



STATUTE FOR THE STANDARDS AND METROLOGY
INSTITUTE
FOR ISLAMIC COUNTRIES (SMIIC)

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STATUTE FOR THE STANDARDS AND METROLOGY INSTITUTE FOR ISLAMIC COUNTRIES

PREAMBLE

The Governments of the Member States of the Organization of the Islamic Conference (OIC) signatories to this Statute;

In compliance with the objectives of the OIC's Charter,

In pursuance of the aims and provisions of the General Agreement on Economic, Technical and Commercial Cooperation among OIC Member States,

Taking into account the New Plan of Action to Strengthen Economic Cooperation among the OIC Member States,

Taking into consideration the Resolutions of the Standing Committee for Economic and Commercial Cooperation (COMCEC) which recommend the preparation of a Methodology for the Harmonization of Standards and the Establishment of a Standards and Metrology Institute,

Aware of the necessity for the Harmonization of Standards among OIC Member States,

Recognizing the pivotal role of standards in the promotion of intra-OIC trade and alleviating the barriers to trade.

Noting that due to the differences in standards and systems of harmonization which may hamper the expansions of intra-OIC trade, Establishment of Standards and Metrology Institute would be the most appropriate action for alleviating the obstacles to trade in its field of competence,

Bearing in mind the need of Islamic States to expand the trade among themselves, in conjunction with their endeavors for attaining higher development rates,

Giving due regard to existing bilateral and multilateral obligations of individual Member States,

Have approved this Statute for the establishment of the Standards and Metrology Institute as a sound mechanism for harmonization of standards among the OIC Member States and the preparation of new standards.

TITLE

Article 1

The name of the Institute shall be the Standards and Metrology Institute for Islamic Countries, hereinafter referred to as the Institute. The abbreviated title shall be SMIIC.

DEFINITIONS

Article 2

For purposes of this Statute, the following terms and definitions shall apply.

- 2.1 OIC: Organization of the Islamic Conference (OIC);
- 2.2 Charter : Charter of the OIC
- 2.3 Statute : Statute for the Standards and Metrology Institute for Islamic Countries;
- 2.4 The Institute : The Standards and Metrology Institute for Islamic Countries (SMIIC);
- 2.5 Member State : An OIC Member State having ratified this Statute;
- 2.6 Representative : A National authority for standards and metrology representing a Member State in the SMIIC;
- 2.7 SMIIC Standard : Standards that are adopted and published by the SMIIC;

- 2.8 **Harmonized Standards :** Standards on the same subject approved by different Standards Bodies, that establish interchangeability of products, processes and services, or mutual understanding of test results or information provided according to these standards;
- 2.9 **Reference Document :** Any document used as the base for the preparation of the SMIIC Standards and/or Harmonized Standards;
- 2.10 **Certification :** A procedure by which the third party gives written assurance that a product, process or service conforms to specified requirements;
- 2.11 **Accreditation :** A procedure by which an authoritative body gives formal recognition that a body or person is competent to carry out specific tasks;
- 2.12 **Conformity Assessment :** Any activity concerned with determining directly or indirectly that relevant requirements are fulfilled;
- 2.13 **Metrology :** The science of measurement. Metrology includes all aspects both theoretical and practical with reference to measurements, whatever uncertainty, and in whatever fields of science or technology they occur.

OBJECTIVES

Article 3

Objectives of the Standards and Metrology Institute for Islamic Countries (SMIIC) are as follows:

- 3.1 To endeavor to realize harmonized standards in Member States and to eliminate any factor relating to the standards covering materials, manufactures and products, likely to affect adversely the trade among Member States.
- 3.2 To prepare SMIIC standards aiming at enabling the Member States to reap a maximum benefit from the economic advantages to be brought about by the standards.
- 3.3 To establish a certification scheme for the purpose of expediting exchange of materials, manufactured goods and products among Member States, beginning with mutual recognition of certificates.
- 3.4 To achieve uniformity in metrology, laboratory testing and standardization activities among Member States.
- 3.5 To supply to the Member States, through cost sharing system, calibration and metrology services, which necessitate large investments and expenditures.
- 3.6 To ensure education and training for the Member States personnel in the domain of standardization and metrology by making most efficient use of existing means and sharing accumulated information and experience.
- 3.7 To provide documentation and information services in connection with standards and issues related to the needs of the Member States in this field.
- 3.8 To provide technical assistance to the OIC Member States who do not possess such standards bodies with the view of enabling them to establish their own standard body.

