

MINUTES

COMPTE RENDU

Thirty-Seventh Meeting of the International
Committee of Legal Metrology:
Saint-Jean-de-Luz, 1–4 October 2002

Trente-Septième Réunion du Comité International de Métrologie Légale:
Saint-Jean-de-Luz, 1–4 octobre 2002



ORGANISATION INTERNATIONALE
DE MÉTROLOGIE LÉGALE

INTERNATIONAL ORGANIZATION
OF LEGAL METROLOGY



International Organization of Legal Metrology

Secretariat:

BUREAU INTERNATIONAL DE MÉTROLOGIE LÉGALE (BIML)
11, RUE TURGOT - 75009 PARIS - FRANCE

TEL: 33 (0)1 48 78 12 82 or 33 (0)1 42 85 27 11

FAX: 33 (0)1 42 82 17 27

E-MAIL: biml@oiml.org

INTERNET: www.oiml.org

THIRTY-SEVENTH MEETING
of the
INTERNATIONAL COMMITTEE OF LEGAL METROLOGY
1–4 October 2002 - Saint-Jean-de-Luz, France

The International Committee of Legal Metrology was convened by its President, Mr. Gerard J. Faber, and met from 1st through 4th October 2002 in the main auditorium of the Hélianthal Hotel, Saint-Jean-de-Luz, France.



Contents

Participation	5
Opening address	10
Roll-Call – Quorum	12
Approval of the agenda	12
1 Approval of the minutes of the 36 th CIML Meeting	16
2 Implementation of the Decisions and Resolutions of the 11 th Conference and 36 th CIML Meeting	16
3 1999–2002 + 2003–2004 Action Plan implementation and final extension up to the end of 2004	16
4 Member States and Corresponding Members	17
4.1 New Members - Expected accessions	
4.2 Situation of certain Members	
5 Financial matters	19
5.1 Adoption of the Auditor's report for 2001	
5.2 Examination of the financial situation for 2002 and 2003	
5.3 Analysis of the operating costs of the BIML	
6 Presidential Council activities	20
7 The situation at the BIML	20
7.1 Amendments to the Staff Regulations	
7.2 BIML Staff	
7.3 BIML activities	
7.4 Progress in the use of Internet and E-mail	
8 Technical activities	24
8.1 Work program of OIML TCs and SCs	
8.2 Examination of the situation of certain TCs/SCs	
8.3 Acceleration of technical work	
8.4 Approval of draft Recommendations	
9 OIML Certificate System for Measuring Instruments	31
9.1 General information	
9.2 New Recommendations applicable within the System	
9.3 Plans for future developments	
10 Evolutions	34
10.1 Mutual Acceptance Arrangement (MAA)	
10.2 Horizontal documents	
10.3 Report on the study <i>The Benefits of Legal Metrology for the Economy and Society</i>	
10.4 Preliminary examination of the output of the Seminar <i>Legal Metrology in 2020</i>	
11 Report on the Development Council	39
11.1 Presentation of World Bank programs	
11.2 Activities of the Development Council, action plan and possible evolutions of its structures	
12 Liaisons with International and Regional Institutions	41
12.1 Regional Legal Metrology Organizations (RLMOs)	
12.2 Other institutions (Metre Convention, ILAC, ISO, WTO, etc.)	
12.3 Information on legal metrology developments in the Regions	
13 Election of the CIML President, 2003	45
14 Future meetings	46
14.1 38 th CIML Meeting (2003)	
14.2 39 th CIML Meeting and 12 th Conference (2004)	
14.3 40 th CIML Meeting (2005)	
15 Other matters	47
16 Adoption of decisions	47
17 Closure	54
Annex: Report on the meeting of the joint Metre Convention/OIML/ILAC working group	56

Attendance

Member States

ALBANIA

Mr. Koçi CIML Member
Mr. Gjonaj

ALGERIA

Mr. Boudissa CIML Member
Mr. Zaaboub

AUSTRALIA

Mrs. Bennett CIML Member

AUSTRIA

Mr. Leitner CIML Member
Mr. Freistetter

BELARUS

Mr. Zhagora CIML Member

BELGIUM

Mr. Eggermont CIML Member

BRAZIL

Mr. de Lima Guimarães CIML Member
Mr. Moreira da Silva

BULGARIA

Mrs. Todorova
Ms. Petkova

CAMEROON

Mr. Ela Essi CIML Member
Mr. Tchapet

CANADA

Mr. Johnston CIML Member
Mr. Vinet

CHINA

Mr. Wang Qinqing CIML Member
Mr. Han Jianping
Mr. Li Tao
Mrs. Kong Xiaokang

CROATIA

Mr. Benčić
Mr. Topić

CUBA

Mr. Antuñez Ramirez CIML Member

CYPRUS

Mr. Tsiartzazis CIML Member

CZECH REPUBLIC

Mr. Klenovský CIML Member
Mr. Šafarik-Pstrosz

DENMARK

Mr. Johansen CIML Member

ETHIOPIA

Mr. Teklehaimanot CIML Member
Mr. Belete

FINLAND

Mr. Valkeapää CIML Member

FRANCE

Mr. Lagauterie CIML Member
Mr. Devin
Mrs. Gaucher

GERMANY

Mr. Kochsiek CIML Vice-President
Mrs. Martens
Mr. Sommer

HUNGARY

Mr. Pákay CIML Member
Mr. Schmalhofer
Mr. Szebenyi

INDIA Proxy to Mr. Kochsiek, Germany

INDONESIA

Mr. Gunaryo CIML Member
Mr. Prawoko

IRAN

Mr. Akhavan Abbas
Mr. Akhavan Behabadi

IRELAND

Mr. Farragher CIML Member

ISRAEL

Mr. Zarin CIML Member
Mr. Harel

ITALY

Mr. Lombardi

JAPAN

Mr. Tanaka CIML Member

Mr. Kojima

Mr. Ooiwa

Mrs. Sakai

Mr. Sasaki

Mr. Seta

Mr. Takahashi

KENYA

Mr. Ngatia CIML Member

KOREA (D.P.R.)

Mr. Jon In Chol CIML Member

Mr. Kim Yu Chol

KOREA (REP.)

Mr. Yeon-Jae Lee CIML Member

Mr. Chan-Bok Park

Mr. Chang-Yon Seol

Mr. Gi-Hyoung Na

Mr. Young Cho

MACEDONIA

Mr. Grkov CIML Member

Mr. Nikolovski

MONACO Proxy to Mr. Lagauterie, France

MOROCCO

Mr. Yahyaoui

NETHERLANDS

Mr. Faber CIML President

Mr. Engler

Mr. van Breugel

Mr. van Mullem

NORWAY

Mr. Kildal CIML Member

POLAND

Mr. Mordziński CIML Member

Ms. Lisowska

PORTUGAL

Mr. Cartaxo Reis CIML Member

ROMANIA

Mr. Iacobescu CIML Member

Mr. Patasaru

RUSSIAN FEDERATION

Mr. Issaev CIML Vice-President
Mr. Mardin

SAUDI ARABIA

Mr. Al-Gossair

SLOVAKIA

Mr. Orlovský CIML Member
Mr. Obdrzalek

SLOVENIA

Mr. Skubić CIML Member

SOUTH AFRICA

Mr. Carstens CIML Member
Mr. Maclons

SPAIN

Mrs. Sevilla

SRI LANKA

Mr. Senaratne

SWEDEN

Mr. Björkqvist CIML Member

SWITZERLAND

Mr. Vaucher CIML Member

TANZANIA

Mr. Tukai CIML Member

TUNISIA

Mrs. Annabi CIML Member and Development Council Chairperson

UNITED KINGDOM

Mr. Llewellyn CIML Member
Mr. Birdseye

UNITED STATES

Mr. Ehrlich CIML Member
Mr. Stiefel

YUGOSLAVIA

Mr. Marković CIML Member

ZAMBIA

Mr. Sinyangwe CIML Member
Mr. Kapembwa

Corresponding Members

BOTSWANA

Mr. Molefe

BURKINA FASO

Mr. Yankine

CAMBODIA

Mr. Phon

Mr. Randy

CHINESE TAIPEI

Mr. Bo-Chang Su

LATVIA

Mr. Davis

Mrs. Dragune

Mrs. Velina

MEXICO

Mr. Muñoz Rodriguez

NEW ZEALAND

Mr. Morgan

VIET NAM

Mr. Bui Quy Long

Mr. Pham Ngoc Tran

CIML Honorary Members

Mr. Birch, Australia

Mr. Birkeland, Norway

Mr. Chappell, United States

World Trade Organization (WTO)

Mrs. Liu

BIML

Mr. Magaña	Director
Mr. Szilvássy	Assistant Director
Mr. Dunmill	Assistant Director
Mr. Pulham	Editor
Ms. Saint-Germain	Office Manager

With the administrative assistance of Mr. B. Dard, SDM (France)

**Opening address by
Mr. Gerard Faber, CIML President**



Ladies and Gentlemen,

It is indeed my pleasure to welcome you to this Thirty-Seventh Meeting of our Committee and I thank you in advance for your participation which, I am sure, will be as positive and fruitful as ever.

The venue of this meeting is rather unusual, since Saint-Jean-de-Luz is not one of the large international cities in which we are accustomed to meeting. We shall have the opportunity to become acquainted with this region, which has a very specific culture and which offers many attractive sites and landscapes.

According to tradition, I would like to start with some words concerning our new Members.

We have pleasure in welcoming a new Member State, Albania having changed its position from Corresponding Member to full OIML Member State. The OIML now comprises a total of 58 Member States, and the perspectives of increasing the membership are very positive. Concerning our Corresponding Members, Libya has been relisted and is showing much interest in our work, while the Philippines have asked to be delisted.

In reviewing the composition of our Committee, I have pleasure in welcoming the following new Members:

- from Albania, Mr. Bashkim Koçi,
- from Bulgaria, Mr. Ivelin Burov,
- from the People's Republic of China, Mr. Wang Qinqing,
- from the Democratic People's Republic of Korea, Mr. Jon In Chol,
- from the Republic of Korea, Mr. Yeon-Jae Lee,
- from Slovenia, Dr. Ivan Skubić, and
- from the United Kingdom, Dr. Jeff Llewellyn.

I also welcome those Participants in this meeting who are in the process of becoming officially appointed CIML Members.

Our Organization is increasingly linked with other international Organizations, and I am very pleased to welcome Mrs. Liu, Secretary of the WTO TBT Committee, and to thank her for the interest that she continues to show in the OIML and our activities.

On a sadder note, it is with deep regret that I have to inform you of the death of one of our past BIML Assistant Directors, Mr. Referowski, who passed away some two weeks ago; he will be dearly missed and we extend our deepest sympathy to his family and friends.

This CIML Meeting follows in the wake of several events which many of you have attended and which show that our Organization is changing and adapting to the evolutions of society and in the economy: an OIML Seminar *What Will Legal Metrology be in The Year 2020?*, a meeting of the OIML Development Council and a meeting of the newly formed Development Council Task Group which has discussed the ways in which the Development Council should now move forward. Reports on these events will be given during this Committee Meeting.

As always, our Meeting has to address issues of major importance for the future evolution of our Organization. We shall in particular be discussing the relations of the OIML with other organizations, the extremely important role of Regional Legal Metrology Organizations, the future way forward for the OIML Development Council, and also the Mutual Acceptance Arrangement.

Mr. Birch will be giving you an overview of the study that he is conducting for the OIML about the *The Benefits of Legal Metrology for the Economy and Society*. We shall also have a presentation of *The Evolution of Legal Metrology in Europe*, by Mr. Freistetter, WELMEC Chairman.

Methods of work are also an essential issue for the efficiency of the Organization, and we shall have presentations both on the acceleration of OIML technical work, and on the changing methods of work employed by the Bureau.

Last but not least we shall examine the question of the election of a new President, which will take place next year. This is a key event in the life of our Organization.

These are, my dear Colleagues, the major topics that we shall have to examine and/or decide upon during this meeting.

So, at the end of my opening address, may I ask the BIML Director to proceed with the roll-call of Participants before we embark on the various items on our agenda.

Thank you for your attention, and may I wish you a very successful meeting. ■

Roll-call - Quorum

The roll of Delegates was called. It was found that 54 CIML Members (out of 58) were present or represented and that the statutory quorum of three-quarters was therefore reached. It was noted that this was one of the highest ever percentages of Member States present at a Committee Meeting.

Approval of the Agenda

The Committee approved the following agenda:

Opening address

Roll-Call - Quorum

Approval of the agenda

- 1 Approval of the minutes of the 36th CIML Meeting
- 2 Implementation of the Decisions and Resolutions of the 11th Conference and 36th CIML Meeting
- 3 1999–2002 + 2003–2004 Action Plan implementation and final extension up to the end of 2004
- 4 Member States and Corresponding Members
 - 4.1 New Members - Expected accessions
 - 4.2 Situation of certain Members
- 5 Financial matters
 - 5.1 Adoption of the Auditor's report for 2001
 - 5.2 Examination of the financial situation for 2002 and 2003
 - 5.3 Analysis of the operating costs of the BIML
- 6 Presidential Council activities
- 7 The situation at the BIML
 - 7.1 Amendments to the Staff Regulations
 - 7.2 BIML Staff
 - 7.3 BIML activities
 - 7.4 Progress in the use of Internet and e-mail
- 8 Technical activities
 - 8.1 Work program of TCs/SCs
 - 8.2 Examination of the situation of certain TCs/SCs, if appropriate
 - 8.3 Acceleration of technical work
 - 8.4 Approval of draft Documents and Recommendations
- 9 OIML Certificate System for Measuring Instruments
 - 9.1 General information
 - 9.2 New Recommendations applicable within the System
 - 9.3 Plans for future developments

- 10 Evolutions
 - 10.1 Mutual Acceptance Arrangement (MAA)
 - 10.2 Horizontal documents
 - 10.3 Report on the study *The Benefits of Legal Metrology for the Economy and Society*
 - 10.4 Preliminary examination of the output of the Seminar *Legal Metrology in 2020*
- 11 Report on the Development Council
 - 11.1 Presentation of World Bank programs
 - 11.2 Activities of the Development Council, action plan and possible evolutions of its structures
- 12 Liaisons with international and regional institutions
 - 12.1 Regional Legal Metrology Organizations (RLMOs)
 - 12.2 Other institutions (Metre Convention, ILAC, ISO, WTO, etc.)
 - 12.3 Information on legal metrology developments in the Regions
- 13 Election of the CIML President, 2003
- 14 Future meetings
 - 14.1 38th CIML Meeting (2003)
 - 14.2 39th CIML Meeting and 12th Conference (2004)
 - 14.3 40th CIML Meeting (2005)
- 15 Other matters
- 16 Adoption of decisions
- 17 Closure

Note: Item 13 *Election of the CIML President, 2003* was not on the original agenda distributed prior to the Committee Meeting; it was subsequently added by Mr. Faber at the opening of the Meeting.

