

## National Type Evaluation Program (NTEP) Committee

### 2015 Interim Meeting Agenda

Mr. John Gaccione, Chairman  
Westchester County, New York

#### 500 INTRODUCTION

The NTEP Committee will address the 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 three 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 Technical Committee (NTETC) 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 Section H of the introductions to *NIST Handbook 44* and *NIST Handbook 130*. 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 Board of Directors. 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**.

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 provided that (1) the Chairman or, in his absence, the 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 desk. If at all possible, the posting will be done at least a day prior to the planned closed session.

Comments may also be submitted after April 1 and in advance of the Annual Meeting through the NCWM Online Position Forum available at [www.ncwm.net](http://www.ncwm.net). This is a forum where members may register unofficial positions, comments, and supporting documents to be viewed by the NCWM Committees and members.

**Note:** The policy is to use metric units of measurement in all of its 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.

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**Table C  
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	OWM	Office of Weights and Measures
MC	Measurement Canada	R	Recommendation
MDMD	Multiple Dimension Measuring Devices	VCAP	Verification Conformity Assessment Program
MRA	Mutual Recognition Arrangement		

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**Details of All Items**  
*(In order by Reference Key)*

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## 510 INTERNATIONAL

### 510-1 Mutual Recognition Arrangement (MRA)

#### **Background / Discussion:**

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 19th, 2011, NCWM Chairman Mr. Tyson and MC President Mr. Johnston signed a renewal MRA that combines the weighing and measuring devices into one document and provides for continued cooperation between the two organizations and continuation of the beneficial partnership. The new MRA is effective for five 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 of 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.

Mettler-Toledo commented that their company has experienced MRA application issues due to differences in the test weights used for evaluation of high precision Class I and II balances. NTEP will discuss the issues with Measurement Canada.

During the 2014 Annual Meeting MC announced their agreement to accept test data recorded by an NTEP evaluator at a manufacturer's facility, as per the NTEP contingency plan, if the test site and test plan were agreed upon prior to testing.

NCWM private sector members continued to reiterate their desire to see Multiple Dimension Measuring Devices included under the MRA. The NTEP Committee is in discussion with MC to include Multiple Dimension Measuring Devices (MDMD) in the MRA. MC is requesting that they be the primary laboratory for MDMD evaluations conducted under the MRA. The Committee is requesting input from U.S. manufacturers and the MDMD Work Group (WG). A meeting of the MDMD WG was held October 28-29, 2014 in Reynoldsburg, OH.

## **510-2 Mutual Acceptance Arrangement (MAA)**

### **Background / Discussion:**

Information regarding the International Organization of Legal Metrology (OIML) MAA can be found at [www.oiml.org/maa](http://www.oiml.org/maa). NCWM has signed the OIML MAA Declaration of Mutual Confidence (DoMC) for Recommendation (R) 60 Load Cells as a utilizing participant. A utilizing participant is a participant which does not issue any OIML Certificate of Conformance (CC) nor OIML Test Reports and/or Test Reports under a DoMC but does utilize the reports issued by issuing participants.

The last meeting of the Committee on Participation Review (CPR) for R60 and R76 was hosted by NIST March 18 and 19, 2014 and was attended by Dr. Ehrlich, National Institute of Standards and Technology (NIST), Office of Weights and Measures (OWM); Mr. Barton, NIST, OWM; and Mr. Darrell Flocken, NCWM.

The US (NTEP) supported the OIML B10 documents for the MAA with the provision that the use of manufacturer test data was clearly identified on the MAA test report because NTEP cannot use manufacturer test data towards issuance of an NTEP certificate. Consequently, the CIML voted and approved the Amendment to B10 to allow the inclusion of test data from manufacturers, on a strictly voluntary basis, at its October 2012 meeting in Bucharest. Dr. Chuck Ehrlich gave an update to the Committee during the 2013 Interim Meeting, reviewing the history of the above discussions, deliberations, and CIML votes, confirming that the outcomes aligned with the NTEP Committee's recommendations and the instructions provided by the NCWM Board of Directors.

