



SADCMET Secretariat  
Private Bag X34  
Lynnwood Ridge  
0040  
South Africa

Tel: +27 12 841 4457  
Fax: +27 12 841 2131  
e-mail: mngobeni@nmisa.org  
http: www.sadcmnet.org

**MINUTES OF THE 14th SADCMET COMMITTEE MEETING HELD AT  
THE ROYAL SWAZI SPAR CONFERENCE CENTRE, EZULWINI, 25 MARCH 2010**

**Opening:**

The Chairperson, Mr. Mathew Ranganai opened the meeting by welcoming all the members and observers present. He extended a special welcome to the Keynote Speaker Dr Wynand Louw, as well as the PTB representatives, associate members from Kenya (KEBS), Ethiopia, (QSAE) and SADC Secretariat. The Chairperson also extended thanks to the Swaziland Government especially SWASA for hosting the conference.

1.	<b>Procedural Matters:</b>  An attendance list was circulated to identify members and observers present. The meeting noted with concern the absence without apology of the representative from Lesotho and Mauritius.	Action by
2.	<b>Finalization of the agenda</b>  The agenda was adopted without any modifications/additions	All
3	<b>Approval of the minutes of the meeting of the 13<sup>th</sup> SADCMET Committee.</b>  At the proposal of Botswana, seconded by Tanzania, the Minutes of the 13 <sup>th</sup> SADCMET GA Meeting held in Botswana 22 April were confirmed as correct record	All
4.	<b>Matters arising from the Minutes:</b>	All
4.1	Members to send their Metrology Day Activities to Mr Geraldo Albasini (TC 5 Chair)	

5. 5.1	<p><b>Keynote Address</b></p> <p>Dr Wynand Louw who is also Chairman of AFRIMETS gave a presentation entitled: <b>“Bridging the Metrology Gap in Africa</b> “and it was warmly received by the delegates. He said the economy of Africa relies on Agriculture, mineral/metal, oil and natural gases. He further informed the meeting that IAEA is now an Associate member of AFRIMET</p> <p><b>Full presentation is available on SADC MET website on <a href="http://www.sadcmet.org">www.sadcmet.org</a></b></p>	Dr. W Louw
6.1	<p><b>Technical Reports Presentations:</b></p> <p><b>Regional Coordinator’s report:</b> The RC gave a summary of activities carried out and coordinated by the SADC MET Secretariat since our last SADC SQAM meetings held in Gaborone, Botswana and for the period under review</p> <p>Since the start of SADC EU PE 2 which started on 1 June 2009 SADC MET Secretariat in collaboration with the SADC/EU TA Team has carried out a number of activities as follows:</p> <ul style="list-style-type: none"> <li>• Activity 3202: Awareness training on ISO/IEC 17025 presented by SANAS from 10-14 August 2009 and participated by 24 technical staff and 16 quality managers from 13 countries.</li> <li>• Activity 3203: Technical training on ISO/IEC 17025 specifics including traceability, calibration intervals, estimation of uncertainty (Using model of technical assessors) presented by SANAS from 26-30 October 2009 held in Botswana and attended by 44 participants from 13 countries.</li> <li>• Activity 3204 Part a: Write QMS and submit to the SADC MET Secretariat for review – received QMS from 6 NMIs of which 5 have been recommended to apply for accreditation through SADCAS.</li> <li>• Activity 3206: Coaching for the preparation of documentation for the QMS presented by SANAS from 26-30 October 2009 and participated by 26 quality managers.</li> <li>• Activity 3110: Calculation of measurement uncertainty presented by NLA from 3-7 August 2009 and attended by 23 participants.</li> <li>• Activity 3103: Advanced training on length presented by NMISA from 15-19 February 2010 and attended by 17 participants</li> <li>• Activity 3301(a): Workshop on calculating CMCs with two experienced mentors for length and temperature participants presented by NMISA from 2-6 November 2009 and attended by 16 participants</li> <li>• Activity 3301(b): Workshop on calculating CMCs with two experienced mentors for Mass, Volume and Length participants presented by NMISA from 28 Sept –3 October 2009 and attended by 15 participants</li> <li>• Activity 3302: Establish database on regional CMCs and upload on SADC MET website</li> <li>• Activity 3303: Participation at CIPM GA and 10<sup>th</sup> Anniversary of the CIPM MRA held in Paris, France from 07-12 October 2009.</li> <li>• Activity 3304: Participation at the 3<sup>rd</sup> AFRIMETS GA and SADC MET workshop held in South Africa from 13-17 July 2009 to identify future needs, plan for further project aid and attended by 16 participants.</li> <li>• Activity 3701 (a): Volume inter-comparison protocol workshop presented by NMISA in South Africa from 12-13 October 2009 and attended by 19 participants including Volume WG chairs</li> </ul>	RC

