



TRAINING CEN & CENELEC NEWLY APPOINTED TECHNICAL BODY OFFICERS

Understanding the CEN standardization process



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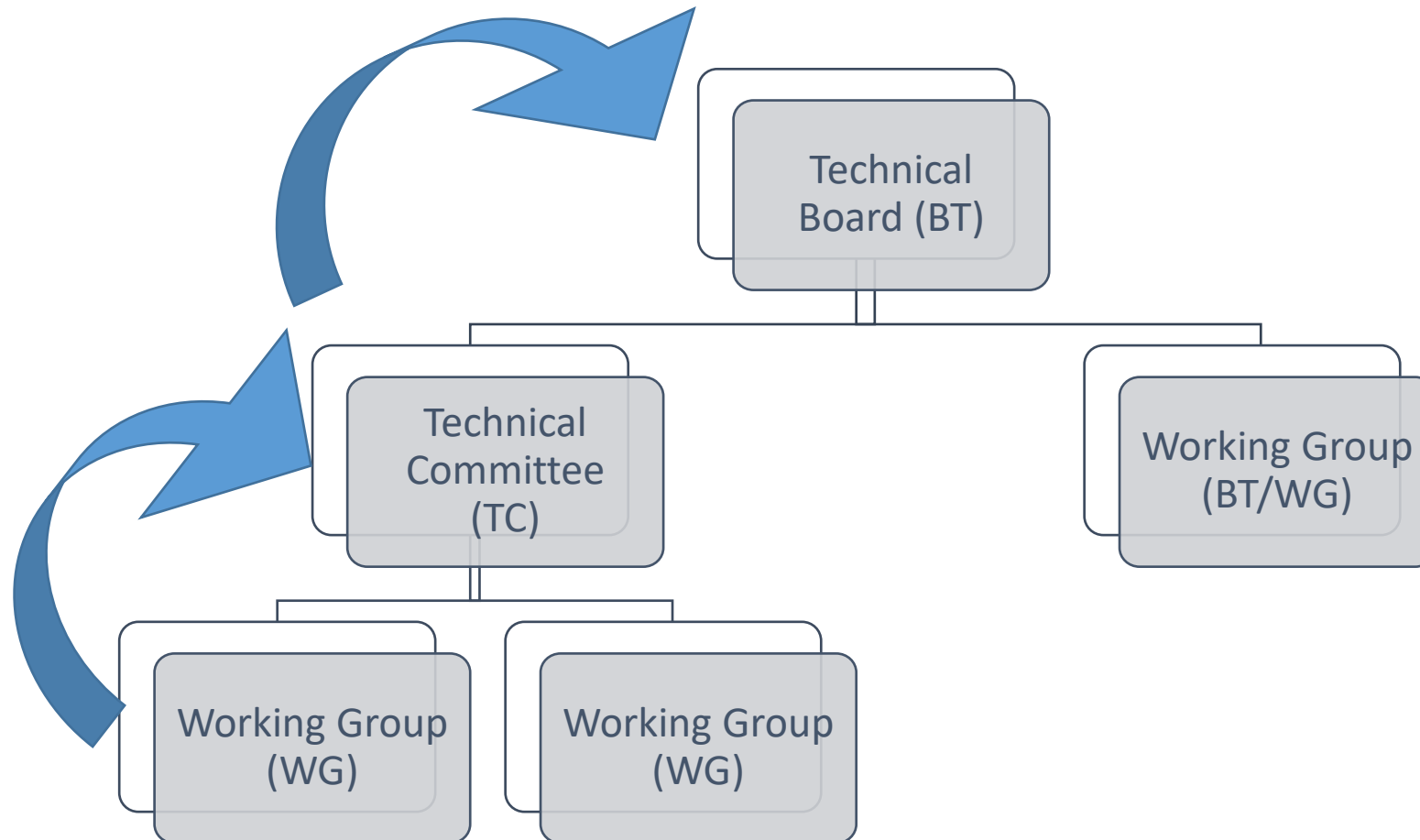
1. Roles and Responsibilities of BT, TC, WG
2. From New Work Item to Publication
3. Vienna Agreement
4. BOSS and further information

Acronyms

- ▶ BT: Technical Board
- ▶ CCMC: CEN and CENELEC Management Center
- ▶ CIB: Committee Internal Balloting
- ▶ ESO: European Standardization Organizations
- ▶ TC: Technical Committee
- ▶ WG: Working Group
- ▶ NWI: New Work Item
- ▶ PWI: Preliminary Work Item
- ▶ NSB: National Standardization Body
- ▶ VA: Vienna Agreement

1. Roles and Responsibilities of BT, TC, WG

The three-decision layers at technical level



The three-decision layers at technical level

Technical Board

BT

Composition

- ▶ Chairperson: CEN Vice-President Technical
- ▶ Secretariat: CCMC
- ▶ Membership: one representative per country
- ▶ Observers: ANEC, ECOS, SBS, ETUC, EU Partners, European Commission...

Working

- ▶ Correspondence: weekly dispatch (Wednesdays); 4-week period for decision (6-week in holiday period)
- ▶ Meetings/year: 3 CEN/BT meetings

Responsibilities

- ▶ Advises and decides on technical matters (organization, procedures coordination, overlaps and planning)
- ▶ Examines and decides on new projects (New Work Items (NWI))*
- ▶ Undertakes any task with regard to technical work as may be requested by the General Assembly or the Administrative Board
- ▶ **'Management by exception'** principle

* [Decision delegated to the Technical Committee \(TC\)](#)

Delegated decisions

LIST OF DELEGATED DECISIONS

Templates are accessible via [Formatted decisions](#) page

Related to TC organization

- Appointment of the Chairperson of a TC
- Appointment of the Vice-Chairperson of a TC
- Approval of the revised business plan of a TC
- Confirmation of the Business Plan of a TC
- Participation of a Liaison or Partner organization in a TC - Approval
- Participation of a Liaison or Partner organization in a TC - Cancellation

Related to the Technical work

- Activation of preliminary Work Item number
- Approval of a package of ENs
- Approval of a package of ENs not belonging to the work programme of the same TC
- Change of deliverable for work items neither mandated nor covered by a Specific Agreement
- Deletion of work items neither mandated nor covered by a Specific Agreement and possible release of their standstill
- Derogation from standstill on an EN
- Derogation from standstill on a Work Item
- Extension of drawing time for ENs not yet finalized to the CEN members for final vote

Technical Board (BT)



Example 1



BT N 14537
Draft BT C146/2023

TECHNICAL BOARD

CEN/BT by correspondence

For decision	Issue date:	2023-08-30
	Deadline:	2023-09-26

SUBJECT

CEN/TC 256 Railways applications

Withdrawal of EN 13146-8:2012

BACKGROUND

In its decision CEN/TC 256 C28/2023 taken on 2023-05-01, CEN/TC 256 'Railways applications' requests BT to withdraw 'EN 13146-8:2012: Railway applications - Track - Test methods for fastening systems - Part 8: In service testing' for the following reason:

The revised series EN 13481 'Railway applications – Track – Performance requirements for fastening systems' covers the content of EN 13146-8:2012, therefore this standard is no longer needed.

EN 13146-8:2012 is not a harmonized standard but it is normatively referenced in EN 13481-1:2012 (WI 00256365), still active at this stage.

PROPOSAL(S)

BT,

- noting that the series EN 13481 'Railway applications – Track – Performance requirements for fastening systems' covers the content of EN 13146-8:2012;
- decides to withdraw EN 13146-8:2012 'Railway applications - Track - Test methods for fastening systems - Part 8: In service testing'.

Example 2



BT N 14324
Draft BT C105/2023

TECHNICAL BOARD

CEN/BT by correspondence

For decision	Issue date:	2023-06-21
	Deadline:	2023-08-01

SUBJECT

CEN/TC 126 Acoustic properties of building elements and of buildings

EN 17823:202x – Request for 2nd Formal Vote

BACKGROUND

CEN/TC 126 'Acoustic properties of building elements and of buildings' has developed EN 17823:202X 'Acoustic properties of building elements and of buildings - Laboratory measurement of the impact sound insulation of stairs and stair isolating elements' (WI 00126140).

The Formal Vote on FprEN 17823 closed on 2023-04-13 with a positive outcome, and the standard was ratified on 2023-05-14. However, during the editing phase after Formal Vote, various changes as requested by the TC are to be considered as technical changes.

Therefore, through decision 02/2023 taken on 2023-06-13 (see Annex 1), CEN/TC 126 requested BT to launch a second Formal Vote, in order to avoid the publication of a standard containing errors.

PROPOSAL(S)

BT,

- noting,
 - the positive vote on FprEN 17823 'Acoustic properties of building elements and of buildings - Laboratory measurement of the impact sound insulation of stairs and stair isolating elements' (WI 00126140);
 - that after Formal Vote, CEN/TC 126 'Acoustic properties of building elements and of buildings' concluded that some technical changes are needed to improve the standard;
 - decision 02/2023 taken on 2023-06-13 by (see Annex 1) requesting BT to launch a second Formal Vote;
- decides to drop the positive vote, cancel ratification and launch a second Formal Vote on EN 17823:202X 'Acoustic properties of building elements and of buildings - Laboratory measurement of the impact sound insulation of stairs and stair isolating elements' (WI 00126140);
- invites CEN/TC 126 to submit the revised text to CCMC for a second Formal Vote.

Example 3



BT N 14598
Draft BT C154/2023

TECHNICAL BOARD

CEN/BT by correspondence

For decision	Issue date:	2023-09-13
	Deadline:	2023-10-10

SUBJECT

CEN/TC 336 Bituminous binders

Change of title and scope

BACKGROUND

Through decision C05A-2023 taken on 2023-08-26 (see Annex 1), CEN/TC 336 'Bituminous binders' decided to revise its title and scope that currently reads:

Current title: Bituminous binders

Current scope: Terminology, methods of sampling, standardisation of test methods, classification and specifications for bituminous binders. Group of products covered by standardisation: petroleum refined bitumens, modified bitumens, bituminous emulsions, fluxed and cutback bitumens - Used for paving and industrial applications.

The new title and scope reads as follows:

New title: Bitumens and bituminous binders

New scope: Terminology, methods of sampling, standardization of test and assessment methods, and specifications for bitumens and bituminous binders used for paving and industrial applications. Natural asphalts are not within the scope of CEN/TC 336.

PROPOSAL(S)

BT,

- noting decision C05A-2023 taken by CEN/TC 336 'Bituminous binders' (see Annex 1) approving its modified title and scope;
- approves the following modified title and scope for CEN/TC 336 to read:

Title: Bitumens and bituminous binders

Scope: Terminology, methods of sampling, standardization of test and assessment methods, and specifications for bitumens and bituminous binders used for paving and industrial applications. Natural asphalts are not within the scope of CEN/TC 336.

The three-decision layers at technical level

Technical Committee
TC

Responsibilities

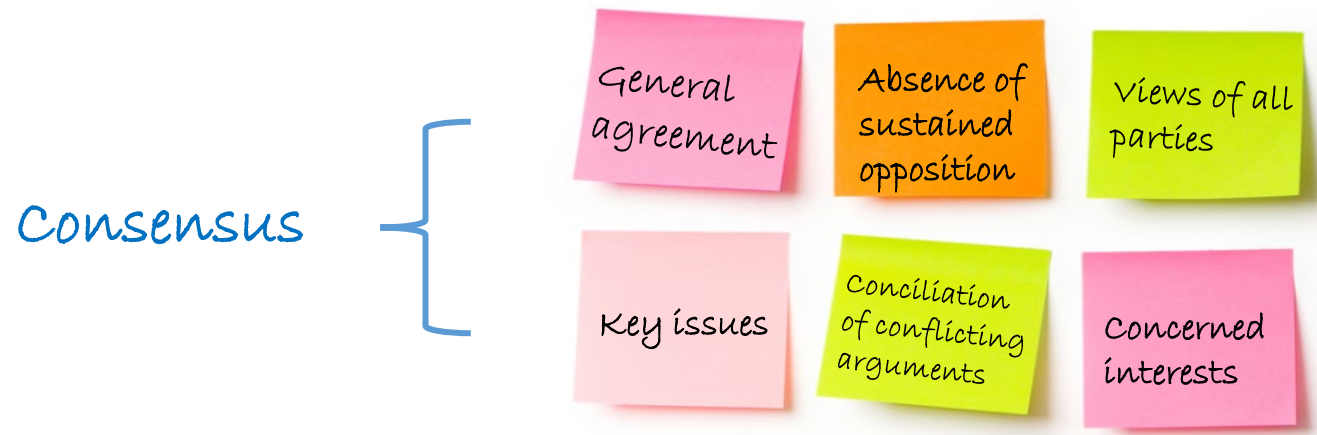
- ▶ Established by CEN/BT
- ▶ Precise title and scope
- ▶ Responsible for drafting deliverables
- ▶ Provide input on draft Standardization Requests in Standardization Request Ad-Hoc Groups
- ▶ Timely execution of deliverables

Composition

- ▶ Chairperson and Secretary
- ▶ National Delegations (national position, voting right)
- ▶ European Partners/Liaisons (observers, no voting right)

Chairperson

- ▶ Appointed by CEN/BT (delegated decision)
- ▶ Neutral
- ▶ Presides meetings and manages consensus
- ▶ Interface with CCMC (strategic directions, specific issues, external relationships,...)
- ▶ Ensures coordination and info exchange with other TCs



Secretary

- ▶ Appointed by CEN member holding the secretariat of TC
- ▶ Ensures that TC works efficiently and agreed timetables are kept
- ▶ Prepares and distributes documents (agenda, documents for discussion, reports, decisions, etc)
- ▶ Manages documents distribution via SD Docs platform
- ▶ Is aware of CEN/BT decisions related to technical work and reacts on any question raised by BT or other competent CEN body in relation to his/her assigned CEN/TC
- ▶ Ensures coordination with other TCs
- ▶ Liaises with CCMC
- ▶ In case of Standardization Requests, he/she is responsible for providing inputs to work programme and preparing annual reports

TC Composition



Secretariat: Member (allocated by BT)
Chair: appointed by TC (delegated by BT)



