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REGULATION

**on the COOMET Technical Committee
“Length and Angle”
(TC 1.5)**

*Registered by
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1. GENERAL REGULATIONS, KEY TASKS AND FUNCTIONS OF TC 1.5

The main task of TC 1.5 is an organization of work of COOMET member countries in measuring lengths and angles in the directions of COOMET cooperation within the competence of the technical committees.

In its activities TC 1.5 is guided by the Memorandum of Understanding (MoU), Rules of procedure of COOMET, resolutions of Committee and President's Council of COOMET, documents and recommendations of COOMET, recommendations and documents of international and regional organizations which deal with the subject matter of TC activities, documents and recommendation of Joint committee for measurement standards of COOMET.

2. ORGANIZATION OF COOPERATION OF TC 1.5

Organization of cooperation of TC 1.5 is carried out through:

- coordination of cooperation of COOMET national member organizations in fixed subject field or tasks / issues of cooperation within the competence of TC 1.5, and involvement of scientists and experts of COOMET member organizations into the cooperation;
- formation of the proposals and development of working programs in the subject field, tasks and problems of cooperation;
- organization and conduction of research and development, conduction of comparisons of measurement standards, development of COOMET recommendations and solution of other issues which come within TC. 1.5 competence;
- establishment of cooperation with relevant international and regional organizations on the tasks and problems of cooperation, participation in the implementation of international treaties and agreements [such as the Agreement on mutual recognition of standards (MRA) and other agreements];
- coordination of structural and working bodies, reporting directly to TC 1.5;
- interoperability with other structural COOMET bodies;
- convening meetings of TC 1.5, and ensuring consistency of the cooperation results.

3. MAIN FUNCTIONS OF TC 1.5

- generalization of cooperation results and preparation of reports on the activities of COOMET in areas of cooperation in accordance with the procedures established by the Memorandum and Rules of Procedure of COOMET;
- organization of information activities and submitting the results of cooperation on the COOMET web-site;
- development and activation of cooperation of COOMET member countries in the fixed subject field;
- presentation of annual report about TC activities to COOMET Secretariat;
- well-timed informing of TC members about the forthcoming meetings and also presentation of information about the planned and conducted works to COOMET Secretariat;
- coordination of activities of structural and working bodies which are the members of TC 1.5;
- interoperability with other structural COOMET bodies;
- convening of TC 1.5 meetings in order to discuss the directions and results of the cooperation.

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4. PROCEDURE OF TC 1.5 FORMATION

4.1 TC 1.5 is headed by the TC Chairperson, whose nominee is approved by the COOMET Committee for 4 years with the possibility of the repetition of this period and the subsequent transfer of authority to one of the chairs of subcommittee or representative of another country (Memorandum of COOMET, section 5, paragraph 10)

4.2 Composition of TC 1.5 is formed by the Chairperson on the basis of proposals of COOMET national member organizations and is approved by the decision of the COOMET Committee.

4.3 TC 1.5 includes experts in the field of cooperation, representing COOMET member organizations as COOMET correspondents for this type of measurement. TC 1.5 may also include the representatives of other scientific and research institutes and organizations representing the TC member country.

4.4 The TC 1.5 Chairperson appoints the Deputy Chairperson and the Executive secretary.

4.5 TC consists of two sub-committees (SC), namely:

- Measurement of length in the nanometer range
- Measurement of large distances in the open air

4.6 Heads of subcommittees are appointed by TC Chairperson at the TC meeting on the basis of proposals of national member organizations of TC and are approved by the decision of the COOMET Committee.

4.7 In order to complete separate COOMET projects there can be created a temporary body – working group. The coordinator of the specific project is the head and the creator of the working group. The project coordinator informs the TC 1.5 Chairperson about the creation of such a group and is responsible for works and for preparation of the corresponding report.

4.8 Formed TC. 1.5 is working during the term of office of the Chairperson.

4.9 COOMET national member organizations if necessary, may invite their experts and consultants to participate in TC 1.5 work.

5. ORGANIZATION OF TC 1.5 WORK

5.1 TC 1.5 implements its tasks and functions by addressing the issues of cooperation by correspondence using modern communications and telecommunications, as well as through the meetings.

5.2 TC 1.5 meetings are conducted as needed, but at least once every 1.5 years, in accordance with the schedule of meetings of COOMET governing and working bodies.

If necessary, the Chairperson of TC 1.5 under the agreement with its members may convene an extraordinary meeting of the committee.

Note - The schedule of the meetings is prepared annually by the Secretariat COOMET.

5.3 Date and venue of TC 1.5 regular meeting is determined at its previous meeting and, if necessary, is specified by the TC 1.5 Chairperson (taking into account the schedule of meetings prepared by the COOMET Secretariat).

