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OIML Certificate System
for Measuring Instruments

Système de Certificats OIML
pour les Instruments de Mesure

OIML P 1 Edition 2003 (E)



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INTERNATIONAL ORGANIZATION
OF LEGAL METROLOGY

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Foreword

The *OIML Certificate System for Measuring Instruments* was introduced in 1991 to facilitate harmonizing approval procedures and lowering costs associated with the international trade of measuring instruments subject to legal control.

The *System* provides the possibility for a manufacturer to obtain an OIML Certificate and a Test Report indicating that a given instrument type complies with the requirements of relevant OIML International Recommendations that are applicable within the *System*.

OIML Certificates may be provided by OIML Member States that have established Issuing Authorities responsible for processing applications by manufacturers that request certification of their instrument types.

OIML Certificates are accepted by national metrology services on a voluntary basis, and as the climate for mutual confidence and recognition of tests results develops between OIML Members, the *OIML Certificate System* serves to simplify the type approval process for manufacturers and metrology authorities by eliminating costly duplication of test procedures.

The *System* was established to take into account the general principles applicable to testing, certification, conformity assessment, accreditation and related subjects as laid down by other International Organizations such as ISO, IEC and ILAC. A decision of the Tenth International Conference of Legal Metrology in 1996 confirmed and enhanced these objectives and also included reference to the WTO in the context of the TBT Agreement.

This revised Publication extends the scope of application to categories of instruments including families of instruments, modules and families of modules covered by OIML International Recommendations that satisfy the provisions included in Sub-clause 1.2.

If necessary, the rules laid down in this Publication may be extended or adapted in accordance with future decisions of the International Committee of Legal Metrology.

Up to date information and a database related to the *System* can be found on the OIML web site (www.oiml.org).

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OIML publications may be obtained from the Organization's headquarters:

Bureau International de Métrologie Légale
11, rue Turgot - 75009 Paris - France
Telephone: 33 (0)1 48 78 12 82 and 42 85 27 11
Fax: 33 (0)1 42 82 17 27
E-mail: biml@oiml.org
Internet: www.oiml.org

OIML Certificate System for Measuring Instruments

0 Introduction

0.1 The OIML Certificate System for Measuring Instruments (hereafter referred to as the System) is a system for issuing, registering and using OIML Certificates of Conformity (hereafter referred to as Certificates) for types of measuring instruments (including families of measuring instruments, modules, or families of modules), based on the requirements of Recommendations of the International Organization of Legal Metrology (OIML). It is a voluntary system and aims to facilitate, accelerate, and harmonize the work of national and regional bodies that approve types of measuring instruments that are subject to state control within OIML Members, or within regions including OIML Members. In the same way, instrument manufacturers, who are required to obtain type approval in some countries in which they wish to sell their products, should benefit from the System through providing evidence that their instruments comply with the requirements of the relevant OIML Recommendations. The System also aims to facilitate initial verification of measuring instruments in countries where type approval is not required, and may help to promote the manufacture, marketing, and use of measuring instruments that comply with OIML requirements for applications that are not subject to legal control.

0.2 General rules for the certification of products, processes, and services have been documented by recognized international organizations (see References). The System follows these general rules and applies them to the type evaluation and certification of measuring instruments. Those who implement and those who participate in the System should promote the observance of the international guidelines on certification and testing.

0.3 A manufacturer or its representative from any country may apply for type evaluation and a Certificate to be issued by a designated Issuing Authority in

any OIML Member State that participates in the System. Likewise, any Certificate may be accepted and utilized by any national metrology service or national responsible body in any country.

Note: In this Publication, the word “Certificate” means OIML Certificate of Conformity as defined in 2.11. When necessary for its application in Member States, it should be clearly distinguished from product certification or legal certificates as defined by the national certification systems or by the national legislation or regulation.

1 Scope

1.1 An OIML Certificate of a type of measuring instrument (including a family of instruments, a module or a family of modules) attests to the conformity of that type, as represented by the sample(s) submitted, tested, and examined according to the requirements of the relevant OIML Recommendation.

1.2 A Certificate may be issued only for the categories of measuring instruments (including families of instruments, modules, or families of modules) for which the relevant Recommendation specifies: (a) the metrological and technical requirements, (b) the test procedures, and (c) the Test Report Format.

Concerning families of instruments, modules and families of modules, the relevant Recommendation(s) shall specify what can be considered as a family and/or a module as well as the specific metrological and technical requirements and test procedures applicable to such families/modules.