MEMBERS AND CORRESPONDENTS

Article 4

4.1 The members of the Institute are those Member States of the OIC having ratified this Statute, as indicated in 4.2 below. Correspondent status may be granted as detailed in 4.3 afterwards.

4.2 Members of the SMIIC are those Member States of the OIC who ratified the Statute of the Institute. Each Member shall designate its specialized national body in standardization as its representative in the SMIIC, and this will be done in accordance with the procedure defined in the internal regulations.

4.3 Status of the correspondent may be granted to:

- a) National bodies interested in standardization in Member States without a specialized national body in standardization; or
- b) Specialized national bodies in standardization in non-member States.

The granting of such status is done in conformity with the relevant procedures defined by the Board of Directors.

The Correspondent has no right to vote.

4.4 In implementing paragraphs 2 and 3 of this article, only one body shall be admitted to represent each Member State.

DECISIONS AND RECOMMENDATIONS

Article 5

- 5.1 Decisions in the General Assembly and in the Board of Directors shall be taken by majority vote. Each Member has one vote. A decision must obtain the majority of the votes of present and participating Members in the vote.
- 5.2 Decisions of the Institute in technical matters shall be considered as recommendations to the members; each member remaining free either to follow or not follow them.

STRUCTURE OF THE INSTITUTE

Article 6

The internal structure of the Institute comprises the following organs:

- The General Assembly;
- The Board of Directors; and
- The General Secretariat.

6.1 General Assembly:

The General Assembly is the supreme decision-making organ of the SMIIIC and composed of the representatives of all Member States as indicated in 4.2 and 4.4 above. Each Member State holds one vote. The General Assembly meets once per year in an ordinary session at the Headquarters of the SMIIIC or at any other venue as it may be agreed upon between Member States.

Correspondents may be invited to participate in these meetings without right to vote. Services of the secretariat for the meetings of the General Assembly shall be carried out by the Turkish Standards Institution until the establishment of the General Secretariat of the SMIIC.

6.2 Board of Directors:

The Board of Directors of the SMIIC is the organ entrusted with the supervision of the execution of the programs, plans and activities of the Institute. The Board of Directors comprises seven members elected by the General Assembly, on the basis of an equitable geographic distribution, for a term of three years. Any member of the Board may be re-elected for a second consecutive term only.

The Board shall elect a Chairman among its members for a term of two years not renewable.

The Board of the Directors shall hold two to four meetings every year, upon the invitation of its Chairman.

The Board of Directors shall be responsible before the General Assembly.

6.3 General Secretariat:

The General Secretariat of the SMIIC is the organ which is responsible of the implementation of the programs plans and decisions of the SMIIC; it is headed by the Secretary General of the Institute, who will be assisted by two assistants Secretary General and other staff members affected to the different groups of the General Secretariat.

6.3.1 The Secretary General shall be elected by the General Assembly from among the candidates of Member States to this post, for a period of three years renewable for another consecutive term of three years only.

The Secretary General shall be responsible before the General Assembly and he will assume his duties and responsibilities under the guidance of the Board of the Directors.

The Secretary General submits annual reports to the General Assembly through the Board of Directors on the implementation of programs, plans and decisions of the SMIIC. The Secretary General attends the meetings of the Board of Directors without right to vote.

6.3.2 Two Assistants Secretary General shall be appointed by the Secretary General with the approval of the Board of the Directors, from among candidates of Member States.

An assistant Secretary General will be entrusted with the supervision of activities of the General Secretariat relating to technical services; the other will assume the responsibility of supervising activities concerning planning and research management.

6.3.3 The General Secretariat shall be composed of various specialized units called Groups, as follows:

6.3.3.1 Standards Preparation Group:

Standards Preparation Group is the unit assigned the task of harmonization of standards prepared by the Member States, coordination of SMIIC standards preparation activities on behalf of the Secretary General and performance of secretariat services for the technical committees actually carrying out these activities.