Thirty-Seventh Meeting

of the

International Committee of Legal Metrology

– Minutes –

**Thirty-Seventh Meeting
of the
International Committee of Legal Metrology**

- Minutes -

1 Approval of the minutes of the 36th CIML Meeting

The minutes of the 36th CIML Meeting (distributed in February 2002) were approved without modification. No comments had been received by the BIML.

2 Implementation of the Decisions and Resolutions of the
11th Conference and 36th CIML Meeting

Mr. Faber commented that most of the items in these documents were on the agenda for the current CIML Meeting and would be covered over the four days. In addition, Mr. Magaña had drawn up a table summarizing these decisions together with the item number under which each point would be covered. He therefore did not feel it was necessary to review each decision one by one. No further comments were voiced.

3 1999–2002 + 2003–2004 Action Plan implementation and
final extension up to the end of 2004

Mr. Magaña reminded Participants that a revised version of the Action Plan had been distributed about one year ago with a view to its approval by the CIML. He explained that a number of key actions had already been completed, and then highlighted the main points of the Plan:

- The first draft of the revision of the *Directives for OIML Technical Work. Part 1* had been sent out to Members and the BIML had received a number of comments back, which would be taken into account in the 2nd draft. Once the *Directives* have been approved, the BIML Director explained that a short manual would also be published which would serve as a memory jogger and as a practical guide for the application of the rules contained in the *Directives*. This point related to A.1.1 in the Action Plan.
- The OIML technical work program was constantly being reviewed by the Bureau together with the Presidential Council; this point would be covered later in the CIML Meeting.
- Activities to increase Member State participation in technical work were also ongoing, with the result that some previously vacant TCs or SCs have now been filled.
- Activities on *Software* (Action Plan A.1.5) were not progressing as fast as could be hoped, though some output was to be expected over the coming year.

- Concerning the *OIML Certificate System for Measuring Instruments* (Action Plan A.2), the draft of the revision of the document setting out the rules of operation was also distributed to and approved by CIML Members and would be published soon.
- Detailed discussions would be held later in the week on the *OIML Mutual Recognition Arrangement*.
- On point B.2 of the Action Plan *To favor the accreditation of legal metrology laboratories with a view to achieving acceptance of test results*, this subject was linked to work on the MAA and there were also proposals from within TC 3/SC 5 on the specific theme of accreditation. Work was advancing as fast as possible despite certain difficulties.
- Concerning *the promotion of international trade of prepacked products according to OIML requirements* (Action Plan point B.4) Mr. Magaña informed Delegates that the revision of R 87 *Net content in packages* had started and was progressing well, and the subject of the OIML mark for prepackages would be further developed once this Recommendation was finished.
- On the subject of Action Plan section C *Promotion and development of legal metrology in OIML Member States*, the BIML Director noted that Mr. Birch's Study was progressing well and that Mr. Birch would be giving a more detailed report during this meeting. Documents of a more general nature could then be drafted and published to explain the importance of legal metrology to a wider audience.
- Under point D of the Action Plan *Structural improvements*, the BIML Director explained that whilst most of the actions concerned were listed as being "Completed", in fact many if not most of them were ongoing processes and ways were constantly being sought to improve efficiency. Cooperation with the RLMOs (Action Plan point D.4) was also an ongoing matter and more details would be given during the week.
- Work was also progressing on Action Plan point D.7 *Training* and D.8 *Public relations and promotion* and the OIML web site is playing an increasing role in both of these areas.

No comments were received from Delegates and Mr. Faber voiced the opinion that the Organization was working at a fast pace, covering much new ground and following the Action Plan as stipulated.

4 Member States and Corresponding Members

4.1 New Members - Expected accessions

Mr. Magaña informed Participants of the following developments in the OIML Membership:

- Albania had recently become a Member State, having previously been a Corresponding Member. This brought the total number of Member States to 58. Mr. Faber warmly welcomed this new member, and in reply the Albanian Delegation expressed its satisfaction at having become a full Member and spoke of its commitment to fulfill its obligations as such, including making every effort possible to adapt its national laws to take OIML requirements into account.

- Mr. Magaña announced that New Zealand and Vietnam were both considering becoming Member States, presently also Corresponding Members. The Vietnamese Delegation spoke of its commitment to becoming a full Member, and its satisfaction at having been invited to take part in the newly formed Task Group. Vietnam had become an OIML Corresponding Member in 1994 and is currently a member of nineteen national and international organizations. Mr. Faber replied that the OIML door was wide open and ready to welcome this country as a full Member when they were ready.
- The Philippines had recently requested to be delisted as a Corresponding Member due to financial constraints.

Mr. Grkov outlined recent developments in the field of legal metrology in Macedonia and affirmed that his country was continuing to modernize its legal infrastructure in order to best take into account metrological requirements in the context of the OIML.

4.2 Situation of certain Members

The BIML Director reminded Participants that at the 36th CIML Meeting in Moscow, the Committee had examined the situation of a certain number of countries that were not up to date in the payment of their contributions.

In London the Eleventh Conference had granted special payment extensions to two countries, namely the D.P.R. of Korea and Zambia, with the condition that subsequent years' contributions were paid on time.

In 2001 the Committee had also examined the financial situation of a number of countries, and Mr. Magaña was pleased to report that certain of these had since settled all (or the most part) of the amount outstanding: this was the case for Italy (now up to date), Cuba (now up to date), Iran (now up to date), Kenya (now up to date) and Sri Lanka (now almost up to date).

However, the situation of three countries now needed to be examined.

- 1) It was noted in Moscow that Kazakhstan had outstanding arrears dating back a number of years (specifically 1997–2000). Mr. Magaña reported that a major part of these arrears had since been paid: all of the arrears for 1997, 1998 and a major part of 1999 had been settled. In view of this, Mr. Magaña recommended that the Committee accept this situation, whilst requesting Kazakhstan to continue its efforts to pay the amount still remaining due. This proposal was accepted by the CIML.
- 2) Concerning the D.P.R. of Korea, this country had been granted a payment extension by the Eleventh Conference and the BIML Director was pleased to announce that as at 30 June 2002, the major part of their arrears had been repaid. This country's contributions for 2000 and 2001 were now up to date and the remaining arrears had been reduced by 7 % since 2001. He considered that a significant effort had been made by Kazakhstan, and indeed the Presidential Council considered that their situation should also be viewed by the CIML as now being acceptable. This proposal was accepted by the CIML.
- 3) For Zambia, extensions had also been granted by the Eleventh Conference for 1996–1999, on the condition that this country continue its efforts to pay the amount still remaining due. However, Zambia had not yet been in a position to pay its 2000–2001 contributions, so as a result the total amount outstanding was increasing. In fact, Zambia had so far only been in a position to repay part of its 1996 contribution and part of its 2000 contribution. The Zambian CIML Member explained that the Zambian Government did allocate funds to cover a partial

payment, though actual release of the funds was currently delayed. He would resume discussions with the authorities concerned on his return. Mr. Faber thanked the Representative for this update, and recommended to the Committee that any decision concerning Zambia be postponed until further information was available. Mr. Faber requested that he contact the BIML Director to urgently review the actual situation.

Lastly, the Macedonian Delegation noted that the BIML had not acknowledged receipt of its payment made in December 2001 and requested that such confirmation be sent out as soon as possible. Later during the meeting the BIML Staff contacted the Bureau and were able to confirm to Mr. Grkov that payment had been received; written confirmation would be sent out on the Staff's return to Paris.

5 Financial matters

5.1 Adoption of the Auditor's report for 2001

Mr. Faber introduced this item by reminding Participants that the financial report and other papers had been distributed in March 2002 and that no comments had been received by the Bureau.

There were no further comments from Delegates, so the Auditor's report for 2001 was adopted.

5.2 Examination of the financial situation for 2002 and 2003

Financial estimates had been distributed in January 2002. Mr. Magaña gave information that the Organization was globally on schedule with the budget and that objectives were being met - and would be met at the end of the period. The forecasts for 2003 were also scheduled to be in line with the budget, despite the obligation of changing the BIML photocopying equipment. He noted that the rate of inflation in France was also reasonably low, and steady.

Mr. Faber confirmed that the budget was being followed in line with the Conference's instructions.

5.3 Analysis of the operating costs of the BIML

Mr. Magaña began his presentation by informing Delegates that a new model of accountancy system was currently being defined and evaluated with a view to its application for the BIML accounts in the future. He explained that the accounting system currently employed was essentially based on a "receipts - expenditures" principle, but was not based on any standardized method. However, it was for the Conference to decide on such a decision and he would make a detailed proposal for consideration in 2004. Prior to its being submitted to the Conference, the new plan would receive approval from an independent firm of accountants, and also the Presidential Council.

He went on to give some specific detailed examples of how certain costs would be accounted for under the new system, mainly concerning the moment at which expenditure would be entered into the accounts - regardless of whether a physical payment had actually been made or not.

Mr. Magaña had prepared a simulation of the accounting situation for 2000 and 2001, and distributed some pictorial illustrations of the results.

He noted that the Organization's principal receipts were of course Members' contributions, followed by sales of publications and Bulletin subscriptions. The main expenses were in Bureau Staff salaries, followed by meeting and travel expenses.

He had also made a summary of the allocation of the BIML Staff's time in carrying out various activities and concluded that the major portion of this time was spent on:

- Committee and Conference meetings, including preparation, and the drawing up of the Minutes and other related documents;
- Technical editing including translation;
- TC/SC support activities;
- RLMO and other liaison organizations meeting attendance;
- Bulletin; and
- Administrative tasks.

Mr. Faber agreed that this was a very important development and would clarify matters when making financial decisions in the future.

Mr. Vaucher asked whether it was possible to calculate the hourly cost of specific tasks, though Mr. Magaña replied that this was not the objective; the purpose was to ascertain what percentage of OIML resources was utilized on which projects. In any event, the Staff costs were already known.

No other comments were received.

6 Presidential Council activities

Mr. Faber gave a report on Presidential Council activities over the last year, but stressed that no item was discussed in the Council that was not on the agenda of the present CIML Meeting. He welcomed the newest member of the Council, Mrs. Judith Bennett (Australia) and went on to remind Participants that the purpose of the Presidential Council was solely to advise the President by making recommendations; only the Committee could actually make decisions.

One meeting had been held in Moscow in September 2001 and a second in February 2002, during which the OIML's finances, the Development Council structure and the MAA document were discussed.

7 The situation at the BIML

7.1 Amendments to the BIML Staff regulations

Mr. Faber explained that from time to time it was necessary to update and modernize the BIML Staff Regulations. Mr. Magaña had discussed this document with members of Staff and drawn up draft proposals to modify certain parts of the text; he had then presented these to the President and Presidential Council before final submission to the CIML.

Mr. Magaña gave the following details:

- The document had become outdated and was in need of modernization in view of the changing work patterns;
- The Annexes had not yet been re-evaluated;
- Only a limited number of comments had been received from CIML Members during the postal consultation; these would be taken into consideration and a final revision submitted to Members in March or April 2003 for postal approval with a view to the revised Regulations being formally adopted at the 38th CIML Meeting;
- The salary scales had not yet been revised. Mr. Magaña explained that the scales were currently expressed in indexed Gold Francs; it was planned to consider the appropriateness of both this system and also the scale classifications on the occasion of the February 2003 Presidential Council meeting, since some scales had become redundant and others were lacking due to changes in the structure of the BIML Staff. Mr. Magaña was in possession of several other organizations' salary scales and was in the process of trying to harmonize the BIML classification with those of similar other organizations. He pointed out that this would not result in a budget increase.

There were no comments from Delegates.

7.2 BIML Staff

Mr. Faber asked Mr. Magaña to introduce this subject. The BIML Director informed Delegates that there had been two staff changes since the last Committee Meeting:

- A Systems Engineer, *Mr. Jean-Christophe Esmiol*, had been recruited in November 2001 to take over the management and development of the BIML computing equipment, internal network and the technical programming side of the OIML web site. A Documentalist who had retired in 2000 had not been replaced, leaving a position vacant which Mr. Esmiol filled, reflecting the change in staff requirements in line with changing technologies; and
- *Ms. Patricia Saint-Germain* had been recruited at the beginning of September 2002 as Office Manager, in charge of the general administrative functions of the BIML including responsibility for the two administrative employees (one Secretary and one Archivist). Mr. Magaña commented that Ms. Saint-Germain had, over the three weeks since she joined the BIML, already mastered a number of tasks and had especially contributed to the smooth organization of the last-minute preparations for the Saint-Jean-de-Luz meetings. A second Secretary had left the BIML in April 2002 and it was decided at that time that it was more appropriate to recruit an Office Manager than another Secretary, thus freeing up more of the Director's and Technical Agents' time.

In concluding this item, Mr. Magaña explained that despite these two changes, the total number of BIML Staff was still at the same level as it was two years ago.

There were no comments from Delegates.

7.3 BIML Activities

Mr. Magaña informed Participants that a written report had been distributed concerning the activities undertaken by the BIML since the last Committee Meeting. He commented on several of these activities:

- The organization of the Saint-Jean meetings had been more complex than usual since the BIML had masterminded the whole event. The fact that this venue was not a major international city had also posed a large number of logistic and organizational problems, though these had all been overcome successfully. Mr. Magaña especially thanked Mr. Bernard Athané for his very active role in organizing the Seminar *Legal Metrology in 2020*;
- The Bureau had allocated a certain amount of time to drawing up a number of documents for the Presidential Council;
- The BIML had also participated significantly in Development Council activities, notably in the setting up of the new Task Group;
- Time was also allocated to forming a strategy concerning the best way to implement the CIML's request to speed up OIML technical activity;
- The web site had taken a significant time to develop, hence the recruitment of a Systems Engineer. This development is now permanently ongoing and several BIML Staff Members are actively involved in this area in addition to their regular workload;
- The BIML actively participated in regional legal metrology meetings over the past year, as well as in meetings of international organizations;

In concluding his presentation on Item 7.3, Mr. Magaña pointed out that a number of other routine activities such as accountancy, secretarial work, etc. were (as each year) carried out by the Bureau, even though they were not listed on the report distributed.