Note: A list of the categories of instruments concerned, with references to the relevant Recommendations, is maintained by the International Bureau of Legal Metrology (BIML) under the supervision of the International Committee of Legal Metrology (CIML).

1.3 A Certificate is issued by an Issuing Authority of an OIML Member State. In a given Member State, there may be one or several Issuing Authorities; however, for each category of measuring instrument, there shall be only one Issuing Authority. The CIML Member in a given Member State may be responsible for the Issuing Authority or one of the Issuing Authorities in that State.

1.4 Member States that choose to implement the System shall ensure that documented procedures for the operation, supervision, and control of the System, including appeals, are established and are consistent with national laws and with the requirements of this Publication.

2 Abbreviations and terminology

The following abbreviations and definitions apply:

OIML	International Organization of Legal Metrology
CIML	International Committee of Legal Metrology
BIML	International Bureau of Legal Metrology
Member State	OIML Member State
OIML Members	OIML Member States and Corresponding Members
Recommendation	OIML International Recommendation
System	OIML Certificate System for Measuring Instruments
Certificate	OIML Certificate of Conformity
Type	Covers the model of a measuring instrument or its module or modules and also the models of a family of instruments or a family of modules.

2.1 Measuring instrument

Device intended to be used to make measurements, alone or in conjunction with supplementary device(s). (VIM 4.1)

2.2 Category of instruments

Identification or classification of instruments according to unique metrological and technical characteristics that may include the measured quantity, the measuring range, and the principle or method of measurement.

2.3 Family of measuring instruments

Identifiable group of measuring instruments belonging to the same manufactured type within the same category that have the same design features and metrological principles for measurement but which may differ in some metrological and technical performance characteristics, as defined in the relevant Recommendation.

2.4 Module

Identifiable part of a measuring instrument or of a family of measuring instruments that performs a specific function or functions and that can be separately evaluated according to prescribed metrological and technical performance requirements in the relevant Recommendation.

2.5 Family of modules

Identifiable group of modules belonging to the same manufactured type that have similar design features but may differ in some metrological and technical performance requirements as defined in the relevant Recommendation.

2.6 Type of a measuring instrument or module

Definitive model of a measuring instrument or module (including a family of instruments or modules) of which all of the elements affecting its metrological properties are suitably defined.

2.7 Type (pattern) evaluation

Systematic examination and testing of the performance of one or more specimens of an identified type

(pattern) of measuring instrument against documented requirements, the results of which are contained in an evaluation report, in order to determine whether the type may be approved. (VIML 2.5)

2.8 Examination

(Official) visual inspection of an instrument or device and relevant documentation to ensure that some specified requirements are met.

2.9 Conformity

Fulfillment by a measuring instrument type of metrological and technical requirements as specified in the relevant Recommendation.

2.10 OIML Certificate System for Measuring Instruments

Voluntary system for issuing, registering, and using OIML Certificates of Conformity.

2.11 OIML Certificate of Conformity

Document issued under the rules of the System by the Issuing Authority providing confidence that the identified type of measuring instrument is in conformity with the requirements of the relevant Recommendation.

2.12 Test Report

Report, prepared according to the Test Report Format specified in the relevant Recommendation, that gives the results of the examinations and testing carried out during type evaluation on an identified sample or samples of a given type and a conclusion as to whether the sample or samples meet the specified requirements.

Note: For the implementation of the System, the Test Report constitutes the evaluation report referred to in 2.7.

2.13 Issuing Authority

Certifying body or person in an OIML Member State, designated by its CIML Member that issues OIML Cer-

tificates of Conformity according to the rules of the *OIML Certificate System for Measuring Instruments*.

Note 1: A CIML Member may be responsible for an Issuing Authority.

Note 2: A list of all Issuing Authorities in the various Member States is maintained by the BIML and is permanently available to Member States and other interested parties on the OIML web site and on request.

Note 3: The Issuing Authority that issues OIML Certificates may or may not be the same organization as the national body that issues national type approval certificates and whose responsibilities are governed by national regulations.

3 Processing a Certificate

3.1 Application for a Certificate

3.1.1 The manufacturer of a type or an authorized representative of the manufacturer may apply to a designated Issuing Authority for a Certificate.

