



UNCONFIRMED MINUTES OF THE 15th SADC MET COMMITTEE MEETING HELD AT THE GRAND PALM- GICC, GABORONE-BOTSWANA, 24 MARCH 2011

Opening:

The Chairperson, Mr. Mathew Ranganai opened the meeting by welcoming all the members and observers present. He extended a special welcome to the PTB representatives, associate member from Kenya (KEBS), and SADC Secretariat. The Chairperson also extended thanks to the Botswana Government especially SADC Secretariat for hosting the conference.

1.	<p>Procedural Matters:</p> <p>An attendance list was circulated to identify members and observers present. The meeting noted with concern the absence without apology of our associate members, namely NIS-Egypt, SON-Nigeria, QSAE-Ethiopia and UNBS-Uganda. Though they were invited, no apologies were received from either of them.</p>	Action by
2.	<p>Finalization of the agenda</p> <p>The agenda was adopted at the proposal of Zambia seconded by Botswana, without any modifications/additions</p>	All
3	<p>Approval of the minutes of the meeting of the 14th SADC MET Committee.</p> <p>At the proposal of Botswana, seconded by Tanzania, the Minutes of the 14th SADC MET GA Meeting held in Swaziland 25 March, 2010 were confirmed as correct record</p>	All
4. 4.1	<p>Matters arising from the Minutes:</p> <p>RC gave feedback on the 2010 resolution</p> <p>Resolution 1: SADC MET continues to actively participate in the AFRIMETS working groups and technical work (most of the AFRIMETS WGs are chaired by SADC MET and a number of SADC NMIs participated in the WG meeting at the AFRIMETS GA held in Egypt). 10 SADC countries participated in the AFRIMETS metrology school held in Nairobi, Kenya.</p> <p>Resolution 2: The planned joint workshop on implementation of 17025 took place in Pretoria, South Africa and four countries from SADC participated in the workshop.</p> <p>Resolution 3: With support from the SADC EU project 4 SADC NMIs have since joined the BIPM as Associate members and subsequently have all signed the CIPM MRA</p> <p>Resolution 4:None</p>	RC

<p>Resolution 5: The PT sample form is yet to be printed and implemented by SADC Secretariat. However during the calibration of NMS under the SADC EU project, SADC Secretariat wrote an official letter to facilitate the movement of instruments which proved to be of great help</p> <p>Resolution 6 Most member states have submitted their reports on the WMD promotional activities to the TC 5 Chair who will give a full report during the meeting</p> <p>Resolution 7 SADCMET managed to meet the deadlines and implemented 90% of the planned activities under the SADC EU PE 2 project phase</p> <p>Resolution 8 NONE</p> <p>Resolution 9 WMD posters were printed and distributed to all SADC countries and were used for 20 May celebrations (PTB paid for all the design and printing costs and NMISA assisted with the distribution costs)</p> <p>Resolution 10 The new website is still under development but it is nearly completion and will have “shared point” facility which will allow our members and stakeholders to upload data onto the website through a password and approval process</p> <p>Resolution 11 SADCWATERLAB Association is progressing well and the Water PT scheme has grown significantly. About 100 laboratories from all SADC countries and other African countries are now participating in the PT. However, not much progress has been made in terms of the establishment of SADC Lab Association.</p>	
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5.	Keynote Address	
5.1	Mr Benjamin van der Merwe gave a presentation entitled: “Bridging the Metrology Gap in Africa” on behalf of AFRIMET Chair Dr W Louw who could not attend the meeting due to other office commitments. The talk was warmly received by the delegates. The topic was based on capabilities of SADC & Africa’s NMIs.	Benjamin vd Merwe
Their capabilities were categorized as follows:		
1-Gold (NMIs participating in CIPM MRA)		Member of BIPM -Capabilities in most areas of Metrology, or those critical for the country -At least some in-house realization of the SI, participation in CC activities -International Traceability in place for all national standards, -AFRIMETS (or EURAMET) approved Quality system in place -Most laboratories Accredited or peer reviewed -CMC entries in KCDB, or imminent
2-Silver (NMIs participating in RMO activities)		Associate of CGPM -Capabilities in most areas of Metrology, or those critical for the country -International Traceability in place for all or critical national standards, participate -AFRIMETS (or EURAMET) approved Quality system in place, or imminent -Most laboratories Accredited or peer reviewed
3-Green (NMIs providing National Traceability)		-Associate of CGPM, or plans to become in next 5 years-Capabilities in basic areas or those critical for the country, participates in RMO activities-Traceability in place for national standards-Quality system in place-Critical laboratories Accredited or peer reviewed
4-Yellow (Basic Scientific Metrology Infrastructure)		Capabilities in basic areas of Metrology, or those critical for the country -Traceability in place for some parameters -Quality system in place or being developed
5-Red (Limited or No Scientific Metrology Infrastructure)		-Very basic facilities in a government department or related institute
Full presentation is available on SADC MET website on www.sadcmnet.org		
6	Technical Reports Presentations:	
6.1	Regional Coordinator’s report: The RC gave a summary report of one of the major achievements for some member countries who benefited from the EU project : Associate Membership of SADC NMIs to the CGPM As part of the SADC – EU project qualifying SADC NMIs that had participated in the accreditation programme were assisted with the initial joining fees for membership of the Meter Convention. One of the pre-conditions for benefiting from this assistance was the submission of a letter by the NMIs, committing the institution to continued payment of the Metre Convention membership fee after the initial SADC-EU sponsorship. This required commitment was received from the NMIs of Zimbabwe, Seychelles, Mauritius	RC

