

# ACTION PLAN

REVISED VERSION, NOVEMBER 2001

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## OIML LONG-TERM POLICY: 1999–2002 ACTION PLAN with preliminary extension to 2003–2004

Implementation of the Braunschweig International Seminar (June 1998), of the Birkeland Report and of discussions held at the 33<sup>rd</sup>, 34<sup>th</sup>, 35<sup>th</sup> and 36<sup>th</sup> CIML Meetings and at the Eleventh OIML Conference

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ORGANISATION INTERNATIONALE  
DE MÉTROLOGIE LÉGALE

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INTERNATIONAL ORGANIZATION  
OF LEGAL METROLOGY

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Meetings and at the Eleventh OIML Conference

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## Introduction

Defining the OIML Long-term policy is the responsibility of the Conference, but implementing the Conference decisions is that of the Committee. In this connection, 1998 was marked by two important events, both in line with the decisions made by the Tenth OIML Conference in Vancouver:

- the International Seminar on *The Role of Metrology in Economic and Social Development*, organized in June 1998 in Braunschweig through close cooperation between the BIPM, IMEKO, the OIML and the German Physikalisch-Technische Bundesanstalt, and referred to during the 33<sup>rd</sup> CIML Meeting in October 1998 in Seoul;
- the examination of the Birkeland Report and discussion of its recommendations during the 33<sup>rd</sup> CIML Meeting.

In line with the decisions made by the CIML at its 33<sup>rd</sup> Meeting, the CIML President - assisted by his Council and by the BIML - developed a draft 1999–2002 Action Plan which was finalized and approved by the CIML at its 34<sup>th</sup> Meeting (1999) before being endorsed by the Eleventh OIML Conference (2000) which “*requested the CIML to monitor its implementation and to extend it as far as necessary in order to cover the 2002–2004 period*”.

At its 35<sup>th</sup> Meeting (2000) the CIML requested its President, the Presidium and the Presidential Council to monitor the Conference’s decisions and to report back to the next CIML Meeting.

A Draft Revision 1 (March 2001) was drawn up based on the discussions within the Presidential Council and taking into account the actual state of progress of the various actions; it was distributed to CIML Members on 2001.05.15 for examination.

Based on the comments received, a Draft Revision 2 was submitted for approval by the CIML at its 36<sup>th</sup> Meeting, on the occasion of which the following Resolution was adopted:

The International Committee of Legal Metrology

CONSIDERING the decision of the Eleventh Conference concerning the OIML long-term policy;

CONSIDERING the draft revision 2 of the *1999–2002 Action Plan with preliminary extension to 2003–2004*;

CONSIDERING the comments expressed by certain CIML Members;

INSTRUCTS the BIML, under the supervision of the CIML President, to publish this new *Action Plan* taking into account the comments received and to distribute it to all OIML bodies concerned, for implementation, and to interested international and regional institutions, for information;

INSTRUCTS the CIML President to report on the implementation of this *Action Plan* at future CIML Meetings;

INSTRUCTS the CIML President and his Council to reflect about any necessary extension of this *Action Plan* so as to fully cover the period 2003–2004, and to prepare a draft with a view to its approval by the CIML at its 37<sup>th</sup> Meeting.

This Revised Version of the Action Plan dated November 2001 has been published by the BIML in application of the above CIML Resolution.

*Note concerning the list of actions*

The actions have been classified according to four categories corresponding to:

a) three fundamental aims of the OIML, i.e.:

- to facilitate trade of measuring instruments;
- to develop confidence in an international legal metrology system that would promote mutual acceptance of measurement results in international trade (bulk measurements, prepacked products, etc.), reduce disputes and minimize transaction costs, including the removal of conflicting interests between involved parties (buyer, seller, customer, etc.); and
- to promote and develop legal metrology in all OIML Member States as a universal activity implying all ministerial departments and administrations responsible for activities with an economic or social impact;

and

b) necessary structural improvements within the OIML.

However, a certain degree of overlap may exist between these four categories.

On the following pages, each action is briefly described and supplemented by information concerning:

- the person(s) or body(ies) responsible for undertaking it (being understood that in many cases the CIML will be responsible for final approval);
- the expected start date;
- the expected date by which the action should be completed (with “-” for permanently ongoing or long-term actions).

