

4th EURAMET General Assembly Minutes – Open Session

26 / 27 May 2010
Lisbon, Portugal



Dates of the 4th EURAMET General Assembly:

Time	Tuesday 25 th May 2010 16h00 – 18h00 (part I)
	Wednesday 26 th May 2010 10h30 – 18h00 (part II)
Place	Sana Lisboa Hotel Avenida Fontes Pereira de Melo, 8, P-1069-310 Lisboa, Portugal
Participants <i>(complete list see Annex 1)</i>	Delegates of EURAMET Members (or Alternate to the Delegate) Representatives from Corresponding Applicants and IRMM TC-Chairs Representatives from the EURAMET Secretariat EURAMET Legal Advisor EURAMET Quality Manager Representatives from Liaison Organisations Invited Guests

Minutes:

Keeper:	Wolfgang Schmid EURAMET Head of Secretariat
Approved:	By Participants of the open session as of 31 July 2010
Distribution:	Delegates and Alternates of EURAMET Members Representatives from EURAMET Associates Representatives from Liaison Organisations Invited Guests to the GA EURAMET Secretariat EURAMET Legal Advisor EURAMET Quality Manager
Note:	Further documents to which reference is made in these minutes are available on the EURAMET website under “General Assembly” (direct link: http://www.euramet.org/index.php?id=1350)

G04.01 Opening and adoption of the agenda

The EURAMET Chairperson Leslie Pendrill opened the meeting and welcomed the participants. He explained the structure of the General Assembly:

- 1) Open Session, part I: Relevant information for the decision making
- 2) Closed Session, for Delegates only: Voting and decision making on relevant matters
- 3) Open Session, part II: Communication of the decisions from the closed session and contributions from the EURAMET-TCs and from Liaison Organisations

The agenda was adopted without change.

G04.02 EURAMET Governance and Membership

G04.02.01 Membership

G04.02.01a Status of EURAMET membership and changes

Vice-Chairperson (GA) Arnold Leitner gave a presentation on changes in EURAMET membership of the last year:

- 1) IMBiH from Bosnia-Herzegovina became a full member in November 2009
- 2) LATMB was established as the new NMI of Latvia and replaced LNMC as EURAMET Member in October 2009
- 3) HMI was established as the new NMI of Croatia and replaced DZM as EURAMET Member in the beginning of 2010

DPM (Albania), BoM (FYR Macedonia), and MBM (Montenegro) have completed a three year period as Corresponding Applicant of EURAMET; according to the EURAMET byelaws a decision on the further status of the institutes has to be taken by the GA.

DPM and BoM applied for full membership within the due time before the GA and have provided evidence that they are fulfilling the EURAMET membership criteria. After an evaluation of the situation the BoD recommends accepting the application for membership; the decision has to be taken by the GA (in the closed session).

MBM has applied for a one year extension of their associate status. The BoD confirmed that MBM is on the right track and has made good progress towards accomplishing the membership criteria and an extension of their associate status was recommended; the decision has to be taken by the GA (in the closed session).

G04.02.01b Registration process of DI's as EURAMET Associates

The Head of Secretariat Wolfgang Schmid gave an overview on the status of the registration process of Designated Institutes (DI) as Associates of EURAMET (A-DI). Such a formal registration has become necessary due to:

- 1) the commitment between EURAMET and the DI within the CIPM-MRA
- 2) the contractual arrangements between EURAMET and the European Commission (COM) for the participation of DIs in the A-169 EMRP Joint Research Projects (JRP)

The registration process was launched in October 2009. The evaluation of the received information gave the following result:

Out of the 68 A-DIs which were registered in October 2009

- 57 A-DIs provided the information (in general in a quite complete form);
- 4 A-DIs decided to terminate their Associate status;
- 7 A-DIs have still not replied and not provided the required information, 5 of them have CMCs published in the KCDB!

Some minor issues have still to be resolved due to inconsistencies with acronyms and names between the actual registration, the former registration and the registration in the KCDB. Wolfgang asked the Delegates for their support in clarifying the outstanding issues; they will be addressed by him after the GA directly. Furthermore he emphasised on the possible consequences for A-DIs which are not fulfilling their duties: The risk of losing their status as Associate which excludes them from participation in the CIPM-MRA and in JRPs of the A-169 EMRP.

