Checklist Which May Be Used for the Review of CMCs

A read-through of the CMC should be done first to check for terms which are not typical but perhaps not incorrect. Any such identified typographical errors or suggestions for replacement can be returned as part of the review. A comparison with a similar, already published and approved CMC in the KCDB can be quite helpful and instructive.

The following is a simple guide to the central features that should be checked during a CMC review. Documents that you should have available during a review for consultation include but are not limited to: relevant Classification of Services (refer to links at the bottom of the page https://www.bipm.org/kcdb/ , CIPM MRA-G-13 <https://www.bipm.org/en/cipm-mra/cipm-mra-documents>  and any Rules document appropriate to the metrology area under review.

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| **Submitting NMI/DI** |  |
| Person responsible (contact) |  |
| Metrology area Branch: Service:Sub-service:(Consistent with items in KCDB) | (*Please specify area, branch and service to which the information reported below applies*) |

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| **Review Process** |
| Proposed CMC | NEW | MOD |  |
| If MODified, are modified fields clearly indicated? | Yes | No | If **NO,** stop review and return to writer.***TO BE CHECKED BY TC CHAIR.*** |
| Is there supporting documentation indicating the validity of the QMS? | Yes | No | If **NO,** return for comment or revision.***TO BE CHECKED BY TC CHAIR.*** |
| Are there comments to the reviewer? | Yes | No | **Verify** the information contained therein for details necessary for the review. |

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| **Supporting Document** |
| CC or RMO Key or Supplementary comparison | Yes | No | (*Comparison identifier*) |
| If **NO,** what is the support provided?* Documented results of past CC, RMO or other comparisons (including bilateral)
* Knowledge of technical activities by other NMIs, including publications
* On-site peer- assessment reports
* Active participation in RMO projects
* Other available knowledge and experience
 |  |  | (*Support, acceptable according to CIPM MRA-G-13*)If **NO** support provided, stop review and return to writer. |
| Does the uncertainty in the provided support match or is greater than that stated in the declared CMC? | Yes | No | If **NO**, return for comment or revision. |
| Is the Measurand Quantity consistent with those approved by the Classification of Services? | Yes | No | This applies to **NEW CMCs** only. If **NO**, return for revision. |
| Is the traceability consistent with that provided by the support document? | Yes | No | If **NO**, return for comment or revision. |
| Are the upper/lower limits either supported by documentation or consistent with other published CMCs or those similar to your NMI/DI CMCs of the same kind, or reasonable given your technical experience? | Yes | No | If **NO**, return for comment or revision. |