

National Type Evaluation Program (NTEP) Committee 2024 Interim Meeting Report

Mr. Mahesh Albuquerque, Committee Chair
Colorado

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

International.....	INT Series
Activity Reports.....	ACT Series
Conformity Assessment Program	CAP Series
NCWM Publication 14, Administrative Policy	ADM Series
Other Items	OTH Series

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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)

1 **INT – INTERNATIONAL**

2 **INT-1 I Mutual Recognition Arrangement (MRA)**

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

8 **The scope of the current MRA includes:**

- 9
- 10 • gasoline and diesel dispensers;
 - 11 • high-speed dispensers;
 - 12 • gasoline and diesel meters intended to be used in fuel dispensers and truck refuelers;
 - 13 • electronic computing and non-computing bench, counter, floor, and platform scales with a capacity up to
14 1000 kg (2000 lb);
 - 15 • weighing/load receiving elements with a capacity of up to 1000 kg (2000 lb);
 - 16 • electronic weight indicating elements (except those that are software based, i.e., programmed by
17 downloading parameters); and
 - 18 • mechanical scales up to 10 000 kg (20 000 lb).

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

21 The current agreement expires on July 26, 2026.

22 **INT-2 I OIML-Certification System (CS)**

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

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

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

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

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

53 **ACT – ACTIVITY REPORTS**

54 **ACT-1 I NTEP Participating Laboratories and Evaluations Reports**

55 The NTEP 2024 laboratories/evaluators meeting was held on March 27th and 28th in Raleigh, NC.

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

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

65 **ACT-2 I NTEP Sector Reports**

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

70 **NTEP Weighing/Belt-Conveyor Scale Sector:**

71 The NTEP Weighing/Belt-Conveyor Scale Sector met on August 22-23, 2023, at the Hyatt Place Downtown in Austin,
 72 Texas. The next meeting is scheduled for August 20-21, 2024, at a location to be determined. Refer to the Sectors web
 73 page for additional detail. For questions on the status of sector work or to propose items for a future meeting, please
 74 contact either of the sectors Co-Chair and/or the NTEP Administrator:

Sector Co-Chair

Ms. Jessica Ferree
 Metter-Toledo, LLC
jessica.ferree@mt.com

Sector Co-Chair

Mr. Peter Sirrico
 Thayer / Hyer Industries
psirrico@thayerscale.com

NTEP Administrator

Mr. Darrell Flocken
 Ph: 614-620-6134
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75 **NTEP Grain Moisture Meter and NIR Protein Analyzer Sectors:**

76 The Grain Moisture Meter and NIR Protein Analyzer Sectors met on August 9, 2023, at the Holiday Inn Express
 77 Kansas City Airport in Kansas City, MO. Refer to the Sectors web page for a copy of the meeting summary. The 2024
 78 meeting is tentatively scheduled for Tuesday, August 13, 2024. Location to be determined. For questions on the status
 79 of sector work or to propose items for a future meeting, please contact the sector Chair and/or the NTEP Administrator:

Sector Chair

Mr. Karl Cunningham
 Illinois
karl.cunningham@illinois.gov

NTEP Administrator

Mr. Darrell Flocken
 Ph: 614-620-6134
darrell.flocken@ncwm.com

80 **NTEP Measuring Sector:**

81 A join meeting of the Measuring and Software Sector was held on September 19-20, 2023, at the Drury Plaza Hotel
 82 Milwaukee Downtown, Milwaukee, Wisconsin. The 2024 Measuring Sector Meeting is scheduled for September 17-
 83 18, 2024. Location to be determined. Refer to the Sectors web page for additional detail. For questions on the status
 84 of sector work or to propose items for a future meeting, please contact the sector Chair and/or the NTEP Administrator:

Sector Chair

Mr. Michael Keilty
 Endress + Hauser Flowtec AG, USA
michael.keilty@us.endress.com

NTEP Administrator

Mr. Darrell Flocken
 Ph: 614-620-6134
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85 **NTEP Software Sector:**

86 A join meeting of the Software and Measuring Sector was held on September 19-20, 2023, at the Drury Plaza Hotel
 87 Milwaukee Downtown, Milwaukee, Wisconsin. The next meeting for the Software Sector is scheduled in conjunction
 88 with the Grain Analyzer Sector Meeting in Kansas City on August 13 and 14, 2023 at a hotel to be determined. Refer
 89 to the Sectors web page for additional detail. For questions on the status of sector work or to propose items for a future
 90 meeting, please contact the sector Chair and/or the NTEP Administrator:

