

WORKING DOCUMENT

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16 August 2011

Forty-Sixth Meeting of the International
Committee of Legal Metrology

Prague, Czech Republic
11–14 October 2011



ORGANISATION INTERNATIONALE
DE MÉTROLOGIE LÉGALE

INTERNATIONAL ORGANIZATION
OF LEGAL METROLOGY



International Organization of Legal Metrology

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Amendments to version 1 of this Working Document:

- 0.4: Agenda changed to version 3, dated 2011-08-01.
- 3.1, sixth bullet: "approved" changed to: "agreed".
- 4.2, heading: "financial and" deleted.
- 8: order of 2nd and 3rd paragraphs changed.
- 10: After section 10.6, a new section added: "10.7 The new SI and the impact on legal metrology"
- 10.1: After section 10.1.2, a new section added: "10.1.3 Co-secretariats of the BIML".
- 10.3.2, first paragraph: link added to the Draft Publication.
- 10.3.2, second paragraph: link to the Draft Publication and a note added.
- 10.5, third paragraph: "President" changed to: "President-elect" and last paragraph updated.
- 12.1, second paragraph and Draft Resolution: inserted "it is likely that" between "established," and "the term".
- 15.2, last line: "48th CIML" changed to: 49th CIML.

- Addendum 0.4: Agenda updated (version 3, dated 2011-08-01).
- Addendum 3.1: "BIML Work plan 2011" and "List of Publications since the 45th CIML Meeting" updated.
- Addendum 4.1, page 36, second table: second entry "31/12/2009" changed to: 31/12/2010.
- Addendum 10.3: Updated the BIML report on the Certificate System and the MAA.
- Addendum 10.5: Replaced by a new version.

Amendments to version 2 of this Working Document:

- 1: Added corrections to the minutes of the 45th CIML Meeting.
- 2: Text added.
- 3.1 and 3.2 Text replaced.
- 5.1 and 5.2: Text added.
- 7.1: Text added.
- 8: Minor amendment and new paragraph inserted.
- 9: Text and a Draft Resolution added.
- 10.4: Text added.
- 10.5: Text replaced.
- 10.7: Draft Resolution amended.
- 12: Heading amended and after section 12.2, added a new section "12.3 Preparation of the 2013-2016 budget".
- 12.1 and 12.2: Headings amended.
- 13: After section 13.1, a new section added "13.2 Terms of Reference for the Presidential Council".
- 14: Text added.

- Addendum 0.4: Agenda updated (version 4, dated 2011-08-16).
- Addendum 3.1: Page 8 replaced (Table with BIML travels 2011 inserted).
- Addendum 7.1 added.
- Addendum 7.2 added.
- Addendum 10.5: Withdrawn.

**Forty-Sixth Meeting of the International
Committee of Legal Metrology:**

Prague, Czech Republic

11-14 October 2011

The International Committee of Legal Metrology is convened by its President,
Mr. Alan E. Johnston, and will meet from 11-14 October 2011
at the Clarion Congress Hotel, Prague, Czech Republic.



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46th MEETING of the CIML
11-14 October 2011
Prague, Czech Republic

– Working Document –

0 Preliminary items

0.1 Opening speeches

0.2 Changing of the CIML President

Mr. Peter Mason, CIML Member for the United Kingdom, was elected as CIML President at the 45th Meeting (Orlando, Fl., USA, 2010). According to the OIML Convention, Mr. Mason will take up this position at the beginning of this year's CIML Meeting, succeeding Mr. Alan Johnston, CIML Member for Canada, who has been the CIML President since 2005.

0.3 Roll call

A roll call will be held to establish whether the quorum has been reached.

There are currently 57 OIML Member States and 57 designated CIML Members. For the CIML to take valid decisions, a minimum of three quarters of the number of designated CIML Members is required to be present or represented in the meeting. CIML Members present in the meeting may hold a maximum of two proxies.

The quorum is: 43.

0.4 Approval of the Agenda

Draft Agenda version 4, dated 2011-08-16, see Addendum 0.4.

1 Approval of the minutes of the 45th CIML Meeting

The minutes of the 45th CIML Meeting (Orlando, FL, USA, 21-24 September 2010) are available for download on the OIML web site at:

http://www.oiml.org/download/docs/ciml/45_ciml_minutes_english.pdf.

The following corrections have been identified to date:

- In 3.1.1, third paragraph on page 28 (“Mr Issaev agreed ...”), fourth line: replace “Seville” with “Sèvres”.
- In 3.1.2.5 (page 33), first line, delete “was”;
- Under the heading of 8.1 (page 72), insert a sub-heading “8.1.1 – 8.1.3 Confirmation of publications” and in the first line, replace “8.1.1. to 8.1.4” with “8.1.1 to 8.1.3”;
- 8.1.3 (page 73) to be renumbered “8.1.4”.

Draft Resolution No. ...

The Committee approves the minutes of the 45th CIML Meeting with the following modifications:

- In 3.1.1, third paragraph on page 28 (“Mr Issaev agreed ...”), fourth line: replace “Seville” with “Sèvres”;

- In 3.1.2.5 (page 33), first line, delete “was”;

- Under the heading of 8.1 (page 72), insert a sub-heading “8.1.1 – 8.1.3 Confirmation of publications” and in the first line, replace “8.1.1. to 8.1.4” with “8.1.1 to 8.1.3”;

- 8.1.3 (page 73) to be renumbered “8.1.4”.

2 Report by the CIML President

A word from the CIML President:

This past year has been one of transition in two respects. First, a new BIML Director took over in January and has already made a number of changes to the way in which the Bureau operates. More detail on the nature of those changes is contained in the Director’s Report.

Second, the Convention provides that there is a year’s handover period when the Presidency changes, and Alan Johnston and I have been working closely together to make that process as smooth as possible.

There have also been significant changes within the staff at the Bureau. After 33 years at the BIML, Jacques Bourgeois has retired and with an eye to the growing need for improving the efficiency at the BIML we are in the process of recruiting someone who will be working to improve the database structures and the communication processes at the BIML. We are also looking to fill the vacant Engineer position with a secondment.

Over the past year there have been a number of changes in the composition of the Committee and updated information on the membership changes will be given during the meeting.

Liaison with other international bodies remains a very significant part of the OIML's work. During the year we have renewed our MoU with ILAC/IAF and will sign a new MoU with the IEC at this meeting.

Even more significantly, there has been a considerable change in the relationship with the BIPM. I have met with the President of the CIPM on a number of occasions and this has led to the excellent working contacts established between our Director and the new Director of the BIPM. We have also agreed to explore, on a strict cost benefit basis, whether there would be an advantage if both organizations were to be collocated. The BIPM is expecting to start a major review of its strategic direction and its governance after the 2011 General Conference on Weights and Measures. This may provide an opportunity to consider whether there would be further benefits in bringing the two organizations closer together in a formal way.

One of the major topics of the Presidential Council meeting in March was the subject of the OIML's own Strategy, last reviewed in 2006. It was agreed that the Strategy should be both reviewed and restructured and several members of the Presidential Council met in Utrecht in June. At the Utrecht meeting a new approach was developed which is now set out in the Draft revision of OIML B 15:2006 (OIML Strategic Plan) which has now been submitted to the Committee for approval.

Another significant topic at the March Council meeting was our work on improving the legal metrology infrastructure in developing countries. In this context, it is worth noting that the revision of OIML D 1:2004 (*Elements for a law on metrology*) is making good progress in OIML TC 3.

Other topics where the OIML has an important part to play are:

- the continued development of the OIML MAA and the OIML Certificate System (revisions of B 3 and B 10 are submitted to the CIML for approval at this meeting);
- further examination of the Conformity to Type (CTT) issue, building on the seminar held in Utrecht in June;
- considering the implications for legal metrology of the proposals to redefine a number of the SI units ("The New SI");
- the development of standards and traceability for moisture mass fraction measurement (of grain, cereal, etc.).

