



**MINUTES**  
**of the 21<sup>st</sup> meeting of the COOMET President's Council**

8–9 November 2016, Astana, Kazakhstan

The following persons participated in the meeting:

<b>Representatives of national metrology organisations of COOMET Member Countries</b>		
<b>Country</b>	<b>Name</b>	<b>Status in COOMET, NMI</b>
<b>BELARUS</b>	1. Valeriy GUREVICH	COOMET Vice-President, Director of BelGIM
	2. Nadezhda LYAKHOVA	National COOMET Secretariat in Belarus, BelGIM
<b>GERMANY</b>	3. Peter ULBIG	COOMET Vice-President , Chairperson of TC2, PTB
	4. Andreas ODIN	Chairperson of QF, PTB
	5. Jelena GERLTS	Interpreter, PTB
<b>KAZAKHSTAN</b>	6. Denis CHERKASHIN	Acting General Director of RSE “KazInMetr”
	7. Toktabek TOKANOV	Deputy of General Director of RSE “KazInMetr”
	8. Karlygash SATTYBAEVA	National COOMET Secretariat in Kazakhstan, RSE “KazInMetr”
<b>RUSSIA</b>	9. Vladimir KRUTIKOV	COOMET President, Director of VNIIOFI
	10. Natalia MURAVSKAYA	Chairperson of TC 3.1, VNIIOFI
	11. Vitaly BUGAEV	Administrator of COOMET web-site, Chairperson of SC 4.2, VNIIFTRI
	12. Sergey KOMISSAROV	Head of COOMET Secretariat, VNIIMS
	13. Sergey ZHDANKIN	COOMET Secretariat, VNIIMS
<b>UKRAINE</b>	14. Pavel NEYEZHMAKOV	COOMET Vice-President, TC 4 Chairperson, Director of NSC “Institute of Metrology”
	15. Yulia BUNYAEVA	National COOMET Secretariat in Ukraine, NSC “Institute of Metrology”
<b>Representatives of Eurasian Economic Commission</b>		
	16. Bauyrzhan ADILOV	Deputy Head of Department, EAEC
	17. Nina RAZIKOVA	Adviser, EAEC



The 21<sup>st</sup> meeting of the COOMET President's Council was opened by COOMET President Prof. Vladimir Krutikov and Deputy Head of Technical Regulation and Metrology Committee Galymzhan Dugalov; they welcomed the participants of the meeting and wished successful and effective work.

The following agenda was adopted:

1. 25 years of COOMET.  
*Speaker: COOMET President V. Krutikov*
2. Implementation of the resolutions of the 20<sup>th</sup> meeting of COOMET President's Council  
*Speaker: Head of COOMET Secretariat S. Komissarov*
3. Draft of COOMET Development Program for 2017 – 2019  
*Speaker: COOMET President V. Krutikov*
4. Results of the 35<sup>th</sup> and 36<sup>th</sup> meetings of JCRB  
*Speaker: COOMET Vice-president P. Neyezhmakov*
5. Results of the 51st meeting of CIML and RLMO round-table  
*Speaker: Chairperson of TC2 P.Ulbig*
6. About cooperation with NCSL International and EURAMET  
*Speaker: COOMET Vice-president P. Neyezhmakov*
7. About cooperation between COOMET and Eurasian Economic Union (EAEU)  
*Speaker: COOMET President V. Krutikov*
8. On performed actions aiming at developing normative documents in the field of measurement unity assurance within EASC and EAEU  
*Speaker: COOMET Vice-president V. Gurevich*
9. Implementation of CIPM MRA
  - 9.1 Implementation of COOMET Program of Comparisons P2/2016, KCDB registration of CMCs of NMIs from COOMET member countries.  
*Speakers: Chairperson of SC 4.2 V. Bugayev*
  - 9.2 Presentation of Program of Comparisons for 2017, signing by COOMET President  
*Speakers: Chairperson of SC 4.2 V. Bugayev*
  - 9.3 Progress in QMS review of COOMET NMIs and in COOMET Quality Forum  
*Speakers: Chairperson of Quality Forum A. Odin  
Chairperson of TC 3.1 N. Muravskaya*
  - 9.4 On Board of Appeal
10. Results of the 17<sup>th</sup> meeting of TC 2 “Legal metrology”  
*Speaker: Chairperson of TC2 P.Ulbig*