Sector Chair

Mr. James Pettinato
Technip FMC
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NTEP Administrator

Mr. Darrell Flocken
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91 **NTEP Multiple Dimension Measuring Devices (MDMD) Work Group:**

92 The NTEP MDMD Work Group meeting was held on May 1st, 2024, at the Ohio Agriculture Complex - Admin
93 Building, Reynoldsburg, OH. Refer to the Sectors web page for additional detail. For questions on the status of work
94 group or to propose items for a future meeting, please contact the sector Chair and/or the NTEP Administrator:

Sector Chair

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95 **NTEP Electric Vehicle Supply Equipment (EVSE) Work Group:**

96 The NTEP EVSE Work Group has not met in the previous 3 years. At the conclusion of the 2024 NCWM Annual
97 Meeting it is anticipated that the Work Group will need to schedule a meeting to update the NTEP Evaluation Checklist
98 to include any items adopted during the Annual Meeting. As the Work Group Meeting is not yet scheduled, please
99 contact the Work Groups Chair and/or the NTEP Administrator for additional information:

Sector Chair

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101 **CAP – CONFORMITY ASSESSMENT PROGRAM**

102 **CAP-1 I Conformity Assessment Program**

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

108 **Certificate Review:**

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

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

117 **Initial Verification (IV):**

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

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

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

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

130 **VCAP:**

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

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

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

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

157 **VCAP Audits:**

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

163 **ADM – NCWM PUBLICATION 14, ADMINISTRATIVE POLICY**

164 **ADM-21.1 I Add Multiple Dimensioning Measuring Devices (MDMD) and Grain Test Scales**
165 **to VCAP Device List**

166 **Source:**
167 NTEP Administrator

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

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

172 **21.3.1. Devices that Must Meet this Requirement are Limited to the List Below:**

- 173 Load Cell (T.N.8.)
- 174 Indicating Elements (T.N.8.)
- 175 Weighing/Load Receiving Elements 2000 lb capacity and less with non-NTEP Load Cells (T.N.8.)
- 176 Complete Scales 2000 lb capacity and less (T.N.8.)
- 177 Automatic Weighing Systems 2000 lb capacity and less (T.7.)
- 178 Belt-Conveyor Scales (weigh-belt systems only) 2000 lb capacity and less (T.3)
- 179 Automatic Bulk Weighing Systems 2000 lb capacity and less (T.7.)
- 180 **Multiple Dimensioning Measuring Devices (T.5.)**
- 181 **Grain Test Scales (T.N.8.)**

182 **21.3.6. Devices that Must Meet this Requirement are Limited to the List Below:**

- 183 Load Cell (T.N.8.)
- 184 Indicating Elements (T.N.8.)
- 185 Weighing/Load Receiving Elements 2000 lb capacity and less with non-NTEP Load Cells (T.N.8.)
- 186 Complete Scales 2000 lb capacity and less (T.N.8.)
- 187 Automatic Weighing Systems 2000 lb capacity and less (T.7.)
- 188 Belt-Conveyor Scales (weigh-belt systems only) 2000 lb capacity and less (T.3)
- 189 Automatic Bulk Weighing Systems 2000 lb capacity and less (T.7.)
- 190 **Multiple Dimensioning Measuring Devices (T.5.)**
- 191 **Grain Test Scales (T.N.8.)**

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

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

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

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

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

199 NCWM 2023 Interim Meeting: The Committee received letters and heard comments from manufacturers and from
200 an association representative all in opposition to the addition of Grain Analyzers to the list of devices requiring
201 manufacturers to meet VCAP requirements. All of the opposition was based on three areas. The first area was related
202 to the quality of the product realized from the manufacturers third party certified quality management system, the
203 use of quality components specified in the design phase and carried through into the production phase. The second
204 area was focused on the NTEP Phase II requirements for these devices, and the third area was identified as the

205 requirement imposing a cost burden that will be passed on to the buyers of these devices with no apparent
206 justification. An additional concern that was voiced was why are we just hearing about this now!