3.1.2 The application shall include the following:

- a) the name and address of the manufacturer and, if appropriate, of the authorized representative;
- b) a statement that no concurrent application for OIML type evaluation has been made to any other OIML Issuing Authority;
- c) a description of the type as distinct from other types, and any information related to testing; in the case of a family of instruments or modules, the description of the operation may include, as appropriate, information concerning each instrument or module that belongs to the family;
- d) a description of the instrument's operation, including the manufacturer's operating instructions; in the case of a module, the description of the module's operation may include, as appropriate, information concerning the characteristics of the category of instruments of which the module may be part;
- e) a list of specified manufacturer's documentation, necessary and sufficient for the identification of the type submitted such as parts lists, serial or reference number for electronic components, software programs, etc.;
- f) if applicable, results of reports of previous type evaluation(s) (see 3.3.4).

3.1.3 The applicants may also submit their own test results, or those of a third party laboratory, in support of the claim that the instruments or modules meet the requirements of the relevant Recommendation (see also 3.3.4).

3.2 Consideration of the application

3.2.1 The Issuing Authority receiving the application shall review it and may request the applicant to provide additional information and documents prior to further processing of the application.

3.2.2 The Issuing Authority may refuse the application if any of the following apply:

- a) the Issuing Authority is unable to have the necessary tests conducted for the category of instruments concerned;
- b) the type does not correspond to the category covered in the relevant Recommendation;
- c) the information required for the application (including any additional information and documents requested) is incomplete;
- d) other clearly identified reasons.

3.2.3 In the first case under 3.2.2, the Issuing Authority, however, may refer the applicant to an Issuing Authority in another Member State, which may be capable of conducting the type evaluation, without obligating the latter thereby.

3.2.4 The Issuing Authority shall inform the applicant in writing of its decision concerning the acceptance or refusal of an application. If the application is refused, the reason shall be given.

Note: The Issuing Authority may also request the applicant to provide any specialized equipment necessary to conduct the tests.

3.2.5 If the application is accepted, the Issuing Authority shall inform the applicant of the rules of the System and of the number of samples of the type that are required for testing. This number is usually specified in the relevant Recommendation but, if not, it shall be mutually agreed upon by the Issuing Authority and the applicant. In certain cases, the Issuing Authority may be satisfied with the results of reports of a pre-

vious type evaluation (see 3.3.4) and, therefore, it may not be necessary to test new samples of the type. The Issuing Authority, however, shall obtain evidence that the type for which a Certificate is requested is identical to the previously evaluated type. If previous test results are accepted, the Test Report or accompanying document shall indicate which previous results were accepted and utilized.

3.2.6 In the case of a family of instruments or modules, the Issuing Authority shall inform the applicant of the identity and number of instruments or modules of the family that are to be submitted for testing according to the requirements specified in the relevant Recommendation.

3.2.7 For modules, the Issuing Authority shall inform the applicant which instruments or simulation setup may be necessary to enable testing according to the requirements specified in the relevant Recommendation.

3.2.8 The Issuing Authority shall inform the applicant of the fee for application, an estimate of the fees for type evaluation and issuing the Certificate, and the exact amount of the registration fee. The fees for testing and issuing Certificates shall be determined according to national practice, and fees for registration shall be determined by the CIML.

3.2.9 The Issuing Authority shall inform the applicant in writing of the approximate time necessary to draw up a Test Report and complete the type evaluation.

3.3 Tests of conformity

3.3.1 The tests for type evaluation shall be performed in the laboratories designated by the Issuing Authority that accepted the application. These laboratories shall comply with requirements in international guides or standards on testing, such as in ISO/IEC 17025 “General requirements for the competence of testing and calibration laboratories” [9] and other relevant guides and publications. OIML publications concerning the type evaluation processes shall also be observed.

3.3.2 It is recommended that the competence of the testing laboratory, which performs the test of conformity, be assessed by a body within a national accreditation system, by peers, or by other means.

The assessment team utilized shall include at least one member who is an expert in legal metrology for the relevant category of measuring instruments or devices.

3.3.3 The test procedures shall be consistent with those described in the relevant Recommendation.

3.3.4 The test procedures may be abbreviated or omitted if the Issuing Authority considers that the conclusions necessary for issuing the Certificate may be drawn from a previous type evaluation, provided that they were carried out according to the requirements of 3.3.1 and 3.3.2 above. Where applicable, relevant test results of the manufacturer or a third-party testing laboratory may be considered. The conditions under which such test results may be considered shall be specified by documented requirements of the Issuing Authority.