CEN Member
Max. 3 delegates - **Vote**

ISO/IEC
Observer – **No vote**

European Commission/EFTA
Observer – **No vote**

European Partners (including Annex III)
Observer – **No vote**

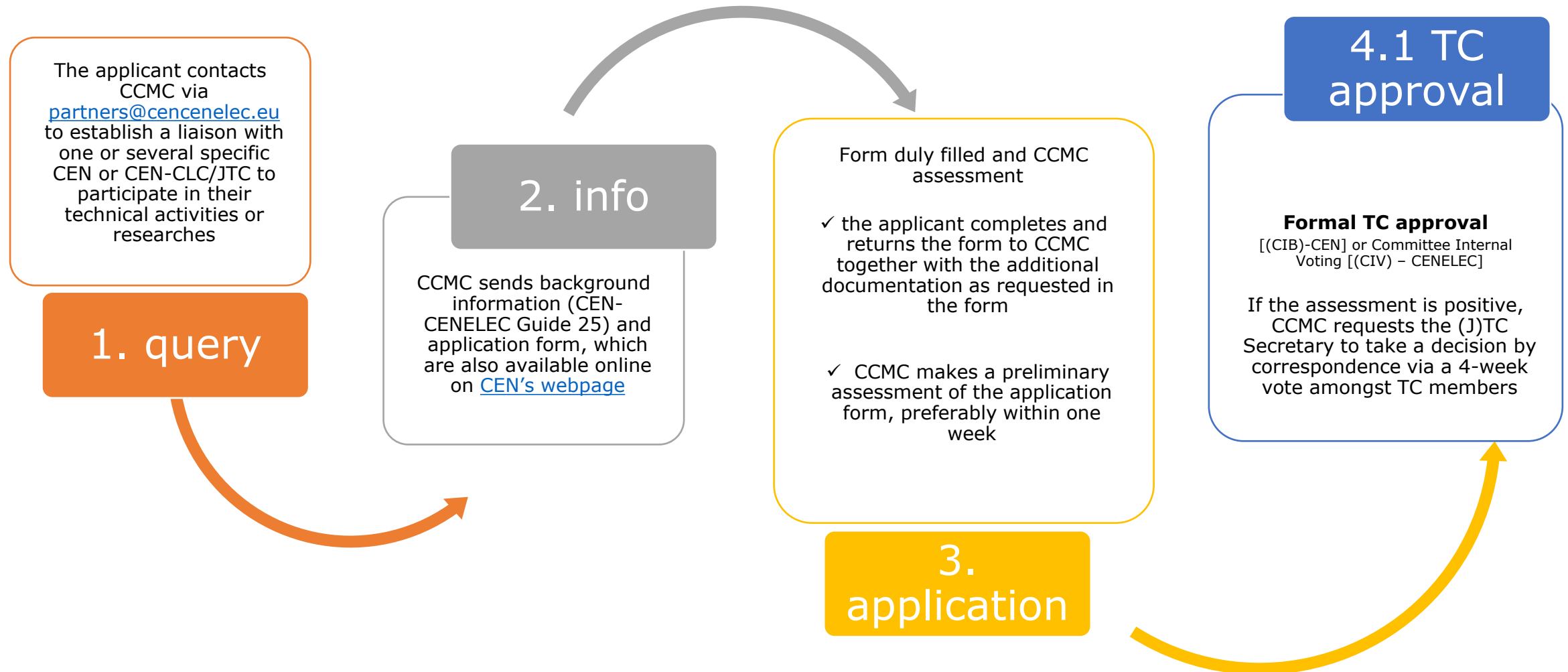
Liaison officers from other TCs
Observer – **No vote**

European Liaison Organisations
Observer – **No vote**

Affiliates Partner St. Bodies
Observer – **No vote**

[CEN-CENELEC Guide 25](#)
‘The concept of Partnership with European organisations and other stakeholders’

Becoming a Liaison Organization



Becoming a Liaison Organization

4.2 TC approval

Follow up of TC approval

The (J)TC Secretary sends via email to partners@cencenelec.eu (preferably in one pdf file):

- ✓ the formatted (J)TC decision, by using the decision template (available on [CEN BOSS](#)) specifying whether the decision was taken by unanimity or simple majority with N positive votes, N negative vote(s) and N abstention(s)
- ✓ the CIB voting results

Note: when relevant approval from CEN or/and CENELEC Technical Boards may be sought by CCMC

Liaison Agreement

CCMC receives the (J)TC decision (positive), CCMC contacts the applicant organization requesting it to:

- ✎ Sign an agreement with CEN in case of a new liaison organization or update the Annex 1 to an existing agreement
- ✎ Appoint observer to TC(s)/SC(s)/WG(s)

Warning! Representatives can be appointed only after signature of the agreement!

5. Agreement

Before plenary

- ▶ Register a meeting in [‘Meetings’ platform](#)
- ▶ Circulate agenda (2 months before) and documents for discussion (4 weeks before) - templates available on [BOSS website](#)
- Check on Projex-Online: TC Work programme , when terms of office of TC officers finish

By end of plenary

- Circulate TC decisions in SD documents

After plenary

- ▶ Registration of TC decisions either via CCMC or Projex-online working area (see slide 53)

Other

- ▶ New normal [guidelines](#) developed (hybrid meetings etc.)
- ▶ [Information on availability of rooms in CCMC](#)
- ▶ [Web conferencing incl. Zoom account](#)

JTC in a nutshell (1/2)

- ▶ Creation by Technical Boards
- ▶ Composition
 - ▶ Chair
 - ▶ Secretary (from CEN or CENELEC member)
 - ▶ national delegations from CEN and CENELEC (common delegation per country) - members
 - ▶ European Partners, EC, Affiliates, European liaisons - observers
- ▶ Member holding secretariat of JTC **decides which platform to use for distribution of documents and which tool for TC voting**
- ▶ Many aspects are decided by both BTs (e.g. appointment of Chairperson), but some are being delegated to JTC (e.g. liaisons, see also next slide)

JTC in a nutshell (2/2)



- ▶ Creation of NWI
 - ▶ Now: BTs approval but soon: **delegation to JTC**
 - ▶ NWI is registered by CCMC in database only once a positive decision has been taken
 - ▶ for further details on NWI creation please participate to the coming webinar → [register here](#)
- ▶ Lead on WI is given to **one (=lead)** organization (CEN or CENELEC)
- ▶ Work results are submitted to **lead organization** for Enquiry, voting, ratification and publication according to its rules and procedures
- ▶ Voting on Enquiry and Formal Vote drafts - **voting system of the lead organization** for the specific WI is used

The three-decision layers at technical level

Working Group
WG

Working Group (s)

- ▶ Established by the Technical Committee → TC decision
- ▶ Short term task (prepare first drafts of EN/TS/TR)
- ▶ Individual experts

Working Group Convenor

- ▶ Appointed by TC via decision ([BOSS](#) formatted decision)
- ▶ Responsible for sending drafts to TC
- ▶ Ensures that WG experts know rules/procedures
- ▶ Actively progresses work and reports regularly to TC
- ▶ Seeks support from the parent body (if needed)

Decision BT 30/2018 and BT 32/2018

- ▶ **Code of Conduct for experts participating in CEN & CENELEC (technical) work ([here](#))** - raising awareness on Internal Regulations and Guides, especially the Policy on Patents and the provisions regarding competition law
- ▶ **Best practices for improving effectiveness of WG meetings ([here](#))** – advices and suggestions to WGs convenors on what should be done before, during and after meetings

2. From New Work Item to Publication



European Standard (EN)

Focus on



Technical Specification (TS)

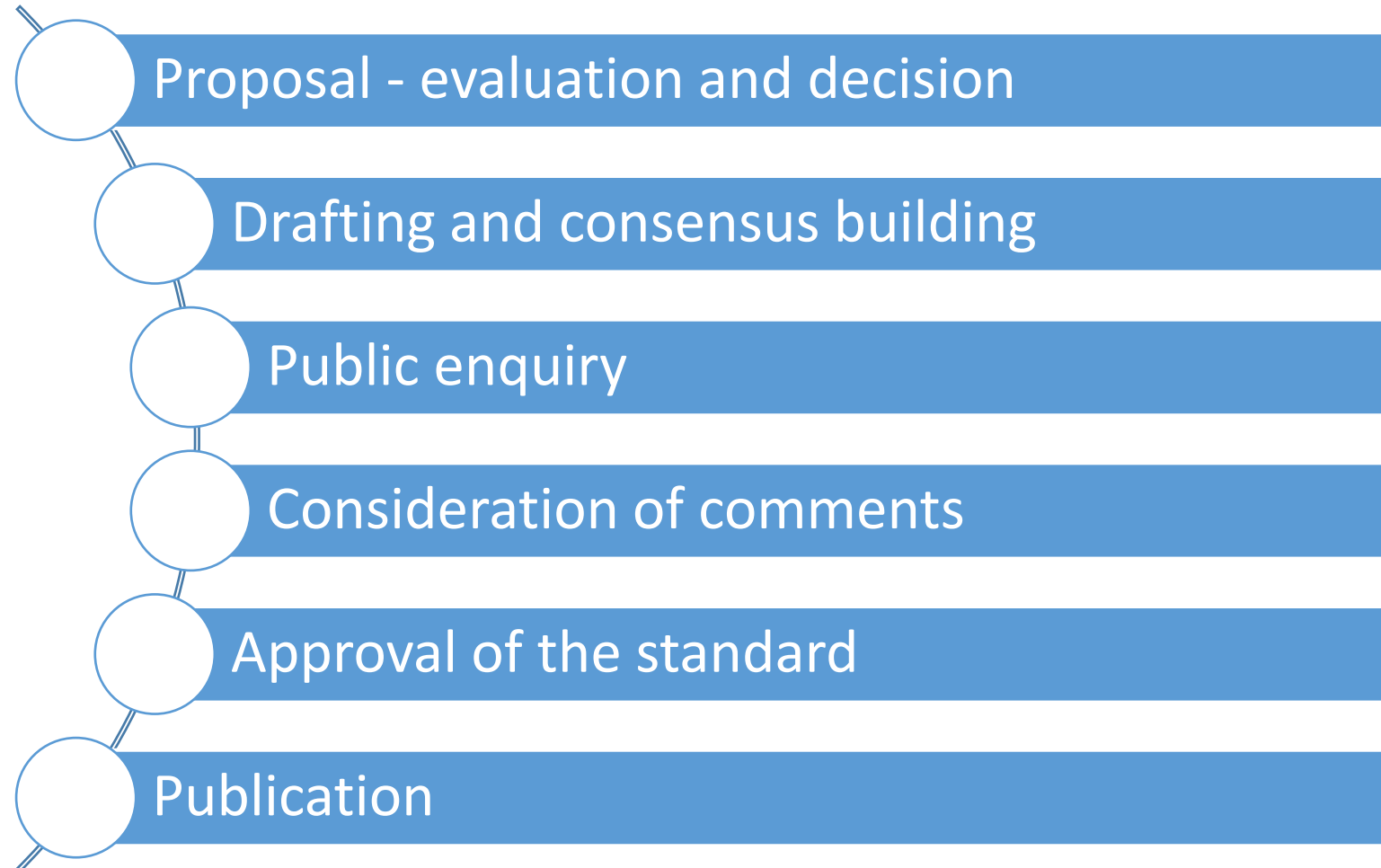


Technical Report (TR)



CEN Workshop Agreement (CWA)

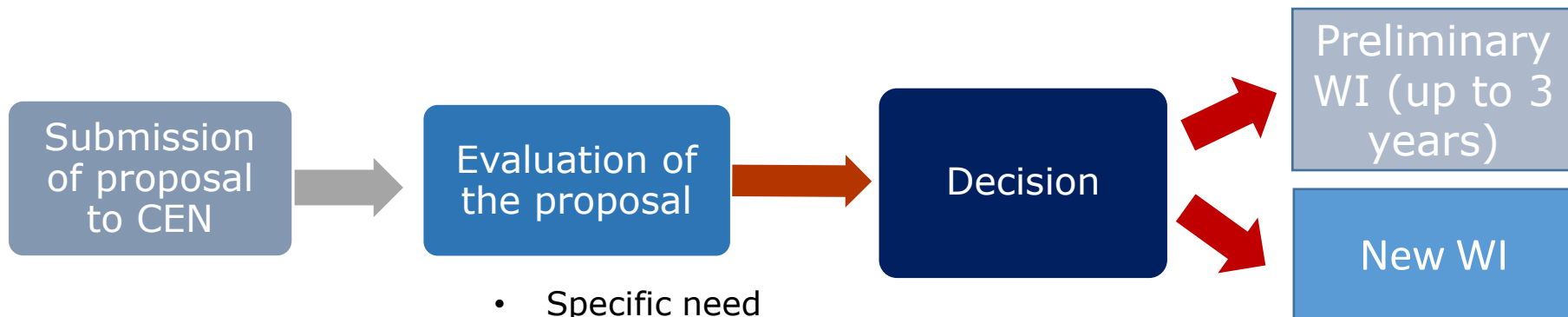
How are standards made?



Proposal – Evaluation and decision

Proposals may originate from:

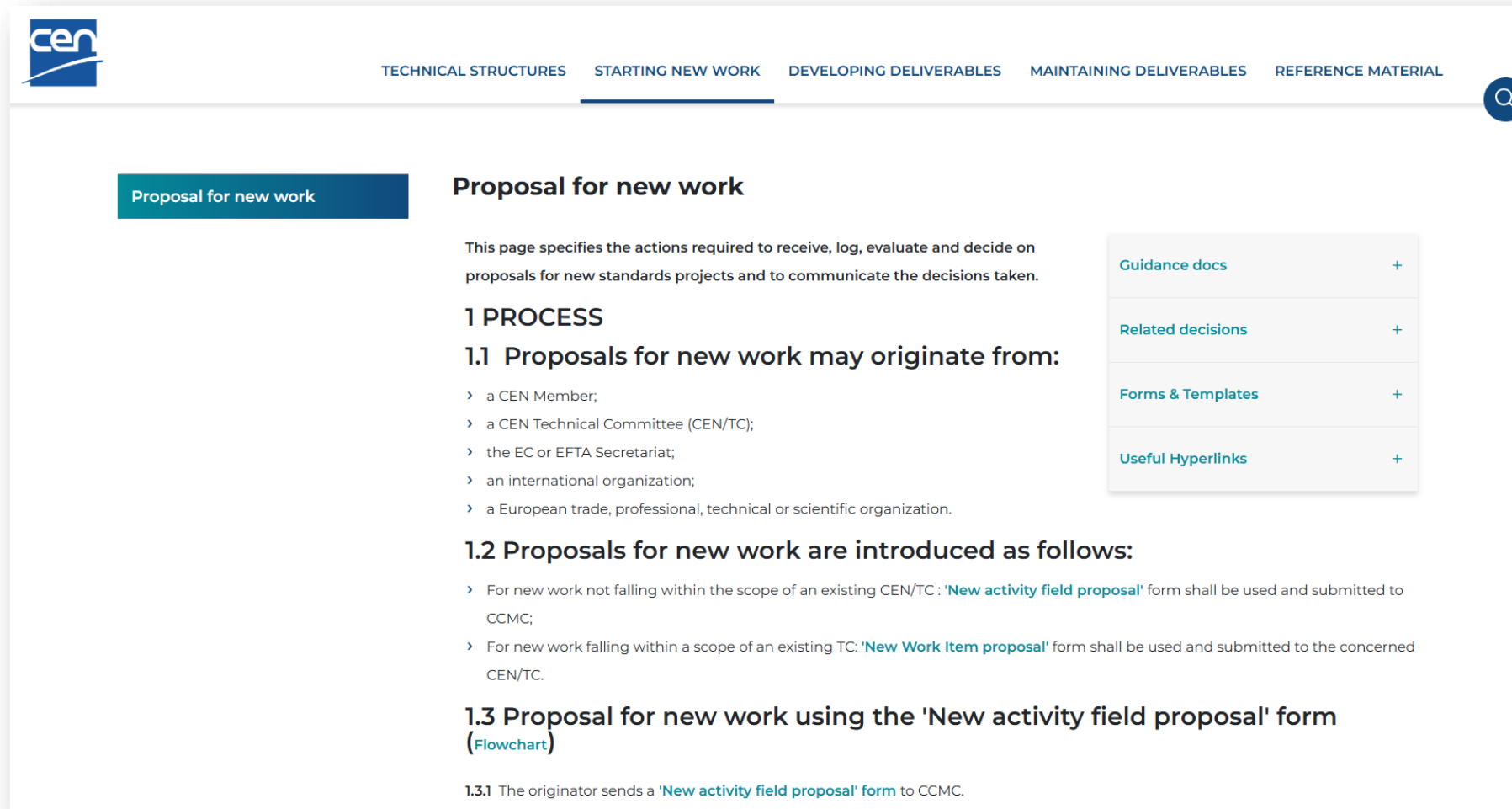
- Existing Technical Committees
- European Commission or Agency
- National Standardization Bodies
- CEN Partner Organizations



