



**EURO-ASIAN COOPERATION OF NATIONAL METROLOGICAL
INSTITUTIONS
COOMET**

**FIFTEENTH MEETING OF COOMET COMMITTEE
VILNIUS, Lithuania
8 – 9 of September, 2005**

MINUTES

COOMET Secretariat

MINUTES

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15 COOMET Committee meeting was convened by the COOMET President Dr. N. Zhagora and took place in Vilnius, Lithuania, at the conference-room of a hotel “SENTRUM” from 8 to 9 of September, 2005.

LIST OF PARTICIPANTS

The following Representative of NMI of COOMET member-countries (COOMET Committee members and accompanying persons) participated at the meeting:

BELARUS	Mr. Nikolai ZHAGORA	<i>COOMET President</i>
	Belarussian State Institute of Metrology (BelGIM)	
	Mrs. Lidia ASTAFIJEVA	<i>COOMET Secretariat</i>
	BelGIM	
BELARUS	Mr. Maxim SHABANOV	<i>COOMET Secretariat</i>
	BelGIM	
	Miss Nadezda LYAKHOVA	<i>COOMET Secretariat</i>
	BelGIM	
BULGARIA	Mrs. Ani TODOROVA	<i>Committee member</i>
	State Agency for Metrology and Technical Supervision (SAMTS)	
GERMANY	Mr. Hans-Dieter VELFE	<i>Vice-President</i>
	Federal Physic-Technical Institute (PTB)	
	Mr. Hartmut APEL	<i>TC Chairperson</i>
	PTB	
	Mr. Reiner HAHNEWALD	
	Verification service of Branderburg district	
GERMANY	Miss Alexandra SCHLEIER	
	PTB	
	Mr. Osvaldas STAUGAITIS	<i>Committee member</i>
	State Metrology Service	
LITHUANIA	Mr. Viktoras ZABOLOTNAS	
	State Metrology Service	
	Miss Kristina BLINKYAVICHENE	
	State Metrology Service	
LITHUANIA	Mr. Vaidotas GEDEVICIUS	<i>TC Chairperson</i>
	Vilnius Metrology Centre	
	Mr. Segiu BABAN	<i>Committee member</i>
MOLDOVA	Department "Moldova-Standard" (DMS)	
	Mr. Alexander TARLAZHANU	

	National Institute of Standardization and Metrology (INSM)	
RUSSIA	Mr. Vladimir BELOTSEKOVSKY	<i>Vice-President</i>
	State Committee of Russian Federation for standardisation, and metrology (Gosstandart of Russia)	
	Mr. Boris GORSHKOV	
	All-Russian Science and Research Institute of Metrological Service (VNIIMS)	
	Mr. Sergei KOROSTIN	<i>JCMS Chairperson</i>
	All-Russian Science and Research Institute of measurement technique in applied physics and radio industry (VNIIFTRI)	
SLOVAKIA	Mr. Matej BILY	<i>Vice-President</i>
	Slovak Institute of Metrology (SMU)	
UZBEKISTAN	Mr. Ortagoli HAKIMOV	<i>Committee member</i>
	Center of national standards of Republic Uzbekistan	
UKRAINE	Mr. Gorislav SIDORENKO	<i>Vice-President</i>
	National Scientific Centre “Institute of metrology” (NSC “IM”)	
	Mr. Pavel NEEZHMAKOV	
	NSC “IM”	

The following representative of NMI of COOMET member-countries were not able to attend:

Kazakhstan: COOMET Secretariat was informed by Mr. Gabit Mukhambetov, Committee member, about his inability to participate in the meeting;

Kyrgyzstan: Secretariat was appropriately informed about non-attendance of Kyrgyzstan’s representative to the meeting;

DPR of Korea: COOMET Secretariat was informed by Mr. Kim Gwan Ho, Committee member, about his inability to participate in the meeting;

Cuba: Secretariat was appropriately informed about non-attendance of Cuba’s representative to the meeting;

Romania: No evident reasons are known.

WELCOMING SPEECH OF THE HOST PARTY

Mr. Yunis Laytsonas, Secretary of Ministry of Environments of Lithuania, welcomed participants of the meeting. He noted importance of holding COOMET Committee meeting taking into consideration objectives of COOMET such as: exchange of information, which facilitates the effective solution of issues relating to uniformity of measurements and elimination of technical barriers to trade between member-countries. In closing Mr. Laytsonas wished participants a success to the scheduled meeting.