7.4 Progress in the use of Internet and E-mail

Mr. Faber asked Mr. Magaña to introduce this item.

The BIML Director began by explaining that much work had recently been carried out by the Bureau to update and harmonize the various databases hitherto in use, and notably to render them compatible with the restructured web site. This had already served to simplify the handling of data concerning Members' Institutions, publications, Issuing Authorities and technical activities and to ensure that such information was regularly updated on the web site. This work was ongoing.

Together with Chris Pulham, Mr. Magaña then gave a live demonstration of the improved OIML web site, including new modules added very recently such as the possibility for Members to interact directly with the site, and notably the facility for them to update data concerning their Institutions (and also the way in which they prefer to receive OIML publications and circulars) themselves via individual password access. Any change made to data is instantly updated in real time on the site.

The site menu had also been reorganized and restructured and the information, directly accessed via the Internet from the online BIML database, was now displayed in a more readable format.

Concerning the availability of OIML publications in electronic format, the BIML had hired a temporary clerical assistant to scan all the Recommendations and Documents for which no electronic file previously existed, and to perform a text recognition operation on the resulting scans

then to convert them into Acrobat PDF files. Since the report given on this subject at the 36th CIML Meeting in Moscow, this operation has virtually been completed and only a small number of publications still remain to be processed. For convenience, all the OIML publications currently available have been engraved onto a CD ROM, a copy of which was distributed to each Delegation.

Future developments to the web site would be for the certificates and TC/SC modules to be brought into line with the publications, Issuing Authorities and Members databases. In the longer term, individual forums may be set up for each OIML TC/SC to facilitate the exchange of information, though this development was still some way ahead. Such a system would certainly save time and effort as - for example - status reports could be automatically generated for the totality of the TCs/SCs based on individual data supplied on such forums.

Mr. Vaucher congratulated the Bureau on the progress made in this field and inquired about the possibility of using video-conferencing for technical meetings. Mr. Magaña replied that it was technically possible to incorporate this feature on the site, and indeed the BIML had been considering the idea for some time, but that from a practical point of view it may not be possible for all participants in a technical meeting (for example) to be present at the same time, since 9 a.m. for some might be 3 a.m. for others. A second consideration was the Internet connection speed since transmitting and receiving video via the Internet is difficult with a standard modem access.

Mr. Boudissa inquired as to language usage on the site; Mr. Magaña replied that the site was at present trilingual English-French-Spanish but that only the “static” pages were available in all three languages, English being the language used for those pages that are updated more regularly. The possibility of various Member States updating pages in languages other than English could be considered, though the BIML could not commit to doing so itself - nor could it assume responsibility for translation errors.

Mr. Johansen asked whether it was possible to include OIML certificates themselves on the Members' page of the web site rather than just the notification that a certificate has been registered. Mr. Magaña replied that for the time being, no satisfactory way had been found to scan the paper copies of OIML certificates received and convert them into Acrobat PDF files without the resulting file being too large (up to 1 Mb). Approximately 1000 certificates had been registered to date and converting such a large number of files would take an extremely long time, create huge files, take up too much server space and result in very long download times for Members. In the future, Issuing Authorities could be requested to submit certificates as PDF files, though this would not solve the problem of certificates issued in the past. Mr. Johansen suggested that to save server disk storage space, the Issuing Authorities themselves could upload certificates and the OIML could simply provide a link to these. Mr. Magaña confirmed that the BIML had already envisaged this solution, and could integrate a search engine to scan Issuing Authorities' databases in order to display an accurate and up to date list of certificates issued.

Mr. Teklehaimanot asked what plans the OIML had to include a special section on the OIML web site concerning Developing Countries. Mr. Magaña replied that a Development Council sub-site already existed, though it did require updating notably concerning the lists of Experts and Training Courses. He confirmed that the BIML would be reviewing this part of the site and considered it as a priority.

In reply to a question from Mr. Carstens, the BIML Director confirmed that links were available to all the Regional Legal Metrology Organizations, as well as to various International ones with which the OIML worked in close cooperation.

Mr. Faber congratulated the BIML for the progress made in this field and for the live demonstration of the web site, and confirmed that this was definitely a major step forward in improving the flow of information between the Organization and its Members.

8 Technical activities

A written report drawn up by the BIML was distributed to Participants and commented by Mr. Issaev, responsible for following OIML technical activities as CIML Vice-President.

8.1 Work programs of OIML TCs and SCs

8.2 Examination of the situation of certain TCs/SCs

Mr. Issaev began by giving some statistics concerning OIML TCs and SCs and drew special attention to the fact that the responsibility for the 67 technical bodies was shared by only 15 Member States; he mentioned that this particular problem would be addressed later on.

He stated that the actual implementation of OIML Recommendations and Documents by OIML Members was of great importance, in addition to developing and revising them. In the most recent version of the document on the degree of implementation which had been drawn up just prior to the 11th Conference, information was missing for a number of Member States: nothing had been received from ten Member States and an additional six had not updated their data. In addition, it would have been interesting to have information on the implementation of Recommendations by Corresponding Members.

Mr. Issaev then evoked the situation of the two technical bodies that had been vacant for at least two years and said that TC 8/SC 2 *Static mass measurement* was not an urgent necessity since Russia had assumed responsibility for its sole work project, i.e. the development of the Annex to R 125: *Test report format for the evaluation of mass measuring systems for liquids in tanks*. As for TC 5 *Electronic instruments and software*, he announced the good news that Slovenia had recently volunteered to take on its Secretariat.

He continued by mentioning that during this year new work projects had been proposed by some TCs and SCs and that there had been a proposal from Australia to establish a new OIML Subcommittee *Instruments for quality analysis of agricultural products* within TC 17 together with a work project *Measuring instruments used for protein determination in grain*. The proposal was supported by nine TC 17 P-members (out of 12) and Australia volunteered to assume responsibility for the new TC 17/SC 8.

Mr. Issaev concluded his presentation by saying that Mr. Szilvássy would give more detailed information that would facilitate identifying the appropriate decisions to be made by the Committee and gave the floor to Mr. Skubić.

Mr. Skubić commented on the proposal from Slovenia based on the consideration that there was a need for further activities in this important field and that the Slovenian Metrology Institute had the necessary experts and international experience. Over the last five year period the laboratory for *Information Technology in Metrology* had been active in the development of a guidance

document on legal control of gambling machines, software for laboratory automation, laboratory software validation, and software testing of measuring instruments for type approval; they had been participating in the Steering Committee of one of the EU primary projects for software harmonization and leading the work on future aspects of the MID. Requesting CIML support for his country's proposal, Mr. Skubić assured the Committee of Slovenia's firm intention to allocate the necessary resources and to contribute to the OIML in these activities in order to meet the needs of Member States and also to be involved in the activities of both Subcommittees of TC 5.

Mr. Issaev thanked Mr. Skubić and wished him every success in this new task, then asked Mr. Szilvássy to give additional information on technical activities.

Mr. Szilvássy said that the annual reports received from 15 TCs and 45 SCs had been sent to all CIML Members in one volume early this year. A summary of OIML technical activities in 2001 and forecasts for 2002 had been published in the April 2002 OIML Bulletin. In 2002 there were 117 approved projects for 10 TCs and 43 SCs, of which 72 were ongoing (nine projects were at final DR or DD status, 28 at CD status and 35 at WD status). Unfortunately there were 44 projects of which 26 had not yet been commenced, the others having been postponed or delayed. In addition 8 TCs and 6 SCs had, for the time being, no approved projects (three TCs out of eight were not responsible for any OIML publications). Since the 36th CIML Meeting only TC 12 and two SCs (TC 8/SC 5 and TC 9/SC 2) had held International Working Group meetings. A number of WG meetings had also taken place and the meeting of TC 5/SC 1 had already been confirmed for this year.

On a positive note he was pleased to announce that the Secretariat of TC 13 *Measuring instruments for acoustics and vibration* was no longer vacant. Germany had again taken on responsibility for this Secretariat and had already organized an informal meeting in June with the participation of seven P-members and the IEC in order to study the situation and to announce the re-launch of activities.

As a result of the technical activity since the 36th CIML Meeting, 17 Committee Drafts had been produced and circulated by two TCs and ten SCs and two drafts (revisions of D 18 and of the document on the *OIML Certificate System for Measuring Instruments*) approved by postal vote by the CIML. In addition, two Draft Recommendations were presented for CIML approval under Item 8.3 and a further DR, the *Test Report Format* to the new Recommendation on *Total vehicle weighing* would be presented for CIML approval by postal ballot after this CIML Meeting.

He went on to explain that the final draft revision of OIML R 111 *Weights of classes E_1 , E_2 , F_1 , F_2 , M_1 , $M_{1,2}$, M_2 , $M_{2,3}$ and M_3* had been delayed owing to a number of comments having been received from CIML Members (only *Yes* votes had been received from a total of 39 CIML Members that had voted) and then requested the Committee to endorse the proposed procedure to approve the draft by CIML postal ballot as soon as it was available from the US Secretariat.

Based on progress made this year (and of course expected progress during the next year) at least four DRs (revisions of R 84, R 61 and R 52 and a new Recommendation on *Light absorption spectrophotometers for medical laboratories*) were very likely to be presented for approval at the 38th CIML Meeting. In addition to the draft of R 49-3 (Test report format for water meters), two drafts of International Documents (D 6/D 8 plus D 9) appeared to be at a well-advanced stage and it was therefore very likely that they would be presented for CIML postal approval in 2003. Other drafts were being developed which could reach the status of DR or DD (e.g. two drafts from TC 8/SC 7 and the revision of R 51) by early next year if efforts were made by the Secretariats and P-members of the TCs and SCs concerned, especially in the case of priority projects.

In summary, and despite the fact that in their Annual Reports quite a few TCs and SCs had envisaged an increase in their activities for 2002 it was stated that there had in fact been a slight *decrease* in the overall activity of OIML technical bodies during the past one-year period compared with the positive tendencies in previous years and taking into consideration the relatively high proportion of approved projects (about 40 %) that had not yet been started. It was also mentioned that although several questionnaires and inquiries had been circulated by TCs and SCs in connection with the scheduled reviews aimed at revising OIML Recommendations and Documents, the number of OIML publications now due for review was increasing.

Looking at the present state of progress of the high priority and priority projects, the list of which containing a total of 39 projects was endorsed by the CIML in 2001, Mr. Szilvássy remarked that although six of them had already been approved, four of them had reached DR status and 16 projects were at advanced CD status, there were however 13 projects that were only at WD status or had yet to be started. This situation needed to be improved and the TCs and SCs concerned had to start working on these projects. Since it was of vital importance for the OIML to accelerate technical work on horizontal types of projects (e.g. revisions of D 1 and D 11, the development of documents on uncertainty, software and statistical methods, etc.) and on other priority and approved projects, as well as on due reviews, the CIML Presidency had initiated further actions to be taken to improve the situation. Oral information would be given under Item 8.4.

Concerning the new work projects (information on which was included in a BIML letter circulated before the CIML Meeting) proposed during this year by two SCs and supported by the majority of P-members of the Subcommittees concerned it was proposed to the Committee to approve the projects on:

- *Procedure for the control of the main parameters and characteristics of thermovision instruments* as proposed by TC 11/SC 3, and
- *Automatic refractometers. Method and means for verification* as proposed by TC 17/SC 2.

The revision of R 126 *Evidential breath analyzers* (the review of which was due in 2003 following a US proposal to amend it) was also put forward. The US offered assistance to the French Secretariat in its revision.

As for the new work project *Verification and inspection intervals of legally controlled measuring instruments* proposed by TC 4, a further consultation at the TC/SC level was recommended since the final result of the TC 4 vote was not yet available and the US had suggested that this topic should rather fall within the scope of TC 3/SC 1 (this was supported by at least four other P-members of TC 4).

Concerning the situation of certain TCs/SCs Mr. Szilvássy said that apart from TC 8/SC 2 being vacant (as already mentioned by Mr. Issaev) volunteers would also soon be needed to assume responsibility for TC 10/SC 3 *Barometers* since the UK had indicated its intention to resign as Secretariat.

As for the Australian proposal to establish a new Subcommittee *Instruments for quality analysis of agricultural products* within TC 17 together with a work project *Measuring instruments used for protein determination in grain* it was recommended to the Committee to i) approve this proposal since it was supported by nine TC 17 P-members (out of 12) and ii) allocate the Secretariat of the new TC 17/SC 8 to Australia.

Concluding his report on technical activities, Mr. Szilvássy said that the BIML had proceeded with the amendment of R 49-1 and R 49-2 as accepted by the CIML. The file of the amended

Annex A of R 49-1, as prepared and approved by TC 8/SC 5, had been placed on the OIML web site in April 2002 for provisional consultation by CIML Members together with the amended file of R 49-2 (drafted based on the amended Annex A of R 49-1 and subsequently approved by TC 8/SC 5). Since that time no CIML Member had objected either to the procedure, to the amended Annex A of R 49-1 or to the amended version of R 49-2. The amended R 49-1 would be republished by the BIML at the same time as the amended R 49-2. The development of the *Test Report Format* (R 49-3) was advancing well and the final Committee Draft was expected soon; it would be circulated to CIML Members for postal approval.

Mr. Kochsiek gave brief information on the results of a joint meeting of the TC 8/SC 3 and SC 4 WGs which had taken place in Braunschweig in mid September. The main outcomes of the meeting were the recommendations to merge R 105 and R 86 into R 117 and to extend the scope of R 117 to ultrasonic and vortex meters. It was envisaged to hold the TC 8/SC 3 and SC 4 joint committee meeting (organized by the BIML) in October 2003 in Paris.

Following a short introduction on the recent TC 12 Workshop and Committee Meeting, Mr. Kochsiek requested that CIML Members check their countries' participation in TC 12 since this was very important for the revision of R 46. He then requested Mr. Valkeapää to give information on the results of the TC 12 Workshop and on the WG meeting held in Borås.

