National Type Evaluation Program (NTEP) Committee
2023 Interim Meeting Report

Mr. Ivan Hankins, Committee Chair
Iowa

INTRODUCTION

The NTEP Committee (hereinafter referred to as the "Committee") will address the following items in Table A during the Interim Meeting. Table A identifies the agenda items by reference key, title of item, page number and the appendices by appendix designations. The first four digits of an item's reference key are assigned from the Subject Series List. The acronyms for organizations and technical terms used throughout the agenda are identified in Table B. In some cases, background information will be provided for an item. The fact that an item appears on the agenda does not mean it will be presented to National Conference on Weights and Measures (NCWM) for a vote. The Committee will review its agenda and may withdraw some items, present some items for information meant for additional study, issue interpretations, or make specific recommendations for change to the publications *NCWM Publication 14, Administrative Policy* and *NCWM Publication 14, Technical Policy, Checklists, Test Procedures*. Changes to *NCWM Publication 14, Administrative Policy* are by recommendation of the Committee and a majority vote of the Board of Directors. Changes to *NCWM Publication 14, Technical Policy, Checklists, Test Procedures* are by recommendation of the National Type Evaluation Committee (NTEP) sectors and a majority vote of the NTEP Committee. The Committee may also take up routine or miscellaneous items brought to its attention after the preparation of this document. The Committee may decide to accept items for discussion that are not listed in this document, providing they meet the criteria for exceptions as presented in *NCWM Policy 3.1.4. Handbooks, Procedures to Modify Handbooks*. The Committee has not determined whether the items presented will be Voting or Informational in nature; these determinations will result from their deliberations at the Interim Meeting.

An "Item Under Consideration" is a statement of proposal and not necessarily a recommendation of the Committee. Suggested revisions are shown in **bold face print** by ~~**striking out**~~ information to be deleted and **underlining** information to be added. Requirements that are proposed to be nonretroactive are printed in ***bold faced italics***. Additional letters, presentations and data may have been part of the committee's consideration. Please refer to www.ncwm.com/publication-15 to review these documents.

All sessions are open to registered attendees of the conference. If the Committee must discuss any issue that involves proprietary information or other confidential material; that portion of the session dealing with the special issue may be closed if (1) NCWM Chairman or, in their absence, NCWM Chairman-Elect approves; (2) the Executive Director is notified; and (3) an announcement of the closed meeting is posted on or near the door to the meeting session and at the registration table. If possible, the posting will be done at least a day prior to the planned closed session.

Note: *It is policy to use metric units of measurement in publications; however, recommendations received by NCWM technical committees and regional weights and measures associations have been printed in this publication as submitted. Therefore, the report may contain references to inch-pound units.*

Subject Series List

Table A
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Appendices

Table B
Glossary of Acronyms and Terms

Acronym	Term	Acronym	Term
CC	Certificate of Conformance	NCWM	National Conference on Weights and Measures
CIML	International Committee of Legal Metrology	NIST	National Institute of Standards and Technology
DoMC	Declaration of Mutual Confidence	NTEP	National Type Evaluation Program
IV	Initial Verification	OIML	International Organization of Legal Metrology
MAA	Mutual Acceptance Arrangement	OIML-CS	International Organization of Legal Metrology – Certificate System
MC	Measurement Canada	OWM	Office of Weights and Measures
MDMD	Multiple Dimension Measuring Devices	R	Recommendation
MRA	Mutual Recognition Arrangement	VCAP	Verification Conformity Assessment Program

Details of All Items
(In order by Reference Key)

INT – INTERNATIONAL

INT-1 I Mutual Recognition Arrangement (MRA)

The MRA between Measurement Canada (MC) and NTEP labs originated April 1, 1994. Since that time, the original MRA has expanded, and a second MRA covering measuring devices was developed. On Tuesday July 26, 2016, NCWM Chairman Jerry Buendel and Measurement Canada President Alan Johnston signed a renewal MRA that provides for continued cooperation between the two organizations and continuation of the beneficial partnership. The new MRA will be effective for 5 years.

The scope of the current MRA includes:

- gasoline and diesel dispensers;
- high-speed dispensers;
- gasoline and diesel meters intended to be used in fuel dispensers and truck refuelers;
- electronic computing and non-computing bench, counter, floor, and platform scales with a capacity up to 1000 kg (2000 lb);
- weighing/load receiving elements with a capacity of up to 1000 kg (2000 lb);
- electronic weight indicating elements (except those that are software based, i.e., programmed by downloading parameters); and
- mechanical scales up to 10 000 kg (20 000 lb).

MC, NTEP, and all our mutual stakeholders agree that the MRA is a benefit for the North American weights and measures industry. The NTEP Committee appreciates the efforts and cooperation of Measurement Canada and is working with MC to continue the cooperative arrangement.

The current agreement expires on July 26, 2026.

INT-2 I OIML-Certification System (CS)

Implementation of the (new) International Organization of Legal Metrology – Certification System (OIML-CS) officially began in January 2018, replacing the previous OIML MAA and basic certificate systems. NCWM signed the OIML MAA Declaration of Mutual Confidence (DoMC) for Recommendation (R) 60 "Load Cells" as a Utilizing Participant in 2006 and NCWM signed the OIML-CS Utilizer Declaration for R 60 in January 2018. A Utilizer is a participant in the system that does not issue any OIML Certificates of Conformance (CC) or OIML Test Reports but does utilize the reports issued by OIML-CS Issuing Authorities and Authorized Testing Laboratories.

Dr. Ehrlich serves on the Management Committee of the OIML-CS, and Mr. Flocken serves on the OIML-CS Review Committee. The US (NTEP) supports the OIML-CS process and has agreed to continue accepting OIML-CS R 60 test data for load cells with the provision that any use of manufacturer test data is clearly identified on the test report section of the certificate because NTEP cannot use manufacturer test data towards issuance of an NTEP certificate. The OIML-CS criteria aligns with the NTEP Committee's recommendations, and the instructions provided by the NCWM Board of Directors.

Dr. Ehrlich has requested, on multiple occasions, that NCWM review its policy regarding participation in the OIML-CS (and previously participation in the OIML-MAA) for R76 (Non-Automatic Weighing Instruments). The NCWM has continued to follow a policy that was established in 2006 to not participate in R76 until NCWM can do so as an Issuing Authority. In 2016, the Board revisited the 2006 discussions leading to that decision, including considerations for NTEP labs' workload, potential lost expertise, concerns with quality of evaluations at some foreign labs, etc. Since there were no new developments to affect its decision, the NCWM Board of Directors agreed to maintain existing policy. Dr. Ehrlich suggested that if there was no possibility in sight that the NCWM could become an Issuing Authority, then it should consider becoming a Utilizer for OIML R76 under the OIML-CS. Some U.S. manufacturers support current NCWM policy on this, but others would prefer a change.

The OIML-CS now includes 39 categories of measuring instruments under what is called "Scheme A", where accreditation or peer review is required of the Issuing Authority and its Test Labs. In addition to R60 and R76, some the instruments and systems in the OIML-CS that are probably of the most interest to NCWM members include: OIML R21 (Taximeters), R46 (Active Electrical Energy Meters), R49 (Water meters), R51 (Automatic catch-weighers), R59 (Moisture meters for cereal grains and oilseeds), R61 (Automatic gravimetric filling instruments), R85 (Level gauges for stationary storage tanks), R106 (Automatic rail-weighbridges), R117 (fuel dispensers and other liquid flow systems), OIML R129 (Multi-dimensional measuring instruments), and R137 (Gas meters).

Information regarding the OIML-CS can be found at www.oiml.org. Dr. Ehrlich represents the U.S. interests in this work and regularly provides updates to the NCWM Board of Directors on these activities.

ACT – ACTIVITY REPORTS

ACT-1 I NTEP Participating Laboratories and Evaluations Reports

The NTEP 2023 laboratories/evaluators meeting was held on March 28th thru the 30th in Cleveland, OH.