The participants were also welcomed by director of State metrology organization of Lithuania, COOMET Committee member - Mr. Osvaldas Staugaitis.

OPENING OF THE MEETING

The meeting was opened by Dr. N. Zhagora, COOMET President. He greeted Committee members and other participants and noted that despite of tight schedule of the meeting the latter will be fulfilled as planned.

ADOPTING THE AGENDA

After participants were introduced the Committee proceeded with approval of the agenda. The following agenda was adopted:

- 1** About new COOMET Members.
- 2** Adoption of the Minutes of 14 COOMET Committee meeting.
- 3** President's report.
- 4** About improvement and further development of COOMET cooperation
 - 4.1 Information about fulfillment of COOMET Development program for 2003-2004
Introduction of COOMET Development program for 2005-2007.
 - 4.2 Introduction of COOMET Conception of cooperation.
 - 4.3 Discussion of changes to COOMET Memorandum of Understanding and COOMET Rules of Procedure.
- 5** COOMET activities in 2004 - 2005.
 - 5.1 Progress report of COOMET Secretariat.
 - 5.2 Annual reports of the Chairperson of COOMET structural bodies about work completed:
 - Joint Committee on measurement standards (including information about activities of TC1.1– TC 1.12);
 - Technical Committee on Legal metrology;
 - Quality Forum;
 - Technical Committee on information and training.
- 6** About changes proposed to the organizational structure of COOMET Quality Forum.
- 7** About establishment of COOMET Structural Bodies (Approval of personnel of Structural Bodies. Appointment of chairmen of Sub-committees. Approval of Regulations of COOMET Structural bodies).
- 8** Realization of the Agreement on mutual recognition of measurement standards (MRA CIPM)
 - 8.1 Discussion of the results of 13th and 14th JCRB meetings and COOMET objectives based on the decisions adopted at this meeting.
 - 8.2 Status of COOMET CMCs preparation and review.
 - 8.3 Status of progress with presentation of QMS and peer review of QMS of COOMET MNIs
 - 8.4 About discussion of Regulation on comparisons of measurement standards of NMIs of COOMET member-countries.
 - 8.5 About development of Program of comparisons and calibration of measurement standards of NMIs of COOMET member-countries.
 - 8.6 About layout of COOMET calibration certificate
 - 8.7 About development of COOMET Recommendation "Rules and procedure of assessment of QMS of NMIs of COOMET".
- 9** About suggestions on improving cooperation in the field of accreditation (about further work of WG on accreditation).

- 10 Information of National metrology organisations of COOMET member-countries about present situation with metrology in their countries.
- 11 Information about activities of international and regional metrological organisations.
- 12 About terms of office and clarification of responsibilities of COOMET Vice-Presidents
- 13 About appointment and prolongation of term of office of Chairperson of COOMET structural bodies.
- 14 Discussion of a draft of agreement regarding provision of information about COOMET activities.
- 15 Approval of the corrected badge "Honorary metrologist of COOMET".
- 16 Date and venue of the 16th and 17th COOMET Committee meetings.

OUTCOMES OF THE MEETING

1. ABOUT NEW COOMET MEMBERS

Dr. N. Zhagora, COOMET President, admitted receipt of a formal letter from Mr. P. Atakhanov, Director of National institute for standards and metrology of the Kyrgyz Republic about appointment of a new COOMET Committee member – Mr. Valery Balykin, Director of metrology and testing center of National institute for standards and metrology of the Kyrgyz Republic.

RESOLUTION 1

To take note the information about appointment of new COOMET Committee member from Kyrgyzstan – Mr. Valery BALYKIN, Director of metrology and testing center of National institute for standards and metrology of the Kyrgyz Republic.

2. ADOPTION OF THE MINUTES OF 14 COOMET COMMITTEE MEETING

Head of COOMET Secretariat – Mrs. Lidia Astafijeva presented Minutes of 14th COOMET Committee meeting and noted that there were no remarks submitted to COOMET Secretariat.

RESOLUTION 2

To approve Minutes of 14th COOMET Committee meeting (Appendix 15-1).

3. PRESIDENT'S REPORT

Dr. N. Zhagora, COOMET President, presented the participants with a report "COOMET Activities during the period between the Committee meetings and goals of cooperation"

The report contained outcomes of COOMET activities during 2004 - 2005, and the priorities of COOMET development in the future.