11. Results of the 13<sup>th</sup> meeting of TC 4 “Information and training”.  
*Speakers: COOMET Vice-president P. Neyezhnikov*
12. Drafts and updated versions of COOMET publications
  - 12.1 The Draft of COOMET Recommendation “The metrological supervision performed by metrological services of private companies. General requirements” (elaborated in the framework of project 667/RU/15)
  - 12.2 The Draft of COOMET Information material “The Terms of reference of measuring instruments for Legal Metrology”
13. Preparation of the 27th meeting of COOMET Committee  
*Speaker: Head of COOMET Secretariat S. Komissarov*
14. Nominating candidates for awarding the title of “COOMET Honored Metrologist”  
*Speaker: Head of COOMET Secretariat S. Komissarov*
15. The VII International Competition “COOMET Best Young Metrologist - 2017”  
*Speaker: COOMET Vice-president P. Neyezhnikov*
16. The date and venue of the next COOMET Presidential Council meeting  
*Speaker: Head of COOMET Secretariat S. Komissarov*
17. Other provisions
18. Discussion and adoption of the resolutions of the meeting



**DECISIONS AND ACTIONS**  
**of 21<sup>st</sup> meeting of COOMET Presidential Council**

**1. The COOMET's 25 -year anniversary**

*Decisions and actions:*

- *to note the information presented by the COOMET President regarding COOMET's anniversary;*
- *to support the proposal on the possibility of holding a seminar dedicated to the COOMET's 25 -year anniversary.*

**2. Implementation of the decisions of the 20<sup>th</sup> meeting of Presidential Council**

*Decisions and actions:*

- *to note the information presented by the Head of COOMET Secretariat S. Komissarov regarding the implementation of the decisions of the 20<sup>th</sup> meeting of Presidential Council.*

**3. COOMET Development program for 2017-2019**

*Decisions and actions:*

- *to note the information presented by COOMET President V.Krutikov on the project of COOMET Development program as the basis of cooperation for 2017-2019*
- *to instruct COOMET Secretariat to forward the Development program for 2017-2019 to COOMET members till the 20<sup>th</sup> of November, 2016 for amendments aiming at further approval on the 27<sup>th</sup> COOMET meeting;*
- *to instruct COOMET Secretariat to sum up the received suggestions and remarks, and to present the Development program for 2017-2019 for approval on the 27<sup>th</sup> COOMET meeting.*

**4. The results of the 35<sup>th</sup> and 36<sup>th</sup> JCRB meetings**

*Decisions and actions:*

- *to note the information presented by COOMET Vice-president P. Neyezhnikov about the 35<sup>th</sup> and 36<sup>th</sup> JCRB meetings;*
- *to the Chairman of JCRB and the Chairman of TC 1.1 - 1.12 COOMET pay attention to unreasonably large loss of rights during the interregional examination of CMCs of other RMOs and to take measures to eliminate these problems in future;*
- *Pay attention of Chairmen of TC 1.1 - 1.12 COOMET to the fulfillment of the requirement formulated in Document CIPMMRA-D-04 on submission of the confirmation that the quality management system approves CMCs set at the beginning of the interregional examination.*

**5. The results of the 51<sup>st</sup> CIML meeting and RLMO Round Table**

*Decisions and actions:*

- *to note the information presented by COOMET Vice-president P. Ulbig about the 51<sup>st</sup> CIML meeting and RLMO Round Table;*
- *to appoint COOMET Vice-President P. Ulbig and representative of Kazakhstan K. Sattybayeva as representatives of OIML COOMET Advisory Group (OIML Advisory group) on training and holding seminars in the field of legal metrology.*



## **6. The results of cooperation with NCSL International and EURAMET**

*Decisions and actions:*

- *to note the information presented by COOMET Vice-president P. Neyezhnikov about the results of cooperation with NCSL International and EURAMET;*
- *to ask COOMET Vice-President P. Neyezhnikov to identify areas of cooperation between COOMET and EURAMET, that are of mutual interest, with a purpose of further formalization within the framework of the Memorandum of Cooperation between the organizations, and to distribute it to the members of the COOMET Committee for approval till 01 February, 2017;*
- *to ask COOMET Vice-President P. Neyezhnikov to prepare the Draft of the Memorandum of cooperation between COOMET and EURAMET considering COOMET President's and Vice Presidents' point of view (to organize if necessary additional approval of the Memorandum text) and to forward to EURAMET Secretariat an official offer on signing the Memorandum of Cooperation;*
- *to instruct COOMET Secretariat to invite EURAMET President to the 27th COOMET Meeting for discussing the possibility of signing the Memorandum of cooperation between COOMET and EURAMET.*

