

PROPOSED CRITERIA/GUIDELINES ON ACCREDITATION OF WATER METER TESTING LABORATORY

1. Meter Testing Benches to be used for testing must conform with ISO standards or must be DOST / DTI certified.
2. Shall have technical staff knowledgeable about water meters and with actual training on meter testing and calibration.
3. Required to comply with NWRB Requirements
 - Instrument must be duly inspected by NWRB prior to its operation
 - Testing Bench/ and Testing meter
 - Submit to NWRB list of meters tested / sealed on monthly basis
 - Non-compliance of 3.2 will be ground for cancellation of its accreditation
4. Shall have policies and operational procedures (reviewed and approved by NWRB);
 - To be followed for feedback and corrective action when discrepancies on testing are detected
 - For dealing with complaints
5. Shall have documented instruction on the use and operations of testing bench and master water meter.
6. Shall use appropriate method and procedures for testing
 - Minimum flows; at least 100 Liter volume of water is utilized
 - Normal flows; at least 100 Liter volume of water is utilized
7. Shall maintain a record system; retaining on record a copy of test reports for an appropriate period. Where appropriate, all records and reports shall be safely stored, held secure and in confidence to the client. The test report is to be accomplished by the technician in-charge of the testing and indicates the results of the testing if meter passed or failed the test done.
8. Testing fees shall be remitted to NWRB on monthly basis

STEPS FOR THE ACCREDITATION OF WATER METER TESTING LABORATORIES

1. Letter of Application with the following:
 - Intent by the proponent with duly accomplished company profile (no. of staffs, equipment to be used, DTI Permit, Business Permit)
2. NWRB – Water Meter Testing Staff shall conduct ocular inspection of the proponent's facilities and testing of the equipment intended for the water meter testing.
3. NWRB staff makes recommendations based from the findings on the inspection conducted.
4. NWRB grants accreditation after proponents have complied with requirements
 - Provision for Office and Laboratory space
 - Testing Benches and Testing meter passed the NWRB inspection and accuracy test.
5. MOA signing
6. NWRB issue certificate of accreditation

VALIDITY OF ACCREDITATION

- The validity of accreditation shall be valid for two (2) years subject to renewal

ACCREDITATION / AREA OF COVERAGE:

- **Suppliers** – suppliers who are accredited shall test and seal only their brand of new water meters of all sizes (household & industrial meters) they carry prior to their delivery and installation in water works systems.
- The NWRB shall accredit Water Districts or qualified water meter testing and laboratories for specific areas of operation nationwide to conduct re-testing and sealing of in-service water meters (household & industrial meters) of existing CPC grantees in such areas. The number of testing laboratories to be accredited in these places may depend on the number of CPC grantees in the area.
- Accreditation shall specify the size of water meters a testing laboratory can test and seal.

SEALING OF WATER METERS

- The NWRB shall provide or require the accredited water meter testing laboratory to have water meters tested and sealed with the lead seal and bear security tags with the required NWRB specifications (with serial numbers).
- All water meter found exceeding the required accuracy shall be calibrated to conform with the standard error of accuracy.

STANDARD ERROR OF ACCURACY

- All water meters to be sealed shall be within $\pm 3\%$ reading accuracy.

REPORTORIAL OBLIGATION

- The accredited testing laboratory shall submit to NWRB monthly report in a form prescribed by the agency the list of all meters tested and sealed together with corresponding remittance of testing fee.
- The NWRB shall create an e-mail address dedicated for on-line reporting of meters tested by the proponent on daily basis.

TESTING FEE AND AMOUNT TO BE REMITTED TO NWRB

- The Testing Fee per meter tested and amount remittance to NWRB shall be in accordance with the following schedule of fees and remittance.

Meter Size (inches)	Testing Fee (₱) / meter	For Remittance to NWRB (₱) / meter
½ -1	50	20
2	100	30
3	200	50
4 and above	300	100

ACCREDITATION FEE

- ₱10,000