



MINUTES of the 14th meeting of the COOMET President's Council

18–19 November 2009

Braunschweig, Germany

The following persons participated in the meeting:

Representatives of national metrology organizations of COOMET Member Countries		
Country	Name	Status in COOMET, NMI
BELARUS	1. Prof Nikolai ZHAGORA	COOMET Vice-President, BELGIM
GERMANY	2. Prof Klaus-Dieter SOMMER	COOMET Vice-President, PTB
	3. Mrs Annette KÖGLER	COOMET Secretariat in Germany, PTB
	4. Dr Olaf KÜHN	Head of TC 2, LMET
	5. Mr Julien BIÈRE	Communications Expert
RUSSIA	6. Mr Sergey KOMISSAROV	Representative of COOMET Vice-President Dr V. Krutikov, VNIIMS
	7. Dr Sergey KOROSTIN	JCMS Chairperson, MenCSM
	8. Ms Natalia SEDOVA	COOMET Secretariat in Russia, VNIIMS
SLOVAKIA	9. Mr Roman DUBNIČKA	Representative of COOMET Vice-President Dr S. Musil, SMU
UKRAINE	10. Dr Goryslav SYDORENKO	COOMET President, NSC "Institute of Metrology"
	11. Dr Pavlo NEYEZHMAKOV	Head of COOMET Secretariat, NSC "Institute of Metrology"
	12. Mrs Yuliya BUNYAYEVA	COOMET Secretariat, NSC "Institute of Metrology"
	13. Mr Volodymyr VAKULYCH	Main Specialist of Ministry of Ukraine
Guests		
TAJIKISTAN	14. Mr Davlatali KHOTAMOV	Director, TajikStandart
	15. Mr Bakhtiyor SHUKUROV	Deputy Director, TajikStandart

The 14th meeting of the COOMET President's Council was opened by COOMET President Goryslav Sydorenko.

Member of the PTB Presidential Board Jorn Schtenger welcomed the participants of the meeting on behalf of the Physikalisch-Technische Bundesanstalt and wished successful and effective work.

The following agenda was adopted:

1. The new COOMET member. Signing the COOMET Memorandum of Understanding by the Republic of Tajikistan
Reporter: COOMET President G.Sydorenko
2. Implementation of the resolutions of the 13th meeting of the President's Council
Reporter: Head of COOMET Secretariat P.Neyezhnikov
3. Distribution of responsibilities between COOMET vice-presidents taking into account the new structural body (TC 5)
*Reporters: COOMET President G.Sydorenko,
COOMET Vice-Presidents*
4. Results of the 23rd meeting of JCRB
Reporter: Representative of COOMET Vice-President S.Komissarov
5. Results of the 44th meeting of CIML
Reporter: COOMET President G.Sydorenko
6. Results of the 12th meeting of NMIs directors and the symposium on the occasion of the 10th anniversary of the CIPM MRA
Reporter: COOMET Vice-President N.Zhagora
7. Changes in the classification of COOMET projects taking into account the fields of COOMET cooperation
Reporter: Head of COOMET Secretariat P.Neyezhnikov
8. Implementation of the CIPM MRA
 - 8.1 Implementation of the Programme of Comparisons of COOMET NMIs. Signing of the Programme
Reporter: Chairperson of JCMS S.Korostin
 - 8.2 CMC classifiers
Reporter: Chairperson of JCMS S.Korostin
 - 8.3 Forming the groups of technical experts on kinds of measurements for CMC review
Reporter: Chairperson of JCMS S.Korostin
 - 8.4 Determination of the status of participants of COOMET projects (for other organizations)
*Reporters: Chairperson of JCMS S.Korostin,
Head of COOMET Secretariat P.Neyezhnikov*
 - 8.5 State of reviewing the QMS of COOMET NMIs and perspectives in the activity of COOMET Quality Forum
Reporter: Representative of COOMET Vice-President R.Dubnicka
 - 8.6 Modifications in the annual report on QMS
Reporter: Representative of COOMET Vice-President R.Dubnicka

