

INFORMATION FOR TECHNICAL BODY OFFICERS

Training sessions

Newly appointed Technical Body officers

Training newly appointed Technical Body Officers



Play



By Cinzia Missiroli
Director Standardization & Digital Solution
CEN-CENELEC



Understanding the standardization process

Nuno PARGANA
Thierry LEGRAND



Understanding the standardization process



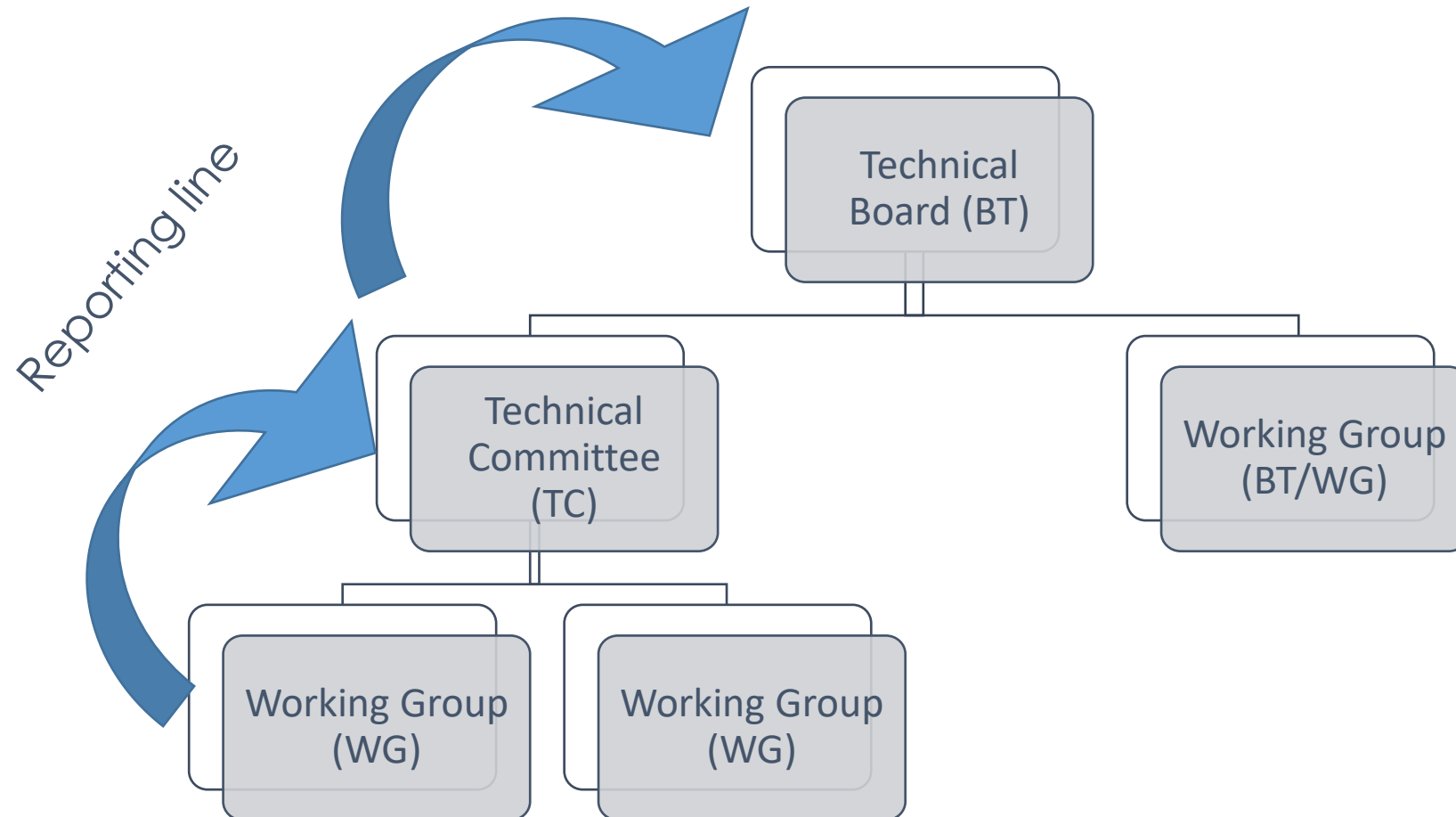
1. Roles and Responsibilities of BT, TC, WG
2. From New Work Item to Publication
3. Day to day management of Vienna Agreement
4. Citations of Harmonized Standards in OJEU
5. BOSS - Business Operations Support System
6. Useful information

Understanding the standardization process



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

Technical Board (BT)



Composition

- ▶ Chairperson: CEN Vice-President Technical
- ▶ Chairperson of the BT Technical Committee Management Group (TCMG)
- ▶ Secretariat: CCMC
- ▶ Membership: one representative per country
- ▶ Observers: ANEC, ECOS, SBS, ETUC, European Commission...

Working

- ▶ By correspondence (4 weeks)
- ▶ Meetings/year: 2 CEN/BT meetings + 2 CEN/BT TCMG meetings

Technical Board (BT)



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)

The three-decision layers at technical level



Technical Committees
TC

Technical Committee (TC)



Responsibilities

- ▶ Established by CEN/BT
- ▶ Precise title and scope
- ▶ Responsible for drafting deliverables
- ▶ Support CCMC during the negotiations on standardization request
- ▶ Timely execution of standardization request deliverables

Composition

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

Technical Committee - Chairperson



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



Technical Committee - Secretary



Secretary

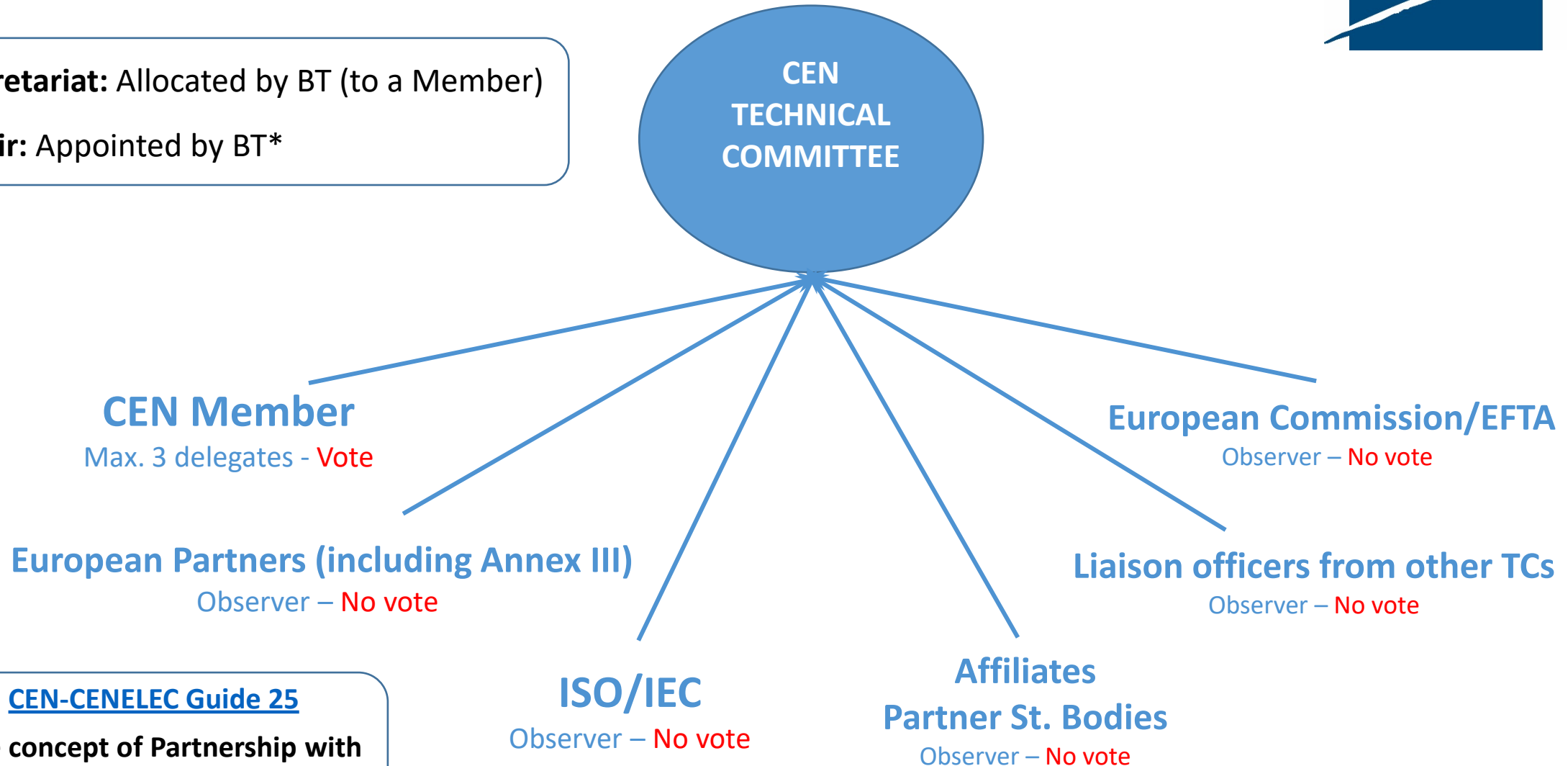
- ▶ Appointed by CEN member holding the secretariat of TC
- ▶ Ensures that TC works efficiently and agreed timetables are kept
- ▶ Prepares and distributes documents (agenda, documents for discussion, reports, decisions, etc)
- ▶ Manages documents distribution via CEN Document platform
- ▶ Is aware of 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 preparing reports