RESOLUTION 3

To take note of Progress report of COOMET President and follow its statements in further work (Appendix 15-2).

4. ABOUT IMPROVEMENT AND FURTHER DEVELOPMENT OF COOMET COOPERATION

**4.1 Information about fulfillment of COOMET Development program for 2003-2004
Introduction of COOMET Development program for 2005-2007**

Dr. N. Zhagora, COOMET President, presented information about fulfillment of COOMET Development program for 2003 – 2004, and also a Draft of Program for 2005 – 2007 approved at the meeting of COOMET Presidential Council (7 of September 2005).

RESOLUTION 4

To take note of the information about fulfillment of COOMET Development program for 2003 – 2004.

To include tasks of COOMET Development program for 2003 – 2004, which are currently carried out, in COOMET Development program for 2005 – 2007.

RESOLUTION 5

To approve COOMET Development program for 2005 – 2007 (Appendix 15-3).

4.2 Introduction of COOMET Conception of cooperation

Dr. N. Zhagora, COOMET President, presented a new Conception of cooperation and related activities of COOMET, prepared by corresponding WG and also gave results of its consideration by COOMET Presidential Council (7 of September 2005).

The participants discussed some editorial changes to the text body of the Conception.

RESOLUTION 6

To approve in general the Conception of cooperation and related activities of COOMET and to agree with an Action plan of its realization (Appendix 15-4).

RESOLUTION 7

To acknowledge, on behalf of COOMET Committee, all participants of cooperation who took part in preparation of the Conception.

RESOLUTION 8

To ask COOMET Secretariat to introduce changes and additions to the Conception till 1 of October 2005 taking into consideration remarks given at this meeting and to initiate e-voting among COOMET Committee members till 1 of December 2005 and to place the amended Conception on the COOMET web-site by 1 of January 2006.

4.3 DISCUSSION OF CHANGES TO COOMET MEMORANDUM OF UNDERSTANDING AND COOMET RULES OF PROCEDURE

Dr. N. Zhagora, COOMET President, presented proposed changes to the basic COOMET documents, concerning refinement of the scope of cooperation within COOMET and the list of international and regional organizations sharing mutual interest in cooperation with COOMET. Prerequisites for election of COOMET President introduced to the MoU were discussed as well.

Participants also discussed some editorial changes to the Close 4 of Memorandum of Understanding.

RESOLUTION 9

To accept changes and additions to COOMET Memorandum of Understanding and COOMET Rules of Procedure (Appendix 15-5).

5. COOMET ACTIVITIES IN 2004 - 2005

5.1 PROGRESS REPORT OF COOMET SECRETARIAT

Mrs. L. Astafijeva, Head of COOMET Secretariat, reported about the work of COOMET Secretariat during 2004 – 2005.

RESOLUTION 10

To take note of progress report of COOMET Secretariat (Appendix 15-6).

RESOLUTION 11

To ask COOMET Secretariat together with Chairpersons of COOMET Structural Bodies to update list of proposed COOMET projects till 15 of December 2005 (stipulated in points 2.3 and 2.6 of COOMET Rules of Procedure).

5.2 ANNUAL REPORTS OF THE CHAIRPERSON OF COOMET STRUCTURAL BODIES ABOUT WORK COMPLETED

Chairpersons of COOMET Structural bodies reported about works, which were carried out during 2004 – 2005. These are:

- Joint Committee on measurement standards – Dr. S. Korostin,
- TC 2 “Legal metrology” – Dr. H. Apel,
- Quality Forum – Prof. M. Bily,
- TC 4 “Information and training” – Mrs. L. Astafijeva.

Report of Dr. S. Korostin, chairperson of Joint Committee on measurement standards, included review of work of Technical committees COOMET TC 1.1 – 1.12 and also results of 3rd meeting of Joint Committee on measurement standards which was held on 13 of May (detailed yearly reports of TC chairpersons were presented at the JCMS meeting).

Dr. H. Apel reported on the work of TC 2 and gave an overview of SCs activities and results of the last TC meeting (April 2005, Russia).

Prof M. Bily reported on COOMET Quality Forum activities regarding assessment of Quality management systems of NMIs carried out for the purpose of realization of MRA CIPM.