5 new DI have presented an application to become EURAMET Associates; the decision has to be taken by the GA (in the closed session).

For further information consult the attached document (G04.02.01b_A-DI.pdf).

G04.02.01c Liaison Organisations, Corresponding NMIs & RMO relations

The Chairperson Leslie Pendrill gave a short overview on the relations of EURAMET to other RMOs, corresponding NMIs, Liaison Organisations and other stakeholders. In particular, he mentioned:

- the cooperation with NIS, Egypt, for the review of the CMCs and QMS within the CIPM-MRA,
- the signing of a MoU between EURAMET and WELMEC on 6 May 2010,
- the joint organisation of a seminar on “Metrology and Conformity Assessment” for EU neighbouring countries by EURAMET and WELMEC, and financed by the TAIEX instrument of the COM.

G04.02.02 Board of Directors (BoD)

G04.02.02a BoD future composition

Leslie Pendrill showed the present composition of the EURAMET BoD and explained the required elections of new members, to be carried out in the closed session of the GA.

Status	Name		2007	2008	2009	2010	2011	2012	2013
Chair	L. Pendrill	SE		Ch.E.	Chairperson			P.Ch.	
Vicechair	A. Leitner	AT		Vice-Chair (GA)					
Vicechair	J. Stenger	DE				EMRP-Chair			
Member	J. Drnovsek	SI	2nd	3rd					
Member	H. Isotalo	FI	1st	2nd					
Member	J. Bartolo	MT	1st		2nd				
Member	K. Hossain	UK			1st				
Member	P. Hetherington	IR	1st		2nd				
Member	P. Klenovsky	CZ	1st		2nd				
Standing Invitees									
TCC-Q	P. Klenovsky	CZ				1st			
TCC-IM	A. Sacconi	IT	1st	2nd					
EMRP-PM	D. Jarvis	UK				Start 1 April			
Q-Manager	E. Sadikoglu	TR							
Legal Advisor	B. Tafel	DE							
Head Secretariat	W. Schmid	DE	Start						

Composition of the BoD till the GA

- Arnold Leitner his term as Vice-Chair (GA) ends; he is not standing for re-election
 Janko Drnovsek his 3rd term as BoD member ends; he cannot be re-elected
 Heikki Isotalo his 2nd term as BoD member ends; he is not standing for re-election

Leslie thanked the departing BoD members for their support of EURAMET the last years.

He also thanked Andy Henson, the former EMRP Programme Manager who left EURAMET at the end of March 2010.

G04.02.03 Technical Committees and EURAMET Project Management

G04.02.03a New TC-Chairs – results of previous elections

Leslie Pendrill informed that already in advance of the GA three new TC-Chairs have been elected:

TC-Q Pavel Klenovsky, CMI, Czech Republic
 TC-IM Maguelonne Chambon, LNE, France
 TC-T Andrea Peruzzi, VSL, Netherlands

Pavel Klenovsky took over the post from his predecessor Luc Erard in December 2009, Maguelonne Chambon and Andrea Peruzzi will take over their posts after this GA. Leslie Pendrill thanked the departing TC-Chairs Luc Erard, Attilio Sacconi and Wolfgang Buck for their work for EURAMET during the last years.

The list of the TC-Chairs as after the GA is shown in the graph below:

Period	20..	07/08	08/09	09/10	10/11	11/12	12/13
AUV	Salvador Barrera	DK		1st			
EM	Beat Jeckelmann	CH	1st	2nd			
F	Richard Paton	UK	1st	2nd			
IM	Maguelonne Chambon	FR			1st		
IR	Hans Bjerke	NO		1st			
L	Michael Matus	AT	1st	2nd			
M	Walter Bich	IT		1st			
MC	Bernd Guettler	DE	1st	2nd			
PR	Peter Blattner	CH	1st	2nd			
Q	Pavel Klenovsky	CZ			1st		
T	Andrea Peruzzi	NL			1st		
TF	Andreas Bauch	DE			1st		

TC-Chairs, as after the GA

G04.02.03b New TC-Chairs – future elections

At the next year's GA the 2nd term of five TC-Chairs will end (see graph above) and elections of new TC-Chairs will be required. The Delegates will be informed in due time by writing.

