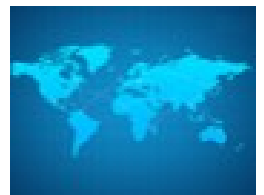


Agenda item 3

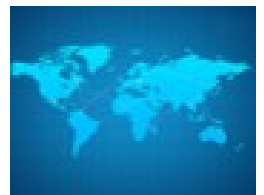
Demonstration of the Zoom platform functionalities



Participants

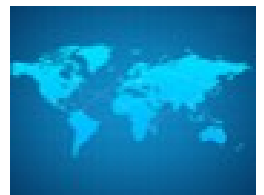
Unlike last year, all participants will have the same profile in this year's meetings:

- May see all other participants
- May share video
- May use the chat function
- May speak when invited by CIML President or Conference chairperson
- May share documents or presentations when invited by the CIML President or Conference chairperson



General

- Use the latest version of the Zoom app
 - Important for security, compatibility, and features
- Preferably use a headset with an integrated microphone
- Minimise the number of open applications on your device – preferably only Zoom
 - May interfere with your connection
- Turn off notifications on device
 - email, social media, updates, etc.



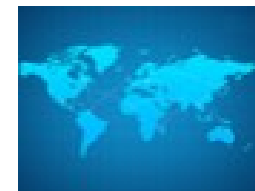
Recording

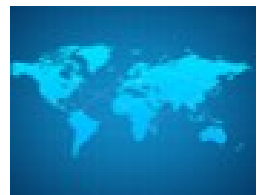
- The BIML will record the CIML meeting so minutes can be drafted
- By participating in the meeting, you consent to the recording



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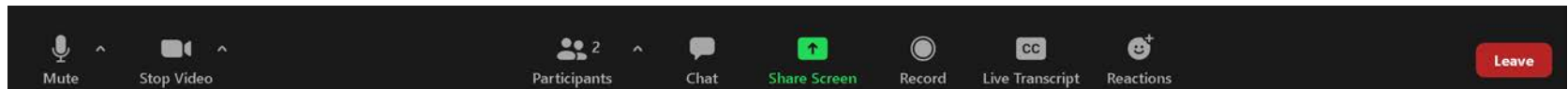
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Toolbar

- You will see a toolbar at the bottom like this:

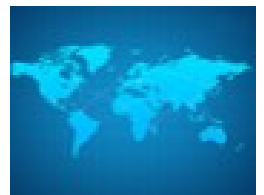


- The toolbar will auto-hide after a while. Move your mouse to get it back



Audio

- Turn off all sound notifications on your devices (including mobile phones) while you are speaking
- Ensure there is no background noise or echo
- Preferably use a headset with an integrated microphone
 - in-ear headphones with an incorporated microphone (as used with mobile phones) are better than nothing
- Connect your computer with an Ethernet cable, if available, rather than using Wi-Fi



Zoom screen name

Please use the following formats:

Member States and Corresponding Members:

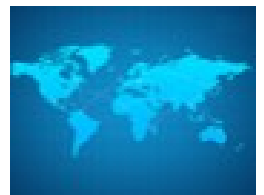
ISO COUNTRY CODE – Given_name FAMILY_NAME

DE – Vorname DEUTSCH

Organisations in liaison:

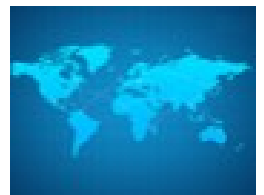
LIAISON INSTITUTION – Given_name FAMILY_NAME

IODNW – Robin SMITH



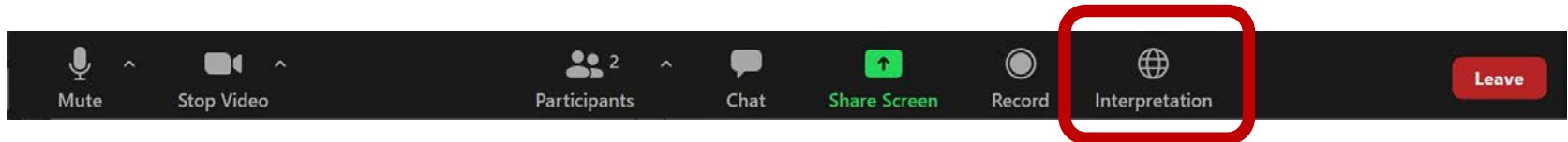
Zoom screen name

- The BIML may change your screen name to align with these formats
- This helps with keeping track of participants in the meetings
- If your name is changed by the BIML, please don't change it back!

