

**PERFORMANCE OF THE BUREAU OF STANDARDS JAMAICA (BSJ)
FOR FINANCIAL YEAR 2004/2005 AND FOCUS FOR FINANCIAL YEAR 2005/2006**

1.0 Purpose of Ministry Paper

This Ministry Paper is intended to provide highlights of the performance of the Bureau of Standards during the 2004/2005 Financial Year and the main focus for the 2005/2006 Financial Year.

2.0 Role and Function

The Bureau of Standards was established under the Standards Act of 1968 as a statutory organization and a fourteen (14) member Standards Council appointed by the Minister of Commerce, Science and Technology governs the BSJ.

The **Mission** of the BSJ is to promote the international competitiveness of Jamaican products, facilitate trade, and protect consumers by providing Standardization and Metrology services through visionary leadership, consultation, teamwork and a committed, motivated and professional workforce.

The Bureau's mandate is to ensure compliance with The Standards Act, The Processed Foods Act and The Weights and Measures Act. Under these acts the Bureau formulates, promotes and implements standards for goods, services, processes and practices. Other aspects of its mandate are implemented from time to time through the Trade Act, the Customs Act and the Petroleum (Quality Control) Act. The Bureau carries out the following activities:

- (i) Facilitates and participates in the development of standards locally, regionally and internationally and enforces technical regulations for those commodities and practices relating to health, safety, the environment, energy efficiency and basic consumer protection.
- (ii) Provides national scientific and engineering metrology activities with links to regional and international systems. This includes establishment of national measurement standards and the maintenance of international traceability.
- (iii) Enforces the Weights and Measures Regulations by monitoring and calibration of all weighing and measuring devices used in trade to standards traceable to international measurement capability.

- (iv) Inspects and monitors food processing establishments so that minimum standards for processed foods and the establishments in which they are processed are maintained. This ensures safety for both domestic consumption and export.
- (v) Conducts routine inspections (under the Standards Compliance/Import Monitoring Programme) at ports of entry and in the marketplace to ensure that goods conform to standards pertaining to health, safety, performance and labelling regulations.
- (vi) Examines manufacturers' processes, equipment, records, raw materials, quality control systems and finished products to ensure consistent adherence to standards. The National Certification Mark enables manufacturers to apply for and be awarded marks of quality for products, processes and practices, which conform to relevant standards
- (vii) Facilitates regional and international trade via active participation in the work of regional and international standards organizations including International Organization for Standardization (ISO), Pan-American Standards Commission (COPANT), Inter-American Metrology System (SIM), and the CARICOM Regional Organization for Standards and Quality (CROSQ).

3.0 Highlights of Performance for Financial Year 2004/2005

In pursuit of its mission and consistent with the priority policy issues of the Ministry, the following were key areas of performance of the BSJ.

3.1 Policy Issue 1 (Standards Act) - Standards Compliance Programme

The Standard Compliance/Import Monitoring Programme continued to enhance its role in ensuring compliance of both locally produced and imported goods with the requirements of compulsory product standards (also known as technical regulations) and labelling regulations. This involves inspections and investigations at the ports of entry and in the domestic market. This is an important function of the BSJ and consumes a significant proportion of the agency's time and attention. Products found to be in breach of technical regulations are subject to the following enforcement actions:

- (1) Re-export or destruction of consignments
- (2) Rehabilitation of consignment under supervision by BSJ prior to the products entering the trade; and
- (3) Withdrawal of products from sale and or detention in the domestic market

During the review year, the Bureau's inspectors inspected five thousand one hundred and fifty (5,150) establishments in the domestic market. This number represented an

eighteen percent (18%) increase over the four thousand three hundred and sixty three inspected (4,363) inspected during the 2003/2004 Fiscal Year. Withdrawals implemented during the period under review (2004/2005) numbered three hundred and forty thousand two hundred and seventy five (340,275) as against one hundred and ninety thousand seven hundred and ninety four (190,794) in the preceding period. This decline is indicative of greater levels of compliance being achieved. The compliance rate that obtained in the domestic marketplace for 2004/2005 is ninety three percent (93%).