Within each of the four categories, objectives have in addition been sub-divided and actions have been numbered to facilitate their implementation. ■

## A - Facilitation of trade of measuring instruments

<i>Objectives and actions</i>	<i>Responsible person/body</i>	<i>Start in</i>	<i>Complete by</i>
<b>A.1 To improve and accelerate the technical activity of TCs/SCs and increase participation of OIML Members</b>			
<p>A.1.1 To revise the <i>Directives for the technical work</i> in order to:</p> <ul style="list-style-type: none"> <li>a) improve the quality and rapidity of the work, provide for the development of “horizontal” papers to be implemented by TCs/SCs in order to solve in a harmonized manner problems of general interest (software, etc.), improve the format of test reports, develop the use of modern communication methods (e-mail, web sites for TCs/ SCs, etc.);</li> <li>b) better fulfill the rules of the WTO TBT <i>Code of good practice for the preparation, adoption and application of standards</i> in so far as they apply to OIML work;</li> <li>c) include requirements for reference standards, traceability, uncertainties, software testing, etc. in test procedures;</li> <li>d) include formats for verification and inspection (in addition to current test report formats); and</li> <li>e) develop a fast track for amending existing Recommendations.</li> </ul>	BIML + TCs/SCs concerned (e.g.: TC 3/SC 5 for uncertainties)	Already started	April 2002
A.1.2 To prepare a short summary of the essential rules of the <i>Directives</i> for easy and permanent use by secretariats and members of TCs/SCs.	BIML	April 2002	June 2002
A.1.3 To carefully review the work programs of TCs/SCs and establish priorities, especially by taking into consideration the needs of developing countries (mainly TCs 3, 4 and 6), the necessity to develop the OIML Certificate System and the importance of reacting rapidly to requests from Regional Legal Metrology Organizations (RLMOs) (e.g. electronic taximeters) and more generally the economic and social impacts of OIML Recommendations. To examine the work programs of other international bodies, particularly in order to identify fields where certain OIML Recommendations could be developed with reference to existing publications of such bodies.	Presidential Council	Already started	-
A.1.4 To urge CIML Members to increase their countries' participation in TC/SC activities even in fields where their services are not directly responsible. (Also connected with the revision of the <i>Guide for CIML Members</i> ).	CIML President	Completed (but this is also a permanent action)	
A.1.5 To accelerate the activity on software associated with measuring instruments with participation and implementation by other TCs and SCs concerned in order to identify for which instruments software is most important.	TC 5/SC 2 + TCs/SCs concerned	Already started	-

## A - Facilitation of trade of measuring instruments (cont'd)

<i>Objectives and actions</i>	<i>Responsible person/body</i>	<i>Start in</i>	<i>Complete by</i>
<b>A.2 To develop the OIML Certificate System in order to better respond to the needs of manufacturers and users of measuring instruments, and to those of legal metrology services, in particular in the following directions:</b>	TC 3/SC 5		
a) certification of types of modules of measuring instruments;		Already started	2002
b) certification of families of types of measuring instruments or modules;		Already started	2002
c) acceptance of OIML certificates in connection with the agreements provided for under B.1.1 below; and		See B.1.1	
d) certification of individual measuring instruments or modules.		2002	-
		To be started as soon as the current revision of the document on the <i>OIML Certificate System for Measuring Instruments</i> is completed	