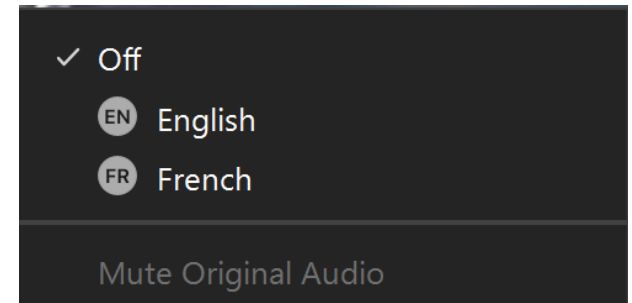


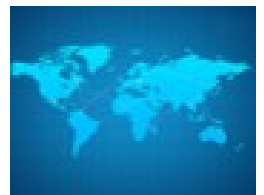
Meeting languages

- The meeting will be held in English and in French, with simultaneous interpretation
- To open the language options, click on the “Interpretation” icon on the toolbar:



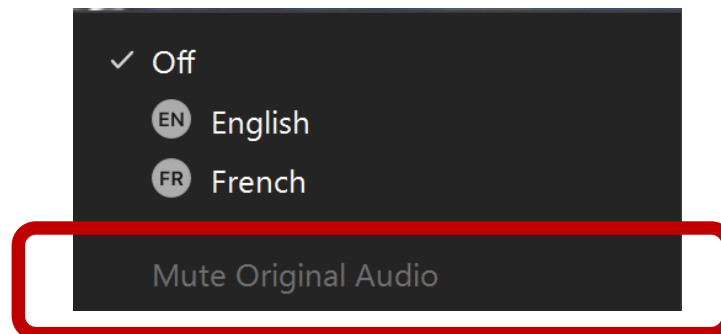
- You will see the available options:
- Select the language you want to listen to

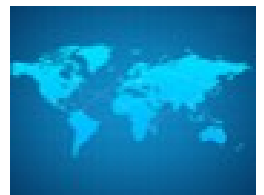




Using interpretation

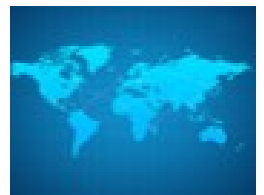
- If you select “Off”, you will hear the speaker directly, whichever language they are using
- If you select “English” or “French”, you will also hear the actual speaker in the background at 20 % of normal volume.
- You can turn this off by selecting “Mute Original Audio”.





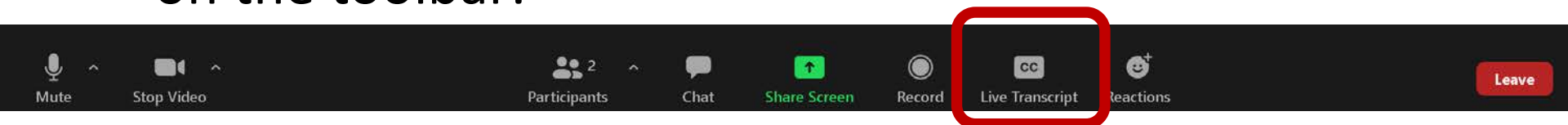
Using interpretation

- If you are using interpretation and you take the floor in a language other than the one you are listening to, you must first turn off the interpretation
- Turn it back on when you have finished

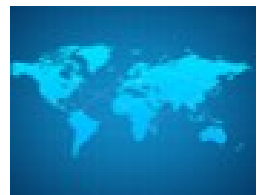


Live transcript

- You can also turn on a live transcript of the meeting
- Turn it on by clicking on the “Live transcript” icon on the toolbar:

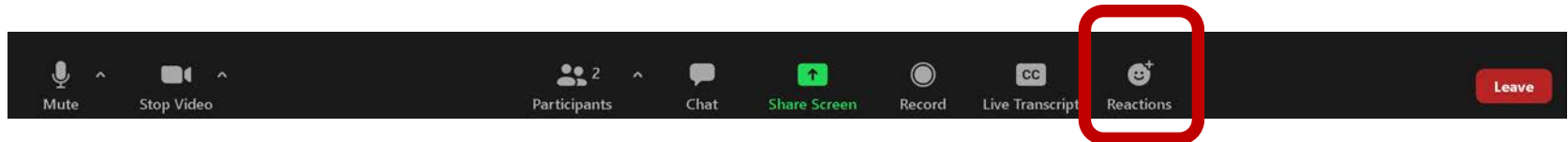


- This function only works with English speech
- **Please note:**
 - The quality of the transcript is highly dependent on accent and clarity of the speaker
 - Warning! Names, uncommon and technical terms often get strangely transcribed!

