

**G08.03.01**

# **EURAMET Activities**

**Overview and**

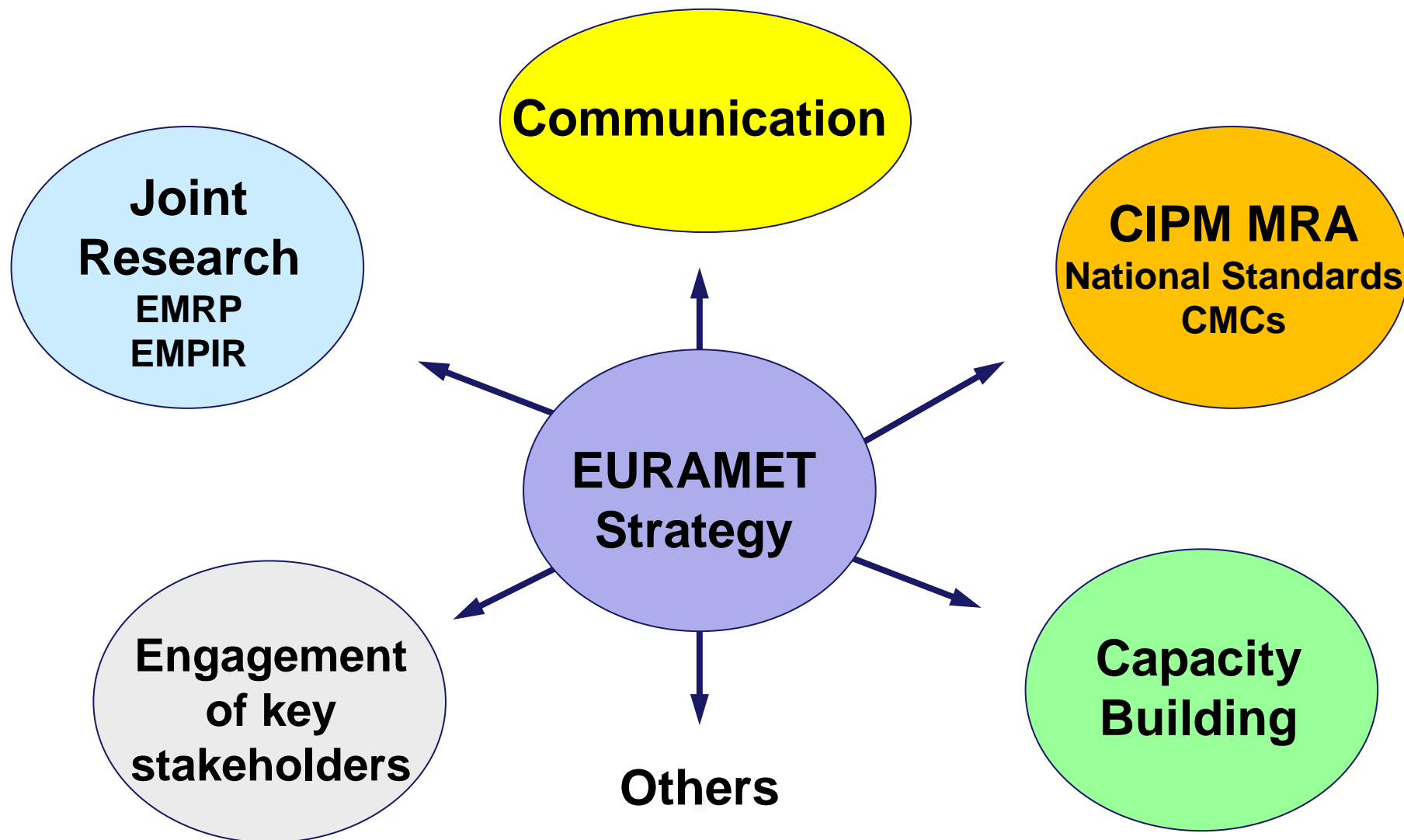
**General members' support given by the Secretariat**

**Wolfgang Schmid, Head of Secretariat**

**8<sup>th</sup> EURAMET GA**

**Plenary Session**

**Cavtat, Croatia, 3 June 2014**



## Changes since last GA:

- No changes of Members
- ITC (CZ) terminated A-DI status
- New DIs (KCDB Appendix A)  
Applied for EURAMET A-DI status
  - NGML (UK)      - L
  - UGent-LAC (BE) - MC
  - MBW (CH)      - T

