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TO TODAY'S WEBINAR**



Changes to the publication procedure:  
Handling of comments at Formal Vote

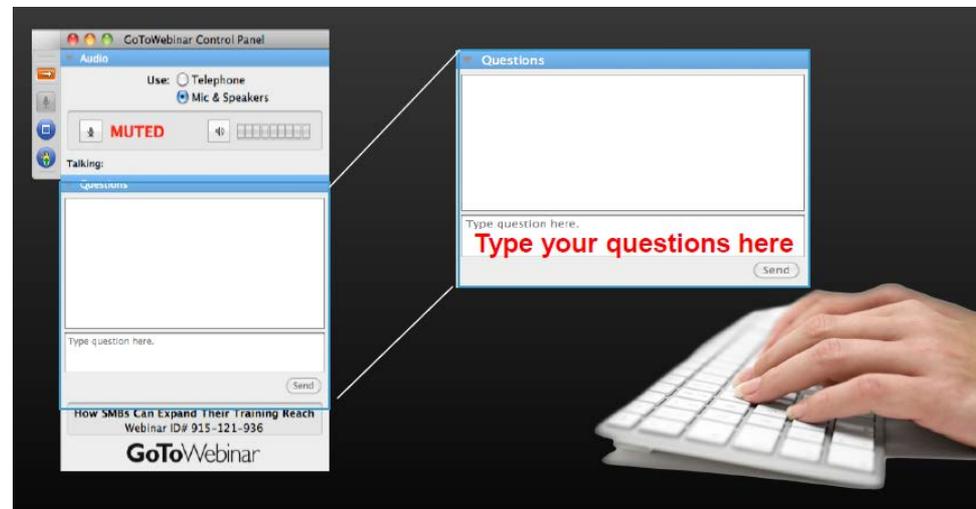
*We start at  
10:00 CET*

A yellow rectangular sticky note is pinned to the white background with a red pushpin at the top center. The text on the note is written in a red, cursive-style font.

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Changes to the publication procedure: Handling of comments at Formal Vote

# Your speakers today



**Amy Jayne CONLEY**

Project Manager  
Energy & Living  
Standardization & Digital Solutions



**Martha HOUSTON**

Project Manager  
Industry - Electrotechnology  
Standardization & Digital Solutions

# To be discussed...



- ▲ Latest BT Decision D163/029 & BT 036/2019, applicable to CEN and CENELEC deliverables
  - ▲ Content of the decision
  - ▲ What it means for TCs and Drafters
  
- ▲ How to apply the decision appropriately

# Background



- ▲ CCMC noticed delays at publication stage caused by comments from the Vote
- ▲ Delays caused by high volume of comments to be handled by editors, and by discussions with TCs about whether the comments are technical or editorial
  - ▲ Grey area between editorial and technical
  - ▲ Number of comments reflects on quality of text
- ▲ Unfair and reduces transparency to introduce modifications to a text which has been approved:

# Background



## 9.3 Burning test

Place the candle in an upright position on a heat resistant, non-flammable surface. Non-freestanding candles are placed in a suitable candleholder which does not affect the burning properties of the candle<sup>4)</sup>. Freestanding candles are placed on a surface that does not affect the burning properties<sup>5)</sup>. Floating candles are placed in a suitable bowl filled with water. The bowl is made from a heat resistant material in a size so that the floating candle is kept in position under the glass plate during the entire test and filled with water to a level less than 1 cm below the rim. The measuring periods are carried out without extinguishing the candle after the stabilizing period.

Position the wire mesh cylinder centrally above the sample. Adjust the distance ( $l_2$ ) between the top of the solid base material and the glass plate to a minimum of 180 mm (see Figure 3).

A gap ( $l_1$ ) of at least 50 mm shall remain between the bottom of the cylinder and the surface the candle is positioned on. If the gap is smaller the candle shall be placed on a stand to put it in a higher position. The diameter of this stand ( $l_3$ ) shall not exceed 1/3 of the diameter of the wire mesh cylinder, as the air exchange within the cylinder would otherwise be hindered (see Figure 3).