9. Presentation of COOMET draft publications
 - 9.1 Development of a recommendation on a procedure for distributing, by a coordinating organization, the metrology services in a country among Designated Institutes based on measurement-specific CMC classifiers taking into account the provisions of CIPM Document 2005-07 “NMIs and other Designated Institutes”
Reporter: Chairperson of JCMS S.Korostin
 - 9.2 COOMET Recommendation R/GM/11:2006 “Provision on Comparisons of Measurement Standards of COOMET National Metrology Institutes”
Reporter: Chairperson of JCMS S.Korostin
 - 9.3 COOMET Recommendation R/GM/12:2007 “Rules for Implementing the COOMET Programme of Comparisons”
Reporter: Chairperson of JCMS S.Korostin
 - 9.4 COOMET Recommendation R/AQ/13:2008 “Order and Procedure for Evaluating the Quality Management Systems of COOMET National Metrology Institutes”
Reporter: Representative of COOMET Vice-President R.Dubnicka
 - 9.5. COOMET Recommendation R/GM/18:2008 “Procedure of the International Competition “The Best Young Metrologist of COOMET””
Reporter: Head of COOMET Secretariat P.Neyezhnikov
10. Draft Memorandum of Understanding between COOMET and NCSLI
Reporter: COOMET Vice-President K.-D.Sommer
11. Creation of COOMET web-portal
Reporter: Communications Expert J.Biere
12. Preparation for the 20th COOMET Committee meeting
Reporter: Head of COOMET Secretariat P.Neyezhnikov
13. Changes in the structure of TC 2 “Legal Metrology”
Reporter: Chairperson of TC 2 O.Kühn
14. Appointment of the chairpersons of subcommittees
Reporter: Chairperson of TC 2 O.Kühn
15. Other business
 - 15.1. Results of the regional seminar “Calibration, Verification and Traceability” within COOMET SC 4.5 (14-16 July 2009, Yerevan, Armenia)
*Reporters: Head of COOMET Secretariat P.Neyezhnikov,
National Secretariat of COOMET in Germany A.Kögler*
 - 15.2. Results of the regional seminar “Implementation of Quality Management Systems at NMIs according to ISO/IEC 17025” within COOMET SC 4.5 (14–15 October 2009, Tbilisi, Georgia)
*Reporters: Head of COOMET Secretariat P.Neyezhnikov,
National Secretariat of COOMET in Germany A.Kögler*

- 15.3. Cooperation within COOMET Project No. 404/RU-a/07
Reporter: Representative of COOMET Vice-President S.Komissarov
- 15.4. Changes of the deadlines for submitting annual reports of the chairpersons of COOMET structural bodies
Reporter: Head of COOMET Secretariat P.Neyezhnikov
- 15.5. Nominees for the title “Honorary Metrologist of COOMET”
Reporter: COOMET President G.Sydorenko
- 15.6. COOMET flag
Reporter: COOMET President G.Sydorenko
- 15.7. Draft Statement of Intent between PTB and COOMET
Reporter: National Secretariat of COOMET in Germany A.Kögler
- 15.8. Position of Deputy Chairperson of Technical Committees of COOMET
Reporter: Head of COOMET Secretariat P.Neyezhnikov
16. Venue and date of the next meeting of COOMET President’s Council
Reporter: COOMET President G.Sydorenko
17. Adoption of the resolutions of the meeting

Closure

OUTCOMES OF THE MEETING

1. The new COOMET member. Signing the COOMET Memorandum of Understanding by the Republic of Tajikistan

COOMET President Goryslav Sydorenko informed the participants of the meeting that on 10 July 2009 a letter had been received from Deputy Director of the Agency for Standardization, Metrology, Certification and Trade Inspection of the Government of the Republic of Tajikistan (Tajikstandart) Bakhtiyor Shukurov with a request to consider Tajikistan's joining the Euro-Asian Cooperation of National Metrology Institutions (COOMET) as a full member.

An electronic voting was conducted among COOMET Committee Members with regard to accepting Tajikistan in COOMET as a full member. COOMET Secretariat received no objections.

During the meeting a COOMET Memorandum of Understanding was signed by the representative of Tajikistan in a solemn atmosphere.

