



MINUTES of Workshop “Evaluation of the PTB-COOMET Project and Planning of the Second Phase” within SC 4.5

1 July 2010

Kharkov, Ukraine

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Participants

| Representatives of national metrology organisations of COOMET Member Countries | | |
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| Country | Name | Status in COOMET, NMI |
| ARMENIA | 1. Vahan SAHAKYAN | Member of SC 4.5, NIM |
| | 2. Narine OGANYAN | Member of TC 4, NIM |
| AZERBAIJAN | 3. Talat MUSTAFAYEV | Member of TC 4, “Azstandart” Committee |
| GEORGIA | 4. Viktoriya KAZIYEVA | Representative of TC 4 Member, GEOSTM |
| GERMANY | 5. Annette KÖGLER | Member of TC 4, SC 4.5, PTB |
| | 6. Karl-Christian GÖTHNER | PTB Consultant |
| | 7. Volkmar Günter WIPPLINGER | PTB Consultant |
| | 8. Julien BIÈRE | Communications Expert |
| KAZAKHSTAN | 9. Dauren SHARIPOV | Chairperson of SC 4.5, RSE “KazInMetr” |
| | 10. Karligash SATTIBAYEVA | Member of TC 4, RSE “KazInMetr” |
| MOLDOVA | 11. Marina GAVRILOVICH | Member of SC 4.4, Ministry of Economy and Trade |
| RUSSIA | 12. Viktor IVANOV | Chairperson of SC 4.3, Member of TC 4, VNIIMS |
| | 13. Sergey KOROSTIN | JCMS Chairperson, MenCSM |
| TAJIKISTAN | 14. Farfhod SHUKUROV | Representative of TC 4 Member, Member of SC 4.3, SC 4.4. Tajikstandart |
| | 15. Firdavs KARIMOV | Tajikstandart |
| UZBEKISTAN | 16. Ortagoli HAKIMOV | Member of SC 4.1, SI “CNS Uz” |
| | 17. Makhmud KAYUMOV | Member of SC 4.2, 4.5, SI “CNS Uz” |
| UKRAINE | 18. Goryslav SYDORENKO | COOMET President, NSC “Institute of Metrology” |
| | 19. Pavlo NEYEZHMAKOV | Head of COOMET Secretariat, Chairperson of TC 4, NSC “Institute of Metrology” |
| | 20. Yuliya BUNYAYEVA | COOMET Secretariat, Secretary of TC 4, Member of SC 4.4, 4.5, NSC “Institute of Metrology” |
| | 21. Tetiana OMELICHEVA | COOMET Secretariat, NSC “Institute of Metrology” |
| | 22. Inna LYBA | COOMET Secretariat, NSC “Institute of Metrology” |

Opening

K.-C. Göthner opened the workshop, welcomed the participants, and wished successful and effective work.

Presentation of the Chairperson of SC 4.5

P. Neyezhnikov presented the Chairperson of SC 4.5 D. Sharipov, RSE “KazInMetr”, Kazakhstan, whose candidature had been approved at the 20th meeting of COOMET Committee.

Objectives, methodology and programme

K.-C. Göthner reminded of the objectives and indicators of the project.

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| Main task and indicators | <p>COOMET performs its functions as regional metrological organisation according to the internationally recognized and tested methods.</p> <p>Indicators:</p> <ul style="list-style-type: none">▪ COOMET member countries will practice two tested methods (uncertainty of measurements according to GUM, ISO 17025) at least for national standards▪ Composition and publication at least of three regional publications (reports, research, annotations) during one year in the fields of metrology for attraction of the attention from political and economical circles▪ All member countries took part in international comparisons |
| Task of the phase and indicators | <p>Consecutive development of COOMET as regional metrological organisation in the context of development of European and metrological organisations led to the recognition and better positioning of the metrological system of the region.</p> <p>Indicators:</p> <ul style="list-style-type: none">▪ There are three instruments developed and tested for adoption of the COOMET activity to the changed conditions▪ Representatives of COOMET take part at least in three meetings a year which are organized by other metrological organisations and make their presentation▪ Increase of satisfaction of COOMET member countries by proposed services and the level of observing their interests. If necessary valuable content of indicators is specified on the expiry of the first 12 months of the project |
| Target group (groups) and multipliers | <p>Target group: The target group consists of users of metrological services, entrepreneur and consumers in COOMET member countries.</p> <p>Multipliers (intermediaries): Intermediaries are specialists and chiefs, collaborators of institutions of the quality infrastructure.</p> |

P. Neyezhnikov spoke about the background of the project and the meeting and workshops held within this project.

Presentation of the participants

The participants of the workshop introduced themselves.

