

COOMET Development Program for 2023–2025 (COOMET P1/2023)

Task A	Facilitation of international recognition of national measurement standards			
Action to achieve the strategic task	Activity (indicator)	Timeframe ¹	Performers	Note
A.1. Participation of NMIs and DIs of COOMET member countries in the implementation of the CIPM MRA	1. (Ind-a.1.1) Promotion of actions necessary for signing the CIPM MRA by the authorized organizations of Armenia, Kyrgyzstan, Tajikistan	2023-2025	COOMET Committee members from Armenia, Kyrgyzstan and Tajikistan	The aim is to increase the number of countries, participating in the implementation of the CIPM MRA through COOMET and having CMC entries, published in the KCDB (Ind-a.1.2) PERMANENT WORK Ind-a.1.2 NOT COMPLETED.
	2. (Ind-a.1.11) Performance of a set of operations by NMIs/DIs of COOMET member countries to obtain the right to use the CIPM MRA logo	2023-2025	COOMET Committee members from Uzbekistan, Armenia, Kyrgyzstan, Tajikistan	For Armenia, Kyrgyzstan, Tajikistan - after the signing of the CIPM MRA (see 1. (Ind-a.1.1))
	3. (Ind-a.1.3) Performance of a set of operations to implement the CIPM MRA by all countries, participating in the implementation of the CIPM MRA through COOMET (inter alia, in terms of organization of intraregional review of CMCs of NMIs/DIs of COOMET member countries)	2023-2025	Representative of COOMET to JCRB, Chair of JCMS, TC 1.2-TC 1.12, TC 3.1 NMIs/DIs of COOMET member countries	The aim is to increase the number of CMC entries of countries, participating in the implementation of the CIPM MRA through COOMET (Ind-a.1.4)
	4. Preparation and approval of the COOMET Program of Comparisons (program COOMET P2)	Annually	JCMS and SC 4.2 COOMET President	It is approved by the President at a Presidential Council meeting (generally, in November of the current year) The COOMET P2/2024 program was approved by the Presidential Council in March 2024.

	5. (Ind-a.1.5) Implementation and update of the approved COOMET Program of comparisons	On an ongoing basis	JCMS TC 1.2-TC 1.12 COOMET Secretariat	Discussion of the course of implementation of the Program at the Presidential Council and JCMS Meetings (Ind-a.1.5) PERMANENT WORK
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Action to achieve the strategic task	Activity (indicator)	Timeframe ¹	Performers	Note
	6. Online maintenance of the Program of Comparisons on the COOMET web resources	On an ongoing basis	JCMS, SC 4.2 COOMET Secretariat	PERMANENT WORK
	7. Monitoring of the number of COOMET key and supplementary comparisons and number of completed and published COOMET comparisons	On an ongoing basis	TC 1.2-TC 1.12 JCMS	Annual discussion at JCMS meetings The aim is to increase the percentage ratio of COOMET key and supplementary comparisons to COOMET comparisons and the percentage ratio of completed and published COOMET comparisons to COOMET comparisons, registered in the KCDB (Ind-a.1.6 and Ind-a.1.7)
	8. (Ind-a.1.8) Carrying out of an analysis of the number (and percentage ratio) of piloted COOMET comparisons across COOMET NMIs/DIs	Annually	JCMS SC 4.2	Discussion at JCMS meetings and presentation of the analysis results at Presidential Council meetings (generally, in November of the current year) as part of the Report on the implementation of the Program of Comparisons
	9. (Ind-a.1.9) Carrying out of an analysis of the timeframe for conducting COOMET comparisons and taking corrective actions for its reduction	On an ongoing basis	TC 1.2-TC 1.12, JCMS Presidential Council COOMET Committee members NMIs/DIs which are pilots of comparisons	Discussion of the analysis results at the annual meetings of the JCMS and Presidential Council
	10. (Ind-a.1.10) Summing up of problematic issues and lessons learnt from COOMET comparisons, and preparation of proposals on training activities required within COOMET	2023-2025 (as required)	JCMS, TC 1.2-TC 1.12 TC4	Discussion at the meetings of JCMS, TC 1.2 - TC 1.12 that further submit information to TC 4 to be taken into account in the preparation of the Plan of COOMET training activities according to the internal procedure (see 39. (Ind-e.1.1))

Action to achieve the strategic task	Activity (indicator)	Timeframe ¹	Performers	Note
	11. Participation of specialists of COOMET NMIs/DIs in technical exchanges on KCDB 2.0 (for CMC writers, pilots of comparisons, TC/WG Chairs, including potential Chairs)	On an ongoing basis	Specialists of NMIs/DIs of COOMET member countries Representatives of TC 1.1 - TC 1.12	Under the BIPM CBKT Program The monitoring of participation should be in accordance with the internal procedure (see 39. (Ind-e.1.1)) On February 15, they took part in a technical exchange on KCDB 2.0 for the RMOs of the Chairmen of the TC in the field of chemistry and biology April 4 - in the technical exchange on KCDB 2.0 (for CMC developers, comparison pilots)
	12. Organization and holding of COOMET training seminars/webinars on KCDB 2.0	2023-2025	JCMS, TC 1.1-TC 1.12 TC 4	For specific CSBs (at their initiative) or for COOMET in general (in view of the Plan of COOMET training activities) (see 41. (Ind-e.1.3))
	13. Preparation of model calibration procedures for various groups of measuring instruments	2023-2025	JCMS TC 1.2-TC 1.11	Under COOMET projects, initiated by interested CSBs or NMIs of COOMET member countries Two recommendations have been developed: - COOMET Recommendation R/GM/31:20XX "Calibration procedures. General requirements" - COOMET Recommendation R/F/XX:202Y "Flow Transducers, Flow Meters, Volumetric and Mass Liquid Meters. Calibration Method"
	14. Translation of Calibration Guides (EURAMET and PTB)	2023-2025	TC 1.2-TC 1.11	If the permission for translation is obtained from the procedure owner. Under COOMET projects, initiated by interested CSBs or NMIs of COOMET member countries