(a) National Quality Awards (NQA) Programme

The National Quality Award (NQA) programme was launched on the July 15, 2004 and culminated with the official ceremony on World Standards Day October 14, 2004. This awards programme forms a part of a national initiative with the objective of highlighting business excellence and practices of high standards with regards to quality systems by Jamaican manufacturers. The Ministry of Commerce, Science and Technology, through the Bureau of Standards (BSJ) developed the National Quality Award, which seeks specifically to:

- Promote the international competitiveness of Jamaican products and services
- Create a national medium for business excellence.

The NQA provides a comprehensive assessment that encompasses the following criteria:

- Organizational focus
- Customer focus
- Human resource focus
- Process management and
- Business results

Nestle was presented with the National Quality Award for Excellence, having demonstrated business excellence in all of the stated criteria. Happy Ice secured the National Quality Award for Small and Medium Sized Enterprises (SMEs). That company also distinguished itself in the area of organizational focus, which was one (1) of the five (5) criteria by which companies were judged.

Berger Paints received the sectional award for Customer Focus, Wray and Nephew for Human Resource Focus, Nestle for Process Management and Jamaica Standard Products for Business Results. For 2005, The NQA Programme expects to expand its coverage to the service industry.

(b) Gas Station Pump Sticker Programme

This Programme was launched in 2003. It however gained momentum in 2004. To date approximately seventy (70%) of gas stations island wide have been tested and

certified by the BSJ and consumers are now becoming aware of the need for this Programme. Consumer demand has led to compliance by most marketing companies.

3.2 Policy Issue 2 - Promulgation of Standards

During the year under review, the Bureau continued its efforts to facilitate the development of national standards. Technical and administrative support was provided to twenty-five (25) technical committees. Industry groups spearheaded these committees consisting of stakeholder representatives, as meetings were held to develop appropriate standards.

Industry also participated in the development of ten (10) regional standards by reviewing and commenting on relevant documents submitted by CROSQ.

(a) Jamaica Standards Network

The Jamaica Standards Network (JSN) is a group of private sector and government standards writing organizations working together to ensure the development of relevant standards. The mission of the Network is to facilitate the participation of stakeholders in the standards development process.

Organizations from the following sectors are represented:

- mining and energy
- manufacturing
- consumer interest
- agriculture
- engineering
- health
- tourism
- education
- The environment.

JSN seeks to support and enhance participation in the development of local, regional and International standards.

(b) National CODEX Committee

The National Codex Committee was launched on December 8, 2004, and is being hosted by the BSJ. This committee seeks to enhance Jamaica's participation in the work of the Codex Alimentarius Commission which is the most important international reference point for developments associated with food standards and codes of practice to ensure protection of consumers' health and fair practices in food trade.

The National Codex Committee will also strengthen the Codex Contact Point, which resides at the BSJ. The Committee provides a forum for discussion and for the formulation of the national position and responses to Codex proposals or policy. The

primary objective of the Codex Committee is to act as a consultative group to the Government on matters related to Codex.

Stakeholder representatives on the NCC are the Ministries of Health, Agriculture, Commerce Science & Technology, Trade Associations, Consumer Agency, Scientific Research Council and Academia.

(c) ISO Technical Committee on Starch and Starch Derivatives

Jamaica, through the BSJ, assumed the secretariat for ISO/TC 93 Technical Committee for Starch (including derivatives and by-products). Jamaica therefore has responsibility to coordinate internationally, activities related to the development of standards in this field, through committee management and support, report and advising, document management and planning meetings. The following five (5) countries are also participating members of this committee:

- Spain
- France
- Korea
- The Netherlands
- Saint Lucia

Twenty-eight (28) other countries have observer status on this technical committee. The hosting of an ISO/TC Secretariat is a first for Jamaica.

3.3 Policy Issue 3 (Weights and Measures Act) - Establishment of Time and Frequency Measurement Infrastructure

The BSJ has established a protocol to ensure that the Jamaican public benefits from accurate time readings via Global Positioning Satellites (GPS's).

In an effort to guarantee that Jamaica is fully prepared for international, hemispheric and regional trade under the WTO/TBT and other free trade arrangements by having the traceable time and frequency measurement infrastructure in place, two (2) Cesium Atomic Standard Oscillators were acquired for the BSJ's Time and Frequency Laboratory. This facility provides a system with state of the art capabilities for disseminating the units of time throughout industry. The accurate measurement of time is of particular importance to the telecommunications industry to protect consumers since minor inaccuracies could translate into millions of additional dollars in telephone bills. The time transfer unit was commissioned and testing in the time and frequency laboratory commenced in October 2004.