### ❑ **Members:**

37 European NMIs

### ❑ **Associates:**

IRMM (EC)

72 DIs

### ❑ **Liaison Organisations:**

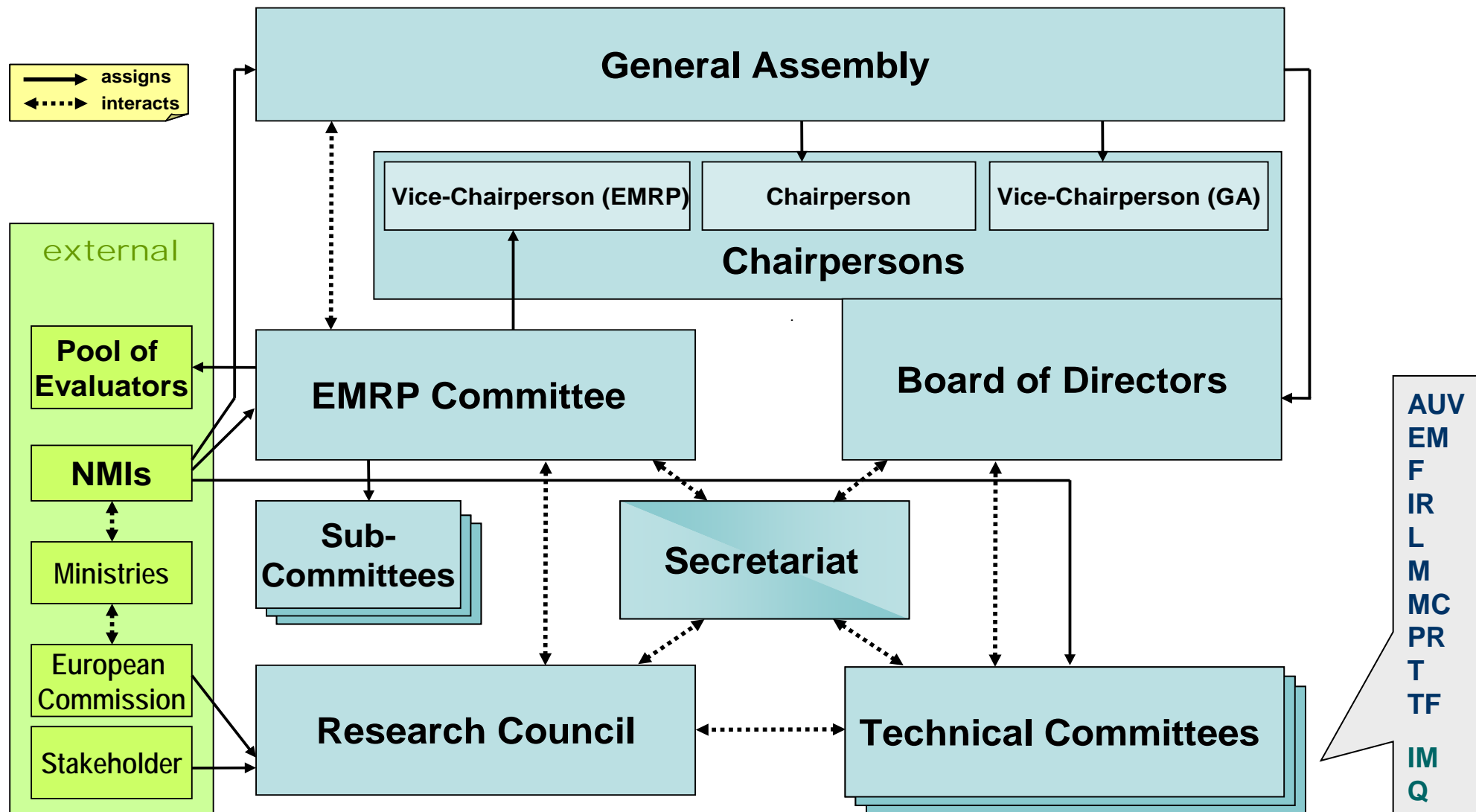
4 RMOs & BIPM

3 NMIs beyond Europe: DSSU, INPL, NIS  
KMA (Kosovo under UNSCR 1244)

6 regional/international Organisations

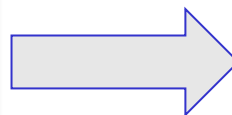


# Internal Organisation



**Chairperson  
Kamal Hossain**

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**Election of successor  
2015 to 2018**