A.2. Participation of COOMET in JCRB activities	15. (Ind-a.2.1) Participation of COOMET representatives in all JCRB meetings	According to the schedule of JCRB meetings	COOMET President - official COOMET representative to JCRB, members of the official COOMET delegation	Membership of the COOMET delegation for participation in the meeting is formed by the COOMET President Nikita Zviagin, Chairman of the JCMS, took part in the 47th meeting of the JCRB in September 2023.
	16. Performance of a set of operations to implement the CIPM MRA in terms of interregional review of CMC entries of other RMOs	On an ongoing basis	TC 1.2 - TC 1.12	The aim is to review at least 80% of sets of CMC entries submitted for interregional review (Ind-a.2.2) In 2023, 115 CMCs of participating countries were published, representing CMC via COOMET.
A.3. Participation in the update of CIPM MRA documents and update of the COOMET publications concerning the	17. (Ind-a.3.1) Participation in the update of a suite of CIPM MRA documents	2023-2025	Official COOMET representative to JCRB, JCMS Chair	In case of their revision at the initiative of the BIPM or JCRB The information should be presented at Presidential Council meetings

Action to achieve the strategic task	Activity (indicator)	Timeframe ¹	Performers	Note
issues of the CIPM MRA implementation	18. (Ind-a.3.2) Translation of new versions of CIPM MRA documents into Russian (in case of their revision) and posting of the translations on the COOMET web resources	2023-2025	Project coordinator and members of the WG for the project JCMS COOMET Secretariat Administrator of the website	A COOMET project should be launched, as required
A.4. Facilitation of the SI redefinition in COOMET member countries	19. (Ind-a.4.1) Realization and update of program COOMET P6 "COOMET Roadmap for the implementation of decisions related to the redefinition of the SI base units for 2020-2025"	2023-2025	Vice-President, responsible for coordination of cooperation in the field of measurement standards Chairs of JCMS, TC 1.2-TC 1.11	The program should be updated once every six month -the updated version should be submitted annually to the COOMET Committee for approval

Task B	Facilitation of recognition of QMS of NMIs/DIs of COOMET member countries			
Action to achieve the strategic task	Activity (indicator)	Timeframe	Performers	Note
B.1. Facilitation of the introduction of international standards (ISO/IEC 17025:2017 and ISO 17034:2016) into the working practices of NMIs and DIs of COOMET member countries	20. (Ind-b.1.2) Holding of seminars/webinars on the introduction of the standards (ISO/IEC 17025:2017 and ISO 17034:2016) into the working practices of NMIs/DIs of COOMET member countries	2023 - 2025	Quality Forum, TC 3.1 TC 4	The aim is to hold at least 2 seminars/webinars A COOMET seminar/webinar for auditors and TE COOMET on the assessment of the NMI/NI QMS of the COOMET member countries is planned in 2025.
B.2 Conduct of peer reviews of the QMS of NMIs and DIs of COOMET member countries	21. (Ind-b.2.1) Conduct of peer reviews of the QMS of the NMIs/DIs of Azerbaijan and Cuba to extend the COOMET Confirmations of recognition of the NMI/DI QMS in accordance with ISO/IEC 17025:2017 and/or ISO 17034:2016	2023 (in accordance with the QF schedule)	Quality Forum, TC 3.1 Committee members from Azerbaijan and Cuba	In February 2023, an external audit of the QMS of AzMI (Azerbaijan) according to ISO/IEC 17025 was carried out in order to extend the validity of the certificate of recognition. In 2023, INIMET, CENTIS and CPHR (Cuba) presented written and oral presentations of their QMS according to ISO/IEC 17025 (external inspections of the above-mentioned institutions, scheduled for autumn 2023, were not carried out, because the status of an associate member of the CGPM has not been restored).
	22. (Ind-b.2.2) Conduct of peer reviews of the QMS of NMIs/DIs of COOMET member countries for the recognition by COOMET of the QMS of NMIs/DIs of Armenia, Kyrgyzstan, Tajikistan, Uzbekistan in accordance with ISO/IEC 17025:2017 and/or ISO 17034:2016	2023 - 2025 (in accordance with the QF schedule)	Quality Forum, TC 3.1 Committee members from Armenia, Kyrgyzstan, Tajikistan, Uzbekistan NMIs/DIs	for Armenia, Kyrgyzstan, Tajikistan, (if the CIPM MRA is signed) In February 2023, an initial external audit of the UzNIM QMS (Uzbekistan) was conducted according to ISO/IEC 17025 in order to issue a COOMET certificate of recognition for 5 years.