## **7. Cooperation with the Eurasian Economic Union (the EAEU)**

*Decisions and actions:*

- *to instruct COOMET Vice-President V. Gurevich to emend the draft of the Memorandum of Understanding in the area of measurement uniformity between the Eurasian Economic Union and the Euro-Asian Cooperation of National Metrological Institutions considering the completed discussion and send it to the members of the COOMET Committee for approval prior to December 20, 2016 aiming at further forwarding it to the Eurasian Economic Commission;*
- *to instruct COOMET Vice-President V. Gurevich to organize the meeting discussion between COOMET and the Eurasian Economic Commission concerning the refined version of the draft Memorandum in January-February, 2017, to inform COOMET President and COOMET Committee members about the results;*
- *to instruct COOMET Secretariat to settle date and venue of signature of the Memorandum of Understanding in the area of measurement uniformity between the EAEU and the COOMET.*

## **8. The work performed on developing normative documents in the field of measurement uniformity assurance in the frames of the EASC and the EAEU**

*Decisions and actions:*

- *to note the information presented by COOMET Vice-president V. Gurevich on the ongoing work on the development of regulations in the area of measurement uniformity assurance in the framework of the EASC and the EAEC.*

## **9. Implementation of CIPM MRA**

### **9.1 Implementation of the COOMET Program of Comparisons P2/2016, registration in KCDB of CMCs of the NMIs from the COOMET member-states**

*Decisions and actions:*

- *to approve the report, prepared by JCMS and presented by the Chairman of SC 4.2 B. Bugayev on the implementation in 2016 of the Program of Comparisons of Measurement Standards kept by the COOMET NMIs;*



- to publish on the COOMET web-site information about the implementation of the Program of Comparisons of Measurement Standards kept by the COOMET NMIs;
- to note the report made by the Chairman of SC 4.2 V. Bugaev on publication of comparisons and CMC's in BIPM KCDB data base.

## **9.2 Presentation of Program of Comparisons for 2017, its signing by the COOMET President**

*Decisions and actions:*

- to approve the presented Program of Comparisons of Measurement Standards kept by the COOMET NMIs as of November 9, 2016 and recommend it to the COOMET President's signing;
- to instruct the COOMET Secretariat to send before 25th November 2016 the Program of Comparisons of Measurement Standards kept by the COOMET NMIs to the COOMET Committee members and publish it on the COOMET web-resources.

## **9.3 On audits of QMS of the COOMET NMIs and activities of COOMET Quality Forum**

*Decisions and actions:*

- to note the information presented by the Chairman of the Quality Forum A. Odin and the Chairperson of TC 3.1 N. Muravskaya about the activities of the Quality Forum and Technical committee "Quality Forum", and the peer review conducted in 2016 COOMET QMS NMIs;
- to ask the Quality Forum to update the document R/AQ/9:2013 "Recommendations for Assessment of Quality Management System of National Metrology Institutes and applications to them" and R/AQ/13:2013 "On the evaluation of the Quality Management System of National Metrology Institutes".

## **9.4 On Board of Appeal**

*Decisions and actions:*

- to ask the Chairman of the JCMS A. Chunovkina to include in the agenda of the next meeting the issue of JCMS deputy chairman and a member of the Board of Appeal with the further approval of nominations on the 27th meeting of COOMET Committee.