- Specific need
- Feasibility
- Resources
- Consider national legislation/ A-deviation needed
- Check in other TCs work programmes (CEN, CENELEC)

Adoption of NWI – step by step

► **Step 1:** Download New Work Item form proposal from CEN BOSS



The screenshot shows the CEN BOSS website interface. At the top, there is a navigation menu with the following items: TECHNICAL STRUCTURES, STARTING NEW WORK (which is underlined), DEVELOPING DELIVERABLES, MAINTAINING DELIVERABLES, and REFERENCE MATERIAL. A search icon is located on the right side of the navigation bar. Below the navigation bar, there is a blue button labeled 'Proposal for new work'. The main content area is titled 'Proposal for new work' and contains the following text: 'This page specifies the actions required to receive, log, evaluate and decide on proposals for new standards projects and to communicate the decisions taken.' Below this text, there is a section titled '1 PROCESS' and a sub-section titled '1.1 Proposals for new work may originate from:'. This sub-section contains a list of five items: a CEN Member; a CEN Technical Committee (CEN/TC); the EC or EFTA Secretariat; an international organization; and a European trade, professional, technical or scientific organization. To the right of this list, there is a sidebar with four expandable sections: 'Guidance docs', 'Related decisions', 'Forms & Templates', and 'Useful Hyperlinks', each with a plus sign. Below the list, there is a section titled '1.2 Proposals for new work are introduced as follows:' which contains two items: 'For new work not falling within the scope of an existing CEN/TC: 'New activity field proposal' form shall be used and submitted to CCMC;' and 'For new work falling within a scope of an existing TC: 'New Work Item proposal' form shall be used and submitted to the concerned CEN/TC.' Below this, there is a section titled '1.3 Proposal for new work using the 'New activity field proposal' form (Flowchart)'. At the bottom of the page, there is a sub-section titled '1.3.1 The originator sends a 'New activity field proposal' form to CCMC.'

Proposal for new work

This page specifies the actions required to receive, log, evaluate and decide on proposals for new standards projects and to communicate the decisions taken.

1 PROCESS

1.1 Proposals for new work may originate from:

- › a CEN Member;
- › a CEN Technical Committee (CEN/TC);
- › the EC or EFTA Secretariat;
- › an international organization;
- › a European trade, professional, technical or scientific organization.

1.2 Proposals for new work are introduced as follows:

- › For new work not falling within the scope of an existing CEN/TC: 'New activity field proposal' form shall be used and submitted to CCMC;
- › For new work falling within a scope of an existing TC: 'New Work Item proposal' form shall be used and submitted to the concerned CEN/TC.

1.3 Proposal for new work using the 'New activity field proposal' form (Flowchart)

1.3.1 The originator sends a 'New activity field proposal' form to CCMC.

Guidance docs +

Related decisions +

Forms & Templates +

Useful Hyperlinks +

Adoption of NWI – step by step



► Step 2: Fill the New Work Item form

New Work Item Proposal

* to be attached to the CIB

TC name – TC title

Secretariat:	Proposal documented in N xx
Date of circulation:	Closing date for voting:
Decision reference:	Decision date:

Proposal

0. This proposal relates to

the adoption of a New Work Item in the committee's work programme (stage 10.99)

the adoption of a Preliminary Work Item in the committee's work programme (stage 00.60)

the activation of a Preliminary Work Item in the committee's work programme (stage 10.99): PWI XXXXX

1. Deliverable

European Standard (EN)

Technical Specification (TS)

Technical Report (TR)

2. This item corresponds to

A new project

An amendment to the EN XXX

The revision of EN XXX

The conversion of TS XXX into an EN XXX

The revision of TS XXX

The revision of TR XXX

2.1 - Only for WIs of CEN/TCs (not applicable to CEN-CLC/JTCs WIs): if this item corresponds to an amendment/revision of an EN indicate if:

the scope will change (weighted vote required - select the right option in the CIB)

the scope will not change (simple majority vote required - select the right option in the CIB)

3. Explain the purpose and give a justification for this proposal (max 4000 characters). This text should provide information on technical topics to be discussed.

Note: in case the WI is based on documents from other organizations than ISO/IEC, please specify it here

16. The project is based on

No document from another organization

An ISO or ISO/IEC document (not covered by a parallel procedure)

Identical

Non-identical

ISO/IEC project reference:

ISO/IEC project ID:

Publication date:

A document from another organization than ISO or ISO /IEC:

Note: Please explain the purpose and give a justification for this proposal in Section 3.

19. Please provide the target dates for the below key stages.

19.1 – For ENs

This section applies only to WIs for homegrown CEN standards (excluding ISO adoptions), WIs under VA with CEN lead only and homegrown standards developed by a CEN-CLC/JTC (with CEN lead). This section does not apply to the adoption of PWIs. For JTCs also add the durations in week.

Project start date (10.99)	Dispatch of 1 st WD (20.99)	Dispatch of ENQ (30.99)	Dispatch of FV draft (45.99)
yyy-mm-dd	It is half the number of weeks planned for ENQ (30.99) For CEN/TC: automatically calculated via Working Area	yyy-mm-dd For JTC only: to indicate the duration in weeks from 10.99 10.99 + X weeks	yyy/mm/dd For JTC only: to indicate the duration in weeks from 40.60 40.60 + X weeks
	For JTC: date will be added by CCMC		

20. Related standardization request(s) (formerly mandate):

No

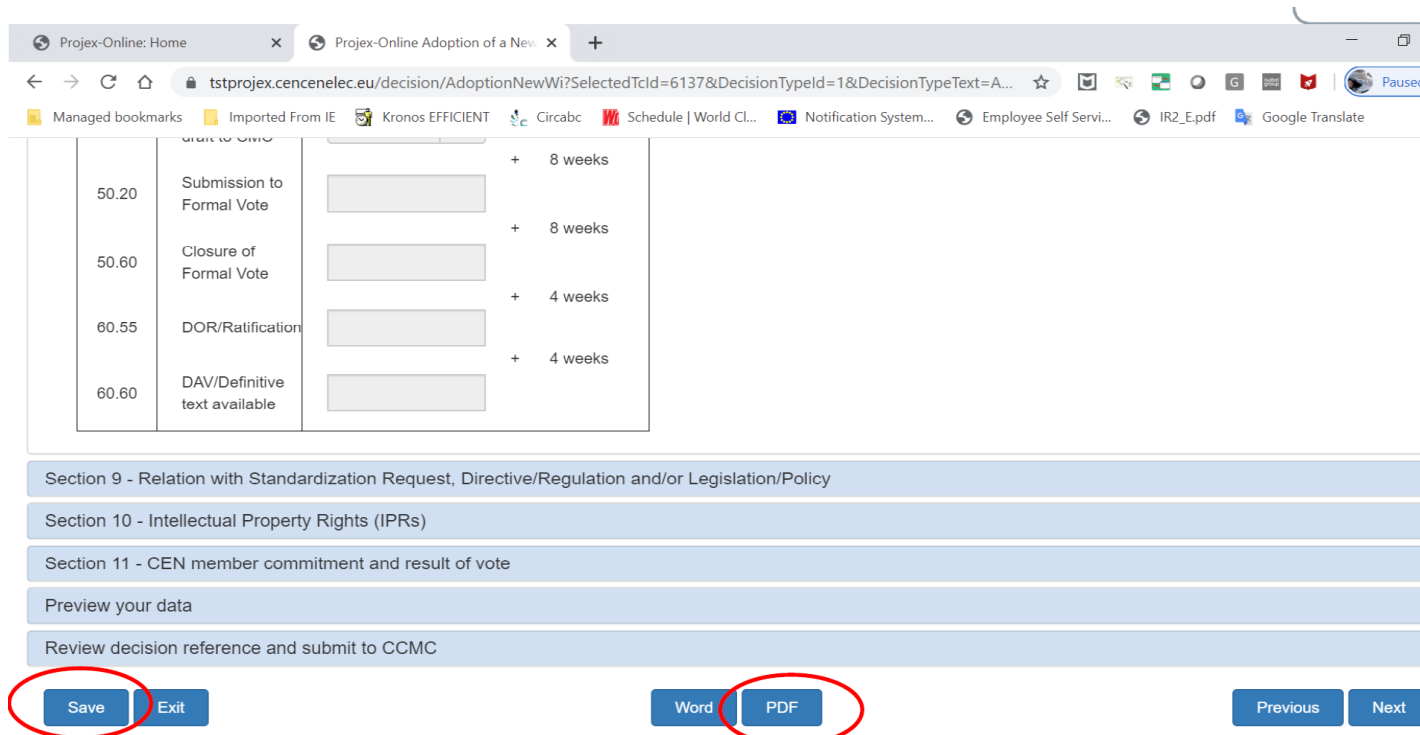
Yes (please specify):

21. Related directive(s)/regulation(s)

<input type="checkbox"/> No	Directive/ Regulation reference	Candidate for citation in Official Journal?
<input type="checkbox"/> Yes		<input type="checkbox"/> No <input type="checkbox"/> Yes
		<input type="checkbox"/> No <input type="checkbox"/> Yes

Adoption of NWI – step by step

- ▶ **Step 3:** TC secretary to review the proposal
- ▶ **Step 4** (recommended): TC secretary to insert NWI info into Projex-Online working area → **save** → **create pdf** → **DO NOT REGISTERED DECISION**



The screenshot shows the Projex-Online web interface. The browser address bar displays the URL: tstprojex.cenelec.eu/decision/AdoptionNewWi?SelectedTcId=6137&DecisionTypeId=1&DecisionTypeText=A.... The main content area features a table with a timeline of events:

50.20	Submission to Formal Vote	<input type="text"/>	+ 8 weeks
50.60	Closure of Formal Vote	<input type="text"/>	+ 8 weeks
60.55	DOR/Ratification	<input type="text"/>	+ 4 weeks
60.60	DAV/Definitive text available	<input type="text"/>	+ 4 weeks

Below the table, there are several sections for additional information:

- Section 9 - Relation with Standardization Request, Directive/Regulation and/or Legislation/Policy
- Section 10 - Intellectual Property Rights (IPRs)
- Section 11 - CEN member commitment and result of vote
- Preview your data
- Review decision reference and submit to CCMC

At the bottom of the page, there are navigation buttons: **Save**, **Exit**, **Word**, **PDF**, **Previous**, and **Next**. The **Save** and **PDF** buttons are circled in red.

Adoption of NWI – step by step

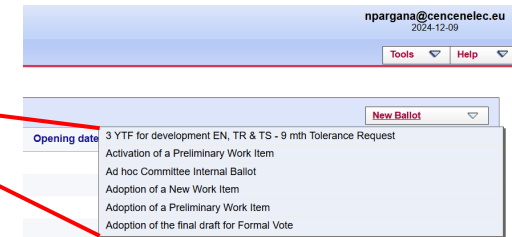
► **Step 5:** Launch of Committee Internal Ballot (CIB)

- Two-month CIB
- NWI proposal to be attached
- Preliminary work items (PWI) can be adopted during a meeting (if announced 2-month)

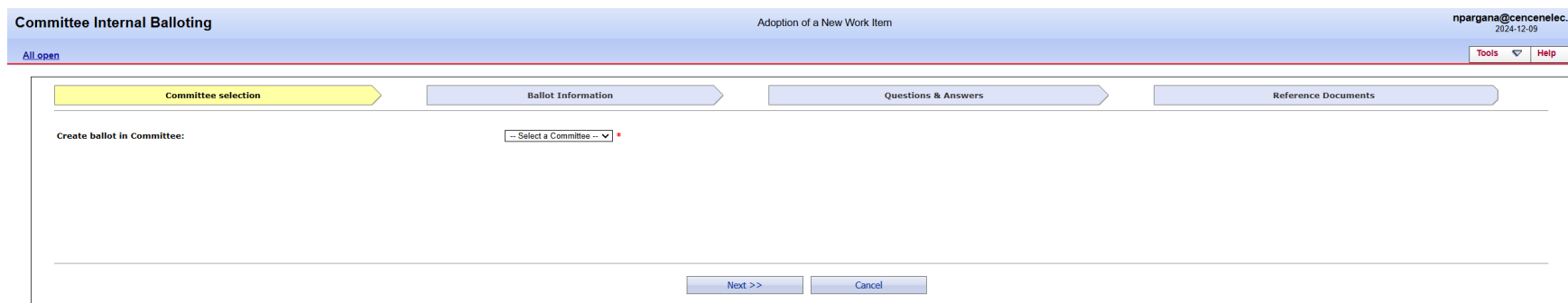
1



2



3



Adoption of NWI – step by step

▶ **Step 6:** Closure of Committee Internal Ballot (CIB)

Approval of NWI proposal requires:

1) **Positive vote:**

▶ **Weighted vote** applies to:

- ▶ new WIs (new EN and TS)
- ▶ Revisions/amendments of the EN with wider scope

▶ **Simple majority** (decision BT 018/2021) applies to:

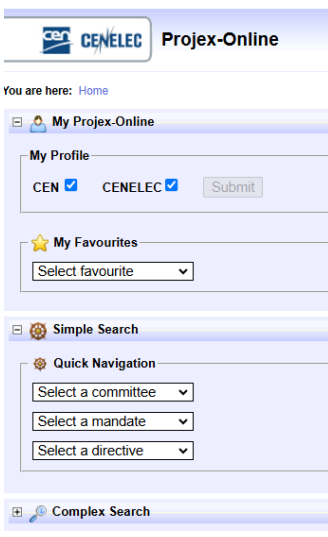
- ▶ amendments/revisions within same scope

2) **Five countries committed to actively participate**

▶ If WI is accepted → **standstill** applies

Adoption of NWI – step by step

► **Step 7:** Registration of decision in Projex-Online Working Area (mandatory)



Projex-Online

You are here: [Home](#)