Work continued on the development of the time & frequency capabilities of the lab and the data collected will confirm Jamaica's antenna position and is being submitted to CENAM in Mexico for comparison checks. If the values are deemed good they will be

submitted to the International Bureau of Weights & Measures (BIPM) for inclusion in the calculation of Universal Coordinating Time (UTC). This will be a first for Jamaica and the region.

The Half Way Tree clock in St. Andrew was adopted and restored in October 2003 and is being maintained by the BSJ. The GPS clock for the KSAC chamber was installed and commissioned into use and is awaiting the initial assessment visit from the supplier.

(a) Building Code project

The Bureau has been providing support in the development of a National Building Code. Of particular importance is the aspect of the code that relates to energy efficiency.

The Bureau is also facilitating the development of a **Caribbean Building Code**. The Jamaica Institute of Engineers (JIE) has been providing technical support in the process. The Caribbean Building Code will provide standards for construction activities in the CARICOM region.

Since commencement of the national project it has become very clear that

1. The entire list of International Building Code (IBC) supplementary documents (13) had to be taken onboard in adopting the IBC because of the extensive cross-referencing between documents. This has vastly increased the scope of work.
2. The International Code Council (ICC) conducted training seminars to allow for an understanding of the IBC. This is in support of creating a cadre of functional professionals at the design, construction and compliance ends of the construction industry. This is particularly important as within a short time (18 months) the IBC is expected to be a legal and mandatory document.

This project aims at revolutionizing code enforcement in Jamaica to move it from its current position of being almost non-existent to one of being very effective. A draft paper has been prepared outlining the possible compliance system for Jamaica and is undergoing the necessary discussions and modifications for adoption.

The matter of putting in place an effective compliance system requires training of several levels and types of compliance officers. In order for the requisite expertise to be achieved, one of the local universities has been approached to conduct ICC certified training for building officials, planners, inspectors and other functionaries in the compliance area. The University of Technology (UTECH) has accepted this programme and has now begun to implement it.

Presently the overall progress is somewhere in the region of twenty five percent (25%), which includes organizing sub-committees and working groups, assignment of work for all sub-committees, document review and development of draft application documents.

3.4 Policy Issue 4 - Establishment of National Accreditation Body

During the Financial Year 2004/2005 work was accelerated on the establishment of the national accreditation body (Jamaica National Agency for Accreditation, JANAAC). This activity was made possible by the Bureau of Standards which assisted in providing local capacity to complement consultancy from the Swedish Board for Accreditation and Conformity Assessment (SWEDAC)

During the review year technical assistance was received from Swedish consultants who assisted in conducting seven (7) training sessions locally. These were as follows:

1. ISO 9000 Quality Management System for technical staff
2. ISO 9000 for the Public Sector for senior management in the Ministry of Commerce and its agencies
3. Formal training in Laboratory Assessment to ISO 17025
4. Training of Trainers for ISO 17025
5. Practical training for assessors through joint-assessments in select Jamaican laboratories
6. ISO 17011 and its implementation for staff of the national accreditation body
7. Development of a management system in accordance with ISO 9000, for staff of the national accreditation body

In addition during the review year, two (2) members of staff were trained as lead assessors. It is anticipated that the national accreditation body will be functional by the last quarter of 2005.

3.5 Policy Issue 5 - "Joined-Up Government" for Business Competitiveness Enhancement

The BSJ is the executing agency for the IDB MIF/GOJ Quality Jamaica Project (QJP) also known as the "Implementation of Quality Environment and Food Safety Systems in Small and Medium Sized Enterprises." This project seeks to raise the level of efficiency with which local firms conduct business, as a critical means towards achieving greater international competitiveness for Jamaica. One of the objectives of the project is to reduce the cost of implementation of Food Safety systems for Jamaican Small and Medium Sized Enterprises (SME's). Two steps are being taken to achieve this:

- (a) Development of a cadre of local consultants specifically trained in the implementation of Food Safety (HACCP) systems in SME's.
- (b) Strengthening of the BSJ to enable it to certify companies as HACCP compliant.

