

WORKING  
DOCUMENT

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Fifty-eighth Meeting of the  
International Committee of Legal Metrology

17–19 October 2023

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ORGANISATION INTERNATIONALE  
DE METROLOGIE LEGALE

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INTERNATIONAL ORGANIZATION  
OF LEGAL METROLOGY

# International Organization of Legal Metrology



## Fifty-eighth Meeting of the International Committee of Legal Metrology

The International Committee of Legal Metrology is convened by its President,  
Dr Roman Schwartz, and will meet on 17–19 October 2023



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This Working Document for the 58th Meeting of the International Committee of Legal Metrology (CIML) is structured according to the draft agenda v2 as published on the CIML meeting website at:

<https://58ciml.oiml.org>

All Addenda mentioned in this Working Document are, or will be made available for download from that page.

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## 1 Opening remarks and roll call

The CIML President will first make some introductory remarks and will invite the host country to give a welcome address. The BIML will then take a roll call to check whether the quorum required by Article XVII of OIML B 1:1968 *OIML Convention* is met (... *the number of those present and represented shall be at least three-quarters of the number of persons designated as Members of the Committee* ...).

## 2 Adoption of the agenda

### **Draft Resolution no. CIML/2023/01**

The Committee,

Approves the agenda for the 58th CIML Meeting.

## 3 Approval of the minutes of the 57th CIML Meeting

Addendum:	3 <sup>1</sup>	Report:	None
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### **Draft Resolution no. CIML/2023/...**

The Committee,

Approves the minutes of the 57th CIML Meeting.

## 4 Report by the CIML President

Addendum:	4 (EN/FR)	Report:	CIML President
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### **Draft Resolution no. CIML/2023/...**

The Committee,

Notes the report given by its President,

...

<sup>1</sup> All Addenda mentioned in this Working Document are, or will be made available at: <https://58ciml.oiml.org>

## 5 CIML First Vice-President (2024–2030)

Addendum:	None	Report:	CIML President
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At its 57th meeting under Resolution CIML/2022/05, the International Committee of Legal Metrology (CIML) approved a request for candidacies for the positions of CIML First Vice-President and CIML Second Vice-President.

Consequently, on 23 November 2022 the BIML issued a circular to CIML Members asking for candidacies for these positions, with a deadline for applications of 31 May 2023. By the deadline, no candidacies had been received for the position of CIML First Vice-President.

The CIML President will therefore present the options to seek candidates for CIML First Vice-President with a view to selecting a new CIML First Vice-President at the 59th CIML Meeting in October 2024.

### **Draft Resolution no. CIML/2023/...**

The Committee,

...

## 6 Presentation by the candidate for CIML Second Vice-President (2023–2029)

Addendum:	6	Report:	CIML President
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The CIML President will explain the procedure for the selection of the new CIML Second Vice-President. The Committee will conduct a secret ballot on the selection of the new CIML Second Vice-President under agenda item 16.1, and then vote on the relevant CIML resolution on this matter under agenda item 20.

### **Draft Resolution no. CIML/2023/...**

The Committee,

Noting the procedure for the election of the CIML Vice-Presidents in OIML B 14:2013 *Procedure for the election of the CIML President and Vice-Presidents*,

Selects ... as its Second Vice-President for a six-year term starting with immediate effect.

## 7 Report by the BIML Director on BIML matters and activities

Addendum:	7 (EN/FR)	Report:	BIML Director
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### **Draft Resolution no. CIML/2023/...**

The Committee,

Notes the report given by the BIML Director.

## 8 Renewal of the contract of Mr Anthony Donnellan, BIML Director

*(Session exclusively open to Heads of Delegation from Member States, and Members of Honour)*

The contract of Mr Anthony Donnellan, BIML Director, expires on 31 December 2023 and is eligible for renewal according to section 7.2.2 of OIML B 7:2013 *BIML Staff Regulations* and section 2, first paragraph and section 4, first bullet point, of OIML B 13:2004 *Procedure for the appointment of the BIML Director and Assistant Directors*, where such contracts may be extended without a further preliminary procedure. The BIML Director is appointed and re-appointed by the Committee (OIML B 1:1968 *OIML Convention*, Article XXI).

This was discussed at the 57th CIML Meeting, and Resolution CIML/2022/08 was taken, in which the Committee

“...

Expresses its expectation that it will resolve to renew the appointment of Mr Anthony Donnellan as BIML Director for a fixed term of up to five years at its meeting in 2023, and

Resolves not to appoint the Selection Committee specified in section 3 of OIML B 13:2004.”

