

	Annex 4 to the COOMET Recommendation COOMET R/AQ/13:2019 "Rules and Procedure for the evaluation of the quality management systems of National metrology institutes/Designated institutes"	
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PLAN

FOR A PEER REVIEW OF THE NMI/DI QUALITY MANAGEMENT SYSTEMS

1. PURPOSE AND AREA OF THE PEER REVIEW

Indicate the purpose of the peer review.

2. DATE OF THE PEER REVIEW

3. MEMBERS OF THE COMMISSION

Auditor - Full name, data according to the register of auditors of COOMET Quality Forum with an indication of specialization

Technical experts - Full name, data according to the register of technical experts COOMET Quality Forum with an indication of specialization

4. OBJECTS OF THE PEER REVIEW

№	Inspected divisions	Inspected elements (requirements) of ISO/IEC 17025	Date of the peer review	Auditor, technical expert	Representative of NMI/DI under peer review
1	2	3	4	5	6
1.	To conduct a preliminary meeting				
2.	Management of NMI/DI, quality management representative				
3.	Divisions ...				
	To conduct a final meeting				

5. CONFIDENTIALITY REQUIREMENTS

The Commission (clause 3 of this plan) undertakes not to disclose confidential information obtained during a peer review of the quality management system of the NMI/DI and not to transfer materials of the peer review to the third parties without the consent of the parties participating in the peer review.

Agreed

Management of NMI/DI

Auditor

_____(Full name)

_____(Full name)

Technical experts

_____(Full name)

_____(Full name)

_____(Full name)

Date