

# 16 COOMET Committee meeting

## LIST of PARTICIPANTS

Representative of COOMET member-countries		
Country	Name & Surname	Position in COOMET, NMI
<b>BELARUS</b>	Mr. Nikolai ZHAGORA	COOMET President, BelGIM
	Mrs. Lidia ASTAFIJEVA	Head of COOMET Secretariat, BelGIM
	Mrs. Nadezda LYAKHOVA	COOMET Secretariat, BelGIM
	Mr. Maxim SHABANOV	COOMET Secretariat, BelGIM
	Mrs. Valentina POZDEEVA	TC Chairperson, BelGIM
	Mrs. Tatyana KOLOMIETS	TC Chairperson, BelGIM
<b>BULGARIA</b>	Mr. Katerin KATERINOV	COOMET Committee Member, BIM
<b>GEORGIA</b>	Mr. Nodar KHATIASHVILI	GeoStandMetrology
<b>KAZAKHSTAN</b>	Mrs. Klara ISAKOVA	KazInMetr
	Mrs. Zauresh TASMAGANBETOVA	KazInMetr
<b>KYRGYZSTAN</b>	Mr. Ulan TURDUKULOV	INSM
<b>LITHUANIA</b>	Mr. Osvaldas STAUGAITIS	COOMET Committee Member, VMT
	Mr. Viktoras ZABOLOTNAS	VMT
<b>MOLDOVA</b>	Mr. Alexander TARLAZHANU	INSM
<b>RUSSIA</b>	Mr. Vladimir BELOTSEKOVSKY	COOMET Vice-President, Rostechregulirovanie
	Mr. Vladimir KRUTIKOV	Rostechregulirovanie
	Mr. Boris GORSHKOV	VNIIMS
	Mr. Sergei KOROSTIN	JCMS Chairman, VNIIFTRI
	Mr. Valery KUZNETZOV	TC Chairman, VNNIOFI
	Mr. Vladimir YARINA	TC Chairman, VNIIFTRI
	Mrs. Anna CHUNOVKINA	TC Chairperson, VNIIFTRI
<b>SLOVAKIA</b>	Mr. Matej BILY	COOMET Vice-President, SMU
	Mr. Stanislav MUSIL	TC Chairperson, SMU
	Mr. Stanislav DURISH	SMU
	Mrs. Ekaterina KROMKOVA	SMU
<b>UZBEKISTAN</b>	Mr. Ortagoli HAKIMOV	COOMET Committee Member, CNS
<b>UKRAINE</b>	Mr. Gorislav SYDORENKO	COOMET Vice-President, NSC "IM"
	Mr. Pavel NEEZHMAKOV	NSC "IM"
Host country		
<b>GERMANY</b>	Mr. Hans-Dieter VELFE	COOMET Vice-President, PTB
	Mr. Rainer HAHNEWALD	LME
	Mr. Hartmut APEL	PTB
	Mrs. Anna PFAFF	PTB
	Mrs. Alexandra SCHLEIER	PTB
	Mr. Karl-Christian GOETHNER	Adviser
	Mrs. Olga POZLEVICH	Interpreter
	Mrs. Veselina ZAYZEVA	Interpreter

<b>Representative of international and regional metrology organization</b>		
<b>IMO/RMO</b>	<b>Name &amp; Surname</b>	<b>Position</b>
<b>CIPM</b>	Mr. Otto GÖBEL	CIPM President, PTB President
<b>OIML</b>	Mr. Manfred KOCHSIEK	OIML Vice-President
<b>BIML</b>	Mr. Attila SZILVASSY	Assistant Director of BIML
<b>EUROMET</b>	Mr. Michael KÜHNE	EUROMET Chairman
	Mr. Wolfgang SCHMID	EUROMET Secretary
<b>APMP</b>	Mr. HSU Chang	Member of APMP Executive committee

<b>Representative of countries, cooperating earlier in COOMET</b>		
<b>Country</b>	<b>Name &amp; Surname</b>	<b>Position in COOMET, NMI</b>
<b>CZECH REPUBLIC</b>	Mr. Pavel KLENOVSKY	General Director of CMI

## **RESOLUTION OF MEETING**

### **1. ABOUT NEW COOMET COMMITTEE MEMBER SIGNING OF COOMET MEMORANDUM OF UNDERSTANDING BY REPRESENTATIVE OF GEORGIA**

#### **RESOLUTION 1**

To admit Georgian National Agency for Standards, Technical Regulations and Metrology (GeoStandMetrology) to COOMET as a full member.