The Committee will conduct a secret ballot on the renewal of Mr Donnellan’s contract under agenda item 16.2, and then vote on the relevant CIML resolution on this matter under agenda item 20.

### **Draft Resolution no. CIML/2023/...**

The Committee,

Having regard to section 4, first bullet point, of OIML B 13:2004 *Procedure for the appointment of the BIML Director and Assistant Directors*,

Having regard to its Resolution CIML/2022/08,

Noting the comments made by its Members *[if applicable]*,

Extends the contract of Mr Anthony Donnellan as BIML Director for a five-year term with effect from 1 January 2024.

## 9 **Renewal of the contract of Mr Ian Dunmill, BIML Assistant Director**

*(Session exclusively open to Heads of Delegation from Member States, and Members of Honour)*

The contract of Mr Ian Dunmill, BIML Assistant Director, expires on 14 March 2024 and is eligible for renewal according to section 7.2.2 of OIML B 7:2013 *BIML Staff Regulations* and section 2, first paragraph and section 4, first bullet point, of OIML B 13:2004 *Procedure for the appointment of the BIML Director and Assistant Directors*, where such contracts may be extended without a further preliminary procedure. BIML Assistant Directors are appointed and re-appointed by the Committee (OIML B 1:1968 *OIML Convention*, Article XXI).

This was discussed at the 57th CIML Meeting, and Resolution CIML/2022/09 was taken, in which the Committee

“... ”

*Expresses its expectation that it will resolve to renew the appointment of Mr Ian Dunmill as BIML Assistant Director for a fixed term of up to five years at its meeting in 2023, and*

*Resolves not to appoint the Selection Committee specified in section 3 of OIML B 13:2004.”*

The Committee will conduct a secret ballot on the renewal of Mr Dunmill’s contract under agenda item 16.3, and then vote on the relevant CIML resolution on this matter under agenda item 20.

### **Draft Resolution no. CIML/2023/...**

The Committee,

*Having regard to section 7.2.2 of OIML B 7:2013 *BIML Staff regulations*, and section 2, first paragraph and section 4, first bullet point, of OIML B 13:2004 *Procedure for the appointment of the BIML Director and Assistant Directors*,*

*Having regard to its Resolution CIML/2022/09,*

*Noting the comments made by its Members *[if applicable]*,*

*Extends the contract of Mr Ian Dunmill as BIML Assistant Director for a five-year term with effect from 15 March 2024.*



## 10 Financial matters

### 10.1 Approval of the 2022 accounts

Addenda:	10.1a, 10.1b	Report:	BIML Director
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#### **Draft Resolution no. CIML/2023/...**

The Committee,

Noting the accounts for 2022, the OIML budget summary, and the BIML Director's comments,

Considering the external auditor's report on the 2022 accounts,

Approves the 2022 accounts, and

Instructs its President to present them to the 17th OIML Conference.

### 10.2 Arrears of Member States and Corresponding Members

Addendum:	None	Report:	BIML Director
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The BIML Director will give a verbal report on the latest situation regarding arrears of Member States and Corresponding Members at the meeting.

#### **Draft Resolution no. CIML/2023/...**

The Committee,

Notes the report given by the BIML Director,

Encourages the BIML to continue its efforts to recover outstanding arrears of its Member States and Corresponding Members, and

Requests those Members with arrears to bring their situation up to date as soon as possible.

### 10.3 Budget forecast for 2023

Addendum:	None	Report:	BIML Director
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The BIML Director will give a verbal report on the latest budget forecast for 2023 at the meeting.

**Draft Resolution no. CIML/2023/...**

The Committee,

Notes the report on the budget forecast for 2023 given by the BIML Director.

### 10.4 Internal financial audit

Addendum:	None	Report:	CIML First Vice-President
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The CIML First Vice-President will give a verbal report on the plans for future internal financial audits.

**Draft Resolution no. CIML/2023/...**

The Committee,

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## 11 OIML publications and technical activities

### 11.1 Publications for approval by the CIML

#### 11.1.1 Revision of OIML D 31:2019 (as amended in 2020)

*General requirements for software-controlled measuring instruments*

Addendum:	11.1.1	Report:	None
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**Draft Resolution no. CIML/2023/...,**

The Committee,

Noting comments from its Members *[if applicable]*,

Approves the Final Draft revision of OIML D 31:2019 *General requirements for software-controlled measuring instruments* (as amended in 2020), and

Thanks the Project Group convener and members for their work in completing this project.

