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Fifty-fifth Meeting of the International  
Committee of Legal Metrology

Online meeting  
20–22 October 2020

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ORGANISATION INTERNATIONALE  
DE METROLOGIE LEGALE

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INTERNATIONAL ORGANIZATION  
OF LEGAL METROLOGY



# International Organization of Legal Metrology



## Fifty-fifth Meeting of the International Committee of Legal Metrology

**Online meeting  
20–22 October 2020**

The International Committee of Legal Metrology is convened by its President,  
Dr Roman Schwartz, and will meet from 20–22 October 2020  
in online-only presentation and discussion sessions.



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This working document for the 55th Meeting of the International Committee of Legal Metrology (CIML) is structured according to the draft agenda v3 as published on the CIML meeting website at: <http://online-55ciml.oiml.org/ciml.html>

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## 1 Roll call

## 2 Opening remarks and meeting protocol

### 2.1 Meeting protocol

The CIML President will first make some introductory remarks. The BIML will then explain the meeting schedule, the protocol for the online CIML meeting itself, and the process for approval of resolutions and other actions following the meeting. A BIML guide to using Zoom during the online CIML meeting is provided at:

<http://online-55ciml.oiml.org/ciml.html>

### 2.2 Application of conditions for CIML voting

Proposals specifying the conditions to be applied to CIML voting on resolutions following the 55th CIML Meeting, and on new secure voting tools to enable this voting are provided in Addendum 2.2 at:

<http://online-55ciml.oiml.org/ciml.html>

The proposals will be explained at the online CIML meeting.

Addendum 2.2 proposes two draft resolutions for approval by the CIML:

#### **Draft resolution 2020/....**

The Committee,

Noting the provisions for its decisions set out in Article XVII of OIML B 1 Convention establishing an International Organisation of Legal Metrology,

Considering the need to facilitate the work of the Committee when online CIML meetings are held,

Decides that the “in-meeting” conditions for Committee decisions, given in paragraphs two and three of Article XVII of OIML B 1, shall be used in the case of online voting on subjects which have been discussed at an online CIML meeting.

#### **Draft resolution 2020/...**

The Committee,

Noting the provisions for its decisions set out in Article XVII of OIML B 1 Convention establishing an International Organisation of Legal Metrology,

Considering the need to facilitate the work of the Committee when online CIML meetings are held,

Approves the use of the secure voting tools on the OIML website for CIML resolutions and for secret ballots on appointments.

### 3 Adoption of the agenda

**Draft Resolution no. 2020/...**

The Committee,

Approves the agenda for the online 55th CIML Meeting.

### 4 Minutes of the 54th CIML Meeting

The minutes of the 54th CIML Meeting are provided in Addendum 4 at:

<http://online-55ciml.oiml.org/ciml.html>

**Draft Resolution no. 2020/...**

The Committee,

Approves the minutes of the 54th CIML Meeting ...

### 5 Report by the CIML President

The CIML President will give an oral report at the online CIML meeting. A written report is provided in English and in French as Addendum 5a at:

<http://online-55ciml.oiml.org/ciml.html>

**Draft Resolution no. 2020/...**

The Committee,

Notes the report given by its President ...

The CIML President's report refers to an internal review of BIML salary costs, which is provided in Addendum 5b at:

<http://online-55ciml.oiml.org/ciml.html>

The report then proposes the following resolution:

**Draft Resolution no. 2020/...**

The Committee,

Notes the report on the internal review of BIML salary costs,

Thanks Mr Alan Johnston and Dr Bobjoseph Mathew for their work in conducting this review and producing the report,

Acknowledges the findings and conclusions of the review,

Supports the recommendations contained in the report,

Requests that its President and the BIML Director ensure the implementation of these recommendations, and

Supports the immediate amendment of OIML B 7, Annex 2 as proposed in recommendation 3 of the report, this work to be conducted by the BIML.

The CIML President's report also refers to work on closer cooperation with the BIPM, a report on which is provided in Addendum 5c at:

<http://online-55ciml.oiml.org/ciml.html>

The report then proposes the following resolution:

**Draft Resolution no. 2020/...**

The Committee,

Notes the report of its President as regards a stronger cooperation between the OIML and the BIPM (see Resolution 2019/12),

Approves the Terms of Reference of an OIML/BIPM Joint Task Group (JTG) as proposed in the Annex to Addendum 5c,

Appoints Dr Roman Schwartz, Dr Charles Ehrlich and Mr Anthony Donnellan as the OIML representatives on that JTG, and

Requests the JTG to draw up proposals, based on the Terms of Reference, and an action plan with a time frame, to be presented at the 56th CIML Meeting and the 16th OIML Conference.

