

PROCEDURAL
DOCUMENT

OIML-CS
PD-08

Edition 1

Signing the OIML-CS Declaration

OIML-CS PD-08 Edition 1



ORGANISATION INTERNATIONALE
DE METROLOGIE LEGALE

INTERNATIONAL ORGANIZATION
OF LEGAL METROLOGY

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Foreword

The OIML Certification System (OIML-CS) provisional Management Committee (prMC) has prepared this publication.

This edition 1 of OIML-CS PD-08 was approved by the prMC at the second prMC meeting in June 2017. This edition takes effect immediately upon publication.

This publication is directly related to the *Framework for the OIML Certification System (OIML-CS)* (OIML B 18 [1]) which contains the framework for the operation of the OIML-CS.

The text of this publication is based on the following documents:

Edition	Document	Report on Voting/Acceptance
PD-08: Declaration WD 20160803	BIML_P1_SG1_N038	Information Only
PD-08: Declaration WD 20161205	BIML_P5_SG2_N008	Information Only
PD-08: Declaration WD 20170403	BIML_P5_SG2_N025	Information Only
PD-08: Declaration WD 20170524	BIML_P5_SG2_N033	Information Only
PD-08: Declaration Final Draft	BIML_P5_SG2_N043	Approved by prMC - June 2017

Full information on the approval of this publication can be found in the documents indicated in the table above.

1 Introduction

1.1 The OIML Certification System (OIML-CS) has been established

- a) to promote the global harmonization, uniform interpretation and implementation of legal metrological requirements for measuring instruments and/or modules,
- b) to avoid unnecessary re-testing when obtaining national type evaluations and approvals, and to support the recognition of measuring instruments and/or modules under legal metrological control, while achieving and maintaining confidence in the results in support of facilitating the global trade of individual instruments, and
- c) to establish rules and procedures for fostering mutual confidence among participating OIML Member States and Corresponding Members in the results of type evaluations that indicate conformity of measuring instruments and/or modules, under legal metrological control, to metrological and technical requirements established in the applicable OIML Recommendation(s).

1.2 OIML B 18 *Framework for the OIML Certification System (OIML-CS)* [1] establishes the rules for a framework for the OIML-CS. OIML B 18 [1] is supplemented by a range of Operational Documents and Procedural Documents which are developed, maintained and approved by the OIML-CS Management Committee.

2 Scope

This document is one of a series of Operational Documents and Procedural Documents which define the rules for the operation of the OIML-CS.

This publication contains the procedures associated with Issuing Authorities, Utilizers and Associates signing the Declaration under the OIML-CS. Templates are provided for the registration of Issuing Authorities, Utilizers and Associates, the Declaration and the Annexes to the Declaration.

These procedures relate to the framework for the OIML-CS as given in OIML B 18 [1], the Operational Rules as given in OD-01 [2] and OD-02 [3], and the Procedures as given in PD-01 [4], PD-02 [5], PD-03 [6], PD-04 [7], PD-05 [8], PD-06 [9] and PD-07 [10].

3 Terminology and abbreviations

The terminology and abbreviations defined in Chapter 3 of OIML B 18 [1] apply.

4 Record of Participation in the OIML-CS

4.1 Each accepted OIML Issuing Authority, Utilizer and Associate in the OIML-CS shall sign in duplicate a Declaration drawn up according to the format defined in the *Declaration of Participation in the OIML-CS* template.

4.2 The Executive Secretary is responsible for recording the Declarations and uploading the relevant information regarding the participants to the OIML-CS website.

4.3 The relevant information of each participant, as recorded in *the Declaration*, shall specify

- a) the scope of each OIML Issuing Authority detailing the category of measuring instrument(s) and the OIML Certificate(s) and OIML type evaluation report(s) issued under Scheme B and/or Scheme A, plus any tests for additional national requirements that it can perform, and
- b) the scope of each Utilizer and Associate detailing the acceptance and utilization of OIML Certificates and/or OIML Type Evaluation Reports issued under Scheme B and/or Scheme A and any additional national requirements or special requirements which deviate from those in the relevant OIML Recommendation(s).

Note: An OIML Member State having an OIML Issuing Authority under Scheme A shall designate at least one Utilizer for those categories of instruments. The scope of the Utilizer(s) will be detailed in the Declaration as per b) above.

5 Initiation and Maintenance of the Declaration

5.1 The Declaration becomes effective from the date that the OIML-CS comes into operation. From this date only OIML Certificates and OIML type evaluation reports that are in accordance with the rules and procedures of the OIML-CS can be issued (see exemption specified in section 4.4 of PD-07 [10]).

