

MINUTES

COMPTE RENDU

Thirty-Eighth Meeting of the International
Committee of Legal Metrology:
Kyoto, Japan, 5–8 November 2003

Trente-Huitième Réunion du Comité International de Métrologie Légale:
Kyoto, Japon, 5–8 novembre 2003





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

FAX: 33 (0)1 42 82 17 27

E-MAIL: biml@oiml.org

INTERNET: www.oiml.org

THIRTY-EIGHTH MEETING
of the
INTERNATIONAL COMMITTEE OF LEGAL METROLOGY
5–8 November 2003 - Kyoto, Japan

The International Committee of Legal Metrology was convened by its President,
Mr. Gerard J. Faber, and met from 5th through 8th November 2003
at the KICH Conference Center, Kyoto, Japan.



Contents

| | |
|--|----|
| Participation | 5 |
| Opening addresses | 9 |
| Roll-Call - Quorum | 12 |
| Approval of the Agenda | 12 |
| 1 Approval of the Minutes of the 37 th CIML Meeting | 17 |
| 2 Implementation of the Decisions and Resolutions of the 37 th CIML Meeting | 17 |
| 3 Member States and Corresponding Members | 17 |
| 3.1 New Members - Expected accessions | |
| 3.2 Situation of certain Members | |
| 4 Report on Presidential Council activities | 19 |
| 5 Presentation of the candidates for the CIML Presidency | 19 |
| 6 Financial matters | 20 |
| 6.1 Adoption of the Auditor's report for 2002 | |
| 6.2 Realization of the 2002 budget and estimates for 2003 | |
| 6.3 Preliminary proposal for the 2005-2008 budget | |
| 6.4 Progress on the revision of the Financial Regulations of the OIML | |
| 7 The situation at the BIML | 26 |
| 7.1 Draft Revision of the Staff Regulations | |
| 7.2 BIML Staff | |
| 7.3 BIML activities | |
| 7.4 Progress in the use of the internet and e-mail | |
| 8 OIML Action Plan implementation and revision | 30 |
| 9 Technical activities | 31 |
| 9.1 Work program of TCs/SCs | |
| 9.2 Examination of the situation of certain TCs/SCs | |
| 9.3 Acceleration of technical activities | |
| 9.4 Non-conclusive results of postal ballots | |
| 9.5 Approval of draft Recommendations and Documents | |
| 10 Mutual Acceptance Arrangement (MAA) and Checklists | 40 |
| 11 OIML Certificate System for Measuring Instruments | 49 |
| 11.1 General information | |
| 11.2 New Recommendations applicable within the System | |
| 11.3 Follow-up to the revision of P 1 <i>OIML Certificate System for Measuring Instruments</i> | |
| 12 Evolutions - General procedures of the OIML | 51 |
| 12.1 Revision of the <i>Directives for Technical Work</i> | |
| 12.2 Translation and distribution of OIML Publications | |
| 12.3 Draft Guide on the status of OIML Documents and Publications | |
| 13 Study on <i>The Benefit of Legal Metrology for the Economy and Society</i> | 53 |
| 14 Report on the Development Council | 55 |
| 14.1 Task Group on Developing Countries | |
| 14.2 Other developing country activities | |
| 14.3 JCDCMAS | |
| 15 Liaisons with international and regional institutions | 58 |
| 15.1 Metre Convention, ILAC, ISO, WTO, etc. | |
| 15.2 Draft policy paper on the liaisons with other organizations | |
| 15.3 Reports from Regional Legal Metrology Organizations (RLMOs) | |
| 15.4 Draft policy paper on coordination with Regional Legal Metrology Organizations (RLMOs) | |
| 16 Election of the CIML President | 66 |
| 17 Future meetings | 67 |
| 17.1 39 th CIML Meeting and 12 th International Conference on Legal Metrology (Berlin, 2004) | |
| 17.2 40 th CIML Meeting and 50 th Anniversary of the OIML (France, 2005) | |
| 17.3 Further meetings | |
| 18 Other matters | 69 |
| 19 Adoption of Decisions | 72 |
| 20 Closure | 82 |

Participation

Member States

ALBANIA

Mr. Bashkim Koçi..... CIML Member
Mr. Vladimir Gjonaj

AUSTRALIA

Dr. Judith Bennett CIML Member

AUSTRIA

Dr. Arnold Leitner CIML Member
Mr. Gerald Freistetter

BELGIUM

Mr. F. Deleu

BRAZIL

Mr. R. Luiz de Lima Guimarães CIML Member

BULGARIA

Mrs. Ani Todorova CIML Member

CAMEROON

Mr. H. Ela Essi CIML Member
Mr. Liman Maloum

CANADA

Mr. Alan E. Johnston CIML Member
Mr. Gilles Vinet

CHINA

Ms. Zheng Huaxin
Mr. Zhenmin Li
Mr. Yu Yadong
Mr. Xuan Xiang
Ms. Yue Bao

CUBA

Mr. Martin Antunez Ramirez CIML Member

CZECH REPUBLIC

Mr. Pavel Klenovský CIML Member
Mr Alexander Šafarik-Pstrosz

DENMARK

Mr. P. Claudi Johansen CIML Member

FINLAND

Mr. Tuomo Valkeapää CIML Member

FRANCE

Mr. Gérard Lagauterie CIML Member

GERMANY

Pr. Manfred Kochsiek CIML Vice-President
Dr. Sommer
Mrs. S. Ludwig

HUNGARY

Dr. P. Pákay CIML Member

INDIA

Mr. P. A. Krishnamoorthy CIML Member
Mrs. Satwant Reddy

INDONESIA

Mr. Hari Prawoko

IRAN

Mr. Mohammad Ali Akhavan Behabadi

IRELAND

Mr. P. Farragher CIML Member

ISRAEL

Mr. Timor Zarin CIML Member
Mr. Michael Harel
Mr. Michael Atlan

JAPAN

Dr. Mitsuru Tanaka CIML Member
Mr. Yuji Tokumasu
Dr. Akira Ooiwa
Mr. Tatsuya Daigo
Mr. Ryoji Uchida
Mr. Kiyoshi Takahashi
Mr. Toru Kojima
Ms. Hiroe Sakai
Dr. Masahiro Okaji

KOREA (R.)

Mr. Jong-Oh Choi

MACEDONIA

Mr. Danco Pendovski CIML Member
Mr. Risto Josifovski

MOROCCO

Mr. Mohamed Chourak

NETHERLANDS

Mr. G. J. Faber CIML President
Mr. Van Breugel
Mr. G. Engler
Mr. Cees J. Van Mullem
Ms. J.M. Van Spronsen

NEW ZEALAND

Mr. John Barker CIML Member
Mr. Terry Collins

NORWAY

Dr. Helge Kildal CIML Member

PORTUGAL

Mr. J. N. Cartaxo Reis CIML Member

ROMANIA

Mr. F. Iacobescu

RUSSIAN FEDERATION

Prof. L. K. Issaev CIML Vice-President

Dr. Sergey Kononogov

Dr. Vasily Mardin

SAUDI ARABIA

Mr. Abdul-Aziz A.M. Al-Gossair CIML Member

SERBIA AND MONTENEGRO

Mr. Z. M. Marković CIML Member

SLOVAKIA

Mr. Jozef Orlovský CIML Member

Mr. Jaromir Marković

SLOVENIA

Dr. Ivan Skubić CIML Member

SOUTH AFRICA

Mr. Stuart H. Carstens CIML Member

Mr. T.T. Mathosi

Mr. M. Miller

Mr. H.F. Ferreira

SPAIN

Dr. Carmen Sevilla Anton

SWEDEN

Mr. Kari Björkqvist CIML Member

SWITZERLAND

Dr. Bruno Vaucher CIML Member

TANZANIA

Mr. A. H. M. Tukai CIML Member

TUNISIA

Mrs. Ghâïet-El-Mouna Annabi CIML Member and Development Council Chairperson

UNITED KINGDOM

Dr. J.W. Llewellyn CIML Member

Mr. Martin Birdseye

UNITED STATES

Dr. Charles D. Ehrlich CIML Member

Mr. Ross Andersen

Mr. Wayne Stiefel

VIET NAM

Mr. Bui Quy Long

Dr. Nguyen Huu Thien

Mr. Pham Ngoc Tran

Corresponding Members

BURKINA FASO

Mr. Oumarou Yankine

CAMBODIA

Mr. Ho Kadeb

Mr. Hou Leng

CHINESE TAIPEI

Mr. Su Bo-Chong

LATVIA

Mr. M Davis

Ms. Inese Velina

Mrs. Irena Saujina

Ms. Brigita Dragune

LITHUANIA

Mr. Viktoras Zabolotnas

Mr. O. Staugaitis

MALAYSIA

Mr. Moho Ismail Md Yunus

Mr. Md Nor Md Chik

MALTA

Mr. Francis E. Farrugia

SYRIAN ARAB REPUBLIC

Mr. Khaled Osman

Ms. A Shamdin

UZBEKISTAN

Mr. T.B. Abdullaev

Mr. G. Yuldashev

Liaisons

IEC, International Electrotechnical Commission

Mr. Jonathan Buck

Deutsche Akademie für Metrologie

Dr. Wallerus

CIML Honorary Members

Mr. Knut Birkeland

Mr. John Birch

BIML

| | |
|-----------------------------------|--------------------|
| Mr. Jean-François Magaña | Director |
| Mr. Attila Szilvássy | Assistant Director |
| Mr. Ian Dunmill | Assistant Director |
| Mr. Chris Pulham | Editor |
| Mrs. Patricia Saint-Germain | Office Manager |

**Opening Address by Mr. Hiroshi Ogawa
Director General of Industrial Science & Technology Policy
& Environment Bureau (METI)**

President Mr. Faber, Ladies and Gentlemen,

It is a great honor for us to welcome you to Kyoto, one of Japan's most historical cities, and to open the Thirty-Eighth Meeting of the International Committee of Legal Metrology.

The year 2003 marks the Hundredth Anniversary of the inauguration of the Central Inspection Institute of Weights and Measures in Japan, which was the first organized attempt to provide modern measurement standards. In this significant year, it gives us great pleasure to host the CIML Meeting for the first time in Japan.

I believe that the main objective of the legal measurement system is not only to provide standards for industry and commerce but also to ensure the accuracy and reliability of transactions around the world. Moreover, the scope of legal metrology is continuously expanding to respond to changing requirements over time. As can be seen from the example of the research topic *Mass Spectrometric Analyses of Biological Macromolecules* chosen by the Nobel Laureate Mr. Koichi Tanaka, who works here in Kyoto, there is no doubt that precise measurement is necessary for environmental protection, health and safety - all of which are areas of great concern to many people.

Along with the currency system, the measurement system is fundamental to economic and social activity, and is the basic system for all aspects of life. In Japan, the first systematic measurement system was introduced in the year 701, modeled on the system in use in China. While refining the unique units of length in Japan, we established a metrology verification system. In response to the rapid globalization of economic transactions, the technical requirements for measuring instruments used in Japan conform to the International Recommendations of the OIML. Whatever the era and the country, determining accurate measurement standards is essential for safeguarding our daily life and improving economic development - and indeed civilization as a whole.

The ever-increasing work carried out by the OIML with the objective of further increasing international cooperation is continuing to harmonize measurements and measurement techniques in a large number of countries, and the Organization continues to play an important role in reducing barriers to trade. This Committee Meeting will serve to review and further develop the OIML's strategy in reaching these objectives.

Japan is well aware of the importance of international contributions in the area of legal metrology and currently holds the presidency of the Asia-Pacific Legal Metrology Forum. We plan to continue our international contributions, including support to developing countries, in the future.

Last but not least, I wish to express my sincere gratitude to the CIML President, Mr. Faber, to all the Members of the CIML, to Mr. Magaña and his staff and also to the many other people involved for their tireless efforts in making this important event become a reality. During this four-day meeting, I sincerely hope that you will share your views on measurement systems in the 21st century, and that you will also enjoy your stay in Kyoto.

Thank you for your kind attention. ■



Left to right: Mr. Ogawa, Dr. Ono and Mr. Faber

**Opening Address by Dr. Akira Ono
Director National Metrology Institute of Japan (NMIJ)**

Mr. Faber, Distinguished Guests, Ladies and Gentlemen,

On behalf of the National Metrology Institute of Japan I would like to welcome you to Kyoto, which as you may know was previously the capital city of Japan.

At the opening of this CIML Meeting, I would like to briefly talk to you about the history of Japanese metrology. In ancient Japan, metrology was first established right here in Kyoto, from where it was disseminated throughout the country over a long period of time. As you are aware, ancient metrology was superseded by modern metrology in 1875 with the establishment of the Metre Convention.

2003 is a special year for Japanese metrology. Just one hundred years ago in 1903, the former NRLM was founded in the new capital city of Japan, Tokyo, and premises were also opened in Osaka. The name of the Institute has since changed several times, but it has continued to play its role and became the National Metrology Institute of Japan, or NMIJ. We are especially pleased to host the CIML Meeting here in Japan in our centenary year.

Legal metrology is now becoming more and more global, and I am well aware that the role of the OIML is increasing year by year. It is very timely for the CIML to discuss the Mutual Acceptance Arrangement in legal metrology, and I am sure that the establishment of the MAA will be a huge step forward in meeting the needs that have been highlighted in view of this modern trend towards globalization. I am sure that the efforts that have been made so far both by yourselves as CIML Members, as well as by your President, Mr. Faber, over the last several years will be confirmed and rewarded as you set out to react to this new challenge.

I hope not only that the Thirty-Eighth CIML Meeting will represent another major step forward towards our goal, but also that you will all enjoy the autumn season in Kyoto, which certainly for me personally is the best season of the year.

Thank you very much. ■

**Opening Address by Mr. Gerard Faber
CIML President**

Ladies and Gentlemen,

It is my pleasure to welcome you to this Thirty-Eighth 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.

This is the first time that we have the privilege of meeting in Japan, and especially in such a beautiful city as Kyoto, with its 1200 years of history. I was lucky to have already had the honor of visiting this wonderful place and the surrounding area, and I have no doubt that delegates will have the opportunity to appreciate the cultural treasures that it offers to us. Holding our Meeting in such a modern and impressive International Conference Center will certainly make our work easier and very productive, and I want to extend my sincere thanks to our Japanese hosts who have gone out of their way to provide such superb facilities.

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

We have great pleasure in welcoming two new Member States, New Zealand and Vietnam, who have both changed their position from Corresponding Members to full OIML Member States. The OIML now therefore comprises a total of 60 Member States, and this increase in membership shows that our Organization is not only healthy but also that it continues to answer the needs of the international community.

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

| | |
|-------------------|------------------------|
| For BULGARIA: | Mrs Ani Todorova |
| For KENYA: | Mr. I.M. Ngatia |
| For SOUTH AFRICA: | Mr. Stuart H. Carstens |
| For MACEDONIA: | Mr. Danco Pendovski |
| For ITALY: | Mrs Daniela Primicerio |
| For POLAND: | Mrs Barbara Lisowska |
| For SRI LANKA: | Mr. Upananda Senaratne |
| For NEW ZEALAND: | Mr. John Barker |
| For VIETNAM: | <i>To be advised</i> |

I also welcome one new Corresponding Member, Nicaragua, and additionally those Participants in this meeting who are in the process of becoming officially appointed CIML Members.

Our Meeting this year is one of the most important meetings we have had in recent years.

The OIML is increasingly linked with other international Organizations. I want to mention the work which has started this year concerning assistance to Developing Countries, in a Joint Committee established with all the major Organizations in metrology, accreditation and standardization. I am very pleased to welcome Mr. Buck, from the IEC, with whom we have recently organized some very successful Seminars for Developing Countries, on an initiative of the World Trade Organization.

The issue of Developing Countries will be discussed in this meeting. The Task Group on Developing Countries, which was set up last year, has made a very worthwhile contribution to the Organization. A number of its proposals were included in the ongoing revision of the OIML Action Plan, information on which will be given to you this week, and the Task Group also made recommendations for a revised organization of the work on Developing Countries. These recommendations were discussed at the Development Council Meeting and at the Presidential Council Meeting, and will also be presented to you so that the Bureau can prepare decisions to be submitted to the Conference next year.

The technical work of the Organization over the past year has been quite fruitful and we have a number of technical documents to approve. The progression in our methods of work and in the organization of the Bureau is also advancing and a number of decisions will have to be made and procedures approved. Among them are the new Staff Regulations for the Bureau, and a preliminary paper on the four-year budget, which has to be presented next year at the Conference.

Last, but not least, two essential issues for the future of the OIML are on our agenda.

The Mutual Acceptance Arrangement, which was the object of a very successful meeting in June this year, is now being submitted for your approval. I think that this document now answers the expectations of most Members and can reach the required consensus. I do hope that it will be approved and that we can start implementing it as soon as possible.

The second issue is the election of a CIML President. The OIML will face crucial challenges over the next years in building a global legal metrology system, and the role of the CIML President will be essential.

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 48 CIML Members (out of 60) were present or represented and that the statutory quorum of three-quarters, or 45 was therefore reached.

Approval of the Agenda

The final Draft Agenda (Version 2 dated 21 October, amended 28 October) was approved.

Opening addresses

Roll-Call - Quorum

Approval of the agenda

- 1 Approval of the Minutes of the 37th CIML Meeting
- 2 Implementation of the Decisions and Resolutions of the 37th CIML Meeting
- 3 Member States and Corresponding Members
 - 3.1 New Members - Expected accessions
 - 3.2 Situation of certain Members
- 4 Report on Presidential Council activities
- 5 Presentation of the candidates for the CIML Presidency
- 6 Financial matters
 - 6.1 Adoption of the Auditor's report for 2002
 - 6.2 Realization of the 2002 budget and estimates for 2003
 - 6.3 Preliminary proposal for the 2005-2008 budget
 - 6.4 Progress on the revision of the Financial Regulations of the OIML
- 7 The situation at the BIML
 - 7.1 Draft Revision of the Staff Regulations
 - 7.2 BIML Staff
 - 7.3 BIML activities
 - 7.4 Progress in the use of the internet and e-mail
- 8 OIML Action Plan implementation and revision
- 9 Technical activities
 - 9.1 Work program of TCs/SCs
 - 9.2 Examination of the situation of certain TCs/SCs
 - 9.3 Acceleration of technical activities
 - 9.4 Non-conclusive results of postal ballots
 - 9.5 Approval of draft Recommendations and Documents
- 10 Mutual Acceptance Arrangement (MAA) and Checklists
- 11 OIML Certificate System for Measuring Instruments
 - 11.1 General information
 - 11.2 New Recommendations applicable within the System
 - 11.3 Follow-up to the revision of P 1 *OIML Certificate System for Measuring Instruments*

- 12 Evolutions - General procedures of the OIML
- 12.1 Revision of the *Directives for Technical Work*
- 12.2 Translation and distribution of OIML Publications
- 12.3 Draft Guide on the status of OIML Documents and Publications
- 13 Study on *The Benefit of Legal Metrology for the Economy and Society*
- 14 Report on the Development Council
- 14.1 Task Group on Developing Countries
- 14.2 Other developing country activities
- 14.3 JCDCMAS
- 15 Liaisons with international and regional institutions
- 15.1 Metre Convention, ILAC, ISO, WTO, etc.
- 15.2 Draft policy paper on the liaisons with other organizations
- 15.3 Reports from Regional Legal Metrology Organizations (RLMOs)
- 15.4 Draft policy paper on coordination with Regional Legal Metrology Organizations (RLMOs)
- 16 Election of the CIML President
- 17 Future meetings
- 17.1 39th CIML Meeting and 12th International Conference on Legal Metrology (Berlin, 2004)
- 17.2 40th CIML Meeting and 50th Anniversary of the OIML (France, 2005)
- 17.3 Further meetings
- 18 Other matters
- 19 Adoption of Decisions
- 20 Closure

Thirty-Eighth Meeting
of the
International Committee of Legal Metrology

– Minutes –

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

- Minutes -

1 Approval of the Minutes of the 37th CIML Meeting

As no comments had been received, the Minutes of the 37th CIML Meeting (Saint-Jean-de-Luz, 2002) were approved without modification.

**2 Implementation of the Decisions and Resolutions of the
37th CIML Meeting**

The CIML President and BIML Director explained that all the Decisions and Resolutions were covered by various items on the agenda. It was therefore not necessary to review them separately at this point in the meeting. There were no comments or questions.

3 Member States and Corresponding Members

3.1 New Members - Expected accessions

Mr. Faber repeated his welcome (made in his opening address) to New Zealand and Vietnam, both of whom had expressed their wish to address a few words to the meeting.

Mr. Barker said that New Zealand was pleased at becoming the latest OIML Member State, and had been a Corresponding Member since 1955. Their membership demonstrated the importance they placed on the global measurement system and the part legal metrology played. They were committed to harmonization based on acceptance of international standards; and in legal metrology, as everyone knew, that meant OIML International Recommendations. The decision to sign the OIML Convention had been endorsed through the New Zealand parliamentary process, and his country recognized the benefits of belonging to such a global Organization. New Zealand wished to have input into the development of OIML Recommendations, for the benefit of consumers, manufacturers and the measurement infrastructure in their country. Mr. Barker hoped that this would ensure their continued commitment under the WTO TBT agreement. He therefore completely supported the OIML objective of harmonizing national regulations on legal metrology. Although they were a nation of four million people, and situated in what most would regard as a “far corner” of the globe, they hoped to play a constructive part in the OIML. Finally, he wished to record his personal thanks to three persons who had supported and encouraged the New Zealand progression to full membership: Honorary CIML Member Mr. John Birch, BIML Director Mr. Jean-François Magaña and also his predecessor, Mr. Bernard Athané.

Mr. Faber expressed his pleasure that New Zealand was now a full OIML Member and congratulated New Zealand for all the attention that was now being given to legal metrology in that country. He was convinced that the authorities would not regret this decision and wished New Zealand a fruitful time in the Organization.

Dr. Thien said that after ten years as an OIML Corresponding Member, Vietnam had now moved to full Membership. They were very happy with their new status and confident that their decision was both correct and necessary. As a Member State, Vietnam strongly believed that it would be possible to contribute better to the development of the OIML and to take advantage of the benefits on offer from the OIML. On behalf of the Vietnam delegation, therefore, he expressed his gratitude to the OIML community for their support and comprehension up to that time. He also offered sincere thanks to the OIML President, Mr. Faber, and Bureau Director Mr. Magaña for their continued support and encouragement. He hoped that Vietnam would continue to receive the same assistance in the future.

Mr. Faber thanked Dr. Thien and the Vietnamese delegation for these words. As had been said in the opening address, there was a growing interest in legal metrology. If proof of this were needed, one need only look at the developments in Vietnam to show that this was correct. He reminded the Committee that, when the Task Group had been set up to look to the structures of assistance to developing countries, Vietnam, though not at that moment a full Member, was one of the first countries to say, "please let us be a member of this Group". This demonstrated their interest. On behalf of the CIML, he wished Vietnam and its Delegation a very fruitful time in the Organization and he was sure that their contributions to discussion would be enjoyed. He asked the meeting to applaud the two new countries.

3.2 Situation of certain Members

Mr. Magaña reminded the meeting that Members had been asked the previous year to vote by correspondence on the contributory class of Vietnam, in the event of that country becoming a Member State. Vietnam had asked to be placed in the lowest class according to the possibility laid out in the Convention, but this was a decision for the Committee and so a postal ballot had been held. There had been only positive answers but, unfortunately, there had not been enough answers to reach a conclusion. He therefore proposed that a vote should be taken in the meeting, either immediately or in the resolutions at the end. He informed Members that the Bureau was proposing that Vietnam be placed in the lowest contribution class and called for comments from the floor. Since there were no objections, the matter would be added to the list of Decisions of the meeting, to be voted on the final day.

Concerning the situation of certain Members, Mr. Magaña stated that the situation of most Members was very good: any due arrears had been paid, so there was not much to report. Two cases remained for consideration, one being more critical than the other: the Conference had granted delays in the case of certain countries, and would have to reach a decision on the matter the following year. The Democratic People's Republic of Korea had paid all their current contributions. The arrears shown in yellow on the table were arrears for which the Conference had granted delays, so the Conference would have to decide this matter the following year. The more serious case of Zambia should be examined; the Conference had granted delays to Zambia in 2000 but the current contribution and some arrears were still outstanding. Their situation must be discussed and decided. Following the previous day's Presidential Council Meeting, Mr. Faber had some proposals to make. He informed the meeting that the situation of Zambia was very serious and did not believe that this was acceptable to the Committee. He asked for comments from the floor, since the problem encompassed many years and a lot of money.

There being no comments from Members, Mr. Faber said that in conformity with the Convention, in cases of this sort, there was no alternative other than to de-list a country. The OIML's policy was such that this step was very rarely taken, because a solution was sought whenever possible. It had to be recognized that very often arrears or difficulties were caused by economic or

other problems in the country concerned. The normal practice, therefore, was to sit down with the countries with problems and arrive at an arrangement. There had already been a considerable amount of contact with Zambia. The Bureau had made a kind of agreement whereby Zambia promised to pay back a certain amount of money each month. Unfortunately, this was not really working, and Mr. Faber believed that the situation was unacceptable. He therefore proposed that in principle the Committee give a mandate to the President and the Bureau to de-list the country. First, however, they should negotiate for three more months in a last attempt to improve the situation. This did not mean that all the money necessarily had to be paid immediately, but that there should be an agreement acceptable to the OIML, not only on paper but resulting in the OIML actually receiving more contributions than in the previous year. Mr. Magaña asked for approval or comments from those present; there being no such comments, the decision would be added to the items to be voted on at the end of the meeting.