Standards Preparation Group performs Machinery, Chemicals, Material, Minerals and Metals, Agriculture, Food, Health and Environment, Construction, Electricity, Electronics, Quality and Certification Scheme, Engineering activities and any other activity determined by the Board of Directors.

Main units of the Standards Preparation Group shall form Technical Committees as it might deem necessary in their work programs and fields of responsibility.

The Group shall take into consideration those opinions of Member States who are unable to participate in activities of Technical Committees.

It shall submit draft standards and documents of harmonization to the approval of the Member States in accordance with the procedures.

It shall follow up publication of adopted standards and documents of harmonization as the Member States Standards in the official languages, fully and without any defects.

6.3.3.2 Certification Group :

Certification Group is the unit carrying out activities aimed at the establishment of a certification scheme among the Member States and performing the certification work on behalf of the SMIIC until achieving this objective.

Certification Group shall issue two types of certificates, namely Quality System and Conformity Certificates.

These certificates shall be valid for a maximum period of two years and can be renewed, provided that certificates of renewal are obtained as due.

SMIIC Quality System and Conformity Certificates will be registered and the Secretary General shall be responsible for the protection of certificates and marks of conformity issued.

Certification services shall be performed against payment within the framework of principles described in relevant regulations.

6.3.3.3 Laboratories and Technical Services Approval System Group :

SMIIC shall have an inventory of existing calibration standards through the Calibration Services Certification Unit of Laboratories and Technical Services Approval System Group and establish a chain of traceability reaching reference standards for each basic unit.

SMIIC shall act as intermediary, for any unit, for meeting calibration requirement which may arise at any link of the chain to be established. It shall, through its staff of experts, certify the extent of accuracy and precision with which any calibration laboratory offers services.

Metrology services also shall be supplied by making the most efficient use of the existing potentialities in the Member States. Problems to arise in the field of metrology shall be solved through coordinated research.

Existing laboratories in the Member States shall be certified through the accreditation system in terms of their capabilities to conduct given laboratory tests and examinations for conformity with standards. Equivalence, comparability and reciprocal acceptability of test results shall be established through this system.

This group, which will coordinate fulfillment of requirements and determine the level of technical services supplied, shall be paid fees for its services in accordance with the amounts fixed in the regulations.

6.3.3.4 Planning, Programming and Technical Support Services Group:

Basic technical services required by the SMIIC shall be met through this group. Annual work programs shall be prepared in coordination with the Standardization and Metrology Institutes of the Member States and be presented to the approval of the General Assembly.

Regulations for all services to be provided by the SMIIC to its members and drafts for outlines of the policies to be implemented shall be prepared, developed through the method of consultation, presented to the approval of the Board of Directors and finalized as official documents.

Documentation and information activities shall be carried out for the Member States.

Training requirements in the Member States in relation to the activities of this Institute shall be determined and for this purpose Special Training Programs shall be arranged.

Draft standards and harmonized standards prepared by the Standards and Metrology Institute for Islamic Countries (SMIIC) shall be translated into the official languages of the Institute and distributed to the Member States.

SMIIC shall provide necessary coordination among the Member States in connection with standardization and contribute to the performance of such services in a manner most suitable for the needs of the Members.

6.3.3.5 General Administrative and Financial Services Group:

General Administrative and Financial Services Group is a unit to be assigned with various responsibilities concerning personnel, finance, publications, public relations, conferences, sale of documents and similar administrative functions; in particular:

1. Personnel affairs;
2. Organization of training of officials and supervision of programs established to that effect;

3. General services including the general register of the staff of the Institute and Headquarters services;
4. Rendering consultations to other Groups on organizational matters;
5. Preparation of studies on the administrative organization in the Institute;
6. Maintaining and auditing the accounts of the Institute;
7. Supervision of storage and purchasing;
8. Preparation of the Institute's budget;
9. Organization of administrative services for conferences and meetings;
10. Maintaining and organization of the library and the archives as well as their use.