Mr. Valkeapää first reminded Delegates that the work on the revision of R 46 had been started at a TC 12 meeting held in Braunschweig in October 2000. Based on the results of the questionnaire circulated among TC 12 members after this meeting it had been realized that the work on the revision of R 46 needed to be speeded up. In order for members to become better informed concerning the field of electricity measurement from different parts of the world and to harmonize the various views, it had been decided that SP Sweden would organize a workshop in conjunction with the TC 12 committee meeting. The Workshop on "Measurements of Electrical Energy" in Borås had been attended by some 60 participants from OIML Members as well as from manufacturers, utility companies and other authorities (e.g. from the Swedish consumer protection authority). The outcome of the Seminar was that different standards and different technologies existed in the world, and there was a need for harmonization (the report of the Workshop is available from the SP web site (www.sp.se)). The Committee meeting, which was attended by 35 participants from all over the world representing 20 Member States and liaison organizations, agreed on the scope of the revision of R 46, prioritized the tasks and split up the work into smaller sections in order to create a series of documents. The development of such a series of documents under the revision of R 46 was considered necessary since in the electricity market there were many more (and different) measurements than in the traditional method of dealing with electrical energy metering. The first document in this series would very likely cover the existing regulations including electronic meters. It was decided that this work would be carried out using e-mail and the restricted access web site created by SP. The next TC 12 meeting would be held in Maastricht on 27-28 March 2003.

Mr. Lagauterie explained the urgent need to immediately start revising R 126, taking into account the US proposal for an amendment, the numerous comments and suggestions collected from members during 2002 and the needs of a number of Member States which had declared their intention to implement this Recommendation once it had been revised.

As to the scope of the proposed new TC 17/SC 8, he questioned the necessity of creating a new body since there were already OIML Recommendations on quality measurement of agricultural products (e.g. R 59 *Moisture meters for cereal grains and oilseeds* and R 108 and R 124 on sugar content measurement of fruit juices and grape musts) developed by other existing technical

bodies. He asked whether it would not be more appropriate to integrate the proposed new project on protein determination in grains into the work program of one of the existing SCs of TC 17, otherwise very close cooperation and coordination would be necessary between the Subcommittees concerned since for example for the determination of the moisture content (as well as for the protein content) of grains, the same infrared measurement technique was being used.

In his answer Mr. Szilvássy explained that the scope of the proposed new Subcommittee fitted in with the general scope of TC 17 and according to the *Directives for OIML technical work*, OIML technical bodies working on related subjects should establish and maintain liaisons with one another, so this would apply to the new SC to be established. He further explained that it was not the title of the new SC but rather its scope of activity that was essential, and this should be more precisely determined by the Subcommittee with the assistance of TC 17 and subsequently approved by the CIML. It would be the first task of the Australian Secretariat of TC 17/SC 8 to ask for participation in the Subcommittee and to circulate a questionnaire among the P- and O-members of TC 17 as to both its scope of activity and also the scope and content of its new work project.

Mr. Al-Gossair asked about the difference between the work of ISO/IEC and the OIML when issuing standards for the same subject, e.g. for water meters.

Mr. Szilvássy answered that according to the *Directives for OIML technical work* it was the obligation of OIML technical bodies to establish and maintain liaisons with external organizations in coordination with the Bureau - such as ISO and the IEC - so as to ensure that the existing (or drafted) OIML Recommendations and the existing (or drafted) international standards were, as far as possible, compatible with each other. As examples of the compatibility ensured in this way he mentioned the first joint publication, OIML R 99/ISO 3930 and R 93 and R 122 (together with its Annex C) that had been developed on the basis of existing ISO standards. In the case of R 49 on water meters, this publication had been drawn up in parallel and in close cooperation with ISO TC 29.

Mrs. Bennett, supporting the proposal on establishing a new Subcommittee, said that besides the traditional quantity measurement of products there was a growing need for quality measurement of agricultural products. During previous consultations with other TC 17 members the options mentioned by Mr. Lagauterie had also been considered, but in the end it was felt that there was a real need for a separate SC focused on the quality aspects of agricultural products.

In reply to an earlier question, Mr. Magaña stated that the revision of D 1 *Law on metrology* was a *high priority* project and had been requested by Development Council members too. The production of the 1 CD of the revision of D 1 had been undertaken by the US Secretariat and himself after the 36th CIML Meeting. Since two liaison organizations, namely the CIPM/BIPM (as far as scientific metrology was concerned) and ILAC (as far as ensuring traceability for accredited laboratories was concerned) were very interested in participating in the development of the new revised document and it was recognized that this kind of document could not be developed without their contribution. A new Joint Working Group had been established during the last annual CIPM-ILAC-CIML meeting in February 2002 and the 1 CD circulated among TC 3 members then transmitted to the BIPM and ILAC for comments. He requested CIML Members to send their comments as soon as possible in order for the Secretariat and the Bureau to be able to prepare the 2 CD for circulation and discussion by the Joint Working Group at the next annual meeting of the three organizations to be held in February 2003 at the BIML. In addition he mentioned that the approach followed in the revision would be different to that of the present D 1, which was a kind of model law on metrology which it was recommended to follow or copy into nation-

al legislation. The revised Document would contain a series of considerations proposed to those countries intending to create or revise their national legislation on metrology; it would be a kind of guidance rather than a “turnkey” law document.

Mr. Ehrlich added that the deadline for comments had been set at mid-November 2002 and it was envisaged to organize and hold a TC 3 Committee meeting in 2003 with the participation of the liaison organizations concerned. He also noted that the preparation of the final version of the revised R 111, which had been delayed owing to the numerous comments received from CIML Members, was advancing well and the Secretariat had already finished the first part and was working on the *Test Report Format*. He assured the Committee that the revised publication would be a very good and usable “state-of-the-art” document and mentioned the vast contributions by Dr. Gläser (PTB) and Dr. Davis (BIPM) in its development.

Mr. Magaña added that the BIML had proposed that the draft of the revised R 111 be approved by CIML postal ballot as provided for by the Convention, since this was an important and urgent document. The BIML would circulate the DR as soon as it was available from the US Secretariat.

Mr. Kochsiek gave further information on the state of the project on *Light absorption spectrometers for medical laboratories* developed by TC 18/SC 5 which had reached the state of final committee draft. The final version would soon be sent to the BIML in order to circulate it as a DR with a view to its subsequent approval by the CIML at its 38th Meeting.

To conclude these two items the Committee approved the establishment of the new Subcommittee TC 17/SC 8 under Australia’s responsibility, allocated the Secretariat of TC 5 to Slovenia and approved the three new work projects as proposed.

8.3 Acceleration of technical work

In his introduction, Mr. Faber said that he (together with Members of the Presidential Council) were worried about the speed at which OIML technical work was advancing since this was, after all, the core activity of the Organization. It was not only about the slowness of developing new OIML documents but also about lagging behind in regular reviews and revisions of existing Recommendations and Documents. If the OIML failed to do its job, other organizations would do it since they cannot (and will not) wait until the OIML does so. The Presidency had looked into the distribution of TCs/SCs and the tasks allocated and had found that the US and the Russian Federation held half of the Secretariats; four Member States were developing about 75 % of ongoing projects. In order to arrive at a more balanced distribution of tasks among Member States and to find more individuals who could contribute to OIML technical activities he preferred to employ a positive approach since there was no reason to blame any specific country or person. That meant that several means of assistance to technical bodies would be put forward: informal contacts and visits would be proposed in order to i) identify those problems within TCs and SCs that needed to be attended to, ii) help identify potential sources of assistance by various other Member States and iii) attempt to persuade them to take on certain responsibilities. He said that in the coming years the CIML President, the Vice-Presidents and the BIML Director would be in contact with those countries to discuss possibilities in a positive but informal way, draw up a program of visits and then report back to the CIML and discuss what can be done to improve the situation. To conclude, Mr. Faber affirmed that he was well aware of the difficulties facing most metrology services: shortage of time, resources and staff, and agreed that each situation had to be studied case by case in close cooperation with the bodies concerned.

Mr. Magaña said that the technical activity was very important for the Organization and gave additional information by indicating that there were currently about 150 OIML publications; this meant that on average 30 were due for review. If one assumed that revisions were due on average every fifteen years, this would mean around ten publications had to be revised per year. All this meant that the OIML had a real problem in revising publications. He further mentioned that the Bureau had held meetings with the CIML President and Vice-President to examine the present situation, the possibilities of offering assistance to TCS and SCs, and how to achieve a more balanced distribution of the technical bodies (and therefore the resulting tasks) among Member States with a view to encouraging a certain number of countries to assume responsibility for certain Secretariats or even accept more tasks. As for the several proposals to increase and accelerate technical activities, among others he mentioned that the BIML would be charged with following these more closely and with contacting (in an informal way) those Secretariats that seemed to be in trouble in order to examine their problems and establish actions for helping them. In certain cases the BIML could give financial assistance to experts for their time spent on OIML activities and for their participation at meetings. The ongoing development of the OIML web site and its increasing utilization would be an effective tool to facilitate the exchange of information and speed up the advancement of projects, but of course it would not replace meetings of experts which would still remain necessary. CIML Members also had the possibility to contact and ask other services and institutions in their countries (e.g. the agency charged with environmental affairs) to help the Secretariats and perform work for the OIML.

In addition he mentioned that the revision of the *Directives for OIML Technical work. Part 1* was advancing well and these Directives were also intended to facilitate technical activities. Mr. Dunmill explained that this revision was based on the recently revised ISO/IEC Directives and the intention was to produce a simplified document that was well adapted to OIML needs and procedures. He reported that 15 replies (eight with comments) had been received on the 1 CD and based on these, there would be no substantial changes in the (very likely) final CD being developed.

Mr. Faber considered that this action to further the acceleration of technical work was accepted by the Committee since there were no objections or additional proposals; he concluded this item by saying that the Committee would be kept regularly informed on developments in this field.

8.4 Approval of draft Recommendations

The Committee approved two draft Recommendations with the voting results as indicated below:

Automatic instruments for weighing road vehicles in motion (R 134)

Part A: Total vehicle weighing

Abstention: Canada

No-vote: United States

Comments: Mr. Ehrlich stated that his country's negative vote did not concern the content of the draft, but rather the fact that the other part of this Recommendation on axle weighing had reached a very well advanced state and it might be best to wait until this part was finished and submit them both together for consideration and approval.

Mr. Dunmill explained that the reason for splitting this project up into two parts at its earlier stage of development was that companies from several countries had expressed an urgent need for a Recommendation on total weighing and it had therefore been decided to move on quickly with this part.

**Platinum, copper and nickel resistance thermometers (for industrial use)
(Revision of R 84)**

Abstention: France

No-votes: None

Comment: Mr. Lagauterie explained that the reason for France's abstention was that the field of application of the revised Recommendation covered only the resistance part of thermometers and the requirements for the electronic measuring parts of instruments were completely lacking.

9 OIML Certificate System for Measuring Instruments

A written report prepared by the BIML was distributed to Participants and presented by Mr. Kochsiek who was responsible for following activities related to the OIML Certificate System as CIML Vice-President.

9.1 General information

In his introductory remarks Mr. Kochsiek said that the *OIML Certificate System for Measuring Instruments* ("the System") had made good progress over the last decade and the revised document *OIML Certificate System for Measuring Instruments* provided for its further development. He mentioned that the number of registered OIML certificates would very likely exceed 1000 by the end of 2002, and three more Member States (Japan, Finland and the Republic of Korea) had recently established their respective Issuing Authorities. There were now 26 Issuing Authorities established in 23 Member States. The number of applicants and manufacturers of measuring instruments in 34 countries (25 OIML Member States and 9 Corresponding Members) that had been granted OIML certificates was over 260.

Among the shortcomings of the System, he mentioned that OIML certificates had only been issued and registered for 13 categories of measuring instruments out of the 36 that were applicable within the System and these certificates had been issued only by 16 Issuing Authorities in 14 Member States out of a total of 26 established to date.

As far as the plans for future developments were concerned Mr. Kochsiek pointed out that among the numerous concrete actions that were to be carried out in the near future as defined in the *OIML Long-term Policy: 1999–2002 Action Plan*, the development and accomplishment of the MAA was a very important one which was to be discussed later under item 10.

Mr. Szilvássy gave an outline of the developments over the last one-year period and said that 20 OIML technical bodies had 24 ongoing projects (among which four were high priority and six were priority projects) with the aim of developing, revising or completing Recommendations for use in the System, but unfortunately progress had only been made on 12 projects by nine technical bodies during this period.

He further mentioned that the revised document *OIML Certificate System for Measuring Instruments* had been approved in a vote by a total of 37 CIML Members (35 "yes", one "no" and one abstention) and the document was being edited for publication. Of these 37, he pointed out that

22 had voted out of the 23 that had established 26 Issuing Authorities (20 “yes”, one “no” and one abstention). This was very important for the general acceptance of the revised document since the central role had been shifted from the CIML Members to the Issuing Authorities. He commented that the *Certificate System* page of the OIML web site was regularly updated, and that the file of the updated document on Issuing Authorities and Recommendations applicable within the System (and soon the file of the revised document on the System) could be downloaded from the web site. It was further envisaged to place the PDF files of all registered certificates on the OIML web site, though for the moment this posed a technical file size problem.

Among the present characteristics of the System he mentioned the steady increase in the number of registered certificates over the last three years and in the number of Recommendations applicable within the System, which would doubtless reach 39 by the end of 2002.

9.2 New Recommendations applicable within the System

Following a proposal by the Bureau, the Committee decided that one of the newly approved Recommendations, namely the revision of R 84 *Platinum, copper and nickel resistance thermometers (for industrial use)* would become applicable within the System as soon as it was published.

The Committee also decided that two Recommendations, namely R 134 *Automatic instruments for weighing road vehicles in motion. Part A: Total vehicle weighing* and R 49 *Water meters for cold potable water* would become applicable within the System as soon as their Test Report Formats were approved by CIML postal vote and published.

As for the revised R 111 containing the Test Report Format annex, the question of its applicability within the System would be decided by the CIML at the same time as its postal approval.

