

EURO-ASIAN COOPERATION  
OF NATIONAL  
METROLOGICAL INSTITUTIONS

**COOMET**



ЕВРО-АЗИАТСКОЕ СОТРУДНИЧЕСТВО  
ГОСУДАРСТВЕННЫХ  
МЕТРОЛОГИЧЕСКИХ УЧРЕЖДЕНИЙ

**KOOMET**

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**REGULATIONS**  
**of the COOMET Joint Committee**  
**on Measurement Standards**  
**(COOMET JCMS)**

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## **1. GENERAL REGULATIONS, KEY TASKS AND FUNCTIONS**

1.1 The COOMET Measurement Standards Joint Committee (COOMET MSJC) was established at the 12-th COOMET Committee Meeting in Havana in May 2002 with the purpose to improve COOMET structure..

1.2 The COOMET MSJC consists of 12 technical committees (TC):

- TK 1.1 “General Questions Concerning Measurements (General Metrology)”
- TK 1.2 “Acoustics, Ultrasound and Vibration”
- TK 1.3 “Electricity and Magnetism”
- TK 1.4 “Flow Measurement”
- TK 1.5 “Length and Angle”
- TK 1.6 “Mass and Related Quantities”
- TK 1.7 “Photometry and Radiometry”
- TK 1.8 “Physical Chemistry”
- TK 1.9 “Ionizing radiation and Radioactivity”
- TK 1.10 “Thermometry and Thermal Physics”
- TK 1.11 “Time and Frequency”
- TK 1.12 “Reference Materials”

1.3 The COOMET MSJC uses in its activities valid documents and procedures issued by COOMET as well as by Bureau International des Poids et Mesures (BIPM) and Joint Committee of the Regional Metrology Organizations and BIPM (JCRB).

1.4 The organization of cooperation is implemented by:

- Coordination of cooperation of national COOMET members organizations on thematic areas or tasks / problems of cooperation that are within the competence of MSJC, and involve scientists and specialists of COOMET member organizations in cooperation;
- Formation of proposals and development of work programs on thematic areas, tasks and problems of cooperation;
- Organization and realization of scientific researches and development, realization comparison of measurement standards, development of COOMET recommendations and decision of other issues that are within the competence of MSJC;
- Establishment of interaction with relevant international and regional organizations on the tasks and problems of cooperation, ensurance of participation in the implementation of international treaties and agreements [for example, the Mutual Recognition of Measurement (MRA) and other agreements];
- Coordination of the activities of structural and working bodies directly subordinate to the MSJC;
- Provision of interaction with other COOMET structural bodies;
- Organization of MSJC meetings and provision of the harmonization of cooperation results;

1.5 The COOMET MSJC coordinates and ensures the methodological basis of the cooperation of the national metrology institutes (NMIs) of the COOMET member-countries in the following areas:

- Implementation of the Arrangement on Recognition of National Measurement Standards and of Calibration and Measurement Certificates Issued by National Metrology Institutes (hereinafter referred to as Arrangement) in the COOMET member-countries;
- Planning, organization and methodological support of COOMET key and supplementary comparisons;
- Organization and realization of COOMET Projects concerning establishment and improvement of measurement standards, new measurement methods, evaluation of COOMET comparisons data, and calculation of measurement uncertainty;
- Other issues relating to the cooperation in the field of development, research and comparison of measurement standards, regulated by Section 4 of the COOMET Memorandum of Understanding.

## **2. PROCEDURE FOR MANAGING THE COMPOSITION**

2.1 The COOMET Measurement Standards Joint Committee and its technical committees are headed by chairmen appointed by the COOMET Committee for the period of 4 years with the eligibility for reelection. The Chairman of the MSJC is appointed from among TC chairpersons. The COOMET MSJC Chairman and Chairmen of the Technical Committees are the staff of the COOMET Measurement Standards Joint Committee;

2.2 The Chairmen of the COOMET MSJC and its technical committees may appoint their deputies and secretaries;

2.3 The technical committees consist of correspondents working in relevant subject fields. The Committee members in their countries appoint the correspondents;