NTEP continues to routinely survey customers pertaining to NTEP administration and laboratories customer service. The survey is released to active Certificate of Conformance (CC) holders. The NCWM Board of Directors routinely reviews the results of the survey to form a continuous improvement plan for NTEP. With any survey, the challenge is to develop a document that is concise enough that customers will respond, while also providing a meaningful set of data. To date, the NCWM Board of Directors is finding general approval of NTEP services.

The Committee reviewed NTEP statistics through September 2022. The review of statistics shows that incoming applications are had increased over previous years creating a manageable but increased evaluation backlog. While the backlog is larger than in previous years, the application processing, evaluation times, and certificate issuing is consistent with previous years. See Appendix A for NTEP statistics.

ACT-2 I NTEP Sector Reports

All NTEP Sector Reports are available to members at the time *NCWM Publication 15* is published. The NTEP Committee is committed to ensuring electronic versions of sector reports are available with *NCWM Publication* 15. Please note the sector summary reports will only be available in the electronic version of *NCWM Publication 15* and at www.ncwm.com/interim-archive; they will not be available in printed versions of *NCWM Publication 15*.

NTEP Weighing/Belt-Conveyor Scale Sector:

The next meeting of the combined NTEP Weighing/Belt-Conveyor Scale Sector and Sector Meeting is scheduled for August 22-23, 2023, at the Hyatt Place Downtown in Austin, Texas. Refer to the Sectors web page for additional detail. For questions on the status of sector work or to propose items for a future meeting, please contact either of the sectors Co-Chair and/or the NTEP Administrator:

Sector Co-Chair	Sector Co-Chair	NTEP Administrator
Ms. Jessica Ferree	Mr. Peter Sirrico	Mr. Darrell Flocken
Metter-Toledo, LLC	Thayer / Hyer Industries	Ph: 614-620-6134
jessica.ferree@mt.com	psirrico@thayerscale.com	darrell.flocken@ncwm.com

NTEP Grain Moisture Meter and NIR Protein Analyzer Sectors:

The next meeting of the NTEP Grain Moisture Meter and NIR Protein Analyzer Sectors is scheduled for August 9, 2023, at the Holiday Inn Express Kansas City Airport in Kansas City, MO. Refer to the Sectors web page for additional detail. For questions on the status of sector work or to propose items for a future meeting, please contact the sector Chair and/or the NTEP Administrator:

Sector Chair	NTEP Administrator
Mr. Karl Cunningham	Mr. Darrell Flocken
Illinois	Ph: 614-620-6134
karl.cunningham@illinois.gov	darrell.flocken@ncwm.com

NTEP Measuring Sector:

The next meeting of the NTEP Measuring Sector Meeting is scheduled for September 19-20, 2023, at the Drury Plaza Hotel Milwaukee Downtown, Milwaukee, Wisconsin. Refer to the Sectors web page for additional detail. For questions on the status of sector work or to propose items for a future meeting, please contact the sector Chair and/or the NTEP Administrator:

Sector Chair	NTEP Administrator
Mr. Michael Keilty	Mr. Darrell Flocken
Endress + Hauser Flowtec AG, USA	Ph: 614-620-6134
michael.keilty@us.endress.com	darrell.flocken@ncwm.com

NTEP Software Sector:

The next meeting of the NTEP Software Sector is scheduled for September 19-20, 2023, at the Drury Plaza Hotel Milwaukee Downtown, Milwaukee, Wisconsin in a combined format with the NTEP Measuring Sector Meeting. Refer to the Sectors web page for additional detail. For questions on the status of sector work or to propose items for a future meeting, please contact the sector Chair and/or the NTEP Administrator:

Sector Chair	NTEP Administrator
Mr. James Pettinato Technip FMC jim.pettinato@technipfmc.com	Mr. Darrell Flocken Ph: 614-620-6134 darrell.flocken@ncwm.com

NTEP Multiple Dimension Measuring Devices (MDMD) Work Group:

The NTEP MDMD Work Group meeting was held on May 3-4, 2023, at the Ohio Agriculture Complex - Admin Building, Reynoldsburg, OH. Refer to the Sectors web page for additional detail. For questions on the status of work group or to propose items for a future meeting, please contact the sector Chair and/or the NTEP Administrator:

Sector Chair	NTEP Administrator
Mr. Chris Senneff Avery Weigh-Tronix csenneff@awtx-itw.com	Mr. Darrell Flocken Ph: 614-620-6134 darrell.flocken@ncwm.com

NTEP Electric Vehicle Supply Equipment (EVSE) Work Group:

The NTEP EVSE Work Group has not met in the previous 2 years. At the conclusion of the NCWM Annual Meeting it is anticipated that the Work Group will need to schedule a meeting to update the NTEP Evaluation Checklist to include any items adopted during the Annual Meeting. As the Work Group Meeting is not yet scheduled, please contact the sector Chair and/or the NTEP Administrator for additional information:

Sector Chair	NTEP Administrator
Mr. Andrei Moldoveanu NEMA And_Moldoveanu@nema.org	Mr. Darrell Flocken Ph: 614-620-6134 darrell.flocken@ncwm.com

CAP – CONFORMITY ASSESSMENT PROGRAM

CAP-1 I Conformity Assessment Program

The Conformity Assessment Program was established to ensure devices produced after the device has been type evaluated and certified by NTEP continue to meet the same requirements. This program has three major elements: 1) Certificate Review (administrative); 2) Initial Verification (inspection and performance testing); and 3) Verified Conformity Assessment (influence factors). This item is included on the Committee's agenda to provide an update on these elements.

Certificate Review:
Certificates are constantly under review by NTEP staff and laboratories. Many active certificates are amended annually because of manufacturer submission for evaluation or issues reported by the states pertaining to information on the certificate. When the devices are re-evaluated and certificates are amended, all information is reviewed, and necessary steps are taken to assure compliance and that accurate, thorough information is reported on the certificate.

To keep certificate information up to date, the Committee continues to offer an opportunity for active certificate holders to update contact information that is contained in the "Submitted By" box on certificates. This is offered during the payment period of their annual maintenance fee. Many CC holders have taken advantage of the opportunity for hundreds of NTEP certificates.

Initial Verification (IV):
The IV initiative is ongoing. Field enforcement officials perform an initial inspection and test on new installations on a routine basis. The Committee recognized that the states do not want IV reporting to be cumbersome.

An IV report form was developed several years ago. The Committee desired a simple form, perhaps web-based for use by state and local regulators. The form was approved by the Committee and distributed to the states. A completed form can be submitted via mail, e-mail, fax, or online. The forms are available on the Conformity Assessment Program web page at www.ncwm.com/conformity-assessment, or on the Forms web page at www.ncwm.com/helpful-forms, or by contacting the NCWM at info@ncwm.com or the NTEP Administrator at darrell.flocken@ncwm.com.

NTEP has acknowledged that the state, county, and city regulators have not bought into the IV report form. Industry representatives stated that IV is very important to ensure conformity assessment and the NCWM should push harder for reporting of non-compliance issues found during IV.

NTEP is open to suggestions on how to improve the reporting of non-compliant devices found during initial verification.

VCAP:
NCWM has been concerned about production meeting type and protecting the integrity of the NTEP Certificate of Conformance (CC) since the inception of NTEP. The NCWM Board of Directors has consistently reconfirmed its belief that conformity assessment is vital to NTEP's continued success.

Seven weighing device categories subject to influence factors, as defined in *Handbook 44*, were identified and are subject to VCAP audits. Certificate holders for these device types are required to have an on-site audit of the manufacturer's quality system and on-site random and/or review of a production device by an outside auditor to verify compliance with VCAP. The NTEP Committee and NCWM Board agreed not to include weighing/load receiving elements using NTEP load cells in the list of device categories subject to VCAP. However, the Board notified certificate holders that they have no intention of amending the table of devices subject to influence factor testing found in the Weighing Devices Section of *NCWM Publication 14*.

The Committee has received letters, questions, and many other inquiries pertaining to VCAP. The Committee has worked diligently to answer the questions submitted in a very timely manner. The Committee knows that additional questions will be posed as VCAP progresses. Certificate holders and other interested parties are encouraged to submit written questions to the NTEP Committee. The Committee is pleased to report that it has been successful in answering all the questions to date. Clerical changes and additions have been made to affected VCAP documents as deemed necessary.