My Projex-Online

My Profile

CEN CENELEC

My Favourites

Select favourite

Simple Search

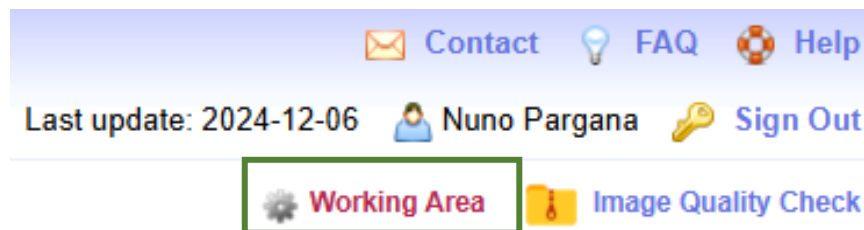
Quick Navigation

Select a committee



Select a mandate



Select a directive

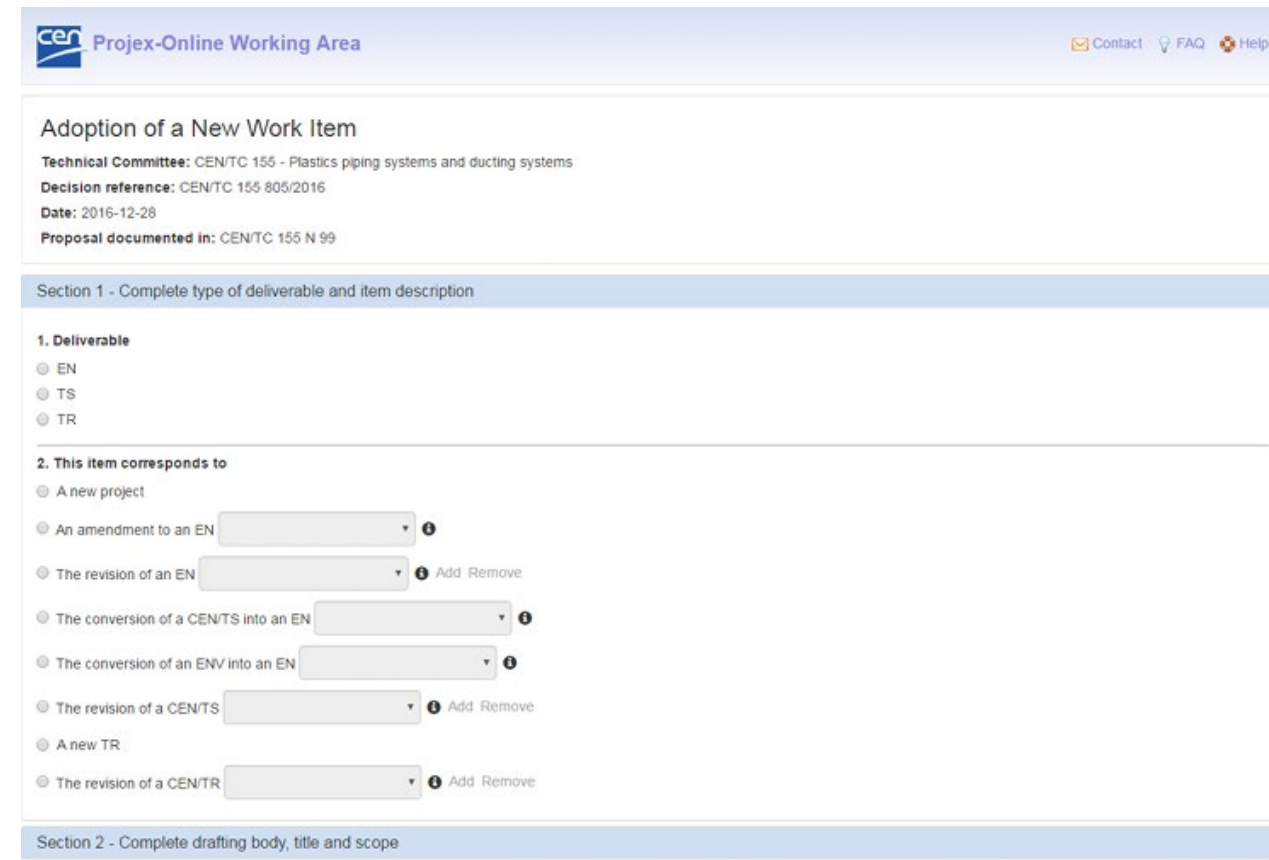
Complex Search



Contact FAQ Help

Last update: 2024-12-06  Nuno Pargana  Sign Out

 **Working Area**  Image Quality Check



Projex-Online Working Area

Contact FAQ Help

Adoption of a New Work Item

Technical Committee: CEN/TC 155 - Plastics piping systems and ducting systems
Decision reference: CEN/TC 155 805/2016
Date: 2016-12-28
Proposal documented in: CEN/TC 155 N 99

Section 1 - Complete type of deliverable and item description

1. Deliverable

- EN
- TS
- TR

2. This item corresponds to

- A new project
- An amendment to an EN
- The revision of an EN Add Remove
- The conversion of a CEN/TS into an EN
- The conversion of an ENV into an EN
- The revision of a CEN/TS Add Remove
- A new TR
- The revision of a CEN/TR Add Remove

Section 2 - Complete drafting body, title and scope

Adoption of NWI – step by step



► Step 8: Circulation of TC decision via SD Docs

TC CEN/TC 229 "Precast concrete products"

View Members list

General Meetings Decisions Projects Member area Mail archive

Committee documents [See all documents...](#)

N ↑	Title	Modified	Expected action
2438	Systematic review of EN 15564_2008 - Decision 669-2024 and result of vote	2024-12-04	Info
2437	Systematic review of EN 15422_2008 - Decision 668-2024 and result of vote	2024-12-04	Info
2436	Systematic review of EN 14474_2004 - Decision 667-2024 and result of vote	2024-12-04	Info
2435	Systematic review of EN 13198_2003 - Decision 666-2024 and result of vote	2024-12-04	Info
2434	Decision 6642024 - Adoption of WI 00229219 - Revision of EN 16757	2024-12-03	
2433	Decision 6632024 - Adoption of WI 00229220 - prEN PCP	2024-12-03	

Result of voting

Ballot Information

Ballot reference	Adoption of NWI - Revision of EN 16757
Ballot type	CIB-NWI
English title	Decision 664/2024 (revision of EN 16757 under new draft standardisation request)
Opening date	2024-09-28
Closing date	2024-11-28
Note	

Result of voting

(National Members having abstained are not counted in this vote.)

DISCLAIMER
This voting result is calculated based on IR2, Clause 6.4 'Decisions concerning Standardization Requests and related mandated work'. The counting of the votes of Blue-Type Members (Members from EEA countries) is by default displayed on this voting report. If the voting result is 'pending', the item has to escalate to the Technical Board for final decision in line with CEN-CENELEC Internal Regulations Part 2, clause 6.4. TCs are expected to carry out a preliminary assessment of the voting result so that to provide advice to BTs for an informed decision.

Approved by National Members

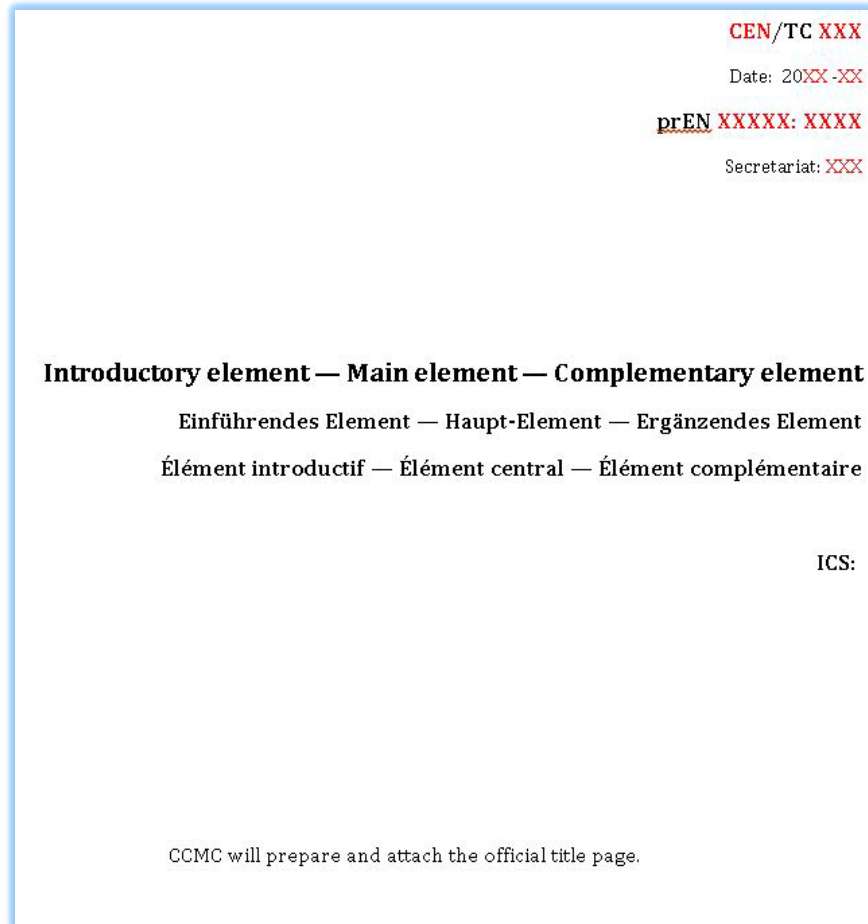
National Members approving: 13
 National Members disapproving: 0
 Number of Members approving: **100.000 % (requirement >= 55 %)**
 Weighted percentage of Population approving: **100.000 % (requirement >= 65 %)**

Blue-Type Members approving: 12
 Blue-Type Members disapproving: 0
 Number of Blue-Type Members approving: **100.000 % (requirement >= 55 %)**
 Weighted percentage of EEA (Blue-Type) Population approving: **100.000 % (requirement >= 65 %)**

- ▶ What if CIB outcome for NWI approval is **negative**?
 - ▶ Way forward to be discussed by TC

- ▶ What if CIB outcome for NWI approval is **positive** but **less than 5 members committed**?
 - ▶ TC secretary has 4 weeks to find potential interested members
 - ▶ TC can request CEN/BT for a derogation from 5-members rule

Drafting the standard



Useful tools to get you started

- ▶ [Internal Regulations Part 3](#)
- ▶ [CEN Simple template for drafting standards](#)
- ▶ [CEN Simple template for drafting Amendments](#)