3.4 Test Report

3.4.1 The Test Report shall give, as appropriate, the results of various tests and examinations obtained for samples of the type and shall be drawn up in the format provided in the relevant Recommendation. It shall include at least the following:

- a) name and address of the laboratory or laboratories identified according to the specific tests performed, with a statement of compliance with the guidelines mentioned in 3.3.1 giving details of any accreditation, peer assessment, or assessment by other means;
- b) reference (number and year of edition) to the relevant Recommendation;
- c) identification of the type (e.g. reference to specific designation, description, external and internal photographs, marking, inscriptions, specifications, etc. including, if applicable, the accuracy class); in the case of a family of instruments or a module or family of modules, additional information according to 3.1.2 shall be provided;
- d) identification of the specific samples tested; in the case of a family of instruments or modules, identification of the specific samples tested with a justification of their selection;
- e) identification of any authorized and agreed upon adjustments or modifications made to the sample or samples during the testing;

- f) name and address of the manufacturer;
- g) name and address of the applicant for the Certificate;
- h) dates of testing;
- i) place of testing;
- j) information concerning the instrument or the simulation setup used for testing, especially in the case of a module or family of modules;
- k) examination and test results;
- l) conclusion as to whether the samples meet the requirements of the relevant Recommendation;

Note: In some countries, a distinction is usually made between test results (recorded measurement results) and evaluation (judgment and conclusions on the test results). In this System, the Test Report includes both kinds of information, and the users of a Test Report will have to take this into account, when necessary.

- m) annexed listing of the manufacturer's documentation submitted with the application for a Certificate and used for identification of the type submitted (see 3.1.2).

3.4.2 The Test Report shall be dated, signed, and provided with a unique identification number by the responsible person or persons of the laboratory that performed the type evaluation.

3.4.3 The Test Report shall be in English and/or French.

Note: In some cases, translation of the Test Report into additional languages other than English or French may assist in national or regional interpretation and implementation.

3.4.4 The Issuing Authority shall keep on file a copy of the Test Report and the information provided with the application (see also 3.4.5). By agreement with the applicant, the tested samples may be kept by the Issuing Authority, the testing laboratory, or the applicant, the decision taking into account the size and, if appropriate, the commercial value of those samples.

3.4.5 In a declaration of the conformity of the type, the following apply:

- a) if it is concluded that the samples meet all the requirements of the Recommendation, a Certificate shall be issued in accordance with 3.5;

- b) if the samples do not meet requirements, the applicant shall be informed in writing of the reason for the failure, and the Test Report shall be given to the applicant, if requested.

3.4.6 In subsequent applications, the applicant may submit a new application with samples of a modified or newly identified type. New tests may be conducted but may be limited to those requirements for which the previous type was found not to comply only if evidence provided supports the conclusion that the instrument's performance for all other requirements is not likely to have been affected by the modification of the type. If the application applies to a type for which a Certificate has already been issued, the procedure in 6.7 applies.

3.4.7 Fees for testing shall be collected in accordance with the national practice.

3.5 Issue of a Certificate

3.5.1 If the type is found to conform to all the requirements of the relevant Recommendation, a Certificate shall be issued after the completion of the type evaluation.

3.5.2 The Certificate shall be drawn up according to the model given in Annex A. It shall be signed by the Issuing Authority and may also be signed by the CIML Member, if the latter is not the Issuing Authority and if this is permitted by national practice. The BIML shall be informed whether the signature of the CIML Member is required. The signature of the CIML Member, who is not the Issuing Authority, is only intended to confirm the identity of the designated Issuing Authority and that this designation has not been cancelled (see 6.3 for other responsibilities of the CIML Member).

3.5.3 The Certificate shall be in English or French and, if appropriate, also in the national language of the Issuing Authority (see the *Note* under 3.4.3).

3.5.4 The Certificate shall have a unique reference number established according to the form specified in Annex B, indicating the following:

- a) the relevant Recommendation with the year of publication;
- b) the ISO country code [12] of the Member State in which the Certificate was issued, supplemented by

the indication of the numbering of the Issuing Authority for the category of instruments concerned in that Member State;

- c) the year of issue;
- d) a sequential two-digit number.

3.5.5 The Certificate shall also include the identification number or numbers of the associated Test Report(s) as indicated in Annex A.

3.5.6 The Certificate and the associated Test Report(s) shall be given to the applicant, who then becomes their owner. The Issuing Authority shall keep a copy of the Certificate and the Test Report.

