

MICert

Measuring Instruments Certificates

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1. General

MELODI stands for **Metrological Services of the PTB** and is the system by which all services offered by PTB to external customers are being filed (approvals, tests, calibrations, certifications, etc). MELODI is realized as an application within SAP.

In this part of the information system, **Measuring Instruments Certificates, MICert**, which is part of the **Metrological Services of the PTB, MELODI**, you will find data on the measuring instrument types which have been approved in accordance with the Verification Act.

MICert stands for **Measuring Instruments Certificates**. MICert is a filing system (archive) within SAP for certificates according to the Verification Act issued by PTB. Within the scope of an Extranet, PTB offers the authorities enforcing the Verification Act access to the same data stock it uses itself internally - on the one hand online via the Internet and on the other hand by means of an additional DVD version.

A type will be **admitted for verification** if it can be assumed that the instruments will presumably fulfil the requirements of the Verification Ordinance with regard to measurement correctness and reliability during the period of validity of the verification. In a type approval, the requirements for a type and for the verification technological test of the measuring instruments are determined.

The MICert database contains all type approvals for national verification as well as all EC- and EEC-type approvals, supplements and revisions to these approvals granted by PTB since 1999. MICert is available in an online version via the Internet address www.ptb.de/de/dienstleistungen/micert.htm. Access is effected as a secure connection via SSL. In addition, the database is also available as a DVD version for offline access. The following descriptions cover both versions and are therefore subdivided into *MICert-Online-Service* and *MICert-DVD-Version*.

Access to the certificates in PDF format is a service which is provided by the [Physikalisch-Technische Bundesanstalt](http://www.ptb.de/de/dienstleistungen/micert.htm) exclusively to the German verification authorities and test centres. For access rights, please contact MICert@ptb.de.

2. Technical preconditions

This software version works with almost all PC systems commonly used in a highly stable and error-tolerant way.

- **System requirements**

The following systems were checked:

Pentium 90Mhz with 40MB, Win95: slow, but works, not recommended

P4/233Mhz/64MB/Win98: satisfying results

P4/1,6GHz/256MB/WinXP: good performance, equipment recommended

NT 4.0 and Win2003 are also supported.

In addition, a version for Linux is being prepared at PTB.

A screen resolution of 1024x768 pixels and Windows types of normal size are recommended.

- **PDF-Reader**

For displaying the certificates in PDF format, Adobe Acrobat Reader is recommended. In order to support also older PCs and notebooks (e.g. below Win98), an older version of the Adobe Acrobat Reader (version 5.0.5) is provided in the MICert-DVD-Version of the archive. (With Acrobat 4.0.5, the certificates cannot be opened). For the update and/or the Online-Service, please refer to the current version of the Acrobat Reader at www.adobe.de.

- **DVD version**

For the offline version, a DVD-R-drive is needed.

- **Online-Service**

The following Internet browsers can be used from the indicated versions onwards: Mozilla 1.0.1; Netscape 4.7.5; IE 5.0. An export of the list of matches to Excel is possible from Office-Version XP onwards.

The data is delivered encrypted (https), which is prohibited in some company networks, in order to check the transferred data for security risks. In these cases the administrator of the company network has to permit encrypted connections for the MICert pages.

- **Browser settings**

The MICert pages partially use JavaScript functions. These, however, only enhance the handling comfort and are not essential (e.g. the "*backward*" and "*forward*" buttons, the focusing of the document window or the calendar). If you allow cookies, these will be used. If not, the Session-ID appears in the URL (;jsessionid=...).

If problems occur while opening or storing a PDF document in the Microsoft Internet Explorer, please make sure that under "*Tools - Internet Options - Advanced*" the option "*Do not save encrypted pages to disk*" is deactivated. Furthermore, under "*Tools - Internet Options - Security*" the option "*Allow META REFRESH*" must be activated for the current zone.

3. Operation, start

Online-Service

- You can find the MELODI Info System with MICert in the Internet at www.ptb.de/de/dienstleistungen/_micert.htm.
- Access to the certificates in PDF format is granted only to users who are registered in the Extranet with user name and password. When logging in (not only in the Internet but also on the DVD), please make sure that you always distinguish between small and capital letters.