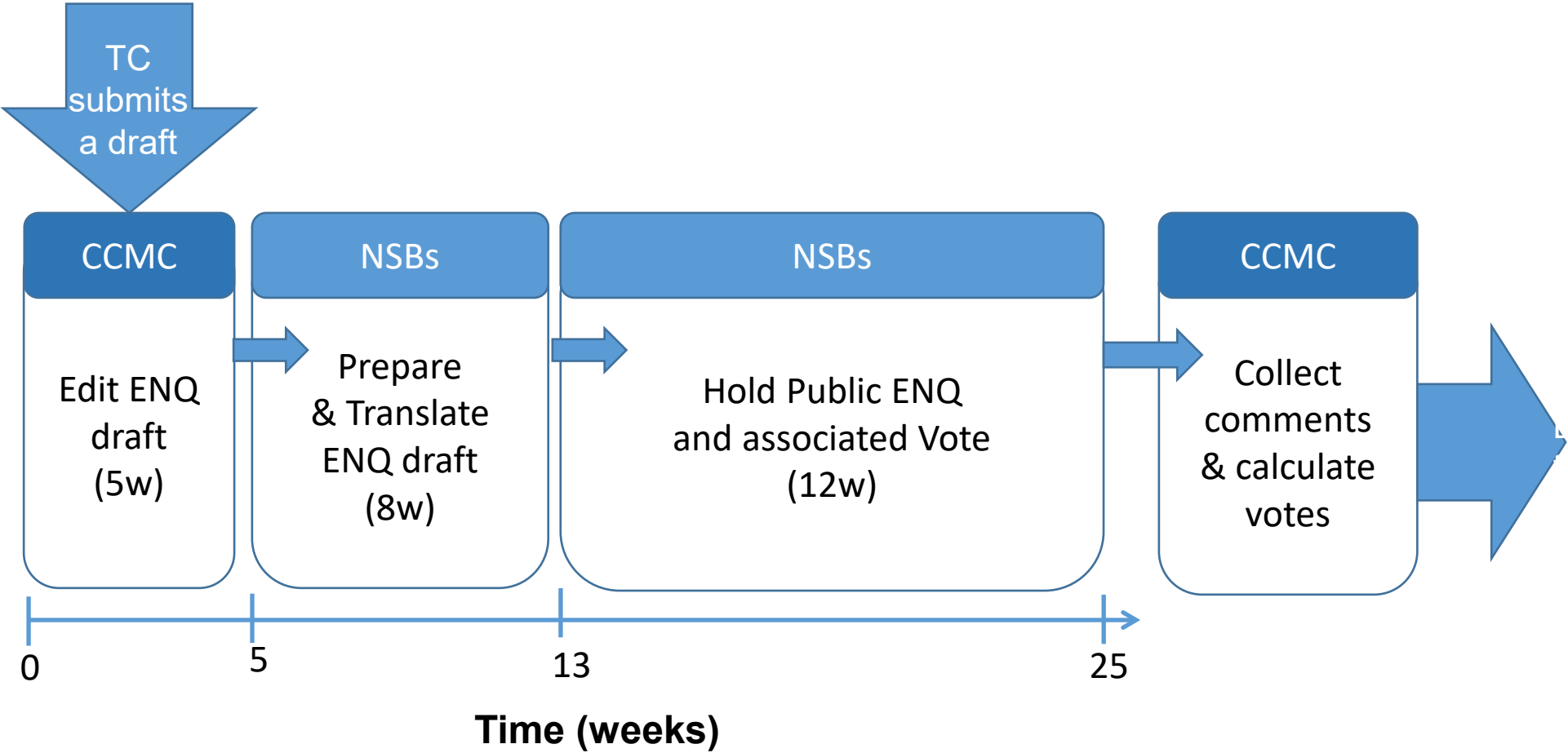
▲ Available on CEN BOSS

▶ **Ready-styled**

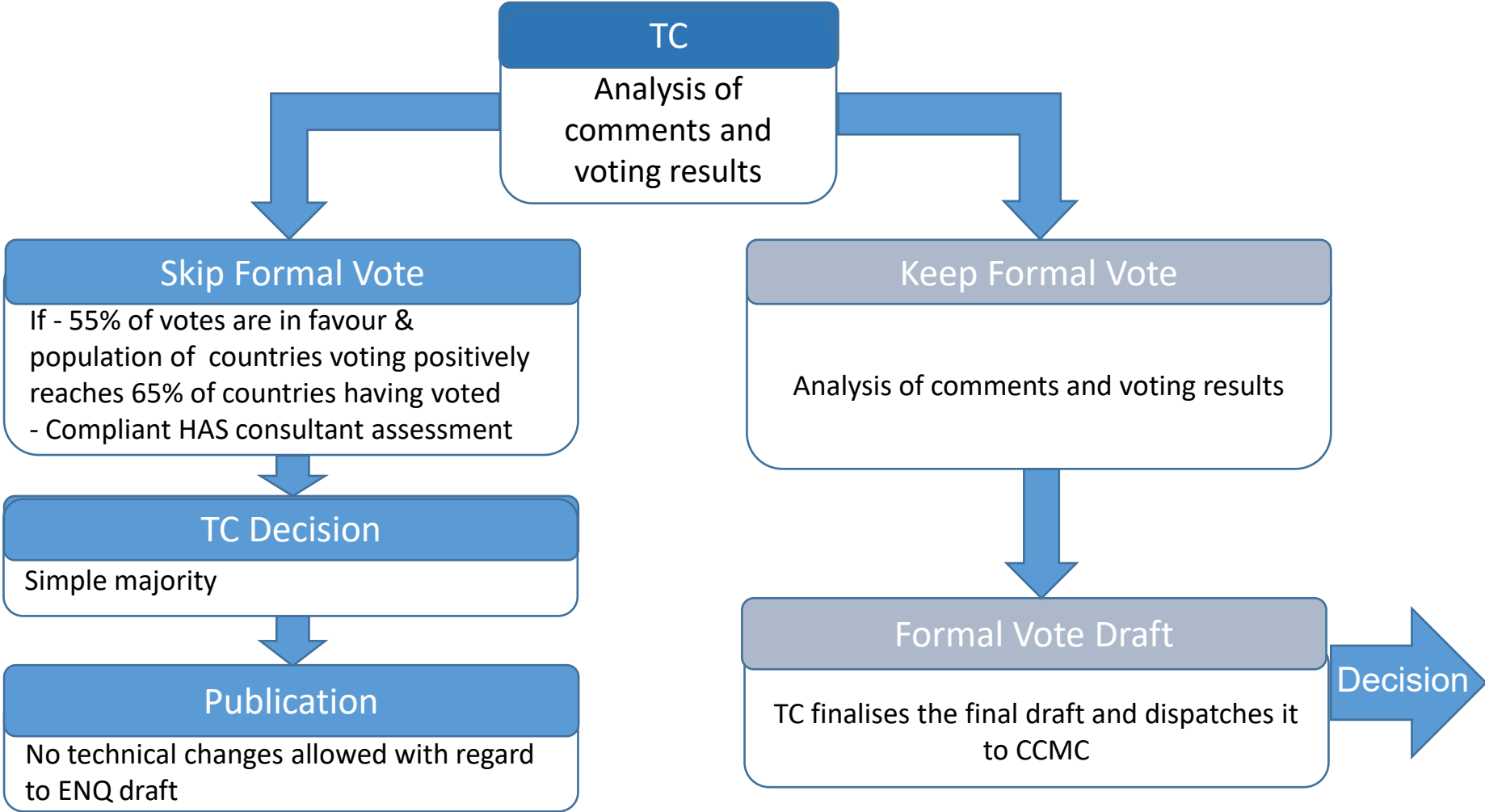
Contains all elements

- ▲ Styles
- ▲ Headings
- ▲ Content layout

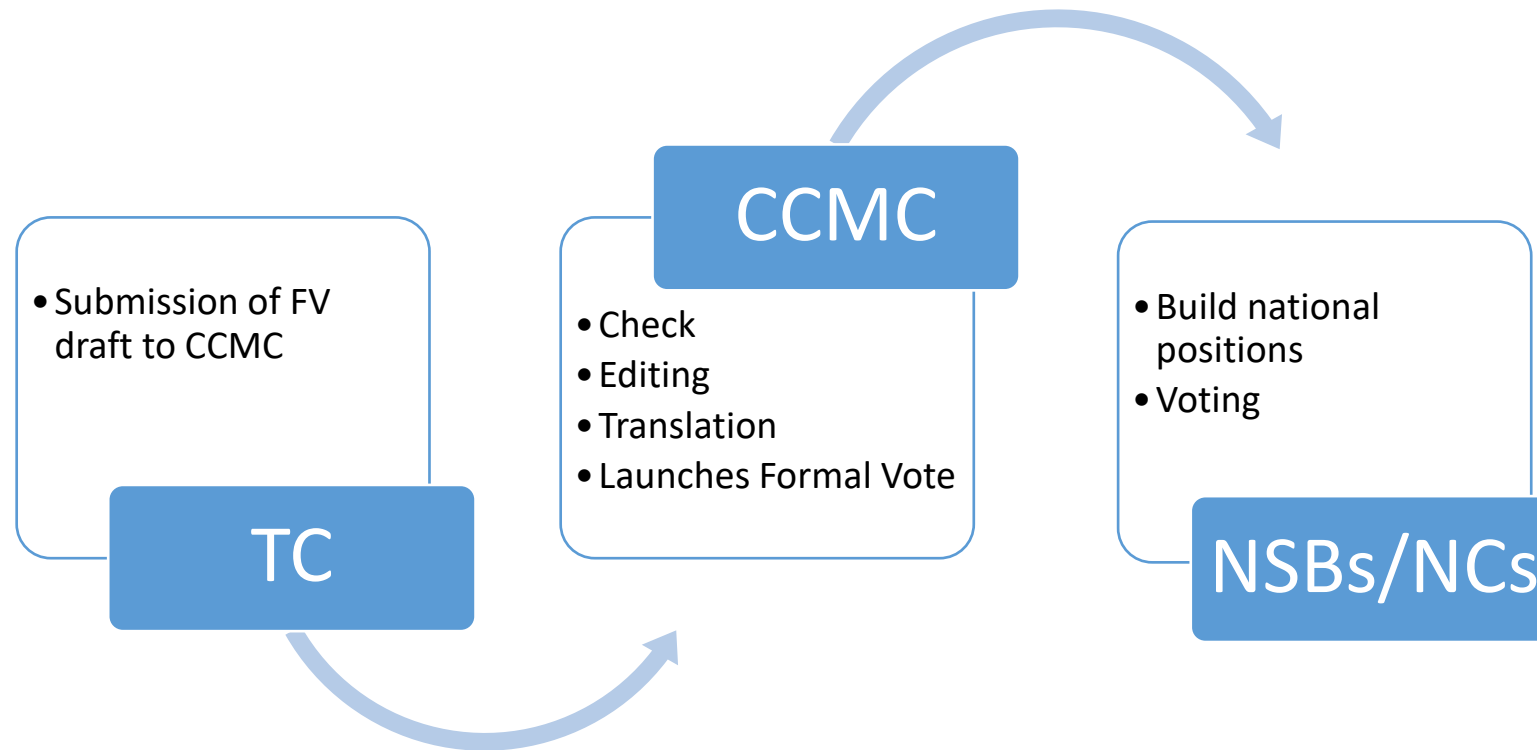
Public Enquiry



Consideration of comments



Formal Vote stage



55% of votes in favour + 65% of population → approved European Standard

Formal Vote stage



Internal Regulations Part 2

Common Rules For Standardization Work

July 2023

Annex D.2

Weightings allocated to the CEN Members in case of weighted voting⁸

Country	Population 2021 (in millions)	Population weight %	EEA country	Membership type
Türkiye	85,043	13,66%	-	Red
Germany	83,129	13,35%	X	Blue
France	67,499	10,84%	X	Blue
United Kingdom	67,327	10,81%	-	Yellow
Italy	59,066	9,49%	X	Blue
Spain	47,327	7,60%	X	Blue
Poland	37,781	6,07%	X	Blue
Romania	19,115	3,07%	X	Blue
Netherlands	17,533	2,82%	X	Blue
Belgium	11,588	1,86%	X	Blue
Czech Republic	10,703	1,72%	X	Blue
Greece	10,665	1,71%	X	Blue
Sweden	10,416	1,67%	X	Blue
Portugal	10,299	1,65%	X	Blue
Hungary	9,710	1,56%	X	Blue
Austria	8,956	1,44%	X	Blue
Switzerland	8,698	1,40%	-	Red
Bulgaria	6,899	1,11%	X	Blue
Serbia	6,844	1,10%	-	Red
Denmark	5,857	0,94%	X	Blue
Finland	5,542	0,89%	X	Blue
Slovakia	5,447	0,87%	X	Blue
Norway	5,408	0,87%	X	Blue
Ireland	5,028	0,81%	X	Blue
Croatia	3,899	0,63%	X	Blue
Lithuania	2,795	0,45%	X	Blue
Slovenia	2,107	0,34%	X	Blue
Republic of North Macedonia	2,065	0,33%	-	Red
Latvia	1,883	0,30%	X	Blue
Estonia	1,329	0,21%	X	Blue
Cyprus	1,216	0,20%	X	Blue
Luxembourg	0,639	0,10%	X	Blue
Malta	0,517	0,08%	X	Blue
Iceland	0,372	0,06%	X	Blue
Total	622,70	100%		

Decision BT 36/2019 – Handling comments at FV

- ▶ After FV, only **obvious editorial errors** and errors introduced by CCMC can be considered:
 - ▶ 'Obvious editorial error' is an editorial error that is recognized as such immediately and without any doubt, both by the CCMC editor and the TC Secretary`

- ▶ After FV:
 - ▶ No reply and CCMC proceeds to finalization
 - ▶ **CCMC editing and TC proofing is 2 weeks each**

Decision BT 36/2019 – Handling comments at FV

- ▶ Issues during the TC proofing will be escalated to BT
- ▶ Technical Committees requested to deliver high quality texts
- ▶ **Decision BT 48/2014** for limited technical changes to prevent the application of deficient standard

Publication – Handling FV comments



Example 1 – Technical Comments

Clause/ Subclause	Paragraph/ Figure/Table	Type of comment ²	Comments	Proposed change	Observations of the secretariat
6.1		Ed	There is a Typo in the tolerance of the bowl diameter a 1 is missing. As such it would be over restrictive... Mixing bowls (at least 2), semi-spherical, acid resistant metal, with an upper diameter of (150 ± 5) mm.	an upper diameter of (150 ± 15) mm.	CCMC: this amounts to a technical change. Not allowed at this stage. CEN/TC 336: noted and ok
8.2	Table 3, footnote c	ed	For pipes > 630 mm diameter the test may be carried out water-in-air	For pipes ≥ 630 mm diameter the test may be carried out water-in-air.	CCMC: Technical comment – to be considered for the next revision/amendment

Example 2 – Editorial comments

11	c)	Ed	Correct typo “... aggregate sample under the tes including ...”	“c) [...] aggregate sample used for the test including [...]”	CCMC: amended CEN/TC 336: ok thanks.
8.2.1	Table 1 Pg 15	Ed	3kN and 6kN to be aligned with text	Correct lines	CCMC: Done. TC, please verify

CCMC

- ▶ Finalizes and publishes EN
- ▶ Provides EN to National CEN Members for national publication
- ▶ Provides titles to European Commission (if harmonized standard)

Members

- ▶ Publish as national standard and
- ▶ Withdraw conflicting standard(s)
- ▶ May translate into national language

Amendments

- ▶ Modification/addition to or deletion of specific parts of the text
- ▶ Only the amended text will be voted upon
- ▶ If amendment → NWI needed - Track: Enquiry (+ vote)

Corrigenda

- ▶ TC rationale needed
- ▶ Corrects mistakes that lead to incorrect/unsafe use of EN
- ▶ TC to contact CCMC production team

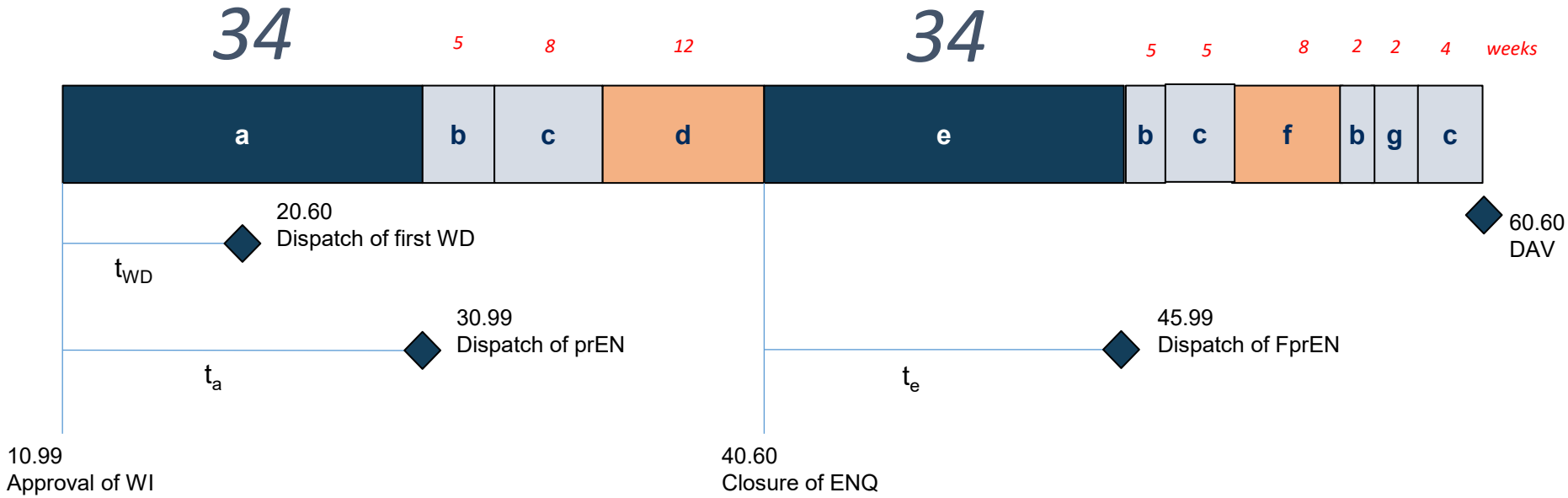
Maintenance/Systematic review

- ▶ Reviewed every 5 years → Review launched by CCMC
- ▶ TC to take decision according to review results
- ▶ If revision → NWI needed - Track: Enquiry (+ vote)

Decision BT 37/2019

- ▶ Approved flexible standards development [process](#)
- ▶ Applicable to:
 - ▶ **CEN homegrowns ENs**
 - ▶ **CEN work items under Vienna Agreement with CEN lead**
- ▶ Part 1 - Principles & operational aspects - [Play](#) & [PDF](#) & [Q&A](#)
- ▶ Part 2 - IT tools for planning and monitoring - [Play](#) & [PDF](#) & [Q&A](#)
- ▶ Webinar: Flexible standards development process - Clarifications & improvements ([Play](#))

