

Annual training session dedicated to newly appointed CEN & CENELEC TB Officers

Date: 12 December 2022
Venue: CEN-CENELEC Management Centre
 23 Rue de la Science, B-1040 Brussels

<i>Common session with CEN and CENELEC Officers</i>		
08:30	09:00	Registration and coffee
09:00	09:10	Welcome and Introduction
09:10	09:40	The European Standardization System <ul style="list-style-type: none"> • The actors of the European Standardization System • The CEN-CENELEC Management Centre • European Standards and other European Deliverables • The international dimension • The legislative framework for Standardization
09:40	09:50	Questions and Answers
09:50	10:20	CEN and CENELEC Journey towards the UN Sustainable Development Goals (SDGs) <ul style="list-style-type: none"> • Standards in support of the SDGs • CEN and CENELEC tools for TBOs (incl. NWI form) • Focus on SDG 5: Gender-Responsive Standards • What’s next: Twin green and digital transition
10:20	10:30	Questions and Answers
10:30	10:45	Coffee break
<i>Session for CENELEC Officers</i>		<i>Session for CEN Officers</i>
Understanding the standardization process <ul style="list-style-type: none"> • Role and responsibilities of Technical Committees & Working Groups - their officers and members • From New Work Item to Publication with a special focus on Enquiry procedure associated with Formal Vote • Developing standards intended to be cited in OJEU (annex Z, risk assessment) 		10:45 12:15
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<ul style="list-style-type: none"> • Day to day management of Frankfurt Agreement • Internal Regulations and Guidance Documents on BOSS 		<ul style="list-style-type: none"> • Day to day management of Vienna Agreement • Internal Regulations and Guidance Documents on BOSS
Questions and Answers	12:15	Questions and Answers
IT tools in the CENELEC environment <ul style="list-style-type: none"> • Collaboration Platform / Expert Management System • (Utility for TC secretaries: membership lists, reports, etc.) • Committee Internal Voting (CIV) 	12:25 13:05	IT tools in the CEN environment <ul style="list-style-type: none"> • SD Documents • Committee Internal Balloting (CIB) • Projex-Online Working Area • Meeting registration (ISO-based)
Questions and Answers	13:05	Questions and Answers
Lunch	13:15 14:15	Lunch
Common session with CEN and CENELEC Officers		
14:15	15:00	IT tools in the CEN and CENELEC environments <ul style="list-style-type: none"> • Projex-Online • CEN-CENELEC web-conference service • Expert portal • IT trainings at your disposal • New Submission Interface • Editors work at CEN-CENELEC – an introduction
15:00	15:10	Questions and Answers
15:10	15:40	CEN and CENELEC prescribed policies on copyrights and patents in standards <ul style="list-style-type: none"> • Process guidance and requirements for participants in technical committees
15:40	15:50	Questions and Answers
15:50	16:00	Coffee break
16:00	16:30	Inclusiveness of the ESS – Enhancing the involvement of societal stakeholders and SMEs <ul style="list-style-type: none"> • Inclusiveness of the ESS • Annex III Partner Organizations: Who they are and who they represent • Rights and obligations within the CEN and CENELEC system • The Opinion Mechanism
16:30	16:45	Questions and Answers
16:45	17:00	Closing address