



Procedure for approval of the entry of a new RMO to the JCRB

CIPM MRA-P-01

Version 1.1



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1. Preamble

The present document defines the role of Regional Metrology Organizations (RMOs) within the scope of the CIPM MRA and describes the procedure to be followed for the approval by the CIPM for the entry of a RMOs to the Joint Committee of the Regional Metrology Organizations and the BIPM (JCRB); allowing that RMO to take part in the CIPM MRA related activities and become a member of the JCRB.

2. Background

At its first meeting, held at the BIPM on February 21st 1998, the JCRB “agreed that members of the Joint Committee shall be the Regional Metrology Organizations present at this first meeting plus any others properly constituted in the future and approved by the present membership”.

The CIPM MRA of 14th of October of 1999 provides in its Section 15 that the “*entry of a new RMO into the Joint Committee is subject to approval by the CIPM*”. However, the CIPM MRA does not define the procedure that needs to be followed by the CIPM to approve the entry of a new RMO into the JCRB. The present document is aimed at setting out this procedure.

3. Criteria for acceptance of an RMO

In order to participate in the activities of the CIPM MRA and enter the JCRB in accordance with section 15 of the CIPM MRA and with the “*Rules of Procedure of the JCRB*”, an RMO shall have:

- 1) a defined structure established with publicly available bylaws or rules of procedure, which regulates its membership and working procedures;
- 2) committees of experts in the technical areas to be found in existing RMOs and with sufficient expertise to participate in the CIPM MRA CMC inter-regional review processes and to be capable of performing intra-regional reviews in those areas;



- 3) a committee with expertise on the review of Quality Systems (QS) based on ISO/IEC 17025 and other relevant standards, and written procedures describing how the review of the QS of its NMIs are to be performed in conformity with the requirements of the JCRB;
- 4) at least one state pertaining the RMO, and preferably two or more states of the RMO, shall be a Member of the BIPM.
- 5) at least one NMI from a state of the RMO, and preferably NMIs from two or more states of the RMO shall have the technical competence required to participate in Consultative Committees activities; and
- 6) the technical capability and expertise to participate in regional key or supplementary comparisons and, preferably, the capacity to organize such comparisons.

4. Participation in the JCRB

4.1. Approval of the entry of an RMO into the JCRB

The procedure to be followed by the CIPM for the approval of the entry of a new RMO into the JCRB is as follows:

A request of the RMO shall be submitted to the CIPM through the Chairperson of the JCRB (BIPM Director), establishing the willingness of the RMO to enter the JCRB, to participate in the JCRB meetings, and to support CIPM MRA activities.

This request must document the RMO's established capabilities with regard to the requirements 1 to 6 in Section 3 of this document or detail a plan and a timetable through which these requirements will be fulfilled. The JCRB Chairperson will transmit the RMO's documentation to the JCRB members and seek comments which can be forwarded to the CIPM in order to aid it in taking its decision.

After CIPM approval, the RMO shall inform the JCRB Chairperson of its designation of:

- a) a representative to the JCRB, through whom all the official communications are channeled; and



b) the technical contacts for each metrology area, including a chairperson of the committee who has responsibility for the review of the Quality Systems of the NMIs which are members of the RMO and signatories of the CIPM MRA.

In the event of non-approval by the CIPM, the CIPM will send a report to JCRB Chairperson indicating the reasons for this decision, which in turn will send it to the requesting organization.

4.2. Participation in the JCRB meetings.

Following the approval of the request by the CIPM, the new RMO may participate in JCRB meetings with a voice but without the right to vote. After at least one year, and following a presentation to the JCRB demonstrating that the RMO structures are in place and working, the JCRB will report to the CIPM that the RMO fulfils all the requirements of Section 3. The CIPM then may admit the RMO as a full member of the JCRB, with a voice and the right vote.

4.3. CMCs submission and review process

After the RMO has demonstrated to the JCRB that its intra-regional technical and QS review process is equivalent to those of the RMOs which are already members of the JCRB, the RMO may submit CMCs for an inter-regional review. Representatives of other RMOs should be invited to the meetings of the Technical and QS meetings as observers and the representatives of the new RMO should participate in the other RMOs meetings.

The right to vote for approval of CMCs submitted by other RMOs is granted based on the metrology areas described in the KCDB. The new RMO may participate in the review process of CMCs from other regions as soon as it is granted provisional approval by the CIPM, under Section 4.1, so that it may observe the process and post comments on submitted CMCs. However, the new RMO will not have voting rights until it has its own CMCs approved in that particular area of metrology or gives proof of scientific expertise in that area, *e.g.* through the participation of one or more NMIs in relevant activities of the corresponding Consultative Committee.



5. List of acronyms

BIPM	Bureau International des Poids et Mesures (International Bureau of Weights and Measures)
CC	Consultative Committee
CC	Consultative Committee of the CIPM
CGPM	Conference General des Poids et Mesures (International Conference on Weights and Measures)
CIPM	Comité International des Poids et Mesures (International Committee for Weights and Measures)
CIPM MRA	CIPM Mutual Recognition Arrangement
CMC	Calibration and measurement capability
JCRB	Joint Committee of the RMOs and the BIPM
KCDB	BIPM key comparison database
NMI	National Metrology Institute
QS	Quality System
RMO	Regional Metrology Organization

6. Related documents

1. [CIPM MRA](#)
2. [JCRB terms of reference](#)
3. [Activities of the JCRB: 1999–2003](#)
4. [JCRB directory](#)
5. [Definitions of terms used in the CIPM MRA](#)



7. Revision History

Version number	Date of Issue/Review	Summary of change
1	2009-03-18 2009-10-15	Approved as JCRB 22/08.01 Approved as CIPM 2009-23
1.1	2010-06-10	Editorial correction of internal references in chapter 4.2 and the use of the term “observer” in the flowchart. As changes are editorial, previous approval is valid.



8. Appendix I – Flowchart of the acceptance process.