The March Presidential Council also spent some time reviewing the current position on technical work within the OIML. Much of this work has progressed more slowly than we expected, mainly due to the heavy workload of most national legal metrology services. Consequently, there are not as many publications for the CIML to adopt this year as we had expected. I hope this will improve over the next few years. There has, however, been a great deal of progress on proposals for increasing the efficiency of our technical work. Central to this is the revision of the Directives for Technical Work and I am very pleased that we are now in a position to put forward a Draft for the revision of OIML B 6 for approval by the Committee. It is clear that there is not the necessary consensus for some of the more radical proposals for change, but we have nevertheless been able to identify some important improvements, and the revised document will also lead to much greater transparency in our processes.

Transparency in the work of the Presidential Council is also important. Although purely advisory, the Council is a vital forum for providing advice to the President, the Director and potentially the CIML as a whole. I am pleased to say that Corinne Lagauterie has accepted my invitation to join the Council, replacing Lev Issaev, who is standing down as the CIML Member for Russia after many years of invaluable service. If the Council is to be properly transparent, however, I believe that the Committee needs to approve formal terms of reference – now set out in the proposed Draft B 16 – and for its minutes to be available on the OIML web site.

Financially, the OIML remains in a good position. Allowing for the revised treatment of the pension scheme (as agreed by the CIML at its 45th Meeting), the accounts for 2010 show a positive result, albeit lower than planned in the budget (which was voted in 2008). Some savings have already been realized in 2011 and additional savings are expected in 2012.

Following the management audit that was carried out in February 2010, the Director was asked to prepare an Action Plan to take account of the comments expressed by the auditor. This Action Plan, which details the actions that the BIML will be taking (or has taken) as a result has been distributed to all CIML Members.¹

And finally, as we look to the future we are already beginning to think about the 13th Conference next year. Work has already started on drawing up the revisions to the BIML Staff Regulations and the OIML Financial Regulations, and at this meeting, the CIML will have the opportunity to view initial elements of the 2013-2016 budget.

Draft Resolution No. ...

The Committee takes note of the report given by its President.

3 BIML activities

3.1 General report

For further information, see Addendum 3.1

A word from the BIML Director:

In this year of transition, I have greatly enjoyed working with both Alan Johnston and Peter Mason to set a fresh course for a new direction for the BIML. I have also enjoyed working with the BIML staff and appreciate the help they have given me in learning the specific workings of the BIML. You will be given information on a number of initiatives undertaken by the BIML, many of which have been completed.

We have been working with President-elect Peter Mason on updating the Strategy for the OIML and formalizing the Terms of Reference for the Presidential Council. This has resulted in two Basic Publications, OIML B 15 *OIML Strategy* and OIML B 16 *Terms of Reference for the Presidential Council* which you will consider at this meeting.

¹ See “BIML Director’s Report on the Management Audits and Actions” in Addendum 4.2.

We have been working with Charles Ehrlich and TC 3/SC 5 to update OIML B 3 *OIML Certificate System for Measuring Instruments* and OIML B 10 *Framework for a Mutual Acceptance Arrangement on OIML Type Evaluations*; you will also consider these at this meeting.

With assistance from Stephen O'Brian and the Work Group on CTT, a CTT seminar took place in June this year, which began to develop a clearer picture of the role the OIML may play in this very important topic.

Finally, with the input and assistance from many of you, there has been significant work on OIML B 6 *Directives for OIML Technical Work* which updates this document and in particular, allows for a member of a TC or TC/SC to designate whether they wish to participate in a Work Group as a Participating Member (P-member) or an Observing Member (O-member). This is just a small sample of all that has been going on.

I would also like to provide you with a brief summary of a few items we have working on internally at the BIML.

- Weekly staff meetings are held at the Bureau on Tuesday morning at 10:30. All staff are required to participate. The main purpose of this meeting is to briefly discuss the current activities of each staff member and any special planned activities such as meetings, travel, or deadlines for projects.
- Weekly activity reports are required from all the BIML Staff.
- Meetings between the Director and individual staff at the BIML are held regularly. These include both formal and informal one-on-one discussions.
- Each Agent has documented their normal weekly work schedule. Any deviations are documented and approved.
- The policy regarding holidays at the BIML has been discussed and agreed by all staff. This includes defining the eleven official holidays in France, their dates, what to do in case of the holiday falling on a weekend, and what to do if the holiday falls on a Tuesday or Thursday. Details of this policy are available upon request.
- The policy regarding travel by the BIML staff has been discussed and agreed by all staff. This includes information regarding economy air travel, travel authorization, approval of expenses, and providing a report on the meeting. Details of this policy are available upon request.
- The BIML has begun to review the current Staff Regulations contained in OIML B 7. The BIML is also working with the BIPM to review their staff regulations and has received staff regulations from UNESCO as well as several other international organizations based in Paris. The content of these has been reviewed by Dr. Valerie Villiere. The best parts are now being incorporated into a new draft *BIML Staff Regulation* which will be presented to the CIML President for consideration and review before being finalized and presented to the CIML for review and adoption. The current schedule for this new document is to have it available for voting by the CIML Members at the 2012 CIML Meeting.
- A review of all Management Audits and the responses of the previous Director has been completed. Specific action items have been identified. The Director plans to meet

with the Auditor to discuss these actions and resolve any outstanding issues. A follow up audit will take place in the first half of 2012.

- A new system to schedule and track appointments, vacations, meetings etc. has been developed. This tracking system and calendar are available to all the BIML staff via the internet.

Draft Resolution No. ...

...

3.2 Director's report on BIML Staff matters

Highlights of activities at the BIML:

- Significant emphasis has been placed on Team Work at the BIML. Several teams have been formed to address various issues at the Bureau. These range from: identifying, purchasing and installing a new projector screen in the meeting room; working on the WMD website content and IT structure; repair of the front door of the Bureau; identification of time keeping software, planning for an updated brochure explaining the benefits of membership in the OIML as well as details on how to become a member, clearing out and archiving documents in the attic, and several other projects both major and minor.
- In October 2010, Luis Mussio joined the BIML in the role of Engineer. Mr. Mussio comes to the BIML from the BIPM where he had worked as the JCRB Executive Secretary. His previous metrology experience in his home country of Uruguay as Chief of the Metrology Department of LATU (the Uruguayan NMI) and as SIM Technical Committee Chair also includes the areas of legal metrology, accreditation and mutual recognition. Welcome Luis.
- On June 30, 2011 Jacques Bourgeois, office clerk and archivist retired. The duties of this position are being redefined to include the ability to support the internal databases at the BIML. The intention is that this position will also support other administrative functions at the BIML which were the responsibility of Mr. Bourgeois, as well as other duties which are now completed by other staff members.
- At the end of December 2012, Philippe Leclercq, BIML Administrator, will retire. Plans will be put in place to identify a replacement for Mr. Leclercq by the end of 2011 so that he can train his replacement.
- During 2011 the employment contracts of Chris Pulham, Editor and Webmaster, Jean-Christophe Esmiol, IT Systems, and Willem Kool, Assistant Director, expired or will expire. Mr. Pulham's contract was renewed on 1 July 2011 and it is the intent of the Director to renew Mr. Esmiol's contract, and to recommend to the CIML the renewal of the contract for Mr. Kool.
- Currently a position is vacant for the role of Engineer. There has been significant effort to define the roles and responsibilities of this position. At this time, it is not clear that a full time person, under contract is the correct decision. It has therefore

been decided to determine if a secondment could be recruited for this open position. There are a number of benefits with this approach.

- Following research and documentation, it has been determined that all eligible staff members received an increase in their index rating (salary increase) in 2009, therefore, based on the policy in OIML B 7, all eligible staff will be due for an increase in their index rating (salary increase) in 2011.
- The role and duties of the Accountant, Florence Martinie have changed significantly with the arrival of the present Director. Ms. Martinie is now responsible for many functions which were previously handled exclusively by the previous BIML Director.

Draft Resolution No. ...

...

3.3 CIML vote on the renewal of the contract of Willem Kool, BIML Assistant Director

The contract of Willem Kool, BIML Assistant Director, expires 31 December 2011 and is eligible for renewal according to Article VI of the BIML Staff Regulations (OIML B 7:2004). The BIML Assistant Director is appointed by the Committee (OIML B 1, Article XXI).

Draft Resolution No. ...

