

CCQM IAWG Policy

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The primary guides for IAWG work are the set of documents for the CIPM MRA and the CCQM maintained on the BIPM website. This document contains useful clarifications of guidelines and instructions given in those other documents, as well as policy decisions made specifically for IAWG work. It will be expanded and updated as needed.

Benchmarking Key Comparisons

- A benchmarking KC is intended to evaluate the overall comparability of measurement capabilities among as many IAWG member institutes as possible. Participation is strongly encouraged.
- A small number of measurands are designated as mandatory for those institutes that register for the key comparison. Other measurands may be included as optional.
- A benchmarking KC should be run approximately every 5 y.
- A parallel PS may be run with the benchmarking KC.

Coordination and Participation in Comparisons

- An institute can submit only one result for a given measurand for a given KC.
- That single KC result can be taken from a single method or from a combination of methods.
- An institute can participate in both a KC and its parallel PS for the same measurand but using different methods.
- An institute can submit more than one measurement result for the same measurand in a PS.
- A PS report that is separate from the KC report must be written, even when there is only one PS participant.

Authorship of IAWG KC and PS Reports

- There is to be a single list of authors for each report, including both coordinators and participants. In other words, separate lists of coordinators and contributors, as has been done in some past IAWG reports, are not permitted.
- Each participating institute has the right to have at least one author in that list. However, participating institutes are encouraged to limit the number of staff names for their institute to keep the total number of names in the author list as small as reasonable. The coordinators should consult each participating institute for the name(s) to include.
- A footnote shall be used to indicate the coordinators.
- A separate Acknowledgements section can be used, if helpful.
- The format for the author list is given in the Final Report template (CCQM-IAWG/GD-06) found at <https://www.bipm.org/en/committees/cc/ccqm/wg/ccqm-iawg>. To see this file, it is necessary to be logged in.

- The list of authors in a KC Final Report shall be the same as for the associated article in Metrologia Technical Supplements. If the journal judges that there are too many authors (unlikely), a decision can be made by the coordinator, participants, and the IAWG Chair, as needed.

Confidentiality of Draft A Reports and Measurement Results

From CIPM MRA-G-11 Section 8.2:

- Before the coordinating institute writes the Draft A report: “In the case of any outliers, the results are not communicated until the participants concerned have been contacted to ensure that no arithmetic, typographical or transcription errors are present.”
- “Draft A includes the results transmitted by the participants, identified by name, including the degrees of equivalence and ... the proposed key comparison reference value.”
- “Draft A shall be considered confidential and distributed among the participants only.”
- “Once the final version of Draft A is approved by the participants, the report becomes Draft B,” which is not confidential and is distributed to the entire IAWG by the IAWG Chair.

Presenting Draft A Results in an IAWG Meeting

- Measurement results that are in the Draft A stage should not be presented in an IAWG meeting until the set of results has first been distributed to the participants. In other words, the first time the participants see the set of results should not be in an IAWG meeting. This does not appear to be a CIPM or CCQM rule but is regarded as common courtesy.
- Measurement results that are in the Draft A stage must be presented without giving the names of participants, unless:
 - ... all participants have confirmed their results, including outliers, and
 - ... all participants have agreed to their results being made public during the meeting.

Support for CMC Claims

- A PS run in parallel with a KC cannot be used to support CMC claims.
- A standalone PS can be used to support CMC claims, if approved by the IAWG.

Estimations of Reference Values

- KCRVs should be estimated using the NIST Decision Tree, available at <https://decisiontree.nist.gov/>. However, the IAWG can decide to use another approach if circumstances warrant it.