5.2 Once an OIML Issuing Authority has been approved by the Management Committee (MC) they must sign the Declaration before they can start issuing OIML Certificates and OIML type evaluation reports for the categories of measuring instruments in the OIML-CS. If the OIML Issuing Authority extends or reduces its scope (see PD-04 [7]) the Declaration shall be updated to reflect the updated scope.

5.3 Evaluation and testing of an instrument may be performed for an application received before the OIML Issuing Authority has signed the Declaration, or before the scope of the OIML Issuing Authority has been updated in the Declaration in the case of an extension to scope, provided that requirements in a) and b) below are fulfilled; however, the OIML Certificate and the OIML type evaluation report cannot be issued until the Declaration has been signed or updated, as appropriate. The requirements are:

- a) the application for the OIML Certificate and OIML type evaluation report was received, and examination and testing were performed, after the report drawn up by the Review Committee (RC) led to a proposal to accept the potential OIML Issuing Authority (see PD-03 [6]) and/or Test Laboratory (see PD-04 [7]); and

Note: This means that:

- i. the assessment of the OIML Issuing Authority was conducted according to ISO/IEC 17065 [11], and assessment of the Test Laboratory was conducted according to ISO/IEC 17025 [12] either under the accreditation process or under the peer assessment process before the application for the OIML Certificate and OIML type evaluation report was received by the potential OIML Issuing Authority; and
 - ii. the assessment Report(s) of the OIML Issuing Authority and Test Laboratory have been evaluated by the RC before the application for the OIML Certificate and OIML type evaluation report was received by the potential OIML Issuing Authority.
- b) the RC has formulated a recommendation to the MC to accept the relevant potential OIML Issuing Authority (see PD-03 [6]) and/or Test Laboratory (see PD-04 [7]) without any reservations.

The above-mentioned requirements apply to

- a) a new potential OIML Issuing Authority and the associated Test Laboratory(ies), and
- b) an existing OIML Issuing Authority that has applied to extend its scope to include a new or existing category of measuring instrument, including the associated Test Laboratory.

5.4 Following the periodic review detailed in PD-03 [6], any changes to the scope or status of an OIML Issuing Authority shall be recorded in the Declaration.

5.5 Any changes in the acceptance and utilization of OIML Certificates and OIML type evaluation reports by Utilizers and Associates shall be recorded in the Declaration.

6 Acceptance of OIML Certificates and OIML Type Evaluation Reports

6.1 Although signing the Declaration commits in principle signatories to accept OIML Certificates and/or OIML type evaluation reports from OIML Issuing Authorities, in accordance with section 15.9 of OIML B 18 [1] there are conditions under which test data may legitimately not be accepted on the provision that a written justification and explanation is provided.

6.2 Acceptance of test results from a Manufacturer Test Laboratory (MTL) is on a voluntary basis and does not require a justification or explanation where they are not accepted. Due to the voluntary nature of the acceptance of test results from MTLs, this information is not detailed in the Declaration.

6.3 The acceptance by a Utilizer or Associate of existing OIML MAA Certificates issued under the OIML MAA Certificate System shall be detailed in the Declaration along with any conditions.

7 References

- [1] Final Draft revision OIML B 18 *Framework for the OIML Certification System (OIML-CS)* (Version BIML_P5_SG3_N012)
- [2] OD-01 *OIML-CS Operational Document OD-01: Management Committee*
- [3] OD-02 *OIML-CS Operational Document OD-02: Test Laboratories Forum*
- [4] PD-01 *OIML-CS Procedural Document PD-01: Appeals, Resolution of Complaints and Disputes*
- [5] PD-02 *OIML-CS Procedural Document PD-02: Procedures to approve Legal Metrology experts and QMS experts*
- [6] PD-03 *OIML-CS Procedural Document PD-03: Application and approval of OIML Issuing Authorities, Utilizers and Associates*
- [7] PD-04 *OIML-CS Procedural Document PD-04: Assessment of Test Laboratories*
- [8] PD-05 *OIML-CS Procedural Document PD-05: Processing an OIML Type Evaluation Report and OIML Certificate*
- [9] PD-06 *OIML-CS Procedural Document PD-06: Use of OIML Type Evaluation Reports and OIML Certificates*
- [10] PD-07 *OIML-CS Procedural Document PD-07: Transition Arrangements under the OIML-CS*
- [11] ISO/IEC 17065:2012 *Conformity assessment – Requirements for bodies certifying products, processes and services*
- [12] ISO/IEC 17025:2005 *General requirements for competence of testing and calibration laboratories*