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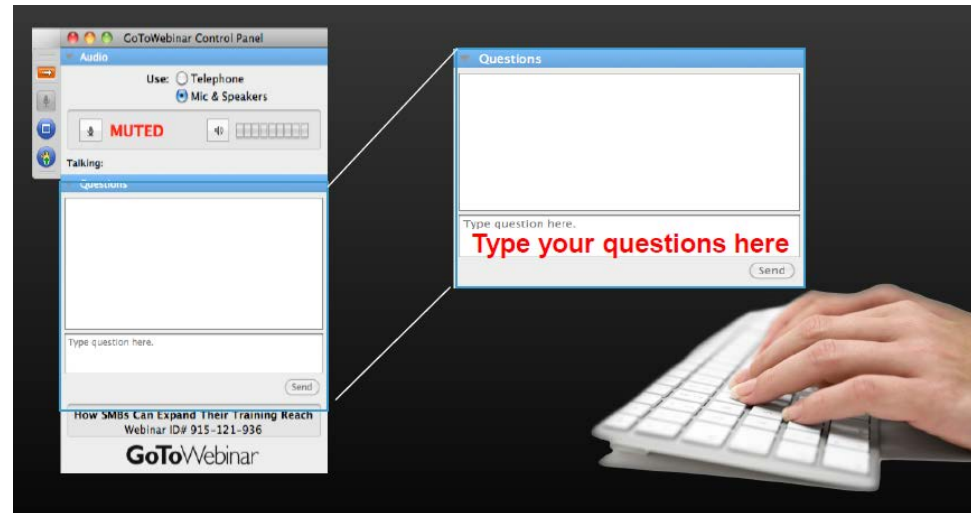
The Vienna Agreement - Day-to-day management



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The Vienna Agreement – day-to-day management

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Your speaker



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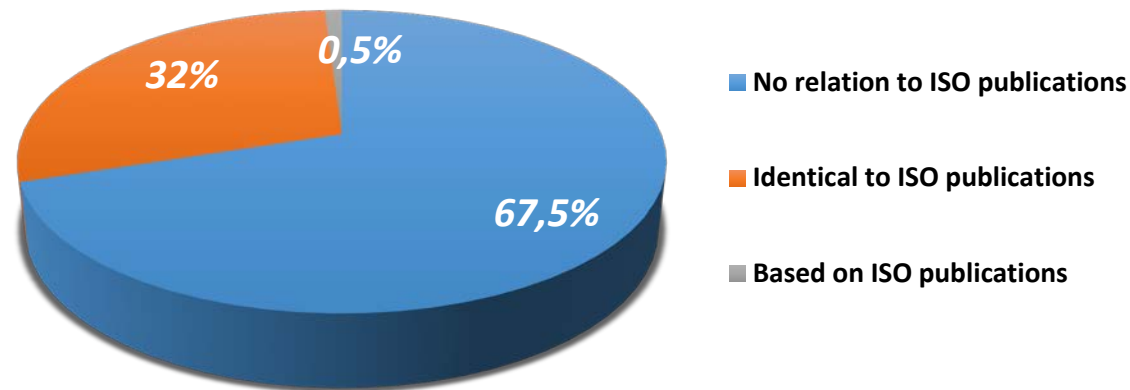


1. Vienna Agreement
2. Objective – Vienna Agreement
3. Basic Principles
4. Modalities of Vienna Agreement
5. Day to day management: highlights
6. Key learning points

Vienna Agreement



What?	When?	Why?
<ul style="list-style-type: none">Formal agreement on technical cooperation between ISO and CEN	<ul style="list-style-type: none">1991 - Signature2001 'Codified version'2016 'Guidelines on implementation'	<ul style="list-style-type: none">To avoid duplication of work at International and European levels