4 Report on Presidential Council activities

Mr. Faber explained that as usual there was not very much to say because, as a rule, all the items discussed in the Presidential Council would be dealt with on the agenda of the CIML. For new Members, he briefly explained the nature of the Presidential Council, because this organism was not mentioned in the Convention but created by the Conference a long time ago. It was a group of nine persons, plus the Bureau. The composition was well known to delegates and in any case it was published on the OIML web site. This was an advisory committee to the President which normally met twice a year. One meeting was held in February or March for the task of going through all current activities and preparing the items and decisions to be included on the Committee Meeting agenda. For the President of the Organization, this Council was very important as it was the forum to better prepare the meetings of the Committee. The members were appointed by the President, in principle for a term of three years, but in practice, when there was a change in the Presidency the new President had the power to appoint other members. It should also be said that in this Council it was not Member States which were represented, but persons, chosen for their personal qualities.

The Council had met on 24 and 25 February 2003, in Paris, and had gone through all the items on the Agenda. Two items received special attention:

- Progress with the MAA. Dr. Ehrlich would report extensively about this during this meeting and a decision would be taken, but much preparation had been needed at that time; and
- The financial situation, more particularly the budget for the years 2005-2008, which would also be extensively discussed over the coming days. One of the consequences of being a Treaty Organization was that preparations for the 2005-2008 budget had to begin early in 2003. The Director and President had started even earlier than that.

The Presidential Council had held another, shorter, meeting the previous day, 4 November 2003, where one of the most important items had been the structure for the work of assistance to developing countries. This also would be raised again in this meeting. Mr. Faber called for questions or observations from delegates. There were none.

5 Presentation of the candidates for the CIML Presidency

Mr. Faber explained that the vote would take place on the Friday afternoon and that the required majority was 80 %. If this required majority were not reached, the first Vice-president, Pr. Kochsiek, would have to take over. There was one candidate, Mr. Charles Ehrlich, who gave an oral presentation on his views on the future of OIML.

6 Financial matters

6.1 Adoption of the Auditor's Report for 2002

The President invited Mr. Magaña to give an explanation of this item.

Mr. Magaña reminded delegates that they had received the Auditor's Report some weeks previously. This report had to be agreed on and adopted each year. This year the situation was slightly different, as, together with the Auditor's Report, he had sent out a short note about one or two issues in the Report.

In the Report as circulated, the Auditor had made two small errors. A letter had been sent to him pointing out these errors; he had sent back a second version but still the two errors had not been corrected. Finally the Auditor had himself asked to resign his post and no longer assess the accounts of the OIML, as he wanted to retire.

The paper circulated with the report had drawn attention to the two errors, which were minor in scope. A small remainder of about 148 Euros had not been accounted for in the correct account in his report, and a credit from an advance payment by Libya had not been recorded in the right account. This did not change the accounts very much. The result was very similar, but for formal purposes, since the accounts received from this Auditor had not been correct, there were some small modifications to be made. Mr. Magaña proposed that note be taken of the Auditor's Report, but it should not be adopted because of the errors; that the CIML President be charged to appoint a new Auditor, and that this new Auditor be asked to certify again the 2002 accounts of the Organization, together with the 2003 accounts. Both accounts would be presented again in 2004, the 2002 accounts being then in their final version. Mr. Magaña apologized for the imperfect report, but said that the Auditor was elderly and had simply wanted to retire. The erratum note was under Mr. Magaña's responsibility only and he suggested that the Committee simply ask for a new audit on these accounts.

Mr. Faber agreed that a new Auditor was certainly needed as soon as possible. The following year it would be necessary to adopt the appointment of the Auditor as well as approving the 2002 and 2003 Accounts - this was a decision of the Committee and not of the President. He asked for comments.

Mr. Farragher asked whether there was any time limit by which the accounts should be audited.

Mr. Magaña replied that according to the Financial Regulations, the annual accounts were checked by an External Auditor and presented to the Committee, which instructed the President to present them to the Conference. There was no instruction that this should be done annually. The accounts of the Bureau should be presented to the CIML and the CIML had to give an instruction for them to be presented to the Conference, because it was the Conference which approved the accounts finally and definitively.

6.2 Realization of the 2002 budget and estimates for 2003

Mr. Faber asked Mr. Magaña to speak on this item.

Mr. Magaña presented some new graphs for the 2002 budget, which showed the budget voted by the Conference, the estimates made at the beginning of 2002, and the final figures. As compared with the figures voted by the Conference, Staff charges were slightly lower, indirect costs (including those related to the building) were slightly higher, and direct costs (travel, etc.) were virtually the same. Income, which came principally from Members' contributions, was slightly up, due to Albania becoming a new Member State. The Corresponding Members' fees were very slightly higher than planned by the Conference. Income from sales of publications had almost doubled,

but this was not a very large source of income. Another source of income was the reimbursement of taxes by the French Administration, which was again slightly more than planned by the Conference. But the overall result conformed to that foreseen by the Conference.

The picture for 2003 was very similar, but Staff costs were slightly higher than those voted by the Conference. The indirect costs were comparable to those voted by the Conference, and the direct costs also. All expenses therefore conformed to what had been planned.

Concerning income, Members' contributions had been slightly higher than those planned by the Conference, but not significantly. The Corresponding Members' fees and income from sales had been in conformity with plans, as had the other income.

Looking at income compared with charges, in 2002 what was voted had been realized; there had been a small surplus in 2002, due to slightly greater income, and charges which had remained constant. But for 2003 estimates and figures showed a small deficit. Expenditure was slightly higher than income, but not to a large extent. The most significant part of the costs was Staff (around 60 %), with 20-22 % for indirect costs, and the same again for direct costs.

Mr. Faber thanked Mr. Magaña, adding that the use of the graphs had led to a quick and precise understanding of the situation. Delegates might make remarks and ask questions; none did, however. Mr. Faber commented that this seemed to indicate general satisfaction with Mr. Magaña's financial management, and congratulated him.

6.3 Preliminary proposal for the 2005–2008 budget

Mr. Faber reminded delegates that he had already mentioned that it was important for discussions on the 2005-2008 budget to begin at once so that Conference decisions could be reached the following year. He called upon Mr. Magaña to introduce the topic.

Mr. Magaña said that it was customary for the Director to present to the meeting, in the year before Conference, some highlights of the projected 4-year budget, in order for the Committee to discuss it; their comments and guidelines would help the Director in his preparation of final proposals for the Conference, in line with the wishes of the Committee. The proposal was merely preliminary and need not be adopted; what was required were some resolutions telling the Director whether he was heading in the right direction and whether he should continue to prepare the 4-year budget along the lines indicated.

For the four years 2005-2008 there would very probably be a major event: this would be the implementation of the Mutual Acceptance Arrangement, which would be a supplementary task for the Bureau. What was proposed was to present the budget in two parts: the normal budget excluding the implementation of the MAA, *ex ante*; and an additional document or some options to take account of the supplementary needs for the implementation of the MAA. The hypotheses for this 4-year period were based on these elements. An inflation rate of around 2 % was anticipated; based on this, salaries would increase in line with inflation, plus a small progression, due to the fact that the Staff members progressed in grades. This would mean an increase of about 4 % in salaries, because in a big organization there is more turnover of staff, with younger Staff being recruited further down the scale; but in a small organization of ten persons like the BIML, in the short term there was a progression of their position. All the other charges were expected to rise in line with the percentage of inflation. There would also be exceptional expenses: some money needed to be reserved for organizing seminars, such as the seminars for a follow up to Braunschweig and others. Some special funds would be needed for celebrations of the 50th anniversary of the OIML; and also some equipment in the bureau needed replacing.

Concerning the income for the budget, Mr. Magaña continued that the intention was to propose an increase in Members' contributions equal to the estimated inflation rate of 2 %. A small increase in membership could be expected - two new Members had already been welcomed this year and it was hoped that one or two more might be recruited. Inflation at 2 % had been con-

sidered reasonable and accepted for the budget of the BIPM at the General Conference on Weights and Measures the previous month. Regarding Corresponding Members' contributions, following discussions some years ago, it was considered that their subscription should be around 10 % of the base contributory share of Full Members. The present subscription was slightly lower than this and should be raised progressively to reach this amount of 10 % of the base contributory share. Mr. Magaña believed that the number of Corresponding Members would not increase, because new Member States tended to have previously been Corresponding Members, so that even if new countries became Corresponding Members, an equivalent number would move on to full membership. The number of Corresponding Members thus remained constant. This was therefore the hypothesis for the budget charges and income for 2004 and for the estimate for 2005-2008 or 2009. In some years there was a small deficit, in others a small surplus - this depended on extraordinary expenses. Special expenses might be planned for one year: for example, in 2008 some equipment in the Bureau might have to be replaced, leading to a small deficit. But there was an overall healthy balance.

Additionally, for the implementation of the MAA, an additional Staff member would be needed in the Bureau. It had been considered inappropriate to pay this additional Staff member out of the contributions of Member States, because these contributions had to be used for the normal operation of the OIML for all countries and not for some countries who participated in the MAA. An option which had to be added to the budget was that for the implementation of the MAA, there would be additional charges for one additional Staff member, and this should be balanced by income from the beneficiaries of the MAA (either the participating Issuing Authorities or the manufacturers). This would be discussed later, when the MAA was discussed.

If this budget option were accepted, the situation would exist whereby the income from the MAA would not immediately be sufficient to cover the costs. It was expected that the implementation of the MAA would progress and that after four years the number of participants and manufacturers concerned would be sufficient to balance the cost, but not at the beginning of the implementation. It could thus be seen that (in this case) in 2005, there would be higher costs due to the additional Staff member and the limited income, so there would be a deficit. From 2005 to 2008 and 2009, this deficit would progressively reduce, and in 2009 a balanced budget might be reached. These deficits were the price to pay for the implementation of the MAA but money could be taken out of the Reserve Fund as being an investment for the future. It could be considered that this transition for the implementation of the MAA was very important; after four years, no more money would need to be taken from the Reserve Fund and the budget would balance. It would be possible to declassify some resources of the OIML, based on the fact that expenditure on core tasks should be met from Member State contributions and other services, like that of implementing the MAA should be paid for by the beneficiaries.

There were also plans to make all OIML Publications freely available on the web site and to stop printing them on paper. In this way the income from sales of publications would be lost but at the same time money would be saved on printing costs.

Mr. Magaña made the final point that the Reserve Fund was generally considered to be too high; it represented 15 or 16 months of operation of the Bureau rather than the half year's budget generally considered to be appropriate. The option of using funds from the Reserve would lower this Fund to an acceptable level but would not compromise the future, since funds would not continue to be taken from the Reserve after four years. After 4 years the Fund would be at a level of approximately 50 % of the annual expenses of the Bureau. Mr. Magaña closed by asking for the comments and recommendations of the CIML.

Mr. Faber thanked Mr. Magaña. He commented that it was normal in many organizations for the Reserve to amount to about 50 % of annual expenditure, as mentioned by Mr. Magaña. It had been much higher for some time, but there was no problem provided it did not drop below the aforementioned 50 %. Again, the PowerPoint presentation had been helpful in demonstrating the financial situation.

Final decisions would not be taken at this point but all delegates' remarks would be taken into account and would be helpful in presenting a good and final proposal the following year.

Mr. Lagauterie told the meeting that he agreed in general with the approach, in particular that the manufacturer would have to pay for the application of the MAA, but he had one question concerning the publications of the Organization. Why would it not be possible to charge for electronic downloading?

Mr. Magaña replied that such payment was indeed possible. The idea had been that printing was costly and electronic documents were easier to distribute and money could be saved in this way. At the same time, a number of Members considered that it would be good for the promotion of metrology to make all these publications available without payment. He had been asked to look into the possibility of using the money saved from printing costs for the purpose of distributing electronic documents free. There would be a slight overall loss, but, together with the implementation of the MAA, a balance could be arrived at. It was a matter of promoting OIML publications. A few publications would not be free of charge: these were the publications developed in common with other organizations, such as the GUM, the VIM, and some OIML-ISO or OIML-IEC publications. For example, in the case of R 99, which was an OIML-ISO publication, the OIML bought copies of the publication from ISO to sell; obviously this could not be free of charge as this would not be acceptable to ISO. Apart from these very few publications, the other OIML publications could be free of charge and also this would be of some help to developing countries.

Dr. Kildal thanked the Director for his very thorough presentation of the budget. He had one question, however, regarding the MAA: in the budget for the MAA there was an income line but no cost line. Since the MAA would be handled outside the regular budget of the OIML, he would like to see a complete budget of the MAA, both the costs and the income as separate lines.

Mr. Magaña agreed that he had not included the detailed figures which had been calculated. He could send or show a more detailed document, but to look at figures in a meeting such as this one would not be very easy. More details were contained in the documents sent out by mail and e-mail. For the implementation of the MAA, the MAA document showed that the Bureau had a lot to do in looking into each Declaration of Mutual Confidence (DoMC) in each group, looking at the way things were going, resolving disputes, looking at interpretation, and so on, so that the Bureau had a rather important task. Potentially, there were 35 or 36 categories in the Certificate System. Even to follow 20 DoMCs would need one additional Staff member to carry out the work. Salary and travel expenses would have to be financed for the new Staff member, because he or she would have to go to different countries to solve problems for this MAA, so this had been estimated. Income would be discussed later. There were two ways: either to ask the Issuing Authorities to pay for this, or to ask the manufacturers. It had been considered that this MAA was designed to serve the manufacturers and help them to obtain approvals in other countries. There was thus a benefit for the manufacturers and in the end this should not be paid for by the contributions of Member States.

Dr. Kildal explained that he was not questioning the accuracy of the calculations, but simply wished to see the MAA budgeted as a project, in such a way that both costs (aggregated) and income could be seen.

Mr. Faber informed Dr. Kildal that there would be little discussion on the principles of finance for the MAA at this juncture, but that immediately after the meeting he would propose a Working Group, set up by the President, to make up a detailed financial plan for the MAA within a couple of months, because no possibility of unpleasant surprises must exist and transparency was vital. This plan would be put to the next Committee Meeting for approval. There would also be further discussion of finance when the MAA was reached on the agenda. Note had been taken of Dr. Kildal's concerns.

Mr. Magaña added that although the required information was not immediately available on the screen, it could be found in the documents which had been sent out for this meeting. There was

a budget and also another table giving the cost and revenues for the MAA. He could perhaps show this later, or clarify it for the final budget.

Dr. Llewellyn queried a point of detail in the budget: in Annex 1 of the paper circulated on 24th June, on the line of exceptional expenses, for 2005 it was shown as 83 000 Euros, and for 2008 as 88 600 Euros. These were much greater than any of the other figures on that line. He wondered whether he was right in assuming that these exceptional expenses were in regard to the 50th anniversary celebration and the Conference in 2005. If this were not the case, he would be grateful if the Director could clarify the reason for the figures. The final result for 2005 would reach breakeven point and there would be a small deficit in 2008.

Dr. Llewellyn's other point was that he was concerned that the income from the MAA was uncertain, if it relied solely on income from manufacturers or beneficiaries, because the consequence was that if that income were not realized, quite a severe deficit might result. Dr. Llewellyn said that he would return to the subject when the MAA was discussed later, but that in view of this risk, he would prefer a more certain income stream, funded at least in part from Member State contributions. However, he assumed that the Ad Hoc Committee would look at this point.

Mr. Faber said that Dr. Llewellyn's second point would be borne in mind when the MAA was discussed, and asked the Director to clarify.

Mr. Magaña said that the base budget could be found among the documents sent out in June; in a table there it could be seen that in 2005 there would be 83 000 Euros of exceptional expenses, and around the same figure in 2008. In the other years the equivalent figure was approximately 13 000 Euros. These exceptional expenses in 2005 were for some necessary work in the Bureau and also for the anniversary of the OIML. This very special occasion would give rise to extra expenses. In 2008 a number of rather expensive pieces of equipment would be due for renewal. In the past, photocopying equipment had been rented; this year some had just been bought, which should result in some savings over 4 years, and a replacement had to be planned for the fifth year; the method of accountancy used did not allow for advance provision to be made - equipment had to be paid for in the year in which it arrived. If of course the equipment could be made to last longer, they would keep it, but replacement costs had to be planned.

Concerning the financing of the MAA, Mr. Magaña wished to add that an additional Staff member would be needed to deal with the several necessary declarations of mutual confidence. This was because the Bureau Staff were currently overloaded and could not undertake any more. The usual OIML rules stipulated that new Staff members be recruited on a limited contract. This was normally for 5 years, but could be for 3 years, and there was no obligation to renew at the end of that time. It was better to be optimistic and to consider that the MAA would work, and one Staff member could be employed to do the work arising from it. If costs could not be balanced, then this person's contract would not be renewed after the first term, and it would be necessary to tell the Members that the Bureau was not able to do all that had been planned, and to ask Members to take part in the work of implementing the MAA. He hoped, however, that the MAA would work well and that the planned arrangements could be maintained. If things did not go well, some money would have been spent, but the expenditure could be stopped and other ways could be found of implementing the MAA.

Mr. Faber closed discussion on this topic, pointing out that the MAA would be discussed in detail at a later point in the meeting. The main principle to keep in mind was that the MAA should not be financed from the normal contribution system, and this would be the basic principle both for future discussion and for the Working Group. He felt that the budget was very moderate, showing that the OIML was in a good position.

Mr. Klenovský wondered why the BIML was proposing to embark on both the budget options at the same time, taking into account the risks mentioned by Dr. Llewellyn. At such a critical moment it might be preferable to be a little more reticent.

Mr. Magaña had calculated that within four or five years perhaps half the present Certificates would be under the DoMCs. He therefore considered his hypothesis to be rather prudent. Today there were 1100 Certificates. If there were 600 Certificates under the DoMCs, that would balance the cost of one additional engineer. He also considered that after a few years this revenue could also give a small surplus to the Bureau, which could be used to balance the cost of providing publications free of charge - an additional benefit of the MAA. Simply to make the publications free and nothing else would cause a small loss, because printing cost slightly more than sales brought in. This was the reason why, for simplicity, he had combined these two options - implementation of the MAA and providing publications free of charge. The options could be separated if this was the wish of Members. Mr. Magaña would have preferred to leave this matter for discussion in the smaller group but would bow to the wishes of the meeting.

The Dutch delegation (Mrs. van Spronsen) did not wish to prolong the discussion but shared Dr. Llewellyn's concern. In preparing the budget the Working Group should look into the willingness to pay of both the manufacturers and the Issuing Authorities.

Mr. Magaña responded that this was just the sort of thing he used to say when he was the French CIML Member! One proof of the benefit this would bring to manufacturers would be their willingness to pay for it. If they were not willing to pay, that might mean that what was being done was useless, the OIML's service was not good and it could be stopped.

Mr. Faber rounded off the discussion by saying that the points made would be taken into consideration and that budget questions would be discussed further when the subject matter was the MAA.

6.4 Progress on the revision of the Financial Regulations of the OIML

In asking Mr. Magaña to introduce this item, Mr. Faber reminded the meeting that in recent years there had been a strong desire to implement modern principles of accountancy in the financial management of the OIML. This was the basis of the report that Mr. Magaña would make.

Mr. Magaña began by explaining that he had not prepared a presentation or sent out papers on this topic because what he was about to say was merely for information. The Staff Regulations were being brought up to date but the Financial Regulations also needed modernizing. These had last been revised in 1980 and the accountancy was not adapted to modern management of an international Organization, and was not clear. When, in his days as a Member, he had looked at the Bureau's accountancy, it was not fully comprehensible. He therefore planned to use the standard accountancy plan which was in use in France for the accountancy of the Bureau, but harmonized with usage in other countries. Without going into details, this would clarify a number of aspects. Under the revised system there could be provision made for future work, which would mean that plans could be made in a more transparent way for future expenses and, last but not least, normal software could be used; the present custom-made software was not adapted to the OIML's needs.

A number of issues in the way the Bureau was managed also had to be clarified, to make the system more acceptable to Members. It was difficult to understand some budget issues; the new system would bring more clarity. For example, the Financial Regulations at present stipulated that the Auditor be chosen by the Director. This was not normal - the Auditor should of course be appointed by the Committee or by the President but not by the Director. Mr. Magaña had drawn up a first draft revision of the Financial Regulations, which he had sent to Presidential Council Members. The Council had not yet had time to discuss it, but would probably do so in February, but some Presidential Council Members had already told Mr. Magaña that it was much better than the existing Financial Regulations. The intention was to finalize the Financial Regulations and to send them to Members in 2004 so that there was time to examine them before voting on them at the 2004 CIML or the Conference. In principle, the Convention required the CIML to vote on this, but it was possible to decide to present it to the Conference.

Mr. Faber thanked Mr. Magaña and opened the floor to questions and observations.

Mr. Vaucher commented that the software for the new accountancy might be rather expensive. Was it included in the budget just discussed?

Mr. Magaña replied that very standard software would be introduced which was available at a moderate cost. Some training would be needed for the BIML's Administrator but the cost was not particularly significant. The previous Director had had special software developed for the OIML by a software designer and this had been very much more expensive. Modifications in the software to accommodate the transition from the Franc to the Euro had also been rather expensive. But a special item in the budget was not needed for this.

Mr. Faber considered that progress on this had been very rapid, more so than he had expected, and that conclusions on the budget had been reached very quickly.

7 The situation at the BIML

7.1 Draft Revision of the Staff Regulations

Mr. Faber explained that the BIML Staff Regulations were somewhat outdated and much in need of revision and that work had been in progress on this for some time. There had been discussions between himself, the Director and of course his staff. The result was before the Members and he asked Mr. Magaña to clarify the document further.

Mr. Magaña reminded Members that the draft Revision of the Staff Regulations should have been received by them at the end of June or in early July. As was explained in the accompanying paper, this revision was needed in order to modernize and clarify a number of issues - for example to make the salary grades more logical. The Staff Regulations had to be adopted by the Committee. Mr. Magaña did not intend to go through the document in detail, but would open the floor for comment and then ask for voting intentions.

Mr. Klenovský congratulated the BIML for this revision work and expressed general support for the motivational factors in the work of the BIML. He wished however to raise a small concern about the financial impact that the bonus system might have on the economy of the BIML, taking into account also the discussions of the previous day about the already strained budget.

Mr. Magaña agreed that some explanation of this aspect was necessary. The salary scales of the new Staff Regulations were rather similar to the present ones. There was not much increase, though in some cases it was possible to reach a higher position within a scale than was at present the case. In general, however, these salaries were very reasonable when compared with other bodies or other international organizations. He wished to add that, concerning the financial impact, in fact each Staff member would be put at the point in the salary scale where his salary at present belonged. There would not therefore be any increase in Staff costs when the move was made from the old scales to the new ones. There would thus be continuity, each person retaining his or her present salary.

Mr. Faber added that the financial implications were fully integrated in the budget which had been discussed the previous day.

7.2 BIML Staff

Mr. Faber told the Members that, being in close contact with the Bureau very frequently, he could say that the general situation as far as the BIML Staff were concerned was very good. He could see that every year the efficiency of the Bureau was improving. That might be partly a con-

sequence of good leadership, partly a consequence of introducing new systems of financial management (being worked on at the moment, as Members knew), and also due to the fact that the Director had introduced more up to date human resources management including a system of annual appraisal of the personnel. He additionally mentioned that the current team was working extremely well together as professionals towards a common goal and that the quality of the Staff itself was excellent. The Director himself was evaluated by the President every year, so constant attention was paid to the quality and performance of the Bureau and its Staff. His judgment of the result was positive. It was known that the Director was working very hard to bring about further improvement in such matters as financial management and Staff training. Mr. Faber believed that BIML was on the right track and asked Mr. Magaña if he would like to give any further information.

Mr. Magaña explained that every Staff member would from now on have an annual appraisal with definition of objectives for the following year. In fact, they had not waited for the new Staff Regulations to come into force, but had already begun this appraisal system and fixing of objectives in the current year. He considered this to be a good way to motivate people to have clear objectives before them, and the Staff of the Bureau in general appreciated this.

Mr. Faber asked if there were any comments. He then said that as the renewal of Ian Dunmill's contract was to be discussed, the Bureau staff, with the exception of the Director, should leave the room (the tape recording was stopped for this item).

The President then informed Mr. Dunmill that the Committee had unanimously approved the renewal of his contract for a further five years.

7.3 BIML activities

The President asked Mr. Magaña to speak about BIML activities.

Mr. Magaña said that it was usual practice to distribute a list of the year's meetings and other activities, but in his view this document did not really show the aim of the Bureau's activities and he had therefore tried to make a slightly different presentation of them. The objectives of the Bureau were:

- To support Member States and the Regions in developing legal metrology;
- To circulate information among Members;
- To support the OIML Technical Committees;
- Generally to raise awareness of legal metrology; and
- To help develop mutual confidence among Members.

Concerning support to the Regions, the Bureau had participated in meetings of the APLMF, COOMET, SADC MEL, and WELMEC. Here they had listened to the needs of the Regions and also had given information. They participated in other seminars and workshops organized by Members or by Regions. A number of these were mentioned:

- EASC;
- A FASIT seminar about software in Ljubljana;
- INICO;
- The "Milestones in Metrology" seminar in Maastricht;
- A seminar in Moscow about the MID and European Directives;
- The NCSL Congress;
- The Congrès de Métrologie, the French International Metrology Congress;
- A seminar in South Africa about Trade Metrology; and
- The APLMF Traceability Seminar.