Load cells traceable to NTEP certificates were selected for the initial assessment effort. NCWM elected to require a systems audit checklist that is to be completed by an outside auditor and submitted to NCWM per Section 21.3.3.3.5 of the VCAP requirements. A VCAP Systems Audit Checklist for Manufacturers and a VCAP Systems Audit Checklist for Private Label Certificate Holders have been developed and are available on the website at www.ncwm.com/vcap. Additionally, the Committee developed a new *NCWM Publication 14*, administrative policy to distinguish between the requirements for parent NTEP certificate holders (21.3.2) and private label certificate holders. The requirements in 21.3.3.7 track the private label checklist requirements: traceability of the private label NTEP CC to its parent NTEP CC, traceability of the parent NTEP CC to a VCAP audit, purchase and sales records, plan to report non-conforming product and non-conforming product in stock, plan to conduct internal audits to verify non-compliance action, and internal audit records.

VCAP Audits:
The Committee had discussions about the required number of audits for facilities that manufacture multiple device types. For example, if a company had successful audits for two device types, they might submit a request for a delay from audit requirements for remaining device types, stating that they are all subjected to the same processes and will be audited in the next cycle. The Committee agreed to the request in principal and directed the NTEP Administrator proposed a change to the VCAP Policy language. This change was adopted by the NCWM Board in 2013.

CAP-2 W Timelines for Remaining Device Categories Subject to VCAP

Source:
NTEP Committee

Item Under Consideration:
NCWM decided to include the remaining device categories subject to VCAP as soon as practicable. In 2016, the Committee worked to develop a timeline to include the remaining categories. NTEP has developed timelines to phase in the remaining device categories. The timelines identify the inclusion of the remaining device types into the NTEP, Verified Conformity Assessment Program. The timeline includes both manufacturers and private label holders of Certificates of Conformance for the device type. The NTEP Committee is moving forward with the following timelines.

The remaining device that has not reached the end of its compliance deadline is Belt-Conveyor Scale. The timeline for this device is shown below:

<table>
<tr><th colspan="6">NCWM/NTEP VCAP Compliance Timeline
Belt-Conveyor Scales (weigh-belt systems only)</th></tr>
<tr><th>July 2020 - Sept. 2020</th><th>July 2020 - Nov. 2021</th><th>July 2020 - May 2022</th><th>July 2020 - June 2022</th><th>Dec. 2021</th><th>June 2022</th></tr>
<tr><td rowspan="3">NTEP notifies active CC holders of VCAP requirements</td><td>Parent CC holders to put VCAP QM system in place</td><td>Private Label CC holders to put VCAP QM system in place</td><td>NTEP evaluates incoming audit reports</td><td rowspan="3">NCWM declares CCs inactive if Parent CC holder fails to comply with VCAP</td><td rowspan="3">NCWM declares CCs inactive if Private Label CC holder fails to comply with VCAP</td></tr>
<tr><td>CC holder to have audit completed by authorized auditing company</td><td>CC holder to have audit completed by authorized auditing company</td><td rowspan="2">NTEP contacts CC holders not meeting VCAP requirements to encourage compliance</td></tr>
<tr><td>Submit audit report to NCWM/NTEP</td><td>Submit audit report to NCWM/NTEP</td></tr>
</table>

Additional comments from affected stakeholders are welcomed and appreciated.

NCWM 2023 Interim Meeting: The Committee heard no comments on this item. Seeing that the deadline for the last device to be included into the VCAP sampling testing requirement has passed, The Committee agreed to withdraw this item.

ADM – NCWM PUBLICATION 14, ADMINISTRATIVE POLICY

ADM-21.1 I Add Multiple Dimensioning Measuring Devices (MDMD) and Grain Analyzers to VCAP Device List

Source:
NTEP Administrator

Purpose:
Add MDMD and Grain Analyzers to the current list of device types that require VCAP compliance.

Item Under Consideration:
Modification of Publication 14, Administrative Policy, paragraphs 21.3.1. and paragraph 21.3.6. as shown below.

21.3.1. Devices that Must Meet this Requirement <u>are Limited</u> to the List Below:

Load Cell (T.N.8.)
Indicating Elements (T.N.8.)
Weighing/Load Receiving Elements 2000 lb capacity and less with non-NTEP Load Cells (T.N.8.)
Complete Scales 2000 lb capacity and less (T.N.8.)
Automatic Weighing Systems 2000 lb capacity and less (T.7.)
Belt-Conveyor Scales (weigh-belt systems only) 2000 lb capacity and less (T.3)
Automatic Bulk Weighing Systems 2000 lb capacity and less (T.7.)
<u>Multiple Dimensioning Measuring Devices (T.5.)</u>
<u>Grain Analyzers (T.N.8.)</u>

21.3.6. Devices that Must Meet this Requirement <u>are Limited</u> to the List Below:

Load Cell (T.N.8.)
Indicating Elements (T.N.8.)
Weighing/Load Receiving Elements 2000 lb capacity and less with non-NTEP Load Cells (T.N.8.)
Complete Scales 2000 lb capacity and less (T.N.8.)
Automatic Weighing Systems 2000 lb capacity and less (T.7.)
Belt-Conveyor Scales (weigh-belt systems only) 2000 lb capacity and less (T.3)
Automatic Bulk Weighing Systems 2000 lb capacity and less (T.7.)
<u>Multiple Dimensioning Measuring Devices (T.5.)</u>
<u>Grain Analyzers (T.N.8.)</u>

The addition of MDMD and Grain Analyzers to the current list of devices is consistent with the scope of the VCAP Policy, that being, all devices that require influence factor testing during the NTEP evaluation and certification process are subject to VCAP Policy requirements.

<u>NCWM 2021 Interim Meeting:</u> The Committee heard no comments regarding this item.

<u>NCWM 2021 Annual Meeting:</u> The Committee heard no comments regarding this item.

<u>NCWM 2022 Interim Meeting:</u> The Committee heard no comments regarding this item.

<u>NCWM 2022 Annual Meeting:</u> The Committee heard no comments regarding this item.

<u>NCWM 2023 Interim Meeting:</u> The Committee received letters and heard comments from manufacturers and from an association representative all in opposition to the addition of Grain Analyzers to the list of devices requiring manufacturers to meet VCAP requirements. All of the opposition was based on three areas. The first area was related to the quality of the product realized from the manufacturers third party certified quality management system, the use of quality components specified in the design phase and carried through into the production phase. The second area was focused on the NTEP Phase II requirements for these devices, and the third area was identified as the requirement imposing a cost burden that will be passed on to the buyers of these devices with no apparent justification. An additional concern that was voiced was why are we just hearing about this now!

VCAP does touch on the manufacturers quality management system, however, the primary focus is on the device performance to the two specifications from Handbook 44 that cannot be verified during initial and subsequent verification inspections, that is the devices ability to continue to meet performance/accuracy requirements when subjected to external influences such as changes in the AC voltage levels (as specified in Handbook 44, Code 5.56.(a) Grain Moisture Meters, S.2.2.1. Power Supply, Voltage and Frequency) or changes in the temperature of the location of the device (as specified in Handbook 44, Code 5.56.(a) Grain Moisture Meters, S.1.5. Operating Temperature). Compliance to these specifications is only evaluated during the Phase I portion of the evaluation related to the weighing function and can only be verified via the ongoing sample device testing requirements in the VCAP policy. Phase II focuses on the moisture calibration program While the use of quality components is important to the overall

continued compliance of the device, the VCAP audit focuses on the control of design changes and component purchasing. VCAP does not get involved in the manufacturing process.