G04.02.03c EURAMET project management

Leslie Pendrill commented on two issues raised by the TC-Chairs at the last BoD/TCC meeting in March:

- 1) Cost sharing for the acquisition of transfer standards for inter-comparisons
- 2) After the initial phase of the EMRP, non-EMRP TC activities should become more important again.

The BoD has established its preceding meeting a working group chaired by Paul Hetherington in to address the second issue by a discussion paper. In particular the measures should be identified to increase the efficiency of the work of the TCs in order to enable to address both EMRP and non-EMRP matters.

G04.02.04 EURAMET Objectives and Strategy

G04.02.04a Chairpersons' report last year

Leslie Pendrill gave a presentation on objectives and strategy of EURAMET (see attached). Objectives and strategy are also described in his "Chairpersons' report to the EURAMET General Assembly 2010 about EURAMET Activities in the last year" which was distributed to the Delegates ahead of the GA and which stands for approval by the Delegates in the closed session.

G04.02.04a BoD review last year

Paul Hetherington commented on the BoD review which he prepared ahead of the GA: He stated a good performance, in general, in some cases even exceeding the objectives. Open issues, where EURAMET is not completely fulfilling its objectives are:

- 1) Coordination of joint use of Special Facilities: objective not achieved.
- 2) KT: it should be done more, e.g. publishing of articles on EMRP.
- 3) Representing metrology on the European level

G04.03 EURAMET Administration and Secretariat

G04.03.01 EURAMET QMS and Ex-Ante Audit

Wolfgang Schmid reported on the outcome of the Ex-Ante Audit, carried out by the COM in preparation of the A-169 EMRP in March and April of 2009. The final audit report was received on 30 June 2009 and was in general very positive. The major consequences for EURAMET are:

- Direct employment of key personnel by EURAMET: Head of Secretariat, EMRP Programme Manager, Financial Officer
- Establishment of a QMS; appointment of a Quality Manager
- Consolidation of the financial management, following the COM guiding principles
- Development of internal audit strategy and procedures
- IT-security measures and independence from PTB server

An action plan for addressing the 21 observations of the audit report was agreed upon with the COM in August 2009. Good progress on its implementation has been made up to now, some of the actions are still open, however. The implementation is envisaged to be concluded in the second half of 2010.

Enver Sadikoglu gave an overview on the establishment of the EURAMET QMS. Enver was appointed as Quality Manager in October 2009 and is carrying out this activity within a secondment from his home NMI (UME, Turkey) to the Secretariat with 10 % of his working time.

A quality manual and many procedures already exists; a preliminary internal audit has been carried out by Enver. A draft version of the Quality Manual (pdf) was provided ahead of this GA to the Delegates; a review and further development is in process. For more information see the attached presentation.