DVD version

- If the DVD version does not already start automatically when the DVD is entered into the drive, please open the file "START.exe" from the Root Directory.
- For notebooks without DVD drive, the DVD version can be copied quite easily via your local network to the particular PC that will be used on location during the verification.
- At the start, you authorize with the password of the respective DVD.

4. Searching of certificates according to the Verification Act

For keyword search, a search mask with several search boxes is displayed on the screen and can be operated in the Online-Service via the *Advanced Search* button.

- Please always select one or several search criteria.
- As a wildcard within a search term, the asterisk (*) is to be used.

- In the text boxes *Type Designation*, *Manufacturer*, *Kind of Certificate*, *Certificate No.*, *Reference No.*, the entered term is always searched for as a substring and corresponds thus to the automatic supplementation with * in front of and behind the entered term.
- In the boxes into which a date must be entered (*Date of Certificate*, *Expiry of Validity*, *Date of Publication*), please take care to enter the complete date (also the year, e.g. not only 05 but 2005 !). You will find a calendar next to the boxes for your convenience.
- If you want to search for *Date of Certificate*, *Expiry of Validity* and *Date of Publication*, please activate the selection box at the end of the line.
- The lists which open when clicking on the arrow in the boxes *Kind of Instrument/Type* and *Type of Certificate* contain the master data which are used in type approvals in accordance with the Annexes to the Verification Ordinance (EO).

Online-Service

- When using the Online-Service, please always take care to distinguish between small and capital letters.
- In the Online-Service of MICert you will always have access, without any delay, to all certificates having been published by PTB until that particular date.
- In the boxes into which dates must be entered, you must enter a further search criterion.

When entering the asterisk in the "*Type Designation*" box, for example, you should keep the length of the list of matches in mind. The list of matches is limited to 500 lines.

DVD version

- In the DVD version the entries in the search criteria are independent of capital and small letters.
- Your entries are automatically supplemented by *. The system thus always searches for a substring in the box, e.g. the box *Certificate No. 18*. will find all approvals in accordance with Verification Ordinance 18 (EO 18).
- When searching for an approval sign, blank characters will not be considered. The upper and the lower part of the approval sign are separated by the sign / .
- In the state bar of the screen (bottom line) you find the state of the data, i.e. the date at which the data have been exported from MELODI, the date of issue (i.e. month and year of the DVD) and the program version of the database program on the DVD.
- The length of the list of matches is not limited. It is possible that all entries are shown.

Full-text search

- In the DVD version, a full-text search permits access also via any character string, independent of the use of capital or small letters.
- In the Online-Service, a full-text search is not possible.

5. List of matches

- The sorting of the list of matches is pre-set and is effected according to Certificate No. (approval sign) and the associated Revision and Supplement numbers.
- Sorting can be altered by clicking on the respective headline.

Online-Service



- The number of matches depends on the inquiry criteria and is limited to a maximum of 500 entries. The reason for this is to ensure database safety and performance and to limit the access times of the users in the Internet.
- The list of matches will be pre-set in sections of 10 lines per page. The list can be extended to 100 lines per page.
- From version OfficeXP onwards, you can download the list of matches directly from the Internet. For downloading, please place your cursor in the Internet Explorer into the list of matches and press the right mouse key. There, "*Export to Microsoft Excel*" will be indicated. For the selected certificates, all fields of the list of matches are then transferred to Excel.

DVD version

- The number of matches depends exclusively on the inquiry criteria and is not limited. It is possible that all datasets are shown.
- The list of matches is consecutive. On a local computer, this can lead to long execution times.

6. ***Certificates and further details on an approval***

Online-Service

- If your search has been successful, you can obtain further explanations and publications - in addition to the brief information in the list of matches - via the icon 
- By double clicking on this icon , a certificate from the list of matches will be opened directly in PDF format. This is, however, only possible if the user has logged in successfully with his user name and password at the beginning. For each session, you have to log in only once. To obtain access rights, please contact: MICert@ptb.de

DVD version

- By double clicking into a line of the list of matches, the associated certificate will open automatically in PDF format. A valid keyword is needed for this.
- In the DVD version, no further explanations and publications are available.

7. ***Examples of how to proceed in special cases***

Advanced Search recommended

- You should search for your approvals preferably via the Advanced Search. The Advanced Search provides access to a particular certificate via the describing data. Here, a precise search by *Certificate No.* (approval sign) is possible.
- In contrast to this, the full-text search searches rather fuzzily and intuitively for a sign combination in the text, which inevitably leads to undesired and unexpected matches. You should search for the approval signs of the certificates found in this way once again via the Advanced Search because only this will yield a list of all the documents filed (approval, supplements and revisions).