	23. (Ind-b.2.3) Summing up of the lessons learnt in the performance of works on peer reviews of the QMS of COOMET NMIs/DIs and making proposals on the required trainings within COOMET	2023-2025 (as required)	TC 3.1 TC 4	TC 3.1 submits the information to TC4 to be taken into account in the preparation of the Plan of COOMET training activities in accordance with the internal procedure (see 39. (Ind-e.1.1))
B.3. Training of auditors and technical experts for peer reviews of the QMS of NMIs and DIs of COOMET member countries	24. (Ind-b.3.1) Preparation of new COOMET auditors on peer reviews of QMS of COOMET NMIs/DIs	2023-2025	Quality Forum, TC 3.1	The aim is to prepare at least 2 new auditors A COOMET seminar/webinar for auditors and TE COOMET on the assessment of the NMI/NI QMS of the COOMET member countries is planned in 2025.
	25. (Ind-b.3.2) Holding of a seminar (seminars) for COOMET technical experts on peer reviews of QMS of COOMET NMIs/DIs	2023-2025	Quality Forum, TC 3.1 TC 4 COOMET Secretariat	TC 3.1 submits the information about the lessons learnt (Ind-b.3.4) and required trainings to TC4 to be taken into account in the preparation of the Plan of training activities (see 41. (Ind-e.1.3)) A COOMET seminar/webinar for auditors and TE COOMET on the assessment of the NMI/NI QMS of the COOMET member countries is planned in 2025.

Action to achieve the strategic task	Activity (indicator)	Timeframe	Performers	Note
	26. (Ind-b.3.3) Analysis of the ratio of the number of COOMET auditors and technical experts across member countries, COOMET NMIs/DIs and the number of peer reviews of QMS of COOMET NMIs/DIs, conducted by them	2023	Quality Forum Chair, TC 3.1 Chair	The results of the analysis should be submitted to the COOMET Presidential Council in November 2023 <i>In 2023, the COOMET Secretariat, together with the Chairmen of TC 1.2-TC 1.12 and TC 3.1, carried out work on updating the list of COOMET technical experts on the assessment of the NMI/NI COOMET QMS (as part of the ongoing project 234/BY-a/01). The information will be published on the web resources of the Quality Forum/TC 3.1.</i>
B.4. Development of special requirements (criteria) for the QMS of NMIs and DIs	27. (Ind-b.4.1) Preparation of special requirements for the QMS of COOMET NMIs/DIs (in addition to ISO/IEC 17025:2017)	2023-2024	Vice-President, responsible for cooperation in the field of development and peer review of QMS, TC 3.1	When revising recommendations COOMET R/AQ/9:2019 and/or COOMET R/AQ/13:2019 - see 69 <i>Annex 4 to the Recommendation COOMET R/AQ/9:2019 "Recommendations on the evaluation of quality management systems of National metrology institutes/Designated institutes" has been updated.</i>

Task C	Support of COOMET member countries in gaining the status of membership in the Metre Convention			
Action to achieve the strategic task	Activity (indicator)	Timeframe	Performers	Note
C.1. <i>Informing of National bodies for metrology of COOMET member countries about the benefits of joining the Metre Convention on behalf of the COOMET President¹</i>	-			Under this program, the implementation of indicator Ind-c.1.3 (The number of COOMET member countries, which became members of the Metre Convention, has increased) is checked In view of Resolution 6 of the 27 th CGPM meeting (15 to 18 November 2022)
C.2. Increased participation of representatives of NMIs and DIs of COOMET member countries in the activities of CIPM Consultative Committees (CIPM CCs)	28. (Ind-c.2.1) Performance of works by the interested NMIs/DIs of COOMET member counties in accordance with the CIPM CC procedures for gaining the status of a member or an official observer in CIPM CCs	2023-2025	COOMET Committee members and NMIs/DIs of COOMET member countries	Only for countries, which are members of the Metre Convention The aim is to increase the number of NMIs/DIs of COOMET member countries, which are members of CIPM CCs or official observers in CIPM CCs (Ind-c.2.2)
	29. (Ind-c.2.3) Analysis of the participation of NMIs/DIs of COOMET member countries in the activities of CIPM CCs	2025	Chairs of JCMS, TC 1.2 - TC 1.12	The results shall be submitted to the Presidential Council for review in 2025.

¹ The appropriate bodies were informed as part of the implementation of activities of the Development Program for 2020-2022

Task D	Facilitation of international practice in legal metrology			
Action to achieve the strategic task	Activity (indicator)	Timeframe	Performers	Note
D.1. Preparation of a COOMET Plan for translation of OIML publications into Russian	30. (Ind-d.1.1) Preparation of a Plan for translation of OIML publications into Russian (as a part of the TC 2 Work Program for 2024-2026)	2023-2024	TC 2 Chair TC 2 members	TC 2 Chair informs the BIML about the intent to make translations (according to OIML B1). Annual monitoring of the Plan implementation is performed by TC2 (Ind-d.1.3)
	31. (Ind-d.1.2) Translation of OIML publications into Russian in accordance with the Plan for translation of OIML publications into Russian	2024-2025	TC2 members Project coordinators and members of the WGs for projects	Under COOMET projects, initiated by the interested country In 2023, translations of five OIML publications (OIML D1, OIML D30, OIML D31, OIML D32, OIML G14) were completed.
D.2. Application of publications of OIML, WELMEC and other RLMOs in the working practices of COOMET member countries	32. (Ind-d.2.2) Preparation of COOMET Recommendations on the basis of OIML publications	2023-2025	TC2 members Project coordinators and members of the WGs for projects	Under COOMET projects, initiated by the interested country
	33. (Ind-d.2.3) Analysis of the appropriateness of application and the current situation regarding the application of RLMO documents in COOMET member countries	2023	TC 2 Chair TC 2 members Project coordinators and members of the WGs for projects	Under COOMET project 844/UZ-a/21
	34. (Ind-d.2.4) Update of the List of adopted rules, guides, recommendations in the field of legal metrology (hereinafter - documents) of other RLMOs, which are of interest to COOMET member countries	2023-2025	TC 2 Chair TC 2 Secretariat	The List is available at https://www.coomet.net/ru/publikacii/translations-into-russian-of-documents-of-regional-organizations/ Update shall take place annually ahead of TC 2 meetings
	35. (Ind-d.2.5) Preparation of a COOMET Plan for translation of RLMO documents into Russian (as a part of the TC 2 Work Program for 2024-2026)	2023	TC 2 Chair TC 2 members	Taking into account the results of the analysis under item 33. (Ind-d.2.3) .