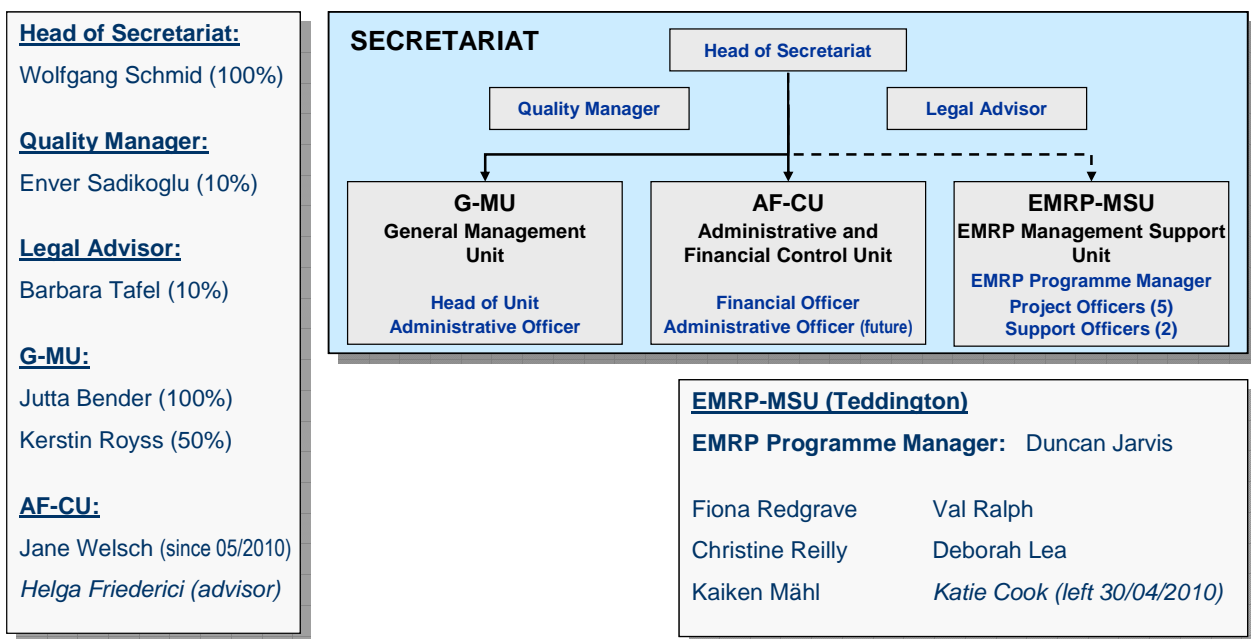
G04.03.02 Secretariat

G04.03.02a Secretariat activities since last GA, including assessment

Wolfgang Schmid reported on the most important activities and issues of the Secretariat since the last GA (see attached PP slides).

Structure and the staff of the Secretariat is shown in the graph below. The changes of staff during the last year are as follows:

- **Andy Henson**, the former EMRP Programme Manager, left EURAMET on 31 March 2010 and joined BIPM as International Liaison Officer. Wolfgang recognised the important contributions which Andy gave to EURAMET starting from the “design” of the idea of the EMRP till making it reality, including the achievement of the iMERA-Plus and A-169 programme and the establishment of EURAMET in its present structure.
- **Duncan Jarvis** took over the position as EMRP Programme Manager on 1 April 2010
- **Britta Wedekind**, former Financial Officer, left EURAMET in August 2009
- **Katie Cook** left the EMRP-MSU in April 2010
- **Jane Welsch** was employed as Financial Officer in May 2010. She is the first direct employee of EURAMET.
- **Helga Friederici** (tax advisor) carried out the accounting as an interim solution as external consultant.
- The employment of 2 further staff members of the EMRP-MSU is in progress



Present structure and staff of the EURAMET Secretariat

The work of the Secretariat was furthermore supported in the last year via secondments:

- **Haris Memic**, IMBiH, Bosnia and Herzegovina:
Follow-up of activities of the FG for “Facilitating National Metrology Infrastructure Development”
- **Majlinda Hoxha**, DPM, Albania:
Preparation of a training course for the FG
- **Silvie Hoffmanova**, CMI, Czech Republic:
Analysis of the registration information of the A-DIs and the corresponding follow-up

Wolfgang thanked the seconded persons and their NMIs for their valuable support to the activities of the Secretariat.

G04.03.02b *Planned Secretariat activities for coming year*

Wolfgang Schmid gave a short outlook on the planned activities for the next year (see attached PP slides). The major challenges he sees in the conclusion of the action plan from the Ex-Ante Audit, including the consolidation of the financial system, and the QMS, and the conclusion of the employment matters. A re-orientation of the work towards the general EURAMET business is envisaged, including member integration (secondments, link to TCs), support of the FG activities and publicity work.

Duncan Jarvis, EMRP Programme Manager and Head of the EMRP-MSU introduced himself to the Delegates and commented briefly on the work of the EMRP-MSU: execution and administration of the iMERA-Plus programme, support in achieving the A-169 programme, preparation and launch of calls of the A-169 (Energy, Environment, Industry).

In particular, he emphasised on the Researcher Mobility Grants (RMG) of the A-169, which are open for metrologists from NMIs and DIs from EURAMET members not directly participating in the EMRP, and which he considers as an excellent opportunity for these institutes to become integrated into the EMRP activities. Unfortunately, no proposals have been received so far for the open call for RMGs of the TP Energy.