**11.1.2 Revision of B 6:2019**  
*Directives for OIML technical work*

Addendum:	11.1.2	Report:	None
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**Draft Resolution no. CIML/2023/...**

The Committee,

Noting comments from its Members *[if applicable]*,

Approves the Final Draft revision of OIML B 6:2019 *Directives for OIML technical work*,  
and

Thanks the Project Group convener and members for their work in completing the first stage  
of this project.

**11.1.3 New Basic Publication**  
*Policy and rules for the reimbursement of travel expenses incurred by the CIML  
President in attending legal metrology related events*

Addendum:	11.1.3	Report:	CIML President
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**Draft Resolution no. CIML/2023/...**

The Committee,

Noting comments from its Members *[if applicable]*,

Approves the Final Draft new Basic Publication B xx *Policy and rules for the reimbursement  
of travel expenses incurred by the CIML President in attending legal metrology related events.*

**11.1.4 Amendment to OIML B 17**

*Policies and rules for the reimbursement of travel expenses incurred by CIML Members of Honor and invited guests in attending OIML events*

Addendum:	11.1.4	Report:	CIML First Vice-President
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**Draft Resolution no. CIML/2023/...,**

The Committee,

Notes the recommendation presented in Addendum 11.1.4 to the Working Document for this meeting, and

Supports the immediate amendment of OIML B 17:2012 *Policies and rules for the reimbursement of travel expenses incurred by CIML Members of Honor and invited guests in attending OIML events* as proposed in Addendum 11.1.4 to the Working Document for this meeting, with this work to be conducted by the BIML.

**11.2 Project proposals for approval by the CIML**

Addendum:	11.2.1	Report:	BIML / Proposers
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By the date of publication of Version 1 of this Working Document, the following project proposal had been received by the BIML:

## 11.2.1 Revision of D 31:2023

*General requirements for software-controlled measuring instruments*

Any additional project proposals received prior to the 58th CIML Meeting will be made available. Each project proposal will be subject to a separate vote on a resolution in the following form:

**Draft Resolution no. CIML/2023/...,**

The Committee,

Noting comments from its Members *[if applicable]*,

Approves as a new project, under the responsibility of *[TC/SC as appropriate]*, *[Project title]*, to be conducted as specified in the project proposal provided in *[Addendum 11.2.x]* to the Working Document for this meeting.

### 11.3 Other technical items for information and approval

Addendum:	11.3	Report:	BIML
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**Draft Resolution no. CIML/2023/...,**

The Committee,

Noting the report on the OIML technical work,

Approves the list of high priority projects as presented in Addendum 11.3 to the Working Document for this meeting, and

Approves the list of the high priority publications as presented in Addendum 11.3 to the Working Document for this meeting.

### 11.4 Current status and plans regarding e-Learning and online training

Addendum:	11.4	Report:	BIML Assistant Director, Mr Ian Dunmill
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**Draft Resolution no. CIML/2023/...,**

The Committee,

Notes the report on the current status of OIML activities on e-Learning and other online training,

...,

Encourages Members to collaborate on this activity by providing information on material that is available online, by making suggestions for topics of future e-Learning and training, and by making respective resources available as far as possible, and

Encourages Members to consider participating in the e-Learning Task Group.

## 11.5 OIML Bulletin

Addendum:	11.5	Report:	BIML Editor/Webmaster, Mr Chris Pulham
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### **Draft Resolution no. CIML/2023/...**

The Committee,

Notes the continued success of the concept of “Mentor” for key topics of the OIML Bulletin,

Thanks those individuals who have been Mentors for recent editions, those who have already offered to be Mentors for future editions, and all the contributing authors,

Encourages Members to nominate themselves as Mentors for key topics of future editions,

Tasks the BIML Editor with introducing a new trial “Letters to the Editor” section, and with exploring possibilities to publish peer-reviewed, scientific-oriented articles with relevance to legal metrology,

Requests appropriately qualified individuals to nominate themselves to form a peer-review editorial panel,

Encourages Members to submit scientific-oriented articles for peer review, and

Confirms its continued support for the OIML Bulletin.