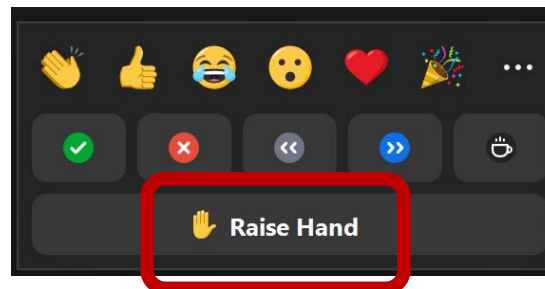


Requesting the floor

- If you want to speak, you must first request the floor
- You must use the “Raise hand” function in Zoom
- Click on “Reactions” on the toolbar



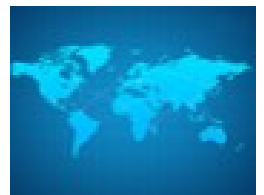
- In the popup menu that appears, click on “Raise hand”





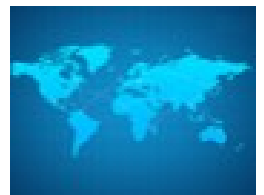
Taking the floor

- When you first connect, your microphone will be muted
- The CIML President or Conference chairperson will allow participants to take the floor in the order in which they raised their hands
- Please turn on your video when you take the floor
- Don't forget to unmute your microphone before speaking
- Once you have finished speaking, the BIML will mute your microphone



Breakout rooms

- A breakout room will be used for one agenda item to replicate the closed session held during an in-person meeting
- Heads of delegation will be moved into the breakout room by the BIML
- All other participants will remain in the main room
- Those in the breakout room will be moved back when the closed session is finished



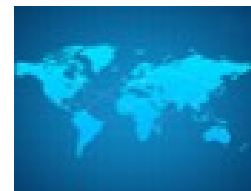
Breakout rooms

- Recording will be stopped in the breakout room and in the main room
- Interpretation will not be available in the breakout room

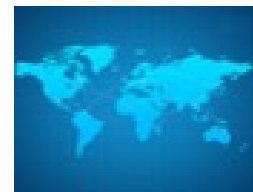


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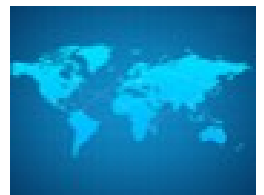


Any questions?



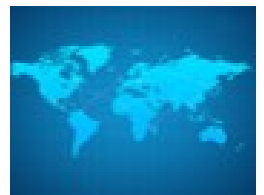
Agenda item 4

Demonstration of
online voting via the OIML website



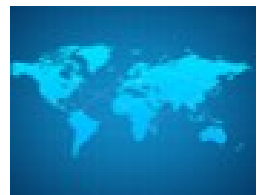
Procedure to approve CIML and Conference resolutions

- Uses
 - “CIML Meeting Resolutions Voting”, or
 - “Conference Resolutions Voting” toolon “My access” menu of the OIML website
- Voting open for 30 minutes at the end of each meeting session
- Voting only possible by Heads of Delegation – Assignees cannot vote



Procedure to approve CIML and Conference resolutions

- Each resolution can be voted on separately, or you can vote “Yes to all”
- Text of resolution will be presented
- Option to vote “Yes”, “No” or “Abstain”
- No comments necessary
- Only CIML voting shown today, but similar procedure for the Conference



Procedure to approve CIML and Conference resolutions

- Log in to the OIML website using your existing username and password
- Select “My access” on the left of the dark blue menu bar



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[Home](#) [Site Map](#) [Accessibility](#) [Contact](#) [Log in](#)

English ▾

Search Site

☐ Only in current section

[About ▾](#)

[Publications ▾](#)

[Structure ▾](#)

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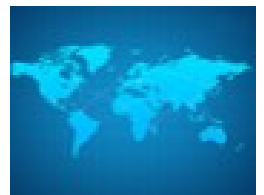
The challenges facing countries and economies with emerging metrology systems (CEEMS) are a priority for the OIML...

