



**ECOWAS-PTB Metrology Programme**  
**NMRO Training course:**  
**Legal and Industrial Metrology for Metrology Institute Management**

**Introduction**

Confidence in measurement is necessary for fair local trade, consumer protection and international commodity trading. The National Metrology Institutes and other National Bodies responsible for Metrology are main actors in offering correct measurements for society and industry. The managing staffs of these institutions are the key to promoting and developing correct and high quality measurements in their countries, and as consequence in the region.

ECOWAS and PTB therefore offer a 10 day course on Legal and Industrial Metrology delivered by the UK's National Measurement and Regulation Office (NMRO) with support and input from the National Physical Laboratory (NPL), the British Standards Institute (BSI) and the United Kingdom Accreditation Service (UKAS). The course will be delivered through a range of formal seminars, hands-on practical exercises and various demonstrations and is tailored to the Management Staff of National Metrology Institutes or other National bodies responsible for Metrology. This course is also open for capacity building for technical Staff of the ECOWAS Commission in charge of Quality.

The course will be exclusively in English.

The maximum number of participants from ECOWAS member States will not exceed 12 in total.

**Course Objectives**

The course is designed to give delegates a comprehensive understanding of selected aspects of legal and industrial metrology (theory and practice), which they can then apply in their own national metrology establishments.

This course will deliver basic knowledge, best practice and practical training in legal and Industrial metrology. It will give a general overview of standardisation and accreditation taking in to account general aspects of quality management (ISO 17025) in metrology or calibration laboratories.

The course is designed for employees of national metrology organisations that are already working in the field, but wish to deepen and expand their knowledge of legal and industrial metrology or those who are responsible for national metrology legislation.

**Outcomes**

Delegates will leave the course having acquired the following:

- Understanding of the operation of an established National Measurement Institute. Appreciation of the underpinning importance of applying a



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measurement strategy. Overview of ISO 17025 in a metrology/calibration environment.

- Supporting documents such as Good Practice Guides in their own specific areas of interest.
- Contact points for scientific experts to provide on-going support
- Course workbooks and agenda from NMRO, UKAS, BSI & NPL.
- NMRO and NPL certificates of attendance for the relevant lectures.

**Eligibility Criteria**

To apply, you have to fulfill the following prerequisites:

- To have university/ college education
- At least 1 year working experience in a leading position in a National Metrology Institute or a National Body responsible for Metrology
- Be fluent in English
- Write a detailed description of fields of activity and responsibilities

**Financial Arrangements**

For participants from Member States, PTB will cover the costs for accommodation and transport, as well as training fees. A per diem according to the Federal Travel Expenses Act will be paid.

**Important Dates**

Deadline for applications will be	31.12.2015
Information on decision:	18.01.2016
Beginning of the training course:	21.03.2016
End of the training course:	30.03.2016

**How to Apply:**

Eligible candidates are invited to complete sign and forward the application form hereunder together with their CV to:

**ECOWAS, Directorate of Industry**

**E- Mail address: [industry@ecowas.int](mailto:industry@ecowas.int)**

**With copy to:**

**PTB, Working Group Sub-Saharan Africa**

**E- Mail address: [florian.paffenholz@ptb.de](mailto:florian.paffenholz@ptb.de)**

**Kindly note that applications received later than 31 December 2015 will not be considered.**



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**Application Form**

<b>Country:</b>			
<b>Name and address of your organization:</b>			
<b>Title: M., Mrs, Ms, Dr, Eng, ....</b>			
<b>First Name:</b>			
<b>Name:</b>			
<b>Date of Birth:</b>	Day:	Month:	Year:
<b>Place &amp; Country of Birth:</b>			
<b>Nationality:</b>			
<b>Gender:</b>	<input type="checkbox"/> Female	<input type="checkbox"/> Male	
<b>Marital Status:</b>			
<b>Address:</b>			
<b>E-mail:</b>			
<b>Phone/Mobile Number</b> (where to reach you best at daytime/ weekdays, if necessary)			

**Present Position:**

Title of present position	
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Short description of main activities & responsibilities	
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**Educational Background (school/ university):**

From / to	Name of School / University

**Degree:**

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**Professional Background:**

From/ to	Company/ Organisation	Position

**Languages (please rate from 1=basic to 5=fluent):**

	Speaking	Writing	Reading



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**Kindly outline the role of your current institution in the area of Metrology in your country:**

**What are the main challenges in the field of Metrology in your country?**



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**What is your motivation for this training course?**



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Place/Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**Thank you very much!**