The Committee decides to renew the contract of Willem Kool, BIML Assistant Director, for a five year term from 1 January 2012.

4 Financial matters

4.1 Director's comments on the 2010 accounts

For the full report on the 2010 accounts and the external accountant's report for the year 2010, see Addendum 4.1.

The following table shows a summary of the realization of the 2010 (and 2009) budgets. The budget for the period 2009-2012 was voted by the 13th Conference in 2008.

Budget realization	2009		2010	
	Voted	Realized	Voted	Realized
CHARGES				
Active staff ¹⁾		1 208 605 €		1 186 473 €
Pension System ²⁾		-6 924 €		72 263 €
Total staff costs	1 229 000 €	1 201 681 €	1 302 000 €	1 258 736 €
Premises	61 000 €	64 337 €	62 000 €	69 982 €
Office costs	8 000 €	2 357 €	8 000 €	7 140 €
Printing & Bulletin ³⁾	41 000 €	45 551 €	42 000 €	23 699 €
Doc & Internet	26 000 €	17 539 €	27 000 €	20 686 €
Correspondence	20 000 €	27 064 €	20 000 €	20 028 €
Meetings ⁴⁾	68 000 €	93 060 €	70 000 €	103 438 €
Travel & accommodation ⁵⁾	90 000 €	189 381 €	96 000 €	126 302 €
Misc. ⁶⁾	46 000 €	65 746 €	47 000 €	90 110 €
Deprec. & provisions	61 000 €	48 172 €	62 000 €	1 807 728 €
Total charges other than staff	421 000 €	553 208 €	434 000 €	2 269 114 €
INCOME				
MS Contrib. & Translation Center ⁷⁾	1 607 000 €	1 577 600 €	1 656 000 €	1 695 800 €
CM Fees	64 000 €	64 960 €	70 000 €	71 340 €
Bulletin	6 000 €	3 671 €	6 000 €	3 824 €
Financial income	20 000 €	7 716 €	20 000 €	7 633 €
Income Certificates and MAA ⁸⁾	61 000 €	80 162 €	63 000 €	69 549 €
Misc. and Exc. Income ⁹⁾		59 816 €		17 286 €
<i>Others:</i>				
Provision on doubtful debts recovered		3 343 €		15 412 €
Transfer of operating charges		375 €		4 279 €
Total income	1 758 000 €	1 797 642 €	1 815 000 €	1 885 124 €
Result ¹⁰⁾	108 000 €	42 754 €	79 000 €	-1 642 725 €

¹⁾ *Staff costs*

Staff costs were approximately 3 % less than the budgeted amount. This was mainly due to the fact that the Bureau was operating for part of 2010 with one less engineer than planned.

²⁾ *Pension system*

The accounts for 2010 have been fully adjusted to reflect the required information necessary to conform to Resolution 27 from the 45th CIML Meeting. The information on the accounts and the text of Resolution 27 can be found in Addendum 4.1.

The accounts now fully show the effect of the inclusion of the liability for the pension system according to the IPSAS requirements.

³⁾ *Publications*

Printing and Bulletin costs were substantially lower than budgeted. A separate report on the costs of the Bulletin can be found in Addendum 3.1 on BIML Activities.

⁴⁾ *Meeting costs*

Meeting costs in 2010 remained substantially higher than budgeted (approximately 48 %). No extraordinary meetings were held in 2010. Currently there is a great deal of focus by the

CIML President and the BIML on the costs of meetings; this will include a thorough review of all costs related to all meetings.

5) Travel and accommodation

As was the case in both 2008 and 2009 the travel and accommodation costs were again considerably higher than planned in the budget, approximately 32 %. For 2011 all travel is being reviewed and approved by the Director before travel takes place. There is a new travel policy which allows for only economy air travel. For the 2013–2016 budget a thorough review of travel expenditures will take place.

6) Miscellaneous expenses

Information on this item will be reported at the CIML Meeting.

7) Member State contributions

Member State contributions are running slightly ahead of schedule. Agenda item 5.2 discusses doubtful debt and the situation of economies in arrears.

8) Income from Certificates and the MAA

Income from Certificates and the MAA was less than in 2009. However, the amount still exceeded the budgeted amount by approximately 10 %.

9) Miscellaneous and exceptional income

Information on this item will be reported at the CIML Meeting.

10) Final result

The final result reflects the changes in the accounting procedures to adopt the IPSAS accounting rules for the pension liability. This result will correct itself over the next two years as the figures will all become aligned.

11) Appraisal of 11 rue Turgot

The BIML is in the process of obtaining a new appraisal of the property at 11 rue Turgot. This is in anticipation of the 2013–2016 budget. The property at 11 rue Turgot will be appraised prior to each new budget proposal to the Conference.

4.2 Director's comments on the management audit

The first audit on the management of the BIML by an external auditor was conducted in July 2009, the second in February 2010. The report of the first audit was presented at the 44th CIML Meeting in Mombasa and subsequently circulated to the CIML Members. At the request of the 45th CIML Meeting (Resolution 26), the report of the second audit, together with a note from the previous Director, Mr. Jean-François Magaña, was also circulated to CIML Members. Resolution 26 of the 45th CIML Meeting also instructed the President to continue to follow up on this issue, and the Bureau to continue its efforts to increase the efficiency of its finances and management.

A report from the BIML Director on the actions following the last audit is contained in Addendum 4.2.

It is anticipated that the next management audit will take place early in 2012.

Draft Resolution No. ...

The Committee,

Noting the report by its President and the BIML Director on the actions taken following the Management Audit conducted in February 2010,

Recognizing that considerable improvements in the management of the BIML and of the OIML Budget have already been made,

Instructs its President and the BIML Director to continue to work diligently to resolve all items contained in the audit, to conduct a new audit in 2012 and to report progress at the next CIML Meeting.

4.3 CIML approval of the 2010 accounts

Draft Resolution No. ...

The Committee,

Noting the accounts for the year 2010 and the BIML Director's comments,

Considering the external auditor's approval of the 2010 accounts,

Approves the 2010 accounts, and

Instructs its President to present them to the 14th OIML Conference.

4.4 OIML Pension System

The BIML commissioned the company Jalma to evaluate the actuarial liability of the OIML Pension System at 31 December 2010 according to the IPSAS standards. The evaluation report is included in Addendum 4.4.

4.5 BIML Translation Center

For background information and supporting documents on this item, see Addendum 4.5.

To improve the efficiency and effectiveness of the BIML with respect to providing all types of documents and communications in both French (the official language of the Organization) and English, the BIML Director submits the following Draft Resolution to the CIML for consideration:

Draft Resolution No. ...

The Committee,

Recalling its Resolution “CIML 1975-IXc” establishing the BIML Translation Center,

Considering

(a) the original purpose of the BIML Translation Center, i.e. to make information, contained in certain working documents and publications, available to non-French speaking Members,

*(b) that the BIML Translation Center is funded by voluntary subsidies made by certain Member States and that the use of these funds is restricted to the translation of documents **from French to English**,*

(c) the increased use of English as the working language of the Organization and, consequently, the decrease in demand for translations into English, resulting in ever growing funds in the special account of the BIML Translation Center,

(d) that it is considered necessary to make certain OIML Publications available in both English and French,

(e) that, to increase the efficiency and effectiveness of the BIML, in particular regarding the dissemination of information to Members, it is desirable to make (historical) documents (Conference and Committee minutes and resolutions, OIML Bulletins, etc.) available in electronic format,

Resolves

(a) that the funds in the special account of the BIML Translation Center may be used, as necessary, for:

- the translation of documents (French to English, English to French and, occasionally, other languages),

- interpretation (French-English, English-French) at Conferences and Committee meetings,

- transcribing recordings of Conferences and Committee meetings for the purpose of producing the minutes of these meetings,

- converting existing documents of interest to the work of the Organization (minutes and resolutions of past Conferences and Committee meetings and other relevant documents) into a suitable electronic format,

(b) to decrease the base contribution for the BIML Translation Center to EUR 200,

Instructs the Bureau to

(a) continue to manage the BIML Translation Center, taking this Resolution into account,

(b) make translated, transcribed and converted documents available to the Members in suitable electronic format,

(c) report annually to the Committee on the functioning of the BIML Translation Center.