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

218 This item has been on the NTEP Committee Report since the 2021 NCWM Interim Meeting (Item number ADM-
219 21.1) and a summary of the item was published in the NTEP Column of the second NCWM Newsletter in 2022.
220 Since its first appearance on the Committee agenda, the Committee received no comments or letters in support or
221 opposition to the item. In an effort to bring awareness to the proposal, a comment was made during the 2022 NTEP
222 Grain Analyzer Sector Meeting. This awareness effort resulted in the NTEP Administrator receiving several emails
223 from manufacturers requesting additional and detailed information about the program. To provide this information,
224 the NTEP Administrator hosted a one-hour Zoom Meeting where a description of the program details, its purpose,
225 the value to NTEP, the manufacturer and the buyer/user of these devices. The video is available for viewing on the
226 YouTube NCWM Channel at www.youtube.com/watch?v=HYNoX7uYmF4.

227 NCWM 2023 Annual Meeting: The Committee heard no comments on this item.

228 This item was discussed during the 2023 Grain Analyzer Sector Meeting and several comments were heard by the
229 NTEP Administrator that the majority of the Grain Moisture Analyzers devices did not contain a weighing instrument
230 and their performance was limited to measuring the moisture content of the grain. For the Grain Moisture Analyzers
231 that did contain a weighing function, the function was used to assist in the measurement of the moisture content. It
232 was pointed out that these devices did not undergo influence factor testing associated with the weighing performance.
233 After the Sector meeting, the NTEP Administrator researched this information and confirmed that Grain Moisture
234 Analyzers did not undergo influence factor testing associated with the weighing performance, however, what was
235 found is a device referred to as a “Grain Test Scale” which does have a weighing function and is required to undergo
236 influence testing during NTEP evaluation. Based on this information, the wording of this proposal was modified, by
237 the NTEP Administrator, by replacing the device type “Grain Analyzers” with the device type “Grain Test Scales”
238 in the device list in paragraphs 21.3.1. and 21.3.6.

239 During the 2024 NCWM Interim Meeting Darrell Flocken, NTEP Administrator informed the membership of a
240 change to this item. Darrell reported that during the 2023 Grain Analyzer Sector Meeting he met with a few device
241 manufacturer’s and learned that while these device do undergo influence factor testing, the testing is focused on the
242 ability of the device to determine the correct moisture level of a defined grain sample. The influence factor testing
243 is not performed for the determination of weighing accuracy. Based on this information, the device type “Grain
244 Moisture Analyzer” was removed from the list of devices to be added to the VCAP program if this item moves
245 forward. To keep device type clear, a “Grain Test Scale” was added to the list as it does require influence factor
246 testing as defined in the VCAP Policy.

247 The Committee also heard a request from Matt Douglas, CA suggesting that water meters be added to the VCAP
248 program. The justification for this request was that California is seeing a very large number of failures during
249 verification testing that are intended for installation in a commercial application. The verification testing often finds
250 failure rates as high as 80 to 90%. Mr. Douglas feels that adding these devices to the VCAP program will help reduce
251 the failure rate. This request was supported by Jose Arriaga, Orange County, CA. who added brand new meters, direct
252 from the manufacturer, have a large failure rate. Based on these comments the NTEP Administrator will develop a
253 new item for Water Meters and publish it in the 2025 Interim Agenda.

254 During their March 2024 Meeting, the Committee forwarded this recommendation to the NCWM Board of Directors
255 with the recommendation that the policy change should be approved. At this same meeting, the NCWM Board of
256 Directors approved the policy change. The change will be incorporated into the 2025 edition of Publication 14,
257 Administrative Policy. Following previous VCAP policy, the implementation date for the addition of these devices to
258 the manufacturers VCAP will be 18 months from the date of the 2024 NCWM Annual Meeting, December 31, 2025.

259

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

262 **Source:**

263 Meter Manufacturers Association

264 **Purpose:**

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

269

270 **Item Under Consideration:**

271 Amend Pub 14 Administrative Policy as follows.

272 7.2. Certification System (OIML-CS)

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

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

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

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

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

297 **Additional Information:**

298 Per Pub 14 Administrative Policy, NCWM has the ability to enter into the OIML-CS for declaring its acceptance of a
299 test report(s), issued by an authorized testing laboratory, based on the evaluation of a device to the OIML R117

300 International Recommendation as a Utilizer, thus allowing NCWM to accept test reports for the purpose of issuing
 301 NTEP Certificates of Conformance for liquid measuring devices.