**Vice-Chairperson (EMRP)  
Jörn Stenger**

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# Board of Directors

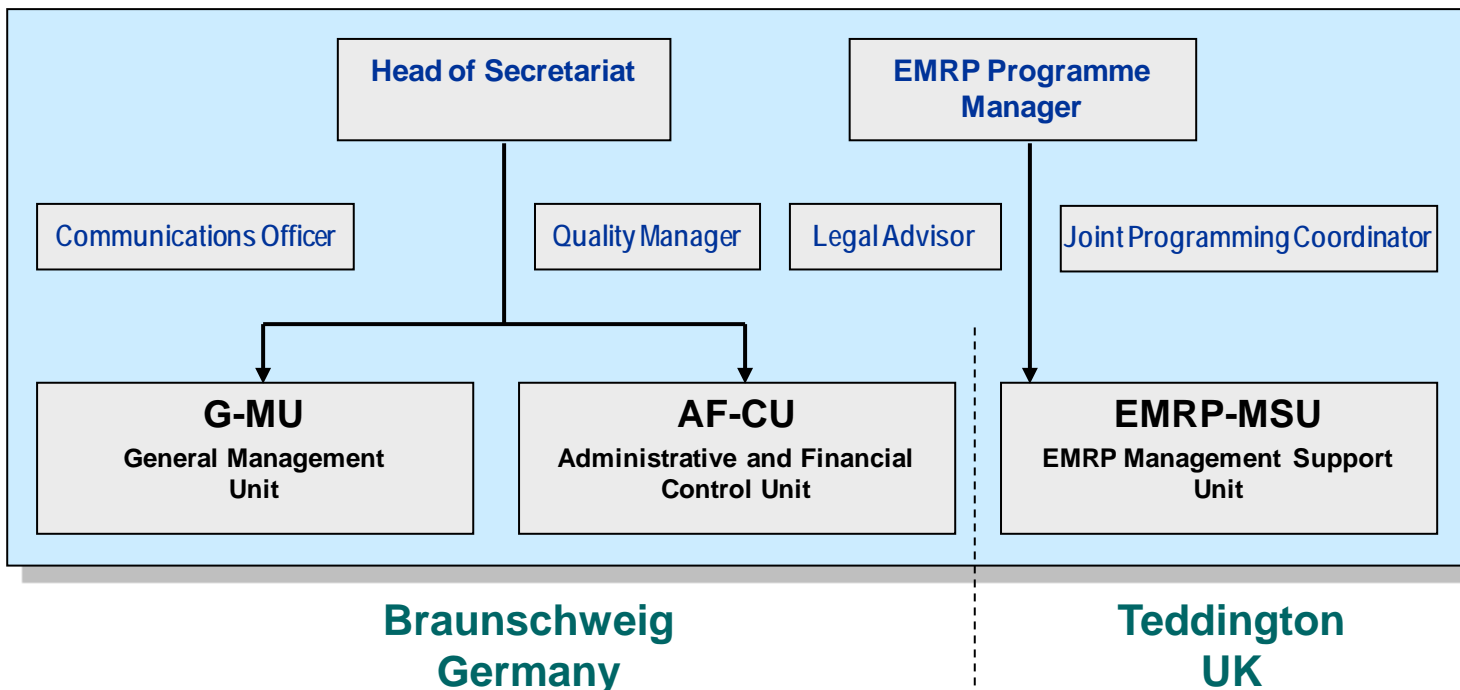
Name	Position	Country
Kamal HOSSAIN	Chairperson	UK
Janko DRNOVSEK	Vice-Chairperson(GA)	Slovenia
Joern STENGER	Vice-Chairperson(EMRP)	Germany
Albert DALHUIJSEN	Member	Netherlands
Zijad DZEMIC	Member	Bosnia Herzegovina
Beat JECKELMANN	Member	Switzerland
Jan PETERSEN	Member	Denmark
Maria Luisa RASTELLO	Member	Italy
Jose ROBLES	Member	Spain