5 Member States and Corresponding Members

5.1 New Member States and Corresponding Members and perspectives

The BIML Director will provide up to date information in the meeting.

5.2 Outstanding arrears of Member States and Corresponding Members

The BIML Director will provide up to date information in the meeting.

6 Developing countries

6.1 Report by the Facilitator on Developing Country matters

The OIML Facilitator on Developing Country matters will give an oral report to the CIML Meeting.

6.2 Report by the BIML on Developing Countries

6.2.1 AFRIMETS Metrology School

In 2010 and 2011, the BIML was involved in the organization and presentation of the highly successful 2011 AFRIMETS Metrology School, which aimed to give young metrologists from Africa an introduction to the components that make up a sound measurement system for a country, and to give them hands-on experience in a number of technical fields. The first of its kind, the school was designed to introduce standards, quality, accreditation and metrology in a balanced way over ten days. It was therefore an opportunity to equip a younger generation of metrologists with the knowledge necessary to build the African metrology infrastructure to an internationally accepted level. A report is available in the April 2011 edition of the OIML Bulletin.

6.2.2 OIML Membership

In line with the developments in the African metrology infrastructure, the OIML was pleased to welcome Zimbabwe as a Corresponding Member in March 2011. There are active discussions with several other African countries becoming Corresponding Members and with existing Corresponding Members who wish to become Member States.

The BIML will make an oral report on the current situation at the CIML Meeting.

7 Liaisons

7.1 Report by the BIML

Note: Information about the liaison with the BIPM is given under agenda item 8.

7.1.1 WTO / TBT Committee

The OIML is an observer on the World Trade Organisation Technical Barriers to Trade Committee (WTO TBT). The TBT Committee holds three meetings per year, but during the period September 2010 – October 2011, the BIML has attended only one, in June 2011, due to the commitments of other work. The OIML was not invited to participate in any of the technical capacity building activities of the WTO during the year. The BIML has also introduced a page on the OIML web site to keep Members informed of proposed metrology-related regulations which have been notified to the TBT Committee by WTO Members under Article 10.6 of the TBT Agreement.

7.1.2 ISO and the IEC

7.1.2.1 Memorandum of Understanding with the IEC

Following Resolution 5 of the 45th CIML Meeting, instructing the BIML to set up working relations with the IEC similar to those with ISO, discussions with the IEC were initiated for the purpose of drafting a Memorandum of Understanding (MoU), to be followed by a joint action plan.

At the invitation of Mr. Schwartz, CIML Vice-President, a meeting with a representative from the IEC was held in Braunschweig, in December 2010. The resulting draft MoU was discussed and generally agreed by the Presidential Council in March 2011.

The Presidential Council considered that some clarification was needed for the OIML community. For that purpose, the publication of the MoU by the BIML will include the following notes:

Note 1. In this MoU the term ‘jointly developed publications’ refers to the result of a process whereby the two organizations cooperate in the development of technical requirements or guidance documents, for instance in a joint working group, while each of the organizations publish separate, but equivalent publications, following their own adoption procedures. This should not be confused with a ‘joint publication’ which is to be understood as one publication, published by two (or more) organizations.

Note 2. The term ‘equivalent’ in this MoU refers to the situation where the application of the provisions of either the IEC publication, or the OIML publication on the same topic leads to the same result, although the (relevant parts of) both publications may not be identical.”

The MoU will be signed during the CIML Meeting. The text of the MoU is reproduced in Addendum 7.1.

The BIML will attend the IEC General Assembly in Melbourne (24-28 October 2011) and participate in the meeting of the IEC Conformity Assessment Board which is held in conjunction with the General Assembly.

Draft Resolution No. ...

The Committee,

Approves the Memorandum of Understanding with the IEC,

Instructs the Bureau to draw up a joint work program with the IEC and report on the progress at the 47th CIML Meeting.

7.1.2.2 ISO/DEVCO

DEVCO is the Developing Countries Policy Committee of ISO. The BIML attended the ISO/DEVCO meeting in September 2010. Other relations with ISO/DEVCO during the period 2011 have been limited to contacts during the DCMAS Network meeting in April 2011.

7.1.2.3 ISO/CASCO

CASCO is the Conformity Assessment Committee of ISO. The BIML maintains an active liaison with ISO/CASCO, closely follows its work and actively participates in some of its working groups, relevant to the development and maintenance of OIML certification systems and the MAA.

In the past year, the BIML attended meetings of the CASCO/STAR Group (Strategic Alliance and Regulatory Group), WG 29 (Revision of ISO Guide 65), WG 32 (Revision of ISO Guide 67) and the CASCO General Assembly.

The aim of CASCO/STAR is to facilitate and maintain a forum for economic sectors and intergovernmental organizations to interact with CASCO for the purpose of identification of relevant conformity assessment documents and issues and to provide advice to CASCO on how best to develop conformity assessment policy and related documents.

The revision of ISO Guide 65 “*Conformity assessment — Requirements for bodies certifying products, processes and services*” (to be published as ISO/IEC 17065) is now in the “DIS”-stage, i.e. circulated for a five-month ballot with a deadline of 26 October 2011. As soon as ISO has published the “FDIS” of this standard, after which only editorial amendments may be made, OIML TC 3/SC 5 can start the revision of OIML D 29:2008 “*Guide for the application of ISO/IEC Guide 65 to assessment of measuring instrument certification bodies in legal metrology*” (see Resolution 20 of the 45th CIML Meeting); this is expected in June 2012.

For the revision of ISO Guide 67 “*Conformity assessment -- Fundamentals of product certification*” (to be published as ISO/IEC 17067, WG 32 is preparing a further Committee Draft which is expected to be circulated for ballot in November 2012. The “FDIS” is not expected until June 2013.

7.1.2.4 ISO/COPOLCO

COPOLCO is the Consumer Policy Committee of ISO.

The Terms of Reference of COPOLCO are:

- *To study means of helping consumers to benefit from standardization, and means of improving consumer participation in national and international standardization.*
- *To provide a forum for the exchange of information on the experience of consumer participation in the development and implementation of standards in the consumer field, and on other questions of interest to consumers in national and international standardization.*
- *To advise ISO Council as to the consolidated viewpoints of consumers on matters relevant to ISO's current and potential standardization and conformity assessment work.*
- *To advise ISO Council on the need for new or revised policies or actions within ISO as they relate to consumers' needs.*

Historically, consumers are not well represented in the technical work of the OIML, although they are considered one of the stakeholders. The BIML took the initiative to contact the new chairperson of COPOLCO, Ms Norma McCormick, to discuss a possible liaison between OIML and ISO/COPOLCO. This was followed by an invitation to attend the COPOLCO General Meeting in London (May 2011) and make a presentation about the OIML and the relevance of legal metrology to consumers. Comments and questions from the floor showed that COPOLCO members are in favor of establishing a formal liaison between OIML and COPOLCO. We are now awaiting the formal COPOLCO decision required to establish the liaison.

Draft Resolution No. ...

The Committee,

Welcomes the establishment of a liaison with the Consumer Policy Committee of ISO (ISO/COPOLCO),

Instructs the Bureau to identify possible liaison activities, encourage such activities at the TC-level and report on the progress at the 47th CIML Meeting.

7.1.3 ILAC and the IAF

7.1.3.1 Renewal of the OIML/ILAC/IAF Memorandum of Understanding

A revised Memorandum of Understanding (MoU) with ILAC and the IAF was signed by the CIML President, Mr. Alan Johnston, on 28 October 2010 during the ILAC/IAF Joint General Assembly in Shanghai. An account of that event is published in the January 2011 issue of the OIML Bulletin (http://www.oiml.org/bulletin/subscribers/oiml_bulletin_jan_2011.pdf), pages 38-42. More information about the MoU is available on the OIML web site at: http://www.oiml.org/about/mou_ilac_iaf.html.

7.1.3.2 OIML/ILAC and OIML/IAF joint work programs

On 16 November 2010, the new chairperson of the IAF, Mr. Randy Dougherty, paid a courtesy visit to the BIML. It was agreed to establish a joint IAF/OIML work program.

