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**MINUTES OF THE 11th SADC MET COMMITTEE MEETING HELD,
AT PRESIDENTIAL PALACE TRAINING CENTRE, MADAGASCAR; 28 APRIL 2007**

Opening:

The chairperson (CP) Mr. M Blasius opened the meeting by welcoming all the members and observers present. He extended a warm welcome to PTB, ARSO, SON (our latest associate members) He then welcomed Mr M Streak, the acting Regional Coordinator. He further thanked the hosts, Bureau des Normes de Madagascar for all the assistance and hospitality.

The chairperson further acknowledged the contribution made by the following persons:

Dr M Musarurwa, the previous Regional Coordinator who has since resigned from his post at NMISA, Mr D Mwakyembe, who retired as a TBS director.

.1.	Procedural Matters: An attendance list was circulated to identify members and observers present. The meeting noted with concern the absence of representative from Mauritius, to which the Secretariat responded that Bureau des Normes de Madagascar had received an apology from Mauritius too late to inform the members. It was further observed that other associate members not present were Uganda National Bureau of Standards (UNBS), National Institute of Standards of Egypt, and that no apologies had been received from any of them.	Action by
2.	Finalization of the agenda (Appendix1) The agenda was adopted by the meeting without any modifications/addition	All

3	<p>Approval of the minutes of the meeting of the 10th SADC MET Committee. (Appendix 2)</p> <p>There was one correction on page 3, paragraph 4, the Standard Bill Act has not been passed At the proposal of Botswana, seconded by Tanzania the Minutes of the 10th SADC MET GA Meeting held in Namibia, 2006 were confirmed as a correct record.</p>	All
4.	<p>Matters arising from the Minutes:</p> <p>4.1 ○ Customs Issue</p> <p>SADC Secretariat informed the meeting that they have been pursuing the issue with customs experts and they have requested them to put forward certain proposal that they together with SADC coordinating committee have been attempting to put together. They are expecting to submit the draft document to customs experts before end of the year.</p> <p>4.2 NML 60th Anniversary Celebrations</p> <p>RC proposed for a technical committee meeting during the Test & Measurement Conference which will be held in South Africa in November, since most members will be attending the conference. The proposal was accepted.</p> <p>4.3 ○ Associate Membership</p> <p>SADC Secretariat informed the meeting that the Ministers have reversed the freeze on associate membership.</p> <p>4.4 ○ EUROMET offered to assist with surplus metrology equipment</p> <p>The RC informed the meeting that he has no progress report on the issue but undertake to follow up with EUROMET and will report back on the matter.</p>	SADC Secretariat RC SADC Secretariat RC
5.	<p>Keynote Address</p> <p>The SADC MET Secretariat had extended an invitation to the SIM president Prof. Humberto S. Brandi to attend the 11th General Assembly of SADC MET, and to give a presentation, which he accepted but unfortunately he could not make it due to health problems, Dr W Louw, the acting CEO of NMISA offered to step in and gave a presentation entitled”Metrology for</p>	Dr Louw