6.2	<p>and Zambia, which therefore fulfilled all the conditions for this additional sponsorship. After submitting their applications, the following NMIs were therefore accepted as the Associates of the General Conference on Weights and Measures:</p> <ul style="list-style-type: none"> • Zimbabwe effective 14 September 2010 • Seychelles effective 10 September 2010 • Mauritius effective 14 September 2010 • Zambia effective 22 January 2011 <p>Before the start of the SADC-EU project, only South Africa amongst the SADC member countries was a member of the Metre Convention (full member).</p>	TC 1
6.3	<p>TC 1 Report by Chair: Mr. S. Kajane The Chair of Technical Committee 1 (Metre Convention & BIPM Issues), Chair Mr. S Kajane presented gave a short report. He informed the meeting that the period under review was quite busy with some laboratories working towards obtaining laboratory accreditation and with three successfully obtaining accreditation. Inter-comparisons at SRMO level should be enhanced and participation in AFRIMETS activities particularly WG meetings should be encouraged.</p> <p>The issue of non responsiveness particularly relating to capability assessment questionnaires has improved in some areas, but continues to be a challenge in some other areas. The customs cross border movement of artifacts for inter-comparison is also a challenge which needed to be resolved. Engagements in advance with Custom Office at individual member state are also crucial in addressing the aforesaid movement of artifacts.</p>	TC 2
6.4	<p>TC 2 Report by Chair: Mr. M. Rabolinyane The Technical Committee 2 (Metrology Education and Training), Chair Mr Rabolinyane informed the meeting that Lesotho could not attend last year's meeting, some of the items on the report were supposed to be reported last year.</p> <p>He further informed the meeting that SADC MET TC-2 acknowledges contribution made by AFRIMETS for its contribution to metrology education in the region, through 2011 AFRIMETS Metrology School which took place in Nairobi, Kenya from 7-16 February, 2011. The sub-region benefited as 10 SADC countries were represented. 2011 AFRIMETS Metrology School was intended to equip young metrologists of Africa with the knowledge to build a sound measurement system for their countries.</p>	TC 3
6.5	<p>TC 3 Report by Chair: Mr. V. Kanama The Technical Committee 3 (Metrology Facilities and Infrastructure Development) Chair, Mr. V Kanama gave a short report. He reported that the objective of PE 1 and PE 2 EU-SADC project was to enable SADC NMIs to support their National Testing Laboratories, particularly Food Testing Laboratories, with the internationally recognized calibrations required by them to achieve internationally recognized accreditation for their testing.</p> <p>He informed the meeting that DRC-OCC Mass Laboratory had the initial assessment by COFRAC in July 2010 and a complementary assessment is planned in April 2011.</p>	