## **6 Report by the BIML Director on BIML matters and activities**

A written report by the BIML Director is provided in English and in French as Addendum 6 at:

<http://online-55ciml.oiml.org/ciml.html>

An update will be given in an oral report at the online CIML meeting.

**Draft Resolution no. 2020/...**

The Committee,

Notes the report given by the BIML Director ...

## 7 Financial matters

### 7.1 2019 accounts

The accounts for 2019 and the external auditor’s report are provided in Addenda 7.1a and 7.1b at:  
<http://online-55ciml.oiml.org/ciml.html>

The BIML Director will present details of the accounts at the online CIML meeting.

#### **Draft Resolution no. 2020/...**

The Committee,

Noting the accounts for 2019 and the BIML Director’s comments,

Considering the external auditor’s approval of the 2019 accounts,

Approves the 2019 accounts, and

Instructs its President to present them to the 16th OIML Conference.

### 7.2 Budget forecast for 2020

The BIML Director will provide the latest information available on the budget forecast for 2020 at the online CIML meeting.

#### **Draft Resolution no. 2020/...**

The Committee,

Notes the report on the budget forecast for 2020 given by the BIML Director.

### 7.3 Budget for 2021

The BIML Director will provide an oral report on the budget for 2021 at the online CIML meeting.

#### **Draft Resolution no. 2020/...**

The Committee,

Notes the report on the budget for 2021 given by the BIML Director.



## 7.4 Arrears of Member States and Corresponding Members

The BIML Director will provide the latest information available on outstanding arrears of Member States and Corresponding Members at the online CIML meeting.

### **Draft Resolution no. 2020/...**

The Committee,

Notes the report given by the BIML Director,

Encourages the BIML to continue its efforts to recover outstanding arrears of its Member States and Corresponding Members,

Requests those Members with arrears to bring their situation up to date as soon as possible.

## 8 OIML publications and technical activities

### 8.1 Publications and project proposals

#### 8.1.1 Final Draft publications submitted for approval by the CIML

The following Final Draft Publications will be submitted for CIML approval following the online CIML meeting and are provided at:

<http://online-55ciml.oiml.org/ciml.html#drafts>

- New Recommendation: *Non-invasive non-automated sphygmomanometers* (Revision of R 16-1)
- New Recommendation: *Non-invasive automated sphygmomanometers* (Revision of R 16-2)
- New Recommendation: *Continuous totalizing automatic weighing instruments of the arched chute type*
- Revision of R 129 *Multi-dimensional measuring instruments*
- Revision of D 1 *National metrology systems – Developing the institutional and legislative framework*
- New Document: *Petroleum measurement tables*
- New Document: *Pipe provers for testing measuring systems for liquids*

If the proposals in agenda item 2.2 are accepted in the online vote which will immediately follow the CIML Meeting, each of the above publications will subsequently be subject to a separate vote on a resolution in the following form:

### **Draft Resolution no. 2020/ ...,**

The Committee,

Noting comments from its Members *[if necessary]*,

Approves the Final Draft *[Recommendation/Document, as appropriate] [Title]*.

### **8.1.2 Project proposals submitted for approval by the CIML**

Any project proposals will be provided at:

<http://online-55ciml.oiml.org/ciml.html>

If the proposals in agenda item 2.2 are accepted in the online vote which will immediately follow the CIML Meeting, each project proposal will subsequently be subject to a separate vote on a resolution in the following form:

#### **Draft Resolution no. 2020/ ...,**

The Committee,

Noting comments from its Members *[if necessary]*,

Approves as a new project, under the responsibility of *[TC/SC as appropriate]*, *[Project title]*, to be conducted as specified in the project proposal provided in *[Addendum 8.1.2.x]* to the working document for this meeting.

### **8.2 Other items for information and approval**

A written report on the work of OIML Project Groups and the prioritisation of projects and publications will be provided in Addendum 8.2 at:

<http://online-55ciml.oiml.org/ciml.html>

The BIML will also give an oral report at the online CIML meeting.