G04.03.02c *Progress on employment*

Barbara Tafel, Legal Advisor of EURAMET, summarised briefly the status on the employment of staff by EURAMET.

Financial Officer:	Jane Welsch employed on 7 May 2010
EMRP Programme Manager	Duncan Jarvis appointed, arrangements for employment in preparation
Head of Secretariat	jobholder Wolfgang Schmid, arrangements for employment in preparation

G04.04 CIPM-MRA, JCRB

G04.04.01 *Issues arising from the latest JCRB meeting (16/17 March)*

TC-Q Chair Pavel Klenovsky gave a short report on the last JCRB meeting.

One of the major discussion items was the different use of onsite-visits by peers for the evaluation of the QMS of NMIs participating in the CIPM MRA, EURAMET being the RMO which makes the less intensive use of them. For some time the pressure on EURAMET by the BIPM and the other RMOs to make a more rigorous use of them has significantly increased. EURAMET had reacted last year with the approval of a new policy on onsite-visits by peers. This policy, however, has caused some internal discussions due to different interpretations. It is therefore subject to a further review. The discussions in the BoD and TC-Q on the policy and its implementation are ongoing and turning out to be quite complex.

Michael Kühne, Designated Director of BIPM, commented that all other RMOs make a comprehensive use of onsite visits by peers and expressed the wish of BIPM that EURAMET should move into a more homogeneous situation with other RMOs. In his opinion EURAMET has changed substantially since the introduction of the CIPM-MRA, such as due to the large number of Designated Institutes, which would require EURAMET to further develop their measures to ensure confidence in the measurement capabilities.

G04.04.02 *EQDB – electronic database of TC-Q*

Pavel Klenovsky presented a concept for a electronic database of the TC-Q which should help to collate relevant information for the CMC and QMS review process (EURAMET internal and KCDB) and present it in a transparent and comprehensive form. For further information see the attached PP slides.

G04.05 Research and EMRP

G04.05.01 New EMRP Programme Manager

The new EMRP Programme Manager Duncan Jarvis had been introduced already under agenda item G04.03.02.

G04.05.02 New Research Council Members

EMRP-Chair Jörn Stenger presented the composition of the EURAMET Research Council and informed of a vacancy in the personal members due to the retirement of Andrea Taroni from Italy. The proposed candidate for this vacancy is Prof. Giovanni Betta from the University of Cassino, Italy.

G04.06 Next meetings and events

Leslie Pendrill reminded of the continuation of the GA with the closed session and the open session part II.

At the end of the meeting an extra agenda item was introduced, which was for Delegates only

G04.07 AOB

Kamal Hossain informed on the preparation of a BoD strategy workshop which has as key aims

- to review and develop a common vision, mission and strategic objectives for EURAMET for the benefit of all its members, and
- to assist the Board of Directors in preparing a prioritised plan of actions for the next two to three years.

He asked the Delegates for their input to the strategy workshop, responding to the following questions:

1. What benefits does EURAMET give you
2. Please indicate which three benefits are of greatest value to you
3. What new activities would you like EURAMET to do in the next 5 years that would support your work?
4. What things should EURAMET give lower priority?

The information was collated on flipcharts and evaluated by Kamal after the meeting.

GA Closed Session

Wednesday 26 May 2010, 8h30 – 10h00

Continuation of the GA Open Session

G04.08 Welcome by the Host

The Portuguese Delegate Maria Jose Brito welcomed the participants on behalf of the host.

G04.09 Opening and adoption of the agenda

The EURAMET Chairperson Leslie Pendrill opened the second part of the open session of the GA. The agenda was adopted without change.

G04.10 Report and review of actions and decisions of GA Closed Session and earlier meetings

G04.10.01 EURAMET Governance and Membership

Leslie Pendrill reported the results from the closed session of the GA; for details see attached the PP slides and the list of decisions in Annex 2.