5.4 Draft agenda of the next TC meeting is formed by the Chairperson taking into account the propositions of TC members, as well as the recommendations and decisions of the previous TC meeting, COOMET President's Council and COOMET Committee.

The provisional agenda is sent to all TC 1.5 members not later than one month before the scheduled date of the TC 1.5 meeting.

5.5 TC 1.5 meeting is headed by its Chairperson or a person, who is authorized by him, who:

- Opens the meeting;

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- Provides draft agenda of the meeting for approval;
- Reads a list of participants, references and applications;
- Divides proposals and draft resolutions on the issues;
- Agrees a protocol with the participants of the meeting;
- Declares under agreement with the participants of the meeting about the closing of the meeting.

5.6 In case of the absence of TC 1.5 members of this or that COOMET national member organization or his representative at the meeting, matters affecting the interests of this national organization shall not be considered and decided unless there is a request from this organization.

5.7 During voting the decisions on the agenda are considered to be accepted if more than a half of the participants voted for its acceptance.

If COOMET member organization has more than one representative in TC 1.5, only one of them can take part in the voting.

5.8 Minutes of the meeting is drawn up by the Executive secretary of TC 1.5, or another person on behalf of the President.

5.9 Decisions and recommendations of the TC 1.5 meeting are made in the form of the Minutes of the meeting or the List of resolutions and are sent within a month to TC 1.5 members or to the representatives of the COOMET national member organizations.

TC 1.5 Chairperson informs the Chairperson of the Joint Committee for measurement standards about the decisions made at the meeting.

Minutes of the meeting, or a list of resolutions are sent by the TC 1.5 Chairperson to COOMET Secretariat.

5.10 TC 1.5 Chairperson, COOMET Secretariat as well as COOMET member-organizer of TC 1.5 meeting must ensure that documents are written and work is held in the working languages of COOMET.

5.11 According to the results of TC. 1.5 activities its Chairperson prepares annual report in accordance with Section 3 of the Rules of Procedure of COOMET, as well as information materials for posting on COOMET web-site.

The results of the TC 1.5 are reported by the Chairperson at the meeting of Joint Committee on COOMET measurement standards.

6. BASIC RIGHTS AND DUTIES OF TC. 1.5 MEMBERS

6.1 Duties of the Chairperson of the Technical Committee and coordinator of directions are the following:

- organization of works to build and the examination of data on calibration and measurement capabilities of NMIs in a fixed subject field (subregion).
- organization of works to participate in the inter-regional examination of calibration and measurement capabilities of NMIs of other regional metrology organizations in COOMET fixed subject field (subregion).
- organization of works in a fixed subject field (subregion) on the comparisons of standards of COOMET NMIs and the comparisons that support calibration and measurement capabilities of COOMET NMIs.
- organization of works to implement the COOMET projects in the fixed subject field (subregion).

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- implementation of procedures and recommendations of COOMET, the International Bureau of Weights and Measures and the Joint Committee of Regional Metrology Organizations and the International Bureau of Weights and Measures.
- development of proposals in the subject of co-operation of the technical committee and periodic reporting on the results of its activities to the OER COOMET.
- Reporting on the results of its activities to the COOMET Committee.

6.2 TC 1.5 Members are entitled to:

- have a complete set of documents and materials submitted for consideration by meetings to be circulated, as a rule, not later than 15 days before the meeting;
- make proposals to the committee on any matter under consideration as part of its activities;
- in case of disagreement with adopted at a meeting of TC 1.5 recommendations to state their objections or suggestions in the "Dissenting Opinion", which is attached to the Minutes of the meeting, and to direct support of their objections or suggestions to COOMET Secretariat;
- apply through their national authorities, Member COOMET COOMET Secretariat with suggestions on making the specific issues for consideration by the Committee COOMET.

6.3 TC 1.5 members must:

- participate as far as possible in all TC 1.5 meetings;
- have all the necessary documentation at the meeting of TC 1.5. They also must be prepared for all considered at the meeting of TC 1.5 issues and actively participate in the discussion of agenda items and to make recommendations of TC 1.5;
- inform the leadership of their COOMET national member organizations of the discussion of issues and concerns at TC 1.5 meeting;
- inform the leadership of their COOMET national member organizations on the implementation of decisions and recommendations of the TC 1.5, and facilitate their implementation in a timely manner.

7. COSTS OF TC 1.5 MEETINGS

7.1 The cost of sending the members of TC 1.5 meetings, including experts and consultants, must be paid by COOMET national member organization which sends its experts to the meeting.

7.2 The costs associated with the provision of facilities and equipment necessary for TC 1.5 meeting must be paid by COOMET national member organization, which has undertaken the commitment to be the host country.