9.3 Plans for future developments

Mr. Szilvássy reminded Delegates that a number of concrete actions to be carried out in the near future for the development of the System had already been included in the *OIML Long-term Policy: 1999–2002 Action Plan*.

In addition he pointed out that the revised *OIML Certificate System for Measuring Instruments* document shifted the central role from the CIML Member to the Issuing Authority and extended the scope of the System in two directions: certification of modules and certification of families of types and modules of measuring instruments. It also included new provisions (e.g. the requirement to list specified manufacturers' documentation, including references to software programs) necessary for the identification of the type (to be) certified, and implicitly included requirements as to what had to be specified in the relevant Recommendations (e.g. definition of families, identification of modules and/or families together with their prescribed metrological requirements, test methods and test report formats, etc). Provisions for how to do this would be included in Part 2 of the Directives, currently being revised. The implementation of all these changes in the scope of the System would require concrete additional actions by the TCs and SCs concerned when developing new Recommendations or revising existing ones intended for application within the System.

The next action, already formulated in the Action Plan and relating to the individual certification of measuring instruments or modules, was due to be started soon. Since no concrete recent pro-

posals on this matter were available (the proposals in the BIML's possession dated back to the mid 1990's) it was envisaged to draw up and circulate a questionnaire by the TC 3/SC 5 Co-Secretariats as to the scope, content, requirements and rules of individual certification under the System.

Mr. Szilvássy concluded that there were two directions to follow: one was the development of the System itself and the other was the development of the MAA (this situation was to be discussed under Item 10), and added that general actions by CIML Members and the BIML were necessary to further promote the System at national, international and regional levels, especially among Corresponding Members, and to keep international and regional liaison organizations informed of the advantages of the System. Further developments in connection with the MAA (e.g. accreditation or peer evaluation of Issuing Authorities) would also contribute to the development of the System.

Mr. Lagauterie explained France's "no" vote on the revised *OIML Certificate System for Measuring Instruments* document: he commented that although the content of the document was satisfactory in itself, it was incoherent and in contradiction both with the VIML and with the draft of the MAA as far as the tests and examinations were concerned, since (in his opinion) both the tests and the examinations had to be included in separate reports and formulated by separate bodies. This would cause a problem in the context of the future MAA where the object of the acceptance had to be clearly determined.

Mr. Magaña said that he understood the problem (which could have been solved many years ago) and shared the opinion that it was necessary to be clear concerning terminology, but considering the nearly 1000 certificates issued and the almost 40 Recommendations that included Test Report Formats (including tests and examinations) it was not possible to change all these now. In addition it was often not simple to distinguish the borderline between examinations and evaluations, and also differentiate between the bodies by whom these had to be executed.

Mr. Lagauterie admitted that sometimes it was difficult to establish the borderline, but it was always possible to find a solution by deciding whether the criteria of an examination were clear or not and whether or not the testing body had the possibility to interpret the results, which was the task of the certification body. He added that being aware of the situation did not prevent the CIML from deciding to implement a new system from now on without necessarily altering what had been done up to now.

Mr. Johansen said that it was very interesting to see how the System was developing, and especially to see the new developments in the direction of both individual certification and the MAA. He had some concerns about the bureaucracy and the economics behind all these developments and suggested that these questions had to be examined in the context of future developments. It was clear that the manufacturers and users benefited from the System and it was also evident that they had to pay for the necessary activities of the Bureau to deal with it, but looking at the MAA and the increasing future tasks of the Bureau it was absolutely necessary that the users pay more in the future.

Mr. Kochsiek explained his personal view that the bureaucracy with the Certificate System had actually been very low in comparison with the MRA of the Meter Convention, and agreed with the opinion that the administrative workload of the future implementation of the MAA should be kept as low as possible.

Mr. Magaña added that until now the administrative workload of the Bureau in connection with the registration of OIML certificates was limited to registration, circulation among OIML Members and placing the reference on the web site; applicants' fees practically covered these costs. Since the MAA would give rise to many additional tasks within the BIML, including for example a more extensive follow up to registered certificates, the fee scale would definitely have to be revised.

Mr. Boudissa raised a question that he felt was of importance for developing countries in connection with the future MAA. There was a need for these countries to have an infrastructure and legislation in place in order for them to be able to issue certificates that would be recognized by others at the same time as they recognized the results of others. He wondered whether that level of capacity and competence existed and whether they could be recognized, because there was a risk of developing countries not being accepted which would negatively effect the development of these countries' metrology systems.

He requested that the Bureau consider this problem together with developing countries, with a view to ensuring that "mutual recognition" was really mutual and not just one-sided.

Mr. Magaña said that the subject raised by Mr. Boudissa led to a transition from this discussion item to that on the MAA and put forward two points of view: the first related to the fact that quite a few industrialized OIML Member States had not yet established Issuing Authorities due to a lack of laboratory infrastructure and/or competence to issue OIML certificates; nevertheless numerous examples of unilateral voluntary recognition among them already existed. His second view was that the main goal of the MAA was to go beyond this and to facilitate acceptance and recognition among OIML Members.

Mrs. Bennett made an observation based on Australia's experience that there were considerable differences in the technical content of certificates issued by different Issuing Authorities and she deemed that in connection with the MAA there would be a need for further harmonization and some guidelines as to the required technical information that had to be considered.

Mr. Kochsiek concluded the discussion by saying that one of the directions of future developments of the Certificate System was the OIML MAA and some comments already put forward could be discussed under the next item.

10 Evolutions

10.1 Mutual Acceptance Arrangement (MAA)

Mr. Faber introduced item 10.1 on the Mutual Acceptance Arrangement, explaining that this was one of the most important items on the Agenda, and that he strongly believed that finalizing this document was essential for the future of the OIML. Mr. Faber asked Mr. Ehrlich to present the status of the work on this issue.

Mr. Ehrlich recalled the presentation that he had given at the 36th CIML Meeting in Moscow. Since this presentation was available on the OIML web site, he felt it was not necessary to repeat it. He went on to give a brief history of the project, which had been instigated in 1998 by Mr. Chappell, with a meeting of TC 3/SC 5 in Gaithersburg. Following the Moscow meeting, a 9th Committee Draft was circulated among TC 3/SC 5 members for comments and vote. Among the 23 P-Members of this Subcommittee, 15 "yes" votes, 7 "no" votes and one abstention were received.

Some comments received were probably due to a misunderstanding of what was being said in the document; clarifications could be made to solve this problem. The most important comments received from the TC 3/SC 5 Members could be broken down into four categories of concerns:

- One category of comments had to do with the question of whether the arrangement should be decided among Issuing Authorities or among testing laboratories; in fact the opinions

were shared between these two possibilities, probably due to the obligations of notified bodies and testing laboratories in the European Union (all the negative voters were European countries);

- The second issue related to the cost of the procedures for establishing confidence, and to the problem in deciding whether accreditation or peer review (maybe less expensive) was required;
- The third area of concern related to the equivalence of the level of confidence resulting from accreditation and from peer review; some compromise could be achieved in this matter; and
- The fourth key issue that was raised by Germany was whether or not to accept that “supplementary requirements” be taken into account in the Declarations of Mutual Confidence.

Since this vote, one P-Member had changed his vote from abstention to a “yes” vote. According to the Technical Directives, this Committee Draft could now pass the Subcommittee level and become a Draft International Document, to be submitted to the CIML.

Dr. Llewellyn regarded the MAA as crucial for the OIML. The UK’s concern when abstaining was about the possible lack of clarity in the Committee Draft as to who the active participants in the Declarations of Mutual Confidence (DoMC) were. Discussions with the Secretariat clarified this point and enabled the UK to change its vote into a positive one.

Mr. Ehrlich added that another key issue raised by France was related to the need for clarification as to the scope of the MAA, since it was an arrangement that concerned test results and not certificates.

Mr. Faber added that the Draft Document was a major decision for the CIML and therefore would need a four-fifths majority CIML vote, as stated in the Convention. This principle should be decided on at the present CIML Meeting. Therefore the fact that the Draft passed the TC 3/SC 5 level vote with a two-thirds majority did not guarantee that it would be approved at CIML level. The Secretariat would have to take this into account when preparing the Draft for CIML consultation and vote.

Mr. Johansen agreed that this project was of utmost importance; this was why a significant number of “no” votes gave cause for concern; he felt that the consensus should be larger. The OIML Certificate System was successful and growing, but if the MAA was adopted without the required consensus then it would affect the success of the Certificate System. He was of the opinion that too many discussions had been held by correspondence and not in meetings, and recommended organizing another meeting before finalizing this Draft.

Mr. Ehrlich appreciated the concerns expressed by Mr. Johansen, but considered that at this point it would be more useful to obtain the opinion and comments of all the CIML Members, and not only those of the TC 3/SC 5 Members.

Mr. Kochsiek pointed out that Germany had voted “no” in order to limit the MAA to those participants who had implemented OIML Recommendations in their countries. This was the main responsibility of the OIML. National requirements were only acceptable if they were equivalent to OIML Recommendations, and the MAA should support the objective of harmonization, which meant that additional testing should be avoided.

Mr. Ehrlich responded that the main concern was that it was not possible to require that every country simply adopted the OIML requirements in order to participate in the MAA, because this was unlikely to happen, due for example to technological evolutions. However, he did agree that this issue on supplementary requirements had to be reworded in order to avoid requirements substantially deviating from those included in the relevant OIML Recommendations.

Mr. Tanaka agreed with Germany that the MAA should preserve the coherence of the national regulations of the participating countries with OIML Recommendations. However, the current tables annexed to the Draft did not fit in with the Japanese national law. Mr. Tanaka recommended carrying out another investigation among CIML Members as to whether there were any plans to attend to this issue, or concerning the use of self declaration.

Mr. Lagauterie explained the reasons behind France's negative vote. The first reason was that countries that did not implement OIML Recommendations should not be accepted. On the other hand it may be acceptable to take into account national specificities (for example climatic conditions). The second reason was the ambiguity of the scope of the MAA: it seemed to be applicable only to test results (covered by ISO 17025), but a number of items in this Draft made reference to certificate Issuing Authorities and to ISO Guide 65, which was dedicated to certification bodies.

Mr. Ehrlich answered that the MAA should allow some flexibility: the OIML test reports were made available by Issuing Authorities and may emanate from several test laboratories under the authority/supervision of the Issuing Authority.

Mr. Vaucher gave the reasons for Switzerland's negative vote. Firstly, the scope caused some misunderstandings. This MAA should be a step forward to promote the OIML Certificate System, but Switzerland would not be satisfied if the scope of mutual acceptance was too strictly limited. There was also a risk of growing bureaucracy by requesting accreditation or peer assessment for each category of instruments. The Issuing Authority had the responsibility to assess the competence of the testing laboratories or to have them assessed by accreditation bodies. So it made sense to set down requirements as to the Issuing Authorities' competence in their fields of responsibilities. The second point was the way in which confidence should be established. It was necessary to define peer assessment more precisely, as apart from accreditation, other ways of building confidence were not described anymore. But the cost of establishing confidence had to remain affordable so as not to limit participation to large organizations.

Mr. Faber noted the above interventions, and made two proposals. The first was to decide that as this MAA was meant to have far-reaching consequences for the life of the OIML and on legal metrology activities in the various countries, it could not be considered as a plain informative International Document and hence needed to be adopted by a Committee decision with a four-fifths majority. The second proposal was that the TC 3/SC 5 Secretariat, taking into account the comments received previously and the discussion held during the present CIML Meeting, might develop a further version, including any necessary clarification, and organize a workshop with any interested CIML Members to discuss this improved version, in order to obtain the best possible consensus on the MAA. Bilateral discussions with some Member States should also be envisaged to progress towards better acceptance of the MAA. The version submitted to the CIML at its 38th Meeting would be developed on the basis of this workshop and of these bilateral discussions.

Mr. Chappell added that for this particular voluntary program, the opinion of all Members should be sought. If the program was successful, it would be hoped that Member States would realize its benefits. The proposal of a workshop would be welcome if after CIML consultation, no possible approval of this program was evident.

Mr. Farragher supported the proposal to consult all CIML Members on the Draft, but without being too rigid.

In conclusion, Mr. Ehrlich and the BIML were asked by the President to make progress on the principles explained above, with a view to the possible adoption of the MAA in 2003.

10.2 Horizontal Documents

Mr. Magaña recalled that at the last CIML Meeting it had been decided to develop a policy paper on horizontal documents. A first draft had been drawn up and discussed at the Presidential Council. This paper considered and tried to distinguish several kinds of documents. Some OIML publications, such as D 11, were not merely informative but also served as a basis for most of the OIML International Recommendations. This would also be the case of the documents on software. A number of comments were expressed by Presidential Council Members on this first paper, which would be reconsidered by the Bureau with a view to its being presented to the Presidential Council at its meeting in February 2003, in the form of a better draft which could then be submitted to CIML Members with a view to its adoption at the next CIML Meeting. This paper would redefine the different kinds of OIML publications in order to clarify their use and their mode of adoption.

10.3 Report on the study *The Benefits of Legal Metrology for the Economy and Society*

Mr. Birch gave a detailed report on his Study *The Benefits of Legal Metrology for the Economy and Society* which had been requested by the Presidential Council. His work had consisted in looking at previous studies carried out over the last years, and in reviewing them with the aim of extracting the lessons learned from work already accomplished, and on this basis to come up with a number of social and economic criteria which could be used in determining resource allocation, to provide a rudimentary cost-benefits analysis for metrology.

Mr. Birch had started by contacting OIML Members and asking them to provide existing studies and reports on this subject and seeking any comments they had, though unfortunately very few contributions had been received to date. Mr. Birch had then gone through available literature on this topic and compiled a bibliography of studies that had been carried out on the economics of metrology and standardization. This bibliography comprised about 138 items representing some 10 000 pages of text. Most of the studies essentially dealt with general metrology rather than legal metrology, but were still of particular relevance.

In terms of the benefits of legal metrology to the economy, some obvious benefits must be recalled: consumer protection, effective stock control, fraud control, reducing disputes in transaction costs, full national benefit for commodity exports, full collection of government taxes and excise, and support of global trade in measuring instruments.

Regulatory metrology had some quite distinct benefits:

- Increased compliance with regulations (legislation should provide a sound evidential basis for measurements); and
- Enhanced cost-benefits ratio (legal metrology solutions may be far superior to alternative solutions in a policy context).