3.5.7 The fees for issuing the Certificate shall be collected in accordance with the national practice.

4 Registration of a Certificate

4.1 The Issuing Authority shall send a copy of each Certificate it issues to the BIML for registration either directly or via its CIML Member (according to the agreement between the Authority and the Member) (see also 3.5.2). An electronic copy of each Certificate shall also be sent to the BIML in the format specified by the latter.

4.2 The BIML shall send the owner of the Certificate an invoice for the registration fee. A Certificate shall be registered only after the fee has been collected. Alternatively, the registration fee may have been included in the fees charged for issuing the Certificate (see 3.5.6), in which case the invoice for the registration fee shall be sent to the Issuing Authority concerned, upon its request.

4.3 The BIML shall send a confirmation of the registration and a copy of the Certificate to the owner and a copy of the Certificate to all CIML Members and all OIML Corresponding Members.

4.4 Periodically, the BIML shall inform the Member States and other interested parties of the registration of Certificates, through appropriate publications including the OIML Bulletin, and shall make lists of registered Certificates available on the OIML web site.

5 Use of Certificate - Recognition of test results and acceptance of a Certificate

5.1 The owner may use a registered Certificate and associated Test Report as follows:

- a) in support of an application for type approval in any country or group of countries; it is the responsibility of the applicant to give evidence upon request that the type presented for approval is identical to that identified on the Certificate;

Note: If requested by the regional or national approval authority, the complete Test Report shall be presented by, or on behalf of, the owner together with the Certificate.

- b) in support of the presentation of an individual instrument for initial verification in a country in which type approval is not required; it is the responsibility of the applicant to give evidence upon request that the instrument presented for verification is of the type that is identified on the Certificate;

- c) to inform buyers, users, and other interested parties that the type of measuring instrument (represented by the tested samples) was found to conform to the requirements of the relevant Recommendation.

Note: Such evidence of conformity (and the name of the OIML Member State in which the Certificate was issued) may be referred to or included in e.g. manufacturer's catalogues and other marketing literature (however, see 5.2 and 5.3).

5.2 It is the obligation of the manufacturer that has been granted a Certificate to produce individual instruments that conform to those submitted for type evaluation; however, a Certificate shall not be used as proof of conformity of an individual instrument with the requirements of the relevant Recommendation. In particular, neither the reference number of the Certificate nor any other reference to the OIML (e.g. the OIML logo) shall be affixed to an individual instrument.

5.3 Apart from the mention of the Certificate's reference number with the name of the OIML Member State in which the Certificate was issued (see 5.1), partial quotation of the Certificate or of the associated Test Report is not permitted, though they may be reproduced in full.

5.4 The legal metrology service (or other responsible body) to which the application for type approval is made should take into consideration the Certificate and the associated Test Report to the extent that is possible. The legal metrology services of OIML Members should especially consider the advantages that may result from the recognition of Certificates and the acceptance of the reported test results in facilitating, accelerating, and harmonizing the processes of national or regional type approval.

5.5 OIML Members are encouraged to adopt mechanisms to recognize and accept Test Reports accompanied by Certificates through appropriate measures, including various bilateral or multilateral mutual acceptance arrangements.

6 Supervision and control

6.1 General

The CIML shall supervise the implementation of the general rules, their adaptation to changing needs, and the formulation of additional rules that may be necessary for the effective operation of the System.

6.2 Appeals

6.2.1 Each Issuing Authority shall have documented procedures for accepting, considering, and resolving appeals against decisions.

6.2.2 A CIML Member may act as a technical advisor and may request assistance from the BIML, the responsible OIML Technical Committee or Subcommittee, and/or the CIML in resolving technical issues associated with appeals and disputes of decisions of an Issuing Authority in his or her country.

6.3 Role of CIML Members

In addition to the various tasks described in this publication, it is the responsibility of CIML Members to carry out the following:

- a) designate an Issuing Authority that is competent to issue Certificates according to the requirements specified in this publication and the relevant Recommendation and that complies with the require-

ments in international guidelines on certification, in particular in ISO/IEC Guide 65 “General requirements for bodies operating product certification systems” [8];

- b) promptly inform the BIML of the establishment of (or change in) any Issuing Authority in his or her country;
- c) provide the Issuing Authorities (and via them the testing laboratories) in his or her country with current information concerning the operation of the System;
- d) also sign the Certificates if he or she is not the Issuing Authority and if this is permitted by the national practice, and inform the BIML as to whether his or her signature is required. This signature is only intended to confirm the identity of the designated Issuing Authority and that this designation has not been cancelled.