302 Before this proposal is considered, a work group would need to be formed and charged with documenting any
 303 requirement that is currently in the Publication 14 Checklist that is not in the R117 recommendation. This document
 304 would be included in the declaration of additional national requirements in the U.S. The OIML-CS test report would
 305 need to include the results of the evaluation to these additional national requirements. (Note, once the differences are
 306 identified, OIML-CS Test Laboratories should be contacted for their agreement and confirmation of capabilities to
 307 perform the additional testing, if any.) If OIML-CS Test Laboratories are unable to perform all tests specified in
 308 Publication 14 Checklist, the additional tests will be performed by NTEP.

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

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

311 Rebuttal:

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

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

320 Rebuttal:

- 321 • OIML-CS system is a well-defined and strictly controlled system with qualified and certified testing
 322 authorities.
- 323 • Only OIML-CS test reports are eligible for submission to NTEP, and it will be still NTEP’s decision which
 324 tests reports are acceptable based on the HB44 requirements.
- 325 • Test reports can be accepted in full or in part. In the latter case, additional tests by NTEP may be required.
 326

327 NCWM 2023 Annual Meeting: The Committee received comments from two manufacturers and a representative of
 328 the Meter Manufacturers Association in support of the item and offered any support needed to move this item along.

329 NCWM 2024 Interim Meeting: The Committee heard support for this item from Dmitri Karimov representing the
 330 Meter Manufacturers Association. Mr. Karimov stated that the members of the Meter Manufacturers Association
 331 were willing to participate in any work necessary to develop a gap analysis document. The Committee also heard
 332 support for this item from Michael Keilty from Endress + Hauser Flowtec, AG, USA.

333 **ADM-24.1 I Add Additional Fee Structure for Certificate of Conformance Drafting Time**

334 **Source:**

335 NTEP Administrator

336 **Purpose:**

337 There is currently a certificate drafting fee when NCWM personnel draft a Certificate of Conformance that does not
 338 require a laboratory or field evaluation. This item is to extend the drafting fee charge to include time spent on
 339 drafting Certificates of Conformance that did not require an evaluation.
 340

341 **Item Under Consideration:**

342 Amend Pub 14 Administrative Policy as follows.

343 17. NTEP Fee Structure

344

345 17.3. Certificate Drafting Fee

346 1. Payable to NCWM if NCWM staff draft the Certificate of Conformance **for the purpose of issuing a:-**

347 **1.1. private label certificate,**

348 **1.2. certificate based on test data issued under the Measurement Canada MRA,**

349 **1.3. certificate based on test data under the OIML-CS which the NCWM is a Utilizing**
350 **participant,**

351 **1.4. certificate other than one associated with an NTEP evaluation performed in a laboratory**
352 **or field evaluation site.**

353 In ~~these~~ these cases, **prevailing NTEP evaluation** ~~NCWM Member~~ rates apply.

354 NCWM 2024 Interim Meeting: The Committee heard no comments on this item.

355 **ADM-24.2 I Implement Software Version Change Policy**

356 **Source:**

357 NTEP Administrator

358 **Purpose:**

359 To develop a new Policy Statement and Application for informing NTEP of an update to metrological features and/or
360 functions in the software of an NTEP certified device or software-only application where the change modified the
361 Software Version Identification.

362 **Justification:**

363 Prior to January 2022 Handbook 44, General Code, paragraph G-S.1.(d) required that all not-built-for-purpose,
364 software based devices manufactured beginning on January 2004 must identify the software version or revision
365 number. NTEP has been including the software version identifier on CCs issued to not-built-for-purpose, software
366 based devices after this date.

367 On January 2022 this paragraph was amended to require all software-based devices to have a software revision or
368 version identifier. NTEP has been including the software version identifier on CCs issued to all software-based devices
369 after this date.

370 It did not take very long to realize that manufacturers are not submitting an application when the software version
371 changes and soon the version identifier list of the certificate was in question. One solution was to use the term “or
372 higher” which was adopted in 2004. However, this has only led to confusion and concern in the field. Devices were
373 found with a different version format than what was listed on the Certificate of Conformance. During some research,
374 NTEP learned that the “higher” version identifier actually represented metrological changes being made to the device
375 without notifying NTEP of the change.

376 The following proposal is an attempt to change the current practice and bring control to the software version
377 identification issue.