RELATIONSHIP BETWEEN THE SMIC AND THE OIC

Article 7

The Standards and Metrology Institute for Islamic Countries (SMIC) is affiliated to the Organization of the Islamic Conference (OIC).

RELATIONS WITH OTHER INTERNATIONAL AND REGIONAL ORGANIZATIONS

Article 8

- 8.1 The Institute may cooperate with other international and regional organizations interested partially or wholly in standardization or related activities.
- 8.2 The Secretary General shall be responsible for carrying out this cooperation.

FINANCE

Article 9

- 9.1 The funds of the Institute shall be derived from the mandatory contributions of its members, earnings from services, sale proceeds of publications and voluntary contributions. The scale of the mandatory contributions shall be determined by the General Assembly.
- 9.2 Turkish Standards Institution will cover the expenses of the Institute for the first three years of its establishment.
- 9.3 Secretary General shall submit the draft budget to the members three months prior to its submission to the General Assembly for approval.

- 9.4 The accounts of the Institute shall be duly verified by an external auditor appointed by the General Assembly whose certificate should be presented annually to the General Assembly for consideration.

HEADQUARTERS AND NATURE OF THE INSTITUTE

Article 10

- 10.1 The Headquarters of the Institute shall be in İstanbul, Turkey, unless it is otherwise decided by the General Assembly.
- 10.2 The Institute enjoys the legal personality in the territories of Member States. Consequently, the Institute shall have rights and bear responsibilities derived from the recognition of its legal personality.

LANGUAGES

Article 11

- 11.1 The official languages of the Institute will be Arabic, English and French.
- 11.2 Resolutions, draft standards, standards, documents and correspondence etc. shall be in Arabic, English and French Languages.

DIRECT ADOPTION OF THE REFERENCE DOCUMENTS

Article 12

If the Standard Preparing Group deems it appropriate to accept a reference document as a harmonized standard as it constitutes the General Secretariat, it will assign a draft harmonized standard number to the document and circulate it with the special form after acceptance of the Members.

AMENDMENTS AND REVISIONS OF SMIIC STANDARDS

Article 13

- 13.1 The decisions for the revision of SMIIC standards will be taken by the Standards Preparation Group upon request of the relevant Technical Committee. The procedure to be implemented is the same as in the preparation of a new standards. Decisions may also be adopted, upon the request of a member, on whether the SMIIC standards should remain in force with revisions at intervals shorter than five years, or they should be rescinded.
- 13.2 Amendments to the SMIIC standards may be requested by the relevant Standards Group or by a member.

GENERAL PROVISIONS

Article 14

- 14.1 Provisions of the Charter of OIC and its other related documents shall apply in cases not specifically provided for in this Statute or in the Rules of Procedure.

- 14.2 Provisions of the Agreement on the Immunities and Privileges of the Islamic Conference (OIC) shall apply to the Institute and its staff members.

AMENDMENT OF THE STATUTE OF THE INSTITUTE

Article 15

Amendments of the Statute can be done by the General Assembly of the Institute. The decisions shall be taken by the majority of the Member States present at the General Assembly and participating in the vote.

RULES OF PROCEDURE

Article 16

- 16.1 Details of the operation of the Institute shall be dealt with in the Rules of Procedures which will be drawn up by the Board of Directors and be subject to approval by the General Assembly.
- 16.2 Any changes or amendments to the Rules and Procedure is within the authority of the General Assembly. Amendments or changes may be proposed by the General Assembly, the Board of Directors, or at least five members. Decisions shall be taken by the majority of the Member States present and voting at the General Assembly.

DISSOLUTION OF THE INSTITUTE

Article 17

17.1 A proposal for the dissolution of the Institute must be supported by at least one-fourth of the Member States before a ballot is taken, an affirmative vote of three-fourth majority of Member States shall be required for the dissolution of the Institute.

17.2 In the event of the dissolution of the Institute, the General Assembly shall determine the manner of disposal of the funds and properties owned by the Institute.

ENTRY INTO FORCE

Article 18

This statute will enter into force after 10 (Ten) OIC Member States have notified their ratifications to the Secretary General of the OIC.

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