Dr. Charles Ehrlich requested in January 2013 that NCWM review its MAA policy regarding participation in R76. The NCWM Board recapped the decision process to participate as a utilizing participant for R60. Existing policy from 2006 is not to participate in R76 until NCWM is able to do so as an Issuing Participant. The Board revisited the 2006 discussions leading to that decision, including considerations for NTEP labs' work load, potential lost expertise, concerns with quality of evaluations at some foreign labs, etc. Dr. Ehrlich wanted NCWM to reconsider and, if there was no possibility in sight that the NCWM could become an Issuing Participant, then it should consider becoming a utilizing participant for OIML R76. Some U.S. manufacturers support NCWM policy, but others would like to have one-stop shopping. The MAA also includes R51 (water meters) and R117 (RMFD) may be added soon. Since there are no new developments to effect the decision, the NCWM Board of Directors agree to maintain existing policy at this time.

From January 2011 to October 2014, thirty-five NTEP certificates for load cells were issued under the MAA. The NTEP Administrator reviewed all MAA test data and drafted the CCs.

## **520 ACTIVITY REPORTS**

### **520-1 NTEP Participating Laboratories and Evaluations Reports**

#### **Background / Discussion:**

The NTEP weighing and measuring laboratories held a joint meeting April 1-3, 2014, in Albany, New York.

The NTEP measuring laboratories met in October 2014, prior to the NTEP Measuring Sector meeting in Raleigh, NC.

NTEP routinely surveys customers pertaining to NTEP administration and laboratories customer service. The survey is released to active CC holders. The board 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.

During the 2014 Annual Meeting, Mr. Truex, NTEP Administrator, updated the Committee on NTEP laboratory and administrative activities through June 2014. During their October meeting the Committee reviewed NTEP statistics through September 2014. The review of statistics shows that incoming applications are relatively comparable to normal and there exist no significant laboratory backlog issues.

The State of Maryland announced that they are resuming their activities as an NTEP measuring laboratory. The States of Oregon and Kansas have expressed their interest to pursue authorization as a NTEP Participating Field Laboratory for large capacity weighing devices. NTEP is working with Oregon and Kansas toward that goal.

The next meeting of the NTEP Participating laboratories is scheduled for March 10-12, 2015 in Sacramento, California.

## **520-2 NTEP Sector Reports**

### **Background / Discussion:**

All NTEP Sector reports were available to members at the time *NCWM Publication 15* was published. The NTEP Committee is committed to ensuring that electronic versions of sector reports are available with *NCWM Publication 15*. Please note that the sector reports will only be available in the electronic version of *NCWM Publication 15* at [ncwm.net/meetings/interim/archive](http://ncwm.net/meetings/interim/archive); they will not be available in the printed versions of *NCWM Publication 15*.

### **NTEP Belt-Conveyor Scale Sector:**

The NTEP Belt-Conveyor Scale Sector met February 20, 2014, in Pittsburgh, Pennsylvania. A final draft of the meeting summary was provided to the Committee prior to the 2015 NCWM Interim Meeting for review and approval (See Appendix B).

The next meeting of the NTEP Belt-Conveyor Scale Sector is scheduled for February 26, 2015 in St. Louis, Missouri. For questions on the current status of sector work or to propose items for a future meeting, please contact the sector Technical Advisor:

### **Technical Advisor**

Mr. John Barton  
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### **NTEP Grain Moisture Meter and NIR Protein Analyzer Sectors:**

The NTEP Grain Moisture Meter and NIR Protein Analyzer Sectors held a joint meeting in Kansas City, Missouri, August 20-21, 2014. A draft of the final summary was provided to the Committee prior to the 2015 NCWM Interim Meeting for review and approval (See Appendix C).

The next meeting of the NTEP Grain Moisture Meter and NIR Protein Analyzer Sectors is scheduled for August 19-20, 2015. At this time a web meeting is planned but if a face to face meeting becomes necessary, it will be held Kansas City, Missouri. For questions on the current status of sector work or to propose items for a future meeting, please contact the Technical Advisor:

**Technical Advisor**

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**NTEP Measuring Sector:**

The NTEP Measuring Sector met October 3-4, 2014, in Raleigh, North Carolina. A draft of the final summary was provided to the Committee prior to the 2015 NCWM Interim Meeting for review and approval. (See Appendix D)

The next meeting of the NTEP Measuring Sector Meeting is scheduled for October 2015. Dates and location have yet to be determined. The second day of the meeting will be a joint meeting of the NTEP Measuring and Software Sectors. For questions on the current status of sector work or to propose items for a future meeting, please contact the sector Technical Advisor:

**Technical Advisor**

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**NTEP Software Sector:**

The NTEP Software Sector met August 27-28, 2014 in Atlanta, Georgia. A final draft of the meeting summary was provided to the Committee prior to the 2015 NCWM Interim Meeting for review and approval. (See Appendix E)

The next meeting of the NTEP Software Sector is scheduled for October 2015. Dates and location have yet to be determined. The first day of the meeting will be a joint meeting of the NTEP Measuring and Software Sectors. For questions on the current status of sector work or to propose items for a future meeting, please contact the sector Chair and/or the NTEP Administrator:

**Chair**

Mr. James Pettinato  
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**NTEP Weighing Sector:**

The NTEP Weighing Sector met August 26-27, 2014, in Atlanta, Georgia. A final draft of the meeting summary was provided to the Committee prior to the 2015 NCWM Interim Meeting for review and approval. (See Appendix F)

The next NTEP Weighing Sector meeting is scheduled for August 25-26, 2015, in Denver Colorado. For questions on the current status of sector work or to propose items for a future meeting, please contact the sector Technical Advisor:

**Technical Advisor**

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**NTEP Multiple Dimension Measuring Devices (MDMD) Work Group:**

The NTEP MDMD Work Group met October 28-29, 2014, in Reynoldsburg, Ohio. A final draft of the meeting summary was provided to the Committee prior to the 2015 NCWM Interim Meeting for review and approval. (See Appendix G)

The next NTEP MDMD Work Group meeting is tentatively scheduled for May 2015, in Reynoldsburg, Ohio. For questions on the current status of work group or to propose items for a future meeting, please contact Work Group Chair Robert Kennington ([rkennington@cubiscan.com](mailto:rkennington@cubiscan.com)) or NTEP Specialist Darrell Flocken ([darrell.flocken@ncwm.net](mailto:darrell.flocken@ncwm.net)).

## **530 CONFORMITY ASSESSMENT PROGRAM**

### **530-1 Conformity Assessment Program**

**Background / Discussion:**

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.

In an effort 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 form is available to regulatory officials who are members of NCWM at [www.ncwm.net/ntep/conformity/verification](http://www.ncwm.net/ntep/conformity/verification).

During the 2014 Annual Meeting NTEP acknowledged that the 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.

**VCAP:**

NCWM has been concerned about production meeting type and protecting the integrity of the NTEP CC since the inception of NTEP. The board has consistently reconfirmed its belief that conformity assessment is vital to NTEP's continued success.

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 221.3.3.3.5 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.net/ntep/conformity/vcap/checklists-faqs](http://www.ncwm.net/ntep/conformity/vcap/checklists-faqs). Additionally, the Committee developed a new *NCWM Publication 14*, administrative policy to distinguish between the requirements for parent NTEP certificate holders (21.3.3.2) and private label certificate holders. The requirements in 21.3.3.7 track the private label checklist requirements: traceability to parent NTEP CC, traceability of the private label cell 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.

As a result of VCAP activities, 24 load cell certificates, involving 12 different certificate holders, were changed to "inactive" status.

In 2012 the Committee announced the next device category to be weighing/load receiving elements, 2000 lb capacity and less, using load cells that are not traceable to their own NTEP certificate. As a result of VCAP, 13 certificates, involving 10 different certificate holders, were declared inactive 1/1/14.

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 to develop NCWM policy language for consideration during the next Board meeting. As a result the following policy was adopted by the NCWM Board in October 2013.

**Adding Device Categories to VCAP:**

**Policy:**

1. When a new device category is added to the VCAP requirement, NTEP will recognize the current VCAP audit certification in effect, submitted by a certificate holder, for the same certificate holder and same production facility(s), to cover the new device category, continue the manufacturing process for devices covered by NTEP certificates in the newly added device category, until the due date of the next VCAP audit.

**Example:** If a company had successful audits for two device types, they might submit a request for exemption from audit requirements for remaining device types, stating that they are all subjected to the same quality management system and will be included in the next audit cycle. The next VCAP audit must be done within 3 years of the last audit and address all applicable device types produced within that facility.