As could be seen, they tried to contribute to all these seminars for raising awareness, for developing legal metrology and discussing new issues. Mr. Magaña felt that this was quite important. They had also participated in and organized seminars and meetings on developing countries. There had been a seminar at the NWML in the UK, they had participated in a PTB seminar organized for Mahgreb countries, and the Joint Committee for Assistance to Developing Countries which had held meetings. Reports would be given on these gatherings. There had also been the ISO-DEVCO meeting, and BIML Staff had been present at a number of other seminars and meetings concerning developing countries.

Support had also, of course, been given to Member States and to Regions through the publications produced by the Bureau. There were a number of new publications: five Recommendations as well as the revised publication P 1; the proceedings of the last year's 2020 Seminar had been issued; and also of course the minutes of the CIML Meeting, which had proved rather heavy work but it was important to have good minutes for these meetings. The distribution and sale of publications had also been an important issue: in 2003, there had been 281 orders for 528 publications (30.5 k invoiced) not including those that had been distributed free to Member States and Corresponding Members.

Concerning the exchange of information, important work was being done. New online databases had been put on the web site; lists of Members were now directly updated by those Members themselves. The list of publications had also been compiled into a database: for the moment this was only a list, but soon there would be facilities to search it by different criteria. OIML Certificates were also in an online database and there would soon be facilities to search it for Certificates by manufacturer, by category of instrument or by Issuing Authority. Work was in progress on a database and forums for TCs and SCs, for better exchange of information. The site was updated at least once a week and has grown in size and content, in fact it had doubled in a year and half; it now contained 230 megabytes of information compared to 100 eighteen months ago. There had been a very large number of visits to the site, with well over a million "hits"; statistics were shown to Members in a PowerPoint presentation.

The Bulletin was still important in the dissemination of information. A number of articles had been published: ten from the 2020 Seminar and seven technical articles. Mr. Magaña took this opportunity to inform Members that the Bureau was interested in receiving more articles - not enough were being received at present. The print run for the Bulletin was about 1300, and all articles from the Bulletin were also freely downloadable from the web site.

The Bureau also had a role in supporting Technical Committees and in monitoring the efficiency and speed of their work. There had been meetings of three Technical Committees and seven Sub-Committees over the past year and the Bureau always followed the work of all Committees either by correspondence or by attending the meetings. There had been nineteen new Committee Drafts, nine Draft Recommendations and two Draft Documents. Although this was not a report on technical activities, the Bureau did have to look carefully at each of the Drafts and also especially Draft Recommendations and draft Documents, because these had to be edited, and translated into French if, as was most usually the case, the original text was in English; this was a heavy workload for Bureau staff. It was always necessary to look at the consistency of Committee Drafts with previous (and other) publications; this also represented a substantial amount of work for the Bureau.

Concerning increasing the awareness of metrology, there had also been a number of meetings with contacts of the OIML, including attending the meetings of ISO-CASCO, ISO-DEVCO, and ILAC; they had attended almost all the meetings of the WTO TBT Committee, except one which was being held in the current week, and the meetings of the Joint Committee for the coordination of assistance to Developing Countries in Metrology, Accreditation and Standardization, JCD-CMAS. There had been a number of meetings with the BIPM on different occasions, and the President had also attended the General Conference of Weights and Measures. Mr. Magaña had attended a meeting called the REGMET Seminar, held at the BIPM, where a group of European experts reported on work which had been done in Europe, with the object of raising regulators'

awareness of metrology issues and ensuring that they did not neglect the subject when drawing up their regulations.

Still on the subject of awareness of metrology, the WTO had organized two regional seminars with the participation of the OIML and the IEC. Held in Lima, Peru and in Maputo, Mozambique, these seminars had dealt with facilitating the participation of developing countries in the work of the OIML and the IEC. They had not been for metrologists but for decision makers.

The Bureau had also published a report produced by John Birch, which delegates had already received and on the subject of which there would be a presentation later in the meeting.

In pursuit of mutual confidence, there had been participation in work on the Certificate System; the Bureau's role was to register the Certificates and examine them, not in order to see whether the instruments were correct and confirmed but to check that there were no errors in the issuing of Certificates - sometimes they found errors. Also they had revised the document P 1, which was rather important for the Certificate System. The BIML had also made a considerable contribution to the preparation of the MAA, and discussed it in bilateral meetings with the Secretariat of TC 3/SC 5. Mr. Magaña concluded by saying that he had not given statistics of the hours spent on each project, but rather a broad outline of the year's activities on the part of the Bureau.

Mr. Faber thanked Mr. Magaña and declared the floor open for questions and comments.

Dr. Tanaka asked how many governments had attended the seminars on raising awareness in South America and Africa and how effective they had been.

Mr. Magaña replied that he had attended the seminar in Peru with Mr. Jonathan Buck of the IEC and presentations had been made by Cesar Luiz L.M. da Silva (INMETRO, Brazil). About 25 people had attended, from perhaps twelve countries, nearly two persons per country, in general consisting of one person from the Ministry of Trade and one from the contact point for TBT affairs which was very often someone from the standardization organization. People from legal metrology had of course also been invited, but in the main the seminar was directed at the people dealing with trade affairs in the countries.

Mr. Dunmill commented that he had attended the seminar in Mozambique, again with Mr. Buck of the IEC, and that the composition had probably been about the same, but with a higher number of attendees - about 40-50 people.

Dr. Tanaka asked whether there were plans to extend these excellent activities to other areas.

Mr. Magaña thought that such seminars could also be organized in other regions. The WTO had covered the costs of travel and accommodation for the people who attended the seminar, and the OIML and IEC had just provided lecturers. The WTO wanted to hold other seminars of this kind, for example in the Caribbean region, and others in other regions might well be possible if there were felt to be a need. This could of course be discussed with Mrs. Liu, the Secretary of the WTO TBT Committee.

Dr. Kildal asked if there was a slide showing the distribution per country of OIML Certificates; Mr. Faber replied that this would be covered under Item 11.

The President assured the meeting that in consequence of the wide-ranging activities of the Bureau, all the Staff had to work very hard; he could assure delegates that they were not "nine-to-five" people. He was frequently present and saw how much was being done to take care of the many activities.

7.4 Progress in the use of the internet and e-mail

Mr. Magaña had not prepared slides on this topic because the audience already knew the OIML web site very well. They would have seen that there were facilities for updating addresses and contacts of Member States. Soon there would be facilities for searching the database for OIML

Certificates, information on TCs/SCs and their Projects, all in an easily consulted database; these modules were all in progress and there were plans to add forums for different issues: for example, OIML TCs/SCs would input drafts, and members of the TC/SC would be able to submit comments directly on line. This technology would serve to facilitate technical work and the dissemination of information to Member States, who would be able to put their questions to the communities of other countries and receive answers in real time. This work was progressing well and although the software was not yet ready and the results could not yet fully be seen on the web site, it would soon be complete.

Mrs. Bennett congratulated the Bureau for this move towards electronic communications and for the fact that delegates had benefited from not having to carry many kilos of paper to the meeting.

Mr. Faber agreed with Mrs. Bennett, adding that although he was no internet specialist, he considered the OIML site to be one of the best and most professional he had encountered. Those who had worked on it in the Bureau deserved compliments.

Mr. Pulham pointed out that for the new databases being built for the Certificate System and for the Issuing Authorities, there was a slight delay in the forecast date given at the previous year's Meeting, when the new databases had been demonstrated live to delegates. This was due to the fact that all the databases were being built from scratch by the Bureau's computer programming expert. This was in order that the databases could be tailored exactly to specific OIML needs, since off-the-shelf databases had proved unsuitable for tailoring to OIML requirements. In the coming weeks developments would be seen in the various modules.

Alluding to the paper-free office, Mr. Pulham commented that there had been some apprehension at the prospect of not bringing any papers to Kyoto, but he was able to observe that for the first time there were a number of people at the meeting working with laptop computers, which was rather encouraging. He thanked Mrs. Bennett for her positive remarks.

Regarding communication from the Bureau, Mr. Pulham asked for anyone who wanted any change in the mailing list, to alter an email address or add or delete a recipient of information, to please contact him personally.

The current objective was to send out mailings to all Member States and Corresponding Members about once to three times a week. As far as possible, quantity was limited and updates of the web site were grouped together so as not to invade email in-boxes excessively. The Events page of the Web site went in phases - at times there were numerous announcements of coming events; at others not much was happening. He asked for information on any national or international events which Members might be running or hosting to be notified to him for inclusion on this page. Similarly, for OIML TCs and SCs, any technical meetings and especially changes in dates should be notified for inclusion on the Meetings page of the site.

On the theme of communication, the Blue Brochure would also be revised and modernized to take account of changes taking place in legal metrology; that project had been slightly delayed due to the current workload. If any Members wished to make comments or suggest changes in the contents before work began on this project, these would be very welcome.

The last project, which would be a major one, was for the TC/SC forums. Specific requests and suggestions regarding these would also be welcomed.

8 OIML Action Plan implementation and revision

The President reminded delegates that work had begun on this Action Plan in 1999, based largely on the Birkeland Study, on the outcome of the Braunschweig Seminar, and on other ideas; it naturally needed to be updated from time to time, at least annually. He asked the Director to give some information on the present position.

Mr. Magaña confessed to not having respected the necessary deadlines for the Action Plan to be approved at this Meeting. He had made a draft revision, amongst other points taking into account the Task Group's proposals for developing countries and had sent it in the first instance to Presidential Council Members. It had not therefore been possible to circulate it to Members by June, which would have been necessary in order for it to be reviewed by the latter in time for the current meeting. All he could say at present was that he proposed to distribute it in the next few weeks with a view to its being adopted by postal ballot. This must be done as soon as possible, perhaps by the end of the current year, because a number of new actions were planned to begin early in 2004. Actions could of course be begun even before the Plan was approved, but he would prefer it to gain acceptance by the end of December, or the end of January at latest.

Dr. Tanaka was not sure whether his remarks were relevant here, but said that during a discussion held the previous week concerning traceability in legal metrology, he had been told that there were some OIML tables which were not traceable to the SI. For example, this was the case with the important alcoholometric table, because it did not address traceability at all, but was just a self-contained table, so analytical formulae would be preferable. He was not sure whether a new experiment was necessary in order to create data. Such a movement towards establishing the traceability of data on such important issues should be included in the Action Plan, or some element already present in the Action Plan might perhaps be interpreted to include this kind of proposal, or Members might have an alternative solution.

Mr. Faber agreed that this issue was important. He would be glad to hear alternative solutions.

Mr. Magaña agreed with Dr. Tanaka that the Recommendations on international alcoholometric tables were rather old. The Bureau sometimes wondered whether they should be reprinted, in view of their age and the fact that they did not exist in an electronic version. He wondered whether the appropriate TC (TC 9/SC 4) might be able to find the data on which the calculations for these tables had been based, and use them to calculate and evaluate uncertainties arising. He was not sure whether they could be found. Another possibility would be to try, together with colleagues from the BIPM, to start joint work to draw up new alcoholometric tables in metrology laboratories. This was more than a revision of a document: it was a project for technical work with laboratories. This was a new type of technical operation which should be very interesting because it would be a good example of technical cooperation between people from legal metrology and their scientific metrology colleagues. He would look into the issue, though he was not yet certain how it might best be organized.

Mr. Faber suggested that time be taken to think about this matter and a subsequent proposal be made for discussion, perhaps in the Presidential Council in a couple of months, with the aim of putting a proposal before the Committee the following year. Another good forum in which to raise the problem and seek common action on it would be the annual meeting with the BIPM and ILAC at the beginning of March 2004.

9 Technical activities

Mr. Faber reminded Members that one of the OIML's Vice-Presidents, Dr. Issaev, took special interest in OIML technical activities. Together with Mr. Szilvássy he was invited to the front table.

Dr. Issaev intended to be brief but had some important items of information to give. There had been ten meetings since St. Jean de Luz: three TC meetings and seven SC; this compared favorably with a total of only three in the previous year and seemed a promising tendency. A difficulty was, however, that despite promises of increased activities for the year in question from various TCs and SCs, in the case of about 30 projects no visible progress had been communicated to the Bureau.

Another important and even slightly dangerous point was the voting procedure: some countries were not taking part in voting, and this was causing difficulties. The Bureau had statistics on this subject, and Mr. Szilvássy would perhaps include these in his report. For some Recommendations at the moment, for example, three, five, even eight votes might be missing. In consequence, the deadline would have to be postponed or else a vote would have to be taken during the current meeting. He considered that this showed a lack of discipline on the part of Members. It might be necessary to give attention to the procedures for voting, since some countries almost never took part. This was negative, but on balance there had been more positive points than negative ones in the year's technical activity. He handed over to Mr. Szilvássy for the detailed report.

9.1 Work program of TCs/SCs

9.1.1 General summary

Mr. Szilvássy said that his entire report could be found on the OIML web site. He would begin with the current situation of certain TCs and SCs.

Among the positive signs it could be mentioned that:

- During the past year, 10 technical meetings had been held, a positive development when compared with 3 in the previous year. Hopefully, during the following year, a high number of revised and new Recommendations and Documents would be ready for approval;
- As a result of the current year's progress, 7 revised Recommendations and 3 new Recommendations were being presented for CIML approval;
- OIML D 1 and D 11 were also at a well advanced stage;
- A large number of documents had been circulated for CIML postal ballot and/or approval; and
- Some "dormant" Secretariats had restarted their activities in 2003.

It could therefore be stated that over the past 12 months there had been a real increase in both activity and results.

However, among the negative aspects it was necessary to mention that:

- About 1/3 of approved projects had not been developed during the last 12 month period. There were several reasons for this - delayed projects, projects awaiting finalization or ongoing revision by ISO, IEC and other international or regional standardization organizations;
- Revisions which were due were delayed or lagging behind the schedule set by the Technical Directives; this would be dealt with more fully later; and
- Despite the fact that quite a few TCs and SCs had envisaged or promised an increase in activities for 2003 in their Annual Reports, only about half of them had been forthcoming. Improvement was needed on this point and would be discussed under 9.3.

9.1.2 Present state of progress of the High Priority and Priority Projects

Compared with the previous year, very good progress had been made with High Priority and Priority Projects. Mr. Szilvássy showed relevant statistics on the screen.

9.1.3 New work project proposed by TC 18

The TC 18 Secretariat had proposed a new project *Ophthalmic Instruments - Impression and Applanation Tonometers*.

It was proposed that the CIML approve the new project, since this subject was an important one for the protection of health, and this project proposal had already been approved by 8 P-Members (out of 9) of TC 18 (with only one vote missing). The Secretariat had also received support from 6 members of the Technical Committee.

9.2 Examination of the situation of certain TCs/SCs

9.2.1 *Vacant Subcommittee(s)*

The Secretariat of TC 8/SC 2 had been vacant for three years, but the situation was not too bad because Russia had assumed responsibility for developing the Test Report Format for R 125 and progress had been made, so hopefully this would be finalized and approved by the following year. It would thereafter be applicable within the OIML Certificate System.

Regarding TC 10/SC 3 *Barometers*, an indication that the UK would relinquish the Secretariat of this Subcommittee been received. In the annual report from the Secretariat, it would be seen what the proposal was and what the result of inquiries had been for the revision of R 97.

9.2.2 *Proposal to establish a new OIML technical body (and proposal for a new project)*

Mr. Lagauterie had proposed the establishment of a new SC (possibly within TC 3) or a new TC on questions of accreditation in legal metrology.

This proposal had been briefly discussed by the Presidential Council and several times by the two Co-Secretariats of TC 3/SC 5 and with Mr. Lagauterie. Based on these discussions, it had been decided that since a similar project, proposed by France, was already within the program of TC 3/SC 5, there was need only to review the content of the future document. For the other three proposed new projects, the BIML, the Secretariat of TC 3 and Mr. Lagauterie would prepare a proposal for the approval of the CIML, which was that the two existing projects be developed by a small working group composed of France and the BIML.

9.2.3 *Current situation of the development of (and CIML postal voting on) certain drafts*

Since the previous year's CIML Meeting, several important Recommendations had been circulated for direct postal approval, notably the second part of the Water Meter Recommendation, together with Part 3: Test Report Format (R 49-2 and R 49-3). At the time of speaking, not enough votes had been received for these Recommendations to be approved.

For the other three drafts (DR of the Test Report Format to the revisions of R 61-2 and R 134, and the DR of the Amendment to R 99/ISO 3930), it had taken two years for ISO to deal with this very minor and very short amendment. However, it had finally been circulated earlier this year for CIML postal approval, with deadlines between June and the end of September.

Altogether this year, about 20 Drafts had been circulated for postal ballot or direct postal approval. Upon studying the results, it had been found that about 1/3 of CIML Members had only voted twice or less: this was a very low participation. Although a BIML letter on the situation of postal votes (including a reminder to vote) was sent to all CIML Members on 12 September 2003, and a few more votes had been received, there were still not enough for approval of the documents in question.

In order to keep all OIML Members informed of the standing of each vote, from January a new page would be opened on the Members' page of the OIML web site showing the situation of current votes from all CIML Members; this would include a summary table showing which countries' votes had not been received by the Bureau. Members might have forgotten to vote, or for some reason the BIML might not have received their communications. It was hoped that this would improve the present negative situation.

Mr. Faber proposed to pause for any questions from the audience.

Mr. Klenovský asked whether there was any strategy within the OIML regarding the issue of software in legal metrology. There was an important ongoing project in Europe but he remembered that when he had been working on one of these Recommendations he had quoted a European project and had received comments that this was not applicable to other Regions. He would like to hear a statement of a clear position taken by the OIML on the issue.

Mr. Faber said this touched the matter of the following Agenda item and would be dealt with under that, but he asked for a clear statement on the strategy concerning horizontal documents.

Mr. Szilvássy replied that high priority was given to this type of horizontal document. Some progress had already been made. The next meeting of the Working Group, consisting of the Co-secretariat and some experts, would take place in December in Paris. As an outcome of this meeting, the first Committee Draft (1 CD) of this very important document could be expected the following year. As Professor Issaev had emphasized, this document was very necessary for all the TCs, especially when the fact was taken into consideration that the new revised P 1 *OIML Certificate System* had new provisions for certification of families of measuring instruments, modules of measuring instruments and families of modules. For all of these, software verification or control or examination was a very important and necessary subject.

On the subject of Item 9.1.3, Pr. Kochsiek raised a question about the project proposal by TC 18. There were only 9 P-Members out of a total 60 Member States, and he wondered if it made sense to have a new project when only less than 20 % of Member States were interested in the real work. Pr. Kochsiek felt that this matter should be discussed, as otherwise they would find themselves in the same situation as that already mentioned, i.e. by ballot they could not reach a majority. His question was how could the participation of Member States be improved.

Mr. Szilvássy had two possibilities to put forward:

- That the Secretariat of TC 18 prepare a circular letter to all the approximately 20-25 P- and O-Members. The situation whereby there were 9 P-Members in this Technical Committee and a lot of O-Members was a strange one, since the application of legal metrology in medical metrology was a very important point of health control; or
- That the situation of that TC be reviewed; this could of course be done by the TC 18 Secretariat, together with the BIML, to gain more participation and therefore to have more input into the documents being developed.

Dr. Kildal asked whether any work was being done on risk analysis with regard to legal metrology; for instance, how often verification must be done in the case of specific instruments. He wondered whether statistics existed on which this risk analysis could be based, or whether work was being done in this field, perhaps some sort of horizontal document.

Mr. Magaña answered that for the time being, as far as was known to the Bureau, there was no ongoing direct or indirect work on this project. According to the *Directives for Technical Work*, however, any CIML Member could propose a work project according to the rules, and the proposal would be circulated among the membership, in search of a country to take responsibility for setting up this work. This process would also ascertain which TC or SC should undertake the project and finally the CIML could approve the project.

Dr. Sommer reported that work had been started a couple of years ago on uncertainty in legal metrology, including risk analysis. Unfortunately this work had rather lapsed in recent years, but he believed it should be restarted. Dr. Ehrlich, who was in charge of the sub-group, might say a few words on the subject.

Dr. Issaev agreed that this question was important, reminding Members that Dr. Tanaka had already touched on the necessity of using uncertainty, for example in tables for alcoholometry. Work on this subject should certainly be renewed, and the matter should be discussed in the established Working Group on uncertainty. Uncertainty was widely used by ISO/IEC.

Dr. Ehrlich confirmed that work on the uncertainty document had been delayed, waiting for the Joint Committee for Guides on Metrology (JCGM WG1) to complete some work on a generalized document concerning the incorporation of uncertainty into the conformity assessment decisions. That work had just been completed and would be discussed at the meeting of the Joint Committee WG1 in a couple of weeks. Together with the work that had gone into the Traceability Seminar, and what had been learned over the last few years, he believed that the time was now right for picking up this work, which would shortly be recommenced, and could incorporate the risk analysis aspects, which indeed were fully discussed therein.

Mr. Birdseye pointed out that risk analysis was not only about uncertainty in the traditional sense but, as Dr. Kildal had said, could relate to verification periods and so on. He noted that a new project was proposed for the revision of D 19 and D 20 on verification and approval; it was proposed that these two topics should be tackled together so that other possible overall procedures could be taken into account. He suggested that in that group the consideration of risk analysis would be well worth while, particularly the issue of how to assess verification intervals and so on. This was vital for control of utility measuring instruments such as electrical energy and gas meters, where there was a high installed population of instruments. The question of gathering data on how they were performing and how verification intervals might be extended was already being worked on. Mr. Birdseye suggested it should be a topic for the OIML, perhaps in the TC or SC which would be responsible for D 19 and D 20.

Dr. Issaev said that topics closely touching on this one had been discussed recently at a forum and these ideas would be taken into account for the future.

Mr. Lagauterie asked whether Dr. Ehrlich could specify when a draft of the Document on uncertainties might be received.

Dr. Ehrlich was unable to give an exact date but hoped to pick up the work again in December or January. He would be glad to keep Mr. Lagauterie informed and have him involved in the work, as in the past, but just at present he was unable to elaborate on when a draft would be complete. Much had been learnt over the last couple of years and he hoped to have a solid draft within one year, but could not give a definite date.

Dr. Bennett referred to the work of TC 12 on electricity meters. This had been accepted as a high priority area and concern had been expressed at the postponing of the recent scheduled meeting, and the apparent delays in the program of work. There was awareness of the conflict of interest between manufacturers and regulators, which made this work difficult. She understood that discussions on this matter were taking place between the Bureau and the IEC and wondered if Mr. Magaña could elaborate on those, and on how the situation might be resolved.

Mr. Magaña said that discussions had not begun between the Bureau and the IEC on this matter but, clearly, there was a different approach in the case of electricity meters, between legal metrologists and specialists in electrical equipment. This was not a conflict, merely a difference of approach, and a common approach should certainly be found. Legal metrology approached the matter from the point of view of the performance seen by the user, and manufacturers concentrated on how to maximize performance of the components in building a meter. This was not easy, and deep revision of the two relevant IEC standards was needed. Even the two existing standards were not consistent with each other. But on the other hand there was no point in having an OIML Recommendation which was not consistent with the IEC standards.

Mr. Johansen wished to comment on the transparency of the technical work being done in the TCs and SCs. It had been learnt in the current meeting that there was a lack of commitment from some Member States. He wondered whether this might be caused by difficulty in following the work, due to the extensive use of sub-groups or working groups. Even members of TCs or SCs might not be able to follow the intricacies of what was really going on. He was not against the use of such groups, but he believed that TCs or SCs had a duty to keep the remaining CIML Members informed of the whole process. At times a situation had arisen where a more or less complete draft arrived without Members having been made aware of the stages of the process. He recommended that communication be made more transparent, especially in the case of the use of working groups.

Mr. Szilvássy commented that:

- Concerning TC 12 on the Revision of R 46 *Electricity meters*, Germany had the Secretariat and Sweden had volunteered a co-Secretariat in the large Working Group of the TC. They had a number of the Working Group members that distributed part-tasks among them since it was a hard task to reunite all this work in one document. Sweden had therefore created a web site for TC 12 and every CIML Member could obtain the password and follow how this work was being done. Regarding the delayed meeting, there were several reasons; the work of some sub-groups had not been ready in time. No doubt more results would be ready by the rescheduled meeting in February than would have been possible in October; and

- Concerning transparency, the Bureau was working towards providing a forum on the OIML web site for each TC and SC, so that progress of their work could be followed. Of course the work could only proceed step by step and not all these web sites could be ready instantly. The BIML sometimes did not receive the drafts - even they could lack information! He reminded TCs and SCs that every development and every new draft must be notified to the Bureau, and OIML Members must be notified in annual reports, something that at the moment frequently failed to happen.

Pr. Kochsiek wished for more information, for example projected timetables, etc., about the new OIML Technical Body which was to be established under item 9.2.2, upon which, according to the information given, the BIML would be directing a report to the CIML. When the MAA was, hopefully, approved, the work of the Technical Committee in question would be very important, so it was not desirable to wait one, two or three years for the first outcome.