Mrs. L. Astafijeva presented the Annual report on activities in the field of "Information and training" and its further improvement. Working Program of TC 4 for 2005 – 2007 was submitted to COOMET Committee members for approval.

RESOLUTION 12

To take note of Annual reports by Chairpersons of COOMET Structural bodies (Appendix 15-7).

RESOLUTION 13

To approve Work program of TC 4 "Information and training" for 2005–2007 (Appendix 15-8).

RESOLUTION 14

To adopt the following publications developed and updated by the COOMET structural bodies:

- Informational material "Analysis of the problem of introduction of the "Guide to the expression of Uncertainty in Measurement" in COOMET state-members" (Appendix 15-9);
- Informational material "The analysis of the cooperation projects within the frame of APLMF and preparation of proposals for cooperation of COOMET with this RMO in the field of Legal metrology" (Appendix 15-10);
- Informational material "Review "National educational systems in the field of metrology in the COOMET member-countries" (Appendix 15-11);

To charge COOMET Secretariat with registering publications and putting them on COOMET WEB-site.

RESOLUTION 15

To ask Chairpersons of COOMET Structural bodies to submit proposals regarding improvement of COOMET web-site to COOMET Secretariat by 15 of November 2005.

RESOLUTION 16

To ask COOMET Secretariat to inquire NMI of Cuba (INIMET) regarding its participation in the intercomparisons concerned.

RESOLUTION 17

To take note of the information about holding the next meeting of TC 2 "Legal metrology" on 26 – 27 of April 2006 (Minsk, Belarus).

RESOLUTION 18

To acknowledge on behalf of COOMET Committee the work of Quality Forum and, personally, its Chairman - Prof. M. Bily for good organization of peer review of QMS of NMI of Russia, as well as the work of assessors and technical experts engaged in corresponding audits.

RESOLUTION 19

To ask COOMET Committee Members to encourage participation of Quality Forum members, designated assessors and technical experts representing metrological organizations of COOMET member-countries in Quality Forum meetings and peer review of QMS of NMI of Cuba in May 2006.

6. ABOUT CHANGES PROPOSED TO THE ORGANIZATIONAL STRUCTURE OF COOMET QUALITY FORUM

Prof. M. Bily, Vice-president of COOMET presented proposals of Quality Forum regarding improvement of organizational structure of the QF which basically were supported by COOMET Presidential Council.

RESOLUTION 20

To approve changes to the structure of COOMET Quality Forum regarding establishment of two subcommittees (SC 3.1 "NMI Quality Management systems" and SC 3.2 "General issues of accreditation of calibration and testing laboratories").

**7 ABOUT ESTABLISHMENT OF COOMET STRUCTURAL BODIES:
APPROVAL OF PERSONNEL OF STRUCTURAL BODIES.
APPOINTMENT OF CHAIRMEN OF SUB-COMMITTEES.
APPROVAL OF REGULATIONS OF COOMET STRUCTURAL BODIES**

Mrs. L. Astafijeva, Head of COOMET Secretariat, provided participants with information about changes of personnel of structural units submitted by the corresponding Chairpersons of CSB and Regulations of TCs developed so far.

RESOLUTION 21

To take note of the information about changes to structural bodies of COOMET and to approve new composition of SCBs (Appendix 15-12).

RESOLUTION 22

To approve composition of subcommittees 1.4.1, 1.4.2 under TC 1.4 "Flow measurement" and subcommittees 4.1, 4.2, 4.3 under TC 4 "Information and Training" (see Appendix 15-12).

RESOLUTION 23

To appoint Mr. V. Ivanov (VNIIMS, Russia) as chairpersons of COOMET SC 4.3 for 3 years.

RESOLUTION 24

To ask Chairpersons of SC of TC 1.5 «Length and angle» and TC 2 "Legal metrology", to discuss the personnel of their SC with Chairpersons of TC and submit this information the COOMET Secretariat not latter than 15 of November 2005.

RESOLUTION 25

To adopt Regulations of the TC 1.9 "Ionizing Radiation and Radioactivity" and to charge COOMET Secretariat with registering adopted Regulation
To ask chairpersons of TC 1.3 and QF to work out Regulations of their TC for further approval at the next COOMET Committee meeting.