Seven weighing device categories subject to influence factors, as defined in NIST Handbook 44, were identified and are subject to VCAP audits. The VCAP process requirement is ongoing for load cells and weighing elements that use non-NTEP load cells. Certificate holders for these device types are encouraged to take note that the NTEP Committee and NCWM Board is seriously considering the application of the VCAP requirement to all five remaining categories in the very near future. If and when the VCAP requirements are applied the certificate holder



would be 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. Certificate holders are encouraged to research the VCAP requirements on the NCWM website under the NTEP, Conformity Assessment section. Certificate holders are encouraged to review the VCAP requirements applicable to their devices and report concerns to the NTEP Committee.

An NTEP Committee proposal to expand VCAP was advertised prior to the annual meeting, on the NCWM website and during this annual meeting. The Committee decided during the 2014 Annual Meeting to include indicating elements at this time and approved developed timeline below. Certificate holders should take notice that the other categories will be considered and may be added in the very near future.

The following disclaimer has been advertised and communicated by NCWM: "NCWM is working to identify all active certificates subject to VCAP compliance. As a courtesy, affected certificate holders are being notified of VCAP requirements and the established time line. Please note that the NCWM Board of Directors does not consider it to be NCWM's responsibility to notify all certificate holders about affected certificates. Certificate holders are responsible for reviewing their active NTEP certificates and compliance with VCAP

NCWM/NTEP VCAP Compliance Timeline Indicating Elements					
Jan 2015– March 2015	Jan 2015- May 2016	Jan 2015- Nov 2016	Jan 2015- Dec 2016	Jun 2016	Dec 2016
NTEP notifies active CC holders of VCAP requirements	Parent CC holders to put VCAP QM system in place	Private Label CC holders to put VCAP QM system in place	NTEP evaluates incoming audit reports	NCWM declares CCs inactive if Parent CC holder fails to comply with VCAP	NCWM declares CCs inactive if Private Label CC holder fails to comply with VCAP
	CC holder to have audit conducted by Certified Body	CC holder to have audit conducted by Certified Body	NTEP contacts CC holders not meeting VCAP requirements to encourage compliance		
	Submit audit report to NCWM/NTEP	Submit audit report to NCWM/NTEP			

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 have been made to affected VCAP documents as deemed necessary.

**530-2 Device Categories for VCAP**

**Source:** NTEP Committee

**Item under Consideration:**

NCWM must decide if all weighing and load receiving elements should be included in the list of devices that must meet the VCAP requirement or just weighing and load receiving elements with non-NTEP load cells. NTEP has always subjected separate weighing and load-receiving elements to influence factor testing per technical policy. However, NTEP administrative policy only lists weighing and load receiving elements using non-NTEP load cells. The Committee will continue to take comments pertaining to the weighing elements conflict and requests input from the NTEP Weighing Sector and other stakeholders.

**Background / Discussion:**

An NTEP Committee proposal to expand VCAP was advertised prior to the annual meeting, on the NCWM website and during this annual meeting via a handout. The Committee was strongly considering inclusion into the Verified Conformity Assessment Program of Electronic Weighing Instruments and Main Elements with capacities  $\leq 2000$  lbs of the following Device Types:

- Complete Scales\*,
- Indicating Elements,
- Automatic Weighing Systems,
- Weighing/Load Receiving Elements,
- Belt-Conveyor Scales, and
- Automatic Bulk Weighing Systems.

This includes both Manufacturers and Private Label Holders of Certificates of Conformance (CC) for these Device Types.

\* It is NTEP’s interpretation that the category of complete scales includes types such as but not limited to - Computing, Non-computing Point of Sale, Crane, Monorail, Hopper, and Grain Test Scales.

During the 2014 Annual meeting the Committee heard objections from several companies to expanding VCAP to all the device types. The Committee also heard objections to weighing/load receiving elements being included on the list of device types. It became obvious to the Committee that there is a difference in interpretation stemming from the conflicting list of device types in Publication 14 Administrative Policy (specifying weighing/load receiving elements using non-NTEP load cells) versus the list of devices to be tested for influence factors in Publication 14, DES, Technical Policy (specifying weighing /load receiving elements) During the annual meeting the NTEP Committee made the decision to pull back on their proposal to include all remaining device categories under VCAP, only adding a timeline for indicating elements to the ongoing load cell and weighing elements using non-NTEP load cells categories. A primary issue was the issue to include all weighing elements or not. Publication 14 Administrative Policy, Section 21.1.3.1 and Pub 14 Weighing Devices, Technical Policy Section B.1. appear to contradict each other (see below).

