

**भारतीय मानक ब्यूरो**  
**योजना एवं समन्वय विभाग**

हमारा संदर्भ: PNC09/22/2024-PNC-BIS

दिनांक: 24-09-2024

**कार्यालय आदेश**

**विषय :** परीक्षण विधियों के जानकारीपूर्ण वीडियो संबंधित

महानिदेशक, भारतीय मानक ब्यूरो के निर्देशानुसार, अनुपालन के लिए कार्यालय आदेश संलग्न हैं।

**(प्रवीण कुमार)**  
वैज्ञानिक एफ एवं प्रमुख

बीआईएस इंटरनेट के माध्यम द्वारा सभी संबंधित को परिचालित

**Bureau of Indian Standards**  
**Planning and Coordination Department**

**Our Ref:** PNC09/22/2024-PNC-BIS

**Date:** 24-09-2024

**Office Order**

**Subject:** Informative Videos On the Test Methods Related

As per the directions of DG, BIS the Office Order is attached for compliance.

**(Praveen Kumar)**  
Scientist F & Head

Circulated to all concerned through BIS Intranet

**Subject: Developing informative videos on the test methods to guide the industry in ensuring compliance with the requirements of relevant Indian Standards**

A Scientific Officer, alone or in a group of two or three, can take up the development of a video, and necessary financial or logistic support will be provided by the office concerned, and BIS laboratories will spearhead this programme. BIS labs can take the following steps:

1. Assign the standards to the scientific officers and technical personnel of the lab.
2. Assign the standards to the quality control persons at the supervisory levels in the OSLs.
3. Assign the standards to the quality control persons in the large and medium industries.
4. Assign the standards to the students who have done internships with the lab.
5. Mandating the development of a video on a test method as one of the deliverables of the internship.
6. Inviting proposals from the faculty of technical institutions and science colleges to create these videos.

**Laboratory Operations Management Department (LOMD)** shall be the Nodal Department for this programme, and shall have the following responsibilities to ensure successful implementation:

1. Identify the Test Method standards and distribute them among the BIS Labs for further distribution amongst the officers, Testing Person's (TPs), interns, OSLs, industry, and faculty.
2. Examine the proposals received from scientific officers and assign the Test Method standards to them.
3. Monitor the progress of the work and ensure that required logistical and financial support is provided to carry out the projects within the prescribed timeframe.
4. Create discipline-wise committees with officers from the standards department, CMD (including RO/BO), labs, and sectional committees to review the quality of videos and approve or recommend improvements.
5. Upload the videos approved by the committees on the LIMS portal.

**Contd...**

- The students (ex-interns) and faculty from technical institutions/science colleges shall be paid an honorarium of Rs. 50,000 for the completed project, only after it is approved by the Committee. This is in addition to the support for the recording of the video.
- The BIS officers, TPs, interns, and quality control persons from industry and OSLs will be given a Certificate of Appreciation, and their contribution will be acknowledged in the video.
- LOMD shall take the necessary action to ensure that the first lot of the Test Method Standards are allotted to the BIS Labs and sufficient publicity to the programme is given by the end of September, 2024.

BIS Labs, in partnership with the BOs in the region concerned, shall organise seminars and webinars with the industry, technical institutions, and OSLs to seek their involvement in the implementation of the programme.

DDG, Lab shall submit a monthly progress report in this regard to the DG.