



BIML 05 N° 497/JFM

05 September 2005

**Subject:** Reorganization of the monitoring of TCs/SCs at the BIML

Dear Colleague,

We have reorganized the monitoring of OIML Technical work at the BIML, in order to provide you with the best possible support and to improve the efficiency of updating our data related to TCs and SCs.

From now on, Patricia Saint-Germain, BIML Office Manager, will be in charge of collecting all TC/SC data and information on the progress of TC/SC activities.

The BIML technical staff will then be more available to follow the technical aspects of your projects, and to give you appropriate technical support, while Patricia will be the main contact point at the BIML for all questions related to the TCs/SCs work and will keep all information up-to-date on the OIML web site.

Information transmitted to Patricia will be immediately forwarded to the competent technical contact in the BIML. Apart from specific technical questions, you are kindly requested to send all information directly to her. We shall then avoid duplication of work at the BIML and delays in the internal transmission of general information on TCs/SCs which could be due to the unavailability or travel of the technical staff.

Patricia will shortly contact you to update the data concerning the Committee(s) you are in charge of, and I thank you in advance for sending any necessary updates directly back to her by e-mail as quickly as possible, as explained above.

In the coming months, we shall set up interactive facilities on the OIML web site. These will allow the automation of a number of updates to TC/SC data and will provide you with tools for facilitating communication with the Members and Liaisons of your TC/SC.

Thank you in advance for your cooperation

J.F. Magaña  
BIML Director