Example for Advanced Search:

- Search for all approvals in accordance with EO18: Enter *18.** into the box *Certificate No.*
- Now, the information *"464 matches have been found"* is displayed and the matches are shown to you in the current list of matches. Internally, however, the number of matches exceeds the maximum number of 500. (The difference to 500 results from internally used inquiry algorithms.) Now the addition follows: *"Your inquiry has led to a comprehensive selection on the database. The maximum size is - depending on the search parameters entered - 500 lines. Please restrict your inquiry further"*.
- For reasons of performance, the list of matches is pre-set to a length of 10 lines. In the case of fast Internet connections, it can be extended to 100 lines.
- Choose, for example, as an additional search criterion *Kind of Measuring Instrument/Type "Fahrpreisanzeiger"*, thus restricting your search. You will obtain 38 matches.
- The list of matches contains all certificates that are available in the system for a particular Certificate No.

Example for full-text search (DVD version)

- In some cases, the details given are not complete for the Advanced Search, especially in the case of older approvals, e.g. in the box *"Type Designation"*. In the Online-Version, it is important to distinguish between small and capital letters.
- Especially in the case of older approvals, the Reference No. has not always been entered in the approval certificate.
- This could lead to the fact that in some cases, only incomplete results are supplied. Here the full-text search helps.
- For the type designation of the weighing instrument "DISOMAT", the Advanced Search delivers 19 certificates. A full-text search with the same keyword

("DISOMAT") delivers 25 data sets. The approvals of the additional six types, though based on the weighing system "Disomat" (a fact that is also described in the approval), have another type designation. They refer to completely different types of instruments and certificates, e.g. to non-automatic weighing instruments, rail-weighbridges, evaluation units or the use of certain load cells and national and/or EC approvals and test certificates.

- As the full-text search is, however, not able to display all approvals systematically, it is advisable to execute for the sake of completeness an Advanced Search for the approval sign just having been found.

Novelties in MICert

- Via the Online-Service, you can inform yourself at all times comfortably on new certificates in the MICERT system and/or on the up-to-dateness of your own data stock.
Simply search for the data stock which has been published after the searched date.
- Attention: Enter for this purpose into one box of the Advanced Search, for example, in the box "*Certificate No.*" (*approval sign*), an asterisk *.
- In addition, enter into the box "*Date of Publication*" the period of time in which you are interested. The right box can contain the date of the day.
- The list of matches shows directly the documents having been newly added in MICert since the last inquiry. Also the number of documents having been newly added is displayed to you.
- You can download the list of new publications directly into Excel with the right mouse key.

Synchronisation of one's own data stocks (DVD version)

- Synchronisation of local data stocks is possible by means of the DVD version.
For this purpose, 2 files are used which are to be found in the root of the DVD.
- The DVD contains the control chart, which is directly readable, with all relevant data with respect to the archive. The chart has the file name MELODI.DBF. Here, all boxes you already know from the list of matches are contained. In addition, you will find in the last column (QMNUM) a number which, complemented by the file extension PDF, refers to the file name of the respective certificate. The control chart has the Dbase IV format and can be opened in Excel with a double click.
- The certificates are contained in the file MELODI.ZIP, where they are zipped. You can open the Zip archive with the respective keyword of the DVD version. You open it with a double click and can copy the individual files directly to your local file system.
- From then on, data security and data protection is your own responsibility.

8. Imprint

The conception and operation of the database is effected by PTB Working Group Q.43, "Databases and Applications", and maintenance of the contents by Working Group Q.32, "Certification Body for Measuring Instruments", Physikalisch-Technische Bundesanstalt, Bundesallee 100, 38116 Braunschweig.

Copyright

The Physikalisch-Technische Bundesanstalt has the copyright for the database software for the Online-Service as well as for the DVD version and for the contents of the database. Utilization of the datasets is only permitted for personal use. All rights reserved.

Non-liability

The Physikalisch-Technische Bundesanstalt cannot be made responsible for any damage, claims and costs arising to the user of MICERT from using the database or from the subsequent utilization of the datasets.