This item has been on the NTEP Committee Report since the 2021 NCWM Interim Meeting (Item number ADM-21.1) and a summary of the item was published in the NTEP Column of the second NCWM Newsletter in 2022. Since its first appearance on the Committee agenda, the Committee received no comments or letters in support or opposition to the item. In an effort to bring awareness to the proposal, a comment was made during the 2022 NTEP Grain Analyzer Sector Meeting. This awareness effort resulted in the NTEP Administrator receiving several emails from manufacturers requesting additional and detailed information about the program. To provide this information, the NTEP Administrator hosted a one-hour Zoom Meeting where a description of the program details, its purpose, the value to NTEP, the manufacturer and the buyer/user of these devices. The video is available for viewing on the YouTube NCWM Channel at www.youtube.com/watch?v=HYNoX7uYmF4.

ADM-21.2 I Correction to VCAP Policy to add NCWM Technical Employee Responsibilities to the Paragraphs 21.3.8., 21.3.8.2., and 21.3.8.3.

Source:
NTEP Administrator

Purpose:
Recognize an NCWM technical employee as a VCAP auditor and define their responsibilities for private labeler audits as currently recognized in for manufacturers audits.

Item Under Consideration:
Amend Administrative Policy paragraphs 21.1.3.8., 21.1.3.8.2., and 21.1.3.8.3., as shown below, to be consistent with paragraphs 21.1.3.3., 21.1.3.3.4., and 21.1.3.3.5.

21.1.3.8 Certification Body's Responsibilities and NCWM Technical Employee Responsibilities:

21.1.3.8.2 The selected Certification Body (auditor) shall be accredited to the ISO 9001:2008 standard for providing audits and certifications of management systems.

21.1.3.8.3 The Certification Body **or NCWM technical employee** is required to notify NCWM when a major breakdown of the NTEP private label CC holder's VCAP program is found.

21.1.3.8.4 The Certification Body **or NCWM technical employee** shall submit a completed "VCAP Systems Audit Checklist for Private Label Certificate Holders" to NCWM. Submitted documentation must contain a clear statement of compliance as a result of the VCAP audit.

NCWM 2021 Interim Meeting: The Committee heard no comments regarding this item.

NCWM 2021 Annual Meeting: The Committee heard no comments regarding this item.

NCWM 2022 Interim Meeting: The Committee heard no comments regarding this item.

NCWM 2022 Annual Meeting: The Committee heard no comments regarding this item.

NCWM 2023 Interim Meeting: The Committee heard no comments regarding this item. During the Committees Spring Meeting, the Committee forwarded this recommendation to the NCWM Board of Directors with the recommendation that the policy change should be approved. At this same meeting, the NCWM Board of Directors approved the policy change. The change will be incorporated into the 2024 edition of Publication 14, Administrative Policy.

ADM-21.3 I Enhance VCAP Policy to Require 2nd Party Auditors to be Certified By NTEP

Source:
NTEP Administrator

Purpose:
Add the requirement that individual auditors associated with a Certification Body, are required to have successfully completed an NCWM, VCAP Auditor Certification Class before being qualified to perform VCAP audits on manufacturers holding an NTEP Certificate of Conformance. The proposal also removes the accreditation requirement based on Standard Industry Classification codes and updates the certification body auditors to require accreditation to ISO 9001:2018 from the currently stated ISO 9001:2008.

Item Under Consideration:
Revise paragraph 21.1.3.3 Certification Body's Responsibilities and NCWM Technical Employee Responsibilities as follows:

21.1.3.3 Certification Body's Responsibilities and NCWM Technical Employee Responsibilities:

21.1.3.3.1 The selected Certification Body is to be accredited by ANSI-ASQ National Accreditation Board (ANAB) or by a Signatory of the International Laboratory Accreditation Cooperation (ILAC) Mutual Recognition. The ANSI, ANAB and ILAC are accreditation bodies for management systems. ANAB and ILAC accredit certification bodies (CBs) for ISO 9001 quality management systems (QMS), ISO 17025 laboratory testing facilities and ISO 14001 environmental management systems (EMS)~~, as well as a number of industry-specific requirements~~.

~~21.1.3.3.2 With accreditation to Standard Industry Classification (SIC) codes (3596/3821) or equivalent.~~

~~Sequence Number 2007 NAICS, U.S. Code 2007 NAICS U.S. Title~~
~~847 333997 Scale and Bench Manufacturing~~

The auditor representing the Certification Body shall have successfully completed the NCWM, Verified Conformity Assessment Program Training. (Effective January 1, 2025.)

21.1.3.3.2. **Training by NCWM may be conducted in person, or via electronic format, at the trainer's discretion. A Train-the-Trainer method may be used by Certification Bodies that have an internal training program, however; all training performed through an internal training program must be conducted in person.**

Original Proposal:
Revise paragraph 21.1.3.3 Certification Body's Responsibilities and NCWM Technical Employee Responsibilities as follows:

21.1.3.3 Certification Body's Responsibilities and NCWM Technical Employee Responsibilities:

21.1.3.3.3 The selected Certification Body is to be accredited by ANSI-ASQ National Accreditation Board (ANAB) or by a Signatory of the International Laboratory Accreditation Cooperation (ILAC) Mutual Recognition. The ANSI, ANAB and ILAC are accreditation bodies for management systems. ANAB and ILAC accredit certification bodies (CBs) for ISO 9001 quality management systems (QMS), ISO 17025 laboratory testing facilities and ISO 14001 environmental management systems (EMS)~~, as well as a number of industry-specific requirements~~.

~~21.1.3.3.4 With accreditation to Standard Industry Classification (SIC) codes (3596/3821) or equivalent.~~

~~Sequence Number 2007 NAICS, U.S. Code 2007 NAICS U.S. Title 847 333997 Scale and Bench Manufacturing~~

The auditor representing the Certification Body shall have successfully completed the NCWM, Verified Conformity Assessment Program Training Class. (Effective January 1, 2025.)

~~21.1.3.3.3.~~**21.1.3.3.2.**
~~21.1.3.3.4.~~**21.1.3.3.3.**
~~21.1.3.3.5.~~**21.1.3.3.4.**

This adoption of this item will increase the consistence and quality of a VCAP audit. Qualified auditors are well trained for auditing procedures, but often do not understand the technical requirements the VCAP Policy places on the sample testing to influence factors. This change to the policy would require audits to receive training which would be focused on the technical requirements.

NCWM 2021 Interim Meeting: The Committee heard no comments regarding this item.

During the April NTEP Committee Meeting, the NTEP Committee agreed with the proposed policy change and suggested this item be forward to the NCWM Board of Directors with the recommendation to adopt the change. Mr. Darrell Flocken (NTEP Administrator) reviewed the proposal and determined that additional changes are needed to address issues such as allowing the idea of Train-the-Trainer for Certification Bodies that have internal training programs, and online (video) training classes for national and international auditors. The Item Under Consideration, shown above, has been modified to add policy statement for consideration.

NCWM 2021 Annual Meeting: The Committee heard no comments regarding this item.

NCWM 2022 Interim Meeting: The Committee heard no comments regarding this item.

NCWM 2022 Annual Meeting: Mr. Craig VanBuren (Michigan) asked the committee when they felt this item would become effective and who would be performing the training. Darrell Flocken (NTEP Administrator) commented that he anticipates the requirements be presented to and adopted by the Board of Directors during their September 2022 meeting. The training would initially be performed by myself using a modified version of the training presentation I used to train auditors from the MTAS in Switzerland and the LNE in France.

NCWM 2023 Interim Meeting: The Committee heard no comments regarding this item. During the Committees Spring Meeting, the Committee agreed to a two year implementation date for this requirement making the requirement effective January 1, 2025. In addition, the Committee recommended removing the word “class” for the last sentence in paragraph 23.1.3.3.1. and replace the e words “video conferencing” with “electronic format” in the first sentence of paragraph 23.1.3.3.2. The Committee forwarded this recommendation to the NCWM Board of Directors with the recommendation that the policy change should be approved. At this same meeting, the NCWM Board of Directors approved the policy change. The change will be incorporated into the 2024 edition of Publication 14, Administrative Policy.

ADM-21.4 I Update reference to auditors accreditation to ISO 9001:2018

Source:
NTEP Administrator

Purpose:
Updates the certification body auditors for private label audits to require accreditation to ISO 9001:2018 from the currently stated ISO 9001:2008.

