP WG 1:** Beam teletherapy and particle accelerators

**Place: BSI, 389 Chiswick High Road,**

**London, UK ,**

**Minutes of the meeting in London**

**ATTENDANCE**

Geoffrey Ibbott, US Convenor

Claus Hoeppner, DE Secretary

Peter Gruebling, AT; Caterina Brusasco, BE; Thomas Jakob, CH; Pengfei Yan, CN; Peng Liang, CN; Willi Goldstein, DE; Wolfgang Lehmann, DE; Mitsuhiro Yoshida, JP; Masahari Yamazaki, JP; Chihiro Nakasima, JP; Akifumi Fukumura, JP; Kazuo Hiramoto, JP; Yuichi Hirata, JP; Inger-Lena Lamm, SE; Hans Sethi, UK; Adrian Smith, UK; Andrew Devaney, UK; Stephen Lillicrap, UK; Alan Cohen, US; Michael Moyers, US; Stephen Coon, US; Suren Soman, US; Anuj Purwar, US; Thomas Dwyer, US; Howard Fitzer, US

**Begin:** 09:00, 2014-03-26 **End:** 17:00, 2014-03-28

**1  Opening of the meeting, approval of the agenda and approval of the minutes of the previous meeting**  The convenor, Geoffrey Ibbott, opened the meeting at 9:00 on 2013-03-26. He welcomed all attendees and thanked BSI for their hospitality. The agenda and the minutes of the previous meeting were approved.

1. **2  Reports from the Convenor and Secretary**  No reports were given to allow for the breakout sessions of the project teams.
2. **3  Project Team Session IEC 62667**  The project team prepared responses to NC comments. A third CD will be circulated in May within WG1 for e-mail review and will be circulated end of June to NC’s in order to have comments in time for the WG1 meeting in November.  SMB decision 149/24 in Geneva (CCDV: 2015-01-31) was noted. If NC comments to 3CD can be resolved during our November meeting this target date can be met.
3. **4  Project Team Session IEC 60601-2-1, Ed. 4.0**  The project team met and further developed this standard. Another meeting was scheduled for August 27-29 in the London area. A WD will be circulated prior to the November meeting of WG1.
4. **5  Status Update on 60601-2-1, Ed. 3 Amd 1**  The secretary will have to incorporate CO comments on the rejected IS prior to starting the publication process.
5. **6  Status Update on Amd. 1 of 60601-2-8**The project leader submitted a proposed CDV. The secretary shall start the CDV circulation.
6. **7  Discussion of Results of NP on 4D Radiation Therapy 62C/580/NP and the related Questionnaire 62C/581/Q**The responses to both documents were summarized.  Central Office kindly let us know that IEC directives allow for a project team within a working group and illustrated how this will be visible on the IEC webpage should we opt for this possibility. WG1 discussed this proposal and recommended this option. The RVN will be circulated to reflect this recommendation.  Note: Was circulated as 62C/588/RVN
7. **8  Future Work and Tasks**The stability date for IEC62274 was discussed. It shall be proposed to extend the stability date to 2020 so that maintenance work will not start until 60601-2-1, Ed.4 and the 4D Radiation Therapy Systems project will be at a more mature stage.
8. **9  AOB**No additional topics were added to the agenda
9. **10  Date and place of the next meeting**The next SC62C/WG1 meeting shall preferably be scheduled in conjunction with the SC62C plenary meeting in November. However details for the plenary meeting are not yet known. Experts from Japan kindly offered to host a WG1 meeting in Japan if it cannot be combined with the plenary meeting.

Geoffrey Ibbott Claus Hoeppner Convenor Secretary