#### **RESOLUTION 2**

To take note of the information about designation of COOMET Committee member from Georgia – Nodar KHATIASHVILI, general director of Georgian National Agency for Standards, Technical Regulations and Metrology.

#### **RESOLUTION 3**

To take note of the information about designation of COOMET Committee member from Bulgaria – Katerin KATERINOV, acting President of Bulgarian Institute of Metrology.

#### **RESOLUTION 4**

To take note of the information about designation of COOMET Committee member from Kazakhstan – Vasily MICHALCHENKO, general director Kazakhstan Institute of Metrology.

### **2. APPROVAL OF THE MINUTES OF 15 COOMET COMMITTEE MEETING**

#### **RESOLUTION 5**

To approve minutes of 15<sup>th</sup> COOMET Committee meeting (Annex 16-1).

### **3. COOMET PRESIDENT'S REPORT**

#### **RESOLUTION 6**

To take note of progress report of COOMET President and to use it as a guidance in corresponding COOMET activities (Annex 16-2).

### **4. IMPROVEMENT AND FURTHER DEVELOPMENT OF COOMET COOPERATION**

#### **4.1 Discussion of changes to COOMET Memorandum of Understanding and COOMET Rules of Procedure**

#### **RESOLUTION 7**

To approve changes and additions to the Memorandum of Understanding of COOMET and Rules of Procedure of COOMET (Annex 16-3).

#### **4.2 Discussion of COOMET Document "Criteria and procedure of admission for a new COOMET members"**

#### **RESOLUTION 8**

To approve COOMET Document "Criteria and procedure for admission of new COOMET members" (Annex 16-4) and to use as a guidance in corresponding COOMET activities.  
To ask COOMET Secretariat to register document and place it on the web-site of COOMET.

### **5. COOMET ACTIVITIES IN 2005 – 2006**

#### **5.1 ANNUAL REPORT OF COOMET SECRETARIAT**

#### **RESOLUTION 9**

To approve Annual report of COOMET Secretariat (Annex 16-5).

#### **RESOLUTION 10**

To ask chairpersons of Structural Bodies of COOMET to submit proposals on information to be placed in their section of the COOMET Web-site by 1 of November, 2006.

#### **5.2 ANNUAL REPORTS OF CHAIRPERSON OF COOMET STRUCTURAL BODIES**

#### **RESOLUTION 11**

To take note of Annual reports prepared by chairpersons of COOMET structural bodies (Annex 16-6).

## **6. REALIZATION OF THE AGREEMENT ON MUTUAL RECOGNITION OF MEASUREMENT STANDARDS (CIPM MRA)**

**6.1** Discussion of the results of 16<sup>th</sup> JCRB meeting and COOMET objectives based on the decisions adopted at this meeting

**6.2** Status of COOMET CMCs preparation and review

**6.3** Status of progress with presentation of Quality Management System (QMS) and peer review of QMS of COOMET MNIs

**6.4** About updating of Program of comparisons of measurement standards of NMIs of COOMET member-countries. About proposal for development of Program of calibration of measurement standards of NMIs of COOMET member-countries

**6.5** About COOMET calibration certificate

### **RESOLUTION 12**

To recommend the COOMET Committee member and NMIs of Republic of Kyrgyzstan, Republic of Moldova, Republic of Uzbekistan to speed up signing of the Agreement on mutual recognition (CIPM MRA).

### **RESOLUTION 13**

To draw attention of Chairpersons of Technical Committees to the importance of meeting deadlines and quality aspects of performing regional review of CMC data submitted by NMIs of COOMET member-countries as well as deadlines for their further submission to interregional expertise.

### **RESOLUTION 14**

To recommend NMI of Russia (VNIIR, UNIIM, SNIIM), Ukraine (DNDI «System», Ivano-Frankovsk GCSMS), Moldova (INSM) to organize for external audit of their QMS not later than 31 of December, 2006 and NMIs of CUBA (INIMET, CENTIS-DMR, CPHR) – not later than 1 of June, 2007.

To ask COOMET Committee members to encourage participation of COOMET Quality Forum members, appointed auditors and technical experts representing NMIs of COOMET member-countries in the meeting of Quality Forum and in per-review of Quality Systems of Cuban NMIs.