TC Composition



Secretariat: Allocated by BT (to a Member)

Chair: Appointed by BT*



CEN-CENELEC Guide 25

‘The concept of Partnership with European organisations and other stakeholders’

The three-decision layers at technical level



Working Group
WG

Working group



Working groups (s)

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

Working Group Convenor

- ▶ 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)

Smooth and efficient meeting



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



Understanding the standardization process



2. From New Work Item to Publication

CEN Deliverables



European Standard (EN)

Focus on



Technical Specification (TS)

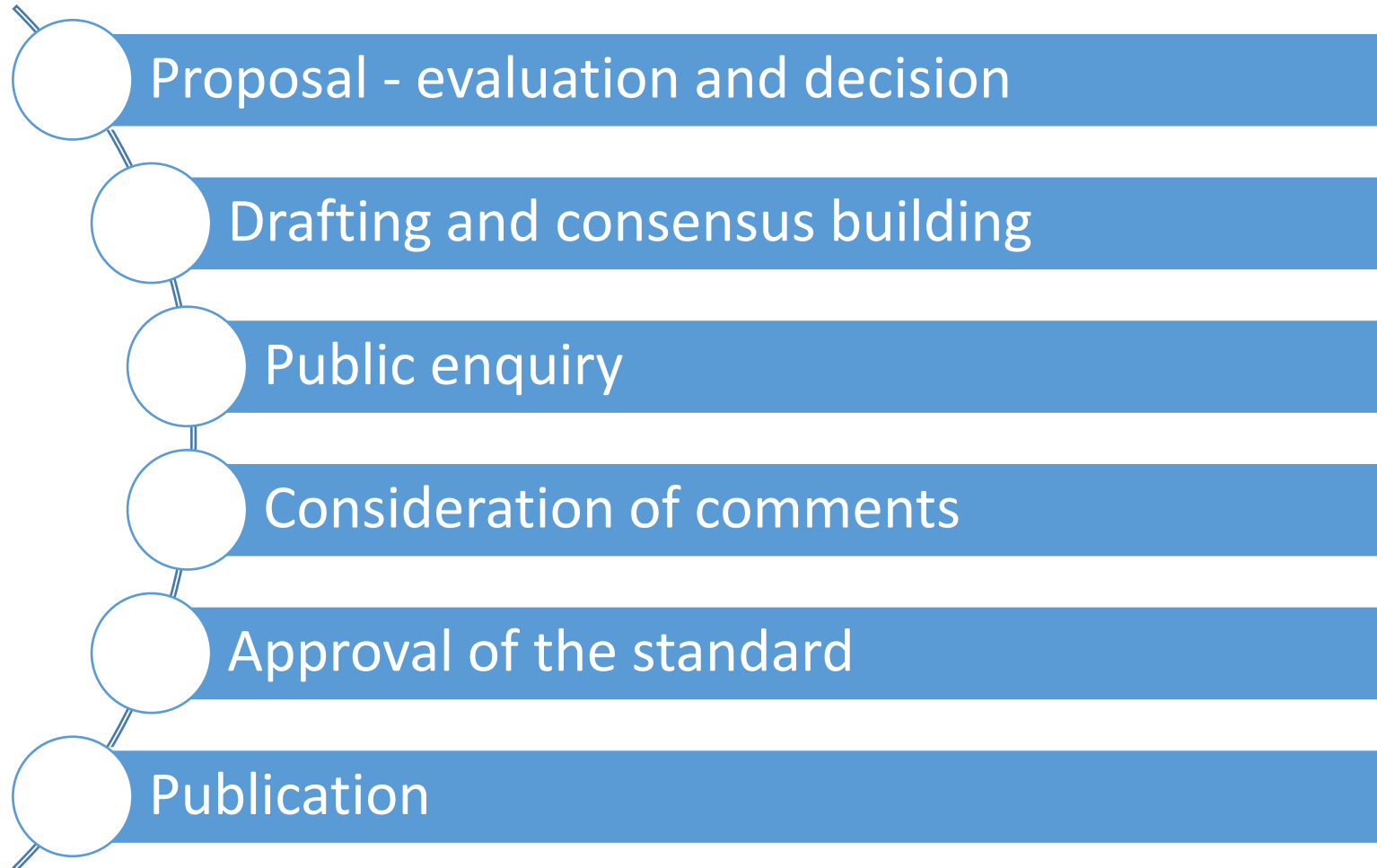


Technical Report (TR)



CEN Workshop Agreement (CWA)

How are standards made?