Mr. Szilvássy pointed out on the screen the common proposal, based on the proposal of France, following discussion with the Secretariat of TC 3 and with the BIML. This was a compromise way of proceeding with the development of the proposed topics. France had included in their original proposal five different topics for developing OIML documents, such as application documents of existing ISO/IEC standards or ISO/IEC Guides. Present working projects of TC 3/SC 5 contained two projects, p4 and p5, which were interpretation documents for the application of ISO/IEC 17025, the basis for accreditation of laboratories; and the next one was the application of the ISO/IEC Guide 65 for certification bodies. As for the other subjects proposed by France, the situation was that a common proposal for each project would be developed by the proposed Working Group and submitted for approval to the CIML. But now, due to the implementation of the MAA, these documents would be needed because behind the MAA there had to be laboratories accredited by national and regional accreditation organizations. There was a second possibility, which was to carry out peer evaluation of the laboratories. For both these actions there was need for a document on inclusion of the legal metrology aspects necessary for accreditation. The first step would be to have in the accreditation team at least one expert in the field of legal metrology. If a certain category of instruments was affected, there needed to be an accreditation expert with proficiency in that field. These documents, originally working documents prepared two or three years previously, were thus now becoming necessary. France had prepared their own national documents and these had formed a good basis for relatively quickly developing the two working documents in question and preparing proposals for the three others.

9.3 Acceleration of technical activities

The need to speed up projects, Mr. Szilvássy told Members, went back several years. The previous year there had been a Presidential initiative to try to find methods of accelerating OIML technical activities. There were problems with approved and ongoing projects; problems with new reviews of OIML Recommendations and Documents; and problems with new revisions of OIML Recommendations and Documents. In the BIML there had been two short meetings the previous year and a draft document had been prepared. A short document had been handed out the previous year during the 37th CIML Meeting and now they were trying to update this document. There had been some positive signs of increased activity in the current year. More Documents and Recommendations had been presented for approval.

The BIML had tried to find a step by step approach and make proposals about what had to be done by the Bureau, by the members of the Presidency and by Staff of the BIML to try to enhance activity. All those involved in technical activities, those who were not yet involved but might be in the future, who might have the resources and necessary experts in the field, were asked to assist in finding ways to approach this problem.

Another point for concern was that the USA and Russia held almost 50 % of all TCs and SCs, and, together with the work of the UK and Germany, the total came to 70 %. Only 14 countries

out of 60 held any TCs or SCs - only a quarter of Members - which was a very uneven distribution. Only about half the proposed work was actually being done.

Summing up the situation, there were 122 OIML Recommendations and 27 International Documents. Regarding technical work, it was laid down that every 5 years at the outside, the OIML would review every single Document and Recommendation. This meant that about 28-30 reviews were due every year. Only a small part of this work was being done. Supposing that every 10 years half the reviews resulted in old Documents having their lives “prolonged”, and the other half in revisions, this meant that every year about 15 Revised Recommendations and Documents had to be presented to the CIML for approval. Only a small part of this work was actually being achieved - all the work was lagging behind schedule.

Reasons for this lack of activity had been discussed several times by the Presidential Council and included:

- The tendency to de-regulate in certain countries meant that fewer measuring instruments were subject to control;
- Many fields were controlled by other agencies in the countries and lay outside the scope of existing metrology structures;
- CIML Members either did not have enough authority to influence the other agencies or authorities, or, simply, other agencies did not volunteer for the work; and
- Other agencies in the fields and lack of finances and/or time were also contributory factors.

A list would be drawn up of all the projects, possible reasons for any delay and solutions to the problems. A full list of proposals and due dates would be put on the Members’ Page of the web site and each project would have its own page in order that all CIML Members could see the real situation at any given moment. The BIML would begin this activity very soon and would give dedicated help to Committees where required. It was an ongoing tradition of the Bureau that if a country could not organize a meeting on its own soil, it was better to do it in Paris and the Bureau would continue to offer this kind of support.

Later, there would be training courses, training videos and so on, but all this would take time. They were also trying to draw up criteria for measuring the efficiency of an activity. They wished to draw on the time and knowledge of retired OIML contributors and the OIML Award might act as an encouragement in this respect.

Members of the Presidential Council and senior Staff of the BIML would use their business trips to other countries to encourage the dispersal of technical activity. They aimed to discover what resources there were and what problems there might be, and to encourage other countries to take responsibility, if not for a whole project, at the very least for a Working Group or a certain project. This was the case in TC 8/SC 1, where Russia had undertaken the development of the Test Report Format for R 125.

The Presidential Council had proposed a review of all their engagements to find out where the problems lay, where the Secretariat could be increased if a volunteer could be found, and where additional experts from elsewhere were needed to take responsibility for Working Groups. There were thus several suggestions for motivating more countries in the work of the OIML.

Summing up what had been said, Mr. Szilvássy asked all Member States to immediately begin to review what kind of possibilities there were in their countries for this work and let the Bureau know what they could undertake. There had already been an offer from South Africa to contribute to the activity of TC 6 *Prepackaged products*, details of which could be discussed later. He reiterated that senior officials of the Organization would use their travels abroad and discussions with responsible people in the countries they visited in order to promote the extension of the work. There had been an improvement in the past year and he hoped this would continue so that the Organization could catch up with its backlog.

Dr. Issaev supported all that Mr. Szilvássy had said, and underlined its importance.

Dr. Ehrlich added that the USA was open to any suggestions from Members for taking over any TCs or SCs; that he was pleased with South Africa's offer regarding the TC 6 Secretariat, which would be discussed later; and that he wished to endorse moves in the direction indicated.

Mr. Lagauterie said that he had seen a note which implied that EU Members were not interested in participating in the work of the OIML.

Mr. Szilvássy intervened to explain that it could not be said that European Members were not interested. What had been said was that European Members were overloaded by the work on the Directive and that it was difficult for them also to make a sufficient contribution to the work of the OIML.

Mr. Faber wound up discussion on this point by repeating the request to Members to look at the capabilities they might have in their country or organization, in order to make a greater contribution to the necessary work. Technical work remained and would always remain a core business in the Organization. This work had to be done, not by the Presidium or the Council or the Bureau, but by the Member Countries. This was the bottom line of the Organization. When Mr. Faber traveled around and explained the situation to people, results were nearly always positive. Once a country had signaled its willingness to take part in the work, they should contact the Bureau, which would show them how to do it. Nobody should be reluctant to admit the need for help and the Bureau existed precisely for this purpose.

Mr. Klenovský said that as a European Member and, as of the following year, an EU Member, the Czech Republic was very much interested in the work of the OIML. From his experience as an SC convenor, he would appreciate very much more clear cut terms of reference for TCs and SCs, because sometimes he received comments to the effect that all national requirements in a given field had to be taken on board. It was very difficult to complete any work on this basis.

Dr. Tanaka supported Mr. Faber's statement and the Japanese delegates were ready to submit a list of all the TCs and SCs to which they could contribute, irrespective of whether the Secretariat was occupied or not.

Mr. Lagauterie hoped that the note impugning the EU countries would be deleted. He would not want it to be seen. France was not concerned by the note and would do its best to take part in OIML work. EU Members in general did not deserve such an accusation, because they had made a very strong contribution to the elaboration of MID, to such an extent that virtually 100 % of the MID would be consistent with OIML Recommendations.

Mr. Szilvássy said that the note could be deleted but brought the meeting's attention back to the fact that several countries were not only not contributing to the technical work, but also were not voting. Five or six (or possibly more) EU countries followed this negative approach.

Dr. Freistetter reminded the meeting that by 1 May 2004, out of the 16 countries in the list of Member States contributing to the work, 12 would be in the EU. He asked other countries to take on their share of the responsibilities.

Dr. Issaev congratulated Mr. Szilvássy for his analysis of a somewhat sensitive situation.

The note was duly deleted.

9.4 Non-conclusive results of postal ballots

Requested to comment on this item by the President, Mr. Magaña said that, as explained in the Report on Technical Activities, there had been a number of postal approvals in the course of the year. For a large number of these, it had not been possible to arrive at a conclusion. For approval of Documents and Recommendations a minimum of 30 yes votes needed to be cast (since an abstention was not a vote cast) to make a decision, and there needed to be no negative votes. For the five publications in question, not enough votes had been received in most cases, and in two

cases there had been two negative votes so no approval could be made. The revision of R 61-2 and the Test Report Format for R 134 could not in any case be adopted by postal ballot, and for the other Recommendation no decision could be made for the moment.

For the five DRs mentioned in 9.2.2, for which the votes received by the BIML by 31 October did not give conclusive results for CIML postal approval it was proposed that the CIML should decide on a case-by-case basis whether:

- To extend the deadline for voting (e.g. to 15 December) and request those CIML Members who were late with their votes to vote (with any comments) by the extended deadline; or
- To proceed with the approval of these DRs at the meeting (if CIML Members were prepared to do so).

The Bureau was worried about the situation, since it happened quite frequently that not enough postal ballots were received. As they were trying to accelerate the technical work, they did not wish to wait another year just to adopt the documents. He asked the meeting's approval to vote on the five outstanding documents along with the other documents to be voted on at the end of the meeting.

Mr. Faber asked if there were any objections to this proposal. There were no objections or comments.

9.5 Approval of draft Recommendations and Documents

Mr. Magaña said that it was normal at these meetings to ask delegates for their voting intentions in advance of the formal voting, so he would like to go through the documents.

Drafts of five revised or new Recommendations were presented to the CIML for approval. For each, Mr. Magaña would ask who intended to abstain and who intended to vote "no", so that the situation could be known:

- DR 1 Revision of R 48 *Tungsten ribbon lamps for calibration of radiation thermometers*: one abstention, no negative votes;
- DR 2 Revision of R 52 *Hexagonal weights, ordinary accuracy class from 100 g to 50 kg*: one abstention, no negative votes;
- DR 3 Revision of R 61-1 *Automatic gravimetric filling instruments, Part 1: Metrological and technical requirements and Tests*: no abstentions, no negative votes;
- DR 4 Revision of R 87 *Quantity of products in prepackages*: one abstention, no negative votes; and
- DR 5 New Recommendation *Spectrophotometers for medical laboratories* (R 135): three abstentions, no negative votes.

Further drafts presented to the CIML for approval as decided under item 9.4:

- R 49-2 Amendment *Water meters intended for the metering of cold potable water. Part 2: Test methods*: no abstentions, no negative votes;
- R 49-3 Draft *Water meters intended for the metering of cold potable water. Part 3: Test Report Format*: no abstentions, no negative votes;
- R 61-2 Draft revision *Automatic gravimetric filling instruments*: no abstentions, no negative votes;
- R 134: *Automatic instruments for weighing road vehicles in motion. Total vehicle weighing. Test report format*: one abstention, one negative vote (US); and
- Amendment to R 99/ISO 3930: *Exhaust gas analyzers*: no abstentions, no negative votes.

In principle therefore all the above publications should be accepted and the quorum would not be a problem; Mr. Faber expressed his satisfaction with this positive result.

On behalf of European Scale Manufacturers, Pr. Kochsiek wished to make a comment on the revision of R 61. They had complained, both to him and to the Bureau that their remarks had not been taken into consideration by the Technical Committee and Pr. Kochsiek wanted the OIML to avoid this situation in the future by ensuring that TCs had to take into consideration all comments made by the Member States but also by observers and Manufacturers' Associations.

Mr. Magaña had also received letter from the Manufacturers' Association CECIP on this matter, a few days before he left for Japan. He had not yet had time to answer, but his response would have been to forward the complaint to the Secretariat for an answer, and so that an accommodation could be reached. When he replied, he would tell the Manufacturers that the complaint should have been made earlier, because an answer could not be given immediately, but the matter would be looked at with the Secretariat of the Subcommittee.

Mr. Birdseye had talked to Mr. Awosola, who was in charge of the Secretariat in question, to try to ascertain what comments had not been taken into account. This proved to be impossible, because many comments had come from CECIP on this matter in the early days of the project and it had proved possible to incorporate the vast majority of them. CECIP had made a useful contribution to the technical meetings on those projects. If some comments had not been taken into account, this was a matter for regret. But it was his belief that all the comments received had been considered.

Mr. Faber was sure that it would be possible to avoid difficulties of this sort in the future.

10 Mutual Acceptance Arrangement (MAA) and Checklists

The President invited Dr. Ehrlich to present this item.

Dr. Ehrlich proposed to review what had happened with the MAA since the discussion in St. Jean de Luz the previous year, and to give the results of two votes that had taken place. Members might recall that the 9th Committee Draft of the MAA had been discussed at that time, and that a decision had been taken to try to resolve the outstanding issues. There would be a preliminary rather than a formal vote to see what comments there were and after the vote a workshop would probably be held to discuss the comments. The result of the preliminary vote could be seen in the PowerPoint presentation: 26 yes votes, 4 no votes and 2 abstentions. As a result of the comments received, Mr. Magaña and Dr. Ehrlich had prepared a draft that was sent to all Members, and a workshop had been held in June in Paris to review the results of the vote and to address the outstanding issues. Several Members had attended that meeting, where fruitful discussion had taken place, and many issues had been resolved. Some difficulties in understanding the wording in the MAA had been discussed and a report on that workshop had been mailed to Members and printed in the October issue of the Bulletin. The intention was to go into detail only where it proved necessary. Dr. Ehrlich's main intention was to speak about issues that still remained following the second Draft Document which had been sent out for voting and comments.

The second Draft Document contained modifications to incorporate the discussion at the meeting in June. In that vote, there were 22 yes votes, 4 no votes and 5 comments, and similarly with the Checklists. So this was approximately a level of 80 % in favor, but, as could be seen, only about half the CIML Members had voted. That left a question as to what would now happen. He would therefore like to discuss the remaining comments that had been received, and tell Members what issues remained unresolved. As was known from the discussion on the first day, there were a lot of issues pertaining to the cost of operating the MAA, and these would certainly be discussed.

The first issue was costs: administrative costs in operating the program, and costs to Issuing Authorities and testing laboratories for having on-site peer evaluation or accreditation performed.

Other comments were:

- At least two people had commented that the experts on the Accreditation team should come from the same list of experts which would be maintained, that would do peer review audits;
- Interesting suggestions had been made that representatives from the Technical Committees and Subcommittees appropriate to a particular Declaration of Mutual Confidence should be included and take an active role in participation review, to learn about the issues, and understand what was happening on that Committee. This was not something which featured in the earlier versions of the MAA, but was now included;
- There was a fair amount of confusion about having Issuing Authorities evaluated with respect to ISO/IEC 17025;
- There was extensive discussion at the workshop in June about the fact that in different countries Issuing Authorities perform different functions. Sometimes what was called an Issuing Authority in one country might actually do some type of testing or examination. If they did that, the idea was that this part of their activity would be examined under the MAA and according to the criteria in ISO/IEC 17025 or the corresponding Checklist. One country which had expressed concern about this was now happy with this explanation. The language would have to be clarified - there was a need to make it clearer in the MAA why things had been done in this way. Dr. Ehrlich had talked to some accreditation people in his own country, and in his view there was no problem - it was quite acceptable in some countries to have such an arrangement;
- One country wished for the reference to ISO/IEC 17040, pertaining to peer assessment of Conformity Assessment bodies, to be deleted for two reasons: firstly, it was still in draft stage; secondly and perhaps more importantly, it was not an appropriate document. This was added as an afterthought during the meeting, and, if it was not an appropriate document, then it must certainly be removed. Dr. Ehrlich could see no problem in doing that;
- Some other countries had commented that the Committees on Participation Review could be large and unwieldy; this was a legitimate concern, depending on what the Recommendation was for the Declaration of Mutual Confidence: for nonautomatic weighing instruments, or for load cells indeed, one could have very many participants on a Committee on Participation Review. This could make it very difficult for the operation of the Committee. Discussion on this point had suggested that the way of dealing with it was that the best place to start would be with a Recommendation, for which there were likely to be fewer participants on the committee. The committee for the first Declaration of Mutual Confidence should be kept to a reasonable size.

These were the key issues. One country was totally unconvinced of the practicality of the MAA, but their comments had been based on saying that the Certificate System worked well for their needs in Europe. This had also been discussed at the meeting in June and it had been agreed that for some people the Certificate System worked fine at present, but that for others this was not the case. The BIML would undertake a study to get a better understanding of where the Certificate System was and was not working effectively.

Overall, a good majority were in favor of getting started and voting “yes” on the MAA, though there would undoubtedly be some difficulties along the way. There would undoubtedly also be some more discussion of the cost issue. This summed up the current situation, and Dr. Ehrlich thanked all those who had provided comments, given support and/or attended the June meeting and taken part in the frank and productive discussions.

Mr. Faber thanked Dr. Ehrlich for his clear introduction, and said that this session would end with an informal vote to assess the present situation, but in the meanwhile the floor was open for discussion and comment.

Mr. Lagauterie wished to comment on the first resolution: “The Issuing Authority shall not be evaluated with respect to ISO/IEC 17025”. His understanding was that it had been said that, for some countries, there could be such an arrangement. He would say, “Why not?” But the require-

ments for this standard were not equivalent to the requirements for Guide 65. It might therefore be possible to take this standard as a basis but with additional requirements that would lead to the same conclusion.

Dr. Ehrlich said that this was the first comment referred to in his statement. It was in fact being said that Issuing Authorities could be evaluated with respect to ISO/IEC 17025. He had forgotten to put up his last slide concerning the Checklists, which addressed Mr. Lagauterie's point, i.e. that there was also discussion at the meeting in June on the Checklists. Not much time had been spent on this since the focus had been on the MAA, but some countries felt that the Checklists really might be more confusing than necessary, and add little to what was already present in ISO/IEC 17025 and Guide 65. It had been agreed that the Checklist document was to be a model, but for each particular DoMC the Committee on Participation Review would have to look at the Checklist and modify it accordingly. In some instances it might be totally inappropriate, in other instances it might be adequate. Those who were really interested in that activity would certainly have a lot to add and could modify the Checklist accordingly. The discussion work that Mr. Lagauterie was proposing would start under TC 3/SC 5 and the Checklists could certainly be augmented. He believed that the Checklists should be voted on. Most had voted "yes" but there was the recognition that the Checklists were a model and not to be taken as being the final product that would be used.

Pr. Kochsiek said that Germany had been one of the countries which had voted "no", but he could see that their three main concerns had now been taken into consideration. And if the text were improved accordingly, they would vote "yes".

Dr. Kildal wanted to question the claim that the OIML Certificate System did not work. This was quite a serious accusation, because a lot of work had been put into it by the BIML and Members, and, as a priority, they should find out how the System was working. Had this work no value? What was the status of this investigation and when was its completion planned?

Mr. Faber believed that the expression "it does not work" was a little too rigid, because the fact that there were over 1100 OIML Certificates proved that a lot of industries were very much interested, and this proved that the System was at least partly successful, though certainly not as many countries were accepting the Certificates as would be possible - there was definitely room for improvement.

Mr. Magaña said that the Certificate System both worked and did not work. It was successful insofar as manufacturers wanted Certificates, and this gave a common basis for type evaluations, as well as for bilateral mutual recognitions or regional recognitions. The WELMEC type of mutual agreement was based on the OIML Certificate System, which proved that the System had some value. It did not, however, work as well as it might. This was why the MAA had been developed - because the recognition of Certificates was not unanimous worldwide. The OIML would like a situation where Certificates were recognized in most countries, not only in bilateral arrangements or in regional arrangements but also internationally. This was why the MAA was necessary in addition, to make the OIML Certificate System work better. There were no statistics as to how often a Certificate was or was not accepted in another country, bilateral and regional agreements making the situation complex. International agreement on each other's activities was certainly necessary. The MAA was a necessary first step; other issues about conformity and so on might arise at a later stage.

Dr. Llewellyn wished to return to the issue of costs and funding, raised the other day. He referred to paragraph 6.2 of the MAA and to the paragraph *Costs and Funding Issues* on Page 3 of the summary of the Paris workshop. There were two real issues, the first of principle and the second of practicality:

- The administration of the MAA should be self-financing, through fees recovered from the beneficiaries. A problem with this was that the additional member of Staff in the Bureau would do other things as well as administer the MAA. It was a difficult and perhaps dangerous precedent for the activities of the Bureau to be funded directly by industry. The OIML was an inter-governmental Organization and it was for governments to fund the activities

through the Member States' contributions. He appreciated that it was reasonable to a degree to expect a contribution from beneficiaries; he would prefer that Member States' contributions were increased moderately to fund the additional Staff member in the Bureau, but that a single one-off fee were charged to the beneficiaries, i.e. industry, for their Certificates. To sum up, it was wrong to expect industry to fund an OIML activity;

- The practical point, which was particularly true for the UK, was that they had already received some adverse comments from their industry about the prospect of paying an annual fee for the Certificate. UK manufacturers would not view that favorably at all. A more reasonable proposition would be to charge a fee for a Certificate which lasted for a number of years.

Mr. Faber said that he would like the financial problem to be discussed first, and asked for further comments on this theme.

Mr. Vaucher said that Switzerland agreed with the scheme in principle, but had some concerns about the resulting costs. The financial problem was the main issue. All the resultant costs had already been mentioned and it was clear that someone had to pay for it. The Issuing Authorities would have to charge the manufacturer, the manufacturer would charge his customers and the users of the instrument, the consumers. So the expenses must be in line with the benefit, and if it would cost less to repeat the testing, then setting up the MAA had been the wrong thing to do as Mr. Magaña had said two days before. It would therefore be crucial how the matter was handled, in order to ensure a simple and effective way to implement the MAA with costs and bureaucracy reduced to a minimum. There were several possible ways of doing this. He would mention only three:

- Performing evaluations and assessments only to the necessary extent, taking into consideration previous assessment and validation of measurement capabilities, for example, it would not be meaningful to reassess for testing of load cells a laboratory whose measurement capabilities had already been assessed in the frame of the Metre Convention MRA, and whose CMCs had been proved by successful participation in a key comparison. The additional tests for type approval were mainly measurements at different temperatures, and if the laboratory was capable of doing measurement at 20 °C it would also be capable of doing them at 50 °C and it would be possible to rely on its declaration that it had the necessary equipment;
- The local competence of Regional Metrology Organizations could be used where these were in place. These organizations were on the spot, and had mastery of the language of the laboratories, which would be a crucial factor in assessment; and
- Relying on the assessment, judgment and surveillance carried out by the Issuing Authorities when they directly operate and control the test laboratories. If there were any doubts, a few laboratories could be visited to enhance the acceptance of the Issuing Authority. But in this case, only important points should be examined.

Dr. Kildal thought it a good principle that the beneficiaries should pay for the cost. There were other examples of similar types of schemes: for example, the IEC was running several Performance Assessment Schemes, all of which were self-financed and self-supporting. He suggested that if OIML Members were worried about cost issues, the IEC schemes should be looked at. If the program had to be subsidized, he would wonder whether there was a real need for it.

Mr. Björkqvist was of the same opinion as Norway, that the costs in an enterprise such as this should be borne by the participating bodies rather than the states which financed the OIML.

Mr. Valkeapää also shared the view of Norway and Sweden. On the other hand, it had been mentioned earlier that the Reserve Fund would be used to a great extent to cover the initial cost of this system. Unfortunately they could not see this as acceptable.

Concerning the costs of the MAA, Mr. Magaña wished to explain that there would be considerable costs to the Bureau and another Staff member would be needed. Following up on TC/SC activities currently required about two full time people: a large part of the work of the two Assistant Directors, a part of the Director's time and also other engineers in the Bureau. Looking at the MAA, there could be at least 20 Declarations of Mutual Confidence within several years, and

even to follow these would require one additional Staff member. There were only two possible solutions: either the Bureau was in charge of following these Declarations of Mutual Confidence and ensuring consistency in their work; or this was simply left to the countries concerned, the Bureau doing very little. Something would be done, of course, but in the absence of an additional Staff member this could only be very little. The question of how to finance this then arose. Dr. Llewellyn had said this should be done by the Organization; other Members were saying that it should be financed by the beneficiaries. A question of principle was involved: should an organization like the OIML have other income than the contributions of Member States? Was it appropriate for the OIML to undertake commercial activity of this sort? In his opinion, countries which were not interested in the MAA should not be asked to participate in financing it. This was the reason for the intention to have participating countries finance the costs.

Another question was how the charge should be made: it would be possible either to charge the Issuing Authorities or to charge the manufacturers directly. This issue also needed discussion and it was probable that no final decision could be reached on the present occasion.

Dr. Ehrlich agreed with Mr. Magaña but wished to add two points:

- He believed that it was necessary for a BIML Staff member to be involved at the beginning on the Committee on Participation Review, in order to be able to maintain a neutral stance and coordinate all the activities. At least at the beginning a strong BIML presence would be important, and then perhaps, as Mr. Magaña had said, the countries could take over the project and at that point, once things were in place, costs would possibly diminish; and
- He agreed with Mr. Vaucher that if advantage were taken of the work that had already been done through bilateral arrangements, inter-comparison, audits and accreditation that had already taken place, a lot of expense might be spared. Funds would only be necessary for areas where there were some special questions; additional expenses for audits could hopefully be kept to a minimum.

Mr. Faber referred to the Finnish delegation's comment that in the past the Reserve Fund had never been used for structural expenses. This had not been done in the past and would never be done in the future either, but he did not consider that starting up a new activity was structural. They would define a time during which the Reserve Fund would be used, and the exact sum of money, and use of the Reserve Fund would finish after this start up period. The Committee could rest assured that they were in control of the Reserve Fund; that it would never be used for a structural purpose; and that the required minimum Reserve Fund would always be there and would never drop below acceptable levels.

As he had said before, it was felt that the financial policy behind the system should be defined much more precisely. He had already announced that an ad hoc Working Group would be set up to go through all the details. There was a need for haste, because setting up and studying this financial aspect, taking into account all the remarks which had been made that day, should be done in the coming months. It should on no account hinder the implementation of setting up the first DoMC, when the MAA had been approved. This Working Group, which should be small and effective, should present a report or at least a first draft before the Presidential Council Meeting in early March, at which the matter would be discussed. After that, perhaps by post, it would be possible to send Members the results, and the final decision should then be made, by postal vote or at the next Committee Meeting. But the ad hoc WG must work at a speed such that preparations for installing a first DoMC could happen immediately. A choice had to be made here, and Mr. Faber informed Members that the intention was, as previously discussed, to appoint a very small group to include:

- Certainly the USA, because they were the originators of the system;
- Certainly Mr. Magaña of the Bureau;
- Mr. Faber had asked the Netherlands to be in the group because they had huge experience in working with various industries on the Certificate System; and
- Australia and South Africa, to ensure that different regions were represented.