Item Under Consideration:
Revise paragraph 21.1.3.8.1. as shown below:

21.1.3.8.1 The selected Certification Body (auditor) shall be accredited to the ISO 9001:~~2008~~**2018** standard for providing audits and certifications of management systems.

NCWM 2021 Interim Meeting: The Committee heard no comments regarding this item.

NCWM 2021 Annual Meeting: The Committee heard no comments regarding this item.

NCWM 2022 Interim Meeting: The Committee heard no comments regarding this item.

NCWM 2022 Annual Meeting: The Committee heard no comments regarding this item.

NCWM 2023 Interim Meeting: The Committee heard no comments regarding this item. During the Committees Spring Meeting, the Committee forwarded this recommendation to the NCWM Board of Directors with the recommendation that the policy change should be approved. At this same meeting, the NCWM Board of Directors approved the policy change. The change will be incorporated into the 2024 edition of Publication 14, Administrative Policy.

ADM-21.5 W Expand VCAP to Include Devices That do not Require Influence Factor Testing during the NTEP Certification Evaluation

Source:
NTEP Administrator

Purpose:
Modify VCAP Policy to included NTEP certified devices which do not undergo influence testing during the evaluation process.

Item Under Consideration:
Amend the current VCAP Policy as shown below.

3. NTEP Verified Conformity Assessment Program Procedures

Manufacturers of ~~Many~~ NTEP certified devices must **ensure that ongoing production of these NTEP certified devices must continue to** meet *NIST Handbook 44* requirements for ~~influence factors~~**the device type**. It is not **always** possible to verify **compliance to** these requirements during the Initial Verification in the field. Therefore, manufacturers of **NTEP certified** metrological devices (instruments) and/or components (modules) ~~which are subject to influence factors, as defined in *NIST Handbook 44*,~~ must have a Verified Conformity Assessment Program (VCAP) in place to ensure that these metrological devices and/or components are produced to perform at a level consistent with that of the device and/or component previously certified. The Verified Conformity Assessment Program audit will be at one or more sites as required to verify compliance.

For weighing devices that are subject to influence factors, NTEP will require an ~~initial~~ on-site audit of the manufacturer's quality system and on-site random testing and/or review of a production device(s) (instrument(s)) by the Registrar to verify that all items listed below are currently implemented and functioning to verify compliance to the appropriate sections of *NIST Handbook 44*. **For all other devices, NTEP will require an on-site audit of the manufacturer's quality system.**

It is important for NTEP to know the types of devices included in the VCAP audit and it is for this reason that the certificate holder shall prepare a controlled quality management system (QMS) document listing the range of parameters that cover the devices included in the audit. The certificate holder shall include in this document all certificates and device parameters (For example**, but not limited to**: different models, capacities, **flow rates,** e-min, n-max, ~~sizes~~ etc.) for the applicable device category. ~~For example, in a load cell audit, a range of capacities~~

~~of the load cells included in the audit shall be listed in the report.~~ This document shall be available for the VCAP auditor and NTEP upon request and may be included as an annex to the audit report if desired

3.1. Requirements by Device Type

3.1.1. **Weighing** devices that must meet **influence factor testing**~~this~~ requirement**s** are limited to the list below:

- Load Cell (T.N.8.)
- Indicating Elements (T.N.8.)
- Weighing/Load Receiving Elements 2000 lb capacity and less with non-NTEP Load Cells (T.N.8.)
- Complete Scales 2000 lb capacity and less (T.N.8.)
- Automatic Weighing Systems 2000 lb capacity and less (T.7.)
- Belt-Conveyor Scales (weigh-belt systems only) 2000 lb capacity and less (T.3)
- Automatic Bulk Weighing Systems 2000 lb capacity and less (T.7.)

3.1.2. All other weighing and measuring devices must meet the quality control requirements of this policy

3.2. Requirements, The NTEP CC Holder's Control Facility Responsibilities:

3.2.1. A documented Quality Management System governing the design and manufacture of the device.

3.2.1.1 The NTEP CC holder shall prepare documentation of its various quality activities and practices required by this document and by NCWM's Verified Conformity Assessment Program policy and procedures; and shall demonstrate the effective implementation of those activities and practices. This should include (and/or reference) the manufacturer's quality manual, written procedures and work instructions, flowcharts, diagrams, drawings, etc., as appropriate.

3.2.1.2. In addition to the requirements stated in 3.2.1.1., the following requirement apply to devices that require influence testing.

…... Renumber, as needed to next proposed change.

3.2.4.1. The NTEP CC holder**, for weighing devices subject to influence factor testing** shall establish a random sampling plan appropriate for the production quantity of the device that is traceable to a nationally recognized quality standard, i.e., Acceptable Quality Level AQL or equivalent, or meet the minimum requirements as defined in Section 21.1.3.5 of this document.

3.2.4.1.1. The NTEP CC holder shall maintain a controlled document listing all the devices, their estimated annual production quantity, the CC number of the device and the date that the device was added to or removed from the sampling plan.

3.2.4.1.2. Devices shall be selected and tested in accordance to NCWM Publication 14 as designated by the established sampling plan.

3.2.4.1.3. Results of the testing, along with values of pertinent control parameters (e.g., time, temperature, humidity, etc.), shall be recorded and shall clearly identify whether the test passed or failed.

3.2.4.1.4. Records shall be made available to the VCAP auditor of test results since the last VCAP audit.

..... Renumber, as needed to next proposed change.

3.5. Sample Sizes:

3.5.1. **For devices subject to influence factor testing, t**~~T~~he following sample sizes are to be used based on annual production.

Units per Year	Minimum Number (total of samples production) per Year
2 – 50	2
51 – 500	3
501 – 35,000	5
35,001+	8

NTEP Verified Conformity Assessment Program Procedures for Private Label Certificate Holders

Manufacturers of~~Many~~ NTEP certified devices must **ensure that ongoing production of these NTEP certified devices must continue to** meet *NIST Handbook 44, Specifications, Tolerances, and Other Technical Requirements for Weighing and Measuring Devices*, requirements for ~~influence factors~~**the device type**. It is not **always** possible to verify **compliance to** these requirements during the Initial Verification in the field. Therefore, manufacturers of **NTEP certified** metrological devices (instruments) and/or components (modules), ~~which are subject to influence factors, as defined in *NIST Handbook 44*,~~ must have a Verified Conformity Assessment Program (VCAP) in place to ensure that these metrological devices and/or components are produced to perform at a level consistent with that of the device and/or component previously certified.

For ~~weighing devices that are subject to influence factors,~~ **NTEP certified devices** traceable to a private label NTEP Certificate of Conformance, NTEP will require **an on-site audit of** the private label certificate holder **quality system** to verify that the parent certificate holder has complied with VCAP requirements, has a current VCAP audit certificate, the VCAP certification is traceable back to the parent NTEP certificate, and the parent certificate is active.

It is important for NTEP to know the types of devices included in the VCAP audit and it is for this reason that the certificate holder shall prepare a controlled quality management system (QMS) document listing the range of parameters that cover the devices included in the audit. The certificate holder shall include in this document all certificates and device parameters (For example: **but not limited to,** different models, capacities, e-min, n-max, ~~sizes~~ etc.) for the applicable device category. ~~For example, in a load cell audit, a range of capacities of the load cells included in the audit shall be listed in the report.~~ This document shall be available for the VCAP auditor and NTEP upon request and may be included as an annex to the audit report if desired.

~~**3.1. Devices that Must Meet this Requirement are Limited to the List Below:**~~

~~Load Cell (T.N.8.)~~

~~Indicating Elements (T.N.8.)~~

~~Weighing/Load Receiving Elements 2000 lb capacity and less with non-NTEP Load Cells (T.N.8.)~~

~~Complete Scales 2000 lb capacity and less (T.N.8.)~~

~~Automatic Weighing Systems 2000 lb capacity and less (T.7.)~~

~~Belt-Conveyor Scales (weigh-belt systems only) 2000 lb capacity and less (T.3)~~

~~Automatic Bulk Weighing Systems 2000 lb capacity and less (T.7.)~~

~~**3.2.**~~ **3.1. Requirements: The Private Label NTEP CC Holder's Responsibilities:**

..... Renumber, as needed to the end of the section.