	36. (Ind-d.2.6) Translation of RLMO publications in accordance with the COOMET Plan for translation of RLMO documents into Russian	2023-2025	TC 2 members Project coordinators and members of the WGs for projects	Under COOMET projects, initiated by the interested country. Annual monitoring of the Plan implementation is performed by TC2.
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Action to achieve the strategic task	Activity (indicator)	Timeframe	Performers	Note
				Translations should be made and posted on the COOMET web resources in agreement with RLMOs
D.3. Holding of training seminars and conferences under the auspices of COOMET on the issues of legal metrology	37. (Ind-d.3.1) Holding of training seminars or conferences on the topical issues of legal metrology in accordance with the needs of COOMET member countries	2023-2025	TC 2 Chair TC 2 Secretariat TC 2 members	It is advisable to hold seminars/conferences annually
	38. (Ind-d.3.2) Monitoring of the needs of countries for training on the issues of legal metrology, and making proposals on the required trainings within COOMET	2023-2025	TC 2 TC 4	TC 2 submits the information to TC4 to be taken into account in the preparation of the Plan of COOMET training activities in accordance with the internal procedure (see item 39. (Ind-e.1.1))

Task E	Facilitation of advanced training and knowledge transfer in COOMET member countries			
Action to achieve the strategic task	Activity (indicator)	Timeframe	Performers	Note
E.1. Holding of training seminars, conferences, competitions, roundtables under the auspices of COOMET	39. (Ind-e.1.1) Preparation of an internal procedure for the assessment of training needs and planning of training activities within COOMET	2023-2024	Chairs of TC4, SC 4.1, SC 4.3, JCMS, TC 1.1-TC 1.12, TC2, QF, TC 3.1, COOMET Committee members COOMET Secretariat	Under project 829/BY-a/21 (a COOMET recommendation will be prepared)
	40. (Ind-e.1.2) Conduct of a survey on the needs of COOMET members in training seminars on the topical issues of metrology in different subject areas of cooperation and on the available resources/possibilities for holding training seminars in COOMET NMIs	Annually	Chairs of TC4, SC 4.1, SC 4.3, JCMS, TC 1.1-TC 1.12, TC2, QF, TC 3.1, COOMET Committee members	In accordance with the procedure under item 39
	41. (Ind-e.1.3) Preparation of Plans of COOMET training activities	Annually	Chairs of TC4, SC 4.1, SC 4.3, JCMS, TC 1.1-TC 1.12, TC2, QF, TC 3.1, COOMET Committee members COOMET Secretariat	Based on the results of the survey under item 45 Adjustments to the Plan should be made as required
	42. (Ind-e.1.4) Organization and holding of training activities on the topical issues of metrology in different subject areas of cooperation for specialists of NMIs of COOMET member countries	2023-2025	TC4, JCMS, TC 1.1-TC 1.12, TC2, QF, TC 3.1, COOMET Committee members COOMET Secretariat	In accordance with the Plan under item 41
	43. Monitoring of the performance of training activities provided for in the Plans of COOMET training activities	On an ongoing basis	TC 4 Chair COOMET Secretariat	The report for the past year should be presented at Presidential Council meetings (in November of the current year). The information should also be given in the Annual Report of COOMET and TC4. The algorithm for monitoring participation in training activities will be laid down in the internal procedure (see item 39).
	44. Monitoring of participation of specialists from COOMET member countries in international and regional training activities, including courses on the e-learning platforms of international and regional metrology organizations	On an ongoing basis	TC 4 Chair TG-CEEMS COOMET Secretariat	

