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Terms of reference for the Presidential Council

Termes de référence pour le Conseil de la Présidence

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## Foreword

The International Organization of Legal Metrology (OIML) is a worldwide, intergovernmental organization whose primary aim is to harmonize the regulations and metrological controls applied by the national metrological services, or related organizations, of its Member States. The main categories of OIML publications are:

- **International Recommendations (OIML R)**, which are model regulations that establish the metrological characteristics required of certain measuring instruments and which specify methods and equipment for checking their conformity. OIML Member States shall implement these Recommendations to the greatest possible extent;
- **International Documents (OIML D)**, which are informative in nature and which are intended to harmonize and improve work in the field of legal metrology;
- **International Guides (OIML G)**, which are also informative in nature and which are intended to give guidelines for the application of certain requirements to legal metrology; and
- **International Basic Publications (OIML B)**, which define the operating rules of the various OIML structures and systems.

OIML Draft Recommendations, Documents and Guides are developed by Project Groups linked to Technical Committees or Subcommittees which comprise representatives from OIML Member States. Certain international and regional institutions also participate on a consultation basis. Cooperative agreements have been established between the OIML and certain institutions, such as ISO and the IEC, with the objective of avoiding contradictory requirements. Consequently, manufacturers and users of measuring instruments, test laboratories, etc. may simultaneously apply OIML publications and those of other institutions.

International Recommendations, Documents, Guides and Basic Publications are published in English (E) and translated into French (F) and are subject to periodic revision.

Additionally, the OIML publishes or participates in the publication of **Vocabularies (OIML V)** and periodically commissions legal metrology experts to write **Expert Reports (OIML E)**. Expert Reports are intended to provide information and advice, and are written solely from the viewpoint of their author, without the involvement of a Technical Committee or Subcommittee, nor that of the CIML. Thus, they do not necessarily represent the views of the OIML.

This publication - reference OIML B 16, edition 2011 (E) - was approved for final publication by the International Committee of Legal Metrology at its 46th Meeting in Prague, Czech Republic in October 2011. It supersedes the Annex to the 1999 CIML Meeting minutes *Presidential Council: Terms of reference and other information*.

OIML Publications may be downloaded from the OIML web site in the form of PDF files. Additional information on OIML Publications may be obtained from the Organization's headquarters:

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## **Terms of reference for the Presidential Council**

The Presidential Council acts as an *advisory body* to the CIML President, especially for the following matters:

- OIML strategy and policy;
- Financial situation of the OIML;
- Personnel matters: positions of the BIML Director and Assistant Directors;
- Agenda of the Conference and CIML Meetings.

The Presidential Council shall assist the President in preparing proposals in relation to the OIML technical work for consideration by the CIML.

In support of this role the CIML has requested the Presidential Council to perform the following special tasks in relation to the OIML technical work:

- monitoring the work of Technical Committees and Subcommittees;
- monitoring the work of the BIML;
- assisting in resolving appeals from Member States concerning the application of the Directives for the technical work (OIML B 6).

The Presidential Council can also advise the President on other matters.

### ***Periodicity of meetings***

The Presidential Council meets at least twice a year, usually in March and in the autumn (immediately before and/or after the CIML Meeting).

### ***Composition of the Council***

The Presidential Council includes:

- The CIML President and Vice-Presidents;
- Six to eight CIML Members, active and experienced, chosen by the CIML President so as to reflect various interests (industrialized and developing countries, regions, etc.); these CIML Members are appointed in a personal capacity as Presidential Council Members for a three-year term (usually starting when the CIML President is elected or re-elected) with the possibility of reappointment for three-year terms without limitation.

### ***Secretariat of the Presidential Council - Records of meetings***

The BIML Director is the Secretary of the Presidential Council. He organizes the meetings and prepares the minutes to be distributed to Council members and, as appropriate, to other participants in the meetings.

He also prepares a summary of discussions for the information of CIML Members. In addition, the activities of the Presidential Council must be the subject of a report given by the CIML President at each CIML Meeting.