On 9 February 2011 the annual review of the OIML/ILAC joint work program took place in a meeting at the BIML with the ILAC/IAF Liaison Officer, Mr. Laurent Vinson. Also, the joint work program with IAF was agreed. For the report of that meeting and the (updated) joint work programs, see Addendum 7.1.

7.1.3.3 ILAC Accreditation Committee (ILAC/AIC).

The BIML attended the meeting of the Accreditation Committee of ILAC (ILAC/AIC) in Montreux (April 2011). Main issues of interest to OIML are:

- Publication ILAC-G17:2002 “*Introducing the concept of Uncertainty of Measurement in Testing in Association with the Application of the Standard ISO/IEC 17025*”. A survey will be held among ILAC Members prior to a decision as to whether ILAC-G17 should be revised or withdrawn.
- Publication ILAC-P10:2002 “*ILAC Policy on Traceability of Measurement Results*”. This publication is currently under revision, in collaboration between the AIC and the BIPM.
- Publication ILAC-G24:2007 “*Guidelines for the determination of calibration intervals of measuring instruments*”. This is a joint publication with the OIML (OIML D 10:2007). The AIC confirmed that a review of this publication should be undertaken in 2012 as mentioned in the OIML/ILAC joint work program.

Following a meeting with the ILAC/IAF Liaison Officer in May 2011, a joint ad-hoc working group was set up to prepare a next draft for a joint ILAC/OIML assessment procedure in the field of legal metrology. The next draft is scheduled for end of September and will take into account the results of the MAA/CPR Meeting in Braunschweig (September 2011).

7.1.4 UNECE

The BIML maintains an active working relation with UNECE Working Party 6 on Regulatory Cooperation and Standardization Policies. The BIML participates in the work of UNECE/WP6 as the *rapporteur* for legal metrology issues and is involved in ongoing work on terminology, market surveillance and the annual session of WP 6.

Information about the work of WP 6 can be obtained from the UNECE web site at: <http://live.unece.org/trade/wp6/welcome.html>

In the 45th CIML Meeting it was reported that the BIML and the UNECE/WP6 secretariat had identified areas of cooperation with a view to a possible Memorandum of Understanding. No progress has been made on this issue due to workload and scheduling problems. The intention is to start discussions with UNECE/WP 6 end of 2011 / beginning of 2012.

7.1.5 Codex Alimentarius

Because of workload and scheduling problems, the BIML did not participate in any meeting of the Codex Alimentarius Commission or its Committees in the past year. Also, no progress

could be made with aligning the definitions in OIML R 87:2004 (*Quantity of product in prepackages*) with those in Codex STAN-1:1985 on labeling of food products, because a meeting of OIML TC 6, scheduled to be held in April 2011 in Japan had to be postponed due to the aftermath of the devastating earthquake that struck Japan.

The secretariat of OIML TC 6 (Prepackages) participated in the meeting of the Codex Committee on Processed Fruits and Vegetables (CCPFV) held in October 2010 in Bali, Indonesia. CCPFV is developing a standard on sampling. The input of OIML/TC 6 is aimed at harmonizing this standard with the requirements of OIML R 87:2004 (*Quantity of product in prepackages*).

7.1.6 UNIDO

The OIML has a joint MoU with UNIDO and the BIPM. The most significant activity during the period 2010-2011 has been participation in the planning and delivery of the first AFRIMETS Metrology School, held in Nairobi, Kenya in February 2011. Further details can be found under item 6.2.1. The BIPM is still working with UNIDO, the BIPM and the African Union on the planning of a follow-up awareness raising event for senior political decision makers in AFRIMETS countries. It is hoped this will take place in 2012.

7.1.7 DCMAS Network

The BIPM attended the annual meeting of this networking group, which was held in April 2011. The Network comprises BIPM, IAF, ILAC, IEC (joint secretariat 2010-2011), ISO (joint secretariat 2010-2011), OIML, ITU, ITC, UNECE and UNIDO. It mainly provides an opportunity for these organizations to discuss matters of common interest in the field of technical assistance to developing countries.

Main topics of discussion at the meeting were:

- The future of the DCMAS Network's web site, which is hosted by the OIML.
- Updates from members.
- The composition of the Network – it was decided not to enlarge it further at the moment.
- The possibility of improving communication between members by the use of teleconferencing.

Since the meeting, it has been announced that the secretariat has been passed to the UNECE for the period 2011-2012.

7.2 Presentations by liaison organizations

A number of the liaison organizations will be represented at the 46th CIML Meeting and have indicated that they will make a presentation.

To date, a written report has been received from the BIPM (see Addendum 7.2)

7.3 Report on the Round Table with Regional Bodies

A round table with Regional Legal Metrology Organizations (RLMOs) has been scheduled for Tuesday morning, 11 October 2011, immediately preceding the CIML Meeting.

Mr. Pavel Neyezhmakov of the National Ukraine Institute of Metrology and Head of the secretariat of COOMET, chairman of this year's RLMO Round Table, will give an oral report.

Draft Resolution No. ...

The Committee,

Noting the oral report given by Mr. Pavel Neyezhmakov, Head of the secretariat of COOMET, on the RLMO Round Table held on 11 October 2011,

...

8 Report on cooperation between the BIML and the BIPM

The CIML President and the BIML Director will provide information about the cooperation activities between the BIML and the BIPM and about the discussions on the issue of the “rapprochement” between the two organizations.

Prior to the CIML Meeting, the President will circulate a report on the “rapprochement” with the BIPM, in compliance with Resolution No. 3 of the 45th CIML Meeting.

Addendum 8 contains a presentation prepared by the BIML Director on BIML-BIPM cooperation activities.

A particular topic being investigated in depth is the possible co-location of the BIML and the BIPM at Sèvres. The BIPM had requested specific information regarding infrastructure requirements in order to assess the feasibility of co-locating the BIML and the BIPM. However, the BIPM had indicated that they would not be able to review such information in any detail until after the CGPM in October 2011.

9 Discussion of the future strategic direction of the OIML

At its meeting in March 2011 the Presidential Council considered that it is appropriate to revise the current OIML Strategic Plan (OIML B 15:2006). An extraordinary meeting of the Presidential Council was held in Utrecht, the Netherlands, in June 2011 to discuss a proposal drafted by the President-elect. The Draft Revision of OIML B 15, which is the result of these discussions, is submitted to the 46th CIML Meeting for approval.

(See: <http://prague.oiml.org/ciml.html#drafts>).

Draft Resolution No. ...

The Committee, approves the revision of publication OIML B 15 “OIML Strategy”.

10 Technical activities

10.1 Items for information

10.1.1 TC 16/SC 2: Revision of OIML R 100:1991 “Atomic absorption spectrometer systems for measuring metal pollutants in water”:

The 45th CIML Meeting (Resolution 17) instructed the BIML to submit the Draft revision of R 100 to direct CIML online approval, following the preliminary ballot for which the deadline was 4 October 2010. However, the ballot for the DR failed (only 22 votes were received, of which two ‘no’-votes and three abstentions). Therefore, the Draft was returned to the secretariat of TC 16/SC 2 for further consideration.

10.1.2 Approval of OIML R 35-3 “Material measures of length for general use. Part 3: Test report format”

Part 3 of OIML R 35, the test report format, was approved in the CIML online ballot (41 votes, all in favor, no abstentions) and, since for test report formats the same adoption procedure applies as for OIML Documents, could therefore be published immediately. However, publication is postponed until Part 2 of OIML R 35 has been approved and published. OIML R 35-2 is submitted to the CIML Meeting for approval (see item 10.2.1).

10.1.3 Co-secretariats of the BIML

For a number of years, the BIML acted as the co-secretariat for TC 3/SC 5 “Conformity assessment” and TC 5/SC 2 “Software”. With the resignation of Samuel Just in 2010, the BIML no longer had the expertise to provide technical support to TC 5/SC 2 and, therefore, abolished this co-secretariat.

The BIML continues as co-secretariat for TC 3/SC 5, but intends to initiate a discussion and prepare a proposal on the role of the BIML as secretariat at the TC level, in particular regarding the elaboration of OIML Basic Publications. It is anticipated that a proposal will be discussed by the Presidential Council in March 2012, before it is submitted to the CIML for consideration.