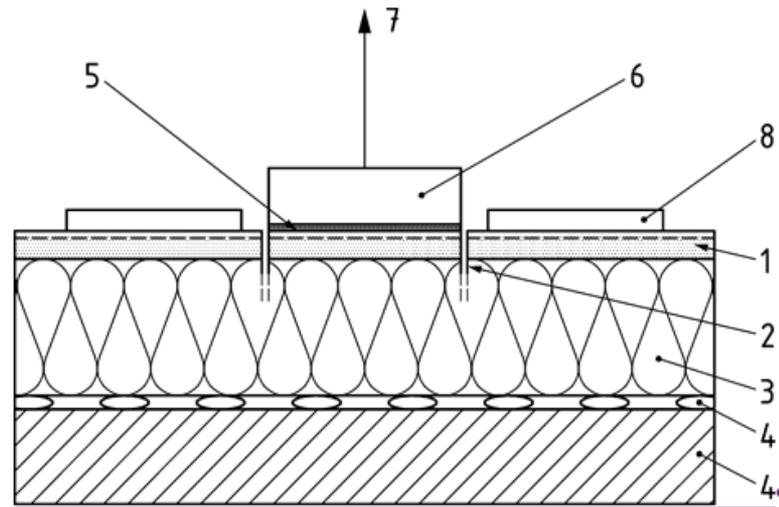
Position the wick in an upright position and light the candle. After the stabilizing period, place a cleaned glass plate in the holder of the wire mesh cylinder. The test cycles shall be chosen for different candle types according to Table 2. If the distance between the surface of the molten fuel pool and the glass plate ( $l_2$ ) exceeds 240 mm during the burning, adjust accordingly. When the measuring period ends, remove the glass plate before extinguishing so that smoke from the afterglow does not affect the test result. Record the start and end times of the stabilizing periods, measuring periods and pauses.

Check the distance between the top of the solid base material of the candle and glass plate prior to each test period and adjust to a minimum of 180 mm, if necessary. The stabilizing period takes place without the glass plate.

When the measuring periods are complete, remove the glass plate before extinguishing the candle and allow the glass plate to cool down.

**CAUTION — The glass plate can be hot.**

# Background



## ▪ Key

- |   |   |   |   |   |
|---|---|---|---|---|
| 1 | adhesive or reinforced basecoat or rendering system | 5 | glue                                    | □ |
| 2 | cut-grooves   | 6 | pull-head-plate                         | □ |
| 3 | insulation product                                  | 7 | load                                    | □ |
| 4 | rigid substrate with glue (optional)                | 8 | frame to prevent upward movement of the | □ |
| □ | □   | □ | specimen perimeter                      | □ |

Figure 2 – Test setup

[[Change the vertical numbering on the right side from “1-2-3-4-4” into “1-2-3-5-4”]]

# Background



Table 9 — Chemical composition for quenched and tempered steels (heat and product analysis)

Steel grade		% (mass fraction) <sup>a b</sup>															
Steel name	Steel number	C	Si	Mn	P	S	Cr	Ni	Mo	N	Al <sub>tot</sub> <sup>c</sup>	Cu	Nb	Ti	V	Nb+V	Nb+V+Ti
S420QLO (S420G1+QT)	<del>1.8830</del> <u>1.8666</u> (1.8830+QT)	0,14	0,55	1,65	0,020	0,010	0,25	0,70	0,25	0,010	0,015 to 0,055	0,30	0,050	0,025	0,080	0,09	0,11
S460QLO (S460G1+QT)	<del>1.8878</del> <u>1.8667</u> (1.8878+QT)	0,14	0,55	1,70	0,020	0,010	0,25	0,70	0,25	0,010	0,015 to 0,055	0,30	0,050	0,025	0,080	0,12	0,13
S500QLO	1.8661	0,14	0,55	1,70	0,020	0,010	0,30	1,00	0,25	0,010	0,015 to 0,055	0,40	0,050	0,025	0,080	0,12	0,13
S550QLO	1.8662	0,16	0,55	1,70	0,015	0,005	0,40	1,00	0,60	0,008	0,015 to 0,10	0,40	0,050	0,025	0,080	0,12	0,13
S620QLO	1.8663	0,20	0,55	1,70	0,015	0,005	1,00	2,00	0,60	0,008	0,015 to 0,10	0,40	0,050	0,025	0,080	0,12	0,13
S690QLO	1.8664	0,20	0,55	1,70	0,015	0,005	1,00	2,00	0,60	0,008	0,015 to 0,10	0,40	0,050	0,025	0,080	0,12	0,13

<sup>a</sup> Max. values unless otherwise indicated.

<sup>b</sup> The levels of the residual elements arsenic, antimony, tin, lead, bismuth, calcium and boron shall not exceed 0,03 % As, 0,010 % Sb, 0,020 % Sn, 0,010 % Pb, 0,010 % Bi, 0,005 % Ca and 0,000 8 % B for the grades S420QLO to S500QLO and 0,002 5 % B for the grades S550QLO to S690QLO. These elements shall be checked at least once every 5 000 tonnes at each manufacturing location and shall be reported as a heat analysis to the customer if *Option 7* is confirmed.