### **RESOLUTION 15**

To draw attention of Chairpersons of Technical Committees and coordinators of COOMET comparisons to the importance of meeting deadlines for registration of key and supplementary comparisons of COOMET and also bilateral comparisons in the database of BIPM (Annex B).

### **RESOLUTION 16**

To approve Program of comparisons of measurement standards of NMI COOMET (as of 1 of September, 2006) (Annex 16-7).

To ask COOMET President to sign the Program of comparisons of measurement standards of COOMET NMIs; to charge COOMET Secretariat with registering the Program as a COOMET document and placing it on COOMET web-site and circulating it among COOMET Committee members.

To ask chairperson of Joint Committee on measurement standards together with chairpersons of TC 1.1 – TC 1.11 to continue its actualization and to submit its updated version at annual COOMET Committee meetings.

To ask COOMET Committee members and Chairpersons of structural bodies to submit proposals for maintaining COOMET Program of comparisons in electronic form on the COOMET web-site by 1 of October 2006.

To ask Chairperson of Joint Committee on measurement standards and Chairperson of SC 4.2 to revise and submit to COOMET Secretariat amended COOMET Recommendation R/GM/12:2005 "Rules for maintaining COOMET program of comparisons and calibrations" according the above clause by 15 of November 2006.

To ask COOMET Secretary to circulate amended Recommendation among COOMET Committee members by 1 of January 2007.

#### **RESOLUTION 17**

To ask NMIs of EUROMET member-countries (Bulgaria, Germany, Lithuania, Slovakia and Czech Republic) to participate in the comparisons organized by COOMET.

#### **RESOLUTION 18**

To consider it appropriate to publish results of completed COOMET comparisons, which are not registered in BIPM KCDB in the journal "Measuring techniques" and other periodicals and scientific publications.

#### **RESOLUTION 19**

To recommend Joint Committee on measurement standards and Technical Committees TC 1.1 – TC 1.11 to continue development of a template of a data sheet and a report on comparisons. Intermediate results of this work should be reported at the next meeting of COOMET Presidential Council.

#### **RESOLUTION 20**

To ask COOMET Vice-Presidents G. Sidorenko and V. Belozerkovsky to submit corresponding COOMET project registration form to the Secretariat by 30 of December, 2006. The project should set up procedure for preparation and maintenance of the Program of calibrations of national measurement standards of NMIs of COOMET member-countries.

#### **RESOLUTION 21**

To consider it advisable to additionally discuss results of the project 301/UA/04 "The development of recommendations on drawing up the calibration and measurement certificates, which are issued by COOMET national metrological institutes according to MRA" by an ad-hock WG and at the next COOMET Quality Forum.

To ask coordinator of the project 301/UA/04 to submit final template of the calibration certificate to COOMET Secretariat by 31 of December 2006 for further notification of COOMET Committee members.

To recommend NMIs of COOMET member-countries to try out developed template of the certificate when issuing calibration certificates.

To recommend coordinator of the project 301/UA/04 to develop an e-template of the calibration certificate suitable for filling in by means of PC and to present it at the next meeting of COOMET Committee.

## 7. PRESENTATION OF COOMET PUBLICATIONS DEVELOPED DURING 2005 – 2006

### RESOLUTION 22

To approve revised COOMET recommendations:

- COOMET R/GM/7:2006 "Procedure of conducting inner expertise of measurement and calibration capabilities of COOMET national metrological institutes and interregional expertise of the institutes of other regional metrological organizations" (Annex 16-8);
- COOMET R/GM/11:2006 "Regulations for comparison of measurement standards from the national metrological institutes of COOMET" (Annex 16-9);

and to ask COOMET Secretariat to ensure their placing on the COOMET web-site.

### RESOLUTION 23

To approve the COOMET publications - Recommendation "Guidelines for data evaluation of COOMET key comparison" (Annex 16-10) - and to ask COOMET Secretariat to register these publications and place them on COOMET web-site.

### RESOLUTION 24

To ask COOMET Vice-president V. Belozerkovsky to consider advisability of approval of COOMET publications:

- Recommendation "Rules for completion of Certificate of interlaboratory evaluation of COOMET reference materials";
- Recommendation "Recommendations for the acceptance of CRMs in Appendix C of CIPM MRA"

## 8. ABOUT ESTABLISHMENT OF COOMET STRUCTURAL BODIES:

Approval of personnel of Structural Bodies. Appointment of chairperson of Sub-committees

Approval of Regulations of COOMET Structural bodies

### RESOLUTION 25

To take note of the information about changes to structural bodies of COOMET and to approve their new staff (Annex 16-11).