Objective – Vienna Agreement



Primacy of International standards

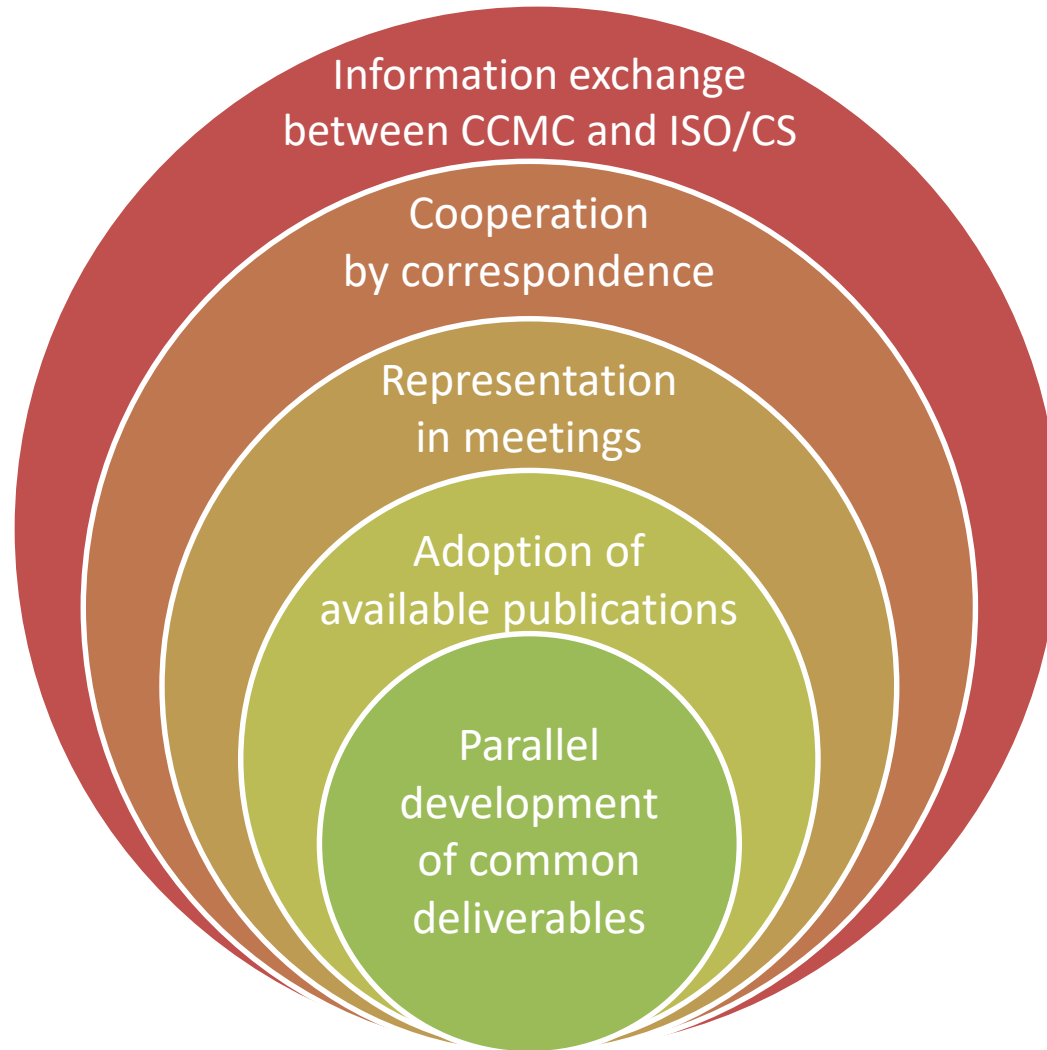
- Commitment of ISO and CEN Members to primarily undertake the work at ISO level;
- Rational use of available resources avoiding the duplication of work and structures;
- Recognises the particular needs of CEN (e.g. Single European market);
- Accelerate standards preparation process in response to market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

Basic Principles



- Technical co-operation operated in line with the rules and process of both organizations;
- ISO recognizes and respects the political environment set in the EEA and co-operation of European Standards Organizations;
- 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;