**NCWM Publication 14, Administrative Policy states:**

**21.1.3.1 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 with non-NTEP Load Cells (T.N.8.)
- Complete Scales (T.N.8.)
- Automatic Weighing Systems (T.7.)
- Belt-Conveyor Scales (T.3)
- Automatic Bulk Weighing Systems (T.7.)

**NCWM Publication 14, Weighing Devices, Digital Electronic Scales, Technical Policy states:**

**B.1. Influence Factors Requirements**

Although *NIST Handbook 44* contains a set of influence factors requirements, not all devices must be tested for all of the influence factors. The following table identifies the influence factor tests to be conducted on various devices. The main elements and components (indicating elements and load cells) of scales with a

capacity greater than 2000 lb must be tested separately for compliance with the influence factors requirements.

**Devices to Be Tested For Influence Factors**

Device Type	Temperature Accuracy <sup>7</sup>	Temperature Zero Drifts	Barometric Pressure	Warm-up Time	Voltage <sup>4</sup>	Power Interruption <sup>5</sup>	Time Dependence
Scales ≤ 2000 lb	X	X	X <sup>1</sup>	X	X	X	X
Scales ≥ 2000 lb	X <sup>2</sup>	X <sup>2</sup>	X <sup>2</sup>	X	X	X	X <sup>2</sup>
ECR's Computers, Bulk-weigher Controllers (without A/D)						X	
Printers						X	
Dials (spring)	X	X					X
Leaver/beam Scales and Pendulum Dials							
Weighing/ Load-Receiving Elements	X	X	X <sup>1</sup>				X
Indicating Element <sup>6</sup>	X	X		X	X	X	
Class II Scales	X	X		X <sup>3</sup>	X	X	X
<b>Load Cells</b>							
Canister-Type	X	X	X <sup>1</sup>				X
Hydraulic	X	X					X
All Others	X	X					X
<sup>1</sup> Testing is limited to some canister load cells. <sup>2</sup> Compliance with influence factors requirements will be determined according to existing NTEP policy. <sup>3</sup> Test limited to power switch only, not to initial plug-in of the device. <sup>4</sup> Voltage test is 130 and 100 VAC and low battery test on DC. <i>See Section K.60.</i> <sup>5</sup> Power interruption is pulling the plug for 10 seconds. <i>See Section K.19.</i> <sup>6</sup> Indicating elements processing only digital information do not have to be tested for compliance with the influence factors. <sup>7</sup> Compliance with temperature requirements by NTEP is limited to temperatures that are no lower than -10 °C and no higher than 40 °C.							

**550 OTHER ITEMS – DEVELOPING ITEMS**

**550-1 NTEP Contingency Plan**

**Source:**  
NTEP Committee

**Purpose:**  
NTEP Contingency Plan was created to keep NTEP operating and to ensure that NTEP services are available at an adequate level including an appropriate number of laboratories and personnel (evaluators) to maintain viable support for NTEP services, including MRAs, MAAs, and potentially to be an R 76 Issuing Participant.

**Item under Consideration:**

The NTEP Committee discussed contingency planning for continuity of NTEP operations. Economic issues have caused NTEP-authorized labs to discontinue services due to government budget cuts in the past. How would NTEP maintain workflow? Are there additional states interested in applying to become an NTEP field lab or an NTEP brick-and-mortar lab? The recent 2014 hiring of an NTEP Specialist, the State of Maryland resuming evaluation of measuring devices and the interest of states to become NTEP authorized participating laboratories helps with contingency concerns. The Committee continues to discuss these issues during long-range planning sessions and welcomes comments from the membership.

**Background / Discussion:**

The Committee continues to consider whether NCWM should:

1. Have additional evaluators under contract to conduct testing at manufacturers' facilities and assist state NTEP laboratories?
2. Have an NCWM brick and mortar NTEP laboratory and NTEP evaluators?
3. Use a private third party laboratory to conduct NTEP evaluations?
4. OIML MAA Participation as an issuing or utilizing participant.