### RESOLUTION 26

To extend terms of office of the following chairpersons of subcommittees for the next 3 years:

- SC 1.5.2 «Measurement of composite surfaces» - Georgy Gafanovich, NNC "IM", Ukraine;
- SC 1.5.3 « Measurement of large and superlarge lengths» - Vladimir Kupko, NNC "IM", Ukraine;
- SC 1.5.4 «Metrology lasers» - Yuri Machehin, NNC "IM", Ukraine;
- SC 1.6.1 «Mass» – Chairperson of TC 1.6;
- SC 1.6.2 «Force» – Evgeny Galat, BelGIM, Belarus;
- SC 1.6.3 «Pressure» – Yuri Kiselev, VNIIM, Russia;
- SC 1.6.4 «Hardness» – Eduard Aslanjan, VNIIM, Russia;
- SC 2.1 " Liaisons with OIML, RLMOs and National Metrological Institutions " – chairperson of TC 2;
- SC 2.2 " Software requirements and testing"- Maksim Shabanov (BelGIM, Belarus);
- SC 2.3 Harmonization of metrological regulations and norms" – Yuri Lukashov (VNIIMS, Russia);
- SC 2.4 "Technical competence assessment of verification laboratories" – Yuri Machehin (NNC "IM", Ukraine).

#### **RESOLUTION 27**

To ask chairpersons of TC 1.5 "Length and Angle", TC 2 "Legal metrology" and Quality Forum to organize enrollment of the staff of their TCs; and report on the corresponding results to COOMET Secretariat by 1 of January 2007.

#### **RESOLUTION 28**

To approve Regulation of TC 1.3 "Electricity and magnetism" (Annex 16-12) and to ask COOMET Secretariat to register it appropriately;

To accept changes to Regulations of TC 1.9 "Ionizing radiation and radioactivity" (Annex 16-13) and TC 1.11 "Time and frequency" (Annex 16-14) and to ask COOMET Secretariat to register Regulations revised;

To ask chairperson of Quality Forum to prepare Regulation of Quality Forum for the next meeting of COOMET Committee.

### **9. ABOUT APPOINTMENT OR PROLONGATION OF TERM OF OFFICE OF CHAIRPERSON OF COOMET STRUCTURAL BODIES**

#### **RESOLUTION 29**

To appoint the following persons as chairpersons of:

- TC 1.6 "Mass and related quantities" – Irina Kolozinskaja (NNC "IM", Ukraine);
- TC 1.11 "Time and frequency" – Vitaly Palchikova (VNIIFTRI, Russia).

#### **RESOLUTION 30**

To extend terms of office of the following chairpersons for the next 4 years:

- Joint Committee on measurement standards (Sergey Korostin, Russia),
- TC 1.4 "Flow measurements" (Vladimir Bolshakov, Ukraine),
- TC 1.7 "Photometry and radiometry" (Valery Kuznetsov, Russia),
- TC 1.12 "Reference materials" (Vladislav Leonov, Russia),
- Quality Forum (Matej Bily, Slovakia),
- TK 3.1 "Technical Committee of Quality Forum" (Syani Slav Musil, Slovakia).

#### **RESOLUTION 31**

On behalf of COOMET Committee to acknowledge contribution of Dr. R. Hahnewald (LME, Germany) to development and improvement of COOMET cooperation in the field of metrology.

#### **RESOLUTION 32**

To continue consultations on appointment of a new chairperson of TC 2 "Legal Metrology" and to consider results of this consultations at the next meeting of COOMET Presidential Council.

### **10. ABOUT CUSTOM CLEARANCE OF MEASUREMENT STANDARDS PARTICIPATING IN COMPARISONS (DECISION OF PC-10)**

#### **RESOLUTION 33**

To recommend COOMET member-countries, which did not signed the Agreement ATA Carnet, to initiate signing of the Agreement as soon as possible.

To recommend COOMET member-countries to officially notify Central customs office of their countries about scheduled comparisons according to the Program of comparisons of measurement standard of NMIs of COOMET and also about long-term intentions of NMIs in the field of comparisons.