	Sustainable Development" and it was warmly received by the delegation.	
6.	Country Reports	
	<ul style="list-style-type: none"> ○ The chairperson requested members to provide highlights to the submitted country reports of which the RC pointed out the importance of submitting the report on time and urged all members to do so. 	
6.1	Angola <ul style="list-style-type: none"> ○ IANORQ is planning to cover in a near future some parameters such as, length, temperature, water meters, electrical energy meters and pressure. The process for acquiring temperature equipments is already in progress 	
6.2	Botswana <ul style="list-style-type: none"> ○ Botswana informed the meeting that procurement of the equipment is in two phases, the first phase scheduled for 2007/8 and the second phase for 2008/9. The first batch of equipment is expected in April 2007. 	
6.3	Lesotho <ul style="list-style-type: none"> ○ Lesotho's Standards Bill, establishing the Lesotho Bureau of Standards, had still not been passed by its Parliament. 	
6.4	Madagascar	
6.5	<ul style="list-style-type: none"> ○ During the 3rd Profeciency testing campaign of 2006, two national laboratories participated, namely: (i) Laboratoire d'Analyse et de Contrôle de la Qualité des Aliments et des eaux from Centre National de Recherches sur l'Environnement (CNRE) and (ii) Institut National des Sciences et Techniques Nucléaires (INSTN). Mong Yves from CNRE was appointed "Local coordinator or National coordinator" for Madagascar. For the up coming 4th Profeciency testing, the local coordinator promised to sensitize existing laboratories to participate, and asked the responsible person of Bureau des Normes to sensitize other laboratories from private sector. 	
6.6	Malawi <ul style="list-style-type: none"> ○ The demand for calibration work is on the increase in Malawi as companies are striving to comply with ISO 9000 Quality Management Systems. Over the years calibration work at a small scale has been done by the Malawi Bureau of Standards. As demand continues to grow, the Malawi Bureau of Standards plans to strengthen the activities in this area. At the moment the Malawi Bureau of Standards intends to cover parameters such as temperature, pressure, length and volume and mass. 	
6.7	Mozambique <ul style="list-style-type: none"> ○ The Metrology system is still very weak. The main legislation was being drafted as part of the efforts to create a National Quality System under the quality policy statement. It is expected that the Minister of Industry and Trade submit the draft to 	

<p>6.8</p> <p>6.9</p> <p>6.10</p> <p>6.11</p> <p>6.12</p> <p>6.13</p>	<p>the cabinet by the end of September 2007.</p> <p>Namibia</p> <ul style="list-style-type: none"> ○ The Ministry of Trade and Industry has now reviewed the registration on metrology and came up with a draft Metrology Amendment Bill covering legal and Industry metrology. The Trade Metrology Bill was passed and is now a living document or a Law. A National Metrology Laboratory (NML) will hopefully be established once the Namibia Standard Institution comes into operation <p>South Africa</p> <ul style="list-style-type: none"> ○ One of the main highlights and achievement is that “The Measurement Units and Measurement Standards Act, Act No. 18 of 2006”, was enacted in March 2007. The Act makes provision for the establishment of the National Metrology Institute of South Africa (NMISA). <p>Swaziland</p> <ul style="list-style-type: none"> ○ Swaziland has participated in Mass intercomparison and Water PT Scheme and conduct calibrations in Mass <p>Tanzania</p> <ul style="list-style-type: none"> ○ The following labs have been accredited last year by SANAS: Mass, Temperature, Volume and Time. Tanzania is also participating in regional water PT Scheme. TBS have signed MoU with Metas (Swiss Organization). They are also working closely with (INNOQ)Mozambique <p>Zambia</p> <ul style="list-style-type: none"> ○ The Zambia Bureau of Standards, Metrology Laboratory, is currently expanding its calibration capabilities to include; Temperature, Pressure (Pneumatic), Force, Length (other areas) and low frequency electricity. These facilities will be operational early 2008. Plans for High frequency Electricity, Time and frequency, acoustic and Chemical Metrology are also on our wish list. The Metrology laboratory is working on documentations to improve the quality of service delivery as well as in readiness for Accreditation of at least mass and Length calibrations. <p>Zimbabwe</p> <ul style="list-style-type: none"> ○ In August 2006, SIRDC-NMI acquired two (2) new ten (10) kg standard weights. Casting of twenty (20) kg standard weights up to one (1) ton was completed and a-sizing of the weights is in progress. The institute also completed validation of its viscosity, refractometer and conductivity standards. During October 2006, SIRDC-NMI acquired a used Carl Zeiss “Gauge Block Interferometer” which was donated by CSIR- South Africa. ○ SIRDC-NMI was a pilot laboratory and coordinated regional mass (1kg) inter-laboratory comparisons, which ended in September 2006. Other countries that participated are Zambia, Democratic Republic of the Congo and Angola. All results of the inter-comparisons were sent to CSIR-NML South Africa. 	
<p>7.</p>	<p>Technical Reports Presentations:</p>	