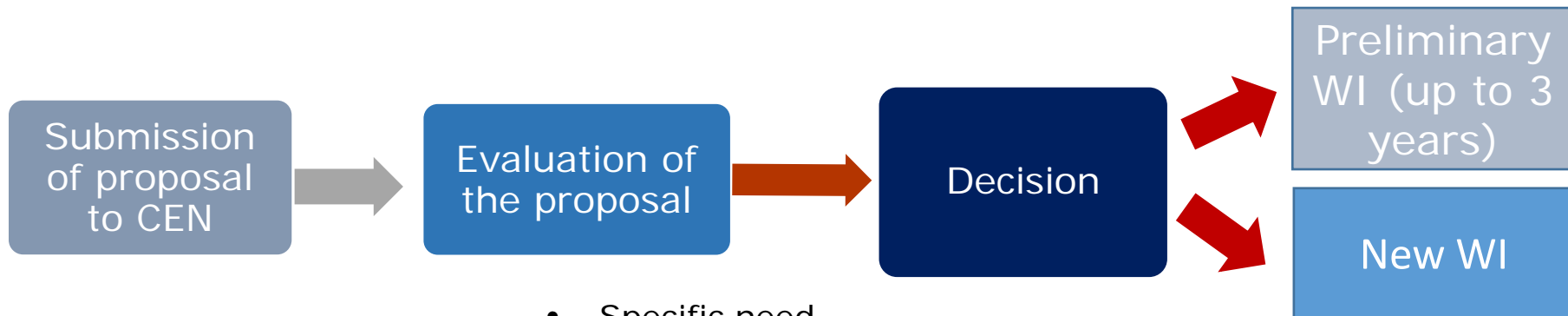


Proposal – Evaluation and decision



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)

Vote on New Work Item (NWI)



- ▶ **Creation of NWI**: decision by correspondence through Committee Internal Balloting CIB (2 months)
- ▶ (At least) Five countries committed to actively participate
- ▶ **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
- ▶ Preliminary work items (PWI) can be adopted during the meeting

Creation of New Work Item



- ▶ New Work Item' form: mandatory
- ▶ Precise information needed (e.g. superseding EN(s), possible a-deviation(s), link with EU regulation, ...) including the lead
- ▶ Registration of the WI - only via Projex Online Working Area (User guide available)
- ▶ If WI is accepted, standstill applies

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.

Submission of drafts to CCMC



What do we need from you?

- ▶ Draft text in Word (.doc or .docx) and PDF
- ▶ Transmission Notice
- ▶ Drawing files ('tif' or 'eps' files)
- ▶ Supporting files
- ▶ Anything specific you want to mention when sending us your drafts?

Electronic Transmission Notice	
TC Name	[provide TC name]
TC Title	[provide TC title]
Secretariat:	[NC] [provide TC Secretary name and email address]
[In case WG Convenor and project leader should receive a copy of the draft for TC proofing after Formal Vote, provide name(s) and email address(es)]	

All documents submitted to CCMC shall comply with the CEN-CENELEC Internal Regulations - Part 3, "Rules for the structure and drafting of CEN-CENELEC Publications"

Reference Number:
Work Item Number:
Title:
Sending date:

Deliverable	EN	HD	Amdt	TS	TR	AC
Milestone						
1 st Working Draft	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
draft for ENQ	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
draft for FV	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2 nd ENQ	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2 nd FV	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TS/TR vote	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Publication	[In case of decision to skip FV following ENQ, provide TC decision, number and date]					

GENERAL				
The text is sent in the following Reference language version in PDF and revisable Word format (only one Reference language permitted).				
	ENGLISH	FRENCH	GERMAN	Comments
Provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Reference version	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
WORD	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
PDF	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

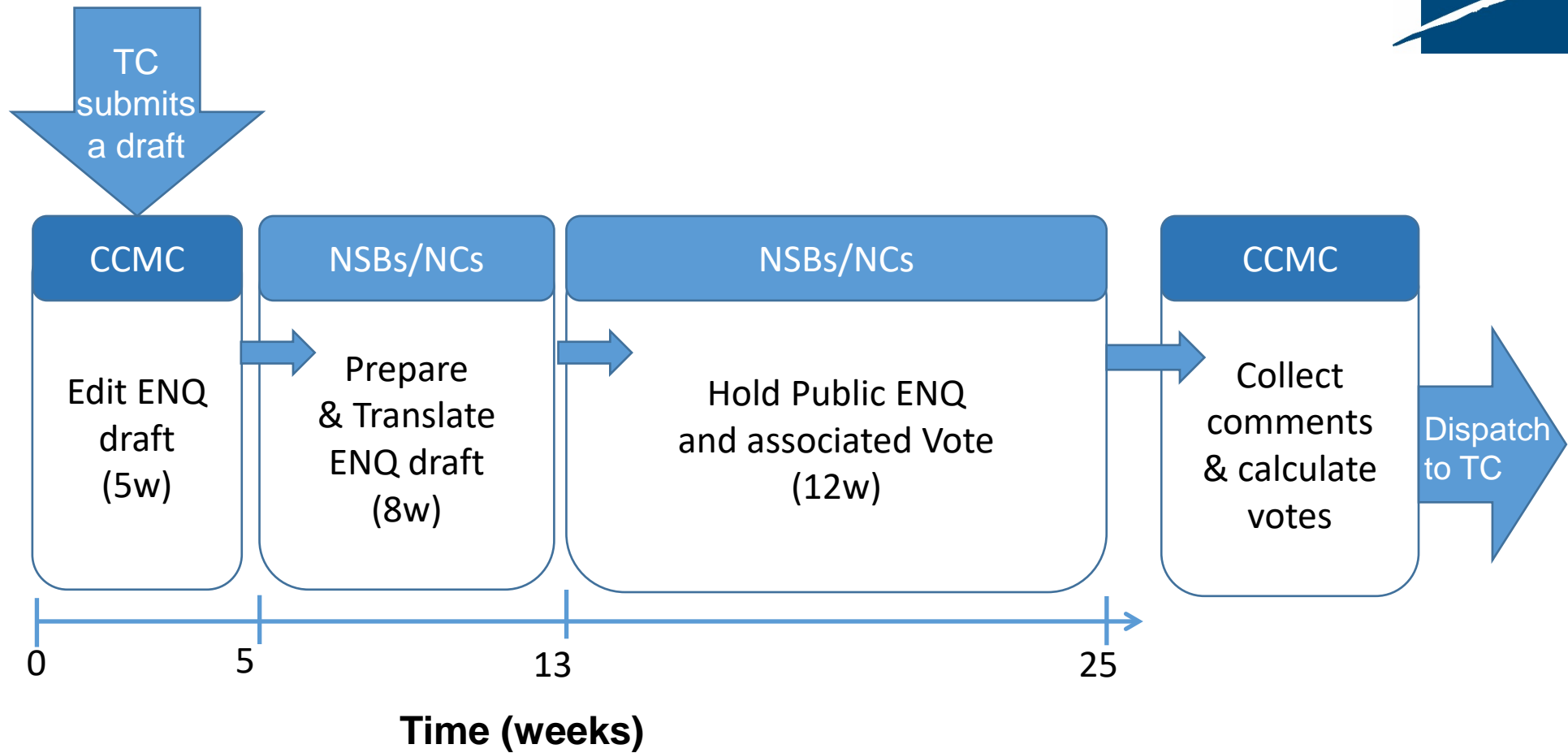
TO BE FILLED IN IN CASE OF HARMONIZED STANDARD ONLY				
Standardization request	Related Directive/policy	New Approach OJEU citation	Assessment required by	
[SREQ_1]	[DIR_1]	<input type="checkbox"/>	HAS	EC
[SREQ_2]	[DIR_2]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
[SREQ_3]	[DIR_3]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	[specify method]
			<input type="checkbox"/>	[specify method]
			<input type="checkbox"/>	[specify method]

TO BE FILLED IN IN CASE THIS IS A 1 st WORKING DOCUMENT:
<input type="checkbox"/> document is to be submitted to HAS Consultant for indicative assessment