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[Home](#) [Site Map](#) [Accessibility](#) [Contact](#) [Log in](#)

English ▾

Search Site

☐ Only in current section

About ▾

Publications ▾

Structure ▾

OIML-CS ▾

Events ▾

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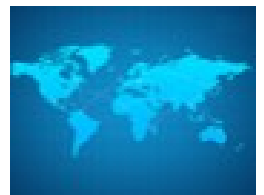
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[Home](#) [Site Map](#) [Accessibility](#) [Contact](#)

English

Search Site

☐ Only in current section

[My access](#)

[About](#)

[Publications](#)

[Structure](#)

[OIML-CS](#)

[Events](#)

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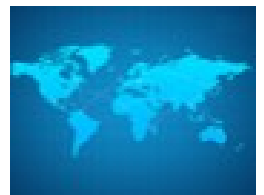
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[Home](#) [Site Map](#) [Accessibility](#) [Contact](#)

English

Search Site

☐ Only in current section

My access

About

Publications

Structure

OIML-CS

Events

TC/SC/PG

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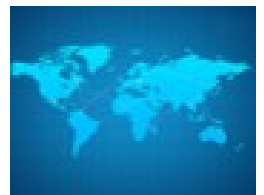
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[Home](#) [Site Map](#) [Accessibility](#) [Contact](#)

English ▼

Search Site

☐ Only in current section

My access ▼

About ▼

Publications ▼

Structure ▼

OIML-CS ▼

Events ▼

TC/SC/PG ▼

► [General Admin](#)

- My information
- Notification of contributions
- 2020 Circulars
- Circular archives
- 2020 Mailings
- Mailing archives
- CIML registration
- Website procedures

► [Technical Work](#)

- CIML voting
- PG Workspaces
- CD vote & comment
- Templates

► [Governance](#)

- TC/SC/PG participation
- Assignee appointment
- CEEMS Advisory Group
- Presidential Council
- CIML Meeting Resolutions Voting
- Conference Resolutions Voting
- CIML Meeting Proxies



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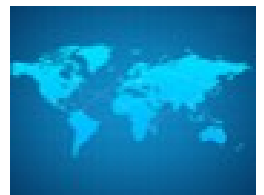
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[Home](#) [Site Map](#) [Accessibility](#) [Contact](#)

English ▼

Search Site

☐ Only in current section

My access ▼

About ▼

Publications ▼

Structure ▼

OIML-CS ▼

Events ▼

TC/SC/PG ▼

► [General Admin](#)

- My information
- Notification of contributions
- 2020 Circulars
- Circular archives
- 2020 Mailings
- Mailing archives
- CIML registration
- Website procedures

► [Technical Work](#)

- CIML voting
- PG Workspaces
- CD vote & comment
- Templates

► [Governance](#)

- TC/SC/PG participation
- Assignee appointment
- CEEMS Advisory Group
- Presidential Council
- CIML Meeting Resolutions Voting
- Conference Resolutions Voting
- CIML Meeting Proxies



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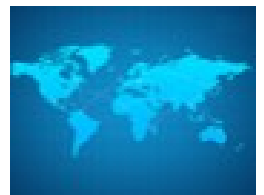
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[Home](#) [Site Map](#) [Accessibility](#) [Contact](#)

English ▼

Search Site

☐ Only in current section

My access ▼

About ▼

Publications ▼

Structure ▼

OIML-CS ▼

Events ▼

TC/SC/PG ▼

► [General Admin](#)

- My information
- Notification of contributions
- 2020 Circulars
- Circular archives
- 2020 Mailings
- Mailing archives
- CIML registration
- Website procedures

► [Technical Work](#)

- CIML voting
- PG Workspaces
- CD vote & comment
- Templates

► [Governance](#)

- TC/SC/PG participation
- Assignee appointment
- CEEMS Advisory Group
- Presidential Council
- CIML Meeting Resolutions Voting
- Conference Resolutions Voting
- CIML Meeting Proxies



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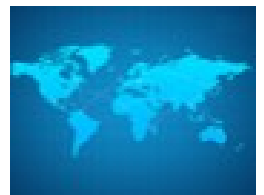
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General Admin

Technical Work

Governance

- ▶ [TC/SC/PG participation](#)
- ▶ [Assignee appointment](#)
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- ▶ [Presidential Council](#)
- ▶ [CIML Meeting Resolutions Voting](#)
- ▶ [Conference Resolutions Voting](#)
- ▶ [CIML Meeting Proxies](#)

56th CIML Meeting Resolutions Voting

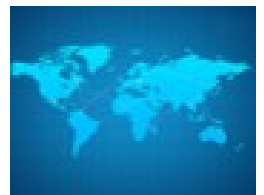
You are voting for:

* Click this link to vote Yes for all the resolutions.