	<ul style="list-style-type: none"> <li>• Activity 3701 (b): Dimensional inter-comparison workshop presented by NMISA in Zambia from 10-12 March 2010 attended by 15 participants including Length WG chairs</li> <li>• Activity 3901(a): Purchase of Miyota Metrology Handbooks as training material.</li> </ul>	
6.2	<p><b>TC 1 Report by Chair: Mr. S. Kajane</b>  The Chair of Technical Committee 1 (Metre Convention &amp; BIPM Issues), Mr. S Kajane presented the report for the year, and highlighted JCRB matters He reported that the communication between the TC1 Chairperson and WG Chairpersons has improved tremendously, thus enhancing the reporting.</p> <p>He also informed the meeting that cross border issues as related to movement of intercomparison artefact within member states which continue to be a challenge. Engagements with the Customs Officials at regional level are still on-going.. However, it is vital for all member states to address and engage Customs Officials at individual national levels to mitigate and eventually resolve this issue</p> <p>During the reporting period, it was quite busy with a lot of training and submission of CMCs. He encouraged member states to participate in the scheduled inter-comparisons and work towards accreditation.. He commended the RC assisting in this regard.</p>	TC 1
6.3	<p><b>TC 2 Report by Chair:Mr. M. Rabolinyane</b>  The report for Technical Committee 2 (Metrology Education and Training), was submitted to the SADC MET Secretariat for inclusion in the meeting documents but the chair Mr. M. Rabolinyane was not present at the meeting and no apology was given.</p>	TC 2
6.4	<p><b>TC 3 Report by Chair: Mr. V. Kanama</b>  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 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>Under PE 2, the objective is to enable SADC NMIs to support their national calibration and testing laboratories and industry with the traceability in selected priority areas to produce internationally competitive test results and products and protect local consumers and the environment</p>	TC 3
6.5	<p><b>TC 4 Report by Chair Dr E Mvula</b>  The Technical Committee 4 (Metrology legislation) Chair Dr E Mvula informed the meeting that he has sent out a request in November 2009 to Member States to provide new developments on harmonization of metrology legislations in Member States to assist with the compilation of a comprehensive and accurate report for the SADC MET and the Technical Committee (TC). The request was again circulated in January 2010. Only one brief submission was received from Mozambique indicating that, a draft national metrology law has been submitted to parliament for approval and regulations are to be formulated pending the approval of the national metrology law. No other submissions were received. He further encouraged Member States to submit the information requested on time. This would allow exchange of information on the development of metrology-related legislations in member states.</p>	