Action:

- *To ask COOMET President G. Sydorenko to bring up the approval of the Agency for Standardization, Metrology, Certification and Trade Inspection of the Government of the Republic of Tajikistan (Tajikstandart) as a full COOMET member at the 20th meeting of COOMET Committee.*

2. Implementation of the resolutions of the 13th meeting of the President's Council

Head of COOMET Secretariat P. Neyezhnikov reported about the implementation of the decisions of the 13th meeting of COOMET President's Council.

Actions:

- *To charge COOMET Secretariat to control the implementation of the issues which have not been performed;*
- *To ask SMU to the Draft B of COOMET.M.M-K1 comparison to CCM and KCDB as soon as possible;*
- *To ask COOMET Vice-President V. Krutikov to organize an internal review of the QMS of VNIIR, Russia;*
- *To ask Quality Forum TC member from Russia N. Muravskaya to send an application letter to the Chairperson of COOMET Quality Forum S. Musil with a request to carry out a peer review of the QMS of VNIIR, Russia, prior to July 2010;*
- *To ask COOMET Secretariat P. Neyezhnikov and Chairperson of JCMS S. Korostin to open, prior to 15 January 2010, a COOMET project to study the needs of scientific keepers from NMIs of COOMET member countries in training, define the form and subjects of the training.*

3. Distribution of responsibilities between COOMET vice-presidents taking into account the new structural body (TC 5)

COOMET President G. Sydorenko and COOMET Vice-Presidents discussed possible changes in the distribution of responsibilities among the Vice-Presidents taking into account the new structural body (TC 5 "Common Research in Metrology").

COOMET Vice-President K.-D. Sommer kindly agreed to coordinate the activities of TC 5 and include the coordination of common research projects (TC 5) into his terms of reference as a COOMET Vice-president, particularly:

Field of activity	Responsibilities	Vice-President
Metrological infrastructure and knowledge transfer Common research	<ul style="list-style-type: none"> ▪ Coordination of activities on developing the basic metrological infrastructure in COOMET Member Countries ▪ Coordination of activities on training and skill improvement ▪ Information technology application and public relations ▪ Coordination of common research projects 	Prof., Dr. Klaus-Dieter Sommer

Actions:

- *To ask COOMET Vice-President K.-D. Sommer to open a COOMET project in order to define the subject fields for common research activities in COOMET member countries prior to 1 March 2010;*
- *To charge COOMET Secretariat to make the required changes in the Distribution of Responsibilities among COOMET President and Vice-Presidents taking into account the proposals of COOMET Vice-President K.-D. Sommer and disseminate this document to COOMET Vice-Presidents for approval prior to 15 January 2010;*
- *To charge COOMET Secretariat to include the approval of the new Distribution of Responsibilities among COOMET President and Vice-Presidents into the agenda of the 20th meeting of COOMET Committee.*

4. Results of the 23rd meeting of JCRB

The Representative of COOMET Vice-President S. Komissarov and Chairperson of JCMS S. Korostin informed about the results of the 23rd meeting of JCRB.

The participants of the meeting discussed the decisions of JCRB and ways of implementing them within COOMET.

Action:

- *To charge COOMET Secretariat to translate the “Traceability in the CIPM MRA” into Russian and distribute the Russian and the English versions of the document to COOMET member countries prior to 15 December 2009.*

5. Results of the 44th meeting of CIML

COOMET Vice-President G. Sydorenko and the Representative of COOMET Vice-President S. Komissarov informed about the results of the 44th meeting of CIML and the Round Table of Regional Legal Metrology Organizations.

The participants of the meeting discussed the tasks of COOMET and NMIs arising from the meeting of CIML.

Action:

- *To charge COOMET Secretariat to distribute, prior to 25 November 2009, the information about the forthcoming WELMEC workshop scheduled for 1–2 March 2010 in Brussels, Belgium, and to make a survey among COOMET member countries with regard to possible proposals to the agenda of the workshop.*

6. Results of the 12th meeting of NMIs directors and the symposium on the occasion of the 10th anniversary of the CIPM MRA

COOMET Vice-President N. Zhagora informed about the results of the 12th meeting of NMIs directors and about the symposium on the occasion of the 10th anniversary of the CIPM MRA.