You may still change individual votes as required until the deadline.

Agenda item	Resolution (Click link to view)	Status	Action Vote Yes to all *	Result
Agenda item _test1	resolution test 1	Open	Click to vote	Result
Agenda item _test2	resolution test 2	Open	Click to vote	Result
Agenda item _test3	resolution test 3	Open	Click to vote	Result
Agenda item _test4	resolution test 4	Open	Click to vote	Result
Agenda item _test5	resolution test 5	Open	Click to vote	Result





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General Admin

Technical Work

Governance

- ▶ [TC/SC/PG participation](#)
- ▶ [Assignee appointment](#)
- ▶ [CEEMS Advisory Group](#)
- ▶ [Presidential Council](#)
- ▶ [CIML Meeting Resolutions Voting](#)
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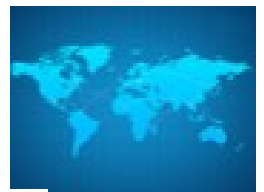
Agenda item	Resolution (Click link to view)	Status	Action Vote Yes to all *	Result
Agenda item _test1	resolution test 1	Open	Click to vote	Click to view
Agenda item _test2	resolution test 2	Open	Click to vote	Result
Agenda item _test3	resolution test 3	Open	Click to vote	Result
Agenda item _test4	resolution test 4	Open	Click to vote	Result
Agenda item _test5	resolution test 5	Open	Click to vote	Result





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[Home](#) [Site Map](#) [Accessibility](#) [Contact](#)

English

Search Site

☐ Only in current section

My access

About

Publications

Structure

OIML-CS

Events

TC/SC/PG

[Home](#) > [My access](#) > [Governance](#)

MY ACCESS

[General Admin](#)

[Technical Work](#)

[Governance](#)

- ▶ [TC/SC/PG participation](#)
- ▶ [Assignee appointment](#)
- ▶ [CEEMS Advisory Group](#)
- ▶ [Presidential Council](#)
- ▶ [CIML Meeting Resolutions Voting](#)
- ▶ [Conference Resolutions Voting](#)
- ▶ [CIML Meeting Proxies](#)

56th CIML Meeting: Online Vote

Member State:

Agenda item _test1 - resolution test 1

TEST RUN : Resolution test 1

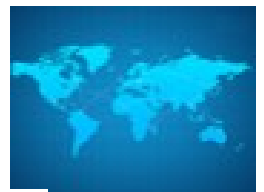
===== VOTE NOW: =====





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International Organization of Legal Metrology

[Home](#) [Site Map](#) [Accessibility](#) [Contact](#)

English

Search Site

☐ Only in current section

My access

About

Publications

Structure

OIML-CS

Events

TC/SC/PG

Home > My access > Governance

MY ACCESS

General Admin

Technical Work

Governance

- ▶ TC/SC/PG participation
- ▶ Assignee appointment
- ▶ CEEMS Advisory Group
- ▶ Presidential Council
- ▶ CIML Meeting Resolutions Voting
- ▶ Conference Resolutions Voting
- ▶ CIML Meeting Proxies

56th CIML Meeting: Online Vote

Member State:

Agenda item _test1 - resolution test 1

TEST RUN : Resolution test 1



===== VOTE NOW: =====





Organisation Internationale de Métrologie Légale

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International Organization of Legal Metrology

Home Site Map Accessibility Contact

English

Search Site

☐ Only in current section

My access

About

Publications

Structure

OIML-CS

Events

TC/SC/PG

Home > My access > Governance

MY ACCESS

General Admin

Technical Work

Governance

- ▶ TC/SC/PG participation
- ▶ Assignee appointment
- ▶ CEEMS Advisory Group
- ▶ Presidential Council
- ▶ CIML Meeting Resolutions
Voting
- ▶ Conference Resolutions
Voting
- ▶ CIML Meeting Proxies

56th CIML Meeting: Online Vote

Member State:

 plone.biml.net

Please confirm your choice

OK

Cancel

===== VOTE NOW: =====





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Technical Work

Governance

- ▶ TC/SC/PG participation
- ▶ Assignee appointment
- ▶ CEEMS Advisory Group
- ▶ Presidential Council
- ▶ CIML Meeting Resolutions
Voting
- ▶ Conference Resolutions
Voting
- ▶ CIML Meeting Proxies