378 In support of this new policy, a new “Software Version Identifier Update” application has been created. There will be
379 a fee associated with this application with the amount to be set by the NCWM Board of Directors.

380 **Item Under Consideration:**

381 In Publication 14, NTEP Administrative Policy – insert the following new policy statement as section 15 and renumber
382 all remaining sections.

383 **15. Maintaining the Latest Software Version Identifier on the NTEP Certificate of Conformance**

384 **All NTEP Certificates of Conformance issued to all software-based devices after January 1, 2022 have**
 385 **the software version identifier listed. It is imperative that you inform NTEP of any change to the**
 386 **version identifier that indicates a change to the software related to the metrological features and/or**
 387 **functions of the device. Devices found in the field, in a commercial or legal-of-trade application, with**
 388 **a metrological software version identifier not listed on the certificate of conformance for the device,**
 389 **will be considered not traceable to the certificate of conformance and subject to actions by the local**
 390 **weights and measures jurisdiction.**

391 **To inform NTEP of the change to the software version identifier, complete and submit a completed**
 392 **Software Version Identifier Update Application.**

393 **The intent of this policy is to amend the certificate of conformance to list all NTEP certified software**
 394 **version identifiers for the device or devices listed on the Certificate of Conformance. NTEP will provide**
 395 **the manufacturer with a draft of the amended Certificate of Conformance for their review and**
 396 **approval before the Certificate of Conformance is released for publishing. The manufacturer needs to**
 397 **be aware that the review of the software changes could lead to the need to have the device reevaluated.**

398
 399 NCWM 2024 Interim Meeting: The Committee heard comments from Michael Keilty from Endress + Hauser Flowtec,
 400 AG, USA that NTEP should define how the software version control is represented so that there is similarity across
 401 device type. Similar comments were heard from Steven Harrington, Oregon, and Keith Bradley, Squire Patton Boggs.
 402 Mr. Bradley also mentioned that there could be a conflict with the proposed wording, In the second sentence it
 403 identifies the software in question to be the software related to the metrological features and functions of the device
 404 while in the fourth sentence the term “software” is not defined as being metrological software. Darrell Flocken, NTEP
 405 Administrator mentioned that this item is a clarification of an existing NTEP Policy requirement and suggested that
 406 the output of the Software Sector has provided some guidance for this in Publication 14, Software Sector. Darrell also
 407 agreed with the conflict in the proposed wording and added the word “metrological” into the fourth sentence.

408
 409 **OTH – OTHER, A PLACE TO CAPATURE NON-TECHNICAL COMMENTS OR**
 410 **SUGGESTIONS INTENDED TO IMPROVE THE NATIONAL TYPE**
 411 **EVALUATION PROGRAM**

412 **OTH-1 - Document the History of the National Type Evaluation Program**

413 During the 2024 NCWM Interim Meeting Mr. Randy Jennings, Retired. Suggested that the history of the National
 414 Type Evaluation program be written and made available for downloading from the NCM.com website.

415 A few individuals provided comments in support of having such a document and mentioned that over the years several
 416 NCWM Newsletter articles were written on this subject. Darrell Flocken, NTEP Administrator commented that with
 417 the NTEP Committee’s agreement, he would develop and publish the document.

418

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- 419 Mr. Mahesh Albuquerque, Colorado | Committee Chair
 - 420 Mr. Gene Robertson, Mississippi | Member
 - 421 Mr. Marc Paquette, Vermont | Member
 - 422 Mr. Kevin Schnepf, California | Member
 - 423 Mr. Daniel Walker, Ohio | Member
 - 424 Mr. Darrell Flocken, NCWM | NTEP Administrator
 - 425 **National Type Evaluation Program Committee**

Appendix A

NTEP Statistics Report

General NTEP Statistics	Last Year	This Year
	10/01/22 – 9/30/23	10/01/23 – 3/30/24
Total Applications Processed	(64) 302	(29) 155
Applications Completed	301	139
Certificates Issued	297	139
Active NTEP Certificates		2315

() = Reactivations

Assignments to Labs per Year	10/01/22– 9/30/23	10/01/22– 3-30-/24
California	0	(3) 5
Canada	1	0
FGIS-IL	0	0
FGIS-KC	9	0
Kansas	1	1
Maryland	0	0
New York	2	0
NIST Force Group	1	1
North Carolina	2	2
Ohio	(4)65	(1) 3
Oregon	0	0
NTEP Staff	(24) 251	(3) 105
Applications Not Yet Assigned to a Lab	0	9