staff with a view of attaining and maintaining accreditation status. However, the Unit experienced some challenges particularly regarding the demand for accredited services by the industry, fully marketing the calibration services and other issues such as understanding of the difference between calibration of equipment, servicing/maintenance of equipment and verification thereof. The Unit in this case came with some interventions such as working towards accrediting calibration services, engaging with marketing office to draw the marketing strategy and measurement workshops to address these issues

7.3



DRC

The **Office Congolais de Contrôle** is a Conformity Assessment Body third party and its Metrology Department carry out National Measurement Traceability (Scientific and Industrial Metrology) in Kinshasa and calibration (Industrial Metrology) in Kinshasa and Lubumbashi (project)

Mass laboratory did inter comparison with NMISA/SA Mass Laboratory with weight of 10 kg in July 2010 and the result was good, $E_n < 1$. We are also expected a regional inter comparison in Mass.

Volume Laboratory is participating in regional inter comparison (AFRIMETS)

OCC is preparing to meet challenges of accreditation in order to build a very strong measurement infrastructure that will support services and manufacturing industries

7.4



Lesotho

The Department of Standards and Quality Assurance (DSQA), in the Ministry of Trade and Industry, Cooperatives and Marketing is responsible for developing metrology infrastructure.

Training




One metrologist participated in 2011 AFRIMETS Metrology School in Nairobi, Kenya

One metrologist participated in an introduction to legal and industrial metrology course which was held in London (National Physical Laboratory) organized by PTB in June 2010

As part of the metrology awareness, Lesotho celebrated 2010 WMD by undertaking the following activities:

Distribution of 2010 WMD posters to Government Departments, private Sector and training institutions

Presentation to the Ministry of Trade and Industry, Cooperatives and Marketing on metrology legislation including SADC harmonized texts. One hour phone-in programme on national radio was conducted on WMD.

7.5	 <p>Malawi</p> <p>The period under review saw Malawi commemorate the World Metrology Day in the following manner: Display of various testing and calibration equipments Presentation of speeches by the Industry and academic Institutions in relation to last year's, World Metrology Day Theme: Measurements in Science and Technology: A bridge to Innovation. Press releases and banners Comedy on importance of measurements The MBS mass laboratory lacks proper equipment for monitoring ambient conditions in the laboratory. However plans are underway to procure temperature loggers and complementary IT equipment Despite plans to extend the scope of calibration activities, the MBS lacks proper accommodation facilities for the volume and dimension laboratories. With the impending Government's project for infrastructure development for the MBS, it is expected that the challenge will be addressed.</p>	
7.6	 <p>Mauritius</p> <p>MSB is the custodian of all the National Physical Standards of Measurement and houses the reference standards for Mass, Pressure, Force, Length, Temperature, DC voltage and Electrical Resistance in the specific laboratories of the metrology Division. MSB deals primarily with Industrial Metrology and the main role of the Division is to provide Internationally recognized Traceability of Measurement to all the stakeholders of the economy ranging from Industrial, manufacturing, Scientific, educational, health, aviation, marine, sea food hub, to Trade sectors (through the LMS). In view of accreditation a major renovation project of the laboratory infrastructure was completed by March 2009 so as to provide separate individual Laboratory with its standard environmental conditions and office for staff To meet the challenges from the Industry increasingly using high technology our calibration measurement capabilities within the available measurement areas will be upgraded continuously. Eight measurement scopes have already been under accreditation in the Mass, Dimension and Temperature measurement laboratories and further work is ongoing in other areas of measurements. As well as in the former three areas. MSB is doing its best to be in line with the priority of government, that is -Accreditation of all public and private sector laboratories especially, in the medical area.</p>	
7.7		

Mozambique

The Metrology system in Mozambique is covering three main legs, namely Scientific Metrology (as a national metrology body, it holding the national standards and ensure the traceability with international standards on mass, temperature, length and volume fields); Industry Metrology (offering calibration services in mass, temperature, volume and length fields) and Legal Metrology (offering verification services in mass, and volume fields) and also assuring traceability for council municipalities which are carrying out verification activities on the fields above mentioned.