The Committee has heard testimony expressing support and concerns pertaining to the options. Several stated that the Committee should consider adding OIML MAA participation as a Utilizing Participant to the list. Others have urged the Committee to continue working on the idea of NCWM NTEP evaluators, an NCWM NTEP lab, and keeping all options open. One member asked the Committee to consider accepting manufacturer compliance data in lieu of hiring NTEP contractors. Another suggestion from the floor was to consider strengthening and utilizing IV as part of the NTEP process. A representative of a state brick and mortar NTEP laboratory asked the Committee to move cautiously forward and not destroy the state NTEP labs. He expressed concern that the establishment of an NCWM NTEP brick and mortar lab could lead to significant legal complications for the states.

The Committee continues to reiterate to the membership that, at this time, the preferred course of action would be the option of evaluators under contract or use NCWM NTEP staff to assist the laboratories. The Committee recognizes the commitment that the states with NTEP laboratories have made over the years and would only resort to contingency measures in the event of a severe loss of state lab resources. Labs are handling current demands without a need for contingency measures. The Committee is updated on the status of the participating laboratories, personnel and backlog on a quarterly basis and will continue to keep NTEP contingency a priority.

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Mr. John Gaccione, Westchester County, New York | Committee Chair  
Mr. Ron Hayes, Missouri | NCWM Chairman  
Mr. Jerry Buendel, Washington State | NCWM Chairman-Elect  
Mr. James Cassidy, City of Cambridge, Massachusetts | Member  
Mr. Kenneth Ramsburg, Maryland | Member  
Mr. Jim Truex, NCWM | NTEP Administrator

**National Type Evaluation Program Committee**

**Appendix A**  
**NTEP Statistics Report**

<b>General NTEP Statistics</b>	<b>Last Year</b>	<b>This Year</b>	<b>Grand Total</b>
	10/01/12 – 9/30/13	10/01/13 – 9/30/14	10/1/00 – 9/30/14
Total Applications Processed	(8) 255	(34) 311	(184) 3538
Applications Completed	252	289	3436
New Certificates Issued	253	268	3062
Active NTEP Certificates on 9/30	1977	1917	

( ) = Reactivations

<b>Assignments to Labs per Year</b>	10/1/12 – 9/30/13	10/1/13 – 9/30/14	10/1/00 – 9/30/14
California	(1) 38	39	(17) 485
Canada	2	(1) 5	(5) 50
GIPSA-DC	1	0	17
GIPSA-KC	9	8	104
Maryland	(7) 50	(3) 42	(47) 460
New York	(2) 10	9	(19) 182
NIST Force Group	4	4	(1) 96
North Carolina	8	(1) 26	(5) 146
Ohio	62	56	(28) 895
NTEP Staff	(2) 70	(1) 125	(13) 1035
Applications Not Yet Assigned to a Lab		1	