8. REALIZATION OF THE AGREEMENT ON MUTUAL RECOGNITION OF MEASUREMENT STANDARDS (MRA CIPM)

8.1 Discussion of the results of 13th and 14th JCRB meetings and COOMET objectives based on the decisions adopted at this meeting

8.2 Status of COOMET CMCs preparation and review

8.3 Status of progress with presentation of QMS and peer review of QMS of COOMET MNIs

8.4 About discussion of Regulation on comparisons of measurement standards of NMIs of COOMET member-countries

8.5 About development of Program of comparisons and calibration of measurement standards of NMIs of COOMET member-countries

8.6 About layout of COOMET calibration certificate

8.7 About development of COOMET Recommendation "Rules and procedure of assessment of QMS of NMIs of COOMET"

The information under this point of Agenda was delivered by Dr. V. Belotserkovsky, Vice-president of COOMET and COOMET Representative to JCRB, Prof. M. Bily, Vice-president of COOMET, Dr. S. Korostin, Chairman of Joint Committee on measurement standards and Head of COOMET Secretariat of Ukraine Mr. P. Neezhmakov.

Participants were informed about results of 13th and 14th meetings of JCRB originated from realization of MRA in NMI of COOMET member-countries and urgent issues as well as priorities defined by COOMET in this filed.

The following was introduced to the participants:

- the Draft of Regulation on comparisons of measurement standards of NMIs of COOMET member-countries,
- the Draft of Program of comparisons of measurement standards of NMIs of COOMET member-countries,
- the Draft of layout of COOMET calibration certificate and rules for its completion.

Extended discussions of the above documents then followed.

RESOLUTION 26

To recommend Kazakhstan, Kyrgyzstan, Moldova, Uzbekistan to speed up signing the Agreement on mutual recognition (MRA CIPM).

RESOLUTION 27

COOMET, Prof. M. Bily, Vice-president of COOMET, Dr. S. Korostin, Chairman of Joint Committee on measurement standards to prepare progress report regarding CMC prepared and reviewed by NMIs of COOMET and also about assessment of QMS of NMIs of COOMET for further submission to the Executive Secretary of JCRB.

RESOLUTION 28

To ask Chairpersons of Technical Committees (TC 1.2 – TC 1.11) to meet the deadlines and to ensure quality of internal expertise of CMCs of COOMET NMIs and deadlines for their submission for interregional review.

RESOLUTION 29

To ask Chairpersons of Technical Committees (TC 1.2 – TC 1.11) and coordinators of COOMET comparisons to meet deadlines of registration of key and supplementary and bilateral comparisons of COOMET in Annex B of BIPM database.

RESOLUTION 30

To ensure publication of the results of completed COOMET comparisons not traced to KCDB in the journal "Measuring technique".

RESOLUTION 31

To advice Joint Committee on measurement standards to prepare template of data sheet and report on comparisons.

RESOLUTION 32

To ask member-countries of EUROMET (Bulgaria, Germany, Lithuania and Slovakia) to provide for participation in comparisons proposed by COOMET member-countries.

RESOLUTION 33

To adopt the following publications developed and updated by the COOMET structural bodies:

- Recommendation "Regulations for comparison of measurement standards from the national metrological institutes of COOMET" (Appendix 15-13);
- Recommendation "Rules of maintaining of COOMET Program of comparisons and calibrations" (Appendix 15-14);

To charge COOMET Secretariat with registering publications and putting them on COOMET WEB-site.

RESOLUTION 34

To approve Program of comparisons of measurement standards of NMIs of COOMET member-countries (as of 1 of September 2005) (Appendix 15-15) and to ask Chairperson of Joint Committee on measurement standards together with Chairpersons of TC 1.1 – TC 1.12 to proceed with its updating and annual presentation at COOMET committee meetings.

RESOLUTION 35

To ask Chairperson of Joint Committee on measurement standards to ensure preparation of a Draft of Program of calibration of measurement standards of NMIs of COOMET member-countries and to submit it to COOMET Presidential Council for consideration.

RESOLUTION 36

To ask COOMET Committee members to submit comments and remarks regarding composition of COOMET calibration certificate to the coordinators of the project 301/UA-a/04 by 1 of October 2005. To ask COOMET Secretariat to initiate e-voting among COOMET Committee members regarding final version of COOMET calibration certificate till 1 of December 2005 and to submit its results to COOMET Committee members by 1 of January 2006 for practical implementation.

RESOLUTION 37

To continue with assessment of QMS of NMIs at COOMET Quality forum or at another similar meeting of other Regional metrology organizations, which carried out review of the above mentioned CMC for BIPM database.