Period			20..	07/09	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16
<b>AUV</b>	Richard Barham	UK								1st		
<b>EM</b>	Francois Piquemal	FR						1st		2nd		
<b>F</b>	Elsa Batista	PT						1st		2nd		
<b>IM</b>	Maquellonne Chambon	FR					1st		2nd			
	Robert Edelmaier	AT									1st	
<b>IR</b>	Lena Johansson	UK								1st		
<b>L</b>	Antti Lassila	FI						1st		2nd		
<b>M</b>	Nieves Medina	ES						1st		2nd		
<b>MC</b>	Michela Segal	IT						1st		2nd		
<b>PR</b>	Marek Smid	CZ						1st		2nd		
<b>Q</b>	Pavel Klenovsky	CZ						1st		2nd		
	Enver Sadikoglu	TR									1st	
<b>T</b>	Andrea Peruzzi	NL					1st		2nd			
	Graham Machin	UK									1st	
<b>TF</b>	Hamiz Ramid	TR								1st		

**New incoming TC-Chairs  
Starting in 06/2014**

# **Support given by the Secretariat to EURAMET Members and Activities**



**Head of Secretariat:**

Wolfgang Schmid

**EMRP Programme Manager:**

Duncan Jarvis

- 2 sites (Braunschweig and Teddington)
- Permanent staff, part of it directly employed by EURAMET
- Currently 24 staff members (13 at EMRP-MSU)

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## Central Secretariat in Braunschweig:

- Focus of activities on member services
- Support of the EMRP and EMPIR preparation

## EMRP-MSU in Teddington:

- Management of the EMRP
- Support in EMPIR preparation

## New face in the EURAMET Secretariat:

- **Tanasko Tasic:**

Capacity Building & Members' Services Officer  
since February 2014







## Known face, but new position in the Secretariat:

- **Silvie Hoffmanova:**

TC-Q Secretary  
since July 2013 as Secretariat staff (25%)



# The last year ...

- ...was dominated by EMPIR preparation with strong involvement of H.S. and L.A.  **see G08.03.05**
- Routine activities and administration as usual  **see report**
- Development of new Corporate Design & new website  **see G08.03.03 & G08.05**
- Capacity Building & EMPIR Research Potential Projects  **see G08.03.06**
- Some highlights of support given to Members and Associates  **this presentation**

## **a) Member Services: General administration of EURAMET:**

- Administration of and support to members, associates, contact persons, TCCs, L.O., etc.
- Organisation of meetings (GA, BoD, TCC, ...)
- Logistics support of business trips of staff and officials
- Maintenance of the website

## **b) Support of TC-Chairs:**

- maintenance of website
- general EURAMET aspects

## **c) Management support to EMRP**

## **d) Financial Management:**

- Financial transactions, accounting, maintenance of bank accounts
- Financial reporting to BoD and GA, audits

## **e) Quality Management & Legal Support:**





- Consolidation and maintenance of QMS (Online version of QMH)
- Support in all legal matters (contracts, human resources, EMRP-related documents, etc.)

## **a) New post and staff member: TC-Q Secretary Silvie Hoffmanova**

- Post in the Secretariat (25%), since July 2013
- Systematic support of the TC-Q Chair
- Ensuring continuity of TC-Q work with change of TC-Chair

## **b) TC-Q database on website:**

- Overview on status of QMS of NMIs & DIs
- Systematic storage of all QMS documents of NMIs & DI (more than 100)
- All information about NMIs and DIs necessary during the QMS assessment is available and easily accessible
- Developed by Silvie, in cooperation with the Secretariat
- Now ready for use (upload of historical documents still ongoing)

-  [Search for Accreditation](#)
-  [Search for Annual Reports](#)
-  [Search for Institutes](#)
-  [NMIs and DIs](#)