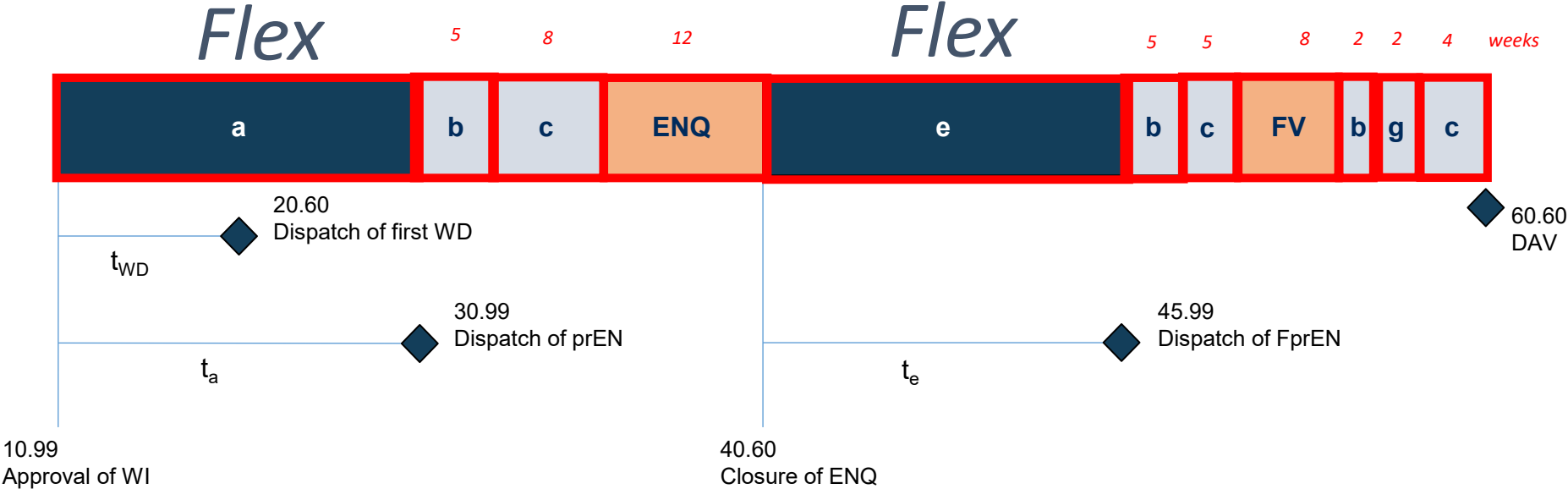
Before flexible development standards



- a Drafting of prEN
- b Editing
- c Translation and preparation of national publication
- d Enquiry
- e Comments handling / preparation of FprEN
- f Formal Vote
- g TC proofing

- Internal process
- Technical work
- Voting

Flexible approach for ENs



- a Drafting of prEN by TC
- b Editing
- c Translation and preparation of national publication
- ENQ Enquiry
- e Comments handling / preparation of FprEN by TC
- FV Formal Vote
- g TC proofing

- Internal process
- Technical work
- Voting

Flexible standards development process

- ▶ TCs have 68 weeks to draft standards
- ▶ TC to define the target dates when adopting NWIs:
 - ▶ Target date for dispatch 1st WD
 - ▶ Target date for dispatch ENQ draft to CCMC (min 1 week)
 - ▶ Target date for dispatch FV draft to CCMC (min 6 weeks)



Use the IT tool in Projex-Online Working Area will help in planning and drafting the NWI!

Flexible standards – NWI form



18. Track

Enquiry + Formal Vote (for EN)

Vote on TS or TR by correspondence

19. Please provide the target dates for the below key stages.

19.1 – For ENs

This section applies only to WIs for homegrown CEN standards (excluding ISO adoptions), WIs under VA with CEN lead only and homegrown standards developed by a CEN-CLC/JTC (with CEN lead). This section does not apply to the adoption of PWIs. For JTCs also add the durations in week.

<u>Project start date (10.99)</u>	<u>Dispatch of 1st WD (20.60)</u>	<u>Dispatch of ENQ (30.99)</u>	<u>Dispatch of FV draft (45.99)</u>
<u>yyyy-mm-dd</u>	It is half the number of weeks planned for ENQ (30.99) For CEN/TC: automatically calculated via Working Area For JTC: date will be added by CCMC	<u>yyyy-mm-dd</u> For JTC only: to indicate the duration in weeks from 10.99 10.99 + X weeks	<u>yyyy/mm/dd</u> For JTC only: to indicate the duration in weeks from 40.60 <u>40.60 + X weeks</u>

Creation of NWI – Target dates

17. Please provide the target dates for the below key stages

Stage Code	Stage	Target date
10.99	Decision on WI Proposal	2020-03-04
20.60	Circulation of 1st WD	2020-07-01
30.99	Dispatch ENQ draft to CMC	2020-10-28
40.20	Submission to Enquiry	2021-01-27
40.60	Closure of Enquiry	2021-04-21
45.99	Dispatch FV draft to CMC	2021-12-15
50.20	Submission to Formal Vote	2022-02-09
50.60	Closure of Formal Vote	2022-04-06
60.55	DOR/Ratification	2022-05-04
60.60	DAV/Definitive text available	2022-06-01

Project start date:

Please enter the start date of the project and push on the button 'Calculate target' dates to generate the committee plan.

Remark: the dates may still be manually changed after the simulation but cannot go beyond the project end date.

← Editable

Default target dates are proposed by the system, but they can be edited.

← Editable

- ▶ **At any time before the dispatch for Enquiry (30.99)**, the TC leadership in cooperation with the WG convenor have at disposal the following options for changing the planning:
 - ▶ To change the planning by using the **'one change' option** → TC decision not needed
 - ▶ To ask for a **tolerance** (39 weeks) → it requires TC decision

Registration of TC decisions – how to register?

- ▶ TC secretary to contact CCMC (dataservice@cencenelec.eu)
 - ▶ e.g., creation of WG, appointment of chair/convenor, participation of liaison organizations, TC cooperation, etc
 - ▶ Use formatted decisions available on [CEN BOSS](#)

Or

- ▶ CEN/TC secretary via **project-online working area**

Projex-online working area: list of TC decisions

Creation of a Work Item

- ▶ Adoption of a New Work Item (Automatic)
- ▶ Adoption of a Preliminary Work Item (Automatic)
- ▶ Activation of a Preliminary Work Item (Automatic)

Modification/Deletion of a Work Item

- ▶ Deletion of a Work Item (Semi-automatic)
- ▶ Change the title and/or scope of a Work Item (Automatic)
- ▶ Change of deliverable for a Work Item (Semi-automatic)
- ▶ Change of track for a Work Item (Semi-automatic)



Launching of a Procedure or Tolerance request

- ▶ Tolerance request (Automatic)
- ▶ Decision to skip the Formal Vote (Semi-automatic)
- ▶ Decision to launch 2nd Enquiry (Automatic)

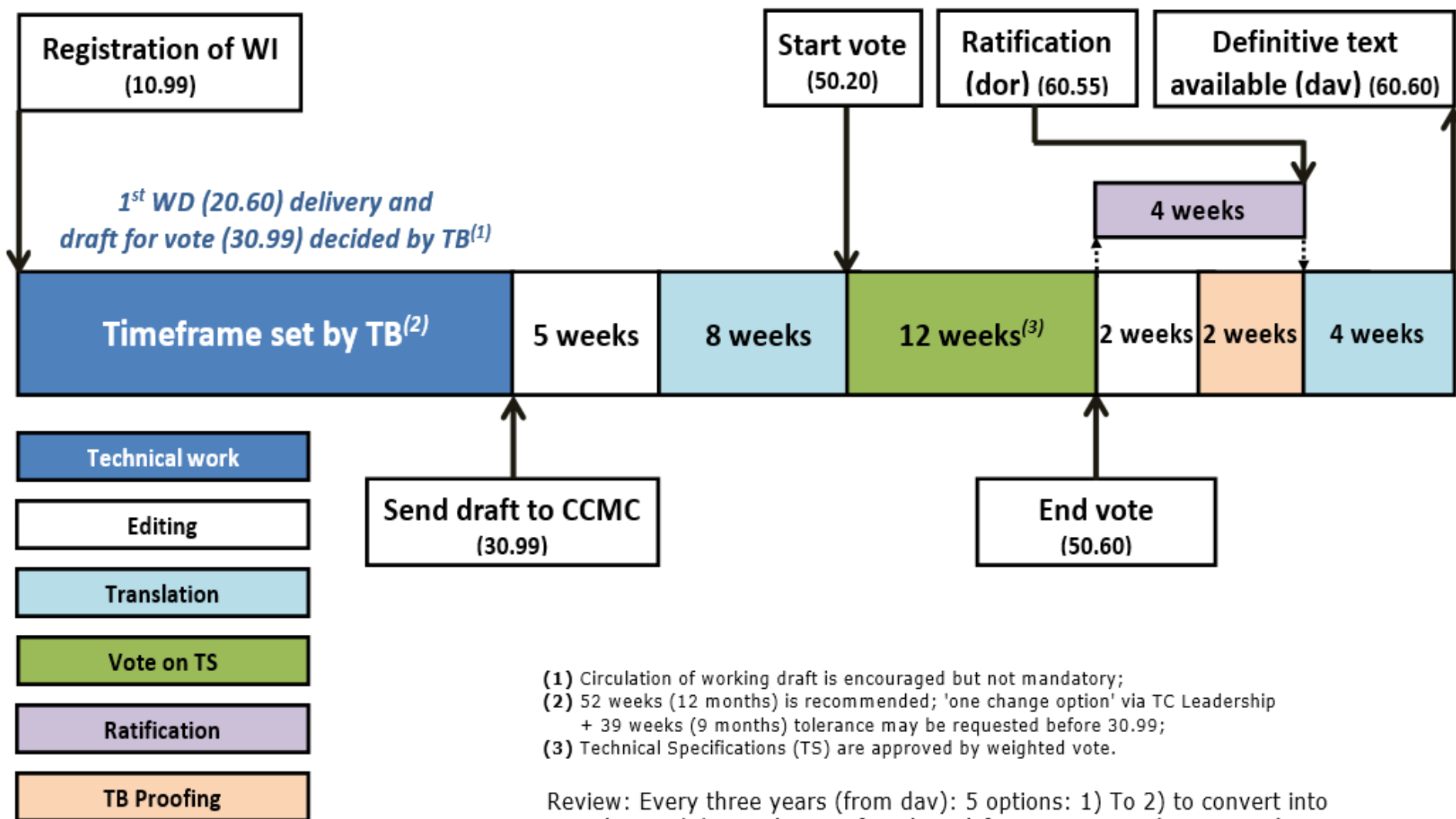
Maintenance/withdrawal of CEN deliverable

- ▶ Confirmation of published EN(s) (Automatic)
- ▶ Confirmation of published CEN/TS(s) (Automatic)
- ▶ Confirmation of published ENV(s) (Automatic)
- ▶ Withdrawal of published EN(s) (Semi-automatic)
- ▶ Withdrawal of published TS (ENV) or TR (Semi-automatic)

Adapting to market needs

-  Technical Specification (TS)
-  Technical Report (TR)
-  CEN Workshop Agreement (CWA)

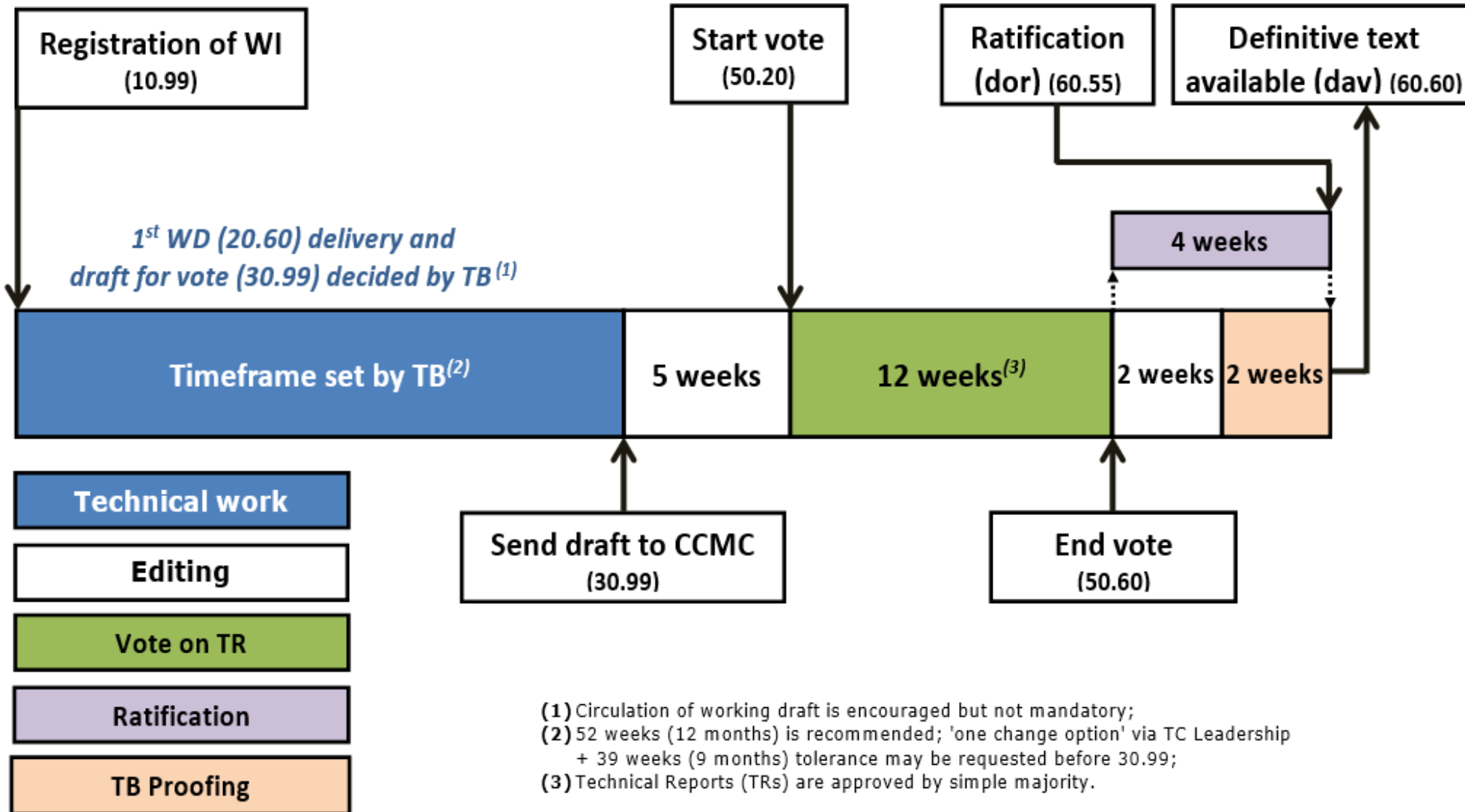
Technical Specification (TS)



- (1) Circulation of working draft is encouraged but not mandatory;
- (2) 52 weeks (12 months) is recommended; 'one change option' via TC Leadership + 39 weeks (9 months) tolerance may be requested before 30.99;
- (3) Technical Specifications (TS) are approved by weighted vote.

Review: Every three years (from dav): 5 options: 1) To 2) to convert into EN, 3) to withdraw, 4) to confirm (once) for 3 years; or 5) to revise (new edition of TS)

Technical Report (TR)



- (1) Circulation of working draft is encouraged but not mandatory;
- (2) 52 weeks (12 months) is recommended; 'one change option' via TC Leadership + 39 weeks (9 months) tolerance may be requested before 30.99;
- (3) Technical Reports (TRs) are approved by simple majority.