6.6	<p><b>TC 5 Report by Chair Mr. G Albasini</b>  The Chair of Technical Committee 5, (Metrology support for SMEs) Mr. G.Albasini, raised the concern that due to lack of information delivered to the enterprises, there is a need for this committee working hard on awareness campaign using either promotional material, workshops, seminars or visits to the companies to explain how metrology can improve the quality of any kind of product or service delivered by them  He requested the members to please send a short report on activities done on Metrology Day 20 May.</p> <p><b>Full reports are available on SADC MET website on <a href="http://www.sadcmnet.org">www.sadcmnet.org</a></b></p>	TC 4  TC 5
7.  7.1   7.2     7.3	<p><b>Country Reports</b></p> <p><b>Angola</b>  The calibrations of Industrial and Commercial measuring equipment is vested under the auspices of IANORQ, but due to technical and human resources, IANORQ is still not able to provide any calibration services. Due to lack of infrastructure IANORQ is planning with cooperation of Central Government to build a new head quarters with several laboratories.  Regarding the difficulties they are facing and the need to have the measuring instruments and equipments calibrated; IANORQ is planning to give license of competence to some private companies for some parameters.</p> <p><b>Botswana</b>  BOBS continued to assist the industry with provision of calibration service in the fields of pressure, force, dimensional, torque, electrical and temperature</p> <p>During the reporting period, a total of 350 calibration certificates for force, pressure and thermometry, torque, dimensional and electrical measurements were issued compared to 144 certificates issued in the same period last year. This is an increase of 143% over last year’s figure. The increment is a result of industrial visits and workshops used for marketing Industrial Metrology Unit’s services</p> <p>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 accreditation of their calibration services, engaging with marketing office to draw the marketing strategy and measurement workshops to address these issues.</p> <p><b>DRC</b>  During this reporting period our metrology laboratory had assisted the legal metrology division of OCC and the industries with provision of calibration service in the field of mass, volume and force.  OCC participated in inter-comparisons in the field of mass with “CEMAN AQUITAIN” accredited Laboratory in France.  they are planning another inter-comparison with weight 10 kg with the Metrology Institute of South Africa “NMISA” before April 2010 and are also expecting a regional inter-comparison in Mass.  OCC is preparing to face challenges of accreditation in order to build a very strong measurement infrastructure that will support service</p>	RC