Modalities of Vienna Agreement



Day to day management: highlights



PART 1 – Development and approval of publications of standards in parallel

PART 2 – Maintenance of publications

PART 3 – Synchronization of procedures

PART 4 – Other deliverables

PART 5 – Provisions for translations

PART 6 – Any other VA aspects

PART 1 – Development and approval of publications of standards in parallel



Registration of work

- ISO Central Secretariat (ISO/CS) and CEN-CENELEC Management Centre (CCMC) mutually exchange work programmes;
- Vienna Agreement Guidelines define the procedures for mutually agreed parallel work;
- The ISO Committee Manager and CEN committee secretary shall ensure that NWIP can be developed under VA – **and is created**;
- Revision and amendments already under the VA – CCMC systematically registers WI and informs TC secretary (in line with decision BT 23/1993)
- By default, the project is registered under the **ISO lead preferred option**;
- Adoptions of existing standards (see next slides Part 6)

PART 1 – Development and approval of publications of standards in parallel



Stage 40.00 Enquiry stage: Parallel ISO/DIS vote - CEN Enquiry (ISO or CEN Lead)

- Committee Manager/Secretary of the lead committee posts all files in ISO/CS Submission Interface ([submission requirements](#));
- ISO/CS prepares the text for enquiry (English version) → informs dates of vote;
- Text made available to ISO and CEN members for any National translation (8 weeks) – CCMC informs about the dates and German translation;
- The 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.

* If CEN enquiry is launched a few days later, the closing date is the same of the ISO/DIS vote



PART 1 – Development and approval of publications of standards in parallel



Stage 40.00 Enquiry stage: Parallel ISO/DIS vote - CEN Enquiry (ISO or CEN Lead)

- Both organizations have access to the results of votes and comments from others organization;
- The ISO and CEN Committee leadership assesses the results and circulate voting results (both organizations) and comments to their committee;
- If not technical changes → ISO proceeds to publication – skipping FDIS;
- IN CEN → TC decision to skip FV is necessary (decision BT 12/2018).

PART 1 – Development and approval of publications of standards in parallel



Stage 50.00 - Approval Stage - Final text preparation or Parallel ISO/FDIS - CEN Formal Vote (ISO or CEN Lead)

- Committee Manager/Secretary of the lead committee posts all files in ISO/CS Submission Interface ([submission requirements](#));
- ISO/CS prepares the text for enquiry (English version) available for translation and vote;
- CCMC informs the members of the FV dates and circulates the German translations (when available);
- The 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.
- The ISO committee manager and the CEN secretary circulate voting results and comments to their committee

* If CEN Formal Vote is launched a few days later, the closing date is the same of the ISO/DIS vote



PART 1 – Development and approval of publications of standards in parallel



Stage 60.00 Publication stage – Publication (ISO or CEN Lead)

- 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;
- CCMC makes available:
 - EN ISO title page;
 - European Foreword;
 - Annex Z (where applicable);
 - German translation when available.

PART 1 – Development and approval of publications of standards in parallel



Projects harmonized against European Directives & Regulations

- CEN TC leadership to ensure that links to Directives and Standardization Requests are up to date and communicated to ISO Committee leadership, including the need for Annex Z;
- CCMC responsibilities:
 - ISO/CD stage – upon **CEN TC request**, CCMC circulates to HAS assessment (parallel to ISO/CD ballot);
 - ISO/DIS stage – text submitted to HAS assessment during the translation period;
 - ISO/FDIS stage – text submitted to HAS assessment during the FDIS
- Outcome of assessments released with voting results and comments*

*except for ISO/CD stage

PART 1 – Development and approval of publications of standards in parallel



Options assuming positive parallel ISO/FDIS – CEN FV result

Result of the HAS assessment	ISO	CEN
Compliance	ISO and CEN publish under VA	
Partial or Lack of compliance → Need for a discussion between CCMC, ISO/CS, ISO & CEN committee leaderships including the project leader which leads to the following 4 options	<u>Option 1 – Publication of a harmonized deliverable</u> (only possible when HAS assessment is resolved through editorial changes)	
	ISO publishes under VA without waiting for CEN publication (with any relevant editorial modifications)	CEN publishes under VA (after approval by CEN/BT of any required changes to e.g. Annex Z)
	<u>Option 2 – Publication of a non-harmonized deliverable</u> (when modifications cannot be resolved through editorial changes)	
	ISO may publish under VA directly without waiting for CEN publication	CEN publishes under VA but deliverable is not harmonized (after approval by CEN/BT, i.e. Annex Z and links to legislation are removed)