NCWM 2021 Interim Meeting: The Committee heard no comments regarding this item.

NCWM 2021 Annual Meeting: The Committee heard no comments regarding this item.

NCWM 2022 Interim Meeting: The Committee heard no comments regarding this item.

NCWM 2022 Annual Meeting: The Committee heard no comments regarding this item.

NCWM 2023 Interim Meeting: The Committee heard comments from a manufacturer of a device that would be added to the list of devices covered under the revised policy. The comment focused on the fact that since the device does not require influence factor testing during NTEP evaluation, the proposed change would require that the manufacturers quality management system be audited. Since most company's manufacturing these devices already have their quality systems certified to ISO standards, this requirement would only add an additional audit requirement on top of their current audits, the manufacturer opposed this item and recommended that it be withdrawn. During the Committee work session, the manufacturers comments were discussed, and the Committee agreed to withdraw this item.

ADM-21.6 I Revised Administrative Policy, Section 9.2. to Include Action Based on Unpaid Evaluation Fees

Source: NTEP Administrator
Purpose:
Modify NTEP Application Policy to include a decision to reject an application based on the existence of an overdue invoice for evaluation services performed by an NTEP Participating Laboratory or Field Evaluator.

Item Under Consideration:
Amend Administrative Policy, Section 9.2.1 as shown below.

9. Process to Obtaining Type Evaluation and NTEP Certification

The type evaluation process follows a sequence of steps. These are explained further in this section.

The type evaluation process is the first step of regulatory involvement in the legal metrology control system. Test criteria and procedures are contained in *Weighing Devices*, *Measuring Devices* and *Grain Moisture Meters & Near Infrared Grain Analyzers* sections of *NCWM Publication 14*.

9.1. Filing an Application

…..

9.2. Processing an Application

1. The **NCWM Coordinator or the** NTEP Administrator will review the application and either accept or reject the request. A decision to reject an application ~~is~~ **will be** based ~~solely~~ upon **one or both of the following considerations:**

1.1. Any overdue invoice from either a participating NTEP Laboratory, or an NTEP Field Evaluator, for services performed on a previous device evaluation, or

1.2. **The** inability of NTEP to perform an evaluation on the device due to lack of procedures in *NCWM Publication 14 Weighing Devices*, *Measuring Devices* or *Grain Moisture Meters & Near Infrared Grain Analyzers*.

2. If accepted, the NTEP Administrator will assign the evaluation to a Participating Laboratory. *See Section 8 Participating Laboratories.*

…..

During the April NTEP Committee Meeting, the Committee Members agreed to add this item to the NTEP Committee Report to receive comments for the NCWM Membership during the remainder of the 2021 and the complete 2022 meeting cycle.

NCWM 2021 Annual Meeting: The Committee heard no comments regarding this item.

NCWM 2022 Interim Meeting: The Committee heard no comments regarding this item.

NCWM 2022 Annual Meeting: The Committee heard no comments from the floor regarding this item.

NCWM 2023 Interim Meeting: The Committee heard no comments regarding this item. During the Committees Spring Meeting, the Committee forwarded this recommendation to the NCWM Board of Directors with the recommendation that the policy change should be approved. At this same meeting, the NCWM Board of Directors approved the policy change. The change will be incorporated into the 2024 edition of Publication 14, Administrative Policy.

ADM-22.1 I Enhance VCAP Policy to Include Certification of a Third Party Laboratory

Source:
NTEP Administrator

Purpose:
This proposal recommends an addition to the VCAP Policy to permit the NCWM certification of a third party laboratory to perform the influence factor testing on device samples provided by the product manufacturer for a company holding an NTEP Certificate of Conformance as the product manufacturer.

The policy addition would create the ability of a third party laboratory to receive NCWM certification to perform influence factor testing on behalf of a company holding an NTEP Certificate of Conformance as the product manufacturer, that does not have in house capabilities to perform the testing.

Item Under Consideration:
Revise paragraph 3.2.14. as follows:

3.2.14. If the NTEP CC holder contracts with ~~an~~ **a non-NCWM authorized,** outside testing facility to conduct the influence factor testing, that facility will be subject to all pertinent VCAP requirements.

Insert the following into paragraph 3.3 and renumber all remaining paragraphs

3.3. Certification of Third Party Testing Laboratory

The following defines the certification requirements to operate a third party laboratory authorized by the NCWM to perform the required influence factor testing, defined in Section 3.1. of this policy by device type.

3.3.1. The laboratory shall have an assigned individual or individuals who is a member of the National Conference On Weights and Measures and is familiar with the influence factors mentioned in Handbook 44 and the conformance testing methods as defined in the NCWM, Publication 14.

3.3.2. The laboratory shall maintain a current copy of the latest edition of Handbook 44 and Publication 14.

3.3.3. The laboratory shall satisfy all VCAP requirements defined in the influence factor section of the VCAP Policy and related to product sample testing.

3.3.4. The laboratory shall have successfully passed an authorized laboratory audit, performed by an NCWM Technical Employee before representing themselves as an authorized laboratory.

3.3.5. Subsequent audits will be conducted on-site every three years.

3.~~3~~**4**. Certification Body's Responsibility and NCWM Technical Employee Responsibilities:

Renumber all remaining sections.

NCWM 2022 Interim Meeting: Darrell Flocken, (NTEP, Administrator) explained the reason this proposal was developed to assist scale manufacturer's where the purchase of the necessary influence factor testing equipment is a significant cost burden. This proposal permits the certification of a third party testing laboratory.

No comments were received during the Opening Hearings, however, one recommendation was received via email after the conclusion of the meeting. Doug Music (Kansas) suggested that a five year recertification time should be added to the proposal. Based on this suggestion, and to follow current manufacturers subsequent audit timing, paragraph 3.3.5. was added creating a three year audit cycle, as shown above.

Previous proposed wording:

Revise paragraph 3.2.14. as follows:

3.2.14. If the NTEP CC holder contracts with ~~an~~ **a non-NCWM authorized,** outside testing facility to conduct the influence factor testing, that facility will be subject to all pertinent VCAP requirements.

Insert the following into paragraph 3.3 and renumber all remaining paragraphs

3.3. Certification of Third Party Testing Laboratory

The following defines the certification requirements to operate a third party laboratory authorized by the NCWM to perform the required influence factor testing, defined in Section 3.1. of this policy by device type.

3.3.1. The laboratory shall have an assigned individual or individuals who is a member of the National Conference On Weights and Measures and is familiar with the influence factors mentioned in Handbook 44 and the conformance testing methods as defined in the NCWM, Publication 14.

3.3.2. The laboratory shall maintain a current copy of the latest edition of Handbook 44 and Publication 14.

3.3.3. The laboratory shall satisfy all VCAP requirements defined in the remainder of the VCAP Policy and related to product sample testing.

3.3.4. The laboratory shall have successfully passed an authorized laboratory audit, performed by an NCWM Technical Employee before representing themselves as an authorized laboratory.

3.~~3~~**4**. Certification Body's Responsibility and NCWM Technical Employee Responsibilities:

Renumber all remaining sections.

NCWM 2022 Annual Meeting: The Committee heard no comments from the floor regarding this item. However: Darrell Flocken (NTEP Administrator) had received comments from 2 manufacturers pledging their support for this item.

NCWM 2023 Interim Meeting: The Committee heard no comments regarding this item. During the Committees Spring Meeting, the Committee made the following changes to the proposal. 1) Change the words "Of A" to lower case. 2) In the item title removed the word "Testing". 3) In paragraph 3.3.3. replace the word "remainder" with "influence factor section" and forwarded this recommendation to the NCWM Board of Directors with the recommendation that the policy change should be approved. At this same meeting, the NCWM Board of Directors approved the policy change. The change will be incorporated into the 2024 edition of Publication 14, Administrative Policy.