Mr. Faber hoped that this approach would be accepted, but if one or two other countries wished to join the Group, there would be room for them. In principle the Group needed to stay small as it had to work very effectively. They would receive the first draft from the Bureau in a couple of weeks and then they would have to work by email in order to get ready with their first draft at the end of February. All the ideas and observations that had been heard would be taken into account; the problem had to be solved and Mr. Faber's hope was that the necessary further elaboration would not hinder those Delegations which wished to vote "yes" for the MAA from doing so, because all this only had importance during the setting up of the DoMC and until it was running effectively, which could not happen at all unless the system was accepted. He hoped that this careful study would also encourage some countries, which perhaps might have been planning to vote "no", to change their vote. The serious nature of the financial problem was very well understood and much hard work was going into the solving of it. The actions of the Working Group would be transparent to all, and it would then be the task of the Committee, in due course, to take final decisions. He could not of course dictate how Members should vote but he believed it would be irresponsible to use the difficulty of reaching a financial solution as an excuse for delay: a good solution would certainly soon be found but a little more time was needed.

Dr. Ehrlich expressed his agreement with this approach, and Mr. Faber asked whether it was acceptable to the meeting.

Mr. Lagauterie said that the approach was generally acceptable, but it should be noted that France had volunteered for the Working Group. France had contributed to the improvement of the MAA in the past, and he was jointly in charge, with the Bureau, of elaborating a document on Accreditation in Legal Metrology and there was a link between these two questions.

The President thanked Mr. Lagauterie for this and said that he had taken note and would keep it in mind when appointing the Group after the meeting. He then asked for an informal vote to be taken.

Dr. Kildal said he was not clear what was being voted on: a final vote would be taken later when it was known how the program would be financed. So what was being voted on now?

Mr. Faber explained that final voting on the MAA and on the Checklist would take place the following day. Dr. Kildal replied that Norway would not be able to vote on the MAA until the financing of it had been clarified, otherwise they would be obliged to vote against the proposal.

Mr. Faber hoped that that would not happen, because the first implementation could not start until the financial aspect had been agreed on. No harm could come of approving the MAA because the final settlement of the financial aspects would be necessary for the first implementation of a DoMC. Without agreement the work could not start, but that need not prevent at least the framework from being set up. But without the framework everything would stop. Perhaps he had not made himself perfectly clear - but he wanted a vote to permit the arrangements (not the DoMC, just the framework on which to base the system) to continue, pending final settlement of the financial arrangements. He had, however, taken note of Norway's position.

Mr. Magaña suggested that the proposal to be voted on could be phrased thus: "We propose that the President appoint a Working Group to prepare documents on the financial regulation and implementation of the MAA". If speed were desired, these documents could then be adopted by correspondence. It could also be added that DoMCs could come into force only when this financial paper had been approved. This would not prevent work from continuing on the first DoMC, in parallel with the financial deliberations because this work would take some time. Provided that work continued on both aspects concurrently, the first implementation of the MAA and DoMC could happen relatively soon. There was a need for practical results on the MAA.

Mr. Björkqvist asked the President to clear up a matter which he was finding confusing: if movement was happening on the framework system, and then there was a Working Group that was supposed to think about and look over economic aspects, what would happen to the framework if the Working Group was not able to reach a good solution on the finance question?

Mr. Faber replied that work would go on until a financial solution was reached. He could promise that as long as he was President, and surely also under his successor, the implementation of the first DoMC would not be actioned until there was a settlement on finance. But starting the implementation, discussing it and working it on must start as soon as possible because there would inevitably be more questions over the first implementation than any other. This always happened in such cases. If the financial discussion could not produce a satisfactory conclusion, then implementation would have to be stopped. But to delay preparation for the MAA made no sense. It would be very disappointing for a number of countries who had asked for implementation to start as soon as possible, because it was very important for these countries that such a system should exist. It would also be very disappointing for industry, which would not understand why the final system could not be set up to avoid duplication of testing. Industry did expect of course that a global organization such as OIML could achieve this aim. There was no risk in accepting the MAA, starting the discussions about the implementation of the first DoMC, and working on the final financial document; because as long as that document was not ready and accepted by the Committee, the implementation of the first DoMC could not be finished. Without approval of the framework, even starting implementation of the DoMC was impossible. He was convinced that this was the way to work, and that there was no risk of falling into a financial black hole, because implementation would not take place before there was financial agreement.

Dr. Leitner said that it was very important for him that a vote on the MAA should be taken also with a vote on Item 6.2, which stated that the MAA program had to be covered by the administrative fees and not by Members' contributions. For him this was the working principle for being in favor of the MAA, and the administrative fees had to be approved by the CIML. Unless that had been done, a start could not be made on the MAA. This was his understanding of Item 6.2, and if this was correct he could agree with the MAA and vote "yes".

Mr. Johansen shared the concerns of his Nordic colleagues regarding the financing of the project. It was essential that the Bureau's expenditure should be covered by fees, whether from manufacturers or from Issuing Authorities. But the problems which had been expressed seemed to him to be something of a "chicken and egg" situation. In his opinion, if it was decided to set up a Working Group on the financing, and then it was said that the scheme could not be launched before the financing was decided, then the text did not have to be approved either, because both had to operate at the same time. So approval of the MAA text could actually be postponed until the result of the finance issue was known. It seemed quite likely to him, looking into the finance, that it would prove possible to change parts of the text. He had some doubts about the document, largely due to the fact that it was very complicated. As he had already said at the June Workshop, it was complicated for the reason that the issuing of test results was linked to the OIML Issuing Authorities and OIML Certificates. This complicated matters completely. There was a good chance of simplifying and also of reducing the cost if the document could be limited to discussing test results only, omitting reference to Issuing Authorities. This could have an effect also on the financing, which could lead to changes in the MAA text. He therefore recommended postponing approval of the MAA text until the financing of the project was more clear.

Mr. Faber appreciated what Mr. Johansen had said but was not in agreement with the "chicken and egg" portion of it. He believed that when a start was made on building up the first DoMC it should be based on an approved agreement. If this were not the case, every line of the agreement could need to be re-discussed at length. It would be hard to begin the work knowing that every point of the system was questionable because it had not been approved by the Committee. Only within this framework, in his view, could discussions about implementation even begin. To do both at the same time would be very difficult.

Mr. van Breugel could understand the Danish delegate's comment but felt that it was very important to take care that another year was not lost. There had to be a fixed text, and it was very difficult, but there would be a great advantage in keeping the financial problem as a separate one and agree now on the framework, so that everybody knew that was the text. It would take at least

a year to establish one agreement on just one Recommendation. Time was of the essence; otherwise time would go on and there would be more and more bilateral agreements and partial solutions: the framework itself should be the solution. He therefore supported the motion to separate the financial discussions from the framework.

Mr. Barker had found the suggestion that the framework be agreed to be an admirable one. He was slightly worried that acceptance of the whole framework, and particularly paragraph 6.2, would constrain the Working Group in its task. This paragraph did not consider the possibility of finance through annual contributions and it might well be that the Working Group arrived at some mix of suggestions, which in his view would not be allowed under 6.2.

The President pointed out that since the Committee had the authority to approve the MAA, it also had the authority to make minor changes in it when the Financial Committee proposals were dealt with. If one or two phrases needed to be changed, this would be included in the Report and it would be up to the Committee to adapt the text where necessary. Mr. Barker was right to say that, due to the order in which the work would be done, the Financial Working Group should not be bound by some sentences at present in force.

The UK delegate supported the President's proposal for a separate group to look at the finances, which was a very practical suggestion. He hoped that what he was about to say was helpful: it seemed to him that the problem lay in the last sentence of paragraph 6.2. This was the very point that the New Zealand delegate had made. It talked about operational expenses for administering the MAA program being "anticipated" to be fully recovered from the administrative fees. This was a statement of hope, or anticipation; it was not a statement about how the MAA itself would actually work. It was an administrative detail. It could therefore be argued that it was inappropriate to have that actual sentence in the MAA itself, because it was an administrative technicality. The income might or might not be sufficient for the scheme to be self-financing. To set the initial fee would be a major task for the ad hoc Financial Working Group, because that would depend upon expectation regarding income and uptake. There were therefore several financial uncertainties, which in his view it was best not to write into the document itself. His proposal would be simply to delete that final sentence of 6.2 from the agreement and leave it as an administrative mechanism to be decided by the group. This would remove all ambiguity from the MAA.

Mr. Magaña was in agreement with the proposal to delete the last sentence and invited the Secretariat to give an opinion on this. He added that it should perhaps also be said, either in the resolution of the CIML or in this document, that a separate document would deal with the financial aspects of the implementation of the MAA, and the separate document should be approved by the Committee.

Mr. Faber said he would see what could be done. Normally he was opposed to changing documents during Committee Meetings, because a lot of countries had studied the document as it was and changes caused difficulties. But in this special case he believed that an exception could be made, because of the general feeling that the problems needed to be kept separate. A way of achieving this would be found, but it would be recorded in the Minutes that the aspects were completely separate and that the Financial Working Group was free to have all kinds of discussions, disregarding the disputed sentence in the document. This seemed to him to be the only way to work.

Mr. Johansen was worried by this suggestion, because to him and to others present, it was crucial that all expenditure be covered by the fees. If the sentence were deleted, the principle it expressed might be lost. If the sentence were replaced by a resolution, this resolution should contain the statement that the financing should be covered by the participants, in some way or other, and not by increasing Members' contributions.

Mr. Magaña's answer was that in the budget that would be presented to the 2004 Conference, the normal activity of the Bureau would be clearly separated from the costs and income arising from implementation of the MAA. Each country would be able to see that Member States' contributions were not used for financing the implementation of the MAA.

Dr. Kildal asked Mr. Magaña to affirm that the principle of self-financing was being maintained. Providing that this was the intention, then he would be able to vote “yes”.

Mr. Magaña confirmed that, after a transitional period, this would indeed be the case in the long term.

Mr. Šafarik-Pstrosz offered a slightly modified proposal which explained the position of the Czech Republic: they did not think that the financial aspects were the only ones which were not totally clear, for the implementation of the MAA. Their proposal would be to agree upon the document in its present form and to create a Working Party for Implementation.

Mr. Faber thanked Mr. Šafarik-Pstrosz, adding that this was indeed the intention. One of the things to discuss, perhaps after the adoption of the MAA, was how to do the work of the first implementation. This first Committee, or Working Group, would concentrate not only on the category which was observed, but also on the general problems arising during the phase of the first implementation, so this Working Group would be different from future Working Groups when experience of implementation had been gained. He was not able at this time to say exactly how matters would proceed. In his opinion it was necessary first to finish the discussions about the framework, but the BIML shared the opinion of the Membership that the USA, as inventors of the scheme, should play a large role in its implementation. In the first implementation, regardless of which category was chosen, the Bureau should be very active, because they should collect all kinds of information which could be used for further DoMCs. There must never again be the same discussions for later DoMCs - the experience of the first one must be put to full use. All the Membership’s ideas would be followed in starting up the first DoMC. Mr. Faber asked for an informal vote, reminding Members that the two separate formal votes - on the MAA itself and on the Checklist - would take place the following day.

Pr. Kochsiek asked about the position of subclause 4.6 *Assessments of Issuing Authorities and Testing Laboratories* in the vote which was just about to take place. In the framework, Dr. Ehrlich had shown comments from some countries, especially about 4.6, to clarify the text. The second point was to delete the Committee Draft about ISO/IEC DIS 17040. On which paper were delegates now about to vote?

Dr. Ehrlich proposed incorporating the changes referred to by Pr. Kochsiek. While he could not come up with a specific alternative phrase just at the moment, he believed that it would be straightforward to clarify the question about ISO/IEC 17025 with respect to Issuing Authorities and he proposed that the vote be taken on a document that would remove the last sentence, referring to ISO/IEC DIS 17040.

Mr. Lagauterie explained that he had a problem in voting now because France had voted “yes” for the MAA because it was globally acceptable at the present time, but they had voted “no” for the Checklist. So, as long as he did not know what the role of the Checklist would be in the MAA, it seemed to him to be difficult to vote for acceptance of the general content. Personally, he saw a risk in the fact that he could not separate the vote on the MAA from that on the Checklist.

Mr. Magaña replied that there were two separate documents: the MAA, which gave the framework for implementation, which had to be followed very strictly for its implementation and secondly the Checklists, which as Dr. Ehrlich had said, were more for guidance. Some Participation Review Committees might deviate from the Checklists or adapt them to the specific needs of their DoMCs. The two documents did not have the same level of commitment for the participants. He considered that they should still be voted on separately. The results of votes for the two documents in the postal ballots had been seen to be rather similar. But they were two different documents which could be amended differently and which should therefore be the subject of separate votes.

Mr. Lagauterie accepted this proposal, but stated that his final decision would depend on the final wording in the documents.

Dr. Ehrlich proposed that, in order to address Mr. Lagauterie’s concern, the draft should clarify the situation with the Checklist so that its nature was more one of guidance.

Mr. Faber said that the American Delegation would make itself available for bilateral talks with delegations which might have lingering doubts on the proposals. It was normal in international organizations to have to work right up to the last minute to achieve a good result. He asked about voting intentions.

Concerning the MAA, there were three abstentions and five “no” votes.

Concerning the Checklists, there were five abstentions and five “no” votes.

This concluded discussions on this very important topic.

11 OIML Certificate System for Measuring Instruments

11.1 General information

Mr. Faber introduced Item 11 and gave the floor to the First Vice-President, Pr. Kochsiek.

Pr. Kochsiek stated that the Certificate System had made good progress in recent years, especially in the last year.

The System had been launched on 1 January 1991; a number of manufacturers and Issuing Authorities were working within the System. There was an increasing number of Recommendations and Certificates within the System; as previously mentioned, the number had now reached 1145. Up to the present there had been 38 OIML Recommendations which were applicable within the System, and 306 applicants and manufacturers had already received OIML Certificates. There were 26 Issuing Authorities from the 24 Member States in the System, and, from his point of view, the OIML Certificate System worked very well on a voluntary basis. Pr. Kochsiek then asked Mr. Szilvássy to give some information on the three different points.

11.1.1 *Establishment and evolution of the System (summarized history)*

Mr. Szilvássy first gave a brief history of the development of the System. With the publication of the revised version of P 1 *OIML Certificate System for Measuring Instruments*, a step was taken into the second phase of the System. This publication had led to the certification of families of instruments, modules, and families of modules of measuring instruments. This was very time consuming and generated many tasks for the TCs and SCs when developing and revising Recommendations.

11.1.2 *Developments between November 2002 and October 2003*

Developments which were important in the light of the discussions on the MAA in the previous item were as follows:

- The revised document P 1 could be downloaded free of charge from the OIML web site, in order that throughout the world all interested parties could know the rules and operation of the System. It was essential to restructure and regularly develop the information about the System on the web site. The web site contained a database, searchable by country, manufacturer, and category of instruments, on which to find any Certificate;
- As mentioned, there were 38 Recommendations applicable within the System; this number would soon be growing. The only problem for the time being was that the application of these Recommendations was somewhat restricted, only for 13 categories, and in this respect there had been no change since the last CIML Meeting;
- A piece of good news was that, very soon, new (or revised) Recommendations on utility meters would be available and applicable in the System. The Committee had just practically decided to accept R 49-2 and R 49-3 on water meters;

- R 75 *Heat meters* was in very good condition, and the 1 CD of the Test Report Format was virtually ready to be sent out by the Secretariat;
- A good start had been made on the revision of R 117 on meters for liquids other than water, and, if all went according to plan, it should be ready for approval by the next CIML Meeting.

Two important changes had taken place in the course of the past year:

- Slovenia had established its first Issuing Authority, becoming the OIML's 26th Issuing Authority;
- FR1, the first French Issuing Authority within the Sous-direction de la Métrologie, had transferred its activity to FR2, the second Issuing Authority; this meant that all the Certificates issued earlier by FR1 would be dealt with by FR2, and Mr. Szilvássy drew delegates' attention to the fact that, according to the provisions of the revised document P 1, all Issuing Authorities would have numbers 1, 2, and so on from 1 January 2004. If one Issuing Authority ceased its activity, it would retain the former number, which would not be given to any other Issuing Authority.

11.2 New Recommendations applicable within the System

Two of the five Draft Recommendations presented for approval to the CIML at its 38th Meeting under Item 9.5 would be applicable within the System (if approved, which seemed clear from the voting intentions earlier in the meeting) as soon as they were published:

- DR 1 Revision of R 48 *Tungsten ribbon lamps for calibration of radiation thermometers*; and
- DR 5 (New Recommendation R 135) *Spectrophotometers for medical laboratories*.

As decided by the CIML at its 37th Meeting, further Recommendations would soon be applicable within the System:

- The Test Report Formats for R 49 *Water meters for the metering of cold potable water* (R 49-2 and 49-3); and
- The Test Report Format for R 134 *Automatic instruments for weighing road vehicles in motion. Part A – Total vehicle weighing* was being submitted for CIML postal approval;
- The revised version of R 111 *Weights...* would be circulated for CIML postal approval as soon as the final DR was available. There had been some delay in this process due to the large number of comments which had been received. It would be available when the postal vote had been completed.

Mr. Szilvássy particularly wished to draw delegates' attention to the fact that the revised R 61-1 and R 61-2 had been approved by the CIML (under Item 9.5). It would be necessary for a Supplement to R 61 on *Certificate transformation requirements* (as had been done for the 2000 edition of R 60) to be drawn up by TC 9/SC 2 (with the BIML's assistance), and a proposal was needed in order for the deadline for issuing Certificates based on the 1996 edition of R 61 to be decided. After the date decided upon, only the new Certificates would be available.

11.3 Follow-up to the revision of P 1 OIML Certificate System for Measuring Instruments

Several actions were already included in the Action Plan: this revised publication shifted the central role from the CIML Members to the Issuing Authorities. This meant that the Issuing Authorities had to adapt their activity according to the new usage.

When revising or developing new Recommendations, the TCs/SCs concerned had to take into consideration the new rules of P 1, making possible the certification of modules and families of modules including metrological requirements, test methods and test report formats. As mentioned the previous day in the Report on Technical Activities, to achieve this goal it was very im-

portant to have the so-called horizontal document ready, because these were necessary for the application of the revised P 1.

Mr. Szilvássy went on to answer questions asked earlier in connection with the future application of the MAA and the situation of the implementation of the OIML Certificate System. According to the OIML Long-term Policy, the Bureau had to provide for inquiry and prepare a report for the Conference. Early the following year, therefore, it was envisaged that the Bureau would draw up and circulate questionnaires among OIML Members, Issuing Authorities and all applicants and manufacturers in the database. The subject of this questionnaire would be their experience of voluntary acceptance of OIML Certificates. They would be asked for their advice on what to do in the future, with a special view to the future possibility of certification of families and modules.

The action related to the individual certification of measuring instruments or modules formulated in A.2 (d) of the Action Plan had been delayed, owing to other priorities, but the BIML would prepare, with the Co-Secretariat of TC 3/SC 5, an inquiry about the proposals on the individual certification of instruments.

With special regard to its new features, further general actions by CIML Members and the BIML were necessary in:

- Promoting the System at national, international and regional levels; and
- Keeping international and regional organizations in liaison with the OIML informed of the developments in and advantages of the Certificate System.

Pr. Kochsiek thanked Mr. Szilvássy and opened the floor to questions or remarks.

Dr. Ehrlich wished to provide a brief update on the status of R 111 on weights. This Recommendation had now been completed and delivered to the BIML. It was a very extensive state of the art document and its authors looked forward to seeing it distributed.

There were no further questions or comments.

12 Evolutions - General procedures of the OIML

12.1 Revision of the *Directives for Technical Work*

Mr. Magaña informed the meeting that in the course of the year a draft revision of the *Directives for Technical Work* had been developed, because some updates had been needed and a number of issues had required revision. These draft revisions had been sent to Members for comments and for first vote by postal ballot. A number of comments on the revisions had been received.

At the same time two elements came to light which could not have been taken into account during the revision:

- At the time when the revision was being made, not much progress had yet been made in the use of the internet for technical work. The draft revision of the Directives did not therefore take real account of the possibilities offered by this medium. Some more progress had now been made in the Bureau on the use of the internet and it was thought that facilities could soon be put on the web site for Technical Committees; and
- In the WTO Technical Barriers to Trade Committee, another issue had come to light. The TBT Committee had urged all international standard-setting organizations (including the OIML) to look very carefully at an important paper of the TBT Committee, which was the third Triennial Review of the TBT Agreement, in which a number of countries had expressed concerns about international standardization. It was felt that the OIML should take account of this third Triennial Review.

So, in Mr. Magaña's view, the draft revision of the Directives would have to be reworked, taking into account comments received, internet developments, and TBT requests. He would also like to make the Directives much simpler as they still seemed to him rather complicated. It did not therefore seem appropriate to submit them for voting on the present occasion, since there would be yet another revision the following year. He proposed that the CIML should ask the President and the Bureau to appoint a small Working Group to produce a final draft revision which would be simpler, and would take account of the various new issues. This constituted an alteration in the Agenda. Meanwhile, the present *Directives for Technical Work* would remain in force. He asked for comments on this proposal.

There being no objections from the floor, Mr. Faber said that this proposal would be included in the Minutes of the meeting.

12.2 Translation and distribution of OIML Publications

Mr. Magaña said that a paper had been sent out which aimed to answer a number of questions received from Members on different occasions. The publications of the OIML were in French and English and the Bureau provided these two versions, but a number of countries had asked whether they were authorized to make translations into their own national language and to distribute and sell these. A draft paper had been prepared on this subject, entitled *The Translation and Distribution of OIML Publications*. The Presidential Council had looked at it and it had been sent out to Members with a view to its approval. He asked for comments on this paper.

The UK Delegation commented on the text stipulating the rules for the reproduction of OIML publications. This comment derived from the way Weights and Measures were organized in the UK: the enforcement authorities were not part of the national organization but nevertheless were the people responsible for enforcement of metrology regulations, which were based on OIML Certificates, and occasionally asked for access to them. By agreement with the Bureau, therefore, and with a method controlled by OIML Members, via passwords, etc., they could have access to certain documents. Without going into detail at this juncture, he asked permission to make some minor amendments to one or two paragraphs in the document, which would cover these special cases.

Mr. Magaña could see no problem in local Weights and Measures Offices having access free of charge to OIML publications. The paragraph which said that access was authorized on local or internal networks might also be interpreted to include networks between the Authority and local Authorities. He would try to find the right wording to modify the appropriate paragraph before the final vote took place the following day.

Mr. Faber added that the change should be made clear to the Committee so that everyone knew exactly what they were voting about.

12.3 Draft Guide on the status of OIML Documents and Publications

Mr. Magaña said that this was an information item - there was not yet a document to submit to the meeting. Delegates would remember that the Bureau had been asked to work on what had been labeled "horizontal documents". Looking at this issue, it had appeared to Mr. Magaña, and this had been discussed in the Presidential Council, that the words "horizontal documents" were not very clear, and that what was needed was to have a clear description of what kinds of documents and publications the OIML had, and might issue, and the process for adopting them. At the moment there were only Recommendations and Documents, but a distinction could perhaps be made between them and how they were to be adopted, and what kind of commitment these publications placed upon Member States. Some publications constituted a commitment for Member States, others were more advisory, others informative; it was necessary to specify what

commitment they brought for the Bureau or to the TCs. Also, some TCs had to follow certain guidelines. The paper being developed would give a description of the different kinds of documents, the way they should be adopted, the commitment that existed for different structures of the OIML and Member States. These documents should be sent for Members' approval, probably after the next Presidential Council, in March or April, and could be voted on at the next CIML Meeting.

13 Study on *The Benefit of Legal Metrology for the Economy and Society*

The President asked Mr. Birch to present his Study.

Mr. Birch said that he had begun it early the previous year, and it had originally been intended to take about seven weeks. Its completion had been delayed for what seemed to him quite good reasons: he had thought it important to give CIML Members and other interested persons an opportunity to contribute, particularly at the start, when gathering other studies which had been conducted. After the Interim Report had been presented to the Committee the previous year with a request for comments, many Members had provided suggestions and encouragement, and he had tried to take account of these comments in the final draft of the Report, and he believed that this had improved it.

The Interim Report presented the previous year provided a qualitative description of the benefits of trade and regulatory metrology. This second section had been primarily concerned with the qualification of those benefits. The qualification of the benefits was important for a number of reasons, two in particular:

- For Authorities to be able to prioritize within their programs on the basis of economic impact; and
- In terms of discussions with Government about the importance of trade and regulatory metrology to highlight the benefits which flowed from having a metrology control system in place.

Another reason for the delay in finalizing the Report was that, concurrently with his study, a number of others had also been taking place, which he had thought particularly relevant to his own, and so he had delayed finalizing the Report to incorporate their studies in his. He was referring in particular to the study done by KPMG for the CIPM on their MRA, for KPMG on the economic benefits of maintaining primary standards in Canada, and to a number of studies done under the European Measurement Project on the economic importance of measurement in Europe.

