



SIM QSTF
Report to the
General Assembly

Dr. James Olthoff
Chair, SIM QSTF

November 2015

Quality System Task Force

- Supports SIM in its mission to:
 - Raise the standards of basic metrology in each country of the hemisphere
 - Promote regional and international cooperation in metrology based upon mutual confidence
- Provides the forum within which national metrology institutes (NMIs) and their designated institutes (DIs) gain confidence in each other's quality management systems

How the QSTF Operates

- Meets twice per year to review & approve each other's quality management systems
- Members: SIM Signatories of MRA
(currently 16)
- Quorum: 50% (currently 8)
- Rigorous review procedures:
 - Material submitted 4 weeks in advance
 - Includes: Reports from internal and external audits, corrective and preventive action plans, bios of reviewers/assessors, evidence of vitality of CMCs...

QSTF Members

16 MRA Signatories

| Country | Institute |
|------------|------------------|
| Argentina | INTI |
| Bolivia | IBMETRO |
| Brazil | INMETRO |
| Canada | NRC-INMS |
| CARICOM | 11 member states |
| Chile | INN |
| Colombia | INM |
| Costa Rica | LACOMET |
| Ecuador | INEN |
| Jamaica | JBS |
| Mexico | CENAM |
| Panama | CENAMEP |
| Paraguay | INTN |
| Peru | INDECOPI |
| Uruguay | LATU |
| USA | NIST |

Public Webpage

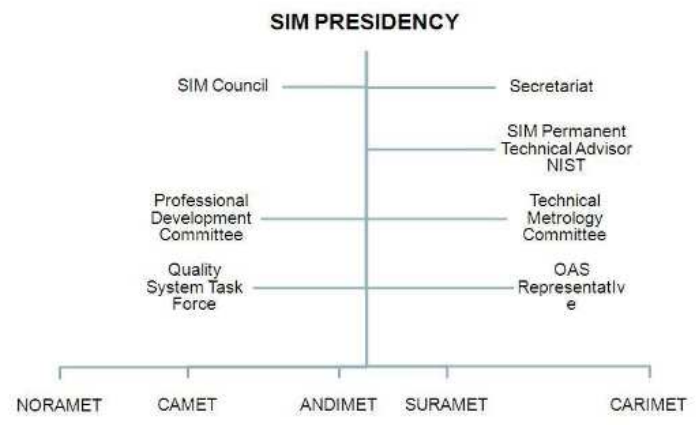
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- Who we are
- Structure
- Mission and Vision
- SIM bylaws
- Meetings
- Events
- Comparisons
- Publications
- Projects
- Partners
- Only Members
- Versión en Español

Structure

SIM Presidency - it is a SIM member representative, elected by the General Assembly.



SIM General-Council - composed of the President in office, the former President, the Coordinator for each of the five Regions (Noramet, Camet, Andimet, Suramet and Carimet), the Executive Secretary, the coordinators of the Permanent
Permanent Technical Advisor - is a staff member NIST, or a designee.
Professional Development Committee - composed of a representative of each one of the SIM regions and elected, from within its members, a President and a Secretary for a two year term.
Technical Metrology Committee - composed of one member of each of the SIM regions and elected, from within its members, a President and a Secretary for a two year term.

- [Brief History](#)
- [Objectives](#)
- [Council Members](#)
- [TC](#)
- [PDC](#)
- [QSTF](#)

Link to QSTF Public Website



Public Webpage

linked from http://



[NIST Home](#) > [PML](#) > [SIM Quality System Documentation](#)

The Quality Systems Task Force (QSTF) of the Inter-american Metrology System (SIM)

The Inter-american Metrology System (SIM) was created to raise the standards of basic metrology in each country in the hemisphere, and to promote regional and international cooperation in metrology, based upon mutual confidence among the region's national metrology institutes (NMI). One significant way in which member organizations gain confidence is through acceptance of the Quality Management Systems the institutes use to provide reliable measurement services. The SIM Quality System Task Force provides the forum within which NMIs and their Designated Institutes can review and approve each other's Quality Management Systems.

The documents provided through this page provide guidance on how to submit and present quality management information to the QSTF. An example presentation and set of submitted documents used by Instituto Nacional de Tecnología Industrial (INTI) of Argentina to gain approval for their QMS in support of chemical metrology is also provided.

