

	<p align="center">Annex 1 to the COOMET Recommendation COOMET R/AQ/9:2019 "Recommendations on the evaluation of quality management systems of National metrology institutes/Designated institutes"</p>	
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CRITERIA FOR THE RECOGNITION OF THE QUALITY MANAGEMENT SYSTEMS IN COOMET NMIs/DIs

This document is a general manual for the recognition of a quality management system of National Metrology Institutes (NIMs) and Designated Institutes (DIs).

COOMET has adopted ISO/IEC 17025 as the reference standard to cover calibration and measurement activities under the CIPM MRA. The fundamental criterion for a peer review of the quality management system of NMI/DI is the compliance with the ISO/IEC 17025.

The compliance should be proved through a peer review of a quality management system within the framework of the COOMET Quality Forum taking into consideration requirements of MRA Arrangement and Joint Committee of RMO and BIPM (JCRB).

Auditors and technical experts who carry out a peer review of NMI/DI QMS should be recognised by the COOMET TC 3.1 "Quality Forum Technical Committee" (hereinafter - TC 3.1).

It is advisable that:

- nominees for auditors and technical experts should be agreed in advance.
- TC 3.1 maintains a database that contains full information on auditors and technical experts.

Auditors will be recognised if:

- they've undergone training within the framework of the COOMET Quality Forum including testing on knowledge of ISO/IEC 17025 standard and trainings as an observer in a peer review of NMI/DIs QMS.

Technical experts will be recognised if:

- they have technical competence in a relevant field of measurements and fulfil requirements in accordance with document CIPM/2007-25 "Recommendations for on-site visits by peers and selection criteria for on-site visit peer reviewers".

Candidates for technical experts must be agreed with Chairpersons of Technical Committees of COOMET in the corresponding fields.

TC 3.1 selects technical experts from COOMET member-states and from other RMO.

For a peer review of a quality management system TC 3.1 requires a report on the results of the peer review of NMI/DI QMS, which should be drawn up in compliance with the Recommendation COOMET R/AQ/13:2019 "The Rules and Procedure for the evaluation of the quality management systems in National Metrology Institutes/Designated institutes" (code QSF-doc_003e).

This report should determine whether the quality management system is in compliance with ISO/IEC 17025 and/or ISO 17034 (where applicable).

The following documents should be attached to the report:

- data on Calibration and Measurement Capabilities (CMC) and uncertainty of measurements;
- detailed corrective actions adopted for removing of non-conformities found in NMIs/DIs and comments by technical experts on the correctness of their removal.

TC 3.1 should be informed regarding any amendment in the NMI/DI top management, the quality management system of which is subject to a peer review.

Peer review should be performed no less than once in five years.