The benefits of legal metrology to society were the support of a civil society (reduction of disputes), reduction in deaths and injuries, and an improved natural environment.

Further steps should be taken to quantify these benefits. Seven groups of studies had been carried out on the economic impacts of measurements. Studies carried out by the NBS (USA) between 1965 and 1985 evaluated measurement-related activities to be 3.5 % of the GNP of modern

industrial societies. The Poulson study (1977) had concluded that a true cost-benefit analysis of the total measurement system was just not possible. In terms of added value, Don Vito's study (1985), which came up with the figure of 3.5 %, was criticized by some experts.

The studies carried out by Measurement Canada in the mid-eighties were interesting from a legal metrology point of view: the value of goods traded using legally controlled instruments was first calculated, and then the effect of short- and over-measure in those instruments was established at the time of reverification. By taking the difference between these two values into account for all the instruments checked, it appeared that each inspector could prevent something like \$2 million of out-of-tolerance measurements from occurring. This cost saving covered the cost of verification by a ratio of 11:1. 65 % of the out-of-tolerance measurements were short-measure, 35 % were over-measure and the total value of measurements made by these instruments was 40 % of Canada's GNP.

NIST had looked into sectoral studies such as measurement needs in a deregulated utility market.

Mr. Birch said that three recent studies should also be mentioned:

- The KPMG study on the Institute for National Measurement Standards in Canada: based on the evaluation of needs arising from the application of ISO 9000 certification and from laboratory accreditation activities, although its methodology is probably not applicable to legal metrology.
- KPMG also conducted a study for the CIPM on the Mutual Recognition Arrangement, and the savings that could be expected. Members were asked about the costs of maintaining bilateral agreements with other countries compared to the probable costs of maintaining a multilateral agreement. The conclusion was an estimated average saving of \$2 million per country, though this evaluation was probably overestimated. Another approach had been to consider the total trade between the countries of the Metre Convention, which was \$4 trillion. If the MRA was to have an impact on only 0.1 % of this trade, that would be a saving of \$4 billion per year.
- A series of studies was carried out for the European Measurement Project. These studies evaluated the impact of metrology through the number of patents dealing with metrology or measurements, though this criterion did not seem appropriate.

Mr. Birch expressed his need for feedback from OIML Member States and Corresponding Members on this interim report, notably concerning which particular questions should be answered, which type of economic analysis they believed was necessary to explain the stakes of legal metrology to their Governments, and which areas particularly needed to be supported.

The progress report submitted to the BIML listed the bibliography and a summary of the papers, highlighting the key elements in those particular papers. This progress report will be made available to all Member States and Corresponding Members.

Mr. Faber emphasized the importance of this work for each Member as well as for the OIML itself and mentioned that this report would be one of the basic documents on which the Organization would conduct its reflection for the future.

10.4 Preliminary examination of the output of the Seminar *Legal Metrology in 2020*

Mr. Faber expressed the sentiment that this Seminar had been a successful "experiment", and had been very positive. A large number of different ideas had been put forward covering many

aspects of legal metrology. The possibility should be considered of holding such a Seminar not necessarily every year, but once every three to five years, to see how the various themes evolved.

At the end of the two days Bernard Athané had drawn a number of conclusions, however it had not been possible to draw all the conclusions at the time of the event, since to do a good job required adequate time for analysis; to this end it was decided that the Bureau would compile a short summary of the outcomes, then the proceedings would be published and distributed - this would allow deeper reflection as to all the possible conclusions.

Mr. Ehrlich considered that it was a very successful Seminar in which many ideas had been put forward, and it was very interesting to see that most of the presentations went in the same direction. The OIML could now draw on those to shape the future.

Mr. Carstens proposed to send out an evaluation form to all the attendees, in order to obtain some feedback.

Mr. Vaucher supported the idea of repeating such a Seminar in due course, but focusing on specific issues and inviting some keynote speakers to introduce specific items.

11 Report on the Development Council - Please see separate minutes

11.1 Presentation of World Bank programs

Mr. Magaña reported that unfortunately Mr. Wilson of the World Bank, who had intended to come to this meeting, had been unable to attend at the last minute. He said that the BIML would continue its contacts with the World Bank and would ensure that all information which may be of interest to CIML Members concerning World Bank activities would be circulated, perhaps via the OIML Bulletin and/or web site.

Mrs. Annabi asked whether it would be possible to arrange a visit to the World Bank, as had been previously envisaged, since the World Bank had been unable to come to this meeting. This would enable the OIML and its Development Council to be presented, as well as the possibilities for future developments. Mr. Magaña said that he had intended to discuss this under item 12 of the agenda. It had been proposed to hold an awareness seminar at the World Bank, but it had now been decided to hold this in conjunction with other international organizations working in fields related to that of the OIML (such as BIPM, ILAC, ISO, IEC). This would ensure that this action had a greater impact.

11.2 Activities of the Development Council, action plan and possible evolutions of its structures

Mr. Faber reported that following the last Development Council meeting in Moscow, he had decided to establish a small "Task Group" for developing country matters, with a double mission: to speed up the work and to make it more transparent, and secondly to examine the structure of the Development Council and to make proposals for restructuring it to the Conference in 2004. He then asked Mrs. Annabi to give a report on the Development Council meeting which had taken place on 1 October 2002.

She reported that the members of the Task Group referred to by Mr. Faber had been selected for their experience in assistance to developing countries as well as their geographical distribution. She also recognized the hard work on the part of the current Development Council working groups, which would continue to operate in close cooperation with the Task Group.

Mr. Dunmill then reported that the recommendations resulting from the first meeting of the Task Group had been approved by the Development Council, which in turn requested the CIML to approve these recommendations:

- The BIML shall develop the Task Group's proposals into an action plan containing concrete, timed actions for the coming year;
- The BIML shall make proposals for changes to the existing structure of the Development Council. These would be considered at the next meeting of the Task Group, and any decisions concerning the structure could then be taken at the next Conference in 2004; and
- In order to deal efficiently with these proposals, the Task Group proposes to meet again in around six months' time.

Mr. Johnston commented that he understood the need for decisions concerning changes to the structure of the Development Council to be made by the Conference in 2004, but he felt that this was rather a long time away, and asked if there were any other means by which actions could be started much more quickly. Mr. Magaña replied that there was no intention of waiting until the Conference to begin positive actions. The Task Group had begun to discuss actions which could be put in place, and it was intended that it should propose elements for the updated OIML Action Plan to the Presidential Council meeting in February 2003. There would therefore be items to discuss and report on at the next CIML Meeting in November 2003.

Mr. Boudissa thanked the President for his invitation to be a member of this Task Group, whose meeting he had unfortunately not been able to attend on this occasion due to other commitments. He confirmed that he was still dedicated to involvement in the work of the Group and would contribute actively in the future.

Mr. Ngatia, whilst recognizing that the OIML currently undertook work in the interests of developing countries, expressed his concern at the long timescale being proposed for actions by the Task Group. Mr. Dunmill replied that it was perhaps misleading to refer to the date of the Conference in 2004. He clarified that although any final decision concerning the structure of the Development Council could only be taken by the Conference in 2004, this was not to say that there would be no actions undertaken by the Task Group before then. As many actions as possible would be included in the OIML Action Plan for the coming year. He explained that representatives attending the Task Group meeting had been asked to bring with them proposals for short term actions. These had been discussed and it was intended, for example to hold seminars in some parts of the world in 2003. Mr. Faber confirmed this, saying that as far as he was concerned, establishing and implementing the Action Plan was more important than the structure and he would ensure progress was made with the work as soon as possible.

Mrs. Annabi reminded the meeting that although the Task Group had been kept small in order to work more efficiently, it was always open to proposals for actions from any country.

Mr. Yankine asked whether contacts with individual states or organizations were planned, in order to raise the awareness of metrology and to assist in determining the needs of developing countries. Mr. Magaña replied that the Task Group had identified the importance to developing countries of the presentation of metrology to various development aid organizations and the need for the OIML to work in close cooperation with RLMOs. These concepts would be taken into account in the Action Plan. He reminded delegates that it was not the Task Group itself that would make these contacts, since it was only intended to consider and recommend actions. Contacts would therefore be made by those having an official status within the OIML (the BIML, the Development Council Chairperson, the OIML President or Vice-Presidents). The Task Group could, of course, invite anyone from these organizations to its meetings, if this was considered appropriate.

Mr. Pulham said that some while ago the BIML had established a list of experts who may be available to assist in development projects, and that it would perhaps be a good idea if this list was updated. Mr. Magaña added that this list of experts recommended by CIML Members was available through the Development Council pages of the OIML web site, where there was also a list of available training courses. He agreed that these lists were now out of date, but indicated that developments in the OIML web site technology would in the not too distant future enable CIML Members to directly update the information they had provided and to add new experts and training courses.

Mr. Magaña concluded this item of the agenda by reporting that Mrs. Annabi had been re-elected as the Chairperson of the Development Council for the period 2002–2004. Mr. Faber congratulated Mrs. Annabi on her re-appointment, saying that he believed, following the reports which had just been made, that the CIML had high expectations for the efficiency and effectiveness of the Development Council, reflecting the importance of her job as Chairperson.

12 Liaisons with International and Regional Institutions

12.1 Regional Legal Metrology Organizations (RLMOs)

Mr. Magaña presented the status of work on relations with the RLMOs. At the last Committee Meeting, the Bureau had been asked to come up with a policy paper on this subject and had drawn up a first draft which was examined by the Presidential Council. A number of comments and amendments had to be taken into account and a second draft would be presented to the Presidential Council at its meeting in February 2003, with a view to distributing it to CIML Members for adoption at the 38th CIML Meeting in 2003. The RLMOs would also be formally consulted on this policy paper.

12.2 Other institutions (Metre Convention, ILAC, ISO, WTO, etc.)

Mr. Faber informed the CIML of ongoing cooperation with the Metre Convention and ILAC. The annual meeting with these two organizations had been held on 27 February 2002 at the BIPM and the OIML delegation was composed of Mr. Faber, Mr. Kochsiek, Mr. Issaev, Mr. Ehrlich and Mr. Magaña. Representing ILAC were Mr. Peet and Mr. Squirrel, and from the Metre Convention Mr. Kovalevsky, Mr. Moscati, Mr. Van Koughnett, Mr. Kaarls, Mr. Quinn and Mr. Wallard.

Mr. Faber presented the report of this meeting, which is reproduced as an Annex to the present Minutes. He emphasized the fact that participating in joint working groups was essential, but that doing so must not result in unacceptable delays in the OIML's work programs.

Concerning relations with the WTO, Mr. Magaña reported that the Bureau had Observer Status in the TBT Committee, and was hence in frequent contact with this Organization. As Mrs. Liu explained in her presentation, the WTO intended to help the OIML in its actions towards developing countries, and in particular two Regional seminars on enhancing the participation of developing countries in the OIML's work could be organized in 2003.

Mr. Dunmill reported on ISO DEVCO. For the last two years it had not been possible to be directly represented at ISO DEVCO meetings, because the dates had coincided with the CIML Meetings. The Bureau had had a number of contacts with ISO DEVCO, and it appeared that the latter had a similar problem to the OIML in that they were currently reexamining the way in which they conduct developing country work.

Mr. Magaña reported that in line with the decisions of the 36th CIML Meeting in Moscow the Bureau had drawn up a first draft policy paper on the OIML's relations with other organizations. This first draft had been examined by the Presidential Council in February 2002 and a number of modifications made - resulting in a second draft policy paper, which would be submitted to the Presidential Council in February 2003 with a view to its adoption by the CIML at its 38th Meeting in 2003.

Mr. Kildal asked whether the minutes of the OIML/BIPM/ILAC meeting were available, to which Mr. Magaña replied that they would be distributed (see the Annex to the present Minutes).

12.3 Information on legal metrology developments in the Regions

Mr. Singyangwe presented activities in Botswana. There had been a workshop under the auspices of the German Technical Cooperation, attended by representatives from SADC SQAM structures. This workshop reviewed PTB support to SADC SQAM structures. The representatives of SADCSTAN, SADC MET, SADCA and SADC MEL requested new additional resource funding for the next four years, and the SADC Secretariat would meet with the German Ministry of Technical Cooperation to consider this request.

WELMEC

Mr. Freistetter, WELMEC Chairman, reported on WELMEC activities. Up to 2001, WELMEC developed Guides for the implementation of the European Directive on Nonautomatic Weighing Instruments, and had set up a database of European type approval certificates of NAWIs. A WELMEC type approval agreement had been signed for categories of instruments which were not yet harmonized by a European Directive. This type approval agreement was based on the OIML Certificate System: when both an OIML certificate and a national type approval were issued, other WELMEC members should issue a national type approval without repeating the tests and examinations included in the OIML test report.

During the last year, WELMEC WG 8, chaired by Gérard Lagauterie, had carried out a lot of work related to the Measuring Instruments Directive (MID) under preparation in order to develop technical requirements in line with OIML Recommendations. Guides were amended, especially for software in metrology, weighing instruments and prepackages. WELMEC was also considering strategic issues, organizational changes, future objectives and tasks. More information is available in the October 2002 OIML Bulletin and on the WELMEC web site (www.welmec.org).

He explained that the MID was a very complex document consisting of over 100 pages of regulations. The basic ideas were the following. The document officially available was a draft Directive, already two years old and which had since evolved. A decision should be taken in 2003, and after a transition period of two years the MID could come into force by 2005 or 2006. Ten different categories were mentioned in the MID: water meters, gas meters, electricity meters, heat meters, measuring systems for liquids other than water, automatic weighing instruments, taximeters, material measures, length measuring instruments and exhaust gas analyzers; other categories were not covered by the MID.

The scope of the MID was to harmonize the placing on the market and implementation of these instruments. After the latter, national laws were applicable. The MID was optional: each Member State could decide whether each category would be submitted to legal control or not. If it was

decided to submit a category to legal control, this control (up to the putting into use), had to conform to the Directive. The requirements were divided into two types: essential requirements applicable to all categories of instruments covered by the Directive, and instrument-specific requirements for each category.