## 12 OIML Certification System (OIML-CS)

### 12.1 Report by the OIML-CS Management Committee (MC) Chairperson

Addendum:	12.1	Report:	OIML-CS Chairperson, Mr Mannie Panesar
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### **Draft Resolution no. CIML/2023/...**

The Committee,

Notes the report of the OIML Certification System (OIML-CS) Management Committee (MC) Chairperson, and

Thanks the members of the OIML-CS MC, Review Committee, Maintenance Group and Working Groups for their work.

## 12.2 Recommendations from the OIML-CS MC to the CIML

Addendum:	12.2	Report:	OIML-CS Executive Secretary, Mr Paul Dixon
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The Committee will conduct a secret ballot on the appointment of Mr Marc Schmidt as OIML-CS Management Committee Deputy Chairperson under agenda item 12.3, and then vote on the relevant CIML resolution on this matter under agenda item 20.

### **Draft Resolution CIML/2023/...**

The Committee,

Noting the recommendation from the OIML-CS Management Committee,

Appoints Mr Marc Schmidt as OIML-CS Management Committee Deputy Chairperson for a three-year term with effect from 1 January 2024, and

Thanks Mr Bill Loizides for his work as OIML-CS Management Committee Deputy Chairperson during the period 2018-2023.

### **Draft Resolution CIML/2023/...**

The Committee,

Noting that the UK Government has taken the decision that Mr Mannie Panesar will step down from the role of OIML-CS Management Committee Chairperson on 31 December 2023 at the end of his term,

Noting the recommendation from the OIML-CS Management Committee,

Confirms that the OIML-CS Management Committee Deputy Chairperson will undertake the role of Acting OIML-CS Management Committee Chairperson for a 12-month period with effect from 1 January 2024,

Resolves to appoint an OIML-CS Management Committee Chairperson at its 59th meeting in October 2024, and

Thanks Mr Mannie Panesar for his work as OIML-CS Management Committee Chairperson during the period 2021-2023.

The OIML-CS Management Committee recommends to the CIML that OIML R 111:2004 *Weights of classes*  $E_1$ ,  $E_2$ ,  $F_1$ ,  $F_2$ ,  $M_1$ ,  $M_{1-2}$ ,  $M_2$ ,  $M_{2-3}$  and  $M_3$  be included in the OIML-CS in Scheme B, with a transition to Scheme A after a period of two years.

### **Draft Resolution CIML/2023/...**

The Committee,

Noting the recommendation from the OIML-CS Management Committee,

Agrees to include OIML R 111:2004 *Weights of classes*  $E_1$ ,  $E_2$ ,  $F_1$ ,  $F_2$ ,  $M_1$ ,  $M_{1-2}$ ,  $M_2$ ,  $M_{2-3}$  and  $M_3$  in the OIML-CS in Scheme B, with a transition to Scheme A after a period of two years.

### 12.3 Appointment of the OIML-CS MC Deputy Chairperson (secret ballot)

The Committee will conduct a secret ballot for the appointment of the OIML-CS Management Committee Deputy Chairperson in accordance with OIML-CS Operational Document OD-01, 4.2.5 d), which reads as follows:

*The selected candidate (nominee) is then proposed to the CIML for appointment. CIML Members vote “yes” or “abstention” and the nominee is appointed if he/she obtains a number of “yes” votes greater or equal to 50 % of the number of OIML Member States.*

## 13 CEEMS Advisory Group (CEEMS AG)

### 13.1 Report by the CEEMS AG Chairperson

Addendum:	13.1	Report:	CEEMS AG Chairperson, Mr Jaco Marneweck
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#### **Draft Resolution no. CIML/2023/...**

The Committee,

Notes the report of the CEEMS Advisory Group Chairperson,

...

### 13.2 Recommendations from the CEEMS AG to the CIML

Addendum:	13.2	Report:	CEEMS AG Chairperson, Mr Jaco Marneweck
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#### **Draft Resolution no. CIML/2023/...**

The Committee,

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## 14 OIML Digitalisation Task Group (OIML DTG)

Addendum:	14	Report:	OIML DTG Chairperson, Dr Sascha Eichstädt
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#### **Draft Resolution no. CIML/2023/...**

The Committee,

Notes the report of the OIML Digitalisation Task Group Chairperson,

...



## 15 International cooperation

### 15.1 Report by the RLMO Round Table Chairperson

Addendum:	15.1	Report:	RLMO Round Table Chairperson, Dr Charles Ehrlich
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#### **Draft Resolution no. CIML/2023/...**

The Committee,

Notes the report of the RLMO Round Table Chairperson,

...