<p>7.4</p> <p>7.5</p> <p>7.6</p> <p>7.7</p>	<p>and manufacturing industry.</p> <p><b>Lesotho</b> Lesotho country report was submitted to the secretariat for inclusion in the meeting documents but there were no representative from Lesotho. Herewith high lights from the report: Lesotho does not have an NMI at the moment. However efforts are being made to sensitize stakeholders at all levels on importance of metrology. For the past year the focus has been on creating the culture of quality in general. Some of the efforts were specific to metrology. Several activities have been carried out and positive response has now been noted.</p> <p><b>Malawi</b> With companies striving to be ISO 9000 certified there is high demand for calibration services. The MBS cannot cope up with the demand due of lack of equipment in the areas of length, temperature and pressure. The building accommodating Legal Metrology Division of the MBS was purposely build for Legal Metrology Activities. As MBS plans to extend the scope of its calibration activities accommodation appears to be the biggest challenge. Nevertheless plans are underway to partition some of the existing offices.</p> <p><b>Mauritius</b> Mauritius country report was submitted to the secretariat for inclusion in the meeting documents, but there were no representatives from Mauritius Standards Bureau in the meeting. Herewith high lights from the report  The Metrology Division is now preparing itself to meet the challenges of the Industry. The Mass and Temperature measurement laboratories have been recommended for accreditation for calibration of masses and NAWI (Balances) –Range 1g-20Kg &amp; LIG- Liquid in Glass thermometers –up to 100 Degrees.celcius The priority of government is accreditation of all public and private sector laboratories especially, in the medical area, and in this regard almost all the SME’s knock at the door of MSB for testing and calibration services. The calibration demands remains stagnant as a result of closure of many textile enterprises and emergence of new engineering sectors and accreditation of testing laboratories.</p> <p><b>Mozambique</b> Metrology activities in Mozambique are still running at a low speed; however from 2007 to 2009 the number of companies seeking calibration services is increasing. This growth is happening because INNOQ is continuously sensitizing the society on the importance of metrology by organizing seminars, workshops and other kind of awareness campaigns.  Taking in consideration the approval in last February of the Metrology Law 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 the Mozambican Government is committed on implementing the quality policy approved in November 2003.</p> <p><b>Namibia:</b> The NSI intends to establish the measurement traceability system in Namibia through the operationalisation of the Metrology Act.</p>	
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7.8	<p>The NSI is busy with the process of recruiting a Manager: Industrial Metrology to facilitate the establishment of the measurement traceability system in Namibia. Plans are also underway to transfer the Legal metrology function from the Ministry of Trade and Industry (MTI) to the NSI to ensure effective administration of the Namibia Trade Metrology Act, 1973 (Act no 77 of 1973) as amended</p>	
7.9	<p><b>Seychelles</b>  The SBS-NML (National Metrology Laboratory) has conducted an in-house training/ practical on the calibration of volumetric measures/ standards for its staff during the first week of October 2009. The methods were based on the gravimetric method and the volumetric method as shown in the SADC training on the subject in South Africa in August.  There are mainly two constraints for the accreditation of NML, namely on qualified personnel and on equipment. There is a lack of the required equipment in mass calibration especially for the low range 0-50 g such as mass comparators with a resolution 0.01 mg, in temperature calibration such as oven, inserts and reference thermometers such as PRT and thermocouple, in micropipette calibration such as reference micropipette and appropriate precision balance.</p>	
7.10	<p><b>South Africa</b>  The NMISA was well supported by the department of trade and industry of South Africa (the dti) during 2009 and could maintain the national measurement standards for the country and supply the link to the international metrology world, for the region. Various developments of measurement standards took place, most notably the improvement in mass standard to class E1.  The NMISA currently pilots 2 international, 2 AFRIMETS and 3 SADC MET comparisons.</p>	
7.11	<p><b>Swaziland</b>  The setting up and development of industrial metrology laboratories is in accordance with section 4, subsection (b) of the Swaziland Standards Authority (SWASA)'s founding Act;  <u><b>Section 4(b) reads;</b></u> "Provide facilities for testing and calibrating precision instruments, gauges and scientific apparatus, to determine their degree of accuracy in comparison with standards approved by the Minister on the recommendation of the Council, and for the issuance of certificates in regard thereto  Swasa is in the process of conducting metrology survey in Swaziland in order to inform decisions of metrological services needed by industry, facilitate review of existing Metrology Act to include industrial metrology, recruit experienced Metrologist and finally purchase equipment</p>	
7.12	<p><b>Tanzania</b>  Through the acquired Mobile calibration van, the following objectives have been met; a total of 150 industries and companies were visited, being part of TBS metrology laboratory efforts to market the calibration services and assist clients in identifying equipment in the process line and quality control laboratories of which the mobile Metrology laboratory has the capability to cover.  Currently the metrology laboratory is accredited on the following; Mass and related quantities, Small volume, Temperature and Timer measurement.</p> <p><b>Zambia</b>  This report gives an overview of the Metrology activities in Zambia for the period 2009. It also high- lights the measurement capabilities of the</p>	