10.2 Items for approval

10.2.1 Draft Recommendation OIML R 35-2 “Material measures of length for general use - Part 2: Test methods”

The Draft OIML R 35-2 passed the preliminary ballot (40 votes, all in favor, no abstentions) and is now submitted to the CIML Meeting for approval.

Draft Resolution No. ...

The Committee approves the following Recommendation:

- OIML R 35-2 “Material measures of length for general use - Part 2: Test methods”.

10.2.2 Draft Revision of OIML Recommendation R 126 “Evidential breath analyzers”

The Draft Revision of OIML R 126 was submitted to the CIML (preliminary online ballot) for vote and comment with a deadline of 8 August 2011. The CIML is requested to approve its submission to direct online CIML approval if the Draft receives sufficient support in the preliminary ballot.

10.2.3 Draft Revision of Recommendations OIML R 137-1 and OIML R 137-2 “Gas meters”

The drafts of the revision of OIML R 137 (Parts 1 and 2) were submitted to the CIML (preliminary online ballot) for vote and comment with a deadline of 1 September 2011. The CIML is requested to approve their submission to direct online CIML approval if they receive sufficient support in the preliminary ballot.

Draft Resolution No. ...

The Committee instructs the BIML to submit the following Draft Recommendations to direct online CIML ballot after they have received sufficient support in the preliminary ballot:

- Draft Revision of OIML Recommendation R 126 “Evidential breath analyzers”,

- Draft Revision of Recommendations OIML R 137-1 and OIML R 137-2 “Gas meters”

10.2.4 Change of secretariat of TC 8 “Measurement of quantities of fluids”

The CIML Member for Switzerland informed the BIML that Switzerland wishes to relinquish the responsibility for the secretariat of TC 8. The BIML distributed an inquiry to the P-Members of TC 8 requesting a volunteer to take over the work of this secretariat. The BIML received a positive response only from the CIML Member for Japan.

The BIML, therefore, proposes that the CIML decides to reassign the responsibility for the secretariat of TC 8 to Japan.

Draft Resolution No. ...

The Committee reassigns the responsibility for the secretariat of TC 8 “Measurement of quantities of fluids” to Japan.

10.3 OIML Certificate System, MAA, and other future Systems

10.3.1 Information on the operation of the OIML Certificate System and the MAA

A BIML report on the operation of the OIML Basic Certificate System and the MAA is included in Addendum 10.3.

10.3.2 Approval of the revision of OIML B 3 and OIML B 10

The revision of OIML B 3:2003 “*OIML Basic Certificate System for OIML Type Evaluation of Measuring Instruments*” passed the preliminary online CIML ballot (33 votes in favor, 3 abstentions) and is now submitted to the CIML Meeting for approval. The Draft Publication is available on the CIML Meeting web site at: <http://prague.oiml.org/ciml.html#drafts>.

The revision of OIML B 10-1:2003 (amended 2006) and OIML B 10-2:2004 “*Framework for a Mutual Acceptance Arrangement on OIML Type Evaluations*” passed the preliminary online CIML ballot (33 votes in favor, 2 abstentions) and is now submitted to the CIML Meeting for approval. The Draft Publication is available on the CIML Meeting web site at: <http://prague.oiml.org/ciml.html#drafts>. (Note: The revision of both parts (B 10-1 and B 10-2) will be published as one Basic Publication B 10).

Draft Resolution No. ...

The Committee,

Approves the following Draft Basic Publications:

- *Revision of OIML B 3 “OIML Basic Certificate System for OIML Type Evaluation of Measuring Instruments”,*
- *Revision of OIML B 10-1 and OIML B 10-2 “Framework for a Mutual Acceptance Arrangement on OIML Type Evaluations”.*

10.3.3 OIML TC 3/SC 5 proposal for a CIML Resolution on the acceptance of manufacturers’ test results within the MAA

The following is an extract from Resolution no. 20 adopted at the 43rd CIML Meeting in October 2008:

“...For the time being, Issuing Participants shall not issue OIML MAA Certificates in the event that results of tests outside the scope of the DoMCs are taken into account (e.g. test results from manufacturers) in the Evaluation Reports. In this case an OIML Basic Certificate may still be issued as long as the MAA does not provide this possibility. The Committee supports the intention of TC 3/SC 5 to further discuss the acceptance of manufacturers’ test results, with the aim of ultimately including them in the scope of the MAA if consensus can be reached on the conditions to be applicable to manufacturers ISO/IEC 17025 test laboratories.”

TC 3/SC 5 discussed the issue of the acceptance of manufacturers’ test results during its October 2010 meeting, notably taking into account:

- the experiences of voluntary peer assessments of the Manufacturers’ Testing Laboratories (MTLs) of two weighing instrument manufacturers in April 2009, that were performed in full accordance with the MAA rules;

- the proposals made by CPR Members at the combined R 49/R 60/R 76 CPR meeting held in June 2009;
- the proposals and comments received thereafter from CPR and TC 3/SC 5 members;
- the proposals made at the TC 3/SC 5 meeting held on 4 and 5 October 2010; and
- subsequent inputs from TC 3/SC 5 members up to February 2011.

TC 3/SC 5 decided to propose:

- a resolution to the CIML on the use of MTLs; and
- a “fast track” process, parallel to project p8 “revision of B 10-1”, to approve a revised document B 10 that already includes the use of MTLs.

This process consisted in submitting two versions of the revised document B 10 to the Subcommittee, one without MTLs and another one including MTLs, and the proposal of the above resolution.

The outcome of the Subcommittee vote was:

- **approval** of the first version of OIML B 10 (**without** MTLs);
- **approval** of the proposal of a **Resolution** for the CIML;
- **rejection** of the second version of OIML B 10 (**with** MTLs) (i.e. the “fast track”).

The March 2011 TC 3/SC 5 report (included in [Addendum 10.3](#)) describes this process in more detail. The “fast track” proposal failed by 4 votes, the reason obviously being that the conditions for MTLs in B 10, as proposed in the above report, still require some discussion on the Subcommittee level.

As a result of this process, TC 3/SC 5 proposes to clearly separate:

- the approval of the **first version of the revised document B 10 (without MTLs)**, which is the outcome of project p8, and
- the further **procedure regarding MTLs**.

Therefore, the secretariat of TC 3/SC 5 proposes:

1. that the **Draft Document B10/2011/1 DB** (i.e. the revised B 10 document without MTLs) be approved by the CIML according to the normal procedure applicable to Basic Documents;
2. that the CIML votes on the following **Resolution** regarding MTLs:

“Further to Resolution No 20 at the 43rd CIML Meeting, Issuing Participants may request the registration of Manufacturers’ Testing Laboratories (MTLs) under a DoMC, provided that the conditions agreed by TC 3/SC 5 and laid down in a respective amendment to OIML B 10 are met. OIML MAA Type Evaluation Reports that contain test results from MTLs may be accepted by Participants on a voluntary basis.”;

3. that, in case of a positive CIML vote on the above resolution, the CIML approves a **new project** “Amendment of B 10 to include MTLs” so that TC 3/SC 5 is given the mandate to further discuss and define appropriate conditions for the registration of MTLs in B 10;
4. that, in case of a positive CIML vote on the above resolution, **MTLs remain excluded** from the scope of the MAA until the new project “Amendment of B10 to include MTLs” is finished and the respective amendment is approved by the CIML.

Dr. Charles Ehrlich and Dr. Roman Schwartz will present explanatory oral reports during the 46th CIML Meeting.

Draft Resolution No. ...

The Committee,

Noting the report of TC 3/SC 5 on the issue of the acceptance of manufacturers' test results within a DoMC under the MAA,

Recalling its Resolution No. 20 at the 43rd CIML Meeting,

Decides

- that Issuing Participants may request the registration of Manufacturers' Testing Laboratories (MTLs) under a DoMC, provided that the conditions agreed by TC 3/SC 5 and laid down in a respective amendment to OIML B 10 are met,

- that OIML MAA Type Evaluation Reports that contain test results from MTLs may be accepted by Participants on a voluntary basis.

Draft Resolution No. ...