Review: No limited lifetime.

CEN Workshop Agreement (CWA)



- ▶ Developed in 'Workshops' (WS):
 - ▶ Flexible (possibility to join in up until the very end)
 - ▶ Direct participation
 - ▶ Open to non-European
- ▶ Represent the agreement of the WS participants
- ▶ Used for:
 - ▶ Emerging or rapidly-changing technologies
 - ▶ Output of Research Projects
 - ▶ As try-out before the development of Ens
- ▶ [CEN-CENELEC Guide 29](#) 'CEN and/or CENELEC Workshop Agreements – A rapid way to standardization' (March 2024)

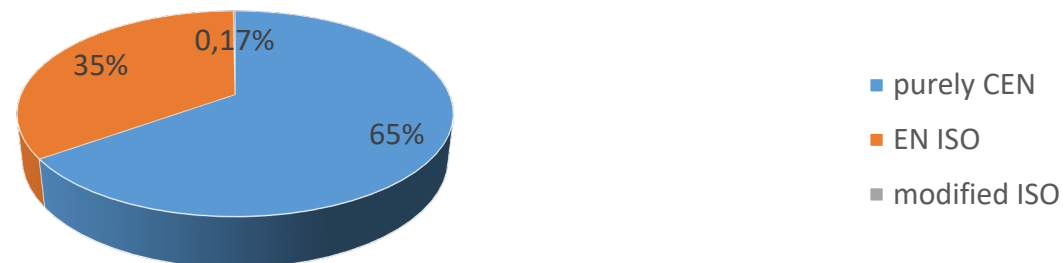


3. Day to day management of Vienna Agreement

Vienna Agreement

What?	When?	Why?	What in practice?
Formal agreement on technical cooperation between ISO and CEN	<ul style="list-style-type: none">• 1991 - Signature• 2001 'Codified version'	To avoid duplication of work at International and European levels	<ul style="list-style-type: none">• Guidelines on implementation• Day to day management between ISO/CS and CCMC• Frequently Asked Questions• In ISO, see here to access the same documents

CEN – portfolio – relation to ISO



Objective and principles

Primacy of International standards

- Commitment of ISO and CEN Members to primarily undertake work at ISO level;
- Rational use of available resources avoiding duplication of work and structures;
- Recognises particular needs of CEN (e.g. EU market);
- Accelerate standards preparation process in response to market demands

Basic principles

- Technical co-operation operated in line with rules and processes of both organizations;
- ISO recognizes and respects political environment set in the EEA and co-operation of ESOs;
- Foresees transfer of work from CEN to ISO (not automatic);
- Process of consensus and approval are synchronised;
- CEN commits to respond adequately to comments from non-CEN ISO members

EUROPEAN STANDARD
NORME EUROPÉENNE
EUROPÄISCHE NORM

EN 15157

August 2006

ICS 81.060.30

English Version

Advanced technical ceramics - Mechanical properties of ceramic composites at high temperature in air at atmospheric pressure - Determination of fatigue properties at constant amplitude

Céramiques techniques avancées - Propriétés mécaniques des céramiques composites à haute température sous air à pression atmosphérique - Détermination des propriétés de fatigue à amplitude constante

Hochleistungskeramik - Mechanische Eigenschaften von keramischen Verbundwerkstoffen bei hoher Temperatur in Luft unter Atmosphärendruck - Bestimmung der Ermüdungseigenschaften bei konstanter Amplitude

This European Standard was approved by CEN on 14 July 2006. CEN members are bound to comply with the CEN/CENELEC Internal Regulations which stipulate the conditions for giving a European Standard the status of a national standard without any alteration. Up-to-date lists and bibliographical references concerning such national standards may be obtained on application to the CEN-CENELEC Management Centre or to any CEN member.

This European Standard exists in three official versions (English, French, German). A version in any other language made under the responsibility of a CEN member into its own language and notified to the Central Secretariat of the CEN has the same status as the official versions.

CEN members are the national standards bodies of Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Finland, Former Yugoslav Republic of Macedonia, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Switzerland and United Kingdom.



EUROPEAN COMMITTEE FOR STANDARDIZATION
COMITÉ EUROPÉEN DE NORMALISATION
EUROPÄISCHES KOMITEE FÜR NORMUNG

EUROPEAN STANDARD
NORME EUROPÉENNE
EUROPÄISCHE NORM

EN ISO 17142

April 2016

ICS 81.060.30

Supersedes EN 15157:2006

English Version

Fine ceramics (advanced ceramics, advanced technical ceramics) - Mechanical properties of ceramic composites at high temperature in air at atmospheric pressure - Determination of fatigue properties at constant amplitude (ISO 17142:2014)

Céramiques techniques - Propriétés mécaniques des céramiques composites à haute température sous air à pression atmosphérique - Détermination des propriétés de fatigue à amplitude constante (ISO 17142:2014)

Hochleistungskeramik - Mechanische Eigenschaften von keramischen Verbundwerkstoffen bei hoher Temperatur in Luft unter Atmosphärendruck - Bestimmung der Ermüdungseigenschaften bei konstanter Amplitude (ISO 17142:2014)

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EUROPEAN COMMITTEE FOR STANDARDIZATION
COMITÉ EUROPÉEN DE NORMALISATION
EUROPÄISCHES KOMITEE FÜR NORMUNG

INTERNATIONAL
STANDARD

ISO
17142

First edition
2014-06-01

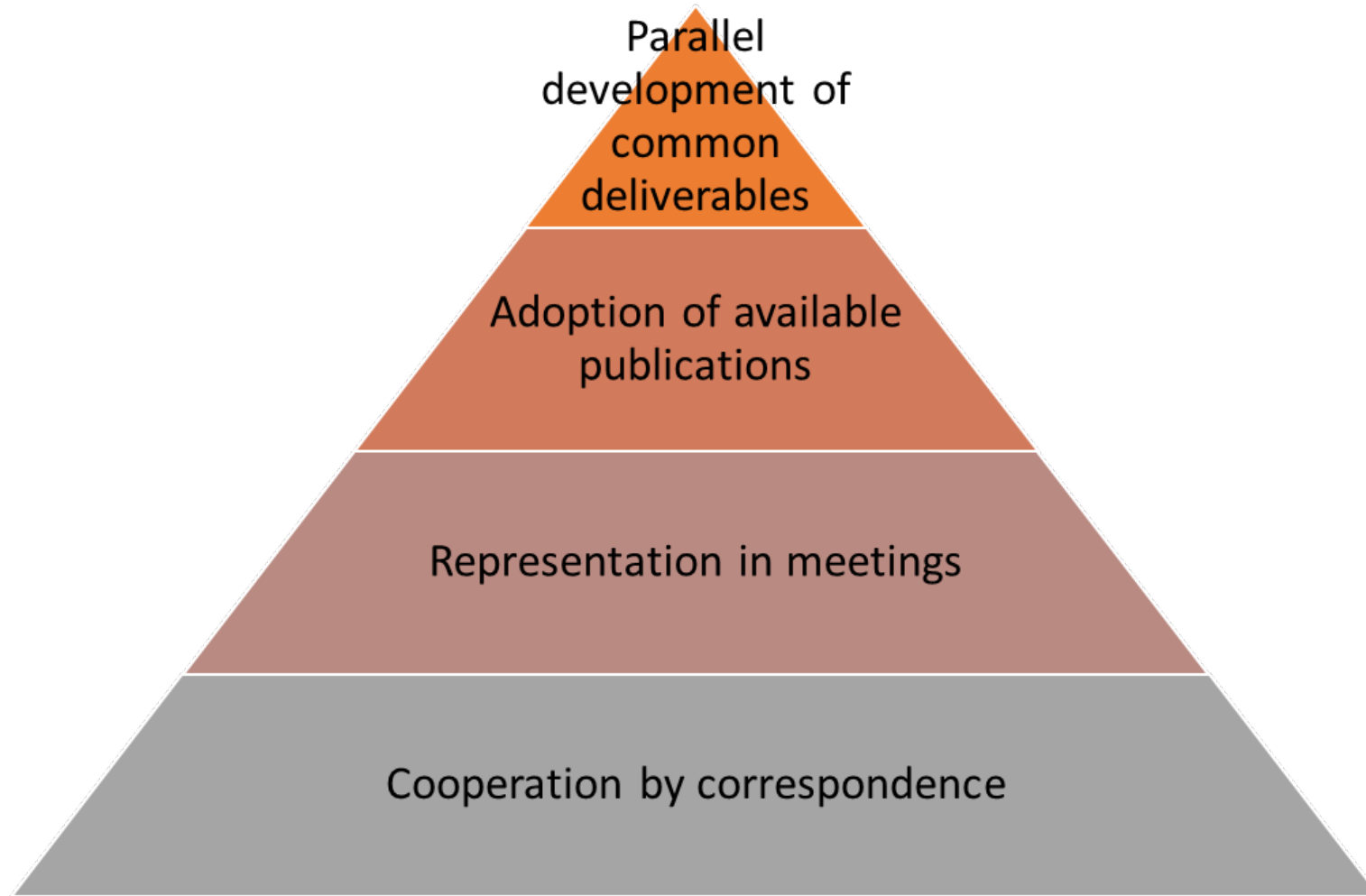
Fine ceramics (advanced ceramics, advanced technical ceramics) - Mechanical properties of ceramic composites at high temperature in air at atmospheric pressure - Determination of fatigue properties at constant amplitude (ISO 17142:2014)

Example:

- Identical publication of EN ISO 17142:2016 (ISO 17142:2014)
- EN ISO 17142:2016 supersedes EN 15157:2006

Reference number
ISO 17142:2014(E)

Different modes of cooperation



Registration of new projects

- VA Guidelines define procedures for mutually agreed parallel work
- ISO Committee Manager and CEN committee secretary shall check whether a new project can be developed under VA, and, if yes, – **is created**
- Creation of new project follow the normal procedure in CEN and ISO (but specific rule for revisions of EN ISOs – next slide)
- The joint (parallel) work should be registered before DIS phase starts in ISO

Registration of new projects

- Revisions and amendments of already existing EN ISO documents:
 - ISO Committee passes a resolution to initiate revision or amendment as usual
 - CCMC systematically registers WI in CEN based on notification from ISO/CS and informs CEN/TC secretary →no CIB in CEN/TC
- By default, project is registered under the **ISO lead preferred option** (VA Guidelines)

Parallel ISO/DIS vote - CEN Enquiry



- ▶ Committee Manager/Secretary of the lead committee posts all files in ISO Submission Interface
- ▶ ISO/CS prepares the text for enquiry (English version) → informs dates of vote
- ▶ Parallel ISO/DIS vote and CEN Enquiry is 12 weeks
- ▶ ISO members cast their vote in ISO portal, CEN members cast vote in the CEN balloting application
- ▶ The ISO committee leadership takes into account the CEN results of voting and comments for an ISO Lead project and the CEN committee leadership takes into account the ISO results of voting and comments for a CEN Lead project

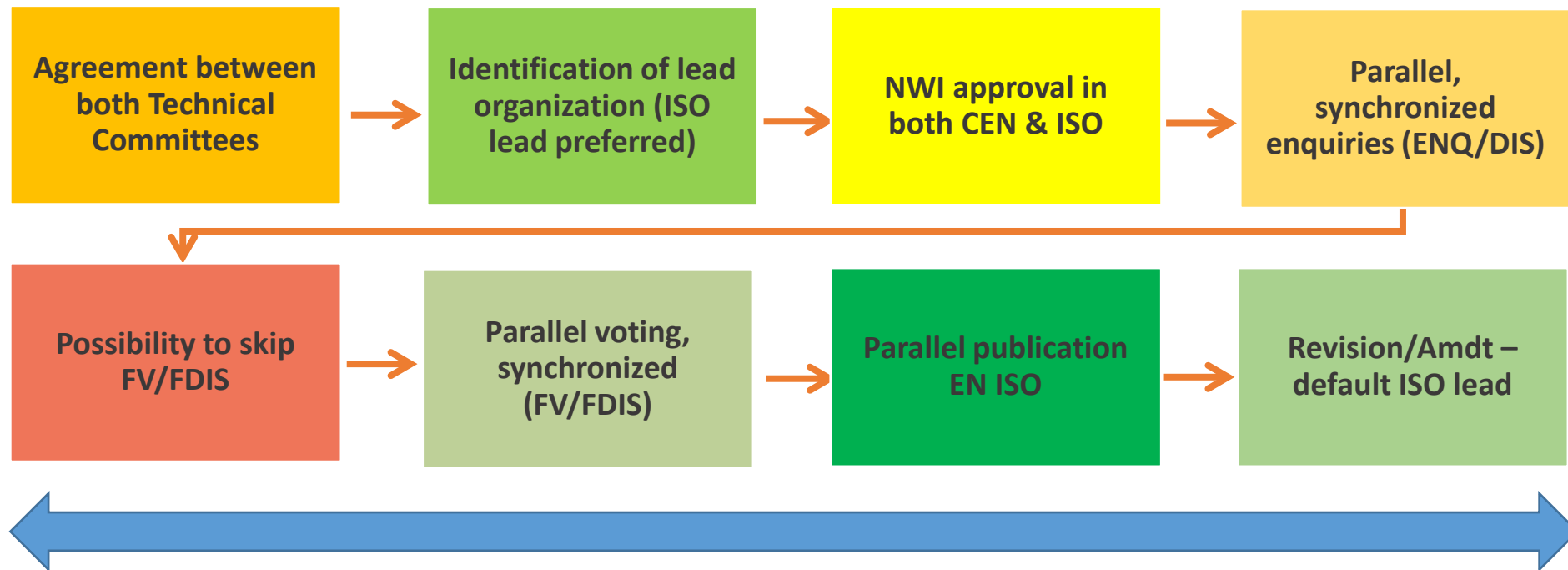
Skipping FDIS/Formal Vote

- ▶ If ISO/TC skips the vote - CEN follows
- ▶ CEN/TC decision is not necessary
- ▶ Conditions:
 - ▶ Enquiry results are positive;
 - ▶ no technical changes are made before publication
- ▶ Applicable to all WIs under ISO lead leading to the development of EN ISO standards (already published by ISO or developed in parallel)

Decision CEN/BT 003/2023

- ▶ Committee Manager/Secretary of the lead committee posts all files in ISO/CS Submission Interface
- ▶ ISO/CS prepares the text for vote (English version) available for translation and vote
- ▶ Parallel ISO/FDIS - CEN Formal vote is 8 weeks
- ▶ ISO members cast their vote in ISO portal, CEN members cast vote in the CEN balloting application

- ▶ ISO CS finalizes the text considering the necessary editorial changes
- ▶ Text submitted the Committee Manager/Secretary of the lead committee and the project leader for a 2-week review (non-lead TC is informed)
- ▶ ISO CS notifies CCMC of the edition date and publishes (in principle same year)
- ▶ CCMC makes available:
 - ▶ EN ISO title page;
 - ▶ European Foreword;
 - ▶ Annex ZA (where applicable);
 - ▶ German translation when available