( ) = Reassignments from another lab

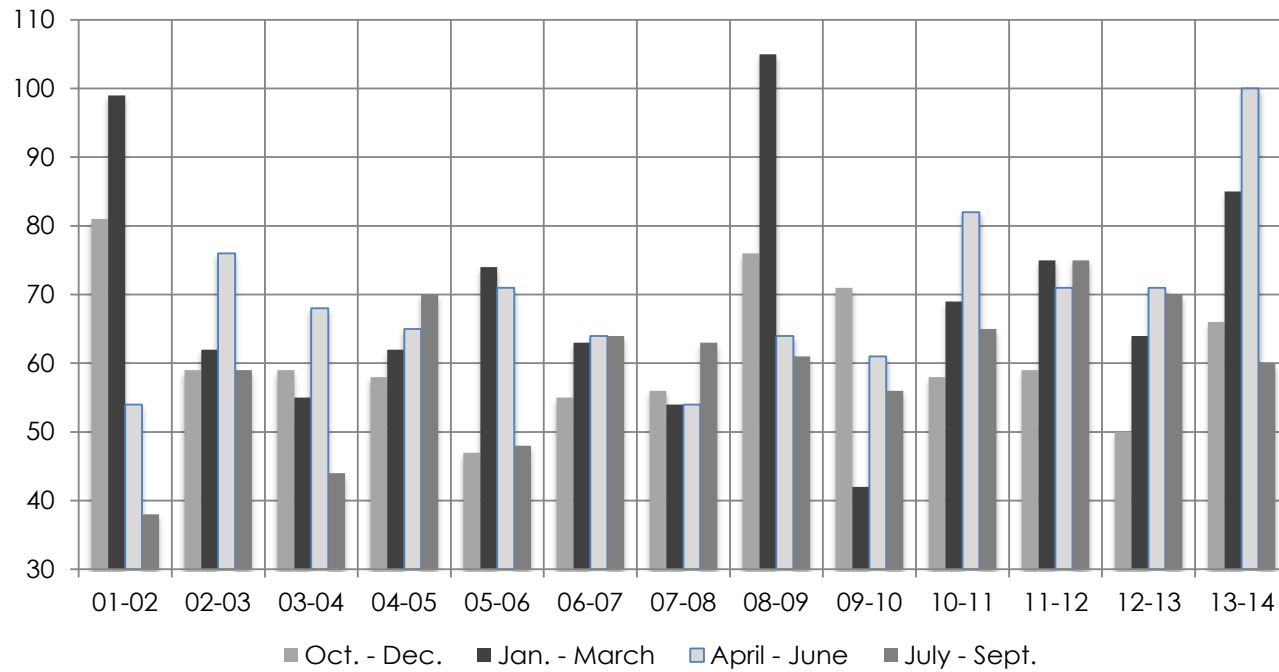
<b>Process Statistics</b>	<b>2013 - 2014</b>	<b>2000 - 2014</b>
Average Time to Assign an Evaluation	4.0 Days	8.6 Days
Average Time to Complete an Evaluation		130.9 Days

## Report on Evaluations in Progress

<b>Evaluations in Progress</b>	<b>0-3 Months</b>	<b>3-6 Months</b>	<b>6-9 Months</b>	<b>9-12 Months</b>	<b>Over 1 Year</b>	<b>Total</b>
October 30, 2010	40	30	8	8	20	106
December 31, 2010	39	25	22	5	20	111
March 31, 2011	37	27	13	19	17	107
June 30, 2011	47	20	7	7	21	102
September 30, 2011	42	28	11	5	19	105
December 31, 2011	37	19	23	5	17	101
March 31, 2012	40	17	7	21	14	99
June 30, 2012	41	21	10	6	20	98
September 30, 2012	50	30	15	7	19	121
December 31, 2012	32	24	17	7	18	98
March 31, 2012	36	12	14	12	18	92
June 30, 2013	53	18	6	6	19	102
September 30, 2013	44	32	5	4	21	106
December 31, 2013	41	25	24	2	24	116
March 31, 2014	53	23	13	17	11	117
June 30, 2014	55	30	14	8	19	126
<b>September 30, 2014</b>	<b>44</b>	<b>38</b>	<b>18</b>	<b>6</b>	<b>19</b>	<b>125</b>

<b>In Progress by Lab</b>	<b>0-3 Months</b>	<b>3-6 Months</b>	<b>6-9 Months</b>	<b>9-12 Months</b>	<b>Over 1 Year</b>	<b>Total</b>
California	8	4	6	2	4	24
Canada	5	0	0	0	0	5
GIPSA-DC	0	0	0	0	0	0
GIPSA-KC	0	6	1	0	1	8
Maryland	5	4	1	2	1	13
New York	2	0	1	0	0	3
NIST Force Group	0	1	0	0	4	5
North Carolina	6	4	6	1	1	18
Ohio	16	4	0	1	8	29
NTEP Staff	2	15	3	0	0	20
Unassigned	0	0	0	0	0	0
<b>Total Pending:</b>						<b>125</b>

### Report on Applications Received by Quarter



	<b>01-02</b>	<b>02-03</b>	<b>03-04</b>	<b>04-05</b>	<b>05-06</b>	<b>06-07</b>	<b>07-08</b>	<b>08-09</b>	<b>09-10</b>	<b>10-11</b>	<b>11-12</b>	<b>12-13</b>	<b>13-14</b>
Oct – Dec	81	59	59	58	47	55	56	76	71	58	59	50	66
Jan – Mar	99	62	55	62	74	63	54	105	42	69	75	64	85
Apr – Jun	54	76	68	65	71	64	54	64	61	82	71	71	100
Jul - Sep	38	59	44	70	48	64	63	61	56	65	75	70	60
<b>Total</b>	<b>272</b>	<b>256</b>	<b>226</b>	<b>255</b>	<b>240</b>	<b>246</b>	<b>227</b>	<b>306</b>	<b>230</b>	<b>274</b>	<b>280</b>	<b>255</b>	<b>311</b>