### 15.2 Reports on OIML activities with organisations in liaison

Addendum:	15.2	Report:	BIML / others
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#### **Draft Resolution no. CIML/2023/...**

The Committee,

Notes the reports on OIML activities with organisations in liaison,

...

### 15.3 Updates by other organisations in liaison

Addenda:	15.3...	Report:	Representatives of organisations in liaison
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Representatives of organisations in liaison will be invited to give short oral reports on matters of interest to the Committee which have taken place over the last year.

#### **Draft Resolution no. CIML/2023/...**

The Committee,

Notes the reports by organisations in liaison, and

Thanks their representatives for providing this information to the Committee.

## **16 Election and decisions on the renewal of contracts (secret ballots)**

### **16.1 Election of the CIML Second Vice-President (2023–2029)**

The Committee will conduct a secret ballot in accordance with clause 3 of OIML B 14:2013 *Procedure for the election of the CIML President and Vice-Presidents*, which reads as follows:

- *If there is only one candidate or when only one candidate remains, CIML Members vote “yes” or “abstention” and the candidate is elected if he/she obtains a number of “yes” votes greater or equal to 50 % of the number of OIML Member States.*
- *In case the remaining candidate has not obtained the required 50 % majority:*
  - *for the election of the President, the first Vice-President becomes Acting President until the next CIML meeting, at which time a new election is organized;*
  - *for the election of a Vice-President, the position shall remain vacant until the next CIML meeting, at which time a new election is organized.*

### **16.2 Decision on the renewal of the contract of Mr Anthony Donnellan, BIML Director**

The Committee will conduct a secret ballot in accordance with clause 4 of OIML B 13:2004 *Procedure for the appointment of the BIML Director and Assistant Directors*, which states that “*the decision is taken by the Committee according to Article XVII of the Convention*”. This Article reads as follows:

*Decisions shall be valid only if the number of those present and represented be at least three-quarters of the number of persons designated as Members of the Committee and should they be supported by a minimum of four-fifths of the votes cast. The number of votes cast shall be at least four-fifths of the number of those present and represented at the session.*

*Abstentions, blank and null votes shall not be considered as votes cast.*

### **16.3 Decision on the renewal of the contract of Mr Ian Dunmill, BIML Assistant Director**

The Committee will conduct a secret ballot in accordance with clause 4 of OIML B 13:2004 *Procedure for the appointment of the BIML Director and Assistant Directors*, which states that “*the decision is taken by the Committee according to Article XVII of the Convention*”. This Article reads as follows:

*Decisions shall be valid only if the number of those present and represented be at least three-quarters of the number of persons designated as Members of the Committee and should they be supported by a minimum of four-fifths of the votes cast. The number of votes cast shall be at least four-fifths of the number of those present and represented at the session.*

*Abstentions, blank and null votes shall not be considered as votes cast.*

## 17 OIML Awards

### 17.1 OIML Medals

OIML Medals are given to recognise the outstanding contribution of individuals to the development of legal metrology.

**Draft Resolution no. CIML/2023/...**

The Committee,

Congratulates this year's recipient(s) of an OIML Medal ...

for their contribution to the work of the OIML.

### 17.2 OIML Letters of Appreciation

OIML Letters of Appreciation recognise excellent work on a specific project relating to legal metrology.

**Draft Resolution no. CIML/2023/...**

The Committee,

Congratulates this year's recipient(s) of an OIML Letter of Appreciation ...

for their contribution to the work of the OIML.

### 17.3 OIML CEEMS Award

The OIML CEEMS Award is a special award given to an individual, a national service or a Regional Legal Metrology Organisation that has contributed significantly to legal metrology objectives on national or regional levels.

**Draft Resolution no. CIML/2023/...**

The Committee,

Congratulates this year's recipient of the OIML CEEMS Award ....

## 18 59th CIML Meeting

Information on the 59th CIML Meeting will be provided.

**Draft Resolution no. CIML/2023/...**

The Committee,

...

## **19 Any other business**

## **20 Review and approval of draft CIML resolutions**

The approval of the resolutions follows the rules for decisions of the Committee set out in Article XVII of OIML B 1:1968 *OIML Convention*. This Article reads as follows:

*Decisions shall be valid only if the number of those present and represented be at least three-quarters of the number of persons designated as Members of the Committee and should they be supported by a minimum of four-fifths of the votes cast. The number of votes cast shall be at least four-fifths of the number of those present and represented at the session.*

*Abstentions, blank and null votes shall not be considered as votes cast.*

## **21 Closing remarks**