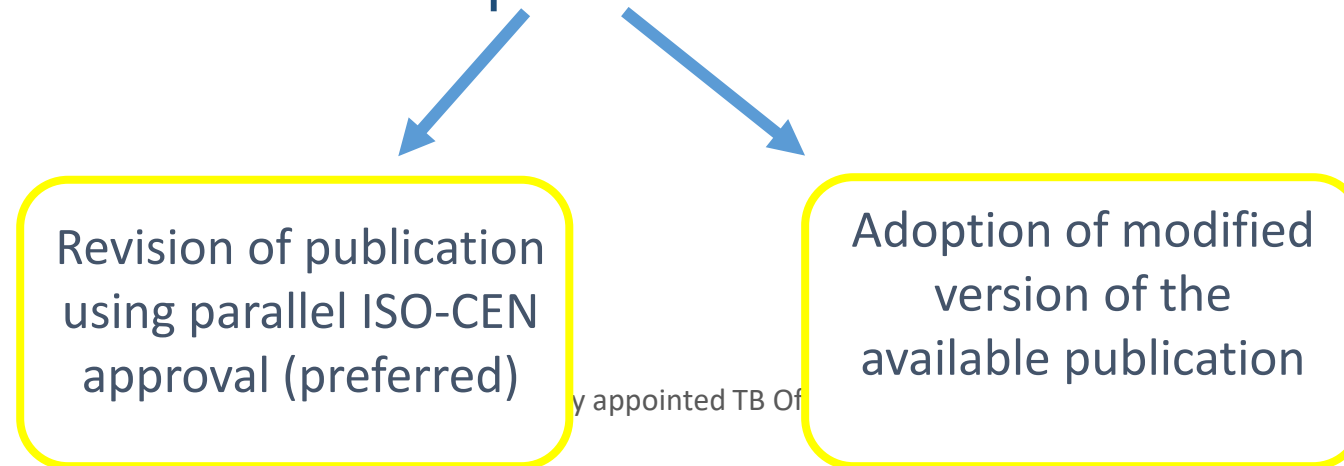


► **Systematic review** for standards under the Vienna Agreement

- ISO carries out a systematic review of VA items (RESOLUTION BT C033/2009)
- In case of the confirmation, the outcome is not registered in CEN

Adoptions

- ▶ ISO and CEN can adopt each others published standards by submitting them to their own adoption procedures
- ▶ In CEN
 - ▶ CIB for adoption of NWI (no need of 5 members)
 - ▶ 8 week translation (DE) + 12 week Enquiry Vote
 - ▶ formal vote is skipped for identical adoptions
- ▶ Ideally, the standard should be adopted without change (identical standards)
- ▶ If changes are needed: 2 options



4. BOSS and further information

Business Operations Support System

- ▶ Source of stable information from CEN to CEN/TC secretaries, chairs, experts.
- ▶ Quick and easy access to navigate - internet tool with public access: <https://boss.cen.eu>
- ▶ [CEN-CENELEC Internal Regulations are on the BOSS](#)
 - ▶ Part 2: Common Rules for Standardization Work
 - ▶ Part 3: Rules for the structure and drafting of CEN/CENELEC Publications
- ▶ [Formatted decisions](#)
- ▶ [Forms and templates](#)
- ▶ IT Tools training on BOSS: [link](#)



Business Operations Support System

The Business Operations Support System (BOSS) aims at providing practical information to those actively contributing to the development of deliverables within the CEN system. It clearly describes processes and gives access to instructions and guidance for their day-to-day work.



Business Operations Support System



https://boss.cen.eu/reference-material/formstemplates/pages/

es - Default Suggested Sites Machinery - Europe... WorkflowGen - Wor... Bulk upload

Sitemap

TECHNICAL STRUCTURES STARTING NEW WORK DEVELOPING DELIVERABLES MAINTAINING DELIVERABLES **REFERENCE MATERIAL**

- Reference documents
- Guidance documents
- Forms and templates**
- Formatted Decisions
- Profiles

Forms and templates

TECHNICAL BODY ORGANIZATION

TECHNICAL WORK

- > Commenting Form
- > IPR - Patents Declaration form
- > Drafting A-deviations
- > Draft Standardization Request - BT Commenting form
- > Draft Standardization Request - Checklist
- > Environmental checklist - Service standards
- > Environmental checklist - Testing standards
- > Environmental checklist - General
- > Exploitation Rights License Agreement
- > Checklist - Standards to be offered for citation in the OJEU (& Checklist Construction)
- > New activity field proposal
- > NWI proposal form
- > CEN Simple template for drafting standards (French & German versions) & Quick start guide
- > CEN Simple template for drafting Amendments & Quick start guide NEW!
- > Transmission Notice
- > Workshop - CWA Simple template NEW!
- > Workshop - CWA NWI proposal form NEW!

https://boss.cen.eu/reference-material/formstemplates/pages/

es - Default Suggested Sites Machinery - Europe... WorkflowGen - Wor... Bulk upload

Sitemap

TECHNICAL STRUCTURES STARTING NEW WORK DEVELOPING DELIVERABLES MAINTAINING DELIVERABLES **REFERENCE MATERIAL**

- Reference documents
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Forms and templates

TECHNICAL BODY ORGANIZATION

- > Candidature for (re)allocation of TC/SC/JTC secretariat
- > JTC - report to BTs
- > Matrix - Assignment of tasks between TC and WG
- > TC Business Plan template
- > TC meetings - Agenda of the first meeting
- > TC meetings - Agenda of the meeting
- > TC meetings - Annual report
- > TC meetings - Information on the first meeting
- > TC meetings - Information on available (draft) publications for first meeting
- > TC meetings - minutes
- > TC meetings - Notice of meeting
- > TC meetings - Registration and Composition of the national delegation
- > TC meetings - Report of a Working Group (WG)
- > TC/SC/WG meetings - List of participants
- > Terms of reference
- > Virtual meetings - email to send to participants
- > Application form to become member in a Joint advisory or coordination group
- > Joint advisory & coordination group - Report to BT
- > Workshop - Registration Form
- > Workshop - Description form NEW!
- > Workshop - Kick-off meeting agenda

Training for new!

Reference documents

Guidance documents

Forms and templates

Formatted Decisions

Profiles

BT Decisions

Formatted decisions

Templates of decisions for which no BT approval is needed. For more information on their handling see the procedure on '[Delegated decisions](#)'.

NOTE: Formatted decisions adopted at meetings or by correspondence (using the [CIB](#)) shall be sent by the TC Secretary by e-mail to dataservice@cencenelec.eu or submitted via the PROJEX-ONLINE working area.

0 CALCULATION TOOL

For decisions taken by Technical Bodies, the following calculation tools for determining the voting weights are available:

› [CEN calculation tool](#) (Lisbon treaty)

1 DECISION DELEGATED TO CEN-CENELEC MANAGEMENT CENTRE (CCMC)

› [Extension of dow on request of a CEN/TC or CEN member](#)

2 DECISIONS DELEGATED TO A TECHNICAL COMMITTEE

2.1 Related to TC organization +

2.2 Related to the Technical work +

Confirmation of EN

DECISION *number* taken by CEN/TC *number* on *CCYY-MM-DD*

Subject: CEN/TC *number* - Confirmation of EN *number:CCYY* after review

CEN/TC *number*,

- having considered the CEN/CENELEC Internal Regulations - Part 2, [subclause 11.2.8](#) stating the obligation of the review of ENs at intervals not exceeding five years;
- having noted the resolution CEN/BT 5/1995, fixing the procedure to be followed when reviewing;

decides to confirm EN *number:CCYY* *title*.

The decision was taken by *unanimity or simple majority with N positive votes, N negative vote(s) and N abstention(s)*.

Vote calculator

Available on [CEN Boss webpage](#)

Vote Calculator

2018

TC Decision name

Choose **Y** for Yes, **N** for No, or **A** for Abstention

Austria	<input type="text"/> Y <input type="text"/> N <input type="text"/> A	Belgium	<input type="text"/> Y <input type="text"/> N <input type="text"/> A	Bulgaria	<input type="text"/> Y <input type="text"/> N <input type="text"/> A	Croatia	<input type="text"/> Y <input type="text"/> N <input type="text"/> A
Cyprus	<input type="text"/> Y <input type="text"/> N <input type="text"/> A	Czech Republic	<input type="text"/> Y <input type="text"/> N <input type="text"/> A	Denmark	<input type="text"/> Y <input type="text"/> N <input type="text"/> A	Estonia	<input type="text"/> Y <input type="text"/> N <input type="text"/> A
France	<input type="text"/> Y <input type="text"/> N <input type="text"/> A	Germany	<input type="text"/> Y <input type="text"/> N <input type="text"/> A	Finland	<input type="text"/> Y <input type="text"/> N <input type="text"/> A	<u>The FYROM*</u>	<input type="text"/> Y <input type="text"/> N <input type="text"/> A
Iceland	<input type="text"/> Y <input type="text"/> N <input type="text"/> A	Ireland	<input type="text"/> Y <input type="text"/> N <input type="text"/> A	Greece	<input type="text"/> Y <input type="text"/> N <input type="text"/> A	Hungary	<input type="text"/> Y <input type="text"/> N <input type="text"/> A
Lithuania	<input type="text"/> Y <input type="text"/> N <input type="text"/> A	Luxembourg	<input type="text"/> Y <input type="text"/> N <input type="text"/> A	Italy	<input type="text"/> Y <input type="text"/> N <input type="text"/> A	Latvia	<input type="text"/> Y <input type="text"/> N <input type="text"/> A
Norway	<input type="text"/> Y <input type="text"/> N <input type="text"/> A	Poland	<input type="text"/> Y <input type="text"/> N <input type="text"/> A	Malta	<input type="text"/> Y <input type="text"/> N <input type="text"/> A	Netherlands	<input type="text"/> Y <input type="text"/> N <input type="text"/> A
Serbia*	<input type="text"/> Y <input type="text"/> N <input type="text"/> A	Slovakia	<input type="text"/> Y <input type="text"/> N <input type="text"/> A	Portugal	<input type="text"/> Y <input type="text"/> N <input type="text"/> A	Romania	<input type="text"/> Y <input type="text"/> N <input type="text"/> A
Sweden	<input type="text"/> Y <input type="text"/> N <input type="text"/> A	Switzerland*	<input type="text"/> Y <input type="text"/> N <input type="text"/> A	Slovenia	<input type="text"/> Y <input type="text"/> N <input type="text"/> A	Spain	<input type="text"/> Y <input type="text"/> N <input type="text"/> A
				Turkey*	<input type="text"/> Y <input type="text"/> N <input type="text"/> A	United Kingdom	<input type="text"/> Y <input type="text"/> N <input type="text"/> A

Remark: in case of negative results, a second counting should be done with the non-EEA countries (marked with *) counted as 'Abstention'.

Unweighted Majority (requirement $\geq 55\%$)

Yes 0 No 0 % 0 Vote Result

Weighted Majority (requirement $\geq 65\%$)

Yes 0 No 0 % 0 Vote Result

CEN Expert area



<https://experts.cen.eu/>

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CEN Documents

- [Governance migration - FAQ](#)
- [Governance migration: list of impacted committees](#)
- [Getting started](#) (ISO's Knowledge Base)

CEN-ISO Commenting template and Comment Collation Tool

- [ISO-IEC-CEN-CENELEC-Commenting-Template User Guide CEN Commenting Template \(2017\)](#)
- [User Guide Electronic balloting Draft ADD Online Comment Collation Comment Collation Tool.docm](#)
- [Comment Collation Tool.dot](#)

CEN eBalloting for Draft Standards

- [CEN Enquiry Balloting User Guide](#)
- [CEN FV/UAP Balloting User Guide](#)
- [CEN FV/UAP Balloting User Guide for BallotOwner](#)
- [CEN TR Balloting - User Guide](#)
- [CEN Systematic Review Balloting User Guide](#)
- [Committee Internal Balloting User Guide](#)
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- [Committee Internal Balloting - Outcome table](#)
- [Opinion Mechanism Digitization - User guide](#)

Projex-Online

- [PROJEX-ONLINE Quick Start Guide](#)
- [PROJEX-ONLINE User Guide](#)

BT Newsletter



- ▶ Sent after each BT meeting
- ▶ Report on the main outcomes of crosscutting nature discussed in the BT meetings as well as on the latest decisions of transversal nature taken by correspondence
- ▶ Sent by email to all TC Officers
- ▶ Subscribe to the newsletters ([webpage](#))



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Decisions from 66th CEN/BT TCMG – 93rd CEN/BT - 168th CLC/BT

Since the last issue of the BT Newsletter in April 2021, the CEN and CENELEC BTs have met once, from 25 to 27 May 2021 and the CEN/BT TCMG has held one meeting, on 8 July 2021 (virtual meetings).

We are pleased to report here on the main outcomes of crosscutting nature discussions resulting from those meetings, as well as on the latest decisions of transversal nature taken by correspondence (**until 15 July 2021**).

Best regards

Cinzia MISSIROLI
Director Standardization & Digital Solutions

BT measures relating to COVID-19 pandemic

Since the outbreak of the COVID-19 pandemic the CEN and CENELEC community has consistently supported the European joint efforts in the fight against its spread, notably through decisions and measures taken at the Technical Board level, among which the temporary free-of-charge availability of standards (CEN/BT 004/2021 and CLC/BT 167/011) as well as the issue of [CWA 17553](#) 'Community face coverings - Guide to minimum requirements, methods of testing and use' (CEN/BT 038/2020).

CWAs on COVID-19 health and safety protocols for tourism establishments and services & Visual identity

In support to the European tourism industry and thanks to the swift work within the Workshop CEN/WS EUROSAFETOUR, two deliverables and an associated visual identity were issued mid-May:

- [CWA 5643-1:2021](#), Tourism and related services - Requirements and guidelines to reduce the spread of Covid-19 in the tourism industry (adoption of ISO/PAS 5643:2021),
- [CWA 5643-2:2021](#), Tourism and related services - Requirements and guidelines to reduce the spread of Covid-19 in the tourism industry - European visual identity
- [Tourism Covid-19 Safety Seal](#), available free-of-charge on the CEN website.

General information available

- CEN website: www.cencenelec.eu
- CEN expert area: <https://experts.cen.eu/>
- CEN-CENELEC Newsletter: '[On the spot](#)'
- Social Media: [Facebook](#), [Twitter/X](#), [LinkedIn](#) & [YouTube](#)
- [CEN-CENELEC](#) and [CEN](#) Guides
- [CEN Technical Committees](#)
- CEN Members [list](#)
- [Events & Trainings](#)
- [Technical Body information package](#) (all recordings)

Important contacts in CCMC



dataservice@cencenelec.eu

Forward the minutes of each meeting /TC decisions at meeting and by correspondence/Projex alerts/CEN database

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Submission interface / translation/voting results/corrigenda/final publications

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Liaisons with European/international organizations

research@cencenelec.eu

Support on research projects



TRAINING CEN & CENELEC NEWLY APPOINTED TECHNICAL BODY OFFICERS

Thank you!

Questions?

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