56th CIML Meeting: Online Vote

Member State:

plone.biml.net

Please confirm your choice

OK

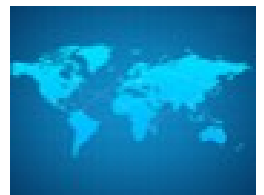
Cancel

===== VOTE NOW: =====

Yes

No

Abstain



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[Technical Work](#)

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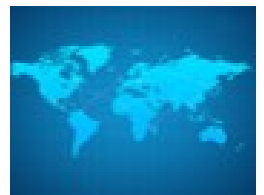
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Agenda item _test4	resolution test 4	Open	Click to vote	Result
Agenda item _test5	resolution test 5	Open	Click to vote	Result



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[Governance](#)

- ▶ [TC/SC/PG participation](#)
- ▶ [Assignee appointment](#)
- ▶ [CEEMS Advisory Group](#)
- ▶ [Presidential Council](#)
- ▶ [CIML Meeting Resolutions](#)
 - Voting
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 - Voting
- ▶ [CIML Meeting Proxies](#)

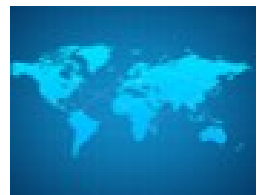
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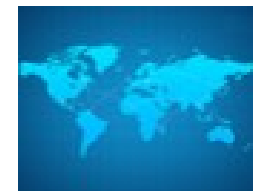
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Search Site

☐ Only in current section

My access

About

Publications

Structure

OIML-CS

Events

TC/SC/PG

[Home](#) > [My access](#) > [Governance](#)

MY ACCESS

General Admin

Technical Work

Governance

- ▶ TC/SC/PG participation
- ▶ Assignee appointment
- ▶ CEEMS Advisory Group
- ▶ Presidential Council
- ▶ CIML Meeting Resolutions
Voting
- ▶ Conference Resolutions
Voting
- ▶ CIML Meeting Proxies

56th CIML Meeting: Online Vote

Member State:

Agenda item _test2 - resolution test 2

TEST RUN : Resolution test 2

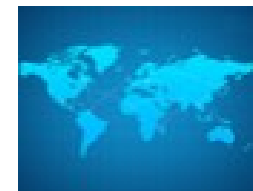
===== VOTE NOW: =====





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[Home](#) [Site Map](#) [Accessibility](#) [Contact](#)

English

Search Site

☐ Only in current section

My access

About

Publications

Structure

OIML-CS

Events

TC/SC/PG

[Home](#) > [My access](#) > [Governance](#)

MY ACCESS

General Admin

Technical Work

Governance

- ▶ TC/SC/PG participation
- ▶ Assignee appointment
- ▶ CEEMS Advisory Group
- ▶ Presidential Council
- ▶ CIML Meeting Resolutions
Voting
- ▶ Conference Resolutions
Voting
- ▶ CIML Meeting Proxies

56th CIML Meeting: Online Vote

Member State:

Agenda item _test2 - resolution test 2

TEST RUN : Resolution test 2

===== VOTE NOW: =====





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International Organization of Legal Metrology

Home Site Map Accessibility Contact

English

Search Site

☐ Only in current section

My access

About

Publications

Structure

OIML-CS

Events

TC/SC/PG

Home > My access > Governance

MY ACCESS

General Admin

Technical Work

Governance

- ▶ TC/SC/PG participation
- ▶ Assignee appointment
- ▶ CEEMS Advisory Group
- ▶ Presidential Council
- ▶ CIML Meeting Resolutions
Voting
- ▶ Conference Resolutions
Voting
- ▶ CIML Meeting Proxies

56th CIML Meeting: Online Vote

Member State:

plone.biml.net

Please confirm your choice

OK

Cancel

===== VOTE NOW: =====

Yes

No

Abstain



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Technical Work

Governance

- ▶ TC/SC/PG participation
- ▶ Assignee appointment
- ▶ CEEMS Advisory Group
- ▶ Presidential Council
- ▶ CIML Meeting Resolutions
Voting
- ▶ Conference Resolutions
Voting
- ▶ CIML Meeting Proxies

56th CIML Meeting: Online Vote

Member State:

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Please confirm your choice

OK

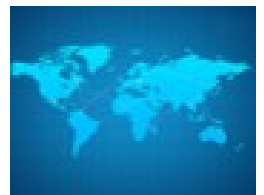
Cancel

===== VOTE NOW: =====

Yes

No

Abstain



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Technical Work

Governance

- ▶ TC/SC/PG participation
- ▶ Assignee appointment
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- ▶ Presidential Council
- ▶ CIML Meeting Resolutions Voting
- ▶ Conference Resolutions Voting
- ▶ CIML Meeting Proxies