The BSJ will provide a sum of \$4 M in support of the SME's by identifying areas of weaknesses and providing them with assistance to increase their competitiveness.

The BSJ will afford this assistance to the SME's through the Jamaica Business Development Center (JBDC) and the Scientific Research Council (SRC)

A Memorandum of Understanding (MOU) was signed between The Quality Jamaica Project and the following related entities/projects, which together are designated the Consortium.

- JAMPRO
- Agricultural Support Services Project (ASSP)
- Caribbean Regional Human Resource Development Program for Economic Competitiveness (CPEC)
- National Quality Infrastructure Project (NQOP/SWEDAC)
- Jamaica Cluster Competitiveness Project (JCCP)
- Jamaica Business Development Center (JBDC)
- Quality Jamaica Project (QJP)

Under this arrangement, the various agencies cooperate and collaborate to avoid duplication and overlapping of functions. Each agency therefore understands the role and functions of the others in the grouping. When a client goes to any one of the agencies, that agency will provide the particular technical assistance/support to the business and also inform the business what other support(s) is available within the group and the process of accessing that support.

3.6 Policy Issue 6 – Other “Joined-up Government” Initiatives

(a) MOU with SRC

In an effort to continue its programme of enhancing business competitiveness of SME's, the BSJ has signed an MOU with the SRC. This forges a partnership that will ensure synergy in the development of national capacity in the areas of Science, Metrology, Testing and Technology Transfer.

The partnership will utilize the scientific and technological expertise of both institutions to ensure that processes and products conform to standards and are competitive.

This new strategic alliance will benefit the export competitiveness of Jamaican products. This is very timely as both the SRC and the BSJ are agencies that form part of the core team for the “National Export Strategy.” Sustainable inter agency coordination and teamwork will be critical for the success of this project and Jamaica's economic development.

(b) National Innovation Awards Programme (NIAP)

The National Innovation Awards Programme (NIAP) is a joint effort between the Bureau of Standards Jamaica (BSJ), the Scientific Research Council (SRC) and the Ministry of Education, Youth and Culture (MOEYC), and is part of a national initiative with the objective of popularizing science, technology and standardization among the future generation.

The Programme is applicable to students attending all levels of academic institutions (primary, secondary and tertiary).

In 2004, the Bureau of Standards actively took part in the following activities:

- Quiz competition on Science, Technology and Standardization was held in February of 2004 at the Holy childhood high school. Twenty four (24) schools entered the competition
- Science, Technology and Standardization Summer Camp were held on the compound of the Bureau of Standards in August 2004. Fifty (50) students between the ages of nine (9) and thirteen (13) registered for the Programme. Activities included factory and laboratory tours, a quiz competition, and exposure of students to standardization activities.

(d) MOU with Mona Institute of Applied Sciences

A MOU was signed between The Mona Institute of Applied Sciences (MIAS) and the BSJ in the fields of Standardization, Metrology, Testing, and Research and Information to create a synergy of accelerated development of national capacity and capability. Areas of cooperation include:

- Exchange of information in areas of mutual interest
- Sharing of technical information to advance the work and interest of each institution.
- Identification and pursuit of research projects of mutual, national or regional interest/ benefit.
- Support for utilization of existing equipment, capability or infrastructure by both institutions.

(e) Certification of Agricultural Products JAS/BSJ Crop Certification Programme

The Jamaica Agricultural Society (JAS)/ BSJ Crop Certification Programme was launched on October 12, 2004. This programme has been developed to facilitate Jamaica's ability to compete globally in the trade of local agricultural produce. The Programme seeks to improve the level of acceptance and consumption of Jamaica's agricultural produce locally.

Additionally, the Certification programme will enable provision of quality agricultural produce for distribution and use in the Central Marketing Programme. It will also ensure that Jamaican farmers are able to produce agricultural products developed consistent with principles of science, technology and standardization, and that meet necessary safety regulations, and quality/ environmental standards.

In the first phase of the Programme, seven (7) crops will be certified. They are tomato, sweet pepper, hot pepper, carrot, ginger, escallion and thyme from seventeen (17) farms selected from the parishes of St. Andrew, St. Thomas, St. Catherine, St. Ann, and St. Elizabeth.