PART 1 – Development and approval of publications of standards in parallel



Options assuming positive parallel ISO/FDIS – CEN FV result

Result of the HAS assessment	ISO	CEN
Partial or Lack of compliance → Need for a discussion between CCMC, ISO/CS, ISO & CEN committee leaderships including the project leader which leads to the following 4 options	<u>Option 3 – 2nd parallel ballot</u>	
	2nd FDIS vote (after ISO committee resolution)	2nd Formal vote (after CEN committee and CEN/BT decisions)
	<u>Option 4* – Decoupling from VA</u> by ISO committee resolution or CEN committee decision. Each organization proceeds in accordance with its own rules.	

* NOTE : This option is of course not in line with the overall spirit of the VA.



PART 2 – Maintenance of Publications



- Amendments – ISO and or CEN Lead – see above
- Minor revisions – ISO Lead
 - Editorial changes only;
 - Parallel ISO/FDIS vote – CEN Enquiry of 12 weeks;
- Corrections (Corrected Version) – ISO or CEN Lead
 - ISO CS handles requests for correction;
 - Once accepted and available, ISO informs CCMC;



When ISO/CS or CCMC wishes to catch up with the other organization during DIS/ENQUIRY

- Carrying out the vote or Enquiry in parallel;
- Carrying out a second vote or Enquiry together in parallel (upon advice of the committees concerned).
- Carrying out its own vote or Enquiry independently and launching a parallel ISO/FDIS - Formal vote together.

Recommendation: is to wait for the other organization to complete the process and use the adoption possibility (see further – Part 6)



Technical Specifications - Technical Reports - ISO or CEN LEAD

- Exceptional process and CEN BT decision necessary to create WI;
- The voting is:
 - within the ISO committee with a vote via the ISO Balloting application [a Committee Internal Ballot (CIB)];
 - using the CEN Balloting application (including, for DTS ballots, the German translation when available);
 - 12 weeks vote.
- If technical changes are necessary (after the vote):
 - In CEN - CEN/TC decision (4 weeks) requesting a 2nd formal vote is to be submitted to CEN/BT for decision (4 weeks).

Guide VA - ISO LEAD

PART 5 – Provisions for translation



- Stage 40.00 - Enquiry stage - Parallel ISO/DIS vote - CEN Enquiry (ISO or CEN Lead)
 - English text available by ISO CS;
 - AFNOR and DIN requested to provide translations within 8 weeks;
- Stage 50.00 - Approval/Formal stage - Parallel ISO/FDIS - CEN Formal Vote (ISO or CEN Lead):
 - English text available by ISO CS giving 2 weeks (for translation);
 - Exceptionally (extended translation deadlines are possible);
- Stage 60.00 - Publication stage – Publication (ISO or CEN Lead):
 - DIN aligns the German text after ISO/CS and CCMC have completed the publication stage;
 - ISO CS finalizes English and French versions;
 - Edition date communicated by ISO CS to CCMC, DIN and AFNOR.

PART 6 – Any other VA aspects



- Alignment of systematic review for standards under the Vienna Agreement
 - CEN does not carry a systematic review of VA items;
- Adoption of ISO deliverables by CEN
 - Need to have a NWI adoption (TC or BT);
- Adoption of CEN deliverables by ISO
 - ISO uses the fast track procedure;

KEY LEARNING POINTS



- 1) Vienna Agreement – only with active WIs in both organizations;
- 2) ISO & CEN committee leaderships need to coordinate the technical activities;
- 3) CEN TC leadership to support and provide technical input in harmonization matters (Annex Z, handling of HAS comments);
- 4) Four options to handle the finalization of parallel work for hENs (in case of lack of compliance);
- 5) CEN BT decisions may be necessary in some cases;
- 6) ISO CS and CCMC databases are updated on the basis of mutual exchange of information;

**THANK YOU
FOR YOUR PARTICIPATION**



The Vienna agreement – day-to-day management

Next webinar:

[10-10 webinar on 8 November 2019: Risk assessment in standards: a tool for harmonisation](#)

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