

## 1<sup>st</sup> Webinar for Standard Drafters - 2017-03-24

### Document exchange and collaboration between TCs and CCMC

#### Questions and answers

Questions asked by the Attendee(s)	Answers from the Presenter
<p>Where in eTrans can I find the collated comments from the Enquiry?</p>	<p>The voting results for CEN Enquiries can be found on eTrans in folder 1.4.0 'Balloting Report Drafts'.</p> <p>In CENELEC the voting results are emailed directly to the responsible Secretary and can also be found on the FTP site.</p>
<p>When we receive a negative assessment from CEN Consultant at formal vote stage, what will occur to the text that you have prepared for publication?</p>	<p>If a consultant provides a negative assessment during formal vote, CCMC, the consultant as well as the TC and WG leadership examine (during formal vote period) which follow-up actions are required. The TC Secretary shall inform the TC about the outcome of this examination. The publication can only go ahead once the negative assessment is solved.</p>
<p>How do I have access to eTrans on livelink?</p>	<p>Access to eTrans on Livelink is reserved for Secretaries and NSB staff members. Requests for access can be sent to <a href="mailto:projex@cencenelec.eu">projex@cencenelec.eu</a></p>
<p>Often the collated comments are not in clause order - there are errors. Can you improve the quality of the collated comments document?</p>	<p>We rely on our members to use the commenting template form correctly. Incorrect use of the template may impact the order they are collated by the tools in use in CCMC. We correct them as much as possible but sometimes this can be overlooked. In the future the automatic collation will be done by the eBalloting tool itself when the vote closes and we understand that this new automatic process will also improve the quality of the comments layout.</p>

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Regarding the process of skipping FV: can that solely be decided by CIB (Committee Internal Balloting – CEN)?	TCs may use either the CIB tool to ballot on a decision to skip the Formal Vote (simple majority) or it can be done in a meeting.
Can you please show the procedure to skip CEN FV fin case of a VA ISO lead?	To skip the Formal Vote in case of a parallel ISO project under the Vienna Agreement, the CEN/TC must take a decision. The results of this must be provided to the corresponding ISO/TC.
There can be quite a lot of changes of a harmonised standard between enquiry and the formal vote version because the WG has gotten new information from the CEN consultant, or information from EC about why they rejected publication of other standards in the OJEU. Is this a base for a second enquiry?	Yes, it could be, but a TC decision is required to hold a 2 <sup>nd</sup> Enquiry. You could equally choose to hold a Formal Vote following the 1 <sup>st</sup> Enquiry.
Is the translation stage completed before Enquiry can start?	Yes, there is a systematic 8 weeks translation period prior to the start of the Enquiry. During this same period the CEN members can prepare themselves for the upcoming Enquiry.
Why doesn't the consultant carry out the assessment before the FV ballot so that any technical issues can be addressed prior to the FV ballot?	The current procedure was modified to include the Consultants assessment during the Formal Vote in an effort to save time in the development of European Standards. It is hoped that if any problems exist, these will be dealt with during the Enquiry procedure.
Why is projex only available during working hours? There is no chance to work with it in the evenings or during weekend. A higher availability would be appreciated.	Projex-Online is now available from Monday to Sunday, from 00:30 until 20:00 (Central European Time).

<b>Questions asked by the Attendee(s)</b>	<b>Answers from the Presenter</b>
If there are significant technical changes to the document circulated for FV as a result of the conversation among the CEN consultant/CEN-CENELEC and the TC - can it be circulated for an additional ballot?	Normally not. Technical changes should be kept for a future amendment or revision of the EN. If the Formal Vote had received a positive outcome then the next step is publication. However, if there are urgent problems that need to be addressed prior to publication then there are mechanisms to tackle such scenarios and the TC Secretary is advised to contact the relevant CCMC Programme Manager.