Decision and action:

- *To take note of the presented information.*

7. Changes in the classification of COOMET projects taking into account the fields of COOMET cooperation

Head of COOMET Secretariat P. Neyezhmakov proposed the changes to the COOMET Rules of Procedure with regard to the modifications in the classification of COOMET projects to be considered by the participants of the meeting.

Decision and action:

- *To agree to the presented changes;*
- *To charge COOMET Secretariat to include the issue on the changes in the COOMET Rules of Procedure to the agenda of the 20th meeting of COOMET Committee.*

8. Implementation of the CIPM MRA

8.1. Implementation of the Programme of Comparisons of COOMET NMIs. Signing of the Programme

An updated version of the Programme of Comparisons of Measurement Standards of the NMIs from COOMET member countries was presented for the participants of the meeting as of 6 November 2009.

Decisions and action:

- *To take the presented Programme of Comparisons of Measurement Standards of the NMIs from COOMET member countries as of 6 November 2009 as the basis;*
- *To ask the Chairperson of JCMS S. Korostin and Chairpersons of TCs 1.1–1.12 to prepare the final version of the Programme of COOMET Comparisons and submit it to COOMET Secretariat prior to 27 November 2009;*
- *To ask COOMET President G. Sydorenko to sign the updated Programme of Comparisons of Measurement Standards of the NMIs from COOMET;*
- *To charge COOMET Secretariat to distribute the Programme of Comparisons of Measurement Standards of the NMIs from COOMET to COOMET Committee Members prior to 7 December 2009 and post it on the COOMET website;*
- *To remind the Chairpersons of TCs 1.1–1.12 of the need to comply with the terms of Recommendation R/GM/12:2007.*
- *Comparisons submitted avoiding the rules stipulated in Recommendation R/GM/12:2007 will not be included into the Programme of COOMET Comparisons.*

8.2 CMC classifiers

Chairperson of JCMS S. Korostin informed about the progress of work on the translation of CMC classifiers.

Actions:

- *To ask Chairperson of JCMS S. Korostin to summarize the information received from the TCs Chairpersons and give it to the Administrator of the COOMET website;*
- *To ask Chairperson of JCMS S. Korostin to present the edited classifiers at the 8th meeting of JCMS.*

8.3 Forming the groups of technical experts on kinds of measurements for CMC review

Chairperson of JCMS S. Korostin informed about the formation of the groups of technical experts on kinds of measurements for CMC review.

Actions:

- *To ask Chairperson of JCMS S. Korostin to summarize the information received from the TCs Chairpersons and submit the final lists to COOMET Secretariat prior to 1 March 2010;*
- *To charge COOMET Secretariat to carry out an electronic voting with regard to the formation of the groups of technical experts on kinds of measurements for CMC review;*
- *To charge COOMET Secretariat to bring up the approval of the groups of technical experts at the 20th meeting of COOMET Committee.*

8.4 Determination of the status of participants of COOMET projects (for other organizations)

Chairperson of JCMS S. Korostin and Head of COOMET Secretariat P. Neyezhmakov informed about the determination of the status of participants of COOMET projects (for third-party organizations).

COOMET Vice-President K.-D. Sommer expressed his opinion in this regard.

The participants of the meeting actively discussed the issue.

Action:

- *To ask the Chairperson of JCMS S. Korostin and Head of COOMET Secretariat P. Neyezhmakov to prepare proposals with regard to the determination of the status of the participants of COOMET projects (for third-party organizations) prior to 15 March 2010 and submit it for discussion at the 15th meeting of COOMET President's Council.*

8.5 State of reviewing the QMS of COOMET NMIs and perspectives in the activity of COOMET Quality Forum

Representative of COOMET Vice-President R. Dubnicka informed about the state of reviewing the QMS of COOMET NMIs and perspectives in the activity of COOMET Quality Forum.

Decision:

- *To support the activity of COOMET Quality Forum.*

8.6 Modifications in the annual report on QMS

Representative of COOMET Vice-President R. Dubnicka informed about the modifications in the annual report on QMS.