RESOLUTION 38

To approve COOMET Recommendation "Rules and procedure of assessment of QMS of NMIs of COOMET" and to ask COOMET Secretariat to register it as a COOMET publication following positive result of e-voting among Quality Forum members.

9. ABOUT SUGGESTIONS ON IMPROVING COOPERATION IN THE FIELD OF ACCREDITATION (ABOUT FURTHER WORK OF WG ON ACCREDITATION)

Prof. M. Bily, COOMET Vice-President, presented information on results of discussion by QF members regarding further development of cooperation in the field of accreditation within COOMET. A number of issues of its realization were highlighted and attributed to the main designation of COOMET as the purely metrological organization (contrary to regional organizations on accreditation) which joins not accreditation bodies but NMIs of different regions.

Participants exchanged their opinions on possible ways of cooperation in the field of accreditation as far as not in conflict with COOMET policy.

RESOLUTION 39

To take note of the information regarding accreditation.

10. INFORMATION OF NATIONAL METROLOGY ORGANISATIONS OF COOMET MEMBER-COUNTRIES ABOUT PRESENT SITUATION WITH METROLOGY IN THEIR COUNTRIES

Committee members and their representative exchanged with information about urgent problems in their national metrology and about the most important events in the field of metrology, which took place in their countries.

RESOLUTION 40

Information prepared by the participants of the meeting is taken into consideration.

11. INFORMATION ABOUT ACTIVITIES OF INTERNATIONAL AND REGIONAL METROLOGICAL ORGANISATIONS

Dr. N. Zhagora, COOMET President, informed that Mrs. Ani Todorova (Bulgaria) is the official representative of EUROMET and WELMEC at COOMET Committee meeting. Mrs. A. Todorova made a presentation about achievements of EUROMET and WELMEC during the last year.

RESOLUTION 41

To take note of the information about activities of EUROMET (Appendix 15-16) and WELMEC (Appendix 15-17).

12. ABOUT TERMS OF OFFICE AND CLARIFICATION OF RESPONSIBILITIES OF COOMET VICE-PRESIDENTS

Dr. N. Zhagora, COOMET President, noted that at COOMET Presidential meeting (7 of September 2005) the terms of reference of COOMET vice-presidents were discussed taking into consideration major fields of cooperation of COOMET as well as distribution of responsibilities between Council members. He also announced proposals regarding clarification of responsibilities of Vice-presidents.

RESOLUTION 42

To prolong terms of office of the following COOMET Vice-Presidents for another 3 years according to proposal of COOMET President: Dr. H.-D. Velfe, Prof. M. Bily, Dr. V. Belotserkovsky, Dr. G. Sydorenko.

RESOLUTION 43

To accept additions regarding supervised subject fields and terms of reference of COOMET Vice-Presidents (Appendix 15-18).

13. ABOUT APPOINTMENT AND PROLONGATION OF TERM OF OFFICE OF CHAIRPERSON OF COOMET STRUCTURAL BODIES

Mrs. L. Astafijeva, Head of COOMET Secretariat, informed the participants about expiration in 2005 of terms of office of Mr. V. Kuznetsov (VNIIOFI, Russia) at his position of chairperson of TC 1.7 "Photometry and radiometry". She also admitted that COOMET President appointed a temporary Chairperson of TC 1.3 "Electricity and Magnetism" - Mrs. T. Kolomiets (BelGIM, Belarus). At the meeting of TC 2 "Legal Metrology" (April 2005, Russia) a decision was adopted to appoint Mr. R. Hahnewald (LME, Germany) as Chairperson of TC 2.

RESOLUTION 44

To appoint Mrs. T. Kolomiets (BelGIM, Belarus) as chairperson of TC 1.3 "Electricity and Magnetism".

RESOLUTION 45

To prolong terms of office of Mr. V. Kuznetsov Chairperson of TC 1.7 "Photometry and radiometry" till the subsequent meeting of Technical Committee (November 2005) with a request for a new candidate for a chairperson of the TC and its approval at the next COOMET Committee meeting.

RESOLUTION 46

To appoint Mr. R. Hahnewald (LME, Germany) as chairperson of TC 1.2 "Legal Metrology".

RESOLUTION 47

On behalf of COOMET Committee to acknowledge work of Dr. H. Apel on building up cooperation in the field of metrology in the framework of COOMET.