Presentation of the findings of the mission

G. Wipplinger stated the findings of the evaluation of the first phase of the project, preliminary conclusions and recommendations. The results of the positive evaluation of the obtained objectives will be included into a report to the Federal Ministry for Economic Cooperation and Development (Germany).

The evaluation was performed for the following 4 indicators:

- 1) activity of COOMET Secretariat – evaluated highly positively;
- 2) participation in the meetings of other RMOs – evaluated very positively;
- 3) creation of a new COOMET web-portal – evaluated very positively (the new portal can be a model for the websites of NMIs for presenting their services);
- 4) holding workshops and training seminars – evaluated very positively (such workshops should further focus on more practical aspects in the future).

The activity within the project was performed according to the plan with some shortcomings relating to the monitoring.

The first phase of the project, though short, had a dynamic impact on all participants. A positive achievement was the stimulation of young metrologists.

G. Wipplinger recommended continuing the project and named 3 action lines for the future:

- 1) COOMET and COOMET services to be further strengthened and supported;
- 2) improvement of metrological capabilities in COOMET member countries;
- 3) continuation of work aimed at creating prerequisites for implementing QMS at NMIs according to ISO/IEC 17025.

SWOT Analysis Project Management and Monitoring. Presentation of the interests of the participating NMIs

K.-C. Göthner proposed making a SWOT-analysis of the project management and monitoring.

V. Kaziyeva noted that the theoretical seminars had been of a very high level but there were a need in a greater number of practical workshops with technical support. It was proposed to raise the awareness of superior bodies and the public about the needs in metrology through publishing advertising brochures on metrology, if possible.

M. Gavrilovich gave a high estimate of the work on evaluating the results.

V. Sahakyan proposed extending the action lines to cover legal metrology.

O. Hakimov noted that the objective of the first phase of the project had been achieved for Uzbekistan (a manual for uncertainty evaluation had been developed; articles were published in international editions) emphasizing that Uzbekistan is a COOMET member country.

F. Shukurov said it was still difficult to judge about the results of the project because it was only less than one year since Tajikistan had become a member of COOMET; but he rates the work highly and supports the idea to publish a metrological brochure.

D. Sharipov noted that the practical aspects of workshop would be very important.

V. Ivanov emphasized the need of taking new technology fields (such as nanotechnology) in account when organizing workshops.

T. Mustafayev said that unfortunately Azerbaijan had not participated very actively in the project at the beginning; but he hopes for further improvement of cooperation.

P. Neyezhmakov informed that there were 3 metrological editions in Ukraine covering articles, information materials on COOMET events, and that metrology in Ukraine was popularized in local mass media.

S. Korostin said that COOMET work was not only to implement the CIPM MRA. Therefore he proposes to extend the project to cover legal metrology. It is also necessary to broaden COOMET representation at international exhibitions.

In the opinion of **A. Kögler**, it is raising the level of COOMET that is one of the objectives of the project.

Decisions and proposals:

The participants of the workshop made a critical comment about the lack of complete information on the project and sufficient awareness of political and business societies about it.

It was proposed:

- to put the issue on the implementation of the PTB-COOMET project into the agenda of the COOMET Committee and President's Council meetings;
- to finalize the updating of the COOMET web-site;
- to improve the process of monitoring and implementing decisions and recommendations;
- to specify the needs in metrological services in the member countries;
- to specify what are the main metrological services different COOMET countries need;
- to popularize COOMET at the national level;
- to continue training for carrying out measurements focusing on practical studies;
- to deepen the practical knowledge about verification and calibration;
- to clarify what are the tasks of legal metrology;
- to conduct training for evaluating measurement uncertainty;
- to coordinate the project by other participants;
- to continue the activity on implementing ISO/IEC 17025 at NMIs at the republics of the Caucasian and Central Asia regions;
- to learn the possibility of financing COOMET activity.

Elaborating of possible main lines of the second phase Formation of 3 Working Groups

K.-C. Göthner proposed to divide 3 groups:

Group 1 – Information and COOMET Services (resource person **P. Neyezhmakov**);

Group 2 – Training, On-the-Job Training, and Consultation (resource person **A. Kögler**);

Group 3 – CMC and QMS according to ISO/IEC 17025 (resource person **S. Korostin**).

Group Work: Definition of the principal activities of the second phase. Presentation and discussion of the results. Next steps

In process of group work basic action lines of the 2nd phase as well proposals of specific events for one year and events for 2-3 years were determined. The resource persons presented the results of the group work.