7.1	<ul style="list-style-type: none"> ○ Annual Report by the Regional Coordinator A copy of the report tabled by regional coordinator is attached as Appendix 3. 	RC
7.2	<ul style="list-style-type: none"> ○ TC 1 The chair of Technical Committee 1 Chair (Metre Convention & BIPM Issues), Mr Shadrack Kajane gave the annual report on behalf of the Chair, Mr K Morgan, and the report is attached as Appendix 4. 	TC1
7.3	<ul style="list-style-type: none"> ○ TC 2 The Chair of the Technical Committee 2 (Metrology Education and Training), Mr Mokhorro presented his report for the year, and expressed his concern due to lack of progress in SRCME (Appendix 5). 	TC2
7.4	<ul style="list-style-type: none"> ○ TC 3 The Technical Committee 3 (Metrology Facilities and Infrastructure Development) Mrs Silva gave a short report on behalf of the chair and informed the meeting that Mr Francisco has left INNORQ, leaving the TC3 chair post vacant, she therefore proposed to the meeting for election of a new chair. (Appendix 6). 	TC3
7.5	<ul style="list-style-type: none"> ○ TC 4 The Chair of Technical Committee 4, Mr Blasius (Metrology legislation), presented his annual report 	TC4
7.6	<ul style="list-style-type: none"> ○ TC 5 The chair of Technical Committee 5, Mr dos Santos, presented his report, and informed the meeting that Mr Geraldo Albasini will be replacing him as he had been moved to governmental position. 	TC5
	<p>After the presentation of TC reports the chair proposed the nomination of the TC3 chair of which DRC was nominated and they accepted, KEBS was also nominated to chair the working group in EM and they also accepted</p>	All
7.7	<ul style="list-style-type: none"> ○ PTB's SADC MET Project Component The PTB representative, Mr Wallerath gave a run-down of all projects and activities that had been funded by the PTB during the year 2006. He also informed the meeting that PTB will continue supporting Water PT Scheme , Mass Lab accreditation of the following SIRDC NMI (Zimbabwe), QSAE(Ethiopia) OCC(DRC) and BOBS(Botswana) 	PTB
8.	Statements by Associate Members	

8.1	The Kenya Bureau of Standards (KEBS) presented highlights on metrology developments. They have now weights and measurement department which handle all the metrology issues to note Photometry, Acoustics and recently docimetre. They have now accepted the chairmanship of EM. KEBS is also an associate member of CGPM	KEBS
8.2	Quality and Standards Authority of Ethiopia (QSAE) Standards informed the meeting they have participated in Mass and Temperature inter-comparison	QSAE
8.3	Organisation of Nigeria (SON) presented their report	SON
9.	Project Work:	
9.1	<i>SRCME</i> The TC2 chair informed the meeting that the board has not met for over a year, therefore there is nothing much to report. He further mentioned that the main issue was to agree on modalities to evaluate courses that will be offered under the auspice of the SRCME. South Africa and Tanzania were tasked to lead the process since they are the only countries that have institution that offers courses of that nature. South Africa has since submitted a proposal and the board has still to meet to consider the proposal. SADC Secretariat, Dr F Hengstberger raised his concern that the SRCME will apparently not be ready to handle the course material which will be acquired under the EU project. This will be a great pity because this is a unique opportunity for SRCME to acquire training material for the region. SRCME was created as a vehicle to help the region in this regard; it is of concern that they will not be ready for the task.	TC2
9.2	<i>SADCMET EU Project</i> RC informed the meeting that project component need to be updated and reworked. Therefore he proposed that the task group be put together to work on the proposal and meet within two to three months from today in Gaborone so that they can seek assistant from the SQAM Experts. The task team proposed were the Chair, Botswana, Lesotho and the RC.	RC
9.3	<i>Working programme for 2007/2008</i>	RC