ADM-23.1 I Acceptance of OIML-CS Test Reports Issued for Devices Evaluated to the OIML R117 Recommendation for Issuing NTEP Certificates of Conformance.

Source:
Meter Manufacturers Association

Purpose:
Recommend that NCWM enter into the OIML-CS for OIML R117 as a Utilizer, thus allowing NCWM to accept test reports for the purpose of issuing NTEP Certificates of Conformance for liquid measuring devices. NTEP will specify in its Declaration any additional national requirement in the U.S. for liquid measuring devices. All NTEP fees still apply and additional evaluation may be required at the discretion of the NTEP administrator.

Item Under Consideration:
Amend Pub 14 Administrative Policy as follows.

7.2. Certification System (OIML-CS)

The International Organization of Legal Metrology Certification System (OIML-CS) is a voluntary system by which national issuing authorities or national responsible bodies within OIML Member States and Corresponding Members accept and utilize OIML Test Reports or OIML Type Evaluation Reports, for type approval or recognition in their relevant national or regional metrological control programs.

The United States is a Member State in OIML and therefore is able to participate in the OIML-CS. The U.S. State Department has designated NIST, OWM to represent the U.S. in OIML. NIST, OWM has identified NCWM as the National Issuing Authority for the U.S. for OIML R76 (nonautomatic weighing instruments) and OIML R60 (metrological regulation for load cells) because NCWM administers NTEP. NCWM is also the National Issuing Authority for other weighing and measuring devices in the US. The NCWM is the active National Issuing Authority for R60 in a Declaration under the OIML-CS.

By signing a Declaration, a National Issuing Authority declares confidence in the test results issued by Testing Laboratories that are designated by OIML Issuing Authorities under the OIML-CS. Participants in the OIML-CS are of two kinds:

1. OIML Issuing Authorities, which issue OIML Certificates and associated Type Evaluation Reports (they will provide evidence of competence, impartiality and quality);
2. Utilizers, which do not issue OIML Test Reports, but which accept OIML Test Reports or OIML Type Evaluation Reports as the basis of issuing corresponding National Type Evaluation Certificates.

NCWM has entered into the OIML-CS for OIML R60 **and R117** as a Utilizer, thus allowing NCWM to accept test reports for the purpose of issuing NTEP Certificates of Conformance for load cells **and dynamic measuring systems for liquids other than water**. [Note: NCWM had previously participated in the Mutual Acceptance Arrangement (MAA) for OIML R60 load cells. The Certificate System replaced the MAA.] NTEP has specified in its Declaration that there is an additional national requirement in the U.S. for Class IIIL. All NTEP fees still apply and additional evaluation may be required at the discretion of the NTEP administrator.

Additional Information:
Per Pub 14 Administrative Policy, NCWM has the ability to enter into the OIML-CS for declaring its acceptance of a test report(s), issued by an authorized testing laboratory, based on the evaluation of a device to the OIML R117 International Recommendation as a Utilizer, thus allowing NCWM to accept test reports for the purpose of issuing NTEP Certificates of Conformance for liquid measuring devices.

Before this proposal is considered, a work group would need to be formed and charged with documenting any requirement that is currently in the Publication 14 Checklist that is not in the R117 recommendation. This document would be included in the declaration of additional national requirements in the U.S. The OIML-CS test report would need to include the results of the evaluation to these additional national requirements.

(Note, once the differences are identified, OIML-CS Test Laboratories should be contacted for their agreement and confirmation of capabilities to perform the additional testing, if any.) If OIML-CS Test Laboratories are unable to perform all tests specified in Publication 14 Checklist, the additional tests will be performed by NTEP.

The submitter provided the following information on possible opposing arguments to this proposal.

Opposing Argument 1: This might take work away from NTEP labs.

Rebuttal:
- NTEP labs are not always available for required testing.
- There might not be test facilities readily available in the US.
- NTEP labs would still need to review test reports and conduct gap analysis to HB44 and possibly conduct additional tests.
- This proposal would reduce NTEP travel expenses, which would benefit the manufacturers and NTEP labs.
- This proposal would reduce the test cost for manufacturers, and these savings can be passed on to the end user/public.

Opposing Argument 2: This might allow unscrupulous manufacturers to sell products to US consumers.

Rebuttal:
- OIML-CS system is a well-defined and strictly controlled system with qualified and certified testing authorities.
- Only OIML-CS test reports are eligible for submission to NTEP, and it will be still NTEP's decision which tests reports are acceptable based on the HB44 requirements.
- Test reports can be accepted in full or in part. In the latter case, additional tests by NTEP may be required.

OTH – OTHER ITEMS

OTH-1 W Vehicle Fueling Systems (EVFS)

The California Division of Measurement Standards and NTEP Measuring Laboratories are working with U.S. National Work Group Representatives and other experts to develop an NTEP checklist for electronic vehicle supply equipment (EVSE).

In July 2015, the NCWM adopted a tentative code for electronic vehicle fueling systems. The tentative code includes a provision that allows NTEP to accept EVSE for type evaluation to the *Handbook 44* code. The USNWG for EVSE developed the tentative code in *Handbook 44* and has been working to address evaluation criteria (NTEP checklist) and test standards to be used.

The NTEP Measuring Labs discussed the item during their meeting on September 20, 2016. The consensus of the laboratories was that the examination procedure outline developed by the State of California was not in a proper *NCWM Publication 14* checklist format. Another prime issue that is still being developed is the test equipment necessary to test these devices. NTEP cannot evaluate without standards for test equipment. Will NIST traceability be required? The Measuring Laboratories concluded that the present *NCWM Publication 14* checklist for RMFDs would be a good starting point to use in drafting a *NCWM Publication 14* checklist for EVSE. The NTEP Administrator and NTEP Measuring Laboratories recommend the NCWM Board of Directors / NTEP Committee consider establishing an NTEP Work Group or Task Force to address the EVSE issues.

The NTEP Committee agreed with the recommendations of the NTEP Measuring Laboratories and worked to establish a NTEP EVSE Work Group. The NTEP EVSE Work Group was developed with Mr. Andrei Moldoveanu, Senior Program Manager for NEMA appointed as Chair. The Work Group currently consisted of three public sector members and five private sector members representing associate membership.

The NTEP EVSE Work Group (WG) had their kick-off web-based meeting March 14, 2017. The WG had monthly web meetings with the initial goal of having a draft checklist ready for NCWM Board/NTEP Committee review. Significant progress has been made and during the 2018 NCWM Interim Meeting the NTEP Committee reviewed the updated Work Group's draft NTEP checklist. NTEP was given permission to proceed with checklist development and evaluations as deemed appropriate. NTEP is working with NIST/OWM to ensure proper requirements for test standards and test procedures are in place. Some technical policy issues still need to be worked out. Additionally, NTEP found out that many of these devices also have a timing feature to allow a charge for parked time (like a parking meter). NTEP will work to develop a timing feature supplemental checklist to the EVSE checklist.

The California Lab has purchased EVSE test standards for both laboratory and field testing. The test standards are out for certification. NTEP expects to perform the initial evaluation of an EVSE device in early 2020.

For questions on the status of the work group, please contact NTEP Administrator Darrell Flocken at darrell.flocken@ncwm.com.

NCWM 2021 Annual Meeting: The Committee heard no comments regarding this item.

The EVSE Work Group completed the 2nd draft of the NTEP Evaluation Checklist in early November 2020. The checklist is undergoing formatting work. In December 2020, a small group began the final comparison review of the checklist contents to the tentative EVSE Code in *Handbook 44*. Once completed, the checklist will be compared to the California evaluation checklist currently in use to include any additions or corrections learned from their evaluation experience.

NCWM 2021 Interim Meeting: Mr. Darrell Flocken (NTEP Administrator) provided at update on the status of the NTEP Evaluation Checklist for the evaluation of charging systems. Mr. Flocken reported that NTEP had received the most recent draft of the checklist from the EVSE Task Group and has finalized the formatting effort to make it align with that of *NCWM Publication 14 Checklists* for other devices. NTEP's goal is to have a draft Checklist available for NTEP Committee adoption by the Committee's 2021 spring meeting.

