



OIML R87

Preparing for the onsite visit

- Announced or unannounced visit
- Equipment
- Resources
- Assistance



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Preparing for the onsite visit

- Announced visit
 - Contact manufacturer / packer (have a SPOC – single point of contact)
 - Gather information regarding the site and products packed
 - Agree a suitable day / time
 - Health and safety considerations
- Unannounced visit
 - Everything done on day of the visit

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Preparing for the onsite visit

- Health & Safety



Preparing for the onsite visit

- Announced visit
 - Pros: May make visit more efficient
 - Cons: Manufacturer has time to prepare
- Unannounced visit
 - Pros: Realistic snapshot of manufacturers' behaviour
 - Cons: May take longer

Preparing for the onsite visit

- 5 P's:
 - Perfect Planning Prevents Poor Performance
- Never make assumptions:
 - Packer may have never had a visit from LMO before
- General pre visit information:
 - Types of products
 - Methods of production / packing
 - Daily, weekly, monthly, annual production rates
 - Production location(s) and time(s)

Preparing for the onsite visit

- Product specific information:
 - Net quantity of package(s)
 - Hourly rate of production / lot size
 - Tolerable Deficiency
 - T1 error of product under test
 - T2 error of product under test
 - Calculate No. samples to select
 - Number of T1 permitted in inspection lot
 - Generate random times / numbers

Preparing for the onsite visit

- Equipment and resources:
 - Appropriate weighing / measuring instruments and masses
 - Other equipment for testing volume, density etc
 - Computer or hard copy of data capture sheet
 - Pen, paper, stopwatch, post-it notes, stickers, elastic bands
 - Protective equipment

Suitable location to conduct reference test

Preparing for the onsite visit

- Equipment and resources:
 - Identification / Warrant / Authority
 - Relevant legislation
 - OIML R 79, R 87 & G 14
 - Guidance documents
 - Random number tables

Preparing for the onsite visit

- Assigning tasks:
 - Lead officer
 - Sample collector
 - Time keeper
 - Perform weighing / measuring
 - Data entry; computer / manual

All may be performed by one individual



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Preparing for the onsite visit

- When onsite
 - Be professional
 - Introduce yourself
 - Clearly explain how you intend to execute your inspection
 - Plan the inspection (agreed with SPOC)
 - Expect there to be disruptions
 - Advise the SPOC that their assistance may be required
 - Respect the premises and products being handled