Mr. Birch wished briefly to talk about qualifying the benefits of metrology. Reminding his listeners of the background to the Study, he said that between 1965 and about 1980, a number of studies had been conducted in what had been the US National Bureau of Standards and which was now NIST, on the national measurement system, and arising out of those studies, a number of qualifications were found. In particular, it was estimated that 6 % of the gross national product was spent on measurement related activities in the USA economy. Major users of measurement were Government Regulators, the retail trade, utility industries and telecommunications, all of which had a very strong legal metrology and trade metrology component. Continued studies in the early '80s found that the sectoral distribution of expenditure on measurement related activities could vary from as high as 20 % of total expenditure of an industry down to under 1 %. This was a major variation in the measurement intensity within sectors of industry.

Using these figures, Don de Vito, in a study published for NBS and quoted all round the world ever since, had arrived at the figure of 3.5 % value added to the measurement system by mea-

surement related activities each year. That was based on figures for expenditure on labor in the various sectors, applied to the value added in each of those sectors. This was criticized by a number of people on the basis that it was not appropriate to determine value added on the basis of inputs.

Measurement Canada had also done some studies around the same time on trade metrology, a subject covered by few studies, most of which were on general or physical metrology. These studies had looked at the value of goods measured across trade measuring instruments in Canada, and had arrived at a figure for the value of these goods of some 32 % of the GNP of Canada. This did not include utility metering and pre-packed goods.

Estimates done later in Australia and the US produced figures which estimated that the value of the goods measured across the trade measurement system was about 50 % of GNP.

Further studies had been carried out in the UK over a number of years (Mr. Birch had been following these since the 1970's), and the DTI had developed a measurement mapping system, moving away from the American system. More recently they had been looking at the role of measurement in economic growth, particularly using patterns as a measure of that economic growth and using measurement patterns to determine the measurement impact.

A similar proposal had been used by the European Measurement Project for determining the impact of measurement in Europe using patterns as their criteria. Without going into details, this did not seem to Mr. Birch to be a very credible type of methodology.

The KPMG study was of interest of course, because it was on the CIPM MRA, and Mr. Birch had been thinking again, as he listened to the CIML's discussion earlier in the day, that it would have been valuable if a study had been done on what the economic impact of the OIML MAA might be in terms of the global trade in measuring instruments. He hoped that some time that study might be done by the OIML.

In terms of quantifying the benefits, what was being looked at in terms of a trade metrology system was essentially establishing consistency of measurement, both nationally and globally. Consistency of measurement, essentially, was what the metrology control system carried out, and a measure of the degree of lack of consistency was the measurement of uncertainty, or, in trade metrology, the MPE.

One of the suggestions Mr. Birch had made in his study was that one way of looking at some of the economic benefits of the trade metrology system was to look at what extent the trade metrology control system currently in operation had reduced the effective MPEs by having an inspectorate in place carrying out pattern approval and verification, thus ensuring that there was no fraud. If this change in the measurement uncertainty (or the MPEs) were to be applied to the value of goods, measuring across trade measuring instruments, then it was possible to arrive at some sort of a benchmark figure, which could obviously be improved upon if better figures were collected.

The simple arithmetic was as follows: if the value of goods measured across trade measurement instruments was 50 % of the GNP, and if the trade metrology control system improved the effective MPEs by 0.1 %, then the improvement in trade facilitation would be 0.05 % of GNP. It would be found to be considerably more than the Government spent on maintaining the trade metrology control system.

Mr. Birch had also included some comments on developing countries, which he thought were a special case. They were in a special situation with regard to economics and prioritizing the situation, and he believed that this work needed to be expanded. He had also included a number of simple conclusions and suggestions for work which might be carried out by both national systems and by the OIML. One which he had already mentioned was a study on the economic impact of the MAA, for which it would be preferable to have a better idea of the global trade in trade and legal metrology instruments; he had also made a number of other suggestions along those lines.

The Report, at 80 pages, was not very digestible: it had grown, as it went through the various processes, and Mr. Birch would be proposing to write an article for the OIML Bulletin on quantifying the economic and social benefits of legal metrology, which he hoped would bring together the ideas in the study and make it more accessible and more useful to Members in discussions with their various stakeholders and Government Authorities.

Mr. Birch concluded by saying that he would be interested in receiving any further comments on the Report, or any information about other studies that had been done. If necessary he could upgrade the report on the web site and would also always be available to provide advice to Members if they wanted to clarify any aspects of the Study. He hoped that it would be a useful resource document, in terms of the literature which had been surveyed and some of the ideas which were being put forward, and he wished to thank the Bureau and the President for the opportunity they had given him to look at a topic which he had been reading about for the last 30 or 40 years. This had given him the opportunity to go into it more deeply than he had previously had time to do.

Mr. Faber thanked Mr. Birch for his presentation. There being no comments, the President thanked him for the work he had done, using a lot of commitment and all his experience and knowledge of metrology and especially the economic aspects of it. Australia had always been an example to others regarding the strategic aspects of legal metrology. He believed that the Committee could be very grateful for this Study. It would be finalized with Mr. Birch and published. The offer of an article for the Bulletin would be gratefully accepted, and he looked forward to reading it. He hoped people who read the article and had comments or questions would know how to find Mr. Birch.

Mr. Faber added that when legal metrologists worked on legislation, they sometimes had the feeling that there was not much material to underpin their work. Nevertheless, they must not be too pessimistic, because when individual countries were working on the legislation, or having discussions with their Ministers and decision makers, at least there were now four documents which contained a lot of fundamental information. One of them was the report of the Braunschweig Seminar some years previously, containing much information. The second was the report on the 2020 Seminar the previous year in France. Then there was this report, which would be referred to as the Birch Study. And finally there was the Birkeland Report. These documents, in combination, offered a lot of information which could be used to make comments on all kinds of proposals for legislation.

14 Report on the Development Council

Mr. Faber invited Mrs. Annabi to come to the front table and open discussions.

Mrs. Annabi said that two items would be discussed: the activities of the Task Group on developing countries, and other Development Council work during the previous year. There would be reports from several seminars, and she asked Mr. Faber to present the report of the Task Group on developing countries. The Task Group had met after the Presidential Council of 2003.

14.1 Task Group on Developing Countries

Mr. Faber began his report by reminding the Committee that they had authorized the setting up of this Task Group to look at the structures of the work of assistance to developing countries. There had been a lot of comments on its efficiency and bureaucracy and the Task Group had been asked to look at it, not with a view to reducing the assistance offered to developing countries, but to improve it in both quantity and quality. The Task Group had completed its activities

in a meeting held this week in Kyoto. Mr. Faber had received its conclusions and so was in a position to decide to end the work of the Task Group and explain its recommendations.

The Task Group, as was shown on the OIML web site, comprised members from developed as well as developing countries, and was led by Mrs. Annabi, with strong support from the Bureau. The conclusions of the now defunct Task Group had been discussed in the Presidential Council, and the previous day in the meeting of the Development Council. He would ask one of the members of the Bureau to give some more information on these discussions, at risk, as he pointed out, of repeating things that had already been heard by those Members who had been present at the Development Council Meeting. Mr. Dunmill reported the following decisions of that Meeting:

- The Development Council had been in agreement with the proposal of the CIML President concerning the outcome of the Task Group's activities and work, and a number of the Task Group's activities had been integrated into the OIML Action Plan, which had already been presented to Members;
- The Development Council had agreed that the work of its three existing Working Groups on Equipment, Information and Training should be stopped for the moment, and that the work of those groups would be continued in a different form through various activities which would involve the use of experts for specific projects, through more work with other liaison bodies, and through increased use of the internet; and
- The Development Council would continue to exist in its present form until the 2004 Conference, but it had been decided that its Meeting the following year should take the form of a Round Table, which would be of more direct interest for developing countries and would enable much more participation of those present at the meeting.

14.2 Other developing country activities

As Mrs. Annabi had already mentioned, Mr. Dunmill continued, activities of interest to developing countries that had happened during the past year had included:

- Participation in various seminars in different parts of the world in conjunction with the WTO: as mentioned earlier, there had been two regional seminars in which the OIML took part jointly with the IEC. These two seminars had been aimed at raising the awareness of more senior decision-making people in Southern America and in Africa. Other commitments had prevented the OIML from taking part in a third meeting held in Lebanon;
- The OIML had taken part in the ISO-DEVCO meetings in September 2003 in order to maintain close liaisons with the activities of ISO;
- They had been involved in a PTB regional seminar in the French speaking countries of North Africa; and
- A start had been made this year on developing documents specifically for developing countries, which were not themselves official OIML Recommendations or Documents. These were intended to offer developing countries practical information for setting up their legal metrology systems. It was intended to publish these documents in electronic format, which would mean that they could be quickly developed and made quickly available. Work was currently in progress on the first of these, which was on the verification of commercial weights, which had been developed by Dr. Gupta from India; this would be available shortly after the current meeting, as soon as a few final editorial problems could be sorted out.

14.3 JCDCMAS

The OIML had increased liaison activities with other bodies. Throughout the last year they had been active in the Joint Committee for the coordination of assistance to Developing Countries in Metrology, Accreditation and Standardization, otherwise known as JCDCMAS.

This Joint Committee, Mr. Dunmill explained, had been formed in 2002 and had so far held three meetings, the first in September 2002 in conjunction with the ISO General Assembly and DEVCO Meetings, in Stockholm; and two meetings in 2003, at UNIDO in Vienna in March, and at the BIPM in Sèvres in July. The next meeting was projected for March 2004. Participants in this Committee were international organizations in the field of scientific metrology in the case of the BIPM, and legal metrology in the case of the OIML; and international standardization and accreditation organizations. The idea behind the Committee was to try to harmonize the approach to developing countries and to coordinate work so that there was no overlap and waste of resources. The actions currently being undertaken by the Committee included:

- The completion of a WTO database on technical assistance to developing countries; this was being developed following the analysis of a questionnaire on metrology needs which the WTO had sent out;
- The development of an e-learning project on metrology, accreditation and standardization, in conjunction with ISO and UNIDO, who had projects developing this e-learning system;
- The development of information modules to enable packages of information to be available to countries who were in the process of trying to set up metrology, accreditation and standardization systems; these packages of information could be taken to Governments to prove the worth of these activities;
- Plans to develop a large amount of web-based information, again to help in raising the image of the three activities;
- Plans to reach a different audience from that usually reached by the activities of the organizations involved. With this intention, the Committee would participate in activity associated with the UNIDO General Conference later in the current year. This would hopefully raise awareness of metrology, accreditation and standardization as much as possible with the people who actually made the decisions within Governments, rather than just restricting contacts to the people already involved in these fields;
- It was intended to invite the World Bank to the meeting the following year. Mr. Dunmill had discussed this with a representative of the World Bank, who was very interested in the Committee's activities and in attending the next meeting; and
- There had been discussion of the terms of reference of the Committee; these would be circulated to Members very shortly for their consideration. Briefly, however, these set out:
 - the kinds of organizations involved in it; other appropriate international organizations in similar fields could also become involved in the future;
 - the aim of the initiative, which was to pool the expertise which the various organizations already had, to raise awareness of those organizations, and to try to support sustainable development, because so much of the work already done, even by those organizations, had not proved sustainable. It aimed therefore to add value to activities which were already taking place;
 - development of modules of information produced by its members, which would enable a package of information on the combined infrastructure to be made available, mainly through the internet.

These terms of reference were being circulated for Members' consideration, because they had been presented to the General Conference and Committees and so on of the various organizations involved, for those bodies to approve their organization's involvement in the JCDCMAS.

Mr. Faber asked whether a postal vote on the matter was desired.

Mr. Magaña commented that the Terms of Reference had been approved by the General Conference of Weights and Measures two weeks previously, and they should be endorsed or approved also by the CIML, to make OIML participation in the JCDCMAS official. It was a one-page paper; he hoped that Members could look at it and signal their approval of it the following day. The Terms of Reference were a recent version and there had not been time to distribute them in advance. This document could not be altered by the OIML, because it had been devised jointly by

several organizations: it was a question of saying yes or no. But Members' approval was needed for the project to be presented to the Conference the following year, because the structure for the Development Council had been set up by the Conference years before, so only the Conference could change it. Most but not all had heard the previous day's proposals, which Mr. Magaña would now briefly recapitulate:

- To stop the activities of the Development Council, which often duplicated the work of the Committee, which was in any case the only body which could take decisions, and to replace it with:
 - workshops and seminars during which there was a real exchange of information instead of merely formalities;
 - a permanent Working Group for Developing Countries, which would have as its mission to prepare seminars and workshops and to propose action plans;
- To keep this Working Group very small and professional;
- One of the Vice-Presidents would lead the Working Group;
- A representative of developing countries would be a member;
- To have Bureau representation on the Working Group; and
- Its core to be two professional specialists in assistance to developing countries, not only on metrology and the countries' needs but also on funding: these could be found within the OIML rather than hired from outside.

All this would enable the work currently done by the Development Council to be achieved more efficiently and more professionally; Mr. Magaña's question to delegates was whether they authorized the President to present this to the Conference next year.

The Cameroon delegate expressed the opinion that to replace the Development Council with a small Working Group appointed by the CIML President was a fundamental change for the Development Council mission, and, as many of the developing countries were not yet ready to face this situation, more time was needed to propose a structure which would really meet developing countries' needs. He therefore proposed that a decision be postponed until the next Conference, giving developing countries time to make proposals for a better structure.

Mr. Faber replied by saying that, while fully appreciating what had been said, a new structure could not in fact be set up today but needed Conference approval. He had taken note of the remarks, and the only thing that he was asking for at present was permission to go on doing the preparatory work. A proposal would be made to the Conference the following year and that would be the time for all Delegations to vote.

15 Liaisons with international and regional institutions

Mr. Faber said that there would be a number of reports under this Item.

15.1 Metre Convention, ILAC, ISO, WTO, etc.

Metre Convention / OIML / ILAC

Mr. Faber said that the last meeting of these Organizations had been on 26 February, 2003 at the BIML. Fourteen people had attended, including the Presidents and Vice-Presidents of the Organizations, the Directors and others. Following the normal practice the three Organizations had exchanged information so that each was aware of the activities of the others and there had been discussion of a number of possible common actions. Very important was that on actions to help developing countries, where one topic was the Terms of Reference of the JCDCMAS, discussed

by the CIML earlier. These ToR would shortly be sent to Members. This was a very important development to combine activities to help developing countries.

A second important item had been discussion of a new seminar concerning the role of metrology in economic and social development, as a follow-up to the seminar organized in 1989 in Braunschweig. This would be organized jointly by the PTB, OIML, BIPM and IMEKO. There had been discussion of the target audience: it was concluded that there should be an attempt to reach decision makers, senior officials in Governments, donor agencies and, of course, representatives of national and regional metrology bodies. An organizing committee had been set up. The planned date was June 2004, but details were not yet known.

There was also discussion of progress on D 1 *Law on Metrology*, being prepared in conjunction with the BIPM. Many of the elements of this document were also very interesting for people from the Metre Convention.

Mr. Faber was in a position to add that cooperation was improving and the atmosphere was good. He believed that as time went by and things changed it would become increasingly possible to undertake relevant joint actions, and more would be achieved than was at present the case. It was important for organizations to talk together, to avoid duplicating work and to do things in cooperation wherever possible.

Metre Convention

Dr. Leitner wished to mention that he had attended the Consultative Committee on Units (CCU) of the Metre Convention on behalf of the OIML, the main outcome being that in the next edition of the SI brochure, which was in the process of being prepared, there would be some changes. Of course these would not affect the definition of the base units, nor would there be a new name for an SI unit. But there would be clarification of the meaning of SI units, which for the time being had different meanings according to the current edition; there would be clarification and there would be an extension of the basic ideas of both the SI and the editorial style of the document. Additionally, there would be a simplification of all the pages containing the non-SI units. It was intended that the next edition would be ready by the end of 2004.

ILAC

Mr. Magaña pointed out that there was a joint OIML / BIPM / ILAC Working Group on the revision of D 1 *Law on Metrology*, in parallel with OIML TC 3, as all of these organizations were interested in the future of D 1.

Dr. Seta gave a brief presentation on ILAC activities.

Cooperation between the OIML and ILAC was very important and laboratory accreditation provided the means for determining the competence of laboratories to perform special types of testing for measurement and calibrations. It was therefore hoped that accreditation could be utilized to make Government's job easier. Under the ILAC General Assembly and Executive Council, there were six Committees: Arrangement Policy Committee, Technical Accreditation Issues Committee, Public Affairs Committee, Laboratory Committee, Joint Committee for Development Support, and the Finance and Audit Committee. Three of these had recently changed their names.

The major news was that ILAC had been incorporated in June of this year in the Netherlands. They had taken this step for taxation reasons, and also to expand their activities it was necessary to fix their legal status.

Their membership now comprised 44 signatories of the ILAC MRA (representing 35 economies). There were in addition 15 Associate Members, i.e. potential full members, accreditation bodies, and 90 affiliated members. There were also a number of regional cooperation bodies: APLAC, IAAC, SADC, EA, IEC, one German national body, and nineteen stakeholders.

Over the past twelve months ILAC had been focusing on arousing a wider spread understanding of the benefits of accreditation among the international community, particularly governments and regulators, which included, he believed, the legal metrology authorities.

In the last General Assembly in September, the ILAC symbol on the Accreditation Certificate for laboratories had been discussed and almost confirmed. ILAC now used a new symbol for their MRA and also it was usually utilized with each accreditation member body or full member.

In the field of accreditation, there were two international bodies: ILAC and the IAF (International Accreditation Forum). The difference between them was that ILAC was based on accreditation of testing and calibration laboratories, and IAF was based on certification of management systems, etc. Whilst these had been unified in Europe, this was not the case in the Asia-Pacific region and elsewhere. They were therefore working to align accreditation between ILAC and the IAF and joint committees were now being set up. Mr. Seta reported that a forum for regulators would be held next April in the USA because ILAC was currently promoting its services in the regulatory sector, in particular in Germany, Japan and the USA. Also, in order to be accepted in the regulatory sector, the ILAC MRA would need amendment. He indicated that ILAC hoped to develop the cooperation between the fields of accreditation and legal metrology.

WTO

There were regular contacts with the WTO TBT Committee, to each of whose meetings the OIML was invited and always tried to attend. Other Organizations such as the BIPM were also applying to be observers, but a decision had not yet been made. Relations with the Secretariat of this Committee were good. The WTO had started a reflection a year and a half previously about building infrastructures for developing countries, involving all the observers from standard-setting organizations. The BIPM followed these activities closely and, as previously mentioned, had co-organized some joint seminars with the WTO. The WTO had attended the Committee the previous year, but was unable to attend the present session.

ISO

There were a number of liaisons with ISO, working jointly also with DEVCO and CASCO. The liaison with the General Secretaries of ISO and the IEC had not been reactivated very formally, because OIML policy concerning these liaisons had to be determined.

UN-ECE

Concerning Item 15.1 of the Agenda, the Czech Delegation wished to ask whether it was possible to receive some brief information on the state of cooperation and liaison with the United Nations Economic Commission for Europe, mainly Working Party 6, for technical harmonization and standardization policies, where metrology was a permanent point on the agenda. As far as he knew, some cooperation was in place, so it should be mentioned in the meeting.

Mr. Szilvássy replied that the UN-ECE was a liaison organization for the OIML, and the OIML was regularly represented in its Working Party 6 meetings. Unfortunately, this year the meeting was taking place at the same time as this week's CIML Meeting, therefore the OIML was unable to attend. Reports were received regularly; this time it had not been possible, but he thought that for the following year it would be included on the agenda of the CIML Meeting and the necessary and appropriate information would be given.

15.2 Draft policy paper on the liaisons with other organizations

Mr. Magaña explained that last year some Members had asked for the paper he was about to present. He had therefore prepared a draft policy paper about OIML liaisons with other bodies. This

had been discussed in the Presidential Council and in May the final version of the policy paper had been sent out to Members with a view to its approval at this Meeting. He would not go into detail about the six page paper, summarizing that it distinguished between, on the one hand, relations with inter-governmental bodies and development organizations and on the other hand, RLMOs and RMOs. However, the latter part was not yet fully developed.

There were also relationships with international standard-setting organizations and international accreditation organizations, such as ISO, IEC, ILAC and IAF. There were regional and national standard-setting organizations, such as CEN, CENELEC and others. And there was also the possibility of liaisons with industrial federations. This paper described how liaisons might be established and what their content should be. Mr. Magaña was ready to answer questions from the floor about this paper.

There being no questions, the President asked whether any delegation was proposing to vote against this document on the following day. He realized that the information it contained would have to be updated from time to time.

Dr. Ehrlich said the United States had voted “yes” to the document and was not opposed to it, but he wanted to point out that they had submitted several significant comments, which they would like to have taken into account. These included looking carefully at the idea of joint working groups, when these were appropriate and when not. He also thought it important to note in the policy that the work of the JCDCMAS had an impact on this, and should somehow be incorporated in a subsequent paper; he would like to discuss the matter with Mr. Magaña, not in this meeting but in the future.

The President said that note would be taken of Dr. Ehrlich’s comments and that it would probably be necessary to produce a revised version of the paper before very long.

Mr. Magaña concurred, adding that the issue of joint working groups could also be addressed in the Working Group which would work on the revision of the Directives.

There being no further comments, the President said that the paper would be on the list of votes to be taken the following day.

15.3 Reports from Regional Legal Metrology Organizations (RLMOs)

The President said that a number of organizations were at present in a position to make a report on their activities.

APLMF

Dr. Ooiwa introduced the report on the year’s activities. Members already knew about the APLMF activities, so his report would be brief.

The APLMF had worked closely with APEC SCSC (Sub-Committee on Standards and Conformance - http://www.apec.org/content/apec/apec_groups/committees/committee_on_trade/sub-committee_on_standards.html), the OIML of course, and other RLMOs. The APLMF had developed structures for international harmonization of trade and legal measurement. He would like to introduce some aspects of the report.

Item 1 was the President and Secretariat: The President’s tenure of office was two years. Inquiries about candidacy for the post of President had been made to the full member economies during the year and there had been no candidate for the new President so at the tenth meeting that was held just before this CIML he himself had been re-elected to remain in office for one more term. The big change had been that in May the former Executive Secretary Mr. Naylor, had resigned and Dr. Matsumoto had succeeded to the post.

Membership had not changed greatly over the last year.

One of the main APLMF activities had been to try to arrange and promote training courses and one on fuel dispensers had been held in Hanoi, Vietnam in August 2003. There were more than twenty participants and this course was supported the NSC (Australia). Technical material and instructors were supplied by NSC and funded by the APLMF. There had also been other training courses beforehand.

The challenge of the APLMF was an AP project for training courses in legal metrology, to which support had been offered from the APEC TILF (Technical Infrastructure for Liberalization and Facilitation) Fund. This proposal was to promote training courses for measurement instrumentation application techniques and legal metrology for developing economies in the APEC region. The Secretary and President would work as organizers of the four factors of such training courses, which were:

- The content of the training;
- The instructors;
- The host country or economy; and
- The participants.

The APLMF organized these four factors with the aid of the APEC TILF Fund, which amounted to some 40 000 USD. Dr. Ooiwa believed that a training course should contain not only legal or technical skills but also information. Furthermore, there should be some scope for discussion of technical matters. Planned courses included:

- Prepackaged goods: there would be a seminar on legislative requirements and their implementation, which would be held at the end of 2004 in Malaysia with trainers from New Zealand and others;
- Weighing instruments and their approval and verification: to be held in September 2004 in China, with trainers from Australia;
- Utility meters: a workshop on the requirements for electricity meters, to be held in the latter half of 2004 in Vietnam with trainers from Canada and other Members; and
- A workshop on technical requirements for sphygmomanometers in September and October 2004 in Chinese Taipei, with trainers from Chinese Taipei and others.

Other courses were under consideration for future planning, to be held in 2005 or at some later time, on fuel dispensers and rice moisture measurements. These were the preliminary decisions resulting from the APLMF meeting which had been held earlier in the current week.

Item 6 referred to an APLMF project, a symposium on traceability in legal metrology, also funded by the APEC TILF.

The President thanked Dr. Ooiwa for his presentation.

West African Projects

Mr. Faber then gave the floor to Mr. Yankine from Burkina Faso, who would be speaking about developments in the Western part of Africa.

Mr. Yankine said that the PTB had a project entitled “The Encouragement of Metrology in West Africa”. Ten countries were concerned, eight of which belonged to the West African Economic and Monetary Union (UEMOA). This project had begun in 2000. The PTB had visited all these countries and established an inventory in order to ascertain their needs. There had been regional planning workshops in Burkina Faso, Ivory Coast and Senegal which had established the different priorities, and training sessions on weight and volume in Burkina Faso, Benin and Guinea. There would be another seminar on ISO/IEC 17025. Now there were three Working Groups on mass, volume, and a third one, the title of which had not yet been established, on the subject of regulatory and legislative texts. There was an internet forum concerning mass, volume and accreditation. Work was now in progress on equipment. This project was running well and Mr. Yankine thanked the PTB and the OIML for their support.

Euro-Asian Cooperation of National Metrological Institutions / COOMET

Dr. Issaev had information concerning the activities of the Euro-Asian Cooperation of National Metrological Institutions which had 14 members and in which cooperation had existed since 1990. Until 2000 no special legal metrology activities had been organized, but some years ago they had discussed this problem with Mr. Athané and in 2000, it had been decided to establish a new Technical Committee devoted to legal metrology, and now there were four Subcommittees, as follows:

1. Liaisons with Regional Organizations and National Metrological Institutions;
2. Software testing;
3. armonization on metrology regulations and norms; and
4. Technical competence assessment of verification laboratories.

