



**26<sup>th</sup> ASIA-PACIFIC LEGAL  
METROLOGY FORUM AND  
WORKING GROUP MEETINGS**  
6-8 November 2019, Ha Long City,  
Quang Ninh Province, Viet Nam



# APLMF Secretariat Training Coordinator Report - 2019

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Report developed by

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Position

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## SECTION 1 – Details of the membership of the Working Group

Training Coordination is an important responsibility within the Secretariat team. The work is discussed at the Secretariat's monthly catch-up meetings to ensure the team is informed and understand their responsibilities with respect to training delivery.

The Training Coordinator represents APLMF on the Coordination Committee that manages the implementation of MEDEA 2 and is a member of the Technical Committee that manages the implementation of CABUREK.

## SECTION 2 – Key activities of 2018/19

This report provides a summary of the training delivered by APLMF since the 25<sup>th</sup> APLMF meeting held in Christchurch, New Zealand on 7-9 November 2018 and an update on the MEDEA 2 project from the perspective of the MEDEA Coordination Committee.

The table below shows training programs delivered since APLMF 25. A full report can be found on the [APLMF website](#).

Course	Venue/host	Trainers	Delivery dates
Verification of Rice Moisture Measurement	Thailand	Thailand Malaysia Japan	3-7 December 2018
Type Approval using OIML CS	China	OIML	15-17 July 2019
Pattern approval and verification of water meters	Sepang, Malaysia	Malaysia	15-18 October 2019

In addition, two CABUREK meetings will be implemented by the end of 2019: one was held in April in Sri Lanka and the other will be held in Indonesia the week after the 26<sup>th</sup> APLMF.

**As part of MEDEA 2 intervention 1 - Sustainable Regional Cooperation** we agreed to:

- Strengthen the Working Groups to ensure they have representatives from developing economies and are delivering appropriate support
- Deliver online training and a knowledge management system
- Develop a sound monitoring and evaluations system
- Publicise case studies that promote the value of legal metrology

It's worthwhile to see what progress we have made against these goals.

### Strengthening the Working Groups

The Working Groups have made amazing progress since the 25<sup>th</sup> APLMF held in 2018. All WGs have several representatives from developing economies. They have updated their terms of reference and their work programmes on the website. The Secretariat held training sessions with the WG Chairs to demonstrate how they could use CENTRA to meet. Four WGs are meeting during the 26<sup>th</sup> APLMF in November 2019 to progress their work. They have all taken on the task of developing an eLearning module as shown in the table below:

Delivery date	Topic	WG responsible
2019	NAWI	Secretariat
2020	AQS	Goods Packed by Measure
2020	Rice moisture meters	QMAP
2020	Spring balances	NAWI
2020	Weighbridges	NAWI
2020	OIML Cs	OIML Certificate system
2021	Fuel dispensers	Metrological Control Systems
2021	Taxi meters	Metrological Control Systems
2021	Water meters	Utility Meters
2022	Bulk fuel	Metrological Control Systems
2022	CNG	Metrological Control Systems

### eLearning Modules

The Training Coordinator joined the team developing the NAWI eLearning module. A lot of time was spent developing Guide 8: *How to develop an eLearning module* which provides all WG Chairs with guidance and ensures all modules are delivered to the same standard. It contains templates for the various components of a module. It also includes templates for planning and quality assurance. The process outlined in this document will ensure the materials that go to the developer will be in a consistent format. This is necessary to manage the production cost. Guide 8 was reviewed by two of the WG Chairs and their comments were included in the final draft. It has also been sent to all members as part of the normal consultation process for APLMF documents.

A sound quality assurance process was developed and implemented for the NAWI materials. Australia and OIML were asked to provide comments. A new company has been identified to develop the APLMF version of the NAWI module. The expectation is that the module will be completed by 26<sup>th</sup> APLMF.

### Develop a sound monitoring and evaluations system

A monitoring and evaluation system developed by the MEDEA CC has now been incorporated into the MEDEA procedures. These procedures set out how to request a new program with the MEDEA project and how to manage the practical aspects of delivering a program within the MEDEA project. The monitoring and evaluation section rely on the APLMF and APMP secretariats following up on participants to find what they have done as a result of attending a training session.

### Publicise case studies

The intention was that the Metrology Portal would publicise case studies to promote the value of legal metrology. While the portal has been developed, it is not publicly available, and no case studies uploaded. A recent suggestion was that the materials provided be uploaded in draft with limited access so the case studies can be evaluated by a team.

### As part of MEDEA 2 intervention 2 - Regional Cooperation Instruments we agreed to:

- Implement the CABUREK tool which will focus on raising awareness of legal metrology issues with developing economies and market surveillance. CABUREK will support teams who will lead projects within their own economies but will come together to share experiences and to learn from experts and coaches
- Identify and support regional trainers from developing economies who will then be available to deliver training to less developed economies

It's worthwhile to see what progress we have made against these goals.