Action to achieve the strategic task	Activity (indicator)	Timeframe	Performers	Note
	45. (Ind-e.1.5) Holding of the International competition "Best Young Metrologist"	once every two years (2023, 2025)	Organizing Committee and Scientific Committee of the competition TC 4	XI International competition (2025) involving representatives of all interested RMOs
	46. Maintenance of the COOMET sector on the BIPM e-learning platform and creation of COOMET training courses	2023-2025	Sector administrators Course creators TC 4, JCMS, TC 1.1- TC 1.12, TC 3.1 COOMET Secretariat	The aim is to make at least 2 modules of e-learning (new or existing) available for the participants of cooperation. The experience of e-learning has been summed up by TC4 and presented to the Presidential Council (2025) (Ind-e.1.6) The organization of training on the issues of LM - see item 37 (Ind-d.3.1)
	47. (Ind-e.1.7) Coordination of participation of specialists from NMIs/DIs of COOMET member countries, especially from countries with emerging metrology systems (CEEMS), in training activities, performed under the BIPM CBKT program and programs of other partners	2023-2025	TC 4 Chair SC 4.1 Chair COOMET Secretariat	See also item E.3
E.2. Preparation of information about the possibilities of holding traineeships for specialists from NMIs of COOMET member countries, including traineeships in NMIs of other RMOs and international metrology organizations, and monitoring of their participation	48. (Ind-e.2.1, Ind-e.2.2) Conduct of a survey on the needs of NMIs of COOMET member countries in training in the form of traineeships and on proposals (possibilities of their holding) of COOMET NMIs	Annually	TC 4 Chair COOMET Committee members COOMET NMIs/DIs	The obtained data are used to prepare information under item 49 In accordance with the procedure under item 39
	49. (Ind-e.2.3) Preparation and sending to COOMET member countries of the information about the possibilities of holding traineeships of COOMET specialists	Annually	TC 4 COOMET Committee members COOMET NMIs/DIs	Taking into account the results of the survey under item 48 In accordance with the procedure under item 39
	50. (Ind-e.2.4) Monitoring of actual traineeships of specialists of NMIs of COOMET member countries	Annually	TC 4 COOMET Secretariat COOMET NMIs/DIs	The aim is to hold traineeships of specialists from COOMET member countries, inter alia under the BIPM CBKT Program and programs of other partners, including other RMOs and international metrology organizations (Ind-e.2.5) The algorithm for monitoring participation in traineeships will be laid

Action to achieve the strategic task	Activity (indicator)	Timeframe	Performers	Note
				down in the internal procedure (see item 39).
E.3 Ensuring of access of countries with emerging metrology systems (CEEMS) to training activities and traineeships	51. (Ind-e.3.1) Monitoring of CEEMS participation in training activities and traineeships within COOMET, BIPM CBKT and programs of other partners	Annually	TC 4 COOMET Secretariat COOMET NMIs/DIs	The aim is to hold traineeships of specialists from CEEMS, inter alia under the BIPM CBKT Program and programs of other partners, and ensure participation of CEEMS in COOMET training activities (Ind-e.3.3, Ind-e.3.2). The algorithm for monitoring participation in traineeships will be laid down in the internal procedure (see item 39).

Task F	Conduct of research in the field of metrology			
Action to achieve the strategic task ²	Activity (indicator)	Timeframe	Performers	Note
F.1. Making proposals on the fields of innovative research of NMIs of COOMET member countries in metrology and implementation of the appropriate scientific projects F.2 Development of scientific cooperation of COOMET NMIs with NMIs/DIs of other RMOs	52. (Ind-f.1.3) Determination and implementation of prospective research areas in metrology within COOMET	2023-2025	Vice-President, responsible for research in metrology TC 5 Chair and members Heads of interested NMIs	Presentation of results of the indicator implementation should take place at Presidential Council and COOMET Committee meetings
	53. (Ind-f.1.4) Identification and implementation of scientific projects related to redefined SI units involving NMIs of COOMET member countries	2023-2025	Vice-President, responsible for research in metrology TC 5 Chair and members Heads of interested NMIs TC 5 Chair and members Chairs of JCMS, TC 1.2-TC 1.12	The list of projects is prepared taking into account program COOMET P6 (see item 19). Presentation of results of the implementation of indicator Ind-f.1.4 should take place at Presidential Council and COOMET Committee meetings
F.3. Making proposals on the inventory of bilateral scientific projects, implemented in NMIs of COOMET member countries	=			

² Activities on the implementation of Task F have been suspended owing to the lack of COOMET own financial resources. The possibility to resume the work will be assessed in the preparation of a draft COOMET Strategy for 2026-2031.

Task G	COOMET internal development and external representation			
Action to achieve the strategic task	Activity (indicator)	Timeframe	Performers	Note
G.1. Addressing the issue of the institutional status of COOMET	54. (Ind-g.1.1) Carrying out of an assessment regarding the possibility of establishment of COOMET as a legal entity and of the appropriateness of gaining another institutional status for COOMET	2023-2025	COOMET President WG for Strategy COOMET Presidential Council COOMET Committee members COOMET Secretariat	In case of reactivation of the WG for Strategy. Submission of the assessment results to the COOMET Committee.
	55. (Ind-g.1.2) Carrying out of an assessment regarding the possibility of establishment of a permanent Secretariat	2023-2025		
	56. (Ind-g.1.3) Carrying out of an assessment regarding financing options for COOMET activities	2023-2025		
	57. (Ind-g.1.4) Preparation and discussion of a possible draft COOMET budget and options for the management/internal control of the budget	2023-2025		
	58. (Ind-g.1.5) Carrying out of an assessment regarding the appropriateness of making amendments to the COOMET Memorandum of Understanding (document COOMET D1) and COOMET Rules of Procedure (document COOMET D2)	2023-2025	COOMET President Presidential council COOMET Committee members COOMET Secretariat	Taking into account the resolutions under items 54-56 Discussion of the appropriateness and review of proposals on amendments at COOMET Committee meetings
	59. Assessment of the appropriateness of making amendments to document COOMET D8/2006 "Criteria and Procedure of Admission for New COOMET Members" and preparation of proposals on its refinement	2023-2024	TG-Doc Chair and members	Discussion of the appropriateness and review of proposals on amendments at a COOMET Presidential Council meeting and approval at a COOMET Committee meeting
G.2. Performance of works on the improvements of activities of COOMET steering and structural bodies	60. (Ind-g.2.1) Analysis of the effectiveness of COOMET structural bodies (CSBs) and preparation of proposals on changing the COOMET structure (as required)	2024	COOMET President CSB Chairs COOMET Secretariat	The analysis should cover: - satisfaction of members; - language arrangements; - wider representation of CEEMS; - allocation of posts of CSB Chairs The consideration of the issue at the Presidential Council meetings in November 2024, inter alia in terms of
	61. (Ind-g.2.2) Conduct of a survey and assessment of the satisfaction of the participants of cooperation with the work of epy COOMET Presidential Council and CSBs	2024	COOMET President CSB Chairs COOMET Secretariat	