In support of the Jamaica Agricultural Society's "Eat Jamaica Campaign," the BSJ/JAS have implemented a Certification of Agriculture Products Programme. The BSJ will be providing the sum of \$4 M for technical assistance and logistics to support this campaign.

This certification programme will attempt to ensure that products from the agriculture sector are of acceptable quality and that there is increased product yield for both the domestic market and export. A seal of approval will indicate that the products are certified by the BSJ/JAS.

The process is being guided by a Steering Committee consisting of representatives from the BSJ and other agencies as follows:

- Jamaica Agricultural Society (JAS)
- Ministry of Agriculture (MOA)
- Rural Agricultural Development Authority (RADA)
- Pesticide Control Authority (PCA)
- National Environmental Protection Agency (NEPA)
- Scientific Research Council (SRC)

Farms will be visited and farmers sensitized on "Best Practices" as they relate to:

- Soil management
- Pre and post harvest techniques
- Fertilizer application
- Pest control management

(f) Liquid Petroleum Gas (LPG)

The BSJ entered into an agreement with the Energy Division of the MCST to regulate the liquid petroleum gas (LPG) trade through inspection and monitoring of LPG filling Plants Island wide. This is to ensure compliance with national regulations for safety, accuracy in weights and measures and container integrity. Nine (9) plants have been authorized by the BSJ to conduct the above activities. Periodic audits will be carried out by BSJ to ensure that these systems are being maintained.

(g) JPSCo Electricity Meter verification

It is the intention of the Bureau to check, calibrate and certify new models of electricity meters used by the Jamaica Public Service Company (JPSCo) to ensure that they meet the requirements of the Standard.

The Primary Transfer Standard was received and commissioned in the Energy Metrology Laboratory at the BSJ. Calibration and laboratory procedures are now being developed.

The Bureau will execute its responsibilities under the Weights & Measures Act to ensure that electricity meters accurately record consumption, by visiting business places and residences throughout the island in order to conduct accuracy checks on JPSCo meters. These visits commenced on February 7, 2005.

Subject to the positive outcome of the judicial intervention being sought by the light and power company, the Bureau will continue the accuracy checks on JPSCo meters and proceed to publish the results of the survey for meters checked during this initial drive and thereafter.

(h) MOU with NEPA

A proposal for a MOU between BSJ and the National Environmental Planning Agency (NEPA) is at an advanced stage. This MOU will define the roles and responsibilities of each agency as they relate to standardization and environmental quality as facilitators of sustainable development.

3.7 Policy Issue 7 - Divestment of Commercial Services

Under the Bureau's Laboratory Accreditation Programme, Bouygues Travaux Limited, contractors of the Highway 2000 Project are in the process of renewing of accreditation to test aggregates, concrete, soil, bitumen and bituminous mixture materials used in the Project for 2005-2006. Further audits and assessments are being conducted by BSJ to ensure that systems are being maintained according to ISO procedures.

3.8 Policy Issue 8 - International Collaboration

The participation of Jamaica in regional, hemispheric and international standards issues was further strengthened during the review period with the following activities being the main highlights:

(a) Membership in Meter Convention

Jamaica became a member of the Conference des Poids et Mesures, CGPM (General Conference on Weights and Measures), Metre Convention in July 2004. The main purpose of the Metre Convention is to provide the framework within which the international measurement system, based on the SI, is maintained and made available to the world for national and international trade, manufacturing, human health and safety, the protection of the environment and all aspects of science and engineering.

Jamaica benefits in the following ways:

- Displays its measurement capability in the world's premier metrology data base, thus improving investors' and traders' confidence in Jamaican products;
- Accesses measurement capability data resulting from Key and Supplementary Comparison Measurements;
- Achieves international traceability from the Bureau International des Poids et Mesures- (BIPM).

Membership in the Metre Convention will enable Jamaica to sign the International Conference on Weights and Measures (CIPM) Mutual Recognition Agreement among members thereby having all major trading partners recognize the country's testing and calibration certificates in particular and its measurement system in general. MRA's will be among the most potent systems for avoiding multiple testing from importing countries.

(b) International Recognition of Mass Laboratory

The Quality System Task Force (QSTF) consisting of metrologists and quality system experts from member states of the Metre Convention and signatories to the Mutual Recognition Arrangements (MRA's) of the International Committee on Weights and Measures (CIPM) recently reviewed and approved the Calibration Measurements Capabilities (CMC's) of the BSJ Mass Metrology Laboratory.