The construction of the new building, financed by the Government has begun on 1st February 2010 and it expected that by February 2012 this building will be delivered to INNOQ, ready to be equipped and start metrology, standardisation testing and certification activities. However the new construction is going on, a new small place (about 80m²) it was allocated by the Ministry of Industry and Commerce to be used as metrology laboratory. At the moment and with cooperation with the European Commission, that place is being refurbished and equipped to accommodate metrology staff and be ready for accreditation in mass and temperature fields.

Metrology activities in Mozambique are still running in low speed; however from 2007 to 2010 the number of companies seeking for calibrations services is increasing. This growth is happening because INNOQ it is continual sensitizing the society for the importance of the metrology by organizing seminaries, workshops and other kind of awareness campaign.

Taking in consideration the approval in last December of the Metrology Act by the Council of the Ministries and the funds given by the Government to start the construction of the new building for quality infrastructure, it is reasonable to conclude that Mozambican Government is committed on implementing the quality policy approved in November 2003 and INNOQ is proudly in charge of the Mozambican quality infrastructure setup

7.8



Namibia:

The building for use as laboratories and offices (conveniently situated in Windhoek's Southern Industrial area in Windhoek) is now being leased by the NSI following the approval of the transfer of the legal Metrology function effected by the Minister of Trade and Industry in March 2010. The facility is now being renovated to ensure that suitable environmental conditions are created for the metrology laboratory. The renovation work commenced on 10 January 2011 and is expected to be completed by 15 March 2011. The facility will house the mass and volume laboratory, the temperature laboratory and the dimensional; laboratory.

The NSI conducted a comprehensive inventory of the equipment which were being used by the weights and measure office under the Ministry of Trade and Industry in order to assess what equipment would be required in the short term to allow for the establishment of the National Measurement traceability system in the Country. The acquisition of additional equipment to complement the existing set is currently underweight and items have already been ordered from selected suppliers.

The NSI plans to celebrate the World Metrology day (20 May 2011) at the newly renovated Metrology Laboratories. The event is planned to coincide with the official opening of the facility by the Minister of Trade and Industry. Manufacturers and users of the Metrology services will be invited and the event used for publicity and marketing NSI metrology services. Practical demonstrations of calibrations will be exhibited. Brochures of services will be available, including the Measurement Practice improvement guide (for SMEs), SADC Trade Metrology Brochure, World Metrology Day posters

Significant progress has been made in Namibia in establishing a functional industrial metrology system. Support will be expected from well established regional institutions to offer training facilities and experienced trainers. Namibia welcomes support through