<p>7.13</p> <p>7.14</p>	<p>Zambia Bureau of Standards Metrology Laboratories. The Metrology laboratories currently running are those for Mass, Length, Pressure, Force, Volume, Temperature and Electricity. The current expansion was made possible through the Zambia/EU bilateral project.</p> <p>The Zambia Bureau of Standards, Metrology Department is will expand its laboratories to include other fields of Metrology not currently covered. The laboratory management system complying with ISO/IEC 17025 is being developed and the mass laboratory will be ready for assessment by April 2010.</p> <p><b>Zimbabwe</b></p> <p>With virtually all requisite logistics in place, SIRDC-NMI hopes to be assessed for accreditation of its Mass, Volume, Temperature and Dimensional Laboratories by the end of 2010. In addition, the NMI has started preparatory work for the pre-assessment of its temperature, volume and dimensional metrology laboratories. PTB has already paid fees to SANAS for the initial assessment of the mass laboratory and the assessment is likely to take place in May 2010</p> <p>During 2009, SIRDC-NMI witnessed a surge in demand of calibration and other services as the economy showed signs of recovery with the greater part of the industry recording relatively higher capacity utilization and profits not seen in the last decade or so.</p> <p>All country reports are available on request</p>	
<p>8.</p> <p>8.1</p> <p>8.2</p>	<p><b>Statements by Associate Members</b></p> <p><b>Kenya Bureau of Standards (KEBS)</b></p> <p>Metrology in KEBS with the support of the Government has embarked on an ambitious replacement and upgrading programme of its measurement standards and facilities. This is being implemented with personnel training to support the planned enhancement capabilities.</p> <p>This programme is now even more urgent as KEBS develops strategies and plans to service the needs of all middle income economy as envisaged in the Government's vision 2030</p> <p><b>Quality and Standards Authority of Ethiopia (QSAE)</b></p> <p>QSAE is under restructuring and four new organizations have been formed which include Standards, Conformity assessment, National Metrology Institute and Legal Metrology. Legal Metrology will eventually be moved to industry</p>	<p>KEBS</p> <p>QSAE</p>
<p>9.</p> <p>9.1</p>	<p><b>Project Work:</b></p> <p><b>SADCMET EU Project Component</b></p> <p>The EU T/A Team Leader Mr Graham Holloway gave a summary report of the EU Project;</p> <p>The secretariat is still in the process of developing EDF 10. This is different from the previous PE2 Project.</p>	<p>Gram Holloway</p>

9.2	<p>They have spilt the project and some of the funds will be available directly to the country states to apply for their equipment needs</p> <p>Mr Mike Ermel briefed the meeting on activities achieved so far and still to come and informed the meeting that the project is coming to an end in August 2010.</p> <p>The for the remaining activities is on visits to qualifying NMI's for experience exchange on preparation of a QMS, Pre-assessment visits to the NMI's who submitted their Quality Manual and procedures for assessment of QMS for readiness for accreditation and Gap analysis visit to four NMIs including Malawi,DRC, Swaziland, and Namibia.</p> <p><b>PTB Project 2010/2011</b></p> <p>Kathrin Wunderich informed the meeting that PTB has limited budget due to the EU project but there were a number of SADC MET activities supported by PTB some of were mentioned by the RC</p> <p>Other activities supported by PTB include; The SADC Water Evaluation Workshop held in Seychelles in December 2009, Accreditation of Mass Laboratories for Botswana, Zimbabwe and DRC</p> <p>The AFRIMET EXCO meeting held in Ghana in February 2010</p> <p>Participation to AFRIMET GA to be held in Egypt in September 2010</p> <p><b>World Metrology Day (WMD Poster</b></p> <p>Mr Martin Kaiser informed the meeting that this year 's theme "Measurements in Science and Technology with the "slogan" a bridge to innovation", was decided by BIPM., The 2010 theme concentrates on how measurement influences science and stimulates innovation. As the world strives to move on from its recent financial problems and Governments work to regenerate economies we find that science and technology are the engines of economic growth and prosperity. These in turn rely on being able to measure correctly and to refer measurements to the same international references standards</p> <p><b>World Metrology Day posteris presentation is available on request on SADC MET Website: <a href="http://www.SADC MET.org">www.SADC MET.org</a></b></p>	<p>Mike Ermel</p> <p>Kathrin Wunderlich</p> <p>Martin Kaiser</p>
10	<p>Resolution:</p> <p>Attached as Annex 1 at the end of this documents</p>	
11	<p><b>Any other business</b></p>	
11.1	<p>.None</p>	
12.	<p><b>Closing</b></p> <p>There being no further issues to be discussed; the Chairman thanked the members for their active contributions and closed the meeting at 13:00, to give way for SADC MEL meeting which was scheduled to take place after lunch.</p>	<p>All</p>





**RESOLUTIONS OF THE 14<sup>TH</sup> MEETING OF THE SADC MET COMMITTEE  
EZULWINI, SWAZILAND, 25 MARCH 2010**

**Resolution 1/2010**

SADC MET recognizes with satisfaction the progress made since AFRIMETS took over its previous role in the JCRB as the representative organization for metrology in Africa, **encourages** its members to continue participating actively in the AFRIMETS TC and Working Group structures as well as its technical working programmes, including the Summer School to be held in Kenya in 2011.