To recommend NMIs of COOMET member-countries to ensure custom clearance of measurement standards in the periods necessary for meeting deadlines of approved comparison schedules and, if possible, to use services of express carriers when transporting measuring standards involved in comparisons (for instance, TNT ect.).

To ask COOMET President to inform interested NMIs of COOMET member-countries about acceptance and further endorsement of the protocol “About changes and additions to the Agreement on custom taxes and duties exemption and issuing of special licensees on transportation of normative documents, measurement standards and reference materials crossing borders for the purpose of verification or metrological evaluation” by the Intergovernmental Council on standardization, metrology and certification (EASC).

To recommend NMIs of COOMET member-countries to notify their Central custom office about imposed obligations regarding custom clearance of measurement standards.

## **11. INFORMATION ABOUT FUTURE DEVELOPMENT OF REGIONAL COOPERATION PROJECTS**

### **RESOLUTION 34**

To take note of the information and to continue elaboration of the projects.

## **12. INFORMATION OF NATIONAL METROLOGICAL ORGANISATIONS OF COOMET MEMBER-COUNTRIES ABOUT PRESENT SITUATION WITH METROLOGY IN THEIR COUNTRIES**

### **RESOLUTION 35**

To take note of the information provided by the participants.

## **13. INFORMATION ABOUT ACTIVITIES OF INTERNATIONAL AND REGIONAL METROLOGY ORGANISATIONS**

### **RESOLUTION 36**

To take note of the information about activities of CIPM \ BIPM (Annex 16-15), OIML (Annex 16-16), EUROMET (Annex 16-17) и APMP (Annex 16-18).

### **RESOLUTION 37**

To ask COOMET Vice-presidents to encourage dissemination of information about COOMET; the results of corresponding work should be reported to COOMET Secretariat.

## **14. DISCUSSION OF ISSUES OF COLLABORATION BETWEEN COOMET AND STCMETR OF EASC (DECISION OF PC-10)**

### **RESOLUTION 38**

To approve the draft of Protocol about cooperation between COOMET and EASC (Intergovernmental Council of CIS countries) in the field of metrology (Annex 16-19) and to ask COOMET President to sign it accordingly.



## **15. ABOUT GRANTING OF HONORABLE TITLE “HONORARY METROLOGIST OF COOMET” AND AWARDING WITH CORRESPONDING BADGE**

### **RESOLUTION 39**

To acknowledge considerable contribution of the following persons to practical work and activities of COOMET by giving a title of distinction "Honorary metrologist of COOMET" and a special breast plate of active participant of COOMET:

1. APEL Hartmut (Germany);
2. ASTAFIJEVA Lidia (Belarus);
3. BELOTSEKOVSKIY Vladimir (Russia);
4. BILY Matej (Slovakia);
5. GORSHKOV Boris (Russia);
6. DURISH Stanislav (Slovakia);
7. ZHAGORA NIKOLAI (Belarus);
8. KROMKOVA Ekaterina (Slovakia);
9. LEONOV Vladislav (Russia);
10. MUSIL Stanislav (Slovakia);
11. SYDORENKO Gorislav (Ukraine);
12. STAUGAITIS Osvaldas (Lithuania);
13. VELFE Hans-Dieter (Germany);
14. HANGANU Elena (Moldova);
15. HAHNEWALD Rainer (Germany).

## **16. ABOUT NOMINEE TO THE NEXT COOMET PRESIDENT**

### **RESOLUTION 40**

To endorse results of the vote conducted by COOMET Committee members and to regard Gorislav Sidorenko (Ukraine) as an Elected President of COOMET according to point 7 of Clause 5 of COOMET Memorandum of Understanding.

## **17. MISCELLANEOUS**

### **17. ABOUT CONFERENCE NCSL-2006**

#### **RESOLUTION 41**

To take note of the information.

## **18. DATE AND VENUE OF 17<sup>TH</sup> AND 18<sup>TH</sup> COOMET COMMITTEE MEETING**

#### **RESOLUTION 42**

To accept suggestion of COOMET President, Nikolai Zhagora, to hold 17<sup>th</sup> meeting of COOMET Committee in Minsk (Belarus) 23 – 25 of April 2007.

#### **RESOLUTION 43**

To take note of invitation of COOMET Vice-president, Gorislav Sidorenko for 18<sup>th</sup> meeting in 2008 to be held in Ukraine.