## **B - Promotion of acceptance of measurement results in international trade**

<i>Objectives and actions</i>	<i>Responsible person/body</i>	<i>Start in</i>	<i>Complete by</i>
<b>B.1 To develop procedures for acceptance or equivalence agreements</b>			
B.1.1 To develop a system of acceptance of test results based on agreed capability.	TC 3/SC 5	Already started	a.s.a.p
<b>B.2 To favor the accreditation of legal metrology laboratories with a view to achieving acceptance of test results</b>			
B.2.1 To develop, in close cooperation with IAF, ILAC and ISO, annexes to (i) ISO 17025 and (ii) ISO/IEC Guide 65 to facilitate uniform implementation of these guidelines by (i) legal metrology laboratories (and thus promoting their accreditation in the testing of instruments according to OIML requirements) and (ii) legal metrology services responsible for type approval and verification.	TC 3/SC 5	Already started	2002
B.2.2 To establish, regularly update and publish on the OIML web site a register of laboratories performing testing for type approval, with mention of, according to cases: <ul style="list-style-type: none"> <li>• fields (OIML Recommendations) for which they have been appointed or notified, and by whom;</li> <li>• measurement capabilities, information on traceability, etc.;</li> <li>• if they are accredited, by whom and for what; and</li> <li>• have they participated in peer review exercises? etc.</li> </ul>	BIML	Already started	2002
<b>B.3 To facilitate acceptance of test results by evidencing the equivalence of test procedures</b>			
B.3.1 To promote the organization (preferably at regional level) of intercomparisons concerning: <ol style="list-style-type: none"> <li>a) testing standards and equipment, in order to prove their equivalence;</li> <li>b) the testing of measuring instruments, in order to prove that participating legal metrology laboratories may implement OIML requirements uniformly.</li> </ol> Discrepancies found in such intercomparisons should, according to cases, result in: <ul style="list-style-type: none"> <li>• improving the traceability systems, test equipment, test procedures, etc. of certain laboratories;</li> <li>• clarifying OIML requirements;</li> <li>• suggesting the development of specific supplementary comparisons by the BIPM and/or regional metrology bodies; and</li> <li>• develop training activities.</li> </ul>	Presidential Council and TCs/SCs concerned, plus the BIML with the following role: <ul style="list-style-type: none"> <li>• to stimulate RLMOs to organize intercomparisons;</li> <li>• to develop a basic document describing objectives and procedures of intercomparison;</li> <li>• to coordinate intercomparison activities amongst regions;</li> <li>• to publish the results; and</li> <li>• to draw conclusions concerning OIML technical activities and general policy.</li> </ul>	2002	-

## **B - Promotion of acceptance of measurement results in international trade (cont'd)**

<i>Objectives and actions</i>	<i>Responsible person/body</i>	<i>Start in</i>	<i>Complete by</i>
<b>B.4 To promote the international trade of prepacked products according to OIML requirements</b>			
B.4.1 To review/develop OIML requirements concerning the net content of prepacked products and their checking for conformity.	TC 6	Already started	2002
B.4.2 To develop an OIML system for marking prepacked products which meet OIML requirements.	TC 6	Already started	2003/2004
B.4.3 To examine the possibility of setting up a system to establish confidence in measurement results at national level (e.g. for consumer protection) and international level (development of international trade - bulk measurements, prepacked products -, protection of emerging economies).	Presidential Council	2002	-

## C - Promotion and development of legal metrology in OIML Member States

<i>Objectives and actions</i>	<i>Responsible person/body</i>	<i>Start in</i>	<i>Complete by</i>
<b>C.1 To demonstrate the importance of legal metrology and to identify the basis of legal metrology and its specific place amongst other aspects of metrology and related activities</b>			
C.1.1 a) To study (in close relations with ministries concerned in various OIML Member States and with international and regional economic and trade organizations) the economic impact of legal metrology and the cost to international trade resulting from inefficient and non-harmonized legal metrology systems, including a risk analysis.	Presidential Council (with the assistance of experts)	Already started	a.s.a.p.
b) To develop resources (papers, videos, etc.) evidencing the role of legal metrology in economic and social development, in order to help CIML Members promote legal metrology at national level.	Presidential Council, BIML and other bodies concerned	-	-
c) To develop papers showing the interconnection and differences between legal metrology and other metrological activities (calibration, applied metrology, industrial aspects, etc.).	Presidential Council and BIML	1) November 2001: Ask CIML Members to provide BIML with lectures/papers already delivered/published at national/regional levels  2) In 2002: Define which papers should be developed by the CIML (articles in the Bulletin, International Documents, etc.)	-
C.1.2 To urgently review OIML D 1, <i>Law on Metrology</i> and other related publications.	TC 3	Already started	a.s.a.p.