<sup>c</sup> The total aluminium to nitrogen ratio shall be a minimum of 2:1. When other nitrogen binding elements are used, the minimum Al value and Al/N-ratio does not apply.

# Background



- ▲ Problem discussed at JWG R&P meeting in 2018
- ▲ Technical board members asked CCMC to benchmark with ISO and IEC for solutions
- ▲ CCMC found that ISO and IEC are stricter in handling comments:
  - ▲ Without apparent impact on the quality of the standards
  - ▲ further editorial or technical amendments are not acceptable at this stage and all comments received will be retained for the next review
  - ▲ Exception of obvious editorial errors and errors introduced by ISO CS/IEC CO
- ▲ Resulted in the following BT decision...

# BT decision D163/029 & BT 036/2019



- ▲ Applicable to drafts that are submitted to CCMC for the editorial preparation for Formal Vote from

**1 December 2019**

- ▲ BT decided to align, as far as possible, CEN and CENELEC rules and behaviours on the handling of comments at Formal Vote, to those of ISO and IEC, and subsequently, decided the following...



- ▲ a) further editorial or technical changes to the drafts after their submission to Formal Vote are not accepted, with the exception of
  - ▲ **obvious editorial errors** and **errors introduced by CCMC** in the preparation of the draft for Formal Vote, which will be directly corrected by CCMC before publication. **‘Obvious editorial error’** is an editorial error that is recognised as such **immediately and without any doubt, both by the CCMC editor and the TC Secretary**. Absence of the aforementioned condition disqualifies the requested changes for direct editorial correction;
  - ▲ **technical changes** aiming to correct errors and thus avoiding a deficient standard, according to decision BT 48/2014 & D149/017. Upon request of the TC secretary and **following BT approval**, these changes will be introduced by CCMC before publication;

# Editorial example - Accepted



DE 012	07.04	Para 6	5 specimens should be used with applied stresses just above and below 9.0 MPa. The mean failure time at 9.0 MPa should be interpolated graphically from the times to rupture of the samples.	It should read: 5 specimens should be used with applied stresses just above and below 9.5 MPa. The mean failure time at 9.5 MPa should be interpolated graphically from the times to rupture of the samples.	CCMC: TC please advise. TC: The English text is correct. No modification.
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# Technical change example - Rejected



DE 044	Introduction	last sentence	ed	<i>...and should be determined...</i> #translation error; replace "should" by "shall" due to equivalence of German / English translation	<i>...and shall be determined...</i>	<b>No technical changes are allowed at this stage.</b>
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- ▲ b) all comments received other than those under bullets i) and ii) above (from point a)) will be **retained for the next review** and will be recorded by CCMC on the Commenting Form as “*noted for future consideration*”

The TC will need to retain these comments for the future revision to ensure their implementation

# BT decision D163/029 & BT 036/2019



- ▲ c) after Formal Vote, the duration of the CCMC editing and of the **TC proofing will be 2 weeks** each. In exceptional cases, upon TC request, the TC proofing period **can be extended by 1 week**, i.e. to 3 weeks in total;

# BT decision D163/029 & BT 036/2019



- ▲ d) at the end of the TC proofing period, in **case of no response**, CCMC shall by **default proceed to the next steps in the finalization process**, i.e. translation or immediate publication, and inform the TC secretary and secretariat accordingly (in line with CLC D157/016):

BT decided

- that CCMC shall send a proofing request containing the sentence: "In case of no response, we shall assume that you agree to the immediate publication" to the TC Secretary and secretariat.
  - that, at the end of the proofing period, CCMC shall inform the TC Secretary and secretariat that it will proceed with the publication, and this for all types of publications.
- Note: In case of anticipated problem, CCMC is encouraged to take direct contact, e.g. phone call, with the TC Secretariat.

- ▲ CCMC is working to ensure the eventual involvement of the WGC and Project leaders during the TC proofing.

# BT decision D163/029 & BT 036/2019



- ▲ e) all the provisions above (points a-d) will be applied to drafts that are submitted to CCMC for the **editorial preparation for FV from 1 December 2019;**

# BT decision D163/029 & BT 036/2019



- ▲ f) all changes for obvious editorial errors and errors **introduced by CCMC in the preparation of the final draft shall be requested, and any disputes resolved, during the TC proofing period, after which the issue is escalated to BT;**

# BT decision D163/029 & BT 036/2019



- ▲g) all experts in CEN and CENELEC Technical Committees be urged to ensure the **highest possible quality of text** for submission to Formal Vote.



