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| **Concept - CABUREK as part of the MEDEA 2 project** |
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| **Background**  | “CABUREK” (“**Ca**pacity **B**uilding in Technical and Scientific Organizations **U**sing **R**egional **E**xperiences and **K**nowledge”) is an instrument developed and implemented by PTB in cooperation with partners in Latin America and the Caribbean. In its first two program cycles (2009-2014), the instrument was known as *“NMI- Metrology User Relations”* and aimed at enhancing competitiveness and innovation through the strengthening of the NMI’s relations with metrology users and a wider, better and more efficient use of the capabilities of NMIs by industry, commerce, regulators and other users. After these two cycles, the experiences and methodology was systematized and the CABUREK concept has been developed. The third program cycle has been run (2016-2018) in the Latin American and Caribbean Region under the name “CABUREK”. Within the MEDEA 2 (**M**etrology – **E**nabling **D**eveloping **E**conomies in **A**sia) project, the CABUREK instrument will be transferred to the Asian region and will be implemented from 2018-2020. The key principles of the instrument are the following:* It is the **full responsibility of each NMI/ Legal Metrology authority (LMA)** to identify, design and implement its own 2-year national project(s), with periodic work plans and reports about activities and outcomes.
* **MEDEA-CABUREK will provide support** to the selected and committed economies through workshops for face-to-face regional exchange of experiences (every ~6 months, 5 workshops in total), planning and monitoring of their project(s), specific inputs and training, coaching and the provision of guides and web-sessions.
* Project participants will form **thematic working groups**, in which they will receive coaching and inputs from experts, exchange experiences and learn from each other in order to use existing regional experience and knowledge for the design, planning and implementation of their national projects. The number of members per Working Group may vary according to the interest raised, though it is advisable that no group should exceed 10 people.
* **Financial support** for Workshop attendance will be covered by the MEDEA project. Full funding can be provided to the Developing Economies of the Asia-Pacific. MEDEA-CABUREK will not provide financial support for the implementation of the national project(s).
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| **Schedule and next steps** |
| Schedule:  | **October/November 2018 – 4th quarter 2020** |
| Deadline for application submission: | **17 August 2018** (including application for specific Working Groups and identification of participants) **PLEASE SEE REGISTRATION FORM IN ANNEX 1** |
| Kick-off Workshop: | **29 October – 02 November 2018** at NIMT (Bangkok, Thailand) |
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| **Working Groups**  | During the MEDEA 2 Planning Workshop held on 4th and 5th July 2018 in HongKong, participants from APMP (Asia-Pacific Metrology Programme) and APLMF (Asia-Pacific Legal Metrology Forum) decided on the following topics for the Working Groups of the first CABUREK program cycle in Asia (2018-2020): 1. **Awareness Raising for Metrology**
2. **Needs Analysis for Calibration and Verification Services**
3. **Market Surveillance**
4. **Awareness Raising for Metrology**

This Working Group is targeted at Scientific, Industrial and Legal Metrology. It´s objectives are to increase the capacity of the NMIs/LMAs to undertake awareness campaigns and use awareness instruments to promote the importance of the services offered by NMIs/LMAs to their clients. The awareness raising process will improve the relationship between NMI/LMAs and their users and will facilitate the engagement with users and stakeholders. Furthermore, awareness at the political level is critical to ensure the integration of Quality Infrastructure aspects in national and regional policies and to support political willingness for a sustainable funding for NMI/LMAs, including funding of memberships for APMP and APLMF. *Product:* Awareness/ Visibility Strategy*Participant profile:* NMI/LMA Directors or responsible persons for Public Relations within the NMI/LMA 1. **Needs Analysis for Calibration Services and Verification Services**

This Working Group is targeted at Scientific, Industrial and Legal Metrology. It´s objective is to systemise needs assessment and needs analysis approaches and methodologies. Improved approaches to needs assessment and analysis will help ensure that these are soundly based, aligned with identified current and future stakeholder needs within an economy, enabling improvements to existing services and development of relevant new services. *Product:* Development of improved and /or new services based on effective needs analysis*Participant profile:* NMI-LMA Director and/or executive closely involved in the implementation / improvement of calibration and/or verification services1. **Market Surveillance**

This Working Group is targeted at Scientific and Legal Metrology. It is essential that governments implement an adequate market surveillance system to improve confidence in exported or imported products and ensure consumer protection. The objective of the Working Group is to develop a framework for applying international best practice. *Product:* Strategy to implement or strengthen market surveillance for a specific international recommendation and/or testing regime*Participant profile:* Responsible person for Market Surveillance in the NMI/LMA  |
| **Participants Profile**  | Participants / institutional representatives will * lead the identification, design and implementation of the 2-year national project
* lead the specific institutional national project and participate in its various proposed stages
* submit work plans and regular reports, and actively participate in the exchange forums to which they are invited

The following list shows the characteristics of a suitable participant who will join the programme and the Working Group: * commitment to his/her institutional role
* personal interest in the Working Group topic and the project
* availability of institutional resources for the implementation of the project
* competencies for project management at the national level within a regional framework
* interest and personal skills to promote integration and interaction with interdisciplinary, inter-institutional and multi-cultural working groups
* willingness to acquire and/or transfer competencies related to project management and technical duties
* availability and willingness to participate in the programme’s exchange forums (including trips outside of his/her economy / place of residency)
* open-minded attitude towards strategic thinking
* open-minded attitude towards regional sharing of experiences and knowledge
* open-minded attitude towards learning processes
* ability to create new ideas and to find solutions that match the national and specific needs of an economy.
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