The most important news are:

- 1) DPM (Albania) and BoM (FYR Macedonia) have been accepted as Members. EURAMET has now 36 full members.
- 2) Janko Drnovsek (MIRS, Slovenia) has been elected as new Vice-Chairperson (GA)
- 3) Albert Dalhuijsen (VSL, Netherlands) and Beat Jeckelmann (METAS, Switzerland) have been elected as BoD Members

The future composition of the BoD is shown in the graph below

Status	Name		2007	2008	2009	2010	2011	2012	2013
Chair	L. Pendrill	SE		Ch.E		Chairperson		P.Ch.	
Vicechair	J. Drnovsek	SI					Vice-Chair (GA)		
Vicechair	J. Stenger	DE					EMRP-Chair		
Member	J. Bartolo	MT	1st		2nd				
Member	A. Dalhuijsen	NL				1st			
Member	P. Hetherington	IR	1st		2nd				
Member	K. Hossain	UK			1st				
Member	B. Jeckelmann	CH				1st			
Member	P. Klenovsky	CZ	1st		2nd				
Standing Invitees									
TCC-Q	P. Klenovsky	CZ				1st			
TCC-IM	M. Chambon	FR				1st			
EMRP-PM	D. Jarvis	UK				Start 1 April			
Q-Manager	E. Sadikoglu	TR							
Legal Advisor	B. Tafel	DE							
Head Secretariat	W. Schmid	DE	Start						

Future composition of the BoD the GA

G04.10.02 EURAMET Administration and Secretariat

Most of the relevant matters had been reported in G04.03. The most important results from the closed session are:

- 1) The proposed budget for 2011 of 240 984 € for the business field “EURAMET Management” (which is financed by membership fees) has been approved.
- 2) The annual contribution from Members and Associates (membership fees) fro 2011 will be the same as in 2010.

G04.10.03 TC-IM (Interdisciplinary Metrology)

TC-IM Chair Attilio Sacconi gave an oral report on the TC-IM (see attached annual report). New ToR have been elaborated. The Chair will pass to Maguelonne Chambon (LNE, France) after this GA.

Jörn Stenger gave a short presentation on a “Contact Group Development” which was recently established by the BoD. The scope of the contact group is to explore and coordinate activities of EURAMET related to (a) execution of development programmes and (b) policy advice for the COM development programmes.

G04.10.04 CIPM-MRA, JCRB, TC-Q (Quality)

TC-Q Chair Pavel Klenovsky gave presentation on the important TC-Q matters of the last year; PP slides are attached.

G04.10.05 Knowledge exchange and infrastructure support

Arnold Leitner, Chair of the FG on “Facilitating National Metrology Infrastructure Development” presented the activities of the FG of the last year; slides are attached. The next annual meeting of the FG will be on 1 / 2 December 2010 in Podgorica, Montenegro.

G04.10.06 Policy support

Kamal Hossain gave a presentation on “EURAMET contribution to European policy”, emphasising on the importance for EURAMET to cooperate in the field of standardisation; slides are attached. An MoU with CEN/CENELEC has been drafted and is close to signature.

G04.10.07 Research and EMRP

EMRP-Chair Jörn Stenger gave a short update on the EMRP:

- the iMERA-Plus programme is running routinely
- the call of the TP Energy was launched in 2009; the 9 selected JRPs are getting started
- the call for proposed research topics (PRT) has been concluded for the TP Industry and TP Environment; the corresponding calls for JRPs will be launched on 21st June

For further information please consult the EURAMET website .

G04.11 BIPM and JCRB

Michael Kühne, Designated Director of the BIPM gave a report of the BIPM; slides are attached.

G04.12 Highlights and scientific challenges of the TCs

The TC-Chairs reported on the highlights and challenges of the TCs of the last year. Their annual reports and PP-presentations are attached. Therefore the presentations will not be summarised in these minutes.