## ▲ Webinars for Standard Drafters: <https://www.cencenelec.eu/aboutus/ourservices/Training/webinarstdrafters/Pages/default.aspx>

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- Societal stakeholders
- StandarDays
- Standardization and research projects
- Talex
- Technical Body Seminar
- 10-10 webinars
- **Webinars for standard**

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**23 MAY 2019 – 10:00 TO 11:00 (CEST)**

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#### Past webinars presentations and Questions & Answers:

- › [2016 webinars](#)
- › [2017 webinars](#)
- › [2018 webinars](#)

# Drafting Resources



- ▲ Internal Regulations Part 3 & templates – CEN and CENELEC BOSS sites

<https://boss.cen.eu/reference%20material/RefDocs/Pages/default.aspx>

- > [Environmental checklist - testing standards](#)
- > [Exploitation Rights License Agreement](#)
- > [HAS Consultants - meeting attendance - Guide](#)
- > [HAS Consultants - meeting attendance Request form](#)
- > [New activity field proposal](#)
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- > [STD Template - \(Standard template\) - Overview of the revised template](#)
- > [CEN Simple template for drafting standards - French translation](#)
- > [Transmission Notice](#)

<https://boss.cenelec.eu/reference%20material/FormsTemplates/Pages/default.aspx>

- > [IPR - WS exploitation](#)
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- > [SSO - Opinion on draft ENs](#)
- > [Transmission Notice](#)
- > [Vilamoura - Notification of a new national project](#)
- > [Vilamoura - Notification of a revision of a national standard](#)

# Drafting resources



## ▲ Electronic preparation:

<https://boss.cen.eu/reference%20material/guidancedoc/pages/enelecprep.aspx>

- ▲ Comprehensive list of drafting rules which supplement the IR-3 (e.g. technical requirements for Figures, detailed info on normative references)
- ▲ Also applicable for CENELEC deliverables!

## ▲ Editors are happy to advise via email and attend TC meetings either in person or online – just ask!

**!DON'T FORGET!**

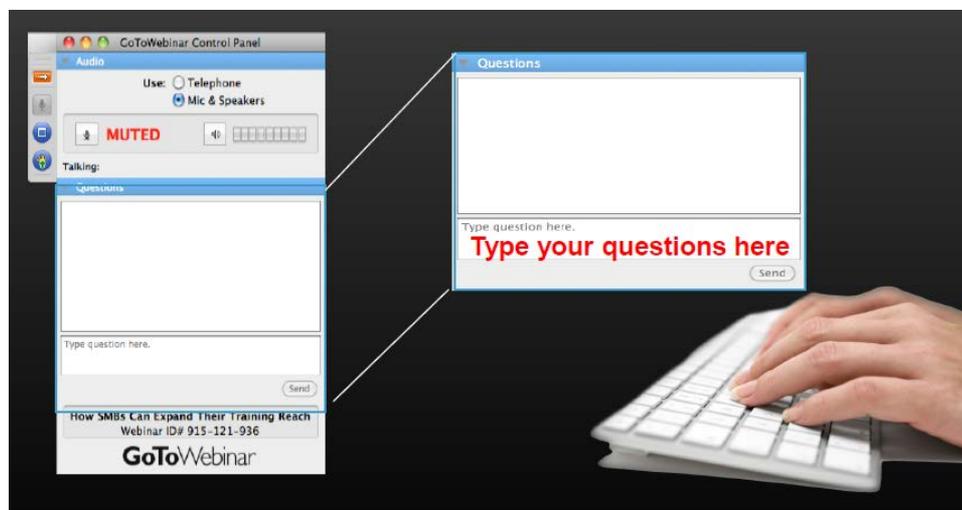


**From 1 December 2019**

# Question time



Use the Q&A panel to submit your questions



THANK YOU  
FOR YOUR PARTICIPATION



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Handling of comments at Formal Vote

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*2019-11-08: [10-10 webinar: Risk assessment in standards: a tool for harmonisation](#)*

*2019-11-14: [Webinar: Addressing climate change adaptation within or across organizations by using the new standard EN ISO 14090](#)*

*2019-11-25: [Webinar: Revised CEN-CENELEC Guide 8 on "Standard essential patents" \(SEPs\)](#)*

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