Jamaica was able to demonstrate to the Quality System Task Force (QSTF) that it has a quality system which is on par with international requirements.

The results will now be submitted to the Joint Committee of Regional Metrology Organizations (JCRB) before being submitted to the BIPM for posting inclusion in its database. This database will serve as a basis for countries such as Jamaica to negotiate mutual recognition and free trade arrangements with other countries or trading blocs such as the European Union. Jamaica and the CARICOM countries will benefit from this development.

(c) CARICOM Regional Organization for Standards and Quality

The CARICOM Regional Organization for Standards and Quality Act was passed on March 25, 2004 and Jamaica is the only CARICOM state to have enacted the

legislation, which gives effect to the agreement establishing the CARICOM Regional Organization for Standards and Quality (CROSQ).

CROSQ is an inter-governmental regional standards organization representing the interest of the region in international standardization activities and supporting the establishment of the CARICOM Single Market and Economy (CSME). The CROSQ Secretariat is located in Barbados and has been functional since September 2003. The BSJ took the lead role in establishing and making CROSQ operational and Jamaica funds a significant part of the Secretariat's budget.

(d) CROSQ Council

Jamaica has been nominated to chair the CROSQ Council for two years (2004-2006). The Chairman will provide policy guidance to the CROSQ.

(e) Harmonization of Regional Standards

In an effort to facilitate the development and harmonization of regional standards, Jamaica has worked closely with all other member states and CROSQ in the development of such standards. Based on the work done, the Council of Trade and Economic Development (COTED) approved the following as CARICOM Standards:

- CARICOM Standard for Rice
- CARICOM Standard for Brewery Products (Beer, Stout, Shandy and Malta)
- CARICOM Standard for Packaged Water (Mineral, Spring and Purified Water)
- CARICOM Standard for Rum (Revised)
- CARICOM Standard for Poultry Meats and Poultry Products (Voluntary for twelve months)
- CARICOM Standard for the Grading and Quality Requirements for Table Eggs (Voluntary for twelve months)
- CARICOM Standard for Safety Matches (Mandatory)

(f) ISO/CARICOM Standards

The following ISO standards have been adopted as CARICOM standards

- ISO15189: Medical laboratories (particular requirements for quality and competence)
- ISO17025: General requirements for the competence of testing and calibration laboratories

The following standards are at an advanced stage of development:

- CARICOM Standard for Carbonated Beverages
- CARICOM Standard for Fruit Juices and Fruit Drink
- Revision of the CARICOM Standard for Paints (Revised)

3.9 Budget

During the Financial Year 2004/2005, the BSJ did not receive any financial support from the Budget or Consolidated Fund.

For Financial Year 2005/2006, income is estimated to be \$360 M while estimated expenditure is \$296 M resulting in a budget surplus of \$64 M. It is envisaged that some of this surplus, if realized, will be used to meet necessary capital expenses of the Bureau.

4.0 Main Focus for 2005/2006 Financial Year

- Collaboration and cooperation with Asociacion Espanola DeNormalizacion (AENOR) and Association Francaise de Normalisation (AFNOR) in the areas of institutional strengthening and capacity building.
- British Standards Institute (BSI) to provide support for National Certification Programme.
- Priority will be placed on continuing or commencing implementation of the following projects and programmes:
 - (i) International accreditation of metrology laboratories under the Jamaica/Mexico Bilateral Agreement
 - (ii) Temperature Inter-comparison Project under the Jamaica/Mexico Bilateral Agreement
 - (iii) Work on website (www.bureau of standards jamaica.org)
 - (iv) Implementation of a system to monitor and measure internal and external customer feedback
 - (v) Enhancement of collaborative linkages and consultations with key Stakeholders such as the JMA, JCC, SBAJ, and APRN
 - (vi) Establishment of a certification body within the BSJ under the GOJ/IDB Quality Jamaica Project
 - (vii) Revision to the Weights and Measures Act
 - (viii) Establishment of a functional chemical metrology facility.

This last mentioned project seeks to establish a national infrastructure capability for chemical metrology to support key local industries such as tourism, agriculture and mining. This will allow for participation by Jamaica in inter-comparison programmes to facilitate the country being a player in free trade and global markets.

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