Action to achieve the strategic task	Activity (indicator)	Timeframe	Performers	Note
				increasing the number of countries of origin of CSB Chairs or members of the Presidential Council (Ind-g.2.3)
	62. Preparation and implementation of the COOMET Program for CEEMS support for 2023-2025 that includes the issues of conducting comparisons, calibrations, ensuring access to training activities	2023-2025	TG-CEEMS COOMET Secretariat Chairs of JCMS, TC 2, TC 3.1, TC 4	Submission to the COOMET Committee for approval in 2024 Approval in the form of program COOMET P8
	63. (Ind-g.2.4) Development of approaches to involvement of CEEMS in activities of CSBs and their implementation according to the Program under item 62	2023-2025	TG-CEEMS Presidential Council COOMET Committee COOMET Secretariat Chairs of JCMS, TC2, TC 3.1, TC 4	Consideration of the issue at the Presidential Council meeting in November 2024
	64. (Ind-g.2.5) Preparation of recommendations for CSBs for the development of CSB Work Programs, aimed at the implementation of the strategic tasks and mission of COOMET, and today's metrological tasks geared towards sustainable economic and social development (competitiveness, trade, consumer safety, energy efficiency etc.)	2023-2024	Presidential Council COOMET Secretariat	Consideration of the issue at the Presidential Council meeting in November 2024
	65. (Ind-g.2.5) Preparation of the Work Programs of TC 1.1 - TC 1.12 (in view of the recommendations under item 64)	2024-2025	Chairs of TC 1.1 - TC 1.12	Consideration of the progress of works at the Presidential Council meeting in November 2024
	66. Update and implementation of program COOMET P5 "Program of joint CRM development within COOMET" (inter alia taking into account the recommendations under item 64)	On an ongoing basis	TC 1.12, TC 1.8	Under ongoing project 186/RU-a/99
	67. Preparation, update and implementation of program COOMET P3 "Work Program of TC2 "Legal Metrology" for 2024-2026 (inter alia taking into account the recommendations under item 64)	2023-2025	COOMET Committee Presidential Council TC 2 Chair Project coordinators and members of the WGs for projects TC 2 members	Approval should take place at the COOMET Committee meeting in 2024 Information about the implementation should be presented annually at Presidential Council meetings

Action to achieve the strategic task	Activity (indicator)	Timeframe	Performers	Note
	68. Preparation, approval, update and implementation of program COOMET P4 "Work Program of TC4 "Information and Training" for 2024-2026 (inter alia taking into account the recommendations under item 64)	2023-2025	COOMET Committee TC 4 Chair Project coordinators and members of the WGs for projects TC 4 members JCMS, TC2, TC 3.1	
	69. (Ind-g.2.6) Implementation of the schedule of updates of COOMET publications, including:	2023-2025	Chairs of JCMS, TC 1.1, TC 1.2-TC 1.12	
	<ul style="list-style-type: none"> COOMET documents and recommendations in the field of activity of JCMS, TC 1.1 - TC 1.11 (R/GM/7:2014, R/GM/11:2017, R/GM/12:2015 - if the CIPM MRA documents are updated (see. Ind-a.3.1); R/GM/20:2009, R/GM/21:2011, R/GM/31:2016, R/GM/32:2016) 	2023-2025	Chairs of JCMS, TC 1.1, TC 1.2- TC 1.12	Under COOMET projects: 868/RU/23 (R/GM/20:2009), 869/RU/23 (R/GM/21:2011), 866/RU/23 (R/GM/31:2016), XXX /RU/23 (R/GM/32:2016). Update of R/GM/7:2014, R/GM/11:2017, R/GM/12:2015 as required.
	<ul style="list-style-type: none"> COOMET documents and recommendations in the field of reference materials (D3/2008, R/RM/5:2010, R/RM/6:2010, R/RM/16:2007, R/RM/17:2011, R/RM/29:2016, R/RM/30:2016) 	2023-2025	TC 1.12 Chair COOMET project coordinators and members of the WGs for projects	Taking into account the schedule of TC 1.12
	<ul style="list-style-type: none"> COOMET recommendations on peer review of NMI/DI QMS (R/AQ/9:2019, R/AQ/13:2019) 	2023-2024	Quality Forum and TC 3.1 Chairs	Special requirements should be provided for NMIs/DIs (in addition to ISO/IEC 17025:2017) in the form of a separate annex to recommendation COOMET R/AQ/9:2019 and/or COOMET R/AQ/13:2019 (see item 27. (Ind-b.4.1))
	<ul style="list-style-type: none"> COOMET recommendations in the field of legal metrology (R/LM/8:2002, R/LM/25:2015) 	2023-2025	TC 2 Chair Members of TC 2 and WGs for COOMET projects	Under projects 831/UZ-a/21 (R/LM/8:2002) and 823/BY/21 (R/LM/25:2015)
	<ul style="list-style-type: none"> COOMET documents and recommendations in the field of activity of TC 4 (D6/2013, D10/2013, R/IT/24:2014, R/IT/27:2015) 	2023-2025	Chairs of TC 4, SC 4.1-SC 4.3 COOMET project coordinators and members of the WGs for projects	Under projects 860/RU/22 (R/IT/24:2014) and 861/BY/22 (R/IT/27:2015). The need for update of D6/2013, D10/2013 will be decided in view of the