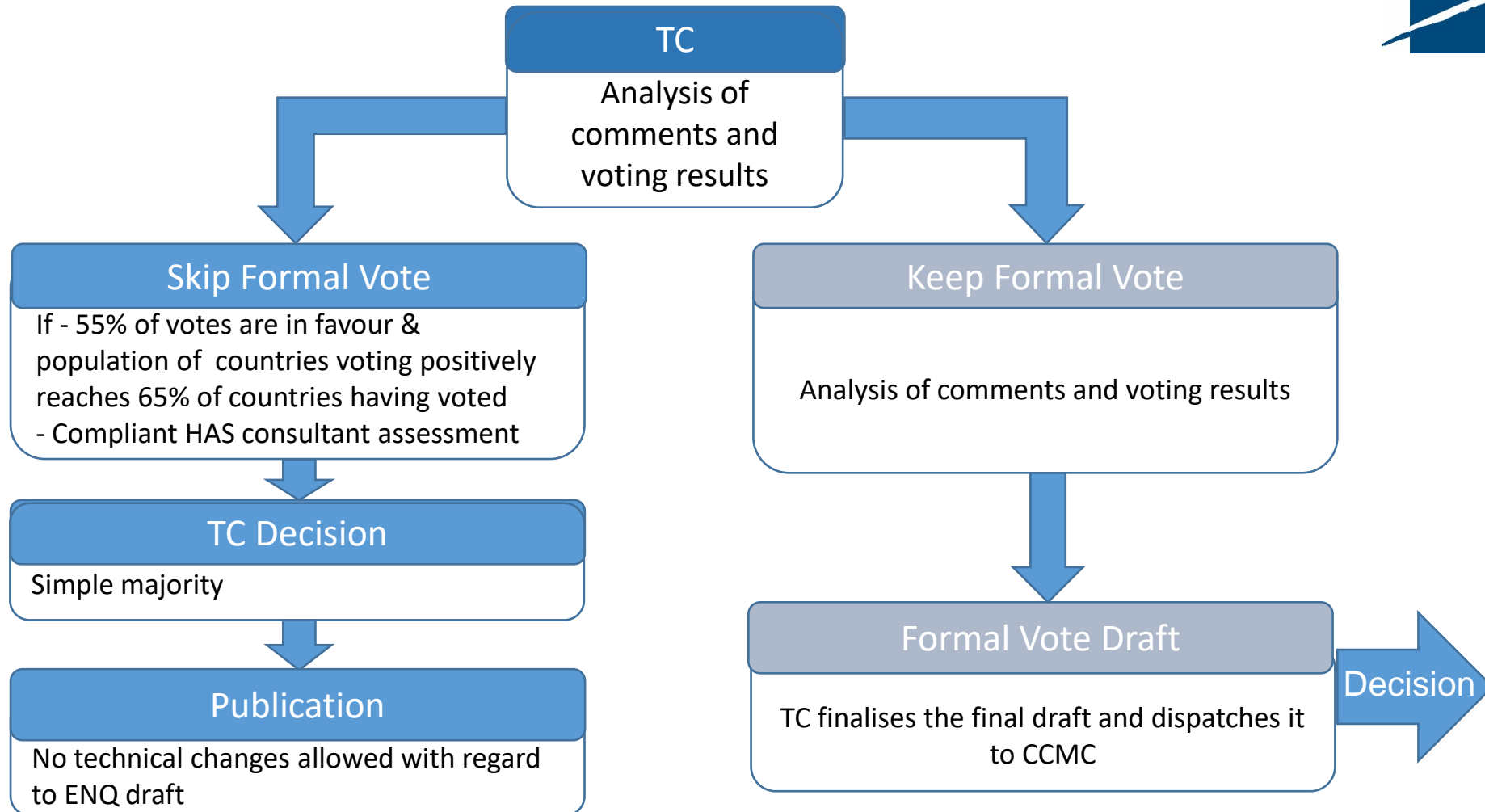
ANNEXES – where required
<input type="checkbox"/> 'tif' or 'eps' figure files (for xml purposes, the resolution for figures in "tif" has to be 600 dpi, compression "lzw")
<input type="checkbox"/> Informative Annex ZA/ZZ (coverage of Essential Requirements)
<input type="checkbox"/> Normative Annex ZA (Normative References - for CENELEC Frankfurt Agreement deliverables)
<input type="checkbox"/> Justification of normative references (for undated and/or unusual references)
<input type="checkbox"/> commenting table (including comments from HAS Consultant where relevant) completed with observations from the Secretariat
<input type="checkbox"/> Pre-assessments by the TC e.g. <ul style="list-style-type: none"> <input type="checkbox"/> Risk Assessment <input type="checkbox"/> sectoral specific arrangements <input type="checkbox"/> other [please specify]
<input type="checkbox"/> Other

Additional information

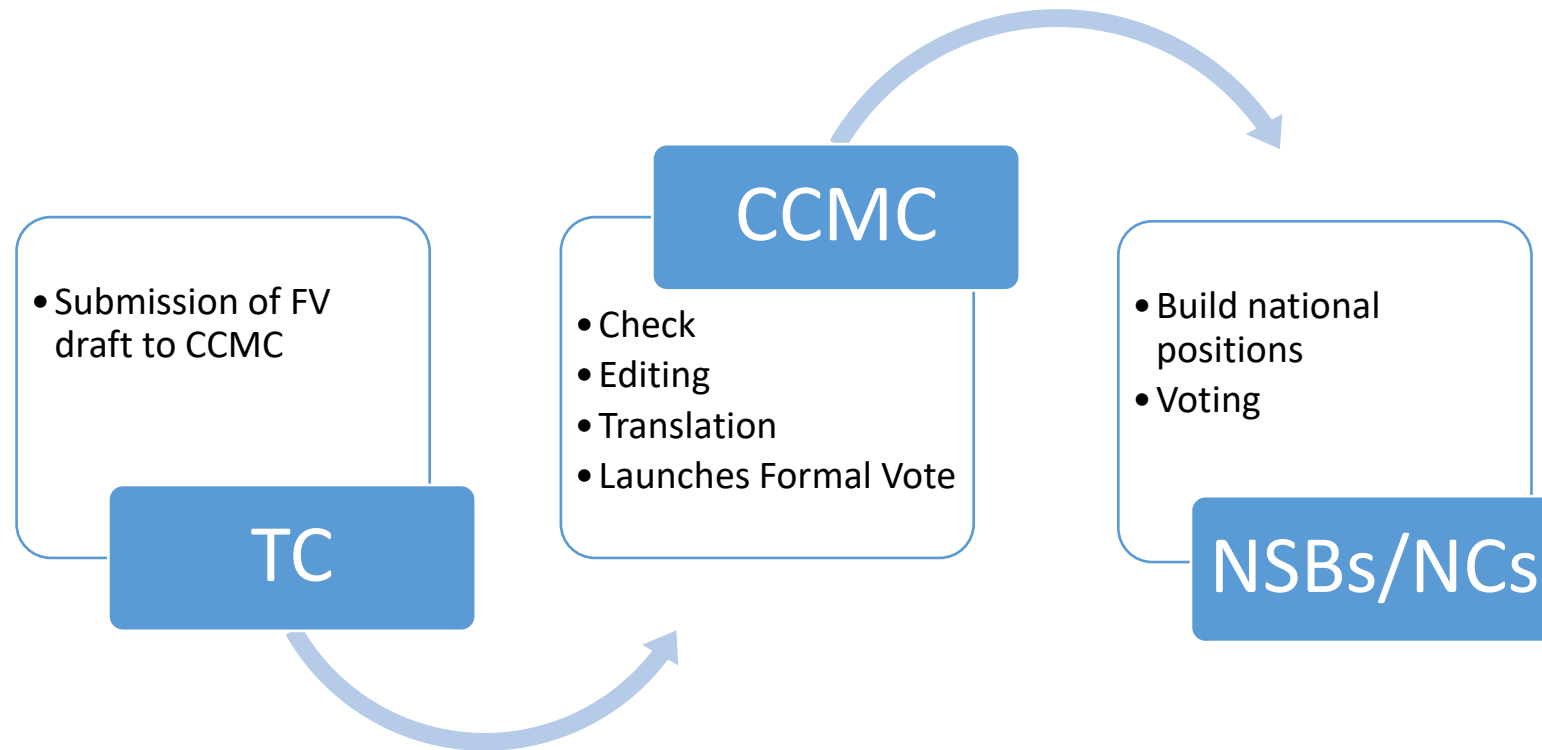
Public Enquiry



Consideration of comments



Consideration of comments



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

Approval of standards



Internal Regulations Part 2

Common Rules For Standardization Work

July 2020

Annex D.2 Weightings allocated to the CEN national members in case of weighted voting⁸