## D - Structural improvements

<i>Objectives and actions</i>	<i>Responsible person/body</i>	<i>Start in</i>	<i>Complete by</i>
<b>D.1 To facilitate and improve the work of CIML Members</b>			
D.1.1 To revise the <i>Guide for CIML Members</i> focusing on their responsibilities in organizing their countries' participation in OIML technical activities, in the OIML Certificate System and in the mutual recognition agreements developed within the OIML.	BIML and Presidential Council		Completed
<b>D.2 To improve the effectiveness of the Presidential Council</b>			
D.2.1 To review the terms of reference for the Presidential Council, its composition, periodicity of meetings and information given to the CIML concerning discussions held within the Council.	CIML President		Completed
<b>D.3 To improve the activity of the BIML</b>			
D.3.1 a) To carefully examine the global responsibilities of the BIML (including providing assistance in technical work) and evaluate the necessary human resources.	BIML, Presidium, Presidential Council, CIML, Conference	Already started	-
b) To define a distribution of the work which would permit the BIML Director to devote most of his time to external affairs (strategy and policy, public relations, liaisons with other international and regional organizations) in addition to management matters, without devoting too much time to internal affairs.		Already started	-
c) To examine the opportunity to hire experts for specific tasks and periods.		Already started	-
<b>D.4 To improve cooperation between the OIML and Regional Legal Metrology Organizations (RLMOs)</b>			
D.4.1 a) To develop a policy paper concerning certain aspects of OIML/RLMO interactions.	Presidential Council and BIML	-	2002
b) To identify the role of RLMOs as complementary to that of the OIML; to assess whether RLMOs implement OIML work; to promote regional cooperation, making it possible for all OIML Members to participate in one or more RLMOs should they so wish; to issue a directory of RLMOs and a paper describing regional cooperation.	Presidential Council	Already started	-
D.4.2 To officially invite RLMOs to CIML Meetings (in addition to OIML Conferences).	CIML President	Already started	-
D.4.3 To invite relevant RLMOs to attend Presidential Council meetings.	CIML President	Already started	-
D.4.4 To invite relevant RLMOs to attend Development Council meetings.	Development Council Chairperson	Already started	-

*Note to D.4.3 and D.4.4: "Relevant" refers to RLMOs which are carrying out activities that may contribute to OIML work*

## D - Structural improvements (cont'd)

<i>Objectives and actions</i>	<i>Responsible person/body</i>	<i>Start in</i>	<i>Complete by</i>
<b>D.5 To improve cooperation between the OIML and other international and regional bodies</b>			
D.5.0 General To develop a policy paper governing liaisons between the OIML and other international and regional bodies.	Presidential Council and BIML	-	2002
D.5.1 Meter Convention To identify with representatives of the Meter Convention (CIPM and BIPM) matters which should preferably be solved through joint actions; to establish appropriate mechanisms for action.	CIML President and BIML	Already started	-
D.5.2 WTO To continue to have contacts with the WTO, with a view to identifying those OIML activities which may contribute to WTO/TBT Committee goals; to develop these activities in cooperation with - and possibly with the support of - the WTO/TBT Committee; to examine whether other WTO activities could be connected with OIML responsibilities.	CIML President and BIML	Already started	-
D.5.3 ILAC To establish meetings (periodical or not) with representatives of ILAC with a view to: <ul style="list-style-type: none"> <li>• obtaining their assistance in implementing accreditation in legal metrology;</li> <li>• offering OIML participation or assistance in certain ILAC activities.</li> </ul>	CIML President and BIML	Already started	-
D.5.4 IAF To convene a joint IAF/OIML meeting in order to identify activities of common interest, especially in fields connected with the accreditation of legal metrology services as certifying bodies.	CIML President and BIML	Already started	-
D.5.5 ISO/IEC and other international and regional standardization bodies <ol style="list-style-type: none"> <li>a) To clarify the differences between international/regional written standards and OIML Recommendations.</li> <li>b) To reexamine the 1979 agreement concerning the ways for ISO/IEC and the OIML to deal with matters of common interest and to propose amendments if appropriate.</li> <li>c) To examine the possibility for the OIML to work with reference to the publications of ISO/IEC and others, when appropriate.</li> <li>d) To develop joint activities in specific fields (e.g. developing countries).</li> </ol>	CIML President, BIML and other appropriate bodies (e.g. Development Council)	Already started	-
D.5.6 JCGM To monitor and develop OIML participation in JCGM activities.	CIML President, BIML and other appropriate bodies	Already started	-