7.9	<p>development Corporation Partners to strengthen its capacity to deliver metrology services.</p>  <p>Seychelles</p> <p>The SBS-NML has been providing calibration services for over 20 years to local customers from industry, commerce and institutions. The demand for calibration is mainly in the fields of pressure, temperature, volume, mass and length. The calibration of torque is a new service which NML is also providing and its main client is the national aviation industry and the national public transport corporation. More than 500 pieces of equipment are calibrated by NML on a yearly basis. The laboratory has not yet managed to satisfy the demands for calibration of hydrometers, dip tapes, flow meters, and providing tanks from petroleum companies. Accreditation for the calibration of mass will act as a stepping-stone for the NML to continue building up its capacity in order to obtain accreditation for additional parameters. This will provide confidence to our customers that the calibration services being provided are reliable and accurate. Such reliability and accuracy will also be of paramount importance for the fish testing laboratories of SBS, which have been recognised as the official testing laboratories for fish and fishery products exported to the EU.</p>	
7.10	 <p>South Africa</p> <p>The NMISA continued to fulfil its mandate as dictated by the Measurement Units and Measurement Standards Act, Act No. 18 of 2006, and is one of the Department of Trade and Industry (the dti) technical infrastructure institutions. The NMISA was well supported by the dti and could maintain the national measurement standards for the country and supplied the link to the international metrology world, for many regional NMIs. Various developments of measurement standards took place to ensure that NMISA stay abreast of local needs and international trends.</p> <p>The NMISA currently pilots 2 international, 2 AFRIMETS and 3 SADC MET comparisons.</p>	
7.11	 <p>Swaziland</p> <p>As a new organization that came into being at a time of economic crisis the world over, the Authority does not foresee carrying out this function in the near future due to challenges surrounding the establishment of Industrial Metrology Laboratories.</p> <p>In 2010, SWASA Quality Assurance Department hosted a team of three (3) Technical Experts from the National Metrology Institute of South Africa (NMSA) and SADC MET Secretariat who were on a Mission in July of 2010 as part of the SADC EU Project Identification No: SAD/002/04.</p> <p>The three experts were in Swaziland to conduct a gap analysis for metrology in the country as well as suggest future developmental options. However, in line with the specific requests from SWASA Management, the mission went further to prepare new</p>	

quality management systems documents in compliance with ISO IEC 17025 for the Metrology Laboratories. From the situation analysis, it was evident that there is a need for reforms within the current legal and institutional arrangements around metrology in Swaziland. Of major concern, was the fact that the current Metrology Act of 1991 deals almost exclusively with “Legal Metrology” or “Weights and Measures” and makes reference to the other areas of metrology, commonly referred to as “Industrial and Scientific Metrology”, in only a two specific Parts (i.e. Part III paragraph 8 and some provisions of Part X).

7.12



Tanzania

TBS - Metrology laboratory is continuing to maintain its accreditation status achieved through the South African National Accreditation System (SANAS).

The initial Assessment on Dimension field from this laboratory was performed by the South African Development Community Accreditation Services (SADCAS) in collaboration with the South African National Accreditation System (SANAS) from 02 and 03 August, 2010.

The joint SADCAS/SANAS approval committee held on 04 November, 2010, approved and granted accreditation status on Dimensional field to TBS Metrology Laboratory. Surveillance assessment by SANAS on this laboratory was conducted between 20 and 21 October, 2009 and the laboratory was recommended for continued accreditation status. Next surveillance assessment by SANAS is scheduled to be done on July, 2011.

As the SADC MET Countries moves towards economic integration, the best interest of the region is to have a strong measurement infrastructure to support both the service and manufacturing industry. TBS is planning to have all field of measurements are accredited in order to build a Very strong measurement infrastructure that will support service and Manufacturing industries.



7.13



Zambia

The ZABS applied to SADCAS for the accreditation of the Mass and Volume laboratories and are waiting assessments. Zambia was admitted as an Associate member of the CGPM in December 2010. As a country we would like to acknowledge the support rendered by the SADC MET secretariat and the SADC/EU project for payment of the initial joining fees.

ZABS joined the rest of the World in the celebration of the World Metrology day. The guest of honour to this accession was the Minister of Science and Technology as the theme “Science and Technology – a bridge to innovation” was most appropriate as our Country get more and more engaged in scientific activities