A program had already been established, which had been adapted from the 13th meeting, held in Yalta, in the Ukraine, and which included several themes and projects. There were some special directions of activity within the scope of the above-mentioned program. It was a two year program, 2003-2004. There were three principal objectives:

- Harmonization of metrological norms and rules, especially those pertaining to the implementation of ISO/IEC 17025. The results of the working group headed by Mr. Lagauterie which was developing a document amending ISO/IEC 17025 to encompass the aims of legal metrology would be very useful in their work on this objective;
- Development of agreed criteria and procedures for the assessment of technical competence of verification laboratories; and
- Development of test procedures for evaluation of measuring instrument software.

In May a very good International Seminar had been held in Moscow, organized by COOMET and the PTB and devoted to discussions related to the *Measuring Instruments Directive*.

Dr. Issaev hoped that there might be interesting consequences following the implementation of this document in Europe. As he knew, it might be implemented in all the countries of the European Union in 2006, and a decision had been taken to elaborate a Russian version of this document. There would also be an attempt to produce a document of this type applicable to the Community of Independent States (CIS). The Seminar was devoted to new ideas and consequences which might be expected from the introduction of the Directive, which seemed likely to exert a strong influence over the activities of other countries and other regions.

EMLMF

Mr. Lagauterie explained that the EMLMF was open to European countries and also to countries having a Mediterranean coast, but that others were welcome to join.

The Forum had eleven members to date, but some other countries were ready to join. The principal concrete objective was to contribute to the improvement of metrological activities in legal metrology for developing members. As the Committee knew, this was a very young Forum; consequently the best working methods were still being sought. There were, furthermore, no funds, so there had been no concrete activity in the current year. But nevertheless Mr. Lagauterie noted that with the help of the BIML, to which he was very grateful, it had been possible to arrange a small meeting on Wednesday, and it now seemed that it would probably be possible to organize a meeting in May 2004, in conjunction with a seminar organized by the PTB. This would be held in Malta, which was one of the member states.

Mr. Faber wished Mr. Lagauterie and the EMLMF success in its development.

SADC

Dr. Carstens gave feedback on the activities of SADC. The current Chairman was Mr. Zulu of Zambia. A meeting had been held in Zambia in April 2003, at which three documents had been finalized:

- Labeling of goods;
- Beam scales; and
- Counter scales.

These documents had subsequently been handed to the Standards Body within the SADC region for publication as regional standards, which could then be adopted by Member States as technical regulations. A meeting was planned for the last week of November in Malawi, where a start would be made on discussions of a draft document for tolerances. It was intended to identify some new projects which could be worked on in the coming years. Another training course would also be held, sponsored by the PTB, on prepacked goods, and a meeting had been arranged in Mauritius for April 2004, on the subject of the SADC structures, where the Organization's work would be continued.

WELMEC

Mr. Freistetter wished to update Members on the activities of the European Cooperation in Legal Metrology and on some information concerning the MID.

There had been 18 Member States since 1990, all from the European Union and EFTA, and there had recently been a big increase, in that there were also 12 Associate Members, these 12 being the countries which were applying to join the EU. Importantly, ten of these 12 Associate Members would be full members of the European Union by 1 May 2004.

Mr. Freistetter showed the meeting a map of the present status of WELMEC with its 18 Members and 12 Associate Members, Malta and Cyprus having been accepted in 2003. The important thing about this map was that it depicted a common legal framework (shown on the map by a box round the area) and a single market with its own special rules. What was so special about a common legal metrology framework was that all these countries had to have a common approach to legal metrology, common application, common interpretation; and common sanctions which could be exercised against measuring instruments and manufacturers all over Europe if they did not deliver and manufacture measuring instruments in accordance with the requirements. There were regional problems to solve, and there had to be recognized tests in a certain legal framework. Thus there was a very strong common legal framework and this had to be taken into account in thinking of the European Cooperation on Legal Metrology.

But this structure was not new, so Mr. Freistetter would pass straight on to the update in information. WELMEC's Guides were for the application of European Community Directives, and were directed towards manufacturers of measuring instruments. He was very glad to find out from Members who approached him that these Guides were being downloaded not only by European Members, but also by others from all over the world. A large number of Guides had been published and these could be found on the WELMEC web site.

Some decisions had been taken in 2003; the complete report on these could be read in the October 2003 OIML Bulletin. But there had also been other important landmarks including:

- A strategy document had been approved;
- A new organizational chart had been approved;
- Some guidelines had been laid down;
- Two Working Groups had been created, for:
 1. Utility meters; and
 2. Information exchange because information had to be exchanged concerning type approvals, market surveillance and so on;

- Cyprus and Malta had been welcomed as Associate Members; and
- More technical guidelines were under preparation.

Mr. Freistetter pointed out that the WELMEC Type Approval Agreement was based on OIML Recommendations, so it could be seen that much was being done in Europe to use OIML publications.

Among the highlights of WELMEC's future work would be:

- Implementation of the Measuring Instruments Directive, ensuring harmonization of requirements for measuring instruments;
- Market surveillance activities and information exchange;
- Much cooperation in technical approaches, training and consultancy, to ensure a common approach all over Europe. The majority of the 30 WELMEC Members were also Members of the OIML, which facilitated matters.

Mr. Freistetter then spoke of the MID update that he had prepared for delegates. Everybody present knew that manufacturers, consumers, users, the measurement authorities, notified bodies, all had different requirements, and different systems were operative in the Member States; all these were covered by the Directive. It was important to know that when talking about manufacturers this was not a European issue alone, but a worldwide issue, because many manufacturers all over the world exported measuring instruments to Europe.

Finally, the types of measuring instruments: there were now ten measuring instrument categories in the MID to be harmonized all over Europe. Mr. Freistetter showed Members a list of these. He then showed where to find all available official information about the MID: this was done by the European Council, via the so-called PRELEX database, and all the information, status and current text of European Directives could be found there.

He also explained the essential requirements for all instruments and instrument-specific requirements, and then the question arose as to whether all these requirements were in accordance with OIML Recommendations. A lot had had to be done in Europe to ensure that these requirements were in line with the OIML, in particular in WELMEC WG8, headed by Mr. Lagauterie.

Another very important point for delegates was that in general, European Directives only mentioned harmonized European standards for ensuring presumption of conformity. It had also been a very difficult task to convince the European Commission and the Council that it should also be possible to use OIML Recommendations for this purpose. This would now be in the updated Directive, having been added in the last day or two. This was unique because it would not be easy to find another New Approach Directive where another international organization was mentioned. This was a very good sign for Europe and for the work of the OIML.

He continued that in May there had been a meeting of the Council, which had taken a decision to put forward all the content of the Directive to the European Parliament, and the Parliament's decision was expected by the end of the year. After that, national implementation should follow two years and six months later. So availability was possible by mid-2006. Dr. Freistetter added as a postscript that nonautomatic weighing instruments would not be found on the list, because there was a ten year old Directive which covered this area.

Mr. Faber thanked Dr. Freistetter, congratulating him on giving the answer before the question was asked, and the meeting moved on to the next item.

15.4 Draft policy paper on coordination with Regional Legal Metrology Organizations (RLMOs)

Mr. Magaña explained that in addition to the paper on liaisons with other Organizations, he had also been asked to develop a more complete paper on relations with Regional Legal Metrology Organizations. The Bureau had developed a draft document, which had been discussed in the

OIML Development Council, and then sent to each RLMO for comments. When all these comments had arrived, Mr. Magaña would be able to make a final draft, for discussion at the next Presidential Council at the beginning of March. This could possibly be proposed for approval at the next Committee Meeting. The principle of this initiative was to set up a permanent group for the exchange of information and coordination of the OIML with the RMLOs. Mr. Magaña was not in a position to give much more information at this moment, pending the arrival of comments from the RMLOs.

The President thanked Mr. Magaña and asked whether there were any questions (there were none).

16 Election of the CIML President

Mr. Magaña explained, and showed in a presentation, some relevant extracts from the OIML Convention. Article XV says the Committee should select from among its Members a President and a First and Second Vice-President, to be elected for a period of six years, and eligible for re-election thereafter. Any mandate which expired between sessions should be extended until the next session. A President now had to be elected. Article XVII stipulated that at least three quarters of the Committee must vote and four fifths of the votes cast had to be in favor, abstentions, blanks and null votes not being counted as votes cast. 50 Member States were present or represented, which was more than the 45 required for a quorum. On this attendance, at least 40 votes therefore had to be cast, of which 32 must be votes in favor. Article XV also laid down that if there were no mandate for President, these duties must be temporarily assumed by the First Vice-President.

The President added that this formula was the same for elections as for any other vote. He reminded Members that discussion of this process had begun a couple of years previously, and the deadline for candidacies agreed by the Committee had been February 2003.

Two letters had been received by that date. Mr. Faber had then gone to the candidates and explained the post as he saw it. There was no job description, merely a few lines in the Convention and then the requirement to do as the Committee wished, work with the BIML, etc. One of the candidates had doubts at that point and later withdrew. There was therefore one candidate, Dr. Ehrlich of the United States. No form of interview or pre-selection had taken place. The candidate had however presented himself to the meeting at its first session.

Mr. Faber said there would be only one voting round. Either the candidate was accepted or else the First Vice-President, Pr. Kochsiek would take over.

Pr. Kochsiek said that he had had some conversations with the Second Vice-President, Dr. Issaev, about their actions if this situation should arise. The recommendation of the two Vice-Presidents was that if a new President were not elected, Mr. Faber be asked to continue in office for a further one or two years.

But if this were done, it must again be an election with a single round of votes and a secret ballot. If Mr. Faber did not achieve a majority, Pr. Kochsiek would stand for one year; in this eventuality, one of his first tasks would be to seek candidates for President in the following year. He intended to make some contacts and hoped that at the 2004 Berlin meeting he would be able to present Members with more than one candidate, and that one of them would be elected with the necessary majority.

The Director verified the attendance: 50 countries were present and represented, which was acceptable for a quorum so the vote took place.

Dr. Tanaka presented the result. Not enough votes had been cast in favor of Dr. Ehrlich; this candidate had therefore not been elected.

Mr. Faber said to Dr. Ehrlich that there was no alternative to accepting the Members' will. Mr. Faber personally regretted the result and expressed his sympathy to Dr. Ehrlich; he knew how well he had prepared his candidature; how committed he was to the Organization; how he had worked night and day for the MAA and numerous other documents; how he had prepared his presentation. So from a personal point of view he was sorry for Dr. Ehrlich. But the conclusion of the vote was clear. He then handed over control of the meeting to the First Vice-President.

Pr. Kochsiek began by thanking Mr. Faber for his work. His duties as President had now come to an end. Following the Organization's Convention, it was now Pr. Kochsiek's duty to make a proposal. As previously stated, the two Vice-Presidents had decided, if this contingency arose, to ask Mr. Faber to be President for another two years and that a vote by secret ballot was needed for this.

Mr. Magaña said that standby voting forms had been prepared for various contingencies. It was therefore possible to proceed at once to the second ballot.

Pr. Kochsiek asked whether any delegate had questions regarding the procedure.

Dr. Kildal wished to clarify that the election about to take place was for a period of two years.

The President confirmed that this was the case. He had also told the meeting what would happen if once again the required 80 % vote were not reached.

The roll was called once again, ballot papers were distributed, the votes were counted and the result announced.

The election of Mr. Faber was not carried because there were too many abstentions.

In the absence of a conclusive election result and in application of Article XV of the Convention, CIML First Vice-President Pr. Kochsiek was charged with assuming the duties of President for one year. He told the meeting that he would continue the policy and strategy set out earlier in the day by Mr. Faber. It had been confirmed in the Presidential Council that the OIML wished to restructure several areas of work: the cooperation and support given to developing countries, RLMO activities, and several OIML procedures. On the other hand, Pr. Kochsiek would also follow up the views expressed by Dr. Ehrlich; the successful implementation of the MAA, if a "yes" vote were given the next morning; the evaluation of the Birch Report and the Saint-Jean-de-Luz Seminar outcome; and, very importantly, he would seek out candidates willing to stand for election as President at the Berlin Meeting in 2004.

The CIML expressed its deep gratitude to Mr. Faber for his achievements and leadership during his term of office.

Pr. Kochsiek thanked Dr. Ehrlich for offering his candidacy for the Presidency. He was a highly appreciated friend, colleague and expert. He had done a good job, not only as a CIML Member but also in the preparation of the current CIML Meeting in Kyoto. He asked for applause for Dr. Ehrlich, which was duly forthcoming.

Pr. Kochsiek then asked Mr. Faber to continue as Chairperson of this CIML Meeting up to the end of the session.

17 Future Meetings

17.1 39th CIML Meeting and 12th International Legal Metrology Conference (Berlin, 2004)

These two occasions would be very much integrated and would be held in Berlin as previously decided. His only question to Pr. Kochsiek was whether there were any extra announcements regarding this Meeting.

Pr. Kochsiek said that it had already been decided to hold the 12th International Legal Metrology Conference and 39th CIML Meeting in Berlin. He welcomed delegates to both meetings. The dates would be 25 to 29 October, 2004. He showed a map of Berlin: there were a number of possibilities for travel to Berlin, by plane, there were three airports, but most members would probably arrive at Berlin Tegel. Colleagues from Europe might come by car or by train.

Berlin had approximately 3.2 million inhabitants. As regards culture, there were some important theaters and museums and so on. There were several universities and Berlin was also a center for research. Later, he would be mentioning the possibility of visiting some Institutes.

The PTB had been founded in 1887 in Berlin, which was one of the reasons for inviting the OIML to Berlin. Legal metrology had been incorporated in 1923 into the former PTR. Following the Second World War, during which all the laboratories had been damaged, the Berlin Institutes had been rebuilt 50 years ago, in 1953. In 1990, the PTB had taken over the responsibilities of the ASMW (of the former German Democratic Republic), which had been closed in 2001. Now there were two sites, the Headquarters in Braunschweig and the second site in Berlin. For the 12th Conference, the venue would be the Conference Center of the Federal Ministry of Economics and Labor, which had been chosen because the PTB was a national Institute for Science and Technology under the auspices of the aforementioned Ministry. He showed Members a photograph of the venue.

The Immediate Past-President, the Director and Pr. Kochsiek, had decided to start the meeting on Sunday, 24 October with the Presidential Council Meeting. Time had to be found for the 39th CIML Meeting, the 12th International Conference, a meeting of the Finance Commission, a meeting of the Technical Commission, a meeting of the Development Council, a Round Table and a Workshop. The intention was to end on Friday 29 October, so that the full week would be available for all the meetings. Technical visits to laboratories in Berlin and to the Federal Institute of Materials, Research and Testing would be offered, especially in the field of chemistry. Pr. Kochsiek considered metrology in chemistry to be a very important task for the future, and a visit to a verification office could be offered to Members. The planned social program included, to date, a Gala Reception on the ship Mark Bradenburg and a guided tour of the Reichstag; the latter was a very impressive building, but the tour needed to be booked more than six months in advance, and this had already been done. The program would end on Friday 29 October with a second Presidential Council Meeting.

Detailed information on the schedule would be available on the OIML and PTB web sites from March 2004, directly after the Presidential Council Meeting. He was looking forward to seeing everybody in Berlin.

Mr. Faber thanked Pr. Kochsiek.

17.2 40th CIML Meeting and 50th Anniversary of the OIML (France, 2005)

The 40th CIML Meeting in France in 2005 would be very special, as the 50th Anniversary of the OIML would be celebrated that year. There were some special proposals for its organization.

Mr. Magaña regretted that he had no views of Lyon to show, but he intended to lay on a special event. As Members knew, an International Metrology Congress was organized in France every two years. This year it had been in Toulon, jointly with IPQ, Portugal. It was always organized together with a European Institute. The Congress gathered about 500 people from some 30 countries. Participants included a large presence from industry, calibration and testing laboratories. It was very similar to, for example, the NCSL Congress, which was organized in the United States. Mr. Magaña's plan was to organize the CIML at the same time and in conjunction with this International Metrology Congress. The organizers of the Congress were very interested in opening it to legal metrology, and would include a legal metrology session in their program.

One question raised by the plan was that this Congress would be held from 20 to 23 June 2005. This was unusually early for a CIML Meeting, as these were normally held in October, but for

this one occasion he thought that the June date would be feasible. The Congress would not be held in Paris but in Lyon, France's second city, which was a very pleasant city with much activity, industry, arts, and so on. Manufacturers of measuring instruments might also be invited to participate in the exhibition in connection with the meeting. There could be a large-scale reception to promote legal metrology among the participants in the Conference, and of course he would arrange that all CIML Members could attend the Congress free of charge. He asked the opinion of Members on this project.

The President remarked that in the Presidential Council, the pros had been considered to outweigh the cons. He asked for remarks, questions or recommendations. In particular, he wondered whether the earlier date might cause problems for some Delegations. For example, the earlier date could interrupt the rhythm of the work of some Technical Committees, but on the other hand there was plenty of time for preparation. It was up to the Committee to decide the place and time for the meeting. He asked if a final decision in favor of this arrangement could be taken at once.

Mr. Magaña added that committee rooms had already been booked for the International Conference in Lyon and its organization was well under way, so a rapid decision from Members would allow him to contact them and begin arrangements as soon as he returned to France. This decision would be added to the list of those to be voted on the next day.

17.3 Further meetings

The President announced that there had been a proposal regarding the 2006 meeting. He invited Dr. Carstens of South Africa to take the floor.

Dr. Carstens told Members that he wished to make a preliminary proposal that the 2006 CIML Meeting be hosted by South Africa. If everybody agreed, he would go back and try to obtain the necessary finances to make this possible. The venue was still to be decided.

Mr. Faber thanked Dr. Carstens for his offer. It was too early for a final decision, but he suggested to the Committee that a decision should be taken in principle to accept the invitation to hold the 2006 Meeting in South Africa, and that a final decision should be taken at the CIML Meeting in 2004.

Mr. Lagauterie said that he was morally obliged to check whether there would be simultaneous French translation.

Mr. Faber replied that this would certainly be the case at the Conference in Berlin: this was mandatory for the Conference. He assumed that French-English interpreters could also be found in South Africa without difficulty. There could be difficulties when Meetings were held in countries where neither French nor English was the national language, but for South Africa he thought it would be possible.

18 Other matters

OIML Awards

Mr. Faber had pleasure in presenting to Members an item which was not on the Agenda and which might be surprising to some of them.

Knut Birkeland

Mr. Faber began by giving information on the career of the previous President Mr. Knut Birkeland. He had been an excellent colleague for a long time, 14 years of them as President, in which

role he had been outstanding, an excellent diplomat and strategic thinker. The document bearing his name was still used to this day and was the basis of a large part of the OIML Action Plan. He had always energetically promoted legal metrology. He was also a personal advisor to many people and especially the President, and in recognition Mr. Faber presented Mr. Birkeland with a certificate for his outstanding contribution to legal metrology and with a special gold plated version of the new OIML medal being presented for the first time that year.

Receiving the medal Mr. Birkeland said that it was a great honor to receive it in his old age and at a time when his membership of the OIML was merely honorary.

Ian Hoerlein

Mr. Faber explained why the OIML wanted to make an award to Mr. Hoerlein, who was remarkable for the breadth and depth of his legal metrology knowledge. Unlike the majority of legal metrologists, he did not specialize in one area of metrology: his expertise encompassed the whole range of weighing and flow metering equipment. Having joined the National Standards Commission in 1966 as an engineer, his early work involved setting up Australia's Pattern Approval Laboratory and developing test equipment, procedures and design specifications for measuring instruments, particularly load cells, train weighing in motion systems, belt conveyor weighers, and liquefied gas flowmeters. This invaluable experience enabled him to build up excellent working relationships with the OIML.

From 1977 he spearheaded Australia's participation in OIML Technical Committees, firstly by correspondence and subsequently by attending meetings, where he made major contributions to the development of International Recommendations in many fields. He also published a number of papers in the OIML Bulletin.

Additionally, he coordinated Australia's contribution to the OIML inter-comparison of load cells.

His contribution to the OIML was only one facet of his work, Mr. Faber continued. During his 34 years at the National Standards Commission he also contributed to the work of the International Organization for Standardization in the development of standards, and to the APLMF, which he coordinated, amongst other major projects.

Mr. Faber believed that he did a magnificent job, and was very pleased to honor him with a certificate saying, "*The International Organization of Legal Metrology expresses its gratitude to Mr. Ian Hoerlein for his outstanding contribution to the development of International Legal Metrology*".

In the absence of Mr. Hoerlein, the certificate and OIML Medal was presented to Mrs. Bennett.

Mrs. Bennett thanked the meeting and added that Mr. Hoerlein had retired about three years previously and was certainly not aware of the award, but she was sure he would be delighted.

Jim Williamson

The next award was made to Mr. Jim Williamson, UK. Mr. Faber explained that Mr. Williamson had a long employment history, the most important element being his work for the National Engineering Laboratory in East Kilbride. In the Special Projects Group, he was charged with the efficiency and endurance testing of hydrostatic pumps and motors, performance testing of valves and truck axles, and with the standardization of test procedures. He then worked for the National Engineering Laboratory Flow Centre.

Mr. Faber described Mr. Williamson as a very enthusiastic and a committed expert, again making a fantastic contribution to OIML work. It was a pleasure to give him, through the UK delegate, the certificate and OIML medal.

Dr. Llewellyn accepted the award on behalf of Mr. Williamson and thanked the President. He explained that Mr. Williamson had retired a few months previously but that he would make a special flight from London to Glasgow to ensure that the award reached him.

Gep Engler

The last person to whom Mr. Faber would make an award was his own colleague from the Netherlands, Mr. Gep Engler.

Mr. Faber explained that Mr. Engler was an electro-technical engineer, having graduated from the Technical High School. He had played many roles in his career including Team Leader for the Netherlands Calibration Organization, Senior Engineer for type approval of weighing instruments, member of the NMI section for Legislation in Metrology; and, last but not least, the OIML contact person in the NMI.

As a specialist in OIML business, Mr. Engler was responsible for many different subjects, he continued. A good example of his work and responsibility was his chairmanship of TC 5/SC 1 and the organization of the recent meeting on revision of D 11 on electronic devices.

The BIML had also commented that Mr. Engler was in frequent contact, often giving useful feedback on both technical subjects and on the OIML web site. Mr. Engler was always a very enthusiastic person, and always welcome in international meetings.

Receiving the certificate and medal, Mr. Engler expressed his surprise, since he was still four years from the end of his career, though he was flattered and grateful for this mark of recognition.

General matters

Pr. Kochsiek thanked the Immediate Past President, Mr. Faber, and Mr. Magaña, as Director of the BIML, for the Reception the previous evening and asked the audience to applaud them.

He told the Committee that he had been asked if the Berlin Meeting could be organized differently, since some delegates had told him that with the present arrangement of the meeting they needed to stay abroad and away from their office for a whole week. He would therefore like to organize the meeting in the following way:

- On the first day: ad hoc groups, for example the Committee for the Budget, the Committee for Technical Work, and the newly created ad hoc working groups;
- On the second day, perhaps a Round Table discussion, especially for developing countries, and a Workshop for a special topic, the theme of which would be discussed at the next Presidential Council; and
- Three days for the 12th Conference and 39th CIML Meeting.

He hoped that the meeting could agree to this rough idea of a structure for Berlin. Delegates who wished to attend for less than a week would be able to come for only the three official days. There were no objections.

A meeting of the Task Group for financing the MAA was arranged, by request of its members. Pr. Kochsiek asked Mr. Magaña to take the chair for that meeting, and to announce its membership. Mr. Faber had made some suggestions in the Presidential Council as to what countries the participants should come from.

Mr. Magaña announced the membership of the Task Group as follows:

- The BIML;
- The Netherlands;
- South Africa;
- Australia;
- The USA;
- France; and
- The UK.

The proposed meeting would be short, and subsequent work of the Committee would be conducted by correspondence.

Mainly for Members from European countries, Pr. Kochsiek announced that that week there had been a mini hearing by the European Parliament about the MID, and his colleague, Dr. Schulz, had been one of the experts at the mini hearing. He had telephoned Pr. Kochsiek the previous day to inform him that the MID was ongoing in the European Parliament. It had not been rejected by the hearing group, so the next stage would take place on 18 November, after the MID had received some other comments from Member States. It was expected that approval would be granted in December. This was a good piece of news to receive. Another good item for the OIML was that Dr. Putzeys had told Dr. Schulz that there had been a preliminary decision that harmonized standards of CEN/CENELEC or OIML Recommendations were in line with requirements of the MID. So the manufacturer could choose to work either with OIML Recommendations or the harmonized standards of CEN/CENELEC.

Pr. Kochsiek asked if there were any other matters to be raised under Item 18.

Dr. Ehrlich wished it to be mentioned in the Minutes that R 111 was now complete. He would like the contributions of Dr. Glaeser (PTB) and Dr. Richard Davis (BIPM) as well as Kenneth Butcher to be acknowledged and recognized in the Minutes.

Pr. Kochsiek thought that this decision had already been taken in the Presidential Council and he thanked Dr. Ehrlich for reminding him of it. He would also, together with Mr. Magaña, send them a letter of appreciation.

19 Adoption of Decisions

Pr. Kochsiek said that this item was the most important of the meeting and he asked Mr. Magaña to give some information before the formal business of voting began.

Mr. Magaña said there would be three steps:

- Amendments to the two MAA documents and one amendment to the document on translations of OIML publications. These amendments would be shown to Members for possible comments;
- Votes on the publications; and
- Votes on the resolutions.