Decision and action:

- *To take note of the presented information.*

9 Presentation of COOMET draft publications

9.1 Development of a recommendation on a procedure for distributing, by a coordinating organization, the metrology services in a country among Designated Institutes based on measurement-specific CMC classifiers taking into account the provisions of CIPM Document 2005-07 “NMIs and other Designated Institutes”

Chairperson of JCMS S. Korostin laid out the conception of developing the Recommendation “Procedure for distributing, by a coordinating organization, the metrology services in a country among Designated Institutes based on measurement-specific CMC classifiers taking into account the provisions of CIPM Document 2005-07 “NMIs and other Designated Institutes”.

COOMET Vice-President K.-D. Sommer expressed his opinion in this regard.

Action:

- *To ask COOMET President G. Sydorenko to address to state metrology coordinating authorities in COOMET member countries which signed the CIPM MRA on behalf of National Metrology Institutes (NMI) or Designated Institutes (DI) with a request to take a decision and approve main (leading) organizations on types and subtypes of measurements to implement the provisions of CIPM 2005-07 on the inconsistency of CMCs of some DIs (NMIs) with those of other DIs (NMIs) at the national level and to comply with the process of their approval established by JCRB.*

9.2 COOMET Recommendation R/GM/11:2006 “Provision on Comparisons of Measurement Standards of COOMET National Metrology Institutes”

Chairperson of JCMS S. Korostin informed about the changes in the COOMET Recommendation R/GM/11:2006 “Provision on Comparisons of Measurement Standards of COOMET National Metrology Institutes”.

Decisions and actions:

- *To approve of the changes of COOMET Recommendation R/GM/11:2006 “Provision on Comparisons of Measurement Standards of COOMET National Metrology Institutes”;*
- *To recommend the revised version of the Recommendation for approbation before being approved by COOMET Committee;*
- *To charge COOMET Secretariat to bring up the approval of the Recommendation at the 20th meeting of COOMET Committee.*

9.3 COOMET Recommendation R/GM/12:2007 “Rules for Implementing the COOMET Programme of Comparisons”

Chairperson of JCMS S. Korostin informed about the changes in the COOMET Recommendation R/GM/12:2007 “Rules for Implementing the COOMET Programme of Comparisons”.

Action:

- *To ask the Chairperson of JCMS to continue the development of the recommendation and submit the draft to COOMET Secretariat prior to 1 March 2010 to be further discussed at the next meeting of JCMS and the 20th meeting of COOMET Committee.*

9.4 COOMET Recommendation R/AQ/13:2008 “Order and Procedure for Evaluating the Quality Management Systems of COOMET National Metrology Institutes”

Representative of COOMET Vice-President R. Dubnicka informed about the process of updating the new version of COOMET Recommendation R/AQ/13:2008 “Order and Procedure for Evaluating the Quality Management Systems of COOMET National Metrology Institutes”.

Actions:

- *To ask the Chairperson of TC 3.1 S. Musil to send the updated COOMET Recommendation R/AQ/13:2008 “Order and Procedure for Evaluating the Quality Management Systems of COOMET National Metrology Institutes” to COOMET Secretariat prior to 31 January 2010;*
- *To charge COOMET Secretariat to distribute the mentioned recommendations to COOMET Committee members for study and approbation and to bring up the approval of the Recommendation at the 20th meeting of COOMET Committee.*

9.5 COOMET Recommendation R/GM/18:2008 “Procedure of the International Competition “The Best Young Metrologist of COOMET”

Head of COOMET Secretariat P. Neyezhmakov presented the changes to the COOMET Recommendation “Procedure of the International Competition “The Best Young Metrologist of COOMET” to be considered by the participants of the meeting.

Decision and action:

- *To approve of the changes taking into account the discussion;*
- *To charge COOMET Secretariat to bring up the approval of the changes to COOMET Recommendation R/GM/18:2008 “Procedure of the International Competition “The Best Young Metrologist of COOMET” at the 20th meeting of COOMET Committee.*

10 Draft Memorandum of Understanding between COOMET and NCSLI

COOMET Vice-President K.-D. Sommer spoke about the process of developing a Memorandum of Understanding between COOMET and NCSLI.