Member country	Population 2020 (in millions)	Population weight %	EEA country
Turkey	83,430	13,43%	-
Germany	83,133	13,39%	X
France	67,060	10,80%	X
United Kingdom	66,834	10,76%	-
Italy	60,297	9,71%	X
Spain	47,077	7,58%	X
Poland	37,971	6,11%	X
Romania	19,357	3,12%	X
Netherlands	17,333	2,79%	X
Belgium	11,484	1,85%	X
Greece	10,716	1,73%	X
Czech Republic	10,670	1,72%	X
Sweden	10,285	1,66%	X
Portugal	10,269	1,65%	X
Hungary	9,770	1,57%	X
Austria	8,877	1,43%	X
Switzerland	8,575	1,38%	-
Bulgaria	6,976	1,12%	X
Serbia	6,945	1,12%	-
Denmark	5,819	0,94%	X
Finland	5,520	0,89%	X
Slovakia	5,454	0,88%	X
Norway	5,348	0,86%	X
Ireland	4,941	0,80%	X
Croatia	4,067	0,65%	X
Lithuania	2,787	0,45%	X
Slovenia	2,088	0,34%	X
Republic of North Macedonia	2,083	0,34%	-
Latvia	1,913	0,31%	X
Estonia	1,327	0,21%	X
Cyprus	1,199	0,19%	X
Luxembourg	0,620	0,10%	X
Malta	0,503	0,08%	X
Iceland	0,361	0,06%	X
Total	621,09	100%	

Publication – Handling FV comments (I)



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**

Publication – Handling FV comments (II)



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



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, corrigenda and maintenance



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)

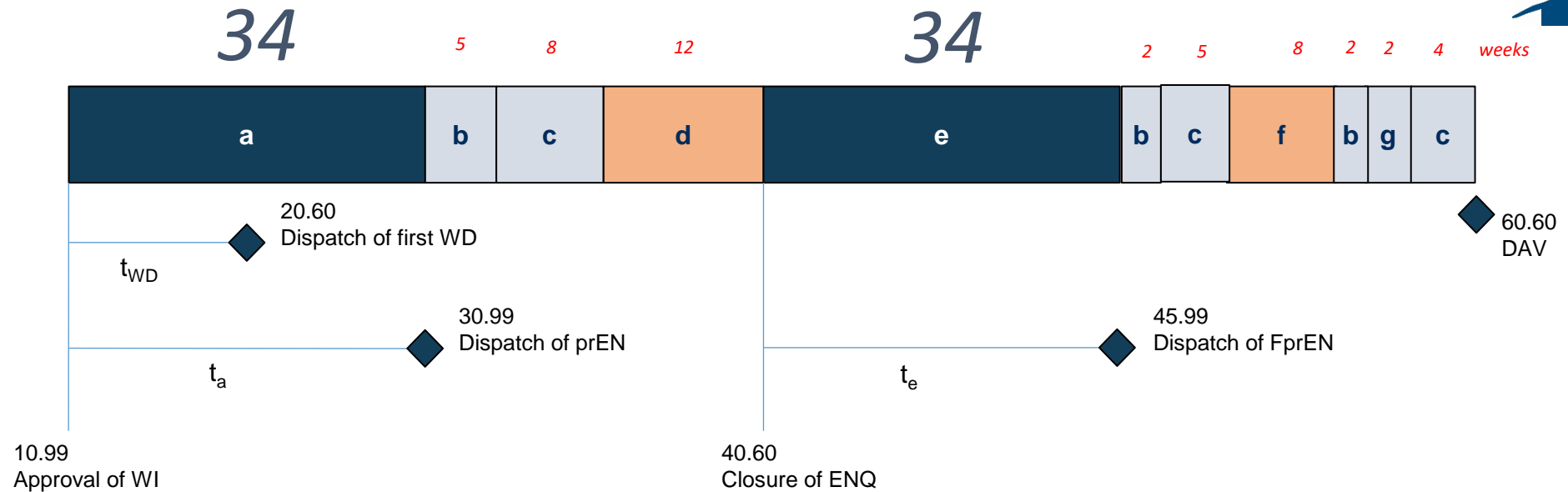
Flexible standards development process



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](#))

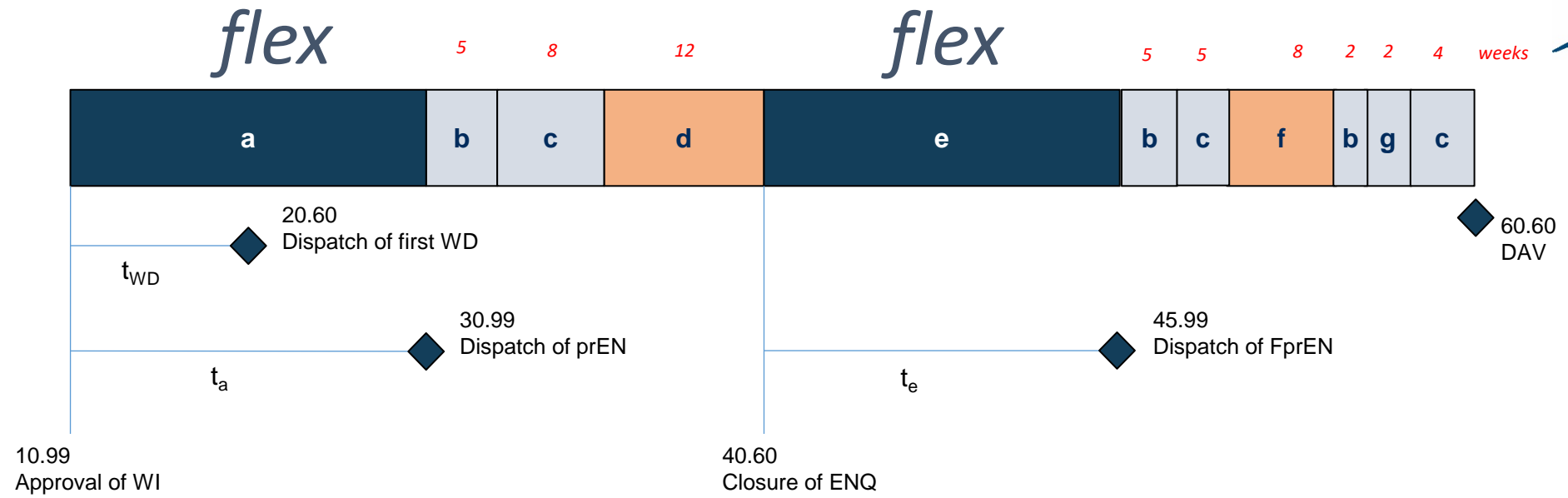
Before flexible development standards



- 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



- 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 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 process – CEN 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>
yyyy-mm-dd	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	yyyy-mm-dd For JTC only: to indicate the duration in weeks from 10.99 10.99 + X weeks	yyyy/mm/dd 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	<input type="text"/> + 17 weeks
20.60	Circulation of 1st WD	<input type="text"/> + 17 weeks
30.99	Dispatch ENQ draft to CMC	<input type="text"/> + 13 weeks
40.20	Submission to Enquiry	<input type="text"/> + 12 weeks
40.60	Closure of Enquiry	<input type="text"/> + 34 weeks
45.99	Dispatch FV draft to CMC	<input type="text"/> + 8 weeks
50.20	Submission to Formal Vote	<input type="text"/> + 8 weeks
50.60	Closure of Formal Vote	<input type="text"/> + 4 weeks
60.55	DOR/Ratification	<input type="text"/> + 4 weeks
60.60	DAV/Definitive text available	<input type="text"/>

Project start date:

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

Remark: the dates may still be manually changed after the simulation but cannot go beyond

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 committee plan.