## TC-Q Overview table

<u>Country</u> ↓	<u>Full Name Institute</u> ↑	<u>Status</u> ↑	<u>Metre Convention</u> ↑	<u>MRA Appendix</u> ↑	<u>CMCs published</u> ↑	<u>QMS</u> ↑	<u>Accr.</u> ↑	<u>Peer review</u> ↑
Albania	<a href="#">DPM</a>	M	Associate	Yes	<a href="#">Yes</a>	<a href="#">Yes</a>	No	<a href="#">Yes</a>
Austria	<a href="#">BEV</a>	M	Member	Yes	<a href="#">Yes</a>	<a href="#">Yes</a>	<a href="#">Yes</a>	<a href="#">Yes</a>
Austria	<a href="#">EAA</a>	A-DI	Member	Yes	<a href="#">Yes</a>	<a href="#">Yes</a>	<a href="#">Yes</a>	No
Austria	<a href="#">BEV/E+E</a>	A-DI	Member	Yes	<a href="#">Yes</a>	<a href="#">Yes</a>	<a href="#">Yes</a>	No
Belgium	<a href="#">SMD</a>	M	Member	Yes	<a href="#">Yes</a>	<a href="#">Yes</a>	<a href="#">Yes</a>	No
Belgium	<a href="#">SCK-CEN/LNK</a>	A-DI	Member	Yes	No	No	No	No
Bosnia-Herzegovina	<a href="#">IMBiH</a>	M	Associate	Yes	<a href="#">Yes</a>	<a href="#">Yes</a>	No	<a href="#">Yes</a>
Bulgaria	<a href="#">BIM</a>	M	Member	Yes	<a href="#">Yes</a>	<a href="#">Yes</a>	<a href="#">Yes</a>	<a href="#">Yes</a>

<b>Institute</b>	<a href="#">BEV (Austria)</a>
<b>Accreditation</b>	Yes
<b>Self-Declaration</b>	Yes
<b>Peer review</b>	Yes
<b>Peer review Description</b>	<a href="#">EURAMET Project No. 1083</a>
<b>Annual Reports</b>	<a href="#">AR_BEV_A_2011.pdf</a> (0.13 MB)
	<a href="#">AR_BEV_A_2012.pdf</a> (0.13 MB)
▼ QMS 1st Re-evaluation	
▲ QMS 2nd Re-evaluation	
<b>Title</b>	QMS 2nd Re-evaluation
<b>Status</b>	QMS presented, QMS implemented
<b>General Documents</b>	<a href="#">QMS_Re-evaluation_Report_2013_Austria_BEV-E_E-UBA.pdf</a> (0.97 MB)
	<a href="#">QMS_Re-evaluation_report_Austria_BEV.ppt</a> (8.29 MB)
▼ QMS initial presentation	



Institute	<a href="#">BIM</a> (Bulgaria)
Accreditation	Yes
Self-Declaration	Yes
Peer review	Yes
Peer review Description	<a href="#">EURAMET Project No.1208</a>
Annual Reports	<a href="#">AR BIM BG 2011.pdf</a> (0.38 MB) <a href="#">AR BIM BG 2012.pdf</a> (0.41 MB)

▼ QMS initial presentation

▼ QMS 1st Re-evaluation

## CMCs Overview

Field	QMS	CMCs published	Link	CMCs in the EURAMET Review Stage	Greyed-out CMCs	Further information
TF	Yes	Yes		Yes	No	
AUV	Yes	Yes		Yes	No	
TC-F: Volume	Yes	Yes		No	No	
EM	Yes	Yes		No	No	
IR	Yes	Yes		Yes	No	
L	Yes	Yes		Yes	Yes	Dim Met 1 CMC greyed-out on 29 June 2009

## a) Secretariat supports JCRB activities of EURAMET

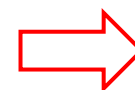
- Head of Secretariat is member of JCRB-Delegation
- Cooperation with BIPM on improved procedure for new DIs (efficient and transparent)

## b) EURAMET brings constantly input to JCRB agenda

- providing documents and proposals
- achieving that EURAMET positions are recognized by other RMOs

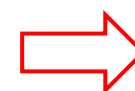
## c) Position Paper on “Role and responsibilities of DIs”:

- Developed by TC-MC, H.S. And Vice-Chair (GA)  
in cooperation with and CIPM Secretary (Bob Kaarls)
- Describes expectation to a DI
- Gives recommendations to Designating Authorities, DIs, NMIs, RMOs



**More information  
see G08.07.01  
& G08.07.02**

- a) **Support of Focus Group for “Facilitating National Metrology Infrastructure Development” (FG-FNMID), in general**
  
- b) **Support of EURAMET Capacity Building:**
  - Development of the concept of EMPIR Research Potential Projects (RPOT)
  - Organisation of several workshops in Braunschweig
  - Support in preparation of the first RPOT call, launched in February 2014.
  - “Help desk” for NMIs participating in the RPOT-call
  
- c) **CB-MS-Officer is now coordinating the activities of the FG-FNMID**
  - implementation of the annual action plan
  - development of a concept for “Human and Institutional Capacity Building



***More information  
see G07.07.02***

**THANK YOU  
FOR YOUR ATTENTION**