**Average Per Quarter Overall: 65.0**

**Average Per Quarter This FY: 77.8**





## **Appendix B**

### **National Type Evaluation Program Belt-Conveyor Scale (BCS) Sector Meeting Summary**

February 20, 2014 / Pittsburgh, Pennsylvania

All NTEP Sector reports were available to members at the time *NCWM Publication 15* was published. The NTEP Committee is committed to ensuring that electronic versions of sector reports are available with *NCWM Publication 15* in the future. Please note that the sector reports will only be available in the electronic version of *NCWM Publication 15* at [www.ncwm.net/committees/ntep/sectors/belt-conveyor/archive](http://www.ncwm.net/committees/ntep/sectors/belt-conveyor/archive); they will not be available in the printed versions of *NCWM Publication 15*.



## **Appendix C**

### **National Type Evaluation Program Grain Analyzer Sector Meeting Summary**

August 20-21, 2014 / Kansas City, Missouri

All NTEP Sector reports were available to members at the time *NCWM Publication 15* was published. The NTEP Committee is committed to ensuring that electronic versions of sector reports are available with *NCWM Publication 15* in the future. Please note that the sector reports will only be available in the electronic version of *NCWM Publication 15* at <http://www.ncwm.net/committees/ntep/sectors/grain-analyzer/archive>; they will not be available in the printed versions of *NCWM Publication 15*.

NTEP 2015 Interim Meeting Agenda  
Appendix C – NTEP Grain Analyzer Sector Meeting Summary

## Appendix D

### **National Type Evaluation Program Measuring Sector Meeting Summary**

October 3-4, 2014 / Raleigh, North Carolina

All NTEP Sector reports were available to members at the time *NCWM Publication 15* was published. The NTEP Committee is committed to ensuring that electronic versions of sector reports are available with *NCWM Publication 15* in the future. Please note that the sector reports will only be available in the electronic version of *NCWM Publication 15* at <http://www.ncwm.net/committees/ntep/sectors/measuring/archive>; they will not be available in the printed versions of *NCWM Publication 15*.



## Appendix E

### **National Type Evaluation Program Software Sector Meeting Summary**

August 27-28, 2014 / Atlanta, Georgia

All NTEP Sector reports were available to members at the time *NCWM Publication 15* was published. The NTEP Committee is committed to ensuring that electronic versions of sector reports are available with *NCWM Publication 15* in the future. Please note that the sector reports will only be available in the electronic version of *NCWM Publication 15* at <http://www.ncwm.net/committees/ntep/sectors/software/archive>; they will not be available in the printed versions of *NCWM Publication 15*





## **Appendix F**

### **National Type Evaluation Program Weighing Sector Meeting Summary**

August 26-27, 2014 / Atlanta, Georgia

All NTEP Sector reports were available to members at the time *NCWM Publication 15* was published. The NTEP Committee is committed to ensuring that electronic versions of sector reports are available with *NCWM Publication 15* in the future. Please note that the sector reports will only be available in the electronic version of *NCWM Publication 15* at <http://www.ncwm.net/committees/ntep/sectors/weighing/archive>; they will not be available in the printed versions of *NCWM Publication 15*



## **Appendix G**

### **National Type Evaluation Program Multiple Dimension Measuring Devices Work Group Meeting Summary**

October 28-29,, 2014 / Reynoldsburg, OH

All NTEP Sector reports were available to members at the time *NCWM Publication 15* was published. The NTEP Committee is committed to ensuring that electronic versions of sector reports are available with *NCWM Publication 15* in the future. Please note that the sector reports will only be available in the electronic version of *NCWM Publication 15* at <http://www.ncwm.net/committees/ntep/sectors/weighing/archive>; they will not be available in the printed versions of *NCWM Publication 15*

NTEP 2015 Interim Meeting Agenda  
Appendix G – NTEP Multiple Dimension Measuring Devices Work Group Meeting Summary