6.4 Misuse of a Certificate by its owner

6.4.1 The BIML shall consult the CIML Member of the Member State in which a Certificate was issued when documented and substantiated evidence is presented that the Certificate is being used by its owner in a manner contrary to the requirements of clause 5. Depending on the conclusions of the consultation, the BIML shall both inform other Member States and interested parties accordingly, and also directly inform the owner that continued misuse of the Certificate will lead to corrective actions being taken by the CIML that could result in the Certificate being de-listed by the BIML.

6.4.2 In the event of de-listing, the BIML shall notify the owner of the Certificate, inform the Member States and any other interested parties, and publish a notice in appropriate publications including the OIML Bulletin and the OIML web site.

6.5 Certificate issued on the basis of wrong conclusions

The BIML shall consult the CIML Member of the Member State in which a Certificate was issued when documented and substantiated evidence is presented indicating that the tests providing the basis for issuing the Certificate were performed or interpreted incorrectly. Depending on the results of the consultation, BIML may de-list the Certificate and shall also inform the owner and other Member States and interested

parties accordingly. In such cases, the conditions under which the fees for the tests and for the issue of the Certificate are reimbursed shall be determined by an agreement between the Issuing Authority, or the CIML Member of the Member State involved, and the owner.

6.6 Revision of a Recommendation

6.6.1 After revision of the relevant Recommendation for a given category of measuring instrument(s) for which Certificates may be issued, the responsible OIML Technical Committee or Subcommittee shall declare, and the CIML shall confirm, whether instruments complying with the previous relevant Recommendation are also deemed to comply with the revised Recommendation.

6.6.2 If the instruments are declared to comply with the revised Recommendation, an owner of a Certificate provided in accordance with the previous Recommendation may apply for a Certificate referring to the revised Recommendation. A new Certificate shall be issued to the owner by the relevant Issuing Authority for a specified fee and shall be registered at no charge by the BIML.

6.6.3 If the instruments are declared as not necessarily complying with the revised Recommendation, the owner may apply for a new Certificate according to the revised Recommendation by submitting the same type or modified type for evaluation according to the procedure indicated in 3.3. The tests required for issuing a new Certificate, however, may be abbreviated according to 3.3.4.

6.6.4 After the publication date of a revised Recommendation, the CIML may declare a specific transition period during which it is possible to apply for a Certificate that may be issued based on the previous Recommendation.

6.7 Revision of a Certificate

6.7.1 It may be necessary to amend an issued and registered Certificate for reasons such as:

- a) to correct an error made by the applicant or the Issuing Authority; or
- b) to modify the Certificate upon request of its owner.

In such cases, the Issuing Authority shall amend the Certificate using the same reference number as for the initial Certificate, indicating in addition the revision number (Revision 1, Revision 2, etc. together with the statement "This revision replaces the preceding one") and a new date, if appropriate. Depending on the efforts required and the reasons put forward for amending the Certificate, the Issuing Authority may decide if the owner shall pay an additional fee or not for issuing the amended Certificate. A registration fee shall be required to be paid to the BIML for an amended Certificate.

6.7.2 If a Recommendation has been replaced by a revised edition, a correction of an error according to 6.7.1 a) may be made on a Certificate based on the previous Recommendation. No other revisions of Certificates based on a Recommendation that has been replaced by a revised edition may be made after the transition period referred to in 6.6.4.

6.7.3 At the same time as an amended Certificate is registered, the previous Certificate shall be deleted from the lists maintained by BIML.

6.8 Withdrawal of a Certificate

The owner of a registered Certificate may request the BIML to withdraw that Certificate from the lists maintained by the latter for reasons other than those indicated in 6.5 and 6.7 (e.g., the instruments are no longer manufactured, a single Certificate has been issued for a family of instruments, etc.). In this case, the BIML shall proceed in the same way as described in 4.4 for the registered Certificates.

6.9 Transfer of a Certificate

6.9.1 A new owner of a company may apply to the original Issuing Authority for the transfer of a Certificate previously owned by the purchased company provided that:

- a) the same type (model) will continue to be produced by the new owner;
- b) the new owner is also in possession of all of the technical documentation and equipment necessary to continue the production of the identified type (model).