Action to achieve the strategic task	Activity (indicator)	Timeframe	Performers	Note
				WG-Web activities. Note: if a new single web resource of COOMET is created, documents on its maintenance will be required; D6/2013, D10/2013 will be cancelled.
	<ul style="list-style-type: none"> document D11/2016 "The Procedure of Using the COOMET Logo" 	2023-2024	TC 4 Chair, COOMET project coordinator and members of the WG for the project	Under project 853/BY-a/22
	70. Update of CSB pages on the COOMET web portal	On an ongoing basis	Online editors of CSB pages (JCSB, TC 1.1 - TC 1.12, TC2, TC 3.1, TC4)	
	71. (Ind-g.2.7) Update of Regulations on CSBs (TC 1.6, TC 3.1)	2023-2024	Chairs of TC 1.6, TC 3.1	Under ongoing project 274/BY-a/03. To be brought in line with D5/2021. The need for update of other Regulations on CSBs is assessed by their Chairs.
	72. Preparation of the Regulation on TC 5	2023-2024	TC 5 Chair	Under ongoing project 274/BY-a/03
	73. Preparation of the Regulation on the COOMET Presidential Council	2023-2025	COOMET President COOMET Vice-Presidents COOMET Secretariat TG-Doc	The draft should be presented at the Presidential Council meeting in November 2024.
	74. Update of the memberships of CSBs, approval by the COOMET Committee and their publication on the COOMET web resources	On an ongoing basis	COOMET Committee members COOMET Secretariat Website administrator	The update takes place in February-March of the current year (before the COOMET Committee meeting), then amendments are made as required
	75. Update of the lists of COOMET technical experts on CMC review, COOMET auditors and technical experts on peer reviews of NMI/DI QMS and publication of the lists on the COOMET web resources	Annually	Chairs of TC 1.2-TC 1.12, QF, TC 3.1, COOMET Secretariat Online editors of TCs	Under ongoing project 234/BY-a/01 (coordinator - COOMET Secretariat) Updated lists shall be submitted to the Presidential Council

Action to achieve the strategic task	Activity (indicator)	Timeframe	Performers	Note
	76. (Ind-g.2.8) Organization of access for authorized users on the new COOMET web resource (taking into account the access rights)	2023-2025	Administrator of the new COOMET web resource COOMET Secretariat Chairs of JCMS, TC 1.1-TC 1.12, TC 2, QF, TC 3.1, TC 4, TC 5, task groups	When a new COOMET web resource is created and put into operation (see G.3.)
	77. Analysis of the implementation of the COOMET Strategy for 2020-2025	Annually	COOMET President Presidential Council COOMET Secretariat	The analysis shall be carried out at Presidential Council meetings
G.3 Carrying out actions for popularization of COOMET activities and relevance at the national and international levels	78. (Ind-g.3.1) Creation of a new single information resource of COOMET, inter alia:			
	<ul style="list-style-type: none"> Preparation of the Terms of reference for the creation of a new information resource of COOMET 	2023	WG-Web Chair WG-Web members	With a mandatory condition to create an internal portal for the authorized access of user groups (inter alia, for the organization of work of CSBs, SCs, TGs, as required)
	<ul style="list-style-type: none"> Preparation of a new information resource of COOMET 	2023-2024	Specialized organization	To be chosen on by tender
	79. Update of the information on the COOMET web portal and website	On an ongoing basis	COOMET Secretariat Online editors of CSBs Website administrator	Until the creation of a new COOMET information resource
	80. Training of on-line editors of CSB pages on the web portal at www.coomet.net	2023-2024	COOMET Secretariat Online editors of CSBs	As required
	81. (Ind-g.3.2) Preparation and issue of materials, concerning the activities of COOMET and results of its work (reports, booklets etc.)	2023-2025	TC 1.2-1.12, TC 2, Quality Forum, TC 3.1, TC 4, TC 5 COOMET Secretariat	Release in hard copies and/or posting on the web resources of COOMET, as well as in publications or meeting materials of international and regional organizations, working in the field of metrology
	82. (Ind-g.3.3) Carrying out of activities to increase the awareness of governmental, industrial and financial communities of COOMET member countries about the significance of international cooperation in	2023-2025	COOMET President Presidential Council COOMET Secretariat	