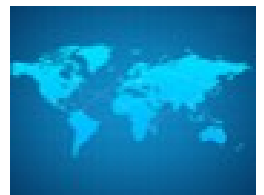
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Technical Work

Governance

- ▶ TC/SC/PG participation
- ▶ Assignee appointment
- ▶ CEEMS Advisory Group
- ▶ Presidential Council
- ▶ CIML Meeting Resolutions Voting
- ▶ Conference Resolutions Voting
- ▶ CIML Meeting Proxies

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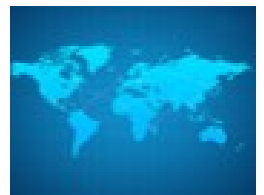
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About ▾

Publications ▾

Structure ▾

OIML-CS ▾

Events ▾

TC/SC/PG ▾

[Home](#) > [My access](#) > [Governance](#)

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[General Admin](#)

[Technical Work](#)

[Governance](#)

- ▶ [TC/SC/PG participation](#)
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- ▶ [CIML Meeting Resolutions Voting](#)
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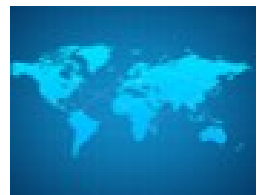
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General Admin

Technical Work

Governance

- [TC/SC/PG participation](#)
- [Assignee appointment](#)
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- [CIML Meeting Resolutions Voting](#)
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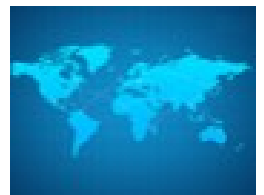
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General Admin

Technical Work

Governance

- [TC/SC/PG participation](#)
- [Assignee appointment](#)
- [CEEMS Advisory Group](#)
- [Presidential Council](#)
- [CIML Meeting Resolutions Voting](#)
- [Conference Resolutions Voting](#)
- [CIML Meeting Proxies](#)

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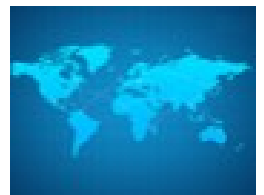
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Structure ▾

OIML-CS ▾

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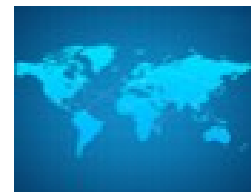
The challenges facing countries and economies with emerging metrology systems (CEEMS) are a priority for the OIML...

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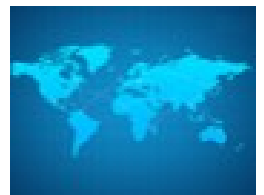


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Voting “yes” for all resolutions at once



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General Admin

Technical Work

Governance

- ▶ TC/SC/PG participation
- ▶ Assignee appointment
- ▶ CEEMS Advisory Group
- ▶ Presidential Council
- ▶ CIML Meeting Resolutions Voting
- ▶ Conference Resolutions Voting
- ▶ CIML Meeting Proxies

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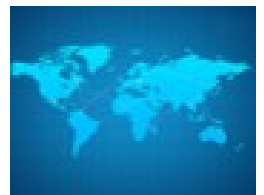
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General Admin

Technical Work

Governance

- ▶ TC/SC/PG participation
- ▶ Assignee appointment
- ▶ CEEMS Advisory Group
- ▶ Presidential Council
- ▶ CIML Meeting Resolutions Voting
- ▶ Conference Resolutions Voting
- ▶ CIML Meeting Proxies

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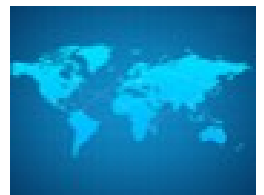
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General Admin

Technical Work

Governance

- ▶ TC/SC/PG participation
- ▶ Assignee appointment
- ▶ CEEMS Advisory Group
- ▶ Presidential Council
- ▶ CIML Meeting Resolutions Voting
- ▶ Conference Resolutions Voting
- ▶ CIML Meeting Proxies

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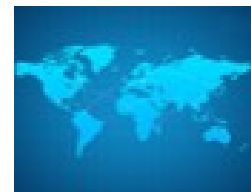
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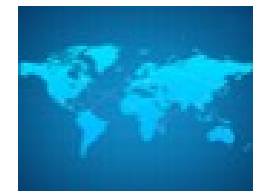