**Resolution 2/2010**

SADC MET appreciates the close collaboration between AFRIMETS and the International Atomic Energy Agency (IAEA) especially on the planned joint workshop on the implementation of ISO/IEC 17025 general requirements for competency of testing and calibration laboratories scheduled to take place in October 2010, **encourages** its members to participate in the planned workshop.

**Resolution 3/2010**

SADC MET notes the participation of its members in the AFRIMETS delegation to the CIPM MRA 10<sup>th</sup> Anniversary held in October 2009 in France to celebrate the impact of the MRA in enabling the national metrology infrastructure and in supporting the global trade, **encourages** its members to join the BIPM as Associate members and subsequently sign the CIPM MRA in order to participate and benefit from this global system.

**Resolution 4/2010**

SADC MET thanks those member states who submitted their country reports on time and reminds all members that in accordance with the Rules of Procedure, reports should be submitted at least a month before the annual SQAM meetings.

**Resolution 5/2010**

SADC MET notes the PT sample movement form designed by the SADC Secretariat to accompany all artefacts, PT samples and any calibration equipment being circulated for regional quality assurance purposes under the SADC SQAM programme.

**Resolution 6/2010**

SADCMET requests member states to submit a report on World Metrology Day awareness activities to the TC 5 Chair for uploading on the SADCMET website.

**Resolution 7/2010**

SADCMET recognizes with satisfaction the successful implementation of the SADC/EU Project PE 2 activities to date, especially the submission of the quality documents (quality policy and technical procedures) and subsequent applications to SADCAS for accreditation from the five NMIs,

**Requests** its Secretariat and Steering Committee members to implement the remaining activities before the end of the SADC/EU SQAM Project PE 2 Project implementation phase in August 2010

**Urges** its members to respond promptly to all the planned activities and schedules in order to meet the deadline.

**Resolution 8/2010**

SADCMET encourages member states to explore possibilities of sourcing funds from donors on a bilateral basis for purchasing equipment which could not be procured under the EDF 9 project due to the EU D+3 principle.

**Resolution 9/2009**

SADCMET wishes to express its appreciation to BIPM and PTB for developing the World Metrology Day poster under the theme “Measurement in Science and Technology – a bridge to innovation” for the year 2010 and encourages its members to use the poster for creating awareness on the World Metrology Day (20 May) celebrations.

**Resolution 10/2010**

SADCMET notes with appreciation the establishment of the regional CMC database capturing the SADC NMI’s calibration and measurement capabilities, and also the new design and “look and feel” of the SADCMET website, **approves** that the new website be populated with all the current information.

**Resolution 11/2010**

SADCMET supports and encourages the activities carried out under the Water PT scheme, **recommends** that the SADCWATERLAB Association be one of the building blocks of the proposed SADC Laboratories Association once it has been established.

**Resolution 12/2010**

SADCMET proposes to the SQAM Expert Group (SQAMEG) that the composition of SQAMEG be restructured to include representatives from all member states.

**Resolution 13/2009**

SADCMET acknowledges with thanks the following:

- a. The SADC EU SQAM project and the Technical Assistance team for their support in implementation of the project activities which will be concluded by the end of November 2010.
- b. The PTB for the continued support and the proposed bridging funding assistance for strengthening SADC SQAM infrastructure for a period of three years between the end of EDF 9 and the start of EDF 10
- c. The dti (South Africa) for its continued support of the SQAM activities and in particular its funding of the SADC MET Secretariat through the NMISA budget.
- d. The Government of Swaziland and the Swaziland Standards Authority (SWASA) for hosting the 25<sup>th</sup> SADC SQAM meetings