Action to achieve the strategic task	Activity (indicator)	Timeframe	Performers	Note
	the field of metrology and about the role of COOMET, including:			
	<ul style="list-style-type: none"> • sending to National bodies for metrology of COOMET member countries of an information letter of the COOMET President concerning the contribution of COOMET to eliminating technical barriers to trade, facilitating international trade, improving products quality and safety 	2023	COOMET President COOMET Secretariat	
	<ul style="list-style-type: none"> • additional consultations 	2023-2025	COOMET President Presidential Council COOMET Secretariat	At the request of a COOMET Committee member or an NBM/NMI of the country interested in consultations or information
	<ul style="list-style-type: none"> • preparation of information for governmental bodies of COOMET member countries (if necessary) 			
	83. (Ind-g.3.4) Making translations into Russian of documents on metrology of metrology organizations	2023-2025	TC 4 Interested CSBs COOMET Secretariat	In accordance with the individual schedule, endorsed by the Presidential Council. Information about the needs for translations of fundamental documents of international metrology organizations is being collected under COOMET project 872/RU/23. The documents should be translated under specific COOMET projects.
	84. Making translations into Russian of model calibration procedures prepared by other RMOs and/or NMIs	2023-2025	JCMS, TC 1.1- TC 1.11 COOMET Secretariat	If permission is given by the procedure owner (requested by the interested CSB or COOMET Secretariat). Documents should be translated under specific COOMET projects.
	85. (Ind-g.3.5) Identifying candidates for giving the distinguished title "Honorary metrologist of COOMET" and awarding with breastplates	Annually	Committee members COOMET President Presidential Council	The decision on giving the distinguished title shall be approved by the COOMET Committee
	86. (Ind-g.3.7) Informing about the activities and Work Programs of CSBs, aimed at the implementation of the strategic tasks and mission of COOMET, and about today's metrological tasks,	2023-2025	TC 4, SC 4.2, JCMS, TC 1.1- TC 1.12. TC 2 COOMET Secretariat	Presentation of Annual Reports of CSBs at COOMET Committee meetings, and maintenance of CSB pages on the COOMET web resources

Action to achieve the strategic task	Activity (indicator)	Timeframe	Performers	Note
	geared towards sustainable economic and social development (competitiveness, trade, consumer safety, energy efficiency etc.), if any			
G.4 Enhancing mutually beneficial cooperation of COOMET with external metrology organizations	87. (Ind-g.4.1) Interacting with international metrology organizations, regional metrology organizations (RMOs) and regional legal metrology organizations (RLMOs) with due account for mutual benefits	On an ongoing basis	COOMET President Presidential Council COOMET Committee members COOMET Secretariat	
	88. (Ind-g.4.2) Implementation of the Memorandum of Understanding between COOMET and EURAMET, including:	2023-2025	COOMET President Vice-President, responsible for cooperation with regional organizations Chairs of JCMS, TC 1.1-TC 1.12	
	• presentation of a report on the implementation of the Memorandum of Understanding between COOMET and EURAMET	Annually		During annual meetings of COOMET and EURAMET representatives and at Presidential Council meetings
	89. (Ind-g.4.3) Preparation of plans for cooperation or signing of Memorandums of Understanding with other interested RMOs, RLMOs and NCSLI with due account for mutual benefits and their implementation	2023-2025	COOMET President Presidential Council COOMET Secretariat	Discussion takes place at annual meetings of the Presidential Council
	90. (Ind-g.4.4) Implementation of the Protocol of cooperation and interaction in the field of metrology between COOMET and EASC	2023-2025	COOMET President COOMET Secretariat CSB Chairs	Discussion takes place at annual meetings of the Presidential Council
	91. (Ind-g.4.5) Participation in events, organized by RMOs, RLMOs, EASC, NCSLI and IMEKO; invitation of representatives of RMOs, RLMOs, EASC and NCSLI to take part in the events held by COOMET; exchange of information about the activities of the organizations	2023-2025	COOMET President Presidential Council COOMET Secretariat COOMET Committee members CSB Chairs	

Task H	Digitalization in metrology			
Action to achieve the strategic task	Activity (indicator)	Timeframe	Performers	Note
H1. Preparation and implementation of a COOMET concept for the issues of digital transformation in metrology	92. (Ind-h.1.1) Preparation and approval of a COOMET concept for the issues of digital transformation in metrology, and a Roadmap for its implementation	2023	TG-DigTr COOMET Committee	Discussion of the draft at the Presidential Council meeting in March 2023 The concept was approved at the 34th meeting of the COOMET in May 2023.
	93. (Ind-h.1.2) Realization of actions provided for in the Roadmap for implementation of the COOMET concept for the issues of digital transformation in metrology	2023-2026	TC-DigTr Chair COOMET project coordinators and members of the WGs for projects CSB Chairs	Realization takes place under COOMET projects. The progress with the realization shall be reported at COOMET Committee meetings.
H2. Implementation of projects of digital metrological cooperation within COOMET	94. (Ind-h.2.2) Forming of a list and description of digital objects of COOMET member countries recommended for incorporation into the COOMET digital platform (as a part of the new COOMET information resource)	2023	TG-DigTr WG-Web COOMET Secretariat CSB Chairs	Presentation of proposals at the Presidential Council meeting in November 2023. At work
	95. (Ind-h.2.2) Working out of mechanisms for data exchange between the COOMET information resource and information resources of member countries	2024-2026	WG-Web TG-DigTr Representatives of NMIs of COOMET member countries	As soon as the ToR for the creation of a new single COOMET information resource is completed and its prototype is created.

Notes:

1) The timeframes for implementing individual activities can be updated by the decision of the Presidential Council.

2) NMI - national metrology institute; DI - designated institute; CSB - COOMET structural body; JCMS - Joint Committee for Measurement Standards; QF - Quality Forum; PC - Presidential Council; TC - technical committee; WG - working group; SC - subcommittee; TG - task group; RMO - regional metrology organization; RLMO - regional legal metrology organization; CEEMS - countries with emerging metrology systems, CMC - calibration and measurement capabilities; QMS- quality management system; SI – International System of Units.