Conformity assessment procedures were also described in the Directive, he continued, and it was possible for manufacturers to show conformity in two different ways: either by reference to harmonized standards developed by European standardization bodies on a mandate of the European Commission, or by reference to OIML Recommendations whose appropriateness was to be decided on by a Measuring Instruments Committee set up in application of the Directive. The OIML had no specific tasks in this project, but its Recommendations were recognized so long as they satisfied the requirements. The two main issues for the legal metrology systems which resulted from the MID were quality at the level of the manufacturers, and market surveillance in the Member States. This resulted in a shift from verification to surveillance.

Mr. Vinet asked for clarification concerning the decision about the way of deciding acceptability of CEN/CENELEC standards versus OIML Recommendations. Mr. Freistetter explained that it was foreseen that the Measuring Instruments Committee, installed by the Directive and composed of EU Member State experts, would have to evaluate both kinds of documents to ascertain their conformity to the essential requirements of the Directive.

The Vietnamese Delegate asked for information about the European Directives on prepackages. Were they new approach Directives?

Mr. Freistetter replied that there was a program called “SLIM”, a part of which the European regulation on prepackages was being replaced by a new Directive. Information may be requested to the convenor of WELMEC WG 6, whose address was available on the WELMEC web site.

Mr. Issaev asked for clarification as to what was meant by “the change from verification to surveillance”. Mr. Freistetter explained that the new approach Directives were fundamentally based on the declaration of conformity by the manufacturer and on the manufacturer’s responsibility. The systematic verification of instruments by legal authorities gave way to an *a posteriori* control exerted by the surveillance of manufacturers’ obligations, surveillance of the notified bodies and “market surveillance” of the products.

Answering a question from Mr. Pakay about the MID, Mr. Freistetter gave the example of water meters. He explained that this category of instruments was subject to legal control in some European countries but not in all of them. And the decision to submit water meters to legal control in a country depended on the priorities that were adopted in that country. Therefore the MID did not intend to force all countries to submit water meters to legal control, and this decision remained a national one. But when a country did decide to submit them, the requirements must be those of the MID.

Mr. Tanaka asked if the MID might not result in differing interpretations of the technical requirements among EU countries. Mr. Freistetter answered that one of the essential tasks of WELMEC had been to solve interpretation differences and to come to a better common understanding of the essential requirements and procedures.

Mrs. Bennett asked if the Measuring Instruments Committee would be looking at OIML test reports from notified bodies within the EU or within WELMEC, or whether it would be considering test reports from third countries. Mr. Freistetter replied that the Committee would not look at test reports, but only at OIML Recommendations, in order to decide which Recommendations contained requirements that may be considered as giving a presumption of conformity to a part of or all of the requirements that the MID assigned to a category of instruments.

APLMF

Mr. Ooiwa, APLMF President, reported on the APLMF's activities. He commented that the APLMF had 26 Members including 19 full Members and 7 corresponding Members, all under the APEC framework. Recent developments included those itemized below.

Eight meetings of APLMF working groups had been organized in November 2001 in Auckland, New Zealand, with a total of 76 delegates and observers from 19 APLMF economies. The Secretariat had been taken over by Japan, together with the new Presidency.

The APLMF was in particular developing an important project on rice moisture meters. The first and second phases of this project were funded by APEC. The first phase was carried out in October 2001 in Japan with the participation of seven economies and the second from 19 to 30 August 2002 in Thailand, with 26 participants from 9 economies. The next phase would be the results of a survey and training, and would lead to a proposal to revise the OIML Recommendation on water content in grain so as to introduce an article covering rice moisture meters.

In particular, the activities on training had included a train-the-trainer course on NAWIs in Hanoi, Vietnam in April 2002, with 22 participants from four APLMF economies. This was funded by the Australian Government.

Another APLMF project was a symposium on traceability in legal metrology. A proposal for funding this project had been submitted to APEC and accepted at the latter's budget management committee. This symposium would be held in October 2003 in Kyoto in conjunction with the next APLMF meeting. Further information was available on the APLMF web site (www.aplmf.org).

SADCMEL

Mr. Carstens reported on SADCMEL activities from October 2001 to October 2002. SADCMEL was currently chaired by Mr. Zulu (Zambia) and South Africa handled the Secretariat. The following technical committees were established:

- TC1 Sale of goods, chaired by South Africa,
- TC2 Instruments, chaired by Zambia,
- TC3 Rules of procedures, chaired by Zambia, and
- TC4 Training, chaired by Botswana.

The following meetings were held, together with TC meetings:

- Pretoria, South Africa, November 2001, and
- Mahé, Seychelles, April 2002.

TC1: A SADCMEL document dealing with harmonized requirements for prepackages was distributed to industry for comments. These comments would be discussed at the next meeting in November.

TC2: The Committee would discuss the document on the requirements of beam scales. This document would be distributed to industry for comments.

TC4: A document on the training requirements in legal metrology for the Region was being completed. Once adopted by Members, a train-the-trainer course would be developed.

A workshop on the organization of legal metrology legislation was presented by Mr. Birch in Pretoria, attended by all Member Countries.

He explained that SADC MEL was participating in the development of a technical regulation framework for the Region, within the SQAM structure.

EMLMF

Mr. Lagauterie informed the CIML of developments within the EMLMF, saying that a meeting had been held on Saturday 28 September at which the EMLMF's status had changed from being simply a project to an official RMLO, the Memorandum of Understanding having been signed by ten countries. During this meeting Mr. Lagauterie had been elected as chairman for one year.

The first outcome of the EMLMF's work concerned training proposals. Proposals had been received from the PTB and from four other bodies: DAM (Germany), METAS (Switzerland), LNE (France) and AFNOR (France). Financing had to be found for these four proposals, though this matter would probably be facilitated by the establishment of the formal MoU.

13 Election of the CIML President, 2003

Mr. Faber gave information concerning the election of the CIML President which would take place in Kyoto in November 2003. He was eager to provide information as early as possible as this was a key event in the life of the Organization, together with the fact that a number of new CIML Members were present and the procedure should be clear and transparent for everybody.

The last election took place in London in 2000; Mr. Faber was re-elected for a second term of office, but at that time he expressed his wish to limit his term to three years. Hence, in 2003 a new election would take place.

Initially, the deadline for the submission of candidacies was set at the end of August 2002. Currently, only one candidate had made known his intention to be considered: Mr. Charles Ehrlich (USA).

Mr. Faber went on to say that it was essential that the future CIML President be a well-known, experienced figure who had already been a CIML Member for some time. And the new President should be prepared to carry out his duties for a full six-year term. He felt confident that Mr. Ehrlich met all these criteria.

On the other hand, and contrary to the election of a new BIML Director, he felt it was more appropriate that there be more than one candidate for President; this way the CIML Members had a choice and would first be able to listen to each candidate's presentation immediately prior to the actual election in order to get a feel for proposed future strategy for the Organization.

After discussing the matter with the Presidential Council, Mr. Faber had concluded that it was not clear to all Members that 31 August 2002 was the deadline for candidacies. He therefore proposed that the deadline be extended to 31 January 2003, and reminded Delegates that the ballot would be secret - even if there was still only one candidate. Additionally, and as for all decisions made by the Committee, the 4/5 (80 %) majority of votes rule would apply as specifically stipulated in the Convention (the only exception to this 4/5 rule being the approval and adoption of International Documents, for which a simple majority was required as this type of publication was really only a transfer of information).

Mr. Faber went on to explain that the two Vice-Presidents Mr. Kochsiek and Mr. Issaev were both close to retirement and did therefore not intend to stand for Presidency. As far as Mr. Faber himself was concerned, the reason why he had stipulated that he was only prepared to continue as CIML President for three years was that he felt that a number of projects were ongoing in the OIIML and he wanted to see them through; he now felt that this had been accomplished and confirmed that the time was right to move on and that the CIML should proceed with the selection of a new President. He would only continue in an absolute “emergency” situation.

No questions were posed on this item and the new deadline of 31 January 2003 was approved by the Committee.

14 Future meetings

14.1 38th CIML Meeting (2003)

Mr. Faber reminded Delegates that a provisional decision had been taken in Moscow to hold the 38th CIML Meeting in Kyoto, Japan. Mr. Tanaka then gave an illustrated presentation on initial plans that had already been made by the Ministry of Economy, Trade and Industry (METI) and the National Metrology Institute of Japan (NMIJ) to host this meeting and also a meeting of the APLMF, and formally confirmed his country’s invitation. He was particularly pleased to welcome the OIIML to Japan as 2003 would be the centenary anniversary of the NMIJ, and went on to outline a brief history of the Institute and of Kyoto itself, the former capital of Japan situated about 300 km from Tokyo.

The dates provisionally booked for the APLMF meeting were 2–4 November 2003 and the CIML would meet from 4–8 November. The venue would be the KICH: Kyoto International Conference Hall, set in the attractive surroundings of a typical Japanese garden.

The Committee unanimously accepted the Japanese invitation and warmly thanked Mr. Tanaka for his presentation.

14.2 39th CIML Meeting and 12th Conference (2004)

Mr. Faber explained that two options were open for 2004: Israel and Germany. He informed the Committee that Israel maintained their option open, but without specifying a specific year in view of the current events which might lead to the required quorum not being met. He was grateful to the Israeli Delegation for their understanding and again thanked them for maintaining their invitation open. He concluded that the remaining possibility was therefore Germany; Mr. Kochsiek noted that Germany required a definite commitment in order to obtain the necessary budget and begin making preparations. He had consulted with the Israeli Delegation, which had assured him that no sentiment of “competition” existed and that Germany should feel free to host the 2004 event.

The Committee unanimously accepted the German invitation and thanked Mr. Kochsiek for the invitation.

14.3 40th CIML Meeting (2005)

Mr. Faber reminded Participants that 2005 was the fiftieth anniversary of the OIIML, and proposed to hold this special meeting in Paris.

No comments were received; this would therefore be retained as the first option for 2005 and discussions would be instigated with the French Government.

15 Other matters

- a) The Committee decided to make awards to three distinguished experts who had greatly contributed to the work of the OIML:
 - Dr. Dieter Buer (Germany);
 - Dr. Detlev Mencke (Germany); and
 - Dr. Ambler Thompson (USA).
- b) Mr. Ehrlich announced a forum on metric-only labelling of prepackages which would take place in the US on 7 November 2002; all countries were welcome to attend and further information was available on the OIML web site.
- c) Mr. Kochsiek requested that the Bureau include the actions to be taken resulting from the decisions taken at the present meeting in the updated Action Plan; Mr. Faber replied that this would be done.

16 Adoption of decisions

The decisions as reproduced below were approved by the Committee. They were subsequently published as a separate document and distributed to CIML Members and Corresponding Members in mid-November 2002.

Opening address

The Committee noted the opening address delivered by Mr. Gerard Faber, CIML President.

Roll-Call – Quorum

The roll of Delegates was called; it was found that 54 CIML Members (out of 58) were present or represented and that the statutory quorum of three-quarters was therefore reached.

Approval of the Agenda

The Final Draft Agenda was approved, with the addition of one item: *Election of the CIML President, 2003.*

1 Approval of the Minutes of the 36th CIML Meeting

The Minutes of the 36th CIML Meeting (Moscow, 2001) were approved without modification.

2 Implementation of the Decisions and Resolutions of the 11th Conference and 36th CIML Meeting

The CIML President and BIML Director explained that all the Decisions and Resolutions were covered by the various items on the agenda; it was therefore not necessary to review them separately at this point in the meeting.

3 1999–2002 + 2003–2004 Action Plan implementation and final extension up to the end of 2004

The BIML Director reviewed the various points contained in the *Action Plan* and reported on progress made over the past year. The Committee noted that these points had either already been implemented in a satisfactory manner or were to be considered by the CIML under the various items on its Agenda with a view to their implementation.

4 Member States and Corresponding Members

4.1 New Members - Expected accessions

The Committee noted information given by its President and by the BIML Director concerning the current and expected membership. Two membership changes were noted:

- Albania had become a full Member State (previously a Corresponding Member) and the Albanian Delegate expressed his country's satisfaction at having become a full Member; and
- The Philippines had resigned their position as Corresponding Member.

The Delegate from Vietnam informed participants that he was progressing well in negotiations with his Government to also become a full Member State.

4.2 Situation of certain Members

The Committee noted information given by the BIML Director concerning the payment arrears situation of certain countries, as requested by the CIML at its 36th Meeting:

- The D.P.R. of Korea has respected the requirements fixed by the 11th Conference and its situation is now acceptable;
- The arrears of Zambia have increased despite a partial payment having been made. The Bureau was requested to examine with Zambia a timetable for the settlement of the outstanding balance. The Committee agreed that no decision needed to be taken at the present time concerning a possible delisting of Zambia; and
- Kazakhstan has started to reimburse its outstanding balance and the present situation is considered acceptable.

5 Financial matters

5.1 Adoption of the Auditor's Report for 2001

The Auditor's Report for 2001 was adopted without comments and the Committee instructed its President and the BIML Director to submit it to the 12th Conference.

5.2 Examination of the financial situation for 2002 and 2003

The Committee took note of information delivered by the BIML concerning the financial situation of the Organization in 2002 and found that this situation was in line with the decisions of the 11th Conference.

The Committee also noted information delivered by the Bureau concerning 2003.

5.3 Analysis of the operating costs of the BIML

Information was given by the BIML Director concerning the possibility of implementing a standardized accountancy system. A simulation of the BIML accounts for 2000 and 2001 was presented for illustration purposes.

The Committee instructed the Bureau to progress in this direction with a view to the new accountancy plans being endorsed by the 12th Conference.

6 Presidential Council activities

The Committee took note of a report by its President concerning the activities of the Presidential Council since October 2001.

7 The situation at the BIML

7.1 Amendments to the Staff Regulations

The Committee took note of information delivered by the BIML Director concerning the BIML Staff Regulations, currently under revision. The present draft would be amended in line with comments received and submitted to the CIML either by postal vote or at its 2003 Meeting for approval.

7.2 BIML Staff

The Committee took note of information delivered by the BIML Director concerning two new BIML Staff Members, bringing the number of BIML staff back to the level of the year 2000.

7.3 BIML activities

The Committee took note of a report distributed by the Bureau concerning BIML activities from October 2001 through September 2002 and requested the Bureau to publish it in an appropriate format in the January 2003 issue of the OIML Bulletin.