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Checking the voting results



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General Admin

Technical Work

Governance

- ▶ TC/SC/PG participation
- ▶ Assignee appointment
- ▶ CEEMS Advisory Group
- ▶ Presidential Council
- ▶ CIML Meeting Resolutions Voting
- ▶ Conference Resolutions Voting
- ▶ CIML Meeting Proxies

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[General Admin](#)

[Technical Work](#)

[Governance](#)

- ▶ [TC/SC/PG participation](#)
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- ▶ [Presidential Council](#)
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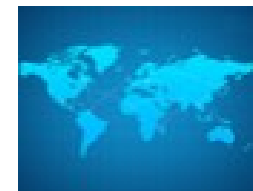
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[Home](#) [Site Map](#) [Accessibility](#) [Contact](#)

English

Search Site

☐ Only in current section

My access

About

Publications

Structure

OIML-CS

Events

TC/SC/PG

[Home](#) > [My access](#) > [Governance](#)

MY ACCESS

[General Admin](#)

[Technical Work](#)

[Governance](#)

- ▶ [TC/SC/PG participation](#)
- ▶ [Assignee appointment](#)
- ▶ [CEEMS Advisory Group](#)
- ▶ [Presidential Council](#)
- ▶ [CIML Meeting Resolutions Voting](#)
- ▶ [Conference Resolutions Voting](#)
- ▶ [CIML Meeting Proxies](#)

56th CIML Meeting Resolutions Voting Result

Agenda item_test1 - resolution test 1

Deadline: 2021-10-07

Status: Open

Result:

Voted **Yes**: 1

Voted **No**: 0

Abstained: 0

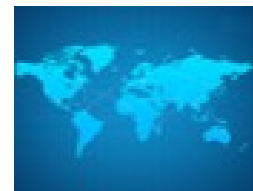
Country	Vote
	Voted Yes on 2021-10-06

[Return](#)



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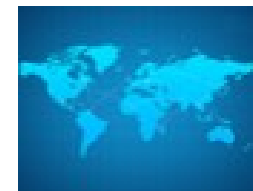


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[Home](#) [Site Map](#) [Accessibility](#) [Contact](#)

English

Search Site

☐ Only in current section

My access

About

Publications

Structure

OIML-CS

Events

TC/SC/PG

[Home](#) > [My access](#) > [Governance](#)

MY ACCESS

[General Admin](#)

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[Governance](#)

- ▶ [TC/SC/PG participation](#)
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You are voting for:

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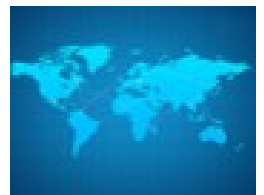
Please click on the country for which you wish to vote



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General Admin

Technical Work

Governance

- ▶ TC/SC/PG participation
- ▶ CEEMS Advisory Group
- ▶ CIML Meeting Resolutions Voting
- ▶ Conference Resolutions Voting
- ▶ CIML Meeting Proxies

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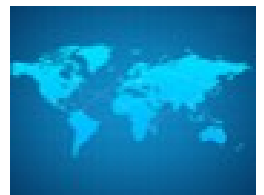
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Technical Work

Governance


- ▶ TC/SC/PG participation
- ▶ CEEMS Advisory Group
- ▶ CIML Meeting Resolutions Voting
- ▶ Conference Resolutions Voting
- ▶ CIML Meeting Proxies

56th CIML Meeting Resolutions Voting

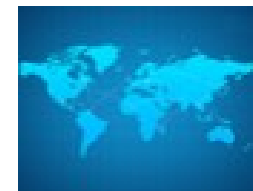
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Back to 

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MY ACCESS

General Admin

Technical Work

Governance

- ▶ TC/SC/PG participation
- ▶ CEEMS Advisory Group
- ▶ CIML Meeting Resolutions Voting
- ▶ Conference Resolutions Voting
- ▶ CIML Meeting Proxies

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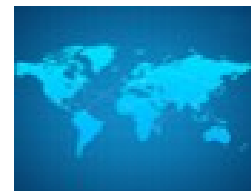
Back to

Agenda item	Resolution (Click link to view)	Status	Action Vote Yes to all *	Result
Agenda item _test1	resolution test 1	Open	Click to vote	Result
Agenda item _test2	resolution test 2	Open	Click to vote	Result
Agenda item _test3	resolution test 3	Open	Click to vote	Result
Agenda item _test4	resolution test 4	Open	Click to vote	Result
Agenda item _test5	resolution test 5	Open	Click to vote	Result



Organisation Internationale de Métrologie Légale

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Any questions?