## **10. The results of the 17th meeting of TC 2 "Legal Metrology"**

*Decisions and actions:*

- to note the information presented by the Chairman of TC 2 P. Ulbig about the 17<sup>th</sup> meeting of TC 2 "Legal Metrology";
- to approve the Work Program of TC 2 for 2016-2017 presented by the Chairman of TC 2 P. Ulbig, and submit it for approval at the 27<sup>th</sup> meeting of the COOMET Committee;
- to organize electronic voting for the post of the Head of SC 2.1 "Harmonization of rules and regulations," followed by the approval of nominations for the 27th meeting of COOMET Committee;
- to support the holding of a regional conference under the aegis of the OIML and COOMET for packaged goods in 2017 in Russia;
- to ask COOMET Secretariat to work out the possibility of holding the conference in Russia and to inform COOMET President and Vice Presidents prior to February 1, 2014;
- to instruct COOMET Secretariat to organize VIML international vocabulary updating for further publication on OIML web site and COOMET information resources



*till December 30, 2016 considering the remarks received by the members of SC 2 “Legal Metrology”.*

**11. The results of the 13th meeting of TC 4 “Information and training”**

*Decisions and actions:*

- *to note the information presented by the Chairman of TC 4 P. Neyezhnikov about the 13th meeting of TC 4 “Information and training”;*
- *to support the candidacy of Secretary of TC 4 Y. Bunyaeva as coordinator of COOMET in CBKT BIPM (Capacity Building and knowledge Transfer).*

**12. Submission of drafts and updated versions of the COOMET publications**

**12.1 The Draft of COOMET Recommendation “The metrological supervision performed by metrological services of private companies. General requirements”**

**12.2 The Draft of COOMET Information material “The Terms of reference of measuring instruments for Legal Metrology”**

*Decisions and actions:*

- *to approve and recommend for adoption at the 27th COOMET Committee Meeting the COOMET Recommendation R/IT/28:2017 “The metrological supervision performed by metrological services of private companies. General requirements”;*
- *to ask COOMET Vice-President P. Ulbig and project coordinator (Belarus) to organize refinement considering the completed discussion of the project of COOMET Information material titled "The Terms of reference of measuring instruments for legal metrology" and recommend it for approval at the 27th COOMET Committee Meeting;*
- *to instruct the COOMET Secretariat to include the question on the approval of the above-mentioned COOMET publications on the agenda of the 27<sup>th</sup> meeting of COOMET Committee.*

**13. About the preparation for the 27<sup>th</sup> COOMET Committee meeting**

*Decisions and actions:*

- *to include date and venue of the 27<sup>th</sup> COOMET Committee meeting into the online COOMET calendar: the meeting will be scheduled for the 26-28 April, 2017 (17th week of 2017) in Minsk, Belarus;*
- *to instruct the COOMET Secretariat to inform the COOMET Committee Members as well as international and regional metrological organizations about date and venue of the 27<sup>th</sup> COOMET Committee meeting till December 1, 2016.*

**14. Nominating candidates for awarding the title of “COOMET Honored Metrologist”**

*Decisions and actions:*

- *to award A. Ivkova (Ukraine), E. Osintseva (Russia), K. Duysebaeva (Kazakhstan) and V. Zabuge (Germany) the title of "COOMET Honored Metrologist";*
- *to instruct COOMET Secretariat to include the question of conferring the title "COOMET Honored Metrologist" and awarding to the agenda of the 27<sup>th</sup> COOMET Committee meeting.*

**15. The VII International Competition “COOMET Best Young Metrologist - 2017”**

*Decisions and actions:*

- *to hold the VII international Competition “COOMET Best Young Metrologist - 2017” in July, 2017, in Astana, Kazakhstan;*



- *to ask COOMET Vice Presidents to forward to the Secretariat of SC 4 “Information and training” the suggestions on candidates for SC Competition member staff for further summing up and approval of the member staff in the determinate order till December 20, 2016.*

**16. The date and venue of the next COOMET Presidential Council meeting**

*Decisions and actions:*

- *to hold the 22nd COOMET Presidential Council meeting in November, 2017, in Russia.*

**17. Other provisions**

*Decisions and actions:*

- *to instruct President, Vice-Presidents and Chairmen of COOMET TCs developing COOMET Development Program for 2017 - 2019 to consider the possibility of involving states with developing metrology to managing positions in the structural COOMET bodies.*

**18. Agreeing and adopting the resolutions of the present meeting**

*Decisions and actions:*

- *to instruct COOMET Secretariat with the coordination of these decisions, to prepare a draft Aide Memoire of the 21<sup>st</sup> meeting of COOMET President's Council and send it to COOMET Vice-Presidents for approval.*

V. Krutikov,  
COOMET President

S. Komissarov,  
Head of COOMET Secretariat