- G04.12.01 TC-T (Temperature)**
Presented by Wolfgang Buck (TC-Chair)
- G04.12.02 TC-TF (Time and Frequency)**
Presented by Andreas Bauch (TC-Chair)
- G04.12.03 TC-PR (Photometry and Radiometry)**
Presented by Peter Blattner (TC-Chair)
- G04.12.04 TC-MC (Metrology in Chemistry)**
Presented by Bernd Güttler (TC-Chair)
- G04.12.05 TC-M (Mass and Related Quantities)**
Presented by Joe Bartolo in representation of the TC-Chair
- G04.12.06 TC-L (Length)**
Presented by Michael Matus (TC-Chair)
- G04.12.07 TC-IR (Ionising Radiation)**
Presented by Hans Bjerke (TC-Chair)
- G04.12.08 TC-F (Flow)**
Presented by Elsa Batista in representation of the TC-Chair
- G04.12.09 TC-EM (Electricity and Magnetism)**
Presented by Beat Jeckelmann (TC-Chair)
- G04.12.10 TC-AUV (Acoustics and Vibration)**
Presented by Salvador Barrera (TC-Chair)

G04.13 Important developments amongst the Liaison Organisations

The following representatives of the Liaison Organisations gave presentations on the important developments of their organisations in the last year. Their PP-presentations are attached. Therefore the presentations will not be summarised in these minutes.

AFRIMETS

Presented by Wynand Low, Chairman.

APMP

Presented by A-K. Bandyopadhyay, Executive Committee Member.

COOMET

Presented by Pavel Neyezhnikov, Head of Secretariat.

EA

Presented by Leopoldo Cortez (Portugal).

NIS

Presented by Ali Abdul Ezz (Egypt).

SIM

Presented by Humberto Brandi, Chairman.

WELMEC

Presented by Natasa Vukovic, Chairperson.

G04.14 AOB

On occasion of his recent retirement, Antonio Cruz, former Portuguese Delegate, addressed some words to the Delegates and thanked for the good spirit and relationships within EUROMET and EURAMET.

Leslie Pendrill closed the meeting.

ANNEX 1: List of Participants

Surname	Name	Organisation	Country	Function
Abul Ezz	Ali	NIS	Egypt	Guest
Arnason	Gudmundur	NEST	Iceland	Delegate
Asanovic	Vanja	MBM	Montenegro	Delegate
Bandyopadhyay	AK	APMP		Guest
Barrera-Figueroa	Salvador	DFM	Denmark	TC Chair
Bartolo	Joseph A.	MSA	Malta	Delegate
Batista	Elsa	IPQ	Portugal	Guest
Bauch	Andreas	PTB	Germany	TC Chair
Baytaroğlu	Şakir	UME	Turkey	EMRP
Bell	Francis	CRP Henri Tudor	Luxembourg	Delegate
Bender	Jutta	EURAMET		EURAMET Secretariat
Bjerke	Hans	NRPA	Norway	TC Chair
Blattner	Peter	METAS	Switzerland	TC Chair
Brandi	Humberto	SIM	Brazil	Guest
Brito	Maria José	IPQ	Portugal	Delegate
Buck	Wolfgang	PTB	Germany	TC Chair
Chambon	Maguelonne	LNE	France	Delegate, Incoming TC Chair
Cortez	Leopoldo	EA		Guest
Cruz	António	IPQ	Portugal	EMRP
Dalhuijsen	Albert	VSL	Netherlands	Delegate, EMRP
Drnovsek	Janko	MIRS	Slovenia	Delegate
Durny	Rudolf	SMU	Slovakia	Delegate
Dus	Diana	CEN/CENELEC		Guest
Džemić	Zijad	IMBiH	Bosnia-Herzegovina	Delegate
El-Sayed	Ahmed	NIS	Egypt	Guest
Erard	Luc	LNE	France	EMRP
Filipe	Eduarda	IPQ	Portugal	Guest
Frøystein	Hans Arne	JV	Norway	EMRP
Güttler	Bernd	PTB	Germany	TC Chair
Hadjiconstantinou	Ntinou	MCIT	Cyprus	Delegate
Hetherington	Paul	NSAI NML	Ireland	Delegate
Hossain	Kamal	NPL	UK	Delegate, EMRP
Isotalo	Heikki	MIIKES	Finland	Delegate
Jarvis	Duncan	EMRP-MSU		EMRP Programme Manager
Jeckelmann	Beat	METAS	Switzerland	Delegate, EMRP, TC Chair
Jensen	Hans D.	DFM	Denmark	EMRP
Kaaris	Robert	CIPM		Guest