Group 1

Action Line 1: General information

1. Publication of an anniversary booklet. Deadline: 31.03.2011. Responsible: COOMET Secretariat.
2. Publication of a newsletter. Deadline: 01.07.2011, 25.12.2011 (bi-annual). Responsible: COOMET Secretariat.
3. Update of the satisfaction questionnaire. Deadline: March 2011. Responsible: COOMET Secretariat and **K.-C. Göthner**.
4. Inclusion of the issue on implementing the PTB-COOMET project into the agenda of TC 4, President's Council and Committee meetings.
5. Further participation of COOMET representatives in the events of other RMOs.

Action Line 2: COOMET web-portal

1. COOMET web-portal launching in free access. Deadline: 01.11.2010. Responsible: J. Biere, COOMET Secretariat, National Secretariats of COOMET.
2. Training for on-line editors of COOMET TCs. Deadline: November-December 2010. Responsible: PTB, Chairpersons of TCs.
3. Update of documents about COOMET website maintenance. Deadline: 01.10.2010. Responsible: COOMET Secretariat.
4. Revision of the Recommendation on CMS of NMIs. Deadline: 05.09.2010, PC-15, COOMET-21. Responsible: V. Ivanov, V. Bugayev, COOMET Secretariat.
5. Development of a CMS data base. Deadline: COOMET-21. Responsible: J. Biere, V. Bugayev, COOMET Secretariat.
6. Metrology publications for the COOMET portal. Deadline: permanently. Responsible: V. Ivanov, COOMET Secretariat.
7. To recommend to NMIs to maintain a COOMET section on their websites. Deadline: COOMET-21. Responsible: National Secretariats of COOMET, COOMET Committee members.
8. To recommend to the national Secretariats of COOMET to prepare and post information on events held at NMIs under the aegis of COOMET and other informational materials on the COOMET portal. Deadline: permanently. Responsible: National Secretariats of COOMET.
9. To inform NMIs of the results of COOMET events. Deadline: permanently. Responsible: COOMET Secretariats.

Group 2. Elaborating proposals for training

Action Line 1: Holding training workshops

- Typo3 workshop for on-line editors of Technical Committees
- Workshop on methods of presenting scientific papers
- Support in training brainpower
- On-the-job training and exchange of experience
- Training workshop for carrying out comparisons in mass measurements with measurement uncertainty evaluation
- Further training for auditors and technical experts of COOMET

Action Line 2. Further development based on evaluation of previous workshops

- On-the-job training with measurement standards. Additional training
- On-the-job training for scientific custodians in the fields: 1) pressure, 2) time and frequency, 3) electricity

Action Line 3. Present-day European legal metrology

- Workshops on legal metrology for metrological services in the following areas:
 - Verification – Calibration
 - Market surveillance
 - Objectives and tasks of legal metrology in a present-day state

Group 3. Events on assuring the implementation of QMS and participation in comparisons

Action Line 1. Acceding to the CIPM MRA

- Development of procedures on acceding to the Metre Convention and the CIPM MRA
- Publication of a brochure for popularization of the CIPM MRA
- Deadline: 2011
- Responsible for publication: COOMET Secretariat

Action Line 2. Implementation of QMS according to ISO/IEC 17025

- Development of methodic recommendations
- Training for implementing QMS by the example of a typical NMI

Consultation of implementing QMS at NMIs with a complex structure

Deadline: first half of 2011

Responsible: COOMET TC 3.1, COOMET SC 4.5

Action Line 3. Formation of CMC of NMIs

Training for forming CMC of NMIs in a specific field of measurement:

- development of a calibration procedure with uncertainty calculation
- drawing up QMS documents for a specific field of measurement
- formation of CMC-tables for a specific field of measurement

Deadline: 2011

Responsible: measurement-specific TCs TC 1.X, JCMS, TC 1.1

Action Line 4. Carrying out a pilot (training) comparison

Workshop on arranging a pilot comparison at a laboratory from Central Asian or Caucasian countries (e.g. RSE “KazInMetr”) with elaboration of a technical comparison protocol (by the example of mass comparisons)

Provision of a transfer standard

Carrying out pilot comparisons accompanied by the pilot laboratory

Arranging a workshop on processing comparison results (Draft A, Draft B)

Deadline: late 2011 – early 2012

Responsible: measurement-specific TCs TC 1.X, JCMS, TC 1.1

Evaluation of the workshop

All the participants highly evaluated the level of the organization of the workshop. The results of the evaluation are given in Appendix 1.

Closure

K.-C. Göthner closed the workshop as moderator and expressed an opinion that it was very effective. He asked all the participants to give their wishes, by electronic mail, as to the preparation and holding further workshops.



P. Neyezhmakov
Head of COOMET Secretariat



Yu. Bunyayeva
COOMET Secretariat