## D - Structural improvements (cont'd)

<i>Objectives and actions</i>	<i>Responsible person/body</i>	<i>Start in</i>	<i>Complete by</i>
D.5.7 European Commission and CEN/CENELEC  To maintain links with the European Commission, CEN and CENELEC to make sure that OIML Recommendations are appropriately implemented within the EU and to review the OIML/CEN and OIML/CENELEC agreements as far as necessary from the point of view of the OIML.	CIML, CIML President, Presidential Council & BIML	Already started	-
D.5.8 WHO  To reestablish links with the WHO and identify matters of common interest.	CIML President, TC 18 and BIML	2001	-
D.5.9 Consumer associations  To identify consumer associations, at international and regional levels, likely to cooperate with the OIML.	CIML President and BIML	2001	-
D.5.10 Various international and regional bodies  To make a survey on those international and regional bodies having activities in which legal metrology may play a role, including industry associations (manufacturers and users of measuring instruments).	CIML President and BIML	Already started	-
<b>D.6 To improve the operation of the Development Council</b>			
D.6.1 To create more effective interaction between the Development Council and the Presidential Council, with a view to (i) discussions within the Development Council being influenced by general strategy discussions within the Presidential Council and (ii) actions proposed by the Development Council being examined by the Presidential Council before submission to the CIML.	CIML President, Development Council Chairperson and BIML		Completed
D.6.2 To reestablish the Development Council long-term work program.	Development Council Chairperson and Members and BIML		Completed
D.6.3 To develop links between the Development Council and various other international and regional bodies including RLMOs, the WTO, UNIDO, ISO and also with development bodies (World Bank, etc.) which should be more aware of the importance of legal metrology.	Development Council Chairperson and BIML	Already started	-
D.6.4 To establish a database of experts within the OIML for use by UNIDO, UNDP, etc.	BIML	Already started	-
D.6.5 To develop the Development Council web site.	Development Council Chairperson and BIML	Already started	-

## D - Structural improvements (cont'd)

<i>Objectives and actions</i>	<i>Responsible person/body</i>	<i>Start in</i>	<i>Complete by</i>
<b>D.7 Training: to facilitate harmonized development of legal metrology training systems in OIML Member States and to make training facilities available for OIML Members that do not have such systems</b>			
D.7.1 To review/develop recommended training programs for the various levels of responsibilities within national legal metrology services.	Development Council WG 1	Already started	-
D.7.2 To publish lists of schools, universities, etc. which provide such training courses and which are open to foreign trainees.	BIML	Already started	-
D.7.3 To coordinate the development (by countries or regions) of training material (written syllabus, videos, etc.) and their use by other countries/regions.	Presidential and Development Councils, together with funding agencies	Already started	-
D.7.4 To contact donor agencies or countries with a view to facilitating the use of these training facilities by developing countries.	BIML	Already started	-
D.7.5 To consider the development of a legal metrology training network and validation (certification) of legal metrology training courses.	Presidential Council	2001	-
<b>D.8 Public relations; promotion of OIML activities</b>			
D.8.1 To review the OIML general information brochure.	BIML	2002	2002
D.8.2 To develop leaflets presenting specific aspects of OIML activities.	BIML	2002	2002
D.8.3 To develop the OIML web site by introducing for example work programs, progress of technical work, information on meetings, content of the most recent OIML Bulletins, etc.	BIML	Already started	-
D.8.4 To encourage OIML Members to publish OIML publications translated into their national languages.	BIML	Already started	-
D.8.5 To reflect about the opportunity to have OIML Publications available on the web, either free of charge for everybody or free for legal metrology services of OIML Members, liaisons institutions, etc. and against payment for others (and perhaps to reduce the amount of printed publications).	Presidential Council and BIML	Already started	2002
D.8.6 To pursue the promotion and dissemination of the OIML Bulletin.	BIML	Already started	-