NON AUTOMATIC WEIGHING INSTRUMENTS -NAWI

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SECTION 1 – Details of the membership of the Working Group

1. Ms. Suliana Ghazalli - CHAIR
   National Metrology Institute Malaysia
2. Mr. Julian Crane - Member
   Trading Standards, MBIE New Zealand
3. Mr. Kiveen P. Suycano - Member
   National Metrology Laboratory, Philippines
4. Mr. Sudchai Srikhajorndet - Member
   Bureau of Weights And Measures (BWM) Thailand
5. Mr. Abdul Hafiz Azizan - Member
6. National Metrology Institute Malaysia

SECTION 2 – Key activities of 2019/20

2.0 Current Work Programme as agreed at the 26th APLMF Meeting in 2019, Vietnam:

2.1 To develop an eLearning module for Spring Scale and Weighbridge. The activities are based on the documents ‘How to develop an eLearning Module - Guide 8’

2.2 The activities to develop e-learning module for Spring Scale planned as followed:

   2.2.1 Development of Test Procedures
       i. Visual Inspection
       ii. Repeatability
       iii. Weighing Performance
       iv. Zero Setting
       v. Maximum Permissible Error calculation

   2.2.2 Script for the animation

   2.2.3 Review by the expert

   2.2.4 QA signing (Final Document)

   2.2.5 Development of animated version

   2.2.6 Evaluation and assessment by the users

   2.2.7 Launching

   2.2.8 January 2021 to start with develop e-learning module for Weighbridge
2.3 Current Progress

2.3.1 All activities planned was behind the schedule due to Covid-19 pandemic all over the world

2.3.2 Expedite the activities by added new member on 24 September 2020, Mr Abdul Hafiz Azizan from National Metrology Institute of Malaysia

2.3.3 Reschedule planning to schedule concurrent activities for Spring Scales and weighbridge

2.3.4 Development of Test Procedures for both Spring Scales and Weighbridge – 100% completed

2.3.5 Development of QUIZ – 50% completed

2.3.6 3rd Online meeting will be on November 2020 and all the communication from time to time by email and via Microsoft teams

SECTION 3 – Future focus - Recommendations

3.0 Planner for develop e-learning module for Spring Scale and weighbridge (combined)

<table>
<thead>
<tr>
<th>Activities</th>
<th>Year 2020/2021</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Oct 20 - Dec 20</td>
</tr>
<tr>
<td>1. Development of Test Procedures Spring Scale and Weighbridge</td>
<td>100 % done</td>
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<tr>
<td>2. Circulation Test Procedures among the members</td>
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<tr>
<td>3. Develop Script for the animation</td>
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<tr>
<td>4. Develop Quiz</td>
<td>50% done</td>
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<td>5. Document review by the expert</td>
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<td>6. QA Signing (Final Document)</td>
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<td>7. Evaluation and assessment by users</td>
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SECTION 4 – Future focus – emerging issues

4.0 ISSUES

4.1 To consider the COST and limited knowledge especially in animation that involve in preparation of this module

4.2 To have a feedback or survey to the economies especially ASEAN for others type of balance for example mechanical balances

4.3 To have regularly discussion and meeting online (new norm) during the preparation of the module

4.4 To get more feedback of this e-learning module