9.4	<p>The RC mentioned the following: Proposed SADC MET Technical Meeting during the Test & Measurement conference in South Africa AFRIMET GA World Metrology Day 2008 poster in conjunction with BIPM Continuation of updating SADC MET website to enable members to share the information on the website, and to have TCs contact details Update of the EU project component Database; to have access to the database through the website Prioritise Comparison Activities</p> <p>Publicity: SADC MET Logo</p> <p>The revised logo was approved with minor corrections.</p> <p>(a) The footer be adjusted to lower margins (b) and have SADC MET(in full) as the footer</p>	RC
9.5	<p>AFRIMETS</p> <p>The AFRIMETS secretariat, Dr W Louw informed the meeting that the AFRIMETS will hold its first GA from 4-6 July 2007 in Midrand, South Africa. He further informed the meeting that the draft MoU which has also been translated into French and sent out together with the invitation to the GA. He urged the meeting to seek assistant from their ministries or organisation to attend the meeting as there are limited funds available from PTB.</p>	Dr Louw
9.6	<p>World Metrology Day 2008 poster</p> <p>We wait for BIPM's decision since this is unique theme all over the world.</p>	All
10	<p>Resolutions</p> <p>Attached at the end of the minutes.</p>	All
11	<p>Admin Matters</p>	
11.1	<p>Election of a chairperson: Before the election, the chair requested the RC to update the meeting of the countries that have chaired before which were the following; Zimbabwe, Botswana, Tanzania, Zambia, South Africa and Namibia. Malawi was nominated as a new SADC MET chair and they accepted.</p>	All

12.	Any other Business	
12.1	Representation at AFRIMET GA. The chair will attend the GA sponsored by PTB and the immediate past chair sponsored by NMISA & dti	All
13.	Closing	
	There being no further issues to be discussed; the chairman thanked the members for their active contributions and closed the meeting at 13:30	Chair



**RESOLUTIONS OF THE 11TH MEETING OF THE SADC MET COMMITTEE ANTANANARIVO,
MADAGASCAR ON 27 APRIL 2007**

1. SADC MET requests the SADC Secretariat to obtain the software offered by SIM to establish a Measurement Capability and Regional Comparison database, noting that it will supplement the MRA database and serve to distribute information not published in the BIPM database.
2. Following the resignation of the chairman of TC3, the chairmanship is assigned to the DRC.
3. SADC MET notes with concern the non-submission and/or late submission of country and technical reports by some Member states and further urges members to timeously submit their reports before the next meeting.
4. SADC MET notes with concern the lack of activity in the SRCME technical working group and urges TC2 to foster activities in line with their mandate.
5. The SADC MET TC2 chairman requests the country SRCME chairman from South Africa and Tanzania to meet by July 2007 and present a probable approach to SRCME activities in the region.
6. SADC MET approves the proposed new SADC MET logo and expresses appreciation to the RC for his efforts; and to NML/**the dti** for funding the design.
7. SADC MET notes that the Codes of Procedure have not been circulated before the meeting and requests that it be circulated as a matter of urgency.
8. SADC MET congratulates Malawi on its nomination and election as chairperson for the SADC MET Committee.

9. SADC MET nominates the Chairperson (Malawi) as a PTB sponsored representative of SADC MET at the first AFRIMETS GA in 4 - 6 July 2007, to be accompanied by the RC. The immediate past chair is nominated as a third representative sponsored by NML/**the dti**. It is also noted that attendance is open to all Member States of SADC MET and Member States are urged to attend.
10. SADC MET resolves to establish a task force comprising of South Africa, Botswana and Lesotho to review the SADC MET EU Project component in Gaborone within the next two to three months.
11. SADC MET proposes Metrology in Sport as the theme for World Metrology day 2008, but resolves to adopt the international theme once decided by the BIPM.
12. SADC MET acknowledges with thanks the following:
 - a. PTB for continued funding for its projects.
 - b. South Africa's **dti** for continued support for its activities, in particular for the SADC MET secretariat.
 - c. The Ministry of Economic Planning, Private sector and Trade, the Bureau des Normes de Madagascar (BNM) and the Government of the Republic of Madagascar for the hospitality in hosting the 22nd SADC-SQAM Meetings.
 - d. The PTB and NML/**the dti** for their sponsorship of the SADC MET nominees to the AFRIMETS GA meeting.
 - e. Dr Mukayi Musarurwa for his contribution as RC until his resignation from NML.
 - f. SADCA for distribution of the CD on "Demystifying of SQAM".