7.14	 <p>Zimbabwe SIRDC-NMI went on to sign the CIPM MRA on 14 January 2011 under an arrangement that will have its National Measurement Standards and Calibration and Measurement Certificates mutually recognised by all signatories to the arrangement. As planned, SIRDC-NMI realized several milestones by attaining international recognition of its technical competence and hence National Measurement Standards and Calibration and Measurement Certificates, through rigorous peer reviews and initial assessment of its Quality Management System in accordance with ISO/IEC 17025 requirements. Thanks to timely and appropriate funding from the EU, PTB and other cooperating partners who continue to support the SADC region's quest for economic integration and prosperity, through a solid quality infrastructure. Our own Ministry of Industry and Commerce chipped in a big way by supporting SIRDC-NMI endeavours through increased Standards Development Levy Fund allocation</p> <p>All country reports are available on request</p>	
8. 8.1	<p style="text-align: center;">Statements by Associate Members Present:</p>  <p>Kenya Bureau of Standards (KEBS) A programme to have every laboratory post at least one calibration and measurement capability line in the BIPM data base (KCDB), within the framework of the CIPM mutual recognition arrangement (CIPM MRA), is currently being implemented. KEBS with the support of the Government has in the past twenty years successfully established and maintained a national measurement system. This was operated as the National Calibration Services (NCS) scheme with the secretariat hosted at KEBS. In March 2005, the new Kenya Accreditation Services (KENAS) was established with a wider scope. It now handles all the work previously performed by the defunct NCS.</p>	KEBS
9. 9.1	<p>Project Work:</p> <ul style="list-style-type: none"> ▪ Participation at the AFRIMETS GA and WG meetings to take place in Nairobi, Kenya: 17-22 July 2011 ▪ Participation at the 50th Anniversary of the (NCSLI) International Test and Measurement Conference in Washington, USA 21-25 August 2011 	RC

9.2	<ul style="list-style-type: none"> ▪ World Metrology Day 2011 – To adopt the BIPM theme and distribute the posters (Metrology in Chemistry): April 2011 ▪ SADC MET Water PT – 4th round Microbiology and 8th round Chemical Evaluation Workshops to be held in Mauritius 14-18 November 2011 ▪ Participation at the 24th General Conference on Weights and Measures in Paris, France: 17-21 October 2011 ▪ Continuation of existing SADC MET Inter-comparisons and participation in the AFRIMETS comparison Ongoing ▪ Participation at the other RMOs General Assembly meetings (EURAMET, APMP, SIM) respectively ▪ Participation at the JCRB, JCRB meetings in Vienna, Austria and Paris, France in Sept 2011 and March 2012 respectively <p>PTB Project 2011/2012</p> <p>One of the activity under the SADC UE project was to procure Thermometers and Data-loggers for the six accredited SADC NMIs .</p> <p>When the SADC EU project came to an end in November 2010, PTB agreed to fund the purchase of the Data Loggers and Thermometers which were required for these NMIs to meet the accreditation requirements of ensuring that the environmental conditions in the labs are monitored. Initially this activity was supposed to be funded through the SADC EU project. The equipment were purchased and calibrated at the NMISA and were handed to the six NMIs during the -SADC MET General Meeting held in Gaborone, Botswana on 24 March 2011.</p> <ul style="list-style-type: none"> • PTB also supported the SADC Water Evaluation Workshop held in Namibia in November 2010 • Supported the participation of Mr M Ranganai and Mr D Mwakangale in Test and Measurement Conference in South Africa in November 2010 • Participation to AFRIMET GA to be held in Kenya in July 2011 <p>World Metrology Day (WMD) Poster</p> <p>Mr Martin Kaiser informed the meeting that this year’s theme “Metrology in Chemistry’. The theme is ‘Metrology in Chemistry’ as it is the International Year of Chemistry. He showed a sneak preview of the poster which reads Chemical Measurement for our life, our future.</p>	Kathrin Wunderlich
9.3	<p>World Metrology Day posters presentation is available on request on SADC MET Website: www.SADC MET.org</p>	Martin Kaiser
10	<p>SADC MET Office Bearers</p> <p>10.1 SADC MET secretariat office was reviews and the budget to host the office also presented. Members thanked South Africa and especially NMISA for hosting the office and requested that it continued for another term.</p> <p>10.2 Election of SADC MET Chair and Vice Chair.</p>	

	DRC, Mr Viki Kanama was elected as SADC MET Chair for a two year term and Mauritius as a Vice. When the SADC MET chair come to an end, the vice chair will the step in as a chair for the same term.	
11	Resolution: Attached as Annex 1	
12	Any other business	
12.1	.None	
12.	Closing There being no further issues to be discussed; the Chairman thanked the members for their active contributions and closed the meeting at 16.30.	All