#### **Draft Resolution no. 2020/ ...,**

The Committee,

Noting the report on the OIML technical work,

Approves the list of “top ten” projects as presented by the BIML, and

Approves the list of the “top ten” publications as presented by the BIML.

### 8.3 Key topics for the OIML Bulletin

A written report is provided in Addendum 8.3 at:

<http://online-55ciml.oiml.org/ciml.html>

An oral report will also be given at the online CIML meeting.

#### **Draft Resolution no. 2020/...**

The Committee,

Notes the report by the BIML on the steps taken to implement CIML resolution 2019/30,

Welcomes the proposals by the CIML President and the BIML to further promote the OIML Bulletin, including a new web page at <https://www.oiml.org/en/publications/bulletin/future-editions>,

Strongly encourages all CIML Members and Corresponding Member Representatives to support the OIML Bulletin, to share their legal metrology experiences, and to take responsibility either as a “Mentor” for one of the next editions of the Bulletin, or by promoting it at TC/SC/PG meetings, RLMO meetings, CEEMS AG meetings, and other opportunities.

## 9 OIML Certification System (OIML-CS)

A written report to cover items 9.1–9.4 is provided as Addendum 9.1 at:

<http://online-55ciml.oiml.org/ciml.html>

### 9.1 Report by the OIML-CS Management Committee (MC) Acting Chairperson

The OIML-CS Management Committee (MC) Acting Chairperson, Mr Bill Loizides, will give an oral report at the online CIML meeting.

#### **Draft Resolution no. 2020/...**

The Committee,

Notes the report of the OIML Certification System (OIML-CS) Management Committee (MC) Acting Chairperson,

Thanks Mr Bill Loizides for undertaking the role of MC Acting Chairperson, and

Thanks the members of the OIML-CS MC, Review Committee, Maintenance Group and Working Groups for their work.

## 9.2 Appointment of the OIML-CS MC Chairperson

Further to the report on the activities of the MC in item 9.1, the MC has selected Mr Mannie Panesar as the nominee for appointment to the position of OIML-CS MC Chairperson.

The process for the appointment of this position is described in Addendum 9.1.

If the proposals in agenda item 2.2 are accepted during the online vote which will immediately follow the online CIML meeting, and if the subsequent anonymous vote is successful, the appointment of the selected nominee will be subject to a separate vote on a resolution in the following form:

### **Draft Resolution no. 2020/...**

The Committee,

Noting the selection by the OIML-CS Management Committee (MC) of Mr Mannie Panesar as the nominee for appointment to the position of MC Chairperson,

Having regard to section 4.2.5 of OIML-CS Operational Document OD-01 Edition 2,

Appoints Mr. Mannie Panesar as OIML-CS MC Chairperson for a period of three years from 1 January 2021.

## 9.3 Re-appointment of the OIML-CS MC Deputy Chairperson

Further to the report on the activities of the MC in item 9.1, the MC has selected Mr Bill Loizides for re-appointment to the position of OIML-CS MC Deputy Chairperson.

The process for the re-appointment of this position is described in Addendum 9.1.

If the proposals in agenda item 2.2 are accepted during the online vote which will immediately follow the online CIML meeting, and if the subsequent anonymous vote is successful, the re-appointment of the selected nominee will be subject to a separate vote on a resolution in the following form:

### **Draft Resolution no. 2020/...**

The Committee,

Noting the selection by the OIML-CS Management Committee (MC) of Mr Bill Loizides as the nominee for re-appointment to the position of OIML-CS MC Deputy Chairperson,

Having regard to section 4.2.5 of OIML-CS Operational Document OD-01 Edition 2,

Noting the comments made by its members,

Re-appoints Mr Bill Loizides as OIML-CS MC Deputy Chairperson for a period of three years from 1 January 2021.

## 9.4 Recommendations from the OIML-CS MC to the CIML

Information on this item is provided in Addendum 9.1, which also proposes the following draft resolution for approval by the CIML:

### **Draft Resolution no. 2020/...**

The Committee,

Noting the recommendation from the OIML Certification System (OIML-CS) Management Committee (MC) provided in Addendum 9.1 to the working document for this meeting,

Decides that reference to the marking of the OIML certificate number on measuring instruments should be removed from all OIML publications,

Requests the OIML-CS MC to revise the relevant OIML-CS publications and to develop a Guidance Note regarding the meaning of the OIML certificate number when it is marked on a measuring instrument,

Instructs the BIML to review all other OIML publications to identify those that include a reference to the marking of the OIML certificate number on measuring instruments, and

Instructs the BIML to identify the most appropriate method to amend/revise the relevant publications and to communicate this information to the Secretariats of the appropriate technical committees and/or subcommittees.

