Steps to take to become an Issuing Authority, Utilizer or Associate

Seminar on the OIML Certification System (OIML-CS)
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Head Certification Body
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OIML Certification System (OIML-CS)

Steps to take to become an Issuing Authority, Utilizer or Associate

Procedural Document PD-03
OIML Certification System (OIML-CS)

- Application
  - Complete Application form UT, IA, TL
    - www.oiml.org
- Endorsement
- Filter
  - Check completeness
    - Secretary BIML
- Review
  - Review & Advise by Review Committee
- Decision
  - Voting by Management Committee
  - Endorse application by CIML repr. to BIML
OIML Certification System (OIML-CS)

OIML CERTIFICATION SYSTEM (OIML-CS)
Utilizer Application Form

1. Country: 

2. Organization Details:

<table>
<thead>
<tr>
<th>Organization Name</th>
<th>Address</th>
<th>Contact Details</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Name:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Tel:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>E-mail:</td>
</tr>
</tbody>
</table>

3. Scope:

Please detail below the categories of measuring instruments, the applicable OIML Recommendations and the Scheme(s) for which you will accept and utilize OIML Certificates and/or OIML type evaluation/test reports.

<table>
<thead>
<tr>
<th>Measuring Instrument Category</th>
<th>OIML Recommendation</th>
<th>Scheme A / B</th>
<th>OIML MAA*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Taximeters</td>
<td>R. 21:2007</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Water Meters</td>
<td>R. 49:2006</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Continuous Totalisers</td>
<td>R. 49:2013</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Automatic Catchweighers</td>
<td>R. 51:2006</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Load cells</td>
<td>R. 60:2000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Automatic Gravimetric Filling Instruments</td>
<td>R. 61:2004</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Heat Meters</td>
<td>R. 75:2002</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non-automatic Weighing Instruments</td>
<td>R. 76:1992</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Level Gauges for Stationary Storage Tanks</td>
<td>R. 85:2008</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Automatic Rail-weighbridges</td>
<td>R. 106:2011</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Discontinuous Totalisers</td>
<td>R. 107:2007</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
OIML Certification System (OIML-CS)

5. Utilizer Statement

I hereby confirm that the information provided above is true, complete and accurate, and that my organization will accept and utilize OIML Certificates and/or OIML type evaluation reports for the categories of measuring instruments detailed in section 3, according to the provisions of OIML B 18.

Name of Responsible person: ___________________________ Date: ___________________________

Position in organization: ___________________________ Signature: ___________________________

6. CIML Member Endorsement

I endorse the application of the organization detailed in section 2 to be a Utilizer under the OIML-CS.

CIML Member: ___________________________ Date: ___________________________

Member State: ___________________________ Signature: ___________________________

End of Application Form
OIML Certification System (OIML-CS)

Secretary (BIML) filtering

Review Committee advise

Management Committee decision
For each instrument category:

1. Identify national authorities that issue national type approvals
2. Clarify that they are in principle willing to accept OIML certificates as a basis for national type evaluation
3. Identify additional tests/examinations that are required for national type approvals (correspondence tables between national requirements and OIML recommendation)
### Example Corresponding tables NL

<table>
<thead>
<tr>
<th>State</th>
<th>Measuring Instrument Category</th>
<th>Name of Requirement</th>
<th>Requirements and applicable test procedure reference document</th>
</tr>
</thead>
</table>

*Under review*
## OIML Certification System (OIML-CS)

### Example Corresponding tables EU

<table>
<thead>
<tr>
<th>State</th>
<th>Measuring Instrument Category</th>
<th>Name of Requirement</th>
<th>Requirements and applicable test procedure reference document</th>
</tr>
</thead>
</table>
Admission of Utilizers or Associates

Application:

1. Send application to CIML Member or Corresponding Member Representative
   (using application form from OIML-CS website including information or additional tests and examinations required for national type approval)

2. CIML Member or Corresponding Member Representative endorses the application and forwards it to the Executive Secretary of the OIML-CS

3. Review and decision by Management Committee
OIML Certification System (OIML-CS)

Certification Body (OIML IA)

1. Identify estimated **scope of certification**
   - OIML recommendations
   - Instrument categories
   - If necessary any limitation or exclusions

2. Implementation of **ISO/IEC 17065***

3. Provide **proof of competence** on the basis of
   - ISO/IEC 17065 + OIML D29
   - Accreditation or Peer Assessment using OIML Legal Metrology Experts (Scheme A)
   - Self declaration + supporting evidence (Scheme B)
OIML Certification System (OIML-CS)

Testing Laboratories (OIML-TL)

1. Identify OIML-TLs to cover the whole scope of certification of the OIML Issuing Authority:
   - Internal laboratories of the Issuing Authority
   - External 3rd-Party Laboratories
   - Manufacturers Testing Laboratories (MTLs) under the controlled supervision of the Issuing Authority

2. Identify detailed testing capabilities of the TLs
   - OIML recommendations, Instrument categories
   - Testing procedures (covered parts of OIML-R)
   - Testing ranges, conditions
   - If necessary any limitation or exclusions
Testing Laboratories (OIML-TL)

3. Implementation of **ISO/IEC 17025** by the OIML-TLs

4. Provide **proof of competence** on the basis of
   - ISO/IEC 17025 + OIML D30
   - Accreditation or Peer Assessment using OIML Legal Metrology Experts (Scheme A)
   - Self declaration + supporting evidence (Scheme B)

- Provide with example Evaluation Reports (reference to OIML Certificate)
OIML Certification System (OIML-CS)

Steps to become an Issuing Authority (+TL)

Application:

1. Send application to CIML Member or Corresponding Member Representative
   *(using application form from OIML-CS website including all information required by PD 03)*

2. CIML Member or Corresponding Member Representative *endorses* the application and forwards it to the Executive Secretary of the OIML-CS

3. Review and decision by Management Committee
OIML Certification System (OIML-CS)

The procedures between the OIML Issuing Authority and any Manufacturer Test Laboratory (MTL) Certificate(s) of accreditation of the potential OIML IA / TL and the most recent accreditation assessment report(s). In case of peer assessment, a copy of the peer assessment report

a copy of the most recent OIML type evaluation report issued for each of the considered categories
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- Practice: Endorse the applications Utilizer, Issuing Authority and Test Laboratory together.
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Use of Forms: www.oiml.org

Application forms