7.4 Progress in the use of Internet and e-mail

A live demonstration of the new OIML web site modules was given, notably concerning the possibility for Members to interact with the site directly. The Committee encouraged the Bureau to continue developing this technology which would ensure improved communication in the future and also lead to increasingly modern working methods.

8 Technical activities

8.1 Work program of TCs/SCs

8.2 Examination of the situation of certain TCs/SCs

The Committee took note of information delivered by Vice-President Mr. Issaev and by the Bureau concerning OIML technical activities and, while expressing its satisfaction for the work accomplished, requested the OIML TCs and SCs to accelerate their work especially in the fields listed as *high priority* and *priority* projects.

The Committee approved the following projects as proposed by:

- TC 11/SC 3
on *Procedure for the control of the main parameters and characteristics of thermovision instruments*;
- TC 17/SC 2
on *Automatic refractometers. Method and means for verification*; and
- TC 17/SC 7
to start the revision of R 126 *Evidential breath testers*.

The Committee requested TC 4 and TC 3/SC 1 to provide for a common inquiry to define which of them will undertake the new work project on *Verification and inspection intervals of legally controlled measuring instruments* proposed by TC 4.

The Committee allocated the Secretariat of TC 5 (until now vacant) to Slovenia, which had volunteered to assume responsibility for this Technical Committee.

The Committee established a new Subcommittee TC 17/SC 8 *Instruments for quality analysis of agricultural products*, allocated the Secretariat to Australia, and approved its first work project on *Measuring instruments used for protein determination in grain*.

The Committee instructed the Bureau and TC 3 to accelerate the work on the revision of OIML D 1 *Law on metrology*.

8.3 Acceleration of technical work

The Committee took note of information delivered by its President concerning the need to accelerate the technical work and of proposals put forward to achieve this. The Committee instructed the President, the Vice-Presidents and the Bureau to examine the possible measures to be taken with those Secretariats which encounter difficulties. The Committee also instructed the Bureau to report back at the 38th CIML Meeting on this issue.

Concerning the Revision of the *Directives for the Technical Work - Part 1*, the Committee took note of information given by the Bureau, and instructed the Bureau to take account of the comments received and to submit the Revision for approval by postal ballot.

8.4 Approval of draft Documents and Recommendations

The Committee approved the following draft Recommendations:

- *Automatic instruments for weighing road vehicles in motion - Part A: Total vehicle weighing* (R 134); and
- *Platinum, copper and nickel resistance thermometers (for industrial use)* (Revision of R 84).

The Committee endorsed the BIML proposal to approve the Revision of R 111 *Weights of classes E₁, E₂, F₁, F₂, M₁, M₁₋₂, M₂, M_{2,3} and M₃* by CIML postal vote as soon as the final DR is available.

9 OIML Certificate System for Measuring Instruments

9.1 General information

The Committee took note of the information delivered by Vice-President Mr. Kochsiek and by the Bureau concerning the situation of the *OIML Certificate System for Measuring Instruments* and expressed its satisfaction with the situation.

9.2 New Recommendations applicable within the System

The Committee decided that the following Recommendation would be applicable within the System when published:

- *Platinum, copper and nickel resistance thermometers (for industrial use)* (R 84).

The Committee also decided that the following Recommendations would be applicable within the System when the Test Report Formats are approved by CIML postal vote and published:

- *Automatic instruments for weighing road vehicles in motion - Part A - Total vehicle weighing* (R 134); and
- *Water meters for cold potable water - Test Report Format* (R 49-3).

9.3 Plans for future developments

The Committee took note that the revised document describing the operational rules of the System will soon be published and requested the OIML Technical Bodies to include new provisions such as definitions, requirements, test methods and test report formats regarding

families, modules and families of modules of measuring instruments when developing new or revising existing OIML Recommendations applicable within the *System*.

The Committee also requested the Bureau to include new provisions accordingly in the revision of the *OIML Directives for the Technical Work - Part 2*.

The Committee requested TC 3/SC 5 to start working on an extension of the *System* to certification of individual measuring instruments.

10 Evolutions

10.1 Mutual Acceptance Arrangement (MAA)

The Committee took note of information delivered by the Secretariat of TC 3/SC 5 concerning the results of the ballot at SC level. This Draft can now become a First Draft Document and be submitted to the CIML for consultation and comments. The Committee instructed the Bureau together with the USA CIML Member to organize a workshop to examine the comments received from CIML Members and to use, when appropriate, other ad-hoc means in order to obtain maximum support.

10.2 Horizontal documents

The Committee took note of information delivered by the BIML Director concerning the ongoing development of a policy paper on horizontal documents. The Committee requested the Bureau to circulate it amongst CIML Members with a view to its approval at the 38th CIML Meeting.

10.3 Report on the study *The Benefits of Legal Metrology for the Economy and Society*

The Committee took note of information delivered by Honorary CIML Member Mr. Birch on the progress of the Study requested by the CIML President on *The Benefits of Legal Metrology for the Economy and Society*.

10.4 Preliminary examination of the output of the Seminar *Legal Metrology in 2020*

The CIML President presented the highlights of the Seminar held on 26–27 September 2002. The Committee instructed the Bureau to issue a communiqué identifying the key points raised during the event and to distribute it to interested parties. The CIML agreed that other similar events could be held in the future. In addition, the Bureau was requested to distribute an “Evaluation Form” to participants in the event.

11 Report on the Development Council

The Committee congratulated Mrs. Annabi on her re-election as Development Council Chairperson and took note of a report delivered by her concerning Development Council activities

over the past year. Mrs. Annabi also gave information on the setting up of a *Task Group* to examine strategic issues - including action plans - and advise the Presidential Council on these.

The Committee instructed the President and the Bureau to take into consideration the proposals made by the *Task Group* in establishing a detailed work program which would be integrated into the *OIML Action Plan*.

The Committee requested the *Task Group* to develop proposals for a new Development Council structure which may be approved by the 12th Conference.

12 Liaisons with international and regional institutions

12.1 Regional Legal Metrology Organizations (RLMOs)

The Committee took note of information delivered by the BIML Director concerning a policy paper currently under preparation dealing with the relations between the OIML and RLMOs. The Committee instructed the Bureau to submit the final version of this paper for approval at the 38th CIML Meeting.

12.2 Other institutions (Meter Convention, ILAC, ISO, WTO, etc.)

The Committee took note of information delivered by its President concerning contacts with the *Meter Convention* and ILAC.

The Committee instructed the Bureau to publish the minutes of meetings held in particular with the BIPM and ILAC on the Members' Page of the OIML web site.

The Committee took note of information delivered by the BIML Director concerning a policy paper currently under preparation dealing with the relations between the OIML and other international, regional and national bodies, and instructed the Bureau to submit the final version of this paper for approval at the 38th CIML Meeting.

The Committee took note with great interest of a presentation given by Mrs. Liu, Secretary of the WTO TBT Committee. The Committee instructed the Bureau to pursue close cooperation with the WTO and in particular with a view to organizing regional seminars.

12.3 Information on legal metrology developments in the Regions

The Committee took note of presentations delivered by representatives of WELMEC, APLMF, SADC MEL and the EMLMF on current developments within their regions.

13 Election of the CIML President, 2003

The Committee took note of information delivered by its President concerning the election of a new President which will take place at the 38th CIML Meeting in 2003. The Committee decided that candidacies for this election will not be accepted after 31 January 2003 so that CIML Members have sufficient time to prepare their decision.

14 Future meetings

14.1 38th CIML Meeting (2003)

The Committee was given a presentation by the Japanese delegation, which had extended an invitation to host the 38th CIML Meeting in Kyoto in November 2003. The Committee unanimously accepted this invitation and thanked the Japanese representatives.

14.2 39th CIML Meeting and 12th Conference (2004)

The Committee noted that Israel's invitation was still open, but that no date could yet be fixed. The Committee accepted Germany's invitation to host the above-mentioned events.

14.3 40th CIML Meeting (2005)

The Committee accepted in principle the Bureau's intention to organize this meeting in Paris on the occasion of the 50th anniversary of the Organization.

15 Other matters

Firstly, the Committee decided to make awards to three distinguished experts who have greatly contributed to the work of the OIML:

- Dr. Dieter Buer (Germany);
- Dr. Detlev Mencke (Germany); and
- Dr. Ambler Thompson (USA).

Secondly, the Committee instructed the Bureau to update the *Action Plan* in the light of the decisions taken above.

16 Adoption of decisions

The above decisions and resolutions were adopted. ■

Closure

In closing the meeting, Mr. Faber commented that a lot was happening in the OIML currently. He was especially pleased to note the increasing use of the Internet and the BIML's modernizing of its working methods and was confident that this policy would ensure that the Organization kept up with the times. He was also encouraged to see that concrete ideas were being put forward to accelerate the OIML technical work which was, after all, the core activity.

He also anticipated that the 2003 CIML Meeting would have a very full agenda in view of the number of documents that were to be produced following the Saint-Jean Meeting: for example there would be the draft of the paper on horizontal documents, a final policy paper on OIML cooperation with Regional Organizations, the final version of the BIML Staff Regulations, and the final version of the document on OIML liaisons and cooperation with International Organizations.

The thought process concerning the analysis of OIML strategy must continue, and Mr. Faber was pleased to note that analytical thinking on policy matters was becoming more regular and more thorough. And last but not least, he was encouraged at the discussions on the MAA which was a very important item for the future: he hoped that a final draft could be reached by the next CIML Meeting in Kyoto. He complimented the USA Delegation on the sheer volume of work that they had already done on this document and was confident that with the help of other Delegations, this could be accomplished.

Mr. Faber reiterated that his first conclusion was that a large quantity of work was currently ongoing - especially for the Bureau - and his second conclusion was the OIML was in the process of modernizing and renewing its working methods in a very professional way. He was confident that this process would continue in the future.

He went on to express his thanks to the BIML, who had organized and hosted the whole series of meetings in Saint-Jean, including the 2020 Seminar. He expressed his thanks to Mr. Magaña whose first CIML Meeting this had been as BIML Director, and to all the BIML Staff Members who had gone out of their way to make the event a success.

Next, Mr. Faber thanked Mr. Bruno Dard from the French *Sous-Direction de la Métrologie* for the administrative support he had given the Bureau, and for the Interpreters who had done their usual excellent job.

He wound up the Meeting by thanking all the Observers, Corresponding Members and CIML Members for their participation and contributions, and looked forward to the next CIML Meeting in Kyoto at the beginning of November 2003.

Annex

Report on the meeting of the joint Metre Convention/OIML/ILAC working group held at the BIPM on 27 February 2002

Attendance

METRE CONVENTION

J. Kovalevsky, G. Moscati, A.L. Van Koughnett, R. Kaarls, T.J. Quinn, A.J. Wallard.

OIML

G.J. Faber, L.K. Issaev, M. Kochsiek, C. Ehrlich, J-F. Magaña

ILAC

M. Peet, A. Squirrel.

General remarks

The representatives of the three organizations agreed to share the increasing amount of data concerning the economic impact of metrology and accreditation worldwide, especially on the cost to countries of technical barriers to trade. It was also agreed to find ways of improving co-ordination of activities at regional level as well as with Governments, standard-setting bodies and legislators. All three organizations either had or were in the process of agreeing and implementing Mutual Recognition Arrangements and it was clear that there was considerable merit in relying on the agreements and metrological consistency that each of these encouraged in their respective sphere of influence. This would avoid duplication and possible confusion amongst users, regulators and legislators.

Specific topics addressed during the meeting

i) Joint Committee for Guides on metrology (JCGM)

Progress is being made in the joint working groups concerned with the *International vocabulary of basic and general terms in metrology* (VIM) and the *Guide to the expression of uncertainty in measurement* (GUM). There was considerable interest in a common definition of traceability and how this related to the requirements of quality systems (especially ISO/IEC 17025) in NMIs as well as in accredited organizations, and to various committees in ISO. It is hoped that a draft of a new edition of the VIM might be ready for distribution for comment later this year.

ii) Draft Law on Metrology

The OIML is revising its Document D 1 *Law on metrology*. The BIPM was offered the opportunity to comment at a subsequent meeting.

iii) Assistance in metrology for developing countries

All three organizations were increasingly involved in the metrological needs of developing countries and considered that this was an important element of their mission and activity world-wide. The OIML had mounted various initiatives in recent years and maintained working groups on training, equipment and information. In addition it was clear that international bodies such as UNIDO and the World Bank were taking a much greater interest in metrology. ISO was also active in a number of areas.

As a result of the discussion, it was agreed that we should consider establishing a Joint Committee for Coordinating Assistance to Developing Countries in Metrology. In addition to the three organizations at the meeting, invitations would be extended to ISO (ISO/CASCO and ISO/DEVCO), UNIDO, and IAF. In subsequent discussions held in Geneva by Messrs. Peet and Squirrel it appears that ISO and IAF would be willing to join. This matter was discussed at the meeting of the JCRB held in Pretoria the following week and as a result of this discussion TJQ has also invited representatives of the three regional organizations that have been closely concerned with assistance to developing countries in metrology - namely APEC, SADEC and OAS. There was general agreement that at a later stage the main donors might also be invited to a meeting.

NIST was expected to host a seminar for developing countries in 2003 as a follow-up to the successful earlier seminar in Braunschweig.

iv) Technical experts to join accreditation teams

ILAC had approached the BIPM with a request for assistance in the nomination of technical experts to join accreditation teams for NMIs. Their preference was for metrologists who were experienced in accreditation matters. The obvious source of such experts is the NMIs themselves and this request will be discussed at the Directors' meeting. ILAC also undertook to discuss whether there were confidentiality issues within national accreditation bodies as far as releasing the names of assessors involved in NMI accreditation activity. On the face of it there should not be a problem and such information would be important for confidence in the various MRAs.

v) ISO 17011

All three organizations had raised concerns with some of the issues surrounding ISO 17011. Their comments had been considered by those concerned and it now appears that those NMIs that either operated, or had close associations with, Accreditation Bodies have put suitable confidentiality arrangements in place.

vi) ISO 9001

All three bodies were concerned to ensure that any redrafts of ISO 9001 took appropriate account of the issues concerning technical competence as dealt with in ISO/IEC 17025. None of the organizations would be happy if technical competence was reduced in importance in certification to future versions of ISO 19001.

Next meeting

It was agreed that the next meeting will take place in February 2003, at a date remaining to be finalized.