## 10 Report by the CEEMS Advisory Group Chairperson

It is intended to hold an online CEEMS Advisory Group (AG) meeting, open to registered members of the CEEMS AG, before the 55th CIML Meeting. More information will be made available to members of the CEEMS AG.

A written report will be provided as Addendum 10 at:

<http://online-55ciml.oiml.org/ciml.html>

An oral report on the CEEMS AG's activities will be given by the CEEMS AG Chairperson at the online CIML meeting.

### **Draft Resolution no. 2020/...**

The Committee,

Notes the report on the activities of the CEEMS Advisory Group,

...

## 11 International cooperation

### 11.1 Report by the RLMO Round Table Chairperson

It is intended to hold an online Regional Legal Metrology Organisation (RLMO) Round Table meeting, open to registered representatives of the RLMOs, before the 55th CIML Meeting. More information will be made available to RLMO representatives.

The RLMO Round Table Chairperson, CIML First Vice-President Dr Charles Ehrlich, will report on the conclusions of the Round Table meeting. His presentation will be made available on the RLMO Round Table web page at:

<https://www.oiml.org/en/structure/rlmo-round-table/rlmo-rt-2020-10-08>

#### **Draft Resolution no. 2020/...**

The Committee,

Notes the report on the RLMO Round Table meeting given by its Chairperson.

### 11.2 Report by the BIML on activities with organisations in liaison

A written report will be provided as Addendum 11.2 at:

<http://online-55ciml.oiml.org/ciml.html>

#### **Draft Resolution no. 2020/...**

The Committee,

Notes the report on activities with organizations in liaison given by the BIML.

### 11.3 Updates by other organisations in liaison

Organisations in liaison have been asked to provide written reports about their current and planned activities of relevance to the OIML. These will be provided as Addendum 11.3 at:

<http://online-55ciml.oiml.org/ciml.html>

#### **Draft Resolution no. 2020/...**

The Committee,

Notes the written reports submitted by organisations in liaison, and

Thanks their representatives for providing this information to the Committee.

## 12 OIML Awards

### 12.1 OIML Medals

OIML Medals are given to recognise the outstanding contribution of individuals to the development of legal metrology.

#### **Draft Resolution no. 2020/...**

The Committee,

Congratulates this year's recipient(s) of an OIML Medal ...

for their contribution to the work of the OIML.

### 12.2 OIML Letters of Appreciation

OIML Letters of Appreciation recognise excellent work on a specific project relating to legal metrology.

#### **Draft Resolution no. 2020/...**

The Committee,

Congratulates this year's recipient(s) of an OIML Letter of Appreciation ...

for their contribution to the work of the OIML.

### 12.3 OIML CEEMS Award

The OIML CEEMS Award is a special award given to an individual, a national service or a Regional Legal Metrology Organisation that has contributed significantly to legal metrology objectives on national or regional levels.

#### **Draft Resolution no. 2020/...**

The Committee,

Congratulates this year's recipient of the OIML CEEMS Award – ....

## 13 Future meetings

### 13.1 56th CIML Meeting and 16th International Conference (2021 – P.R. China)

Further information on the 56th CIML Meeting and 16th International Conference will be provided at the online CIML meeting.

#### **Draft Resolution no. 2020/...**

The Committee,

Notes the information provided on the organisation of the 56th CIML Meeting and 16th International Conference in 2021,

Thanks the People’s Republic of China for its invitation to host the 56th CIML Meeting and 16th International Conference in 2021, and

Instructs the Bureau to make the necessary arrangements to organise the 56th CIML Meeting and 16th International Conference in 2021.

### 13.2 57th CIML Meeting (2022 – Russian Federation)

Further information on the 57th CIML Meeting will be provided at the online CIML meeting.

#### **Draft Resolution no. 2020/...**

The Committee,

Notes the information provided on the organisation of the 57th CIML Meeting in 2022,

Thanks the Russian Federation for its invitation to host the 57th CIML Meeting in 2022, and

Instructs the Bureau to make the necessary arrangements to organise the 57th CIML Meeting in 2022.

## 14 Other matters

## 15 Review of draft resolutions and meeting actions

## 16 Closing remarks