6.9.2 The Issuing Authority shall review the application and documentation indicated in 6.9.1 and shall decide whether the new owner is competent to continue the production of the previously evaluated type (model). If the decision is favorable, then a new Certificate may be issued based on the previous type evaluation with an identification of its new owner. The necessary fee for the transfer of ownership will be decided on by the Issuing Authority.

6.9.3 The transferred Certificate will be transmitted to BIML for registration and the latter will charge the usual fee.

References

- [1] OIML D 19: 1988, "Pattern evaluation and pattern approval"
- [2] VIM: 1993, "International vocabulary of basic and general terms in metrology"
- [3] VIML: 2000, "International vocabulary of terms in legal metrology"
- [4] "Framework for a mutual acceptance arrangement on OIML type evaluations (MAA)" (Draft OIML Document, 2003)
- [5] ISO/IEC Guide 2:1996, "Standardization and related activities - General vocabulary"
- [6] ISO/IEC Guide 58:1993, "Calibration and testing laboratory accreditation systems - General requirements for operation and recognition"
- [7] ISO/IEC Guide 61:1996, "General requirements for assessment and accreditation of certification/registration bodies"
- [8] ISO/IEC Guide 65:1996, "General requirements for bodies operating product certification systems"
- [9] ISO/IEC 17025:1999, "General requirements for competence of testing and calibration laboratories"
- [10] "Checklists for issuing authorities and testing laboratories carrying out OIML type evaluations" (Draft OIML Document, 2003)
- [11] WTO TBT Agreement, "Agreement on technical barriers to trade"
- [12] ISO 3166-1:1997, "Codes for the presentation of names of countries and their subdivisions - Part 1: Country codes"

Annex A

General Model for a Certificate (Mandatory)

A.1 The Certificate issued by an Issuing Authority shall be either identical to the General Model presented in this Annex or based on that model, including the essential elements.

The French version of this publication provides the same general model in French. Bilingual Certificates in which the text is in English or French and another language may be issued.

A.2 Specific model Certificates for certain categories of instruments, including families and/or mod-

ules, may be developed by the OIML Technical Committee or Subcommittee that is responsible for developing and maintaining the relevant Recommendation. A model Certificate thus developed shall be consistent with the model presented here and shall be included in the relevant Recommendation.

A.3 The logo of the Issuing Authority may be placed on the Certificate according to national rules.

OIML Member State

OIML Certificate No.

OIML CERTIFICATE OF CONFORMITY

Issuing Authority

Name:

Address:

Person responsible:

Applicant

Name:

Address:

Manufacturer of the certified type *(if the manufacturer is not the applicant)*

Name:

Address:

Identification of the certified type *(continue on next page, if necessary)*

.....
.....
.....

This Certificate attests the conformity of the above identified type (represented by the sample or samples identified in the associated Test Report) with the requirements of the following Recommendation of the International Organization of Legal Metrology (OIML):

R Edition (Year):

for accuracy class (if applicable):

This Certificate relates only to the metrological and technical characteristics of the type of instrument covered by the relevant OIML Recommendation identified above.

This Certificate does not bestow any form of legal international approval.

OIML Certificate No.

The conformity was established by the results of tests and examinations provided in the associated Test Report:

No. that includes pages.

Identification(s) and signature(s) or stamp(s) (as applicable)

The Issuing Authority

The CIML Member
(if applicable)

.....
.....
.....

.....
.....
.....

Date:

Date:

*

* *

Important note: Apart from the mention of the Certificate's reference number and the name of the OIML Member State in which the Certificate is issued, partial quotation of the Certificate and of the associated Test Report is not permitted, although either may be reproduced in full.

Annex B

Reference Number of a Certificate (Mandatory)

B.1 The reference number of a Certificate is divided into the following parts:

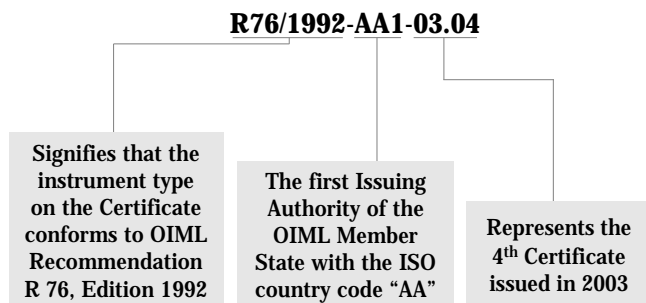
- a) the number and year of the edition of the relevant Recommendation as specified in the latest published list of Recommendations included in the System;
- b) a two-letter code indicating the Member State in which the Certificate was issued in accordance with the ISO country codes [12] - as indicated in B.2 - along with the number indicating the specific Issuing Authority beginning with 1 (Example 1) and in the order as designated by the CIML Member; and
- c) the last two figures of the year of issue of the Certificate followed by its two-digit sequential number for that particular year for each Issuing Authority.