Actions:

- *To ask COOMET Vice-President K.-D. Sommer to continue developing the Memorandum of Understanding between COOMET and NCSLI;*
- *To charge COOMET Secretariat to distribute the draft Memorandum of Understanding between COOMET and NCSLI, when prepared, to COOMET Committee members for adjustment;*
- *To charge COOMET Secretariat to bring up the approval of the Memorandum of Understanding between COOMET and NCSLI at the 20th meeting of COOMET Committee.*

11 Creation of COOMET web-portal

Communication Expert J. Biere presented the update of the working COOMET web-portal.

Decisions and actions:

- *To approve of the β -version of the working COOMET web-portal;*
- *To continue the development taking into account the discussion held;*
- *To charge COOMET Secretariat to prepare, in agreement with the COOMET Committee members, the lists of editors of the COOMET web-portal pages;*
- *To schedule a training workshop for the editors of the COOMET web-portal pages in 2010.*

12 Preparation for the 20th COOMET Committee meeting

Head of COOMET Secretariat P. Neyezhmakov informed that COOMET Secretariat had received a letter from the COOMET Committee Member from Kazakhstan V. Mikhalechenko about the consent to hold the 20th meeting of COOMET Committee on 21–22 April 2010 in Astana at RSE “KazInMetr”.

Action:

- *To hold the 20th meeting of COOMET Committee on 21–22 April 2010 in Astana at RSE “KazInMetr”.*

13 Changes in the structure of TC 2 “Legal Metrology”

TC 2 Chairperson O. Kühn informed about the proposals to change the structure of TC 2 “Legal Metrology”.

COOMET Vice-President K.-D. Sommer expressed his proposals with regard to the names of new TC 2 subcommittees.

COOMET Vice-President N. Zhagora informed about the history of this issue and briefly laid out the results of the last TC 2 meeting.

Decision and actions:

- *To approve of the changes in the TC 2 structure;*
- *To ask TC 2 Chairperson to prepare the final version of the new organizational structure of TC 2 and names of the subcommittees and submit it to COOMET Secretariat prior to 1 March 2010;*
- *To charge COOMET Secretariat to include the approval of the changes in the TC 2 structure into the agenda of the 20th meeting of COOMET Committee.*

14 Appointment of the chairpersons of subcommittees

Head of COOMET Secretariat P. Neyezhmakov informed about the nominee to the position of the Chairperson of SC 4.5 “Support in Developing the Basic Metrological Infrastructure of COOMET Member Countries”.

TC 2 Chairperson O. Kühn presented the candidates to the positions of the Chairpersons of TC2 subcommittees.

The participants of the meeting agreed to the proposed candidates.

Decision and action:

- *To agree to the proposed candidates to the positions of the Chairpersons of TC 2 subcommittees and SC 4.5:*
 - SC 2.1 – Yuriy Lukashov, Russia*
 - SC 2.2 – Maxim Shabanow, Belarus*
 - SC 2.3 – Olga Maletskaya, Ukraine*
 - SC 2.4 – Ruf Genkina, Russia*
 - SC 4.5 – Dauren Sharipov, Kazakhstan*
- *To charge COOMET Secretariat to include the approval of the Chairpersons of the subcommittees into the agenda of the 20th meeting of COOMET Committee.*

15 Other business

15.1 Results of the regional seminar “Calibration, Verification and Traceability” within COOMET SC 4.5 (14-16 July 2009, Yerevan, Armenia)

Head of COOMET Secretariat P. Neyezhmakov and Representative of the National COOMET Secretariat in Germany A. Kögler informed about the results of the regional seminar “Calibration, Verification and Traceability” within COOMET SC 4.5 (14–16 July 2009, Yerevan, Armenia).

Decision:

- *To approve of the activity within SC 4.5 of TC 4 on training the experts from the countries of the Central Asia and the Caucasus.*

15.2 Results of the regional seminar “Implementation of Quality Management Systems at NMIs according to ISO/IEC 17025” within COOMET SC 4.5 (14–15 October 2009, Tbilisi, Georgia)

Head of COOMET Secretariat P. Neyezhmakov and Representative of the National COOMET Secretariat in Germany A. Kögler informed about the results of the regional seminar “Implementation of Quality Management Systems at NMIs according to ISO/IEC 17025” within COOMET SC 4.5 (14–15 October 2009, Tbilisi, Georgia).