() = Reassignments from another lab

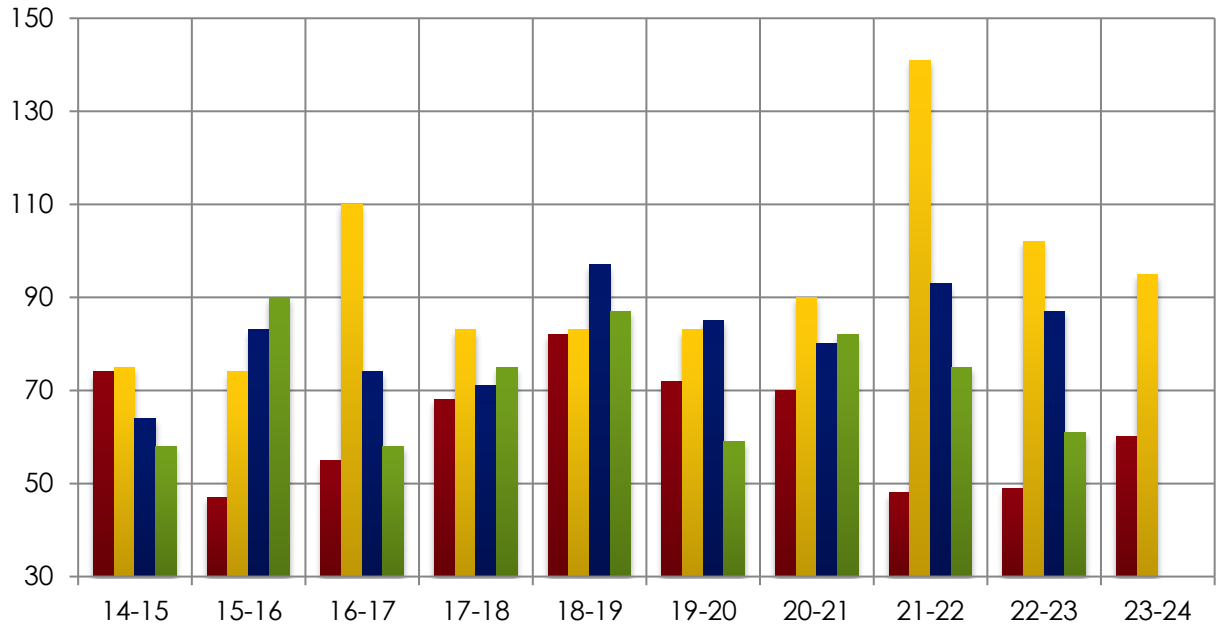
Process Statistics	Last 5 Years
Average Time to Assign an Evaluation	5.2 Days
Average Time to Complete an Evaluation	71.2 Days

Report on Evaluations in Progress

Evaluations in Progress	0-3 Months	3-6 Months	6-9 Months	9-12 Months	Over 1 Year	Total
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
March 10, 2023	71	21	10	19	25	146
June 19, 2023	92	16	6	7	16	101
September 30, 2022	42	25	11	3	11	92
December 20, 2023	36	23	20	8	13	100
February 29, 2024	40	19	16	9	14	98

In Progress by Lab	0-3 Months	3-6 Months	6-9 Months	9-12 Months	Over 1 Year	Total
California	1					1
Canada						0
FGIS-IL						0
0FGIS-KC		1	4	4		9
Kansas	1				2	3
Maryland						0
New York						0
NIST Force Group	1					1
North Carolina		1				1
Ohio	9	8	2	1	4	24
Oregon						0
NTEP Staff	24	7	10	4	8	53
Unassigned	4	2				6
					Total Pending:	98

10-Year Report on Applications Received by Quarter



	14-15	15-16	16-17	17-18	18-19	19-20	20-21	21-22	22-23	23-24
Oct - Dec	74	47	55	68	82	72	70	48	49	60
Jan - Mar	75	74	110	83	83	84	90	141	102	95
Apr - Jun	64	83	74	71	98	85	80	92	87	
Jul - Sep	58	90	58	73	87	59	82	75	64	
Total	271	294	297	295	350	300	322	356	302	

Average Per Quarter: 10-YR: 77.4
 Average Per Quarter This FY: 77.5
 Average per Year: 309.7