NCWM 2022 Interim Meeting: Mr. Darrell Flocken (NTEP Administrator) reported that NTEP began accepting applications for evaluation for AC Chargers on November 1, 2021. It was also reported that NTEP would accept and test data from the California Type Evaluation Program (CTEP) as the basis for issuing the NTEP Certificate of Conformance.

During opening hearings, the Committee received questions related to the possibility of additional NTEP Laboratories performing device evaluations. Darrell commented that the New York Laboratory has the test equipment for AC chargers and was working with the NTEP Evaluator to prepare to accept applications. Two additional requests were made for copies of the application form and test equipment certification. This information will be provided to the individuals after the meeting.

Juana Williams (NIST OWM) asked about the possibility of NTEP performing device evaluation at a location other than an NTEP Laboratory. Darrell reported that evaluations can be performed at other locations providing all test equipment used during the evaluation satisfies the performance, calibration and certification requirements necessary to perform the evaluation.

NCWM 2022 Annual Meeting: Mr. Tim Chesser (Arkansas) and Mr. Ken Ramsburg (Maryland) asked when I thought a a traceable DC Tester would be available for use during NTEP evaluations and what national standard will be used for the traceability. Darrell Flocken (NTEP Administrator) commended that traceable DC Test Equipment may be available sometime the fourth quarter of this year, however, there is a question if the test equipment will be able to reach the load values defined in the Handbook. I added that NIST reported earlier in the week that they feel confident there will be a nationally recognized performance standard for DC test equipment later this year. At this point, NTEP is watching this process very closely so we are ready to ask as soon as the national standard is announced, and traceable test equipment becomes available.

NCWM 2023 Interim Meeting: The Committee heard no comments on this item. During the Committee's work session, the Committee agreed to withdraw this item.

Mr. Ivan Hankins, Iowa | Committee Chair
Mr. Mahesh Albuquerque, Colorado | Member
Mr. Gene Robertson, Mississippi | Member
Mr. Marc Paquette, Vermont | Member
Mr. Kevin Schnepp, California | Member
Mr. Darrell Flocken, NCWM | NTEP Administrator

National Type Evaluation Program Committee

Appendix A

NTEP Statistics Report

(As of September 30, 2022)

General NTEP Statistics	Last Year	This Year
	10/01/20 – 9/30/21	10/01/21– 8/31/22
Total Applications Processed	(43) 322	(29) 324
Applications Completed	324	310
New Certificates Issued	305	298
Active NTEP Certificates		2343

( ) = Reactivations

Assignments to Labs per Year	10/01/20 – 9/30/21	10/01/21– 8/31/22
California	4	4
Canada	0	(4) 5
FGIS-IL	0	0
FGIS-KC	10	10
Kansas	1	1
Maryland	(1) 8	(1) 10
New York	(4) 16	19
NIST Force Group	2	3
North Carolina	5	6
Ohio	(3) 62	(2) 82
Oregon	2	(1) 1
NTEP Staff	(14)190	(2) 192
Applications Not Yet Assigned to a Lab	0	3

( ) = Reassignments from another lab

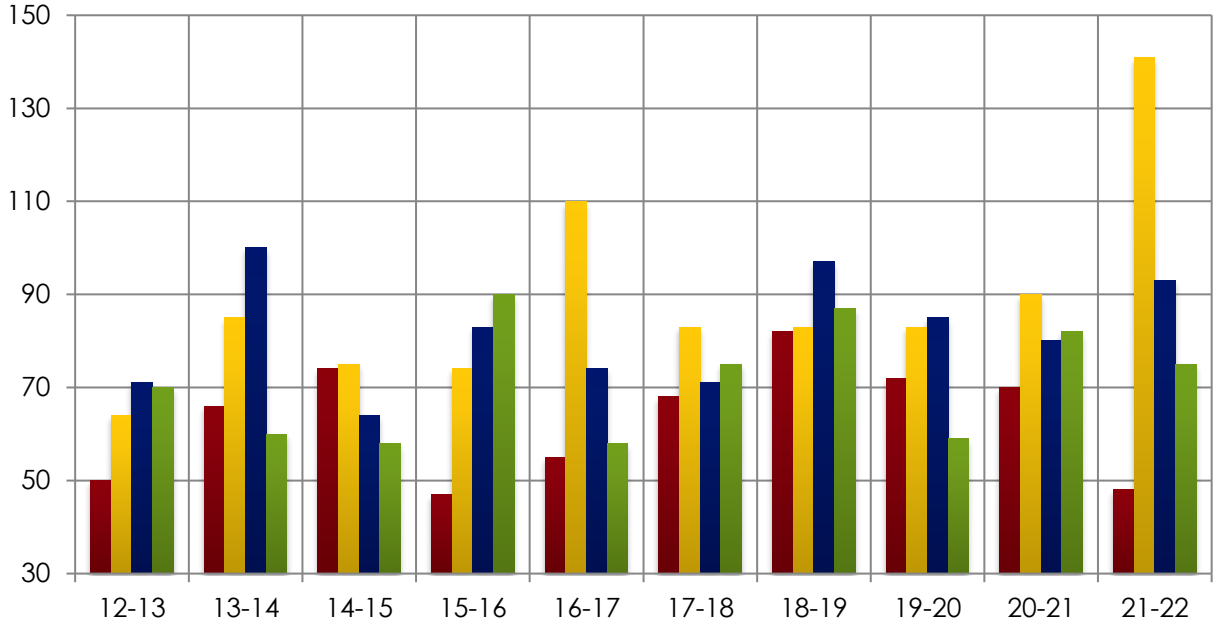
Process Statistics	10/2008 - Present
Average Time to Assign an Evaluation	4.3 Days
Average Time to Complete an Evaluation	80.8 Days

Report on Evaluations in Progress

Evaluations in Progress	0-3 Months	3-6 Months	6-9 Months	9-12 Months	Over 1 Year	Total
March 31, 2018	44	15	8	10	12	89
June 30, 2018	55	28	9	4	12	108
September 30, 2018	39	27	14	3	7	90
December 31, 2018	42	17	18	11	8	96
March 15, 2019	36	16	11	13	15	91
June 30, 2019	55	16	6	5	16	98
September 30, 2019	40	23	11	4	11	89
December 31, 2019	35	23	17	6	10	91
February 29, 2020	43	19	16	8	11	97
June 30, 2020	61	28	14	7	11	121
September 30, 2020	36	28	18	8	18	109
March 31, 2021	28	12	9	14	21	84
June 30, 2021	48	9	6	5	16	84
August 20, 2021	56	18	5	7	13	99
December 31. 2021	22	22	23	4	14	85
March 31, 2022	77	8	16	17	14	132
May 31, 2022	69	35	10	12	17	143
September 30, 2022	**48**	**36**	**16**	**10**	**17**	**127**

In Progress by Lab	0-3 Months	3-6 Months	6-9 Months	9-12 Months	Over 1 Year	Total
California			3			**3**
Canada		1				**1**
FGIS-IL						
FGIS-KC	5	4				**9**
Kansas	1			1		**2**
Maryland	3	5		1	2	**11**
New York	6	4	1	2		**13**
NIST Force Group			1	1	1	**3**
North Carolina				1		**1**
Ohio	21	15	6	4	7	**53**
Oregon					2	**2**
NTEP Staff	11	7	3		5	**26**
Unassigned	1		2			**3**
					Total Pending:	**127**

10-Year Report on Applications Received by Quarter



	12-13	13-14	14-15	15-16	16-17	17-18	18-19	19-20	20-21	21-22
Oct – Dec	50	66	74	47	55	68	82	72	70	48
Jan – Mar	64	85	75	74	110	83	83	84	90	141
Apr – Jun	71	100	64	83	74	71	98	85	80	92
Jul - Sep	70	60	58	90	58	73	87	59	82	75
Total	**255**	**311**	**271**	**294**	**297**	**295**	**350**	**300**	**322**	**356**

Average Per Quarter: 10-YR: **76.3**

Average Per Quarter This FY: **94.5**

Average per Year: **299.4**