The Committee,

Recalling its Resolution No. xx,

Approves as a new work item for OIML TC 3/SC 5:

- the revision of OIML B 10 "Framework for a Mutual Acceptance Arrangement on OIML Type Evaluations (MAA)" to include appropriate conditions for the registration of Manufacturers' Testing Laboratories (MTLs) under a DoMC,

Decides

- that the registration of MTLs under a DoMC remains excluded from the scope of the MAA, until this revision of OIML B 10 is approved.

10.4 Conformity to Type (CTT)

The 45th CIML Meeting extensively discussed a proposal to launch a new work item on Conformity to Type (CTT) and to establish a new TC or SC to deal with this issue (for an account of the discussions, see 8.2.2.1 in the minutes of the 45th CIML Meeting). The CIML decided (Resolution No 19 of the 45th CIML Meeting) to postpone a decision on the proposal until after the conclusions of a seminar on CTT, that the BIML proposed to organize, would have become available. The CIML Member for New Zealand, Mr. Stephen O'Brien agreed to lead a working group, facilitated by the BIML, to organize the seminar. The seminar was held in Utrecht, the Netherlands, on 29 and 30 June 2011. Information about the CTT seminar, including the presentations given, is available on the OIML web site.

(see: http://www.oiml.org/seminars/2011_CTT/)

A report of the CTT seminar and some supporting documents will be posted on the CTT Seminar web site shortly. Based on the recommendations agreed by participants in the seminar in Utrecht, a follow-up seminar is being organized on 10 October 2011, prior to the 46th CIML Meeting. The aim of the follow-up seminar is to prepare a resolution to be taken by the 46th CIML Meeting on further OIML activities on CTT.

10.5 Revision of the Directives for Technical Work

The process of revising the Directives for OIML technical work began with the BIML conducting a brainstorming session in April 2006 to identify shortcomings of the current Directives and technical work structure. This resulted in the establishment of some basic objectives for the revision, and a working document was drafted by the BIML based on these objectives.

A Working Group was then set up, which held several meetings to discuss the successive working drafts which were developed by the BIML on the basis of the comments of the Working Group's members.

Due to the problems encountered in resolving some issues, the Presidential Council discussed the revision of the Directives in 2008, 2009 and 2010. Reports on the current situation of the revision were also made at the CIML Meetings in those years.

The discussion of some of the fundamental issues which remain unresolved in this work at the 45th CIML Meeting in 2010 (details of which can be found in the minutes available on the OIML web site) resulted in Resolution 24 of that Meeting which instructed the Bureau “to consult all CIML Members by way of an inquiry on their position with regard to specific issues, such as the structure of the technical work, the proposed Technical Management Committee and the voting procedures for the adoption of OIML Publications, with a view to preparing a new Draft Revision, to be considered for adoption by the CIML at its 46th Meeting.”

Following some discussion at the Presidential Council in March 2011, the inquiry was circulated to CIML Members in April 2011, with a deadline of 16 May 2011. The results and the collated comments were distributed to CIML Members in June 2011. A new draft was drawn up on the basis of these results and comments, and following discussions between the BIML and the CIML President-elect. This was distributed to CIML Members as Addendum 10.5 to the previous editions of this CIML Working Document. This has now been further refined and made available as a Draft revision of B 6-1 and B 6-2².

Since neither the working group on the Directives, nor the CIML inquiry on certain aspects of the Directives provided consensus on the issues of the structure and management of the technical work, the Draft revision of B 6-1 is limited to changes which include the following overall principles:

- The current Technical Committee (TC) and Subcommittee (SC) structure is maintained, so as to maintain the “corporate memory” in each technical area.
- It is not proposed to set up a Technical Management Committee.

² Addendum 10.5 to the previous versions of this Working Document is superseded by the Draft Revision of OIML B 6-1 and B 6-2 and is therefore withdrawn.

- Members are able to choose the level of participation in those specific working groups which interest them within each TC and SC.

These overall principles have led to the development of the following concepts:

- OIML publications are developed by working groups.
- Working groups covering similar instruments or concepts are grouped into Technical Committees and Subcommittees.
- Member States are free to choose to be a P-member or O-member of, or not to participate in each TC or SC.
- The P- and O-membership of each TC and SC provides the default P- and O-membership for working groups within those TCs and SCs, but P-members of a TC may choose to be only O-members of a particular working group.
- The secretariat of a TC or SC provides the default convener of working groups within that TC or SC, but the convenership may be allocated to another of the working group's P-members.

Since the Draft does not propose the establishment of a Technical Management Committee, the Presidential Council's advisory role, and the CIML's decision-making role in the OIML's technical work has been clarified.

To incorporate these ideas in the best way possible, the existing 1993 edition of the Directives has been rewritten to clarify the language used and therefore encourage the TCs, SCs and working groups to follow the procedures for technical work more closely.

The revision of Part 2 of the Directives (B 6-2), which covers the drafting and presentation of OIML publications, has been updated to align it with other international standards on which it is based and reflects current OIML drafting practice.

Draft revisions of B 6-1 and B 6-2 are now provided for consideration by the CIML at its 46th Meeting (available at: <http://prague.oiml.org/ciml.html#drafts>).

Draft Resolution No. ...

The Committee approves the revision of:

- *OIML B 6-1 "Directives for the technical work. Part 1: Structures and Procedures for the Development of OIML International Recommendations and Documents", and*
- *OIML B 6-2 "Directives for the technical work. Part 2: Guide to the drafting and presentation of OIML International Recommendations and Documents."*

10.6 Use of the VIM and the GUM in OIML technical publications

For background information: See Addendum 10.6.

Following the publication of the third edition of the International Vocabulary of Metrology (VIM) as OIML V 2-200:2010 and the current revision of the International Vocabulary of Legal Metrology in OIML TC 1, the BIML proposes the following Resolution to remind Members of the provisions in the Directives for the technical work (OIML B 6-2) on the use of terminology, to encourage the Secretariats of OIML Technical Committees and

Subcommittees to apply these provisions and to strengthen the role of the BIML in ensuring that these provisions are correctly implemented.

Draft Resolution No. ...

The Committee,

Noting the development of the 3rd edition of the International Vocabulary of Metrology - Basic and General Concepts and Associated Terms (VIM) by the Joint Committee for Guides in Metrology (JCGM) of which the OIML is a Member Organization,

Noting the publication of the 3rd edition of the VIM as an OIML Vocabulary (OIML V 2-200:2010),

Recalling the requirements for the drafting and presentation of terms and definitions in OIML Recommendations and Documents as laid down in Annex B of OIML B 6-2:1993, and in particular paragraph B.1.2 "Avoidance of duplications and contradictions",

Considering the imminent completion of the revision of the International Vocabulary of Legal Metrology (VIML) by OIML TC 1,

Resolves

(a) that new, and revisions of existing OIML Recommendations and Documents should apply the terminology and definitions of the VIM and the VIML without amendment,

(b) that terms and definitions from international vocabularies from other fields (for instance statistics) may be adapted when the concept that they pertain to in legal metrology is different and that such conceptual differences should be explained in a note,

(c) that when, in OIML Publications other than Recommendations and Documents, terms and definitions are used that differ from those in the VIM and the VIML, these differences should be indicated in notes, as appropriate,

Instructs the BIML to monitor the correct implementation of this Resolution at all stages of the preparation of OIML Publications.

10.7 The new SI and the impact on legal metrology

Following a discussion in the Presidential Council (March 2011) an ad-hoc working group "New SI" was formed to study the impact on legal metrology of the proposed changes to the SI (International System of Units) which are currently under discussion (see the BIPM web page "On the possible future revision of the SI" at: http://www.bipm.org/en/si/new_si/).

The members of the ad-hoc working group are: Messrs. Roman Schwartz (CIML Member for Germany, convener), Arnold Leitner (CIML Member for Austria and current OIML representative in the CCU), Philippe Richard (CIML Member for Switzerland and future OIML representative in the CCU), Charles Ehrlich (CIML Member for the USA), Yukinobo Miki (CIML Member for Japan) and Michael Kühne (Director of the BIPM).

Messrs. Leitner and Richard will give a presentation on the impact of the "New SI" on legal metrology and report on the activities of the working group.