14. DISCUSSION OF A DRAFT OF AGREEMENT REGARDING PROVISION OF INFORMATION ABOUT COOMET ACTIVITIES

Mrs. L. Astafijeva, Head of COOMET Secretariat, represented a draft of Agreement regarding provision of information about COOMET activities, prepared following the decision of previous

COOMET Committee meeting. She also informed about results of consideration of the Agreement by COOMET Committee members.

RESOLUTION 48

To agree with submitted template of an agreement on rendering information on COOMET activities (Appendix 15-19); When concluding bilateral agreements, particularities of national legislations of COOMET member-countries should be taken into account.

15. APPROVAL OF THE CORRECTED BADGE "HONORARY METROLOGIST OF COOMET"

Dr. G. Sydorenko, COOMET Vice-Presidents and Head of COOMET Secretariat of Ukraine Mr. P. Neezhmakov presented the participants with amended (according to the results of research on suitable technology) template and a description of the breast plate (badge) "Honorary metrologist of COOMET".

RESOLUTION 49

To approve corrected layout of the badge and its description (Appendix 15-20).

RESOLUTION 50

To ask Dr. G. Sydorenko, COOMET Vice-President, to provide for preparation of a sample batch of the badges.

16. DATE AND VENUE OF THE 16TH AND 17TH COOMET COMMITTEE MEETINGS

RESOLUTION 51

To accept proposal of Dr. Hans-Dieter Velfe, COOMET Vice-President, for holding the next 16th COOMET Committee meeting in Germany in 2006.

COOMET Secretariat is charged with inquiring COOMET Committee members about suitable date for holding COOMET Committee meeting in 2006 and to convey the common decision to COOMET Vice-President Dr. Hans-Dieter Velfe till 15 of October 2005.

RESOLUTION 52

To accept proposal of Dr. Nikolai Zhagora, COOMET President, for holding the 17th COOMET Committee meeting together in Belarus in April – May 2007.

CLOSING THE MEETING

COOMET President thanked the participants for their effective work. He acknowledged the work of Secretariat and Organisers and admitted a high level of preparing and conducting the meeting.

DOCUMENTS and MATERIALS of the 15TH COMMITTEE MEETING

Minutes of 14th COOMET Committee Meeting	APPENDIX 1
Progress Report of COOMET President	APPENDIX 2
COOMET Development program for 2005 – 2007	APPENDIX 3
Conception of cooperation and related activities of COOMET	APPENDIX 4
changes and additions to COOMET Memorandum of Understanding and COOMET Rules of Procedure	APPENDIX 5
Progress report of COOMET Secretariat	APPENDIX 6
Annual reports by Chairpersons of COOMET Structural bodies	APPENDIX 7
Work program of TC 4 "Information and training" for 2005–2007	APPENDIX 8
COOMET publications:	
1) Informational material "Analysis of the problem of introduction of the “Guide to the expression of Uncertainty in Measurement” in COOMET state-members"	APPENDIX 9
2) Informational material "The analysis of the cooperation projects within the frame of APLMF and preparation of proposals for cooperation of COOMET with this RMO in the field of Legal metrology"	APPENDIX 10
3) Informational material "Review “National educational systems in the field of metrology in the COOMET member-countries"	APPENDIX 11
Information about personnel of COOMET structural bodies	APPENDIX 12 <i>(information is maintained by COOMET Secretariat)</i>
Regulations of the COOMET Structural Bodies: TC 1.9 "Ionizing Radiation and Radioactivity"	<i>Distributed among participants of meeting</i> <i>(regulations are kept in COOMET Secretariat)</i>
COOMET publications:	
1) Recommendation "Regulations for comparison of measurement standards from the national metrological institutes of COOMET"	APPENDIX 13
2) Recommendation "Rules of maintaining of COOMET Program of comparisons and calibrations"	APPENDIX 14
Program of comparisons of measurement standards of NMIs of COOMET member-countries (as of 1 of September 2005)	APPENDIX 15

Information about activities of EUROMET	APPENDIX 16
Information about activities of WELMEC	APPENDIX 17
Subject fields and terms of reference of COOMET Vice-Presidents	APPENDIX 18
Template of an agreement on rendering information on COOMET activities	APPENDIX 19
Layout and description of the badge "Honorary metrologist of COOMET"	APPENDIX 20