Note 1: If one of the Issuing Authorities in a Member State ceases to issue Certificates, its “serial number” shall not be allocated to any other Issuing Authority.

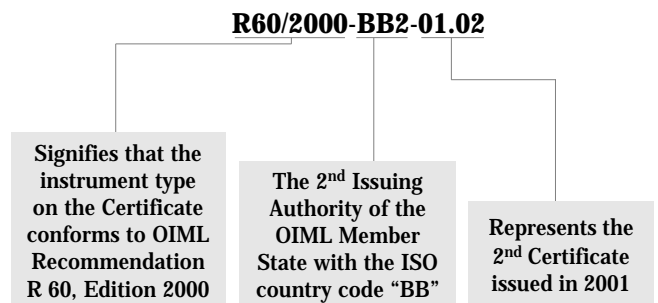
Note 2: Provisionally, the sole Issuing Authority may continue to use its country code without indicating the serial number “1” for Certificates issued in 2003. However, as soon as a second Issuing Authority is identified in a Member State and registered by the BIML, the first Issuing Authority shall add “1” to its country code (e.g. in the case of Example 2 the first Issuing Authority in country “BB” shall be changed for “BB1” in all future certificates.

Note 3: For amended Certificates, the same reference number shall be used as for the initial Certificate (see 6.7.2).

Example 1



Example 2



B.2 ISO country codes for Member States [12]

Albania	AL	Japan	JP
Algeria	DZ	Kazakhstan	KZ
Australia	AU	Kenya	KE
Austria	AT	Dem. People's Rep. of Korea	KP
Belarus	BY	Republic of Korea	KR
Belgium	BE	The F.Y.R. of Macedonia	MK
Brazil	BR	Monaco	MC
Bulgaria	BG	Morocco	MA
Cameroon	CM	Netherlands	NL
Canada	CA	Norway	NO
China	CN	Pakistan	PK
Croatia	HR	Poland	PL
Cuba	CU	Portugal	PT
Cyprus	CY	Romania	RO
Czech Republic	CZ	Russian Federation	RU
Denmark	DK	Saudi Arabia	SA
Egypt	EG	Serbia and Montenegro	YU*
Ethiopia	ET	Slovakia	SK
Finland	FI	Slovenia	SI
France	FR	South Africa	ZA
Germany	DE	Spain	ES
Greece	GR	Sri Lanka	LK
Hungary	HU	Sweden	SE
India	IN	Switzerland	CH
Indonesia	ID	Tanzania	TZ
Islamic Republic of Iran	IR	Tunisia	TN
Ireland	IE	United Kingdom	GB
Israel	IL	United States of America	US
Italy	IT	Zambia	ZM

* Serbia and Montenegro, formerly Yugoslavia. The code will change as soon as reference [12] is changed by ISO

Annex C

Summary of the Tasks of an Issuing Authority (Informative)

C.1 This Annex summarizes the tasks of the Issuing Authority included in the text of this publication in order to assist them in understanding their central role in implementing the System.

C.2 The Issuing Authority carries out the following tasks:

- a) designates the laboratory that is competent to carry out the necessary examinations and tests of the submitted type (of measuring instrument) and prepares the Test Report of the results;
- b) ensures that the testing laboratory is competent according to requirements compatible with ISO/IEC 17025:1999, "General requirements for the competence of testing and calibration laboratories" [9];
- c) ensures that the application and test procedures reflect the current System requirements;
- d) specifies documented conditions under which the manufacturer's or third party's test results may be considered;
- e) reviews the results of type evaluation included in the Test Report;
- f) for a successful evaluation, issues a Certificate for the type (of measuring instrument) to the applicant;
- g) for an unsuccessful evaluation, notifies the applicant in writing of the deficiencies in performance of the type (of measuring instrument);
- h) submits (directly or via its country's CIML Member according to the mutual agreement between the two) the Certificate to the BIML for registration;
- i) maintains active liaison with its CIML Member, whenever appropriate; and
- j) makes available documented procedures for accepting, considering, and resolving appeals against decisions.