Draft Resolution No. ...

The Committee,

Expresses its appreciation to Messrs. Arnold Leitner and Philippe Richard for their presentation about the proposed changes to the SI (International System of Units), currently discussed by the BIPM and the impact of those changes on legal metrology,

Encourages all its Members and relevant Technical Committees, in particular TC 2, TC 9, TC 9/SC 3 and TC 11, to actively participate in the discussion and provide comments to the ad-hoc OIML Working Group "New SI" before 24 February 2012,

Thanks Mr. Arnold Leitner for representing the OIML in the CCU (Consultative Committee of Units of the BIPM) over many years, and,

Welcomes the nomination by TC 12 of Mr. Philippe Richard as the new OIML representative in the CCU.

11 Awards

An awards ceremony is planned for Wednesday, 12 October 2011, following the afternoon break.

12 Preparations for the 13th Conference (2012)

12.1 CIML interpretation of the OIML Convention (OIML B 1) - Article XVII - use of the term "colleague"

For background information on this item, see Addendum 12.1.

When the OIML was established, it is likely that the term 'colleague', used in the first paragraph of Article XVII of the OIML Convention, was intended to refer only to another CIML Member. The paragraph in question provides for the possibility for a CIML Member to be represented by another CIML Member in a CIML Meeting. The evolution of the role of the Organization as a standard-setting organization and the changes in the way the Committee operates that came with it, make it desirable that CIML Members who are unable to attend a CIML Meeting may be represented by someone from their own administration.

The BIML, therefore, proposes the following Resolution:

Draft Resolution No. ...

The Committee,

Considering

(a) that, when the OIML was established in 1955, its Organization was modeled after the BIPM, established by the Metre Convention in 1875;

(b) that, in view of the history of the text of the OIML Convention, it is likely that the term ‘colleague’ used in Article XVII of the OIML Convention refers to another CIML Member;

(c) the role of the OIML as an international standard-setting organization, and the evolution of the functioning of the CIML in the light of that role, namely that CIML decisions are increasingly viewed as decisions of the OIML Members,

Noting that Article XIII of the OIML Convention was amended in 1968, changing the composition of the CIML from a maximum of 20 members elected by the Conference to one representative per OIML Member, designated by his/her government,

Of the opinion that it may sometimes be more appropriate for a CIML Member who is unable to attend a CIML Meeting, to delegate his/her vote to someone from his/her own government or administration, instead of to another CIML Member,

Resolves to request the 14th OIML Conference to approve the following interpretation, applicable to the first paragraph of Article XVII of the OIML Convention:

“A ‘colleague’ may be: either another CIML Member or someone designated by the absent CIML Member to represent him/her. In the latter case, the representative shall be from the same administration as the absent CIML Member and may not represent other CIML Members, i.e. may not receive proxies from other CIML Members”.

12.2 CIML interpretation of the OIML Convention (OIML B 1) - Article XXIX - Member States’ non-payment of subscriptions

It appears that there exists no comprehensive policy for the implementation of Article XXIX of the OIML Convention:

“Article XXIX

All Member States which shall not have paid their subscriptions for three consecutive years shall be officially regarded as having resigned and shall be struck off the list of Member States.

However, the situation of certain Member States who may find themselves in a period of financial difficulty and may not for the moment be able to meet their obligations shall be examined by the Conference which may in certain cases grant them delays or remissions.

Insufficiency of receipts resulting from the elimination of a Member State shall be compensated for by drawing from the reserve funds, constituted as explained in Article XXIV.

Member States voluntarily resigning and Member States officially regarded as having resigned shall lose all rights of joint ownership of the property of the Organization.”

The BIML proposes to review past Conference and CIML Minutes and Resolutions, and decisions that have been taken concerning Member States and Corresponding Members that have not paid their subscription for a number of years and to make a proposal for a policy on this issue, for consideration by the CIML in 2012 and for approval by the 14th Conference.

Draft Resolution No. ...

The Committee,

Considering that there appears to be no comprehensive policy on the implementation of Article XXIX of the OIML Convention concerning Member States which have not paid their subscriptions for a number of years,

Instructs the BIML Director to review relevant past decisions and to draft a proposal for a comprehensive policy for dealing with Member States which have not fulfilled their obligation to pay their subscription fees for a number of years,

Requests its President to present the proposal, after consultation of the CIML Members, to the 14th Conference for approval.

12.3 Preparation of the 2013-2016 budget

Initial considerations for the preparation of the 2013-2016 budget will be presented at the CIML Meeting. The BIML Director will submit a draft budget to the Presidential Council for consideration at the Council's meeting in March 2012. The draft budget will then be submitted to the 47th CIML Meeting and the 14th Conference in 2012 for approval.

13 Other matters

13.1 Proposal to render the OIML Bulletin free of charge

The number of paid subscriptions to the OIML Bulletin is decreasing. The net revenue from this activity is approximately € 2500 and covers only 8.4 % of the production cost. To further our goal of circulating the Bulletin to as wide an audience as possible whilst limiting time-consuming administrative tasks, the BIML proposes to render the Bulletin free of charge (for further information, see Addendum 13.1).

The BIML therefore requests the CIML to adopt the following Resolution requesting the 14th Conference in 2012 to take a decision accordingly:

Draft Resolution No. ...

The Committee,

Considering

- that the net revenue from the paid subscriptions for the OIML Bulletin is relatively small,

- that the OIML Bulletin is still an indispensable means of communication to the Members and other interested parties, and

- that the OIML Bulletin should be circulated to as wide an audience as possible,

Of the opinion that

- the OIML Bulletin should be rendered free of charge,

- electronic versions of all issues of the OIML Bulletin should be available for download on the OIML web site without restriction,

- printed copies of the OIML Bulletin should be provided only to OIML Member States and Corresponding Members,

Requests the 14th Conference to take account of this opinion in the budget for the 2013-2016 budget period.

13.2 Terms of Reference for the Presidential Council

The Presidential Council is an advisory body supporting the CIML President. The members of the Presidential Council are appointed by the CIML President. Although not mentioned in the OIML Convention, the Presidential Council has existed in some form or other ever since the OIML was established. The 34th CIML Meeting (Tunis, 1999) received the current Terms of Reference (ToR) for the Presidential Council and, since there were no comments from the CIML Members, the CIML President, Mr. Gerard Faber, considered them accepted. The ToR were annexed to the 34th CIML Meeting minutes.

Following the recent discussions about the role of the Presidential Council in the technical work of the OIML and in view of the corresponding proposal in the revision of Publication OIML B 6 (*Directives for the technical work*, see agenda item 10.5) it was considered appropriate to review and update the ToR. To increase transparency in the operation of the Presidential Council, it is proposed to publish the ToR as an OIML Basic Publication, after they have been approved by the CIML.

The Draft OIML B 16 is available on the CIML Meeting web site at: <http://prague.oiml.org/ciml.html#drafts>

Draft Resolution No. ...

The Committee approves the Terms of Reference for the Presidential Council and their publication as OIML Basic Publication B 16.

14 CIML vote on Resolutions

The CIML will vote on the final text of each of the Resolutions agreed during the Meeting. For a Resolution to be passed, at least 80 % of the CIML Members present or represented in the Meeting have to cast a vote (abstentions are not considered as votes cast) and at least 80 % of the votes have to be in favor.

15 Future meetings

15.1 2012 CIML Meeting and 14th OIML Conference

At the 45th CIML Meeting (Orlando, FL, USA, 2010), the CIML Member for Romania, Prof. Fanel Iacobescu, kindly offered to host the 14th OIML Conference and 47th CIML Meeting in 2012. The Committee welcomed and accepted the invitation.

The Committee will receive information about the venue for these meetings.

15.2 2013 CIML Meeting

At the 45th CIML Meeting it was mentioned that the possibility to hold the 48th CIML Meeting in conjunction with a meeting of the APLMF in New Zealand was being investigated. This now appears to be unlikely due to the series of earthquakes that struck New Zealand. Therefore, the CIML Member for New Zealand, Mr. Stephen O'Brien has indicated that he is now aiming to host the APLMF and 49th CIML Meetings in 2014.