

# memorandum

DATE: March 9, 1998

REPLY TO: Office of Nuclear Safety Policy and Standards: R. J. Serbu: 301-903-2856

SUBJECT: **Information for the DOE Metrology Committee on Use of Voluntary Standards**

TO: J. Robert Wayland, Sandia National Laboratories

This memorandum responds to your request for Technical Standards Program Office (TSPO) participation in the DOE Metrology Topical Committee meeting in Richland, Washington on March 11-12, 1998. Due to travel budget limitations, the TSPO is unable to send a representative to the committee meeting. However, I would like to offer my best wishes to the committee members for a successful meeting. In addition, I want to raise the following issues to the committee for consideration / action.

The TSPO continues to appreciate the efforts of the DOE Metrology Committee (and all recognized topical committees) in promoting the use of voluntary standards by Department facilities, programs, and projects. The recently revised OMB Circular A-119 (issued on February 10, 1998) emphasizes the use of voluntary standards (in lieu of internal standards) by Federal agencies and, concurrently, the need for appropriate Federal participation in the standards development / management work of voluntary standards bodies. The topical committees recognized under the Technical Standards Program (TSP) will continued to provide a valuable service to the DOE community in meeting the Federal policy requirements on voluntary standards use / participation outlined in OMB Circular A-119.

Regarding the work of the Metrology Committee, it is our understanding that the majority of committee members support the adoption and use of existing metrology-related voluntary standards (in particular, ISO Guide 25, "General Requirements for the Competence of Calibration and Testing Laboratories," and NCSL Z540-1, "Calibration Laboratories and Measuring and Test Equipment – General Requirements") within DOE. We are pleased metrology-related voluntary standards exist that, in the view of the Metrology Committee, should be adopted and used by the affected Department activities. As you know, the TSPO cannot mandate a particular voluntary standard or set of voluntary standards for use by DOE organizations and contractors. However, we continue to encourage your committee members to pursue the adoption and use of these voluntary standards with their line managers.

In addition, you asked me for suggestions on the approach(es) that the Metrology Committee should take to facilitate the adoption and use of ISO Guide 25 / NCSL Z540-1 within DOE. Our initial thoughts on this request are discussed below.

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1. First, the committee must document the current metrology situation within the complex and describe the realized and/or expected benefits (in terms of costs saved or avoided) from implementation of ISO Guide 25 and NCSL Z540-1.
2. With the realized and / or expected benefits documented, the committee should secure a "champion" (i.e., senior DOE or contractor line manager) for the activity. From a practical standpoint, this champion would be an individual who stands to directly benefit from use of the standards. An "ideal" champion would be either a Deputy Assistant Secretary (DOE) or an Associate Laboratory Director (contractor).
3. With the support of the champion, adoption and use of the voluntary standards could be promulgated by: (i) preparing documentation on the realized and/or expected benefits for submittal to the DOE "Lessons Learned" program (and posting under the Lessons Learned Web site), (ii) preparing, coordinating, and issuing a new DOE directive (probably a series 400 order) on metrology (in this scenario, you would need a DOE sponsor to succeed); or (iii) preparing, coordinating, and issuing a new DOE guide on metrology that ties to an existing DOE directive.
4. Each topical committee should serve as a resource center for the technology and issues they deal with or provide links to resources related to their activities. The resources should provide objective information on all aspects of standards you advocate and include information on Federal, national, and international positions that can or will affect how DOE operates.

I plan to post this memorandum on the TSP Web site in the near future. If you have any questions or comments, please contact me at 301/903-2856, [Richard.Serbu@eh.doe.gov](mailto:Richard.Serbu@eh.doe.gov).



R. J. Serbu, Manager  
DOE Technical Standards Program, EH-31