Examples

[Example presentation to the QSTF: INTI Presentation of QMS supporting CMCs in Chemistry](#)

[Example submission to the QSTF in advance of their presentation \(zipped file\)](#)

Guidance Documents

- [QSTF-1, Submission Template \(required\)](#)
- [QSTF-2, Presentation Template \(optional\)](#)
- [QSTF-3, Checklist for QMS Submission \(required\)](#)
- [QSTF-4, Non-Conformity Template \(optional\)](#)
- [SIM-09: SIM Procedure for Review of the Quality Management System of National Metrology Institutes and Designated Institutes](#)

Contacts

[Teresa Albuff, Chair, QSTF](#)

Resources

- [Inter-american Metrology System \(SIM\)](#)
- [All Meeting Files \(Task Force Members Only\)](#)



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**Public example of
presentation and
submission material
for Quality System
review**



Public Webpage

linked from http://



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**Templates and
Guidance Documents
for Quality System
review**



Recent Actions

Bolivia – April 2015

| Institute | Area | Status |
|-------------------|--|----------|
| NRC - Canada | Electric Power | Approved |
| NRC - Canada | Photometry & Radiometry: Fluorescence | Approved |
| INTI - Argentina | Density & Volume | Approved |
| INTI - Argentina | Photometry | Approved |
| INTI - Argentina | Acoustics / Vibration | Approved |
| INTI - Argentina | Length | Approved |
| INMETRO Brazil | Chemistry (Organic Analysis) | Approved |
| INMETRO Brazil | Photometry & Radiometry | Approved |

Recent Actions

Bolivia – April 2015

- Current Chair re-appointed for additional term
- Current policy NOT to allow remote presentations re-confirmed
- Requirement for a peer review or assessment report covering scope of CMCs covered by Quality Management System to have been held within previous 18 months of presentation re-confirmed

QSTF Agenda

Dominican Republic

| | | |
|-----------|--|-------------------------|
| WEDNESDAY | | |
| 14:00 | Welcome | Jim Olthoff, QSTF Chair |
| 14:05 | NRC Canada - Institute Overview | Georgette Macdonald |
| 14:15 | NRC Canada - Chemical Metrology | Georgette Macdonald |
| 14:30 | NRC Canada - Optical frequency standards, Time and Frequency | Georgette Macdonald |
| 14:45 | NRC Canada - Electrical Standards | Georgette Macdonald |
| 15:00 | NRC Canada - Thermometry | Georgette Macdonald |
| 15:15 | NRC Canada - Radiation Standards | Georgette Macdonald |
| 15:30 | TCC Canada - Flow | Alan Ranseth |
| 16:00 | BREAK | |
| 16:10 | INACAL Peru - Institute Overview | Edwin Guillen |
| 16:20 | INACAL Peru - Mass | Edwin Guillen |
| 16:35 | INACAL Peru - Temperature | Edwin Guillen |
| 16:50 | INACAL Peru - Dimensional Metrology | Edwin Guillen |
| 17:05 | INACAL Peru - Electricity | Edwin Guillen |
| 17:20 | INACAL Peru - Density | Edwin Guillen |
| 17:35 | CENAM - Vibrations and Ultrasound | Ignacio Hernandez |
| 18:00 | Adjourn | |

QSTF Agenda

Dominican Republic

| THURSDAY | | |
|----------|---|---------------------------|
| 8:00 | INTN - Institute overview | Celeste Cameron |
| 8:10 | INTN Paraguay - Mass | Celeste Cameron |
| 8:25 | INTN Paraguay - Pressure | Celeste Cameron |
| 8:40 | IBMETRO Bolivia - Mass and Reference Materials | Mayra Gutierrez |
| 9:10 | INEN Ecuador - Mass | Biof. Wilson Naula |
| 9:40 | NOAA - Gases: Environmental | Bradley Hall |
| 10:10 | BREAK | |
| 10:25 | CESMEC Chile - Institute Overview | Roberto Morales |
| 10:35 | CESMEC Chile - Temperature | Roberto Maroles |
| 10:50 | CESMEC Chile - Mass | Fernando Garcia |
| 11:05 | CISA Chile - Liquid Flux | Jeny Vargas |
| 11:35 | UDEC Chile - Electricity | Rodrigo Ramos |
| 12:05 | LUNCH | |
| 13:00 | NIST - Institute Overview | Sally Bruce |
| 13:10 | NIST - Radiation Standards | Sally Bruce |
| 13:25 | NIST - Electromagnetics | Sally Bruce |
| 13:40 | NIST - Time and Frequency | Sally Bruce |
| 13:55 | INTI Argentina - Temperature | Fernando Kornblit |
| 14:25 | CENAMEP Panama - Institute Overview | Gabriela C. De La Guardia |
| 14:35 | CENAMEP Panama - Mass | Gabriela C. De La Guardia |
| 14:50 | CENAMEP Panama - Time and Frequency, Electricity | Gabriela C. De La Guardia |
| 15:00 | ADJOURN | |

Summary

QSTF workload is peaking as systems come due for their 5-year review.

NMI support for QSTF meetings continues to be strong. Thank you to our member countries for providing excellent delegates to the QSTF.

The SIM quality review system is very strong and thorough, and is well accepted throughout the world.

I presented the SIM QSTF process at APMP last month.

Next meeting: May 2016 in Halifax, Nova Scotia, Canada hosted by NRC.