2.4 The technical committees may establish subcommittees (SC) to address the permanent tasks of collaboration and working groups (WG) in the frame of the relevant TC/SC to carry out routine work in the framework of particular COOMET projects;

2.5 The Chairman and staff of subcommittees are appointed by the relevant technical committee and approved by the COOMET Committee for the period of 3 years with the eligibility for reelection. The subcommittee's decisions are treated only as recommendations and shall be approved by the relevant technical committee;

2.6 The Chairman of the technical committee may appoint coordinators to carry out permanent tasks of the Technical committee instead of establishing subcommittees;

2.7 COOMET members may send their representatives (experts, consultants, etc.) to take part in the work of technical committees, if necessary.

## **3. ORGANIZATION of ACTIVITIES**

3.1 The MSJC realizes its tasks and functions by solving the issues of cooperation by correspondence with the use of modern means of communication and telecommunications, as well as by holding meetings;

3.2 The Chairman of the MSJC holds meetings of the MSJC at least once a year. The meetings precede the forthcoming COOMET Committee Meeting;

3.3 Meetings of the Technical committees are organized as often as required but at least once per year and a half;

3.4 Financing of the meetings is accomplished according to clauses 3.1 and 3.2 of the General regulations for the COOMET structural body. The work of the COOMET MSJC and its technical committees shall meet the requirements of these General regulations.

3.5 A WG as a temporary body, which is headed by the coordinator of a relevant COOMET project.

## **4. BASIC RULES AND RESPONSIBILITIES OF MEMBERS**

4.1. Responsibilities of the Chairman of the COOMET Measurement Standards Joint Committee:

- Coordination of projects on development and improvement of procedures for implementing the MRA Agreement in terms of COOMET comparisons and organization of examination in COOMET of calibration and measurement capabilities of COOMET NMIs and other regional metrology organizations;
- The Chairman of MSJC should coordinate programs of the COOMET measurement standards comparisons;
- The Chairman of MSJC should take part in monitoring of the COOMET comparison database on the COOMET Web-site and preparation of reports for meetings of JCRB and COOMET Presidential Council;
- The Chairman of MSJC should interact with the COOMET Quality Forum on the matters relating to assessment of NMI's QMS.
- The Chairman of MSJC should advise the Chairmen of the technical committees on different issues in their work;

- The Chairman of MSJC should work out proposals relating to the activities of COOMET MSJC and prepare periodical reports on the results of its work to the COOMET Committee.

#### 4.2 Responsibilities of the Chairman of the Technical Committee

- Chairmen of TC should organize comparisons of the COOMET NMI's measurement standards in the relevant subject field;
- Chairmen of TC should organize the work on establishing and performing the review of the data about calibration and measurement capabilities of the COOMET NMIs in the relevant subject field;
- Chairmen of TC should organise within COOMET an interregional review of calibration and measurement capabilities of the NMI's of other regional metrology organizations
- Chairmen of TC should organize and monitor implementation of the COOMET projects in the relevant subject field;
- Chairmen of TC should use in his work procedures and recommendations of COOMET as well as the Bureau International des Poids Mesures and the Joint Committee of the Regional Metrology Organizations and the BIPM;
- Chairmen of TC should work out proposals on cooperation of the technical committee and periodical reports on its activity results to the COOMET MSJC.

#### 4.3 Responsibilities of the Chairman of the Working Group

The Chairman of a WG is responsible for implementation of WG projects including preparation of reports on project results.

### 5. COSTS OF HOLDING MEETINGS

Financing of the meetings is accomplished according to clauses 3.1 and 3.2 of the General regulations for the COOMET structural body. The work of the COOMET MSJC and its technical committees shall meet the requirements of these General regulations.

Travel expenses of TK1 meeting participants, including experts and consultants, are covered by the national organization-COOMET member, which sends experts to TC 1 meetings.

Expenses related to the provision of premises and technical equipment required for holding a meeting, are covered by a national organization-member of COOMET which assumed the obligations of the host country.

### 6. REPORTING

Submission of reports by all structural units of the COOMET Joint Committee on Measurement Standards shall comply with the rules and procedures of COOMET