Decision:

- *To approve of the activity within SC 4.5 of TC 4 on training the quality managers of the NMIs from the countries of the Central Asia and the Caucasus.*

15.3 Cooperation within COOMET Project No. 404/RU-a/07

Representative of COOMET Vice-President S. Komissarov informed about the activities within COOMET Project 404/RU-a/07, as well as presented a draft Recommendation “Procedure for forming, reviewing and publishing at the COOMET website

the Calibration and Measurement Services (CMS) of metrology laboratories (centres) of partner countries”.

Representative of the National COOMET Secretariat in Germany A. Kögler expressed her opinion on the form of submitting these data to the COOMET website.

The order of submitting information and carrying out CMS reviews was discussed.

Actions:

- *To charge COOMET Secretariat to distribute the Draft Recommendation “Procedure for forming, reviewing and publishing at the COOMET website the Calibration and Measurement Services (CMS) of metrology laboratories (centres) of partner countries” among TC 4 members for discussion.*

15.4 Changes of the deadlines for submitting annual reports of the chairpersons of COOMET structural bodies

Head of COOMET Secretariat P. Neyezhmakov presented the changes to the COOMET Rules of Procedure relating to the deadlines for submitting annual reports.

The participants of the meeting exchanged their opinions in this regard.

Decision and action:

- *To approve of the proposed changes;*
- *To charge COOMET Secretariat to bring up the approval of the changes to the COOMET Rules of Procedure at the 20th meeting of COOMET Committee.*

15.5 Nominees for the title “Honorary Metrologist of COOMET”

COOMET President G. Sydorenko presented two nominees from Russia and Ukraine for awarding the title of “Honorary Metrologist of COOMET”.

COOMET Vice-President K.-D. Sommer said that changes should be introduced to COOMET Document D7/2005 “Statement on the honorary title “Honorary Metrologist of COOMET” relating to the order of conferring the Honorary Title to the members of COOMET President’s Council.

COOMET Vice-President N. Zhagora proposed discussing this issue at the 20th meeting of COOMET Committee.

During the discussion of the issue Head of COOMET Secretariat P. Neyezhmakov asked to withdraw his nominee for ethical reasons.

COOMET Vice-President K.-D. Sommer noted the high professional level of the Head of COOMET Secretariat P. Neyezhmakov and his personal contribution into the development and improvement of COOMET activity.

Decision and actions:

- *To take note of the information about the nominees from Russia and Ukraine;*
- *To charge COOMET Secretariat to send letters to the rest of the COOMET Committee Members with a request to name, prior to 1 March 2010, the candidates (not more than one per country) to be awarded the Honorary Title “Honorary Metrologist of COOMET”;*
- *To charge COOMET Secretariat to organize discussion among the members of COOMET President’s Council of the proposed nominees prior to 20 march 2010;*
- *To charge COOMET Secretariat to include the awarding of the Honorary Title “Honorary Metrologist of COOMET” into the agenda of the 20th meeting of COOMET Committee.*

15.6 COOMET flag

COOMET President G. Sydorenko and Head of COOMET Secretariat P. Neyezhmakov presented a material COOMET flag sample.

Decision and action:

- *To accept the sample on the blue background as the official COOMET flag;*
- *To ask COOMET President to organize the production of a COOMET flag for each COOMET member country by the 20th meeting of COOMET Committee.*

16 Venue and date of the next meeting of COOMET President's Council

COOMET Vice-President N. Zhagora kindly proposed to hold the 15th meeting of COOMET President's Council in Belarus in November 2010.

Action:

- *To hold the 15th meeting of COOMET President's Council in Belarus in November 2010.*

17 Adoption of the resolutions of the meeting

The participants of the meeting adopted the resolutions of the meeting.

Action:

- *To ask COOMET Secretariat to prepare, prior to 11 December 2009, the clarified draft minutes of the 14th meeting of COOMET President's Council and send it to COOMET Vice-Presidents for adjustment.*



G. Sydorenko,
COOMET President



P. Neyezhmakov,
Head of COOMET Secretariat