Dr. Ehrlich suggested wording for the amendments to the MAA, as follows:

- 1.1, regarding Scope: the words “of special note: OIML Issuing Authorities that also perform testing or examination within their organization are subject to the same evaluation of competence as testing laboratories for these activities” to be added at the end. This addressed the issue brought up by Germany and others about making a distinction about when and why Issuing Authorities might be evaluated, according to ISO/IEC 17025;
- In 4.6, this issue arose in two places: on “Assessments of Issuing Authorities and Testing Laboratories”, in the second bullet point, he proposed adding to the words “prior to establishing a Declaration of Mutual Confidence for a specific category of instruments, the Issuing Authorities, as described in 4.4(a)”, the additional text “also perform testing or examination within their organizations”, then “shall be assessed either by accreditation or peer assessment”.

There might perhaps be some other modifications to try to clarify this issue, but this was the type of wording that he was proposing. His suggestion was to address this issue about the checklists, making it clear that the checklists were more models and not prescriptive. Further alterations were:

- In 4.6.3, Dr. Ehrlich had proposed changing the wording to read “model assessment requirements” instead of “the assessment requirements”, so pertaining to Guide 65, and then say “checklists that may be used for such internal audits”, to weaken the requirement, to show that the checklists might be used but did not have to be used exactly;

- The last sentence: “pertaining to 17040” to be erased;
- In 4.9.1, again this touched the issue of the checklists. There were two bullet points there where Dr. Ehrlich proposed adding the same wording, saying “for an Issuing Authority that intends to review and transmit Test Reports in a Declaration of Mutual Confidence, the applicant shall submit for information the report of the results of the most recent internal audit according to requirements prepared by the Committee on Participation Review, using as a model the checklists”;
- In the 3rd bullet point, which applied to testing laboratories, again to indicate that the checklists were to be used as models only but that each Committee on Participation Review would prepare their own final form of checklist;
- Dr. Ehrlich had spoken with Mr. Lagauterie the previous day, and he was certainly also open to his suggestion that the checklists contain more technical requirements, as opposed to qualitative requirements, and so the Committees on Participation Review could be instructed to structure the checklists accordingly, to include whatever technical requirements were appropriate for that particular Declaration of Mutual Confidence;
- In 4.10.1, again, there was another reference to the checklists and so, for an Issuing Authority as described in 4.4(a), it applied for participation in a Declaration of Mutual Confidence: “The Committee shall carry out the following tasks”, and one of them is “decide, based on the Internal Report”, and then Dr. Ehrlich had added: “appropriately construct a checklist”, to make it clear that it was not just the checklist as it existed at present.

The cost issue had been another very important discussion the previous day in Agenda Item 6.2. Dr. Ehrlich had the following proposal to make, based on the discussion:

- That the last sentence in 6.2 say, “operational expenses for administering the MAA program are elaborated in a separate document”, with the document’s reference number, and to delete the remainder of that sentence.

Finally, returning to the checklist issue, two more instances:

- In 8.2, there were two references to checklists, where again he proposed adding the words: “appropriately constructed checklists”, to incorporate all the comments that had been received; and similarly
- In B.1.2, where there was reference to the checklists, it was proposed to add the words “models that may be used for specific applications according to the checklists”.

Dr. Ehrlich said that this was his best attempt to provide the proposed amendments, going through the text quickly the previous evening. He might have omitted something, there might be other suggestions, but these were his proposals.

The President thanked Dr. Ehrlich and added that from his point of view he had done a very good job during the night, but the floor was open for questions or remarks.

Mr. Lagauterie wished to make two comments:

- In its present form it said that “fees may be imposed”. In his view, this should read “shall be imposed”; and
- There was the feeling that the fees might only cover the costs of the BIML. He considered that it should be broader than this, not closing the door to the possibility of extending the funds by this activity.

Mr. Magaña thought the wording could be left at “may be imposed”, and then the implementation could be left to the compilers of the next financial document, who would set up these fees. The financial paper that would be worked out would give the final answer about what these fees were to be.

Concerning the second point made by Mr. Lagauterie, there seemed to be no problem here: fees which were collected by the Bureau would be used for the Bureau’s costs. Indirectly, the Bureau had to pay for a meeting room for a DoMC, there would still be costs for the Bureau. He did not see any difficulty.

Mr. Magaña also pointed out that the morning's discussion must be curtailed, so if the wording could be accepted for the time being, there could be more details in the financial paper which had to be worked out.

Mr. Pham Ngoc Tran said that the BIPM had an initiative called "MRA" but the OIML's was "MAA". He did not understand the difference.

Mr. Magaña said there had been long discussions about what to call this document. The BIPM was "Mutual Recognition Arrangement", and it was about recognizing the degree of equivalence of national standards: not the equivalence of standards but the degree of equivalence. The OIML had a "Mutual Acceptance Arrangement"; it was not a systematic mandatory legal recognition: the participant declared that they intended to accept and utilize test results, because recognition was raising some legal problems in some countries, so it was "accept and utilize". This was an arrangement, not an agreement, because, again, an agreement would mean that there was some legal commitment and it was not an agreement between governments, it was an arrangement which was a frame for Declarations of Mutual Confidence. Finally, TC 3/SC 5 had agreed on the name "Mutual Acceptance Arrangement".

A further modified document was shown to delegates, on the translation of OIML publications. Several countries had suggested minor modifications:

- In the reproduction of OIML publications, as discussed the previous day, "Publications may be distributed not only in the company or organization but also, for example, in the United Kingdom, to Local Authorities". To be added therefore: "Networks restricted to or controlled by the purchaser's company, organization or institute"; and
- A further addition to the same document was to be a new paragraph on the use of OIML publications in legislation, to read, "Member States remain free to incorporate text from relevant OIML publications into national legislation and explanatory notes. Where OIML publications are used as a part of national legislation, then a translation may be made freely available".

Pr. Kochsiek thanked Mr. Magaña and asked delegates whether the altered text met their requirements.

Mr. Šafarik-Pstrosz had one proposal to make, concerning the second sentence: it should perhaps also include, in between "national legislation" and "explanatory notes", something like "guidance documents", because this was a type of paper which was quite frequently used in guidance documents, which, unlike legislation, were not binding.

Mr. Magaña confirmed and repeated the proposed rewording: "national legislation, guidance documents and explanatory notes".

Mr. Valkeapää said he would like to see a small addition to the second paragraph: in the event of these being used as a reference in the guidance part of the legislation, which was not binding, then this might be interpreted to mean that in this event they were not freely available.

Pr. Kochsiek suggested the wording: "Where OIML publications are used as a part of national regulations or guides, then translation may be freely available".

This met with general approval.

Dr. Pákay said that a little further on in the paragraph, there was a sentence which said: "conversion of OIML publications into standards of standardization". There was some faulty English due to an error in cut and paste but Mr. Magaña assured the meeting that this would be corrected.

There being no further remarks, Pr. Kochsiek then said that the time had come for the Decisions and Resolutions. A roll was first taken to check for a quorum. There were 49 states present or represented. The quorum was 45.

All the publications were adopted by the Committee. Pr. Kochsiek expressed his pleasure at this.

Mr. Szilvássy was asked to give an off the cuff assessment of which of the recently approved publications would be applicable within the Certificate System.

Mr. Szilvássy replied that three Recommendations would be applicable if the Committee so decided:

- The revision of R 48 *Tungsten ribbon lamps for calibration of radiation thermometers*;
- The new Recommendation R 135 *Spectrophotometers for medical laboratories*;
- R 49 *Water meters intended for metering cold potable water*.

Also,

- R 61 was already applicable within the System, and there was a need for the supplement concerning Certificate transformation requirements, as mentioned in the Technical Report.

Mr. Birdseye commented that it had occurred to him that there was now a Test Report Format for R 134 Part A, so he thought that might also be acceptable in the Certificate System.

Mr. Szilvássy replied that the 37th CIML Meeting had already decided so, because it had been accepted that the Test Report Format would be approved by postal CIML approval. Since there had not been enough votes, it had been necessary to bring it to the 38th CIML Meeting, but its applicability had already been decided.

Pr. Kochsiek asked Mr. Magaña to read all the Decisions and Resolutions and ask for approval on them. These were as follows:

Opening addresses

The Committee noted the opening address delivered by Mr. Hiroshi Ogawa, Director General of Industrial Science & Technology Policy & Environment Bureau, METI, by Dr. Akira Ono, Director of NMIJ, and by Mr. Gerard Faber, CIML President.

Roll-Call – Quorum

The roll of Delegates was called; it was found that 49 CIML Members (out of 60) were present or represented and that the statutory quorum of three-quarters was therefore reached.

Approval of the Agenda

The Final Draft Agenda (Version 2 dated 21 October, amended 28 October) was approved.

1 Approval of the Minutes of the 37th CIML Meeting

The Minutes of the 37th CIML Meeting (Saint-Jean-de-Luz, 2002) were approved without modification.

2 Implementation of the Decisions and Resolutions of the 37th CIML Meeting

The CIML President and BIML Director explained that all the Decisions and Resolutions were covered by the various items on the agenda.

3 Member States and Corresponding Members

The CIML President welcomed two new Members, New Zealand and Vietnam. The number of OIML Member States was therefore 60.

The BIML Director reported about the situation of arrears due by some Member States. The Committee agreed on the following:

- Considering that the Democratic People's Republic of Korea has paid all its current contributions, the situation of its remaining arrears, for which delays had been granted by the 11th Conference, will have to be re-examined by the 12th Conference in 2004;

- Considering that the arrears of Zambia have increased with regard to the delays granted by the 11th Conference, the Committee instructed the CIML President to examine the situation with representatives of Zambia and to strike Zambia off the list of OIML Member States if this situation has not substantially improved by the end of February 2004.

The Committee decided that Vietnam will be classified in Class I for its financial contribution to the Organization.

4 Report on Presidential Council activities

The Committee took note of oral information given by the CIML President on the activities of the Presidential Council.

6 Financial matters

6.1 Adoption of the Auditor's Report for 2002

The Committee took note of information given by the BIML Director concerning errors that needed to be corrected in the Auditor's Report. The Committee:

- Instructed the CIML President to appoint a new Auditor;
- Instructed the Bureau to have the 2002 accounts re-audited by this new Auditor; and
- Instructed the Bureau to present these 2002 accounts at the 39th CIML Meeting, together with the 2003 accounts, certified by the new Auditor.

6.2 Realization of the 2002 budget and estimates for 2003

The Committee took note of a presentation given by the BIML Director on the realization of the 2002 budget and on the estimates for 2003.

6.3 Preliminary proposal for the 2005–2008 budget

The Committee took note of the presentation, given by the BIML Director, of a preliminary proposal for the 2005-2008 budget. The Committee approved the guidelines set out in this document and instructed the BIML Director to prepare a proposal for the 2004 Conference, highlighting the distinction between:

- The normal budget, financed by Member State Contributions, and other usual income of the Organization; and
- The optional, additional budget, corresponding to the implementation of the MAA and changes in the way in which publications will be distributed, and whose charges and income shall be specific.

6.4 Progress on the revision of the Financial Regulations of the OIML

The Committee took note of information given by the BIML Director concerning the revision of the OIML Financial Regulations. The Committee instructed the Bureau to complete this Draft Revision and to submit it to Member States in time for its approval at the 39th CIML Meeting and 12th OIML Conference in 2004.

7 The situation at the BIML

7.1 Draft Revision of the Staff Regulations

The Committee took note that the draft revision of the BIML Staff Regulations would be implemented without resulting in an increase in salary costs. The Committee approved the revision of the BIML Staff Regulations, which will come into force on 2004.01.01.

7.2 BIML Staff

The Committee approved the renewal of the contract of Mr. Ian Dunmill as Assistant Director, for another five-year term starting in March 2004.

7.3 BIML activities

The Committee took note of a presentation of the activities of the BIML since the last Committee Meeting.

7.4 Progress in the use of the internet and e-mail

The Committee took note of information given by the BIML Director concerning the extension of the use of the internet in the Organization's activities. The Committee instructed the BIML Director to continue working in this direction so as to provide the necessary tools on the internet and hence increase the efficiency of the Organization.

8 OIML Action Plan implementation and revision

The Committee took note of a report given by the BIML Director about the current revision of the Action Plan.

The Committee decided that this Revision of the Action Plan, covering the period 2004-2005, will be sent for postal approval with a deadline of 2003.12.31.

9 Technical activities

9.1 Work program of 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 with the increased volume of work accomplished during the last 12 months (compared with the previous one-year period), requested OIML TCs and SCs to accelerate their work, especially in the fields listed as high priority and priority projects, taking into consideration proposals to accelerate OIML technical work as discussed under Item 9.3.

The Committee approved the project as proposed by TC 18 on *Ophthalmic instruments - Impression and applanation tonometer*.

9.2 Examination of the situation of certain TCs/SCs

The Committee took note of a proposal submitted by France for new work, in agreement with the TC 3 Secretariat and the BIML, and instructed TC 3/SC 5 to set up a Working Group chaired jointly by France and the BIML to develop the two projects in question and to consider three new projects proposed by France which are necessary for the accreditation of legal metrology bodies.

The Committee took note of information given by the BIML on the generally unsatisfactory situation of CIML postal voting in 2003, and requested its Members (especially those who are late in voting) to comply more regularly with fulfilling their duties, thus contributing to the timely approval of drafts submitted.

9.3 Acceleration of technical activities

The Committee took note of the proposals included in the document "Acceleration of OIML technical work".

The Committee instructed the CIML Presidium Members and the BIML to start implementing the proposed actions, complemented with those put forward by CIML Members during discussion of this issue.

The Committee also instructed the BIML to regularly report back at CIML Meetings on the measures taken and results achieved.

9.4 Non-conclusive results of postal ballots

The Committee took note of information delivered by the BIML on the present situation of CIML postal approval of the various drafts and decided to proceed under Item 9.5 with the approval of the following drafts, for which an insufficient number of votes have been received:

- Amended version of R 49-2 (as amended and approved by TC 8/SC 5 based on the amended Annex A of R 49-1) together with the DR of R 49-3;
- Three drafts (DR of the Test Report Format to the revisions of R 61-2 and R 134, and the DR of the Amendment to OIML R 99/ISO 3930).

9.5 Approval of draft Recommendations and Documents

The Committee approved the following draft Recommendations and Documents:

- DR 1 Revision of R 48
Tungsten ribbon lamps for calibration of radiation thermometers;
- DR 2 Revision of R 52
Hexagonal weights, ordinary accuracy class from 100 g to 50 kg;
- DR 3 Revision of R 61-1
Automatic gravimetric filling instruments, Part 1: Metrological and technical requirements - Tests;
- DR 4 Revision of R 87
Quantity of products in prepackages;
- DR 5 New Recommendation (R 135)
Spectrophotometers for medical laboratories;
- Amended version of R 49-2
Water meters intended for metering cold potable water. Part 2: Test methods;
- Draft Recommendation R 49-3
Water meters intended for metering cold potable water. Part 3: Test report format;
- Draft Revision of R 61-2
Automatic gravimetric filling instruments. Part 2: Test report format;
- Draft Recommendation R 134
Automatic instruments for weighing road vehicles in motion - Test Report Format;
- Draft amendment to OIML R 99/ISO 3930
Instruments for measuring vehicle exhaust emissions.

10 Mutual Acceptance Arrangement (MAA) and Checklists

The Committee took note of a presentation given by the TC 3 Secretariat and by the BIML Director on the progress on the above-mentioned documents.

The Committee approved the MAA and:

- Instructed the CIML President to set up a working group in order to address the financial aspects of the implementation of the MAA and to come up with financial regulations for this MAA in due time for its approval at the next CIML Meeting;
- Instructed the BIML and the TC 3 Secretariat to prepare for the implementation of this MAA as soon as possible.

The Committee approved the “Checklists” document submitted for approval together with the MAA.

11 OIML Certificate System for Measuring Instruments

11.1 General information

The Committee took note of information delivered by Vice-President Mr. Kochsiek and by the BIML and expressed its satisfaction with the situation, with a special view to the recent publication of P 1.

11.2 New Recommendations applicable within the System

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

- DR 1 Revision of R 48 *Tungsten ribbon lamps for calibration of radiation thermometers*;
- DR 5 (New Recommendation - R 135) *Spectrophotometers for medical laboratories*.

The Committee also decided that the revised R 61-1 and R 61-2 will continue to be applicable within the System as soon as R 61-2 is published together with the revised R 61-1.

The Committee instructed the Secretariat of TC 9/SC 2 to urgently draw up a Supplement to R 61 on Certificate transformation requirements (in analogy with R 60 (2000) Supp.) (with the assistance of the BIML) and a proposal for the deadline for issuing Certificates based on the 1996 edition of R 61, and arrange for its simultaneous postal approval by TC 9/SC 2 and the CIML.

11.3 Follow-up to the revision of P 1 *OIML Certificate System for Measuring Instruments*

The Committee took note of the proposed necessary actions in implementing the revised P 1 and instructed:

- The TCs/SCs concerned to include corresponding new provisions for modules and families (as far as the definition of families, identification of modules and/or families together with their metrological requirements, test methods and test report forms are concerned) when developing new or revising existing Recommendations intended for application within the System, in order that Certificates may be issued accordingly;
- The Issuing Authorities to readapt their procedures to the modified and new provisions of P 1;
- The TCs/SCs concerned to accelerate the development of horizontal type OIML Documents (e.g. on software, uncertainty, etc.) to be implemented when drawing up new and revised Recommendations including new provisions for modules and families;
- The BIML to follow up on and assist TCs/SCs and Issuing Authorities in the implementation (realization of new and additional tasks) of the revised P 1;
- CIML Members and the BIML to pursue further general actions in promoting the System at national, international and regional levels, and in keeping international and regional organizations in liaison with the OIML informed of the advantages of the System with special regard to its new features.

The Committee instructed the BIML to carry out inquiries among OIML Members and among manufacturers and applicants who already possessed OIML Certificates as to their experience in the voluntary acceptance and use of OIML Certificates for national or regional type approvals, as well as to their views on the functioning of the System with a special view to the new provisions of P 1.

The outcome of these inquiries shall be included in the report on the System to be presented to the 12th Conference next year.

12 Evolutions - General procedures of the OIML

12.1 Revision of the *Directives for Technical Work*

The Committee took note of information given by the BIML on the draft Revision of the Directives and instructed the BIML to set up an ad-hoc Committee to continue the Revision of these

Directives with a view to simplifying the procedures, accelerating the development and revision of Recommendations and Documents, and taking account of the requirements of the WTO-TBT Committee on international standard-setting activities. This Revision will be submitted to the CIML for approval as soon as possible.

12.2 Translation and distribution of OIML Publications

The Committee took note of the situation of the postal ballot concerning the draft Rules governing the translation, use and sale of OIML Publications, and approved this draft.

12.3 Draft Guide on the status of OIML Documents and Publications

The Committee took note of information given by the BIML Director concerning a draft Guide on the status of OIML Documents and Publications, and instructed the Bureau to prepare a final draft and to send it to CIML Members with a view to adopting it at the 39th CIML Meeting in 2004.

13 Study on *The Benefit of Legal Metrology for the Economy and Society*

The Committee took note of a presentation given by Mr. John Birch on his report *The Benefit of Legal Metrology for the Economy and Society*. The Committee expressed its great appreciation of this Report and instructed the BIML to distribute it as an expert report. A summary report compiled by Mr. Birch would also be published in the OIML Bulletin.

The Committee instructed the CIML President and the BIML to consider any complementary actions or studies which would appear appropriate with a view to raising the awareness of metrology and legal metrology.

14 Report on the Development Council

14.1 Task Group on Developing Countries

The Committee took note of a presentation given by the CIML President on activities of the Task Group on Developing Countries which had been set up at the last Committee Meeting. The Committee approved the following two proposals made by the CIML President:

- To end the work of this Task Group, considering that it has reached its objectives;
- To set up a permanent Developing Country Working Group (DCWG), appointed by the CIML President and chaired by one of the CIML Vice-Presidents.

The Committee instructed the CIML President and the BIML to draw up a proposal in time for the 12th Conference in 2004, complying with the conclusions of the Development Council Meeting.

14.2 Other developing country activities

The Committee took note of a presentation given by the Development Council Chairperson and by the BIML on the activities of the Development Council, and expressed its appreciation of the work that had been carried out since the last meeting.

14.3 JCDCMAS

The Committee took note of information given by the BIML concerning the setting up, with other international Organizations, of a Joint Committee on coordination of assistance to Developing Countries in Metrology, Accreditation and Standardization (JCDCMAS), and approved the Terms of Reference of this Joint Committee.

The Committee also took note of a report by the BIML on Regional Awareness Seminars which were organized jointly with the IEC under the aegis of the WTO. The Committee encouraged the BIML to organize other Seminars of the same kind in other Regions.

15 Liaisons with international and regional institutions

15.1 Metre Convention, ILAC, ISO, WTO, etc.

The Committee took note of a report, presented by the CIML President, on cooperation with the Metre Convention (BIPM/CIPM) and with ILAC.

The Committee took note of a report given by ILAC and expressed its appreciation of the good cooperation between the OIML and this Organization.

15.2 Draft policy paper on the liaisons with other organizations

The Committee took note of a report given by the BIML Director about the result of the postal approval ballot for the Draft policy paper on OIML liaisons with other organizations. The Committee approved this policy paper.

15.3 Reports from Regional Legal Metrology Organizations (RLMOs)

The Committee took note of information given by representatives of the following Regional Legal Metrology Organizations (RLMOs) concerning their activities: APLMF, COOMET, EMLMF, SADCMEEL and WELMEC. In addition, the representative from Burkina Faso gave information on a possible future RLMO in that region of Africa.

15.4 Draft policy paper on coordination with Regional Legal Metrology Organizations (RLMOs)

The Committee took note of a progress report given by the BIML Director on a paper formalizing the relations and cooperation with Regional Legal Metrology Organizations; this paper is being submitted for comments by RLMOs. The Committee instructed the BIML to continue progress with this paper so as to establish a formal framework for OIML cooperation with the RLMOs.

16 Election of the CIML President

In the absence of a conclusive election result and in application of Article XV of the Convention, CIML First Vice-President Mr. Kochsiek was charged with assuming the duties of President. The CIML expressed its deep gratitude to Mr. Faber for his achievements and leadership during his term of office.

17 Future meetings

17.1 39th CIML Meeting and 12th International Conference on Legal Metrology (Berlin, 2004)

The Committee took note of a presentation given by Mr. Kochsiek, on the organization of the 39th Committee Meeting and 12th OIML Conference to be held in Berlin from 25-29 October 2004, as approved at the 37th Committee Meeting in 2002. The Committee expressed its warmest thanks to Germany for their invitation.

17.2 40th CIML Meeting and 50th Anniversary of the OIML (France, 2005)

The Committee accepted the proposal from the BIML to organize the 40th Committee Meeting in Lyon, France, at the end of June 2005, in conjunction with the International Metrology Congress organized by the Collège Français de Métrologie, on the occasion of the 50th anniversary of the OIML.

The Committee asked the BIML and the various TCs/SCs to avoid these dates when planning their own meetings.

17.3 Further meetings

The Committee took note of the intention of Mr. Carstens (CIML Member for South Africa) to hold the 41st CIML Meeting in South Africa. This invitation would be confirmed in due course.

18 Other matters

In recognition of his many years of service to the OIML as CIML Member and President, and also for his further contributions to the Organization, the Committee decided to make a special award to Mr. K. Birkeland.

The Committee also decided to make awards to the following persons in recognition of their outstanding contribution to the work of the Organization:

- Mr. G. Engler (The Netherlands);
- Mr. I. Hoerlein (Australia); and
- Mr. J. Williamson (United Kingdom).

19 Adoption of decisions

The above Decisions and Resolutions were adopted by the Committee.

20 Closure

Pr. Kochsiek had not prepared a special speech for the closure, since until the preceding afternoon he had not expected to be in a position where this was required of him. Nevertheless, he commented that a lot of work had been done during the week, and many decisions had been made. The approval of all the draft publications was particularly important. Much remained to be done, in preparation for the 12th Conference and 39th CIML Meeting in Berlin.

Finally, Pr. Kochsiek thanked Dr. Ehrlich for his commitment to the development of the MAA. This matter had been mooted and then worked on for more than seven years, and Pr. Kochsiek was very happy that it had finally been approved.

He also thanked Mr. Faber for his outstanding work for the Organization during his nine years as President. The positive outcome of the present meeting was also in large part due to his efforts.

Pr. Kochsiek then thanked the Japanese hosts, who had not only organized a successful meeting but also kindly arranged for warm weather so that delegates could leave their winter clothes in their suitcases! He had heard that the weather was now about to turn a little colder. He also thanked them, and especially Dr. Tanaka, for their hospitality during the 38th Meeting of the CIML in Kyoto, for the excellent preparation and for the great success of the occasion.

Pr. Kochsiek expressed his thanks to the NMIJ International Metrology Cooperation Office, whose staff had organized and coordinated the meeting, and wished to offer Dr. Okaji, its Director, a small personal gift as a token for his engagement in the success of the event.

Pr. Kochsiek also thanked the BIML Staff for their excellent preparation of the meeting and for all their work before and during it. He thanked them through Mr. Magaña for all their hard work.

He finally thanked the CIML Members, Corresponding Members and guests of the meeting, not only for their participation but also for the fruitful discussions. He was convinced that a good contribution had been made to the work of the Organization, and that sound decisions had been made. Finally, he wished everyone a safe homeward journey, and looked forward to meeting them all again the following October in Berlin. ■