Remark: the dates may still be manually changed after the simulation but cannot go beyond

← Editable

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

← Editable

Flexible standards development process



- ▶ **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

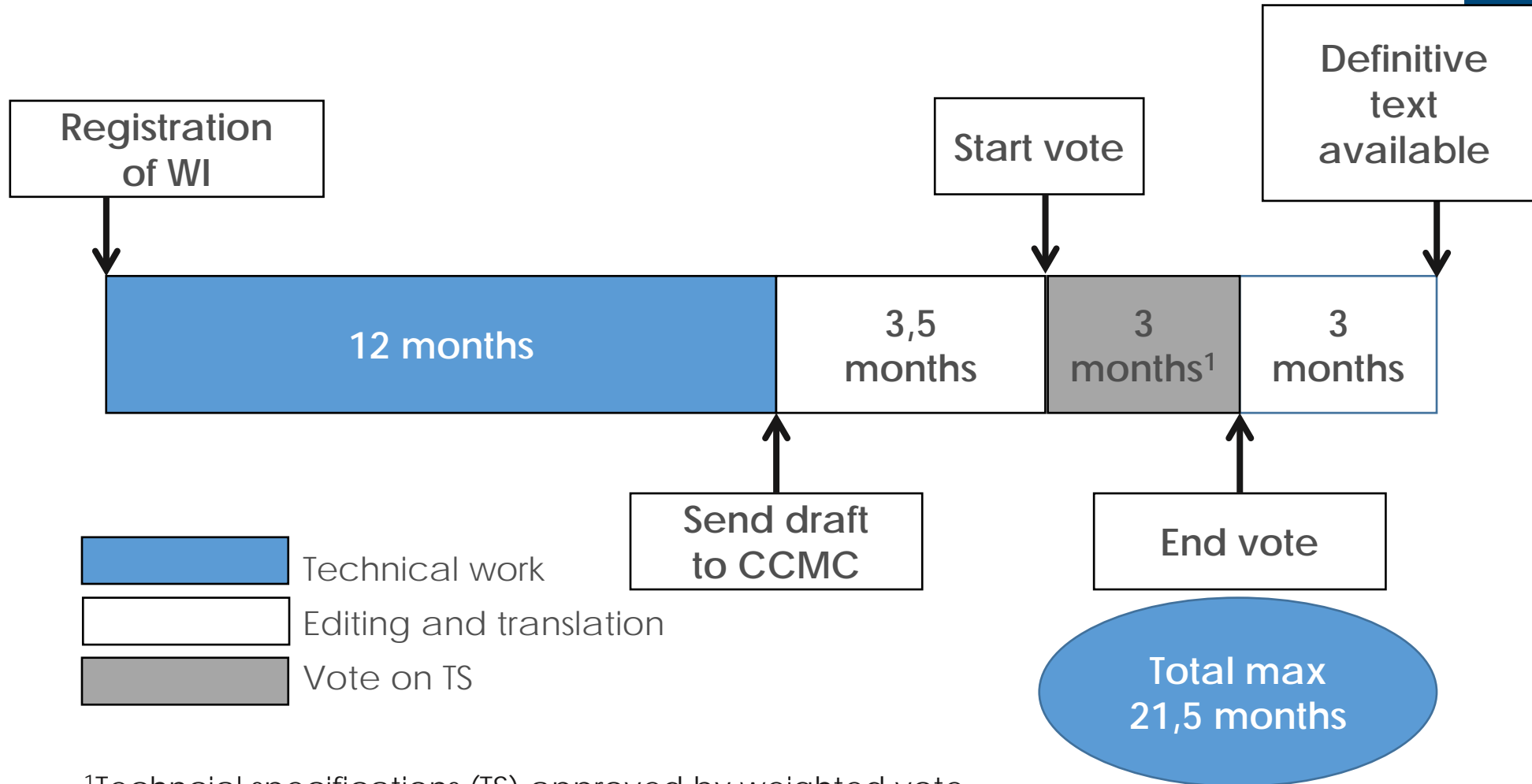
Other deliverables



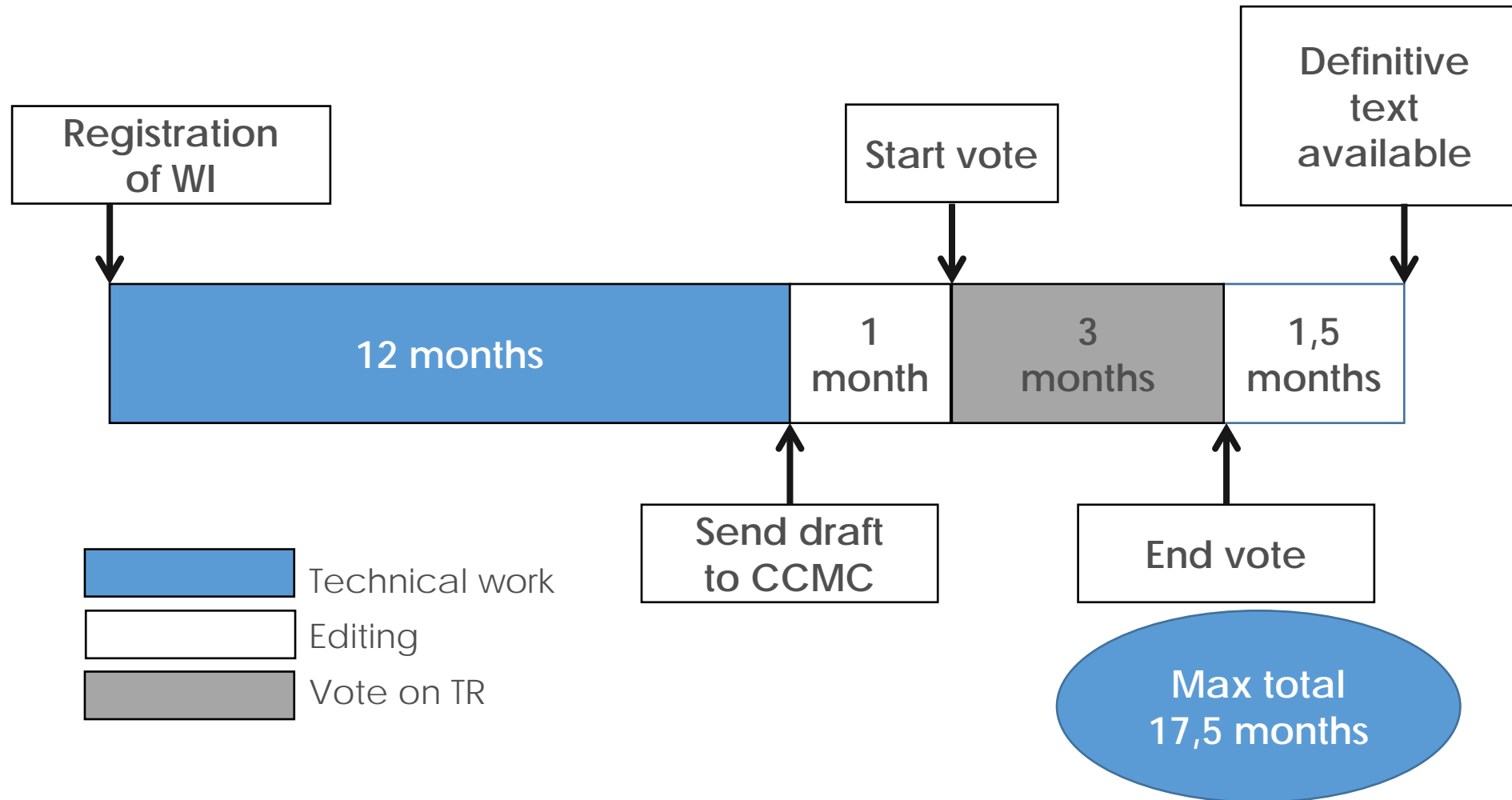
Adapting to market needs



Technical Specification



Technical Report



Workshop Agreement

- ▶ 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



Understanding the standardization process



Reminder: drafting, editing and publishing

Key points



Useful tools to get you started:

[CEN-CENELEC Internal Regulations Part 3](#)

[CEN Simple template for drafting standards](#)

[Webinar for standard drafters](#)

A screenshot of the CEN website showing an event page. The header includes the CEN logo and navigation links: News, Trainings & Materials, Meeting Centre, Key Initiatives, and CEN BOSS. The main content area features a breadcrumb trail '← All Events', the event title 'Webinar for Standard Drafters: Simple Template – Quick-start guide and drafting guidance', and tags for 'WEBINAR' and 'STANDARD DRAFTERS'. Below the title, there are tags for 'Technical Body Officers' and 'Expert'.

The CEN-CENELEC "Webinars for standard drafters" are of interest of all persons drafting CEN and/or CENELEC standards. They aim primarily Technical Body Secretaries and TC Working Group convenors. Through these webinars we will achieve a common understanding of the drafting rules and the related procedures. This is also an ideal opportunity for the CEN-CENELEC editors to better understand the expectations of the Technical Body Officers and strengthen the working relationships with the different Technical Bodies.

This session covers everything you need to know about the **Simple Template**, from the initial download of the file from the [CEN](#) and [CENELEC BOSS](#) sites and the start of drafting, with plenty of tips and tricks to make the drafting process easier.

This session applies to those starting new work, and those wishing to revise an existing draft not already in the Simple Template.

Target audience: CEN and CENELEC Technical Body Officers, and standard drafters.

A box containing event details. It specifies the date as 'Thursday 2021-12-02' and the time as '10:00 - 11:00 CET'. Under the heading 'Material', there are icons and labels for 'Recording' and 'Presentation'.

TAGS: [Simple template](#)

Break

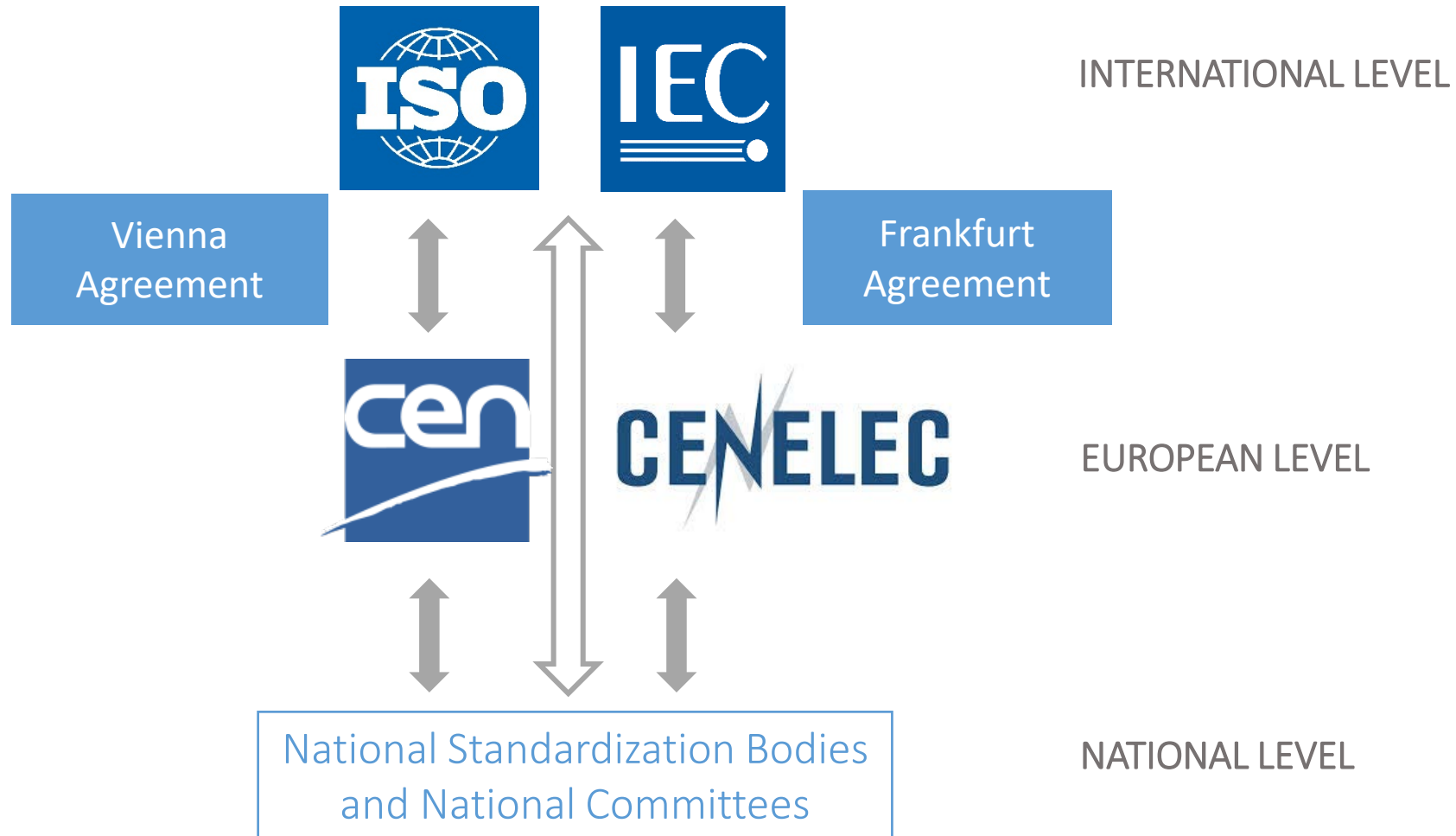


Understanding the standardization process



3. Day to day management of Vienna Agreement

International dimension – Vienna & Frankfurt Agreements

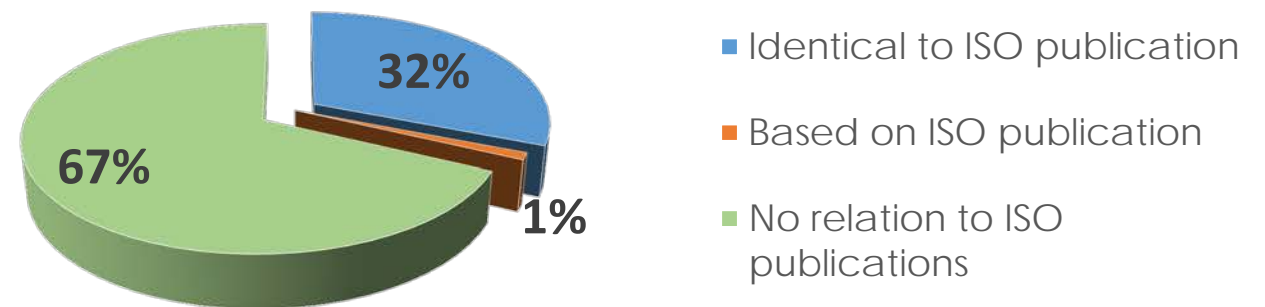


International dimension – Vienna Agreement

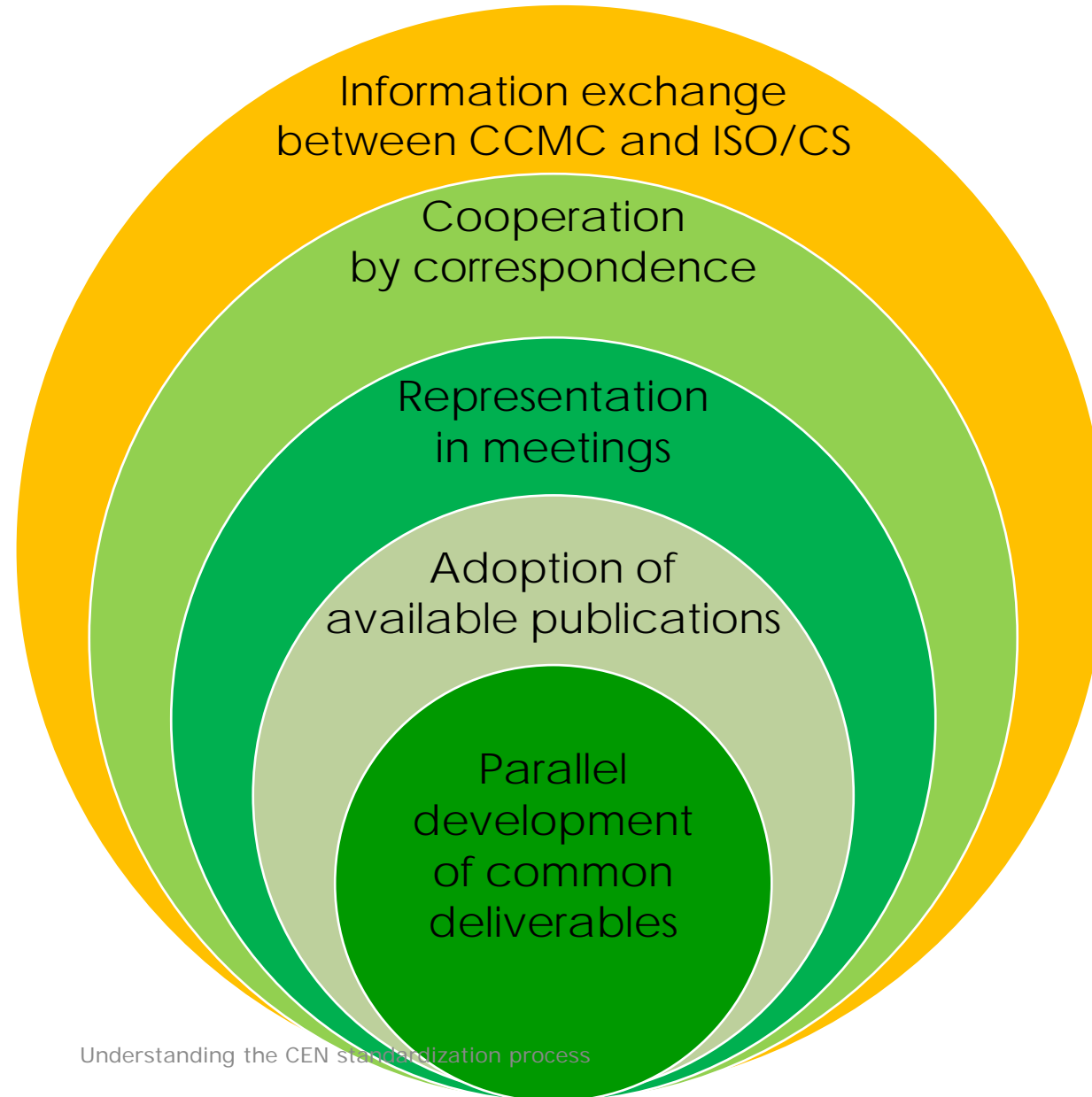


What?	When?	Why?
<ul style="list-style-type: none">• Formal agreement on technical cooperation between ISO and CEN	<ul style="list-style-type: none">• 1991 - Published• 2001 - Revision• 2016 'Guidelines on implementation'	<ul style="list-style-type: none">• Avoid duplication of work at International & European levels• Promote global economy• Ensure rational use of back office resources

CEN – Portfolio – relation to ISO



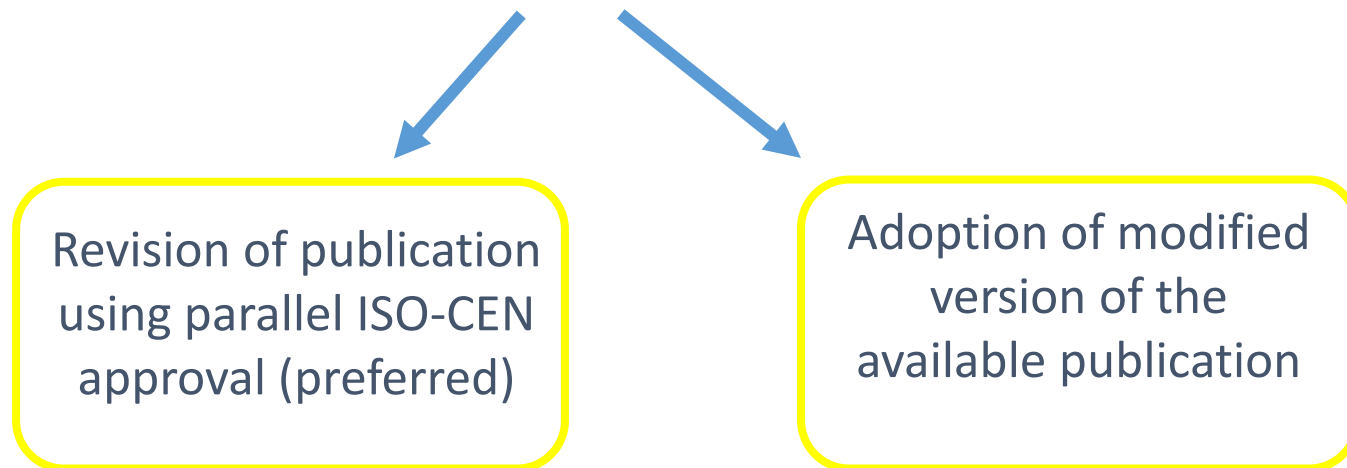
International dimension – Vienna Agreement



International dimension – Vienna Agreement



- ▶ ISO and CEN can adopt each others published standards by submitting them to their own adoption procedures
- ▶ In CEN = 8 week translation (DE) + 12 week Enquiry Vote
- ▶ Ideally, the standard should be adopted without change (identical standards)
- ▶ If changes are needed: 2 options



EUROPEAN STANDARD
NORME EUROPÉENNE
EUROPÄISCHE NORM

EN 15157

August 2006

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)

This European Standard was approved by CEN on 25 March 2016.

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 by translation under the responsibility of a CEN member into its own language and notified to the CEN-CENELEC Management Centre 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, Turkey and United Kingdom.



EUROPEAN COMMITTEE FOR
COMITÉ EUROPÉEN DE
EUROPÄISCHES KOMITEE



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

INTERNATIONAL
STANDARD

ISO
17142

First edition
2014-06-01

