

1. As rapporteur, Dr. J. Melanson to draft “Decisions and Actions” document and “Report of 24th Meeting of the CCQM”.
2. The CCQM approved the report of the 23rd Meeting of the CCQM.
3. Outstanding actions from the 23rd Meeting of the CCQM to be progressed as discussed in the report of the 24th Meeting of the CCQM.
4. The CCQM requested that the ‘mise en pratique’ for the mole be edited to include: the value of the uncertainty of the Avogadro constant prior to re-definition and the values, after redefinition, of the uncertainty in the molar mass constant and the difference between the molar mass constant and its former value (1 g/mol).
5. The CCQM agreed that it would not be requesting an exception to the rule of no overlapping CMCs between institutes in the same country.
6. The CCQM agreed on harmonized terminology for CCQM comparisons: Core Key Comparisons (Track A); Specialized Key Comparisons (Track C); and Pilot Studies (Track D). In addition, comparisons can be carried out with samples sent from coordinating laboratory to participants (Model 1) or samples sent from participants to coordinating laboratory (Model 2). The CCQM noted that the use of shorthand nomenclature (Track A, C and D) whilst in common use, should be deprecated, with preference given to the full names for types of comparison.
7. The CCQM decided to support the recommendation of the Task Group on isotope ratio measurements to create a CCQM isotope ratio working group. The CCQM President confirmed Dr. Z. Mester’s (NRC) willingness to serve as the Working Group Chair. The CCQM decision to form the working group will be presented for approval to the CIPM in its June, 2018 meeting.
8. The CCQM supported the preliminary criteria established by the Task Group on method-defined measurands chaired by Dr. H. Andres (METAS) and the Task Group has agreed to deliver a final report for the April, 2019 meeting.
9. To bring levels of CCQM information on the BIPM website in line with other CCs, CCQM will provide open access to the following types of documents: meeting agendas, workshop and symposium presentations, policy and guidance documents, decisions and actions of the CCQM plenary meetings.
10. The CCQM President confirmed the one result per NMI rule for key comparisons.
11. The CCQM requested that Working Groups and comparison coordinators ensure that Draft A and B reports are drafted and approved according to protocols as set forth in the guidelines for operation of the CIPM MRA.
12. The CCQM confirmed the practice of continuing to use Draft B key comparison reports to underpin CMC claims, noting that only properly completed reports (see # 11) may be used (as per the CIPM MRA guidelines), which contain the final agreed KCRV and calculated degrees of equivalence. The reports will need to be accessible on the BIPM website to enable CMC review, and a written policy for this would be established.
13. The CCQM President requested that going forward working group reports to the CCQM Plenary describe how KCRVs were calculated.
14. The CCQM President requested that terms of reference for the Task Group on Quantitative Measurements with Raman Microscopy that is being established within the SAWG, be developed and presented at the 25th CCQM Plenary Meeting.
15. The CCQM President to write to JRC to request clarification on their future involvement in CCQM and CIPM MRA activities