Kiriakidis	Dionisios	EIM	Greece	Alternate
Klenovský	Pavel	CMI	Czech Republic	Delegate, TC Chair
Kühne	Michael	BIPM		Guest
Lapuh	Rado	MIRS	Slovenia	EMRP
Leitner	Arnold	BEV	Austria	EURAMET Vice-Chairperson (GA), Delegate
Louw	Wynand	AFRIMETS		Guest
Maruszewski	Krzysztof	IRMM	Belgium	Delegate
Matus	Michael	BEV	Austria	TC Chair
Maurans	Juris	LATMB	Latvia	Delegate
Mejak Vuković	Nataša	WELMEC		Guest
Morazzani	Valérie	LNE	France	Guest
Neyezhnikov	Pavel	COOMET		Guest
Nicolas	Jaques	SMD	Belgium	Delegate, EMRP
Parnardziev	Dimitar	BOM	FYR Macedonia	Delegate
Pendovski	Danco	BOM	FYR Macedonia	Guest
Pendrill	Leslie	SP	Sweden	EURAMET Chairperson, Delegate, EMRP
Peruzzi	Andrea	VSL	Netherlands	Incoming TC Chair
Petersen	Jan C.	DFM	Denmark	Delegate
Piquemal	Francois	LNE	France	Guest
Popiolek	Włodzimierz	GUM	Poland	Alternate
Robles	José Angel	CEM	Spain	Delegate, EMRP
Sacconi	Attilio	INRIM	Italy	Delegate, EMRP, TC Chair
Sadikoğlu	Enver	EURAMET		EURAMET Quality Manager
Sandu	Ion	INM	Romania	Alternate, EMRP
Schmid	Wolfgang	EURAMET		EURAMET Head of Secretariat
Stankovicus	Ignas	VMT	Lithuania	Delegate
Steele	Alan	NRC	Canada	Guest
Stenger	Jörn	PTB	Germany	EURAMET Vice-Chairperson (EMRP), Delegate
Stokstad	Ellen	JV	Norway	Delegate, EMRP
Sürer	Sermet	UME	Turkey	Delegate
Tafel	Barbara	EURAMET		EURAMET Legal Advisor
Tesar	Jirí	CMI	Czech Republic	EMRP
Tuzovic	Esad	IMBiH	Bosnia-Herzegovina	Guest
Zivkovic	Vida	DMDM	Serbia	Delegate
Zvzdic	Davor	FSB	Croatia	Delegate

ANNEX 2: List of Decisions from the Closed Session of the 4th EURAMET GA

Item	Ref.	Decision of the 4 th EURAMET GA
D04-D01	D04.03.01a	DPM (Albania) and BoM (FYR Macedonia) have been accepted unanimously as full members of EURAMET
D04-D02	D04.03.01a	The status of MBM (Montenegro) as Corresponding Applicant has been extended unanimously for a further year.
D04-D03	D04.03.01b	The following DIs have been accepted unanimously as EURAMET Associates: 1) EAA Austria 2) MIRS/ZAG/SM 480 Slovenia 3) MIRS/UP-ZRS/LPOO Slovenia 4) MIRS/NIB/FITO Slovenia 5) MIKES-SYKE Finland
D04-D04	D04.03.02a	Janko Drnovsek, MIRS, Slovenia was elected as EURAMET Vice-Chairperson (GA) for the period 06/2010 to 05/2013.
D04-D05	D04.03.02a	Albert Dalhuijsen, VSL, Netherlands and Beat Jeckelmann, METAS, Switzerland were elected as BoD Members for the period 06/2010 to 05/2012.
D04-D06	D04.03.04b	The GA agreed that the Chairpersons and the Head of Secretariat should be discharged of responsibility for the financial year 2009.
D04-D07	D04.03.04d	The GA approved unanimously the proposed budget of 240 984 € for the business field "Management EURAMET" in 2011.
D04-D08	D04.03.04d	The GA agreed that the annual contribution from Members and Associates for 2011 should be exactly the same as in 2010.
D04-D09	D04.06.01	The GA elects Giovanni Betta, Italy as new member of the Research Council.