CABUREK is proceeding as planned. There are 7 legal metrology participants initially. It looks now there will be only 6 projects going forward. The topics being:

Nepal	Surveillance of Fuel Dispenser in Mechi Zone, Nepal	To protect consumer rights
Fiji	Dissemination of Fiji Pattern Approval Information to Trade Measurement Inspectors for improved market surveillance	To provide trade measurement inspectors with access to Pattern Approval Certificates and Documentation
Thailand	Market Surveillance of Spring scale	80% of spring scales used for trade in Thailand are verified and inspected according to Weights and Measures laws, and regulations
Bangladesh	For metrological control of trade and measurements the advancement of metrological system in Bangladesh	To ensure proper weight to the consumer by verified measurement either in measuring equipment and pre-packaged goods on spot in market. Consumer and business confidence in the market-place level playing field. Ensure compliance with regulations and legislation. Market risk assessment.
China	Supervise pre-package goods	The compliance rate for 8 type of pre-package goods is over 90%.
Sri Lanka	Verification of Rice Moisture Meters	To provide traceability for Rice Moisture Meters

### **Identify and support regional trainers from developing economies**

APLMF has identified and supported trainers who have already delivered NAWI, fuel dispenser, rice moisture meters and water meters courses. Their names are listed on the APLMF website.

**As part of MEDEA 2 intervention 3 - Technical Training** we will deliver the following courses and create guide documents as required:

- Verification of NAWI including weighbridges – completed
- Verification of rice moisture meters – completed
- Pattern approval and verification of utility meters (water, gas and electricity) – water completed
- Pre-Packaged Goods – planned for July 2020
- Verification of belt weighers (automatic weighing) – planned for 2020
- Software verification – planned for 2020-21
- OIML certification system – completed

As part of our preparation for the delivery of software verification course we identified a trainer in Malaysia who is willing to develop and deliver a training course on this topic. His name is Mohammad Azwan. He has previously attended PTB training and was funded through MEDEA to

attend a 3-week program in 2019 in PTB Berlin. This is also meeting our goal of skilling up new trainers within the region.

The MEDEA 2 Coordination Committee (CC) meets regularly to plan how best to deliver this comprehensive program. Your representatives on the CC are:

- Marian Haire APLMF Training Coordinator
- Stephen O'Brien, President APLMF
- Haslina Binti Abdul Kadir, NMIM, Malaysia

The Technical Committee overseeing CABUREK consists of coaches and Abdul Rashid Zainal Abidin from Malaysia who manages the monitoring of participants projects. Marian Haire and Alan Johnston are the coaches representing APLMF.

QMAP have developed a draft test procedure they wish to add to the existing Guide 7. The WG will be discussing this during their meeting at 26<sup>th</sup> APLMF meeting. As part of the development of this procedure it became apparent that our procedures approved at the 24<sup>th</sup> APLMF need a small amount of tweaking to ensure they include a quality assurance step. The following words have been suggested and distributed to the WG Chairs for feedback:

3. The appropriate WG creates the Guide Document **and including a quality review process. Once complete a draft is sent to the Secretariat explaining the purpose of the document and the review process undertaken.** The draft is uploaded to Member Only section of the APLMF website (documents for review).

## SECTION 3 – Future focus – Recommendations

Complete the agreed deliverables as part of the MEDEA 2 program as set out in the table below. The first two are fully planned and the others are still in the development phase.

In addition, PTB has applied to the budget to have a MEDEA 3 program which will span 2021 - 24. **It is currently awaiting budget approval. Once this is achieved, we will have 12 months to develop two separate proposals. It is important we start to think about what the components and deliverables of this program might be.**

Calibration and Testing of Non-invasive Sphygmomanometers	Malaysia	PTB CMS/ITRI NMIM	11-15 November 2019
Verification of belt weighers	Malaysia	Australia	15-19 June, 2020
Pre-Packaged Goods	Indonesia	New Zealand Indonesia	20-23 July, 2020
Pattern approval and verification of electricity meters	China	Korea	September 2020
Verification of rice moisture meters	TBA	TBA	2020
Software examination in Legal Metrology	Malaysia		Feb/ March 2021

How to develop a case study	TBA	Laurie Winkless, NZ Consultant	Aug - Oct 2020 2-day course
Pattern approval and verification of gas meters	TBA		2021
Verification of Weighing in Motion Systems	Malaysia	Malaysia	Feb/March 2021

It is important to continue delivering training under the OIML Training Centre. We agreed to do this once each year on an ongoing basis.

Once the eLearning modules are available the next step will be to add assessment components and to provide successful participants with a certificate of achievement/competence.

## SECTION 4 – Future focus – emerging issues

**The tenure of the current Training Coordinator is over at the end of 2020 so thought needs to be given to identifying a new Training Coordinator.** If there is a potential candidate, who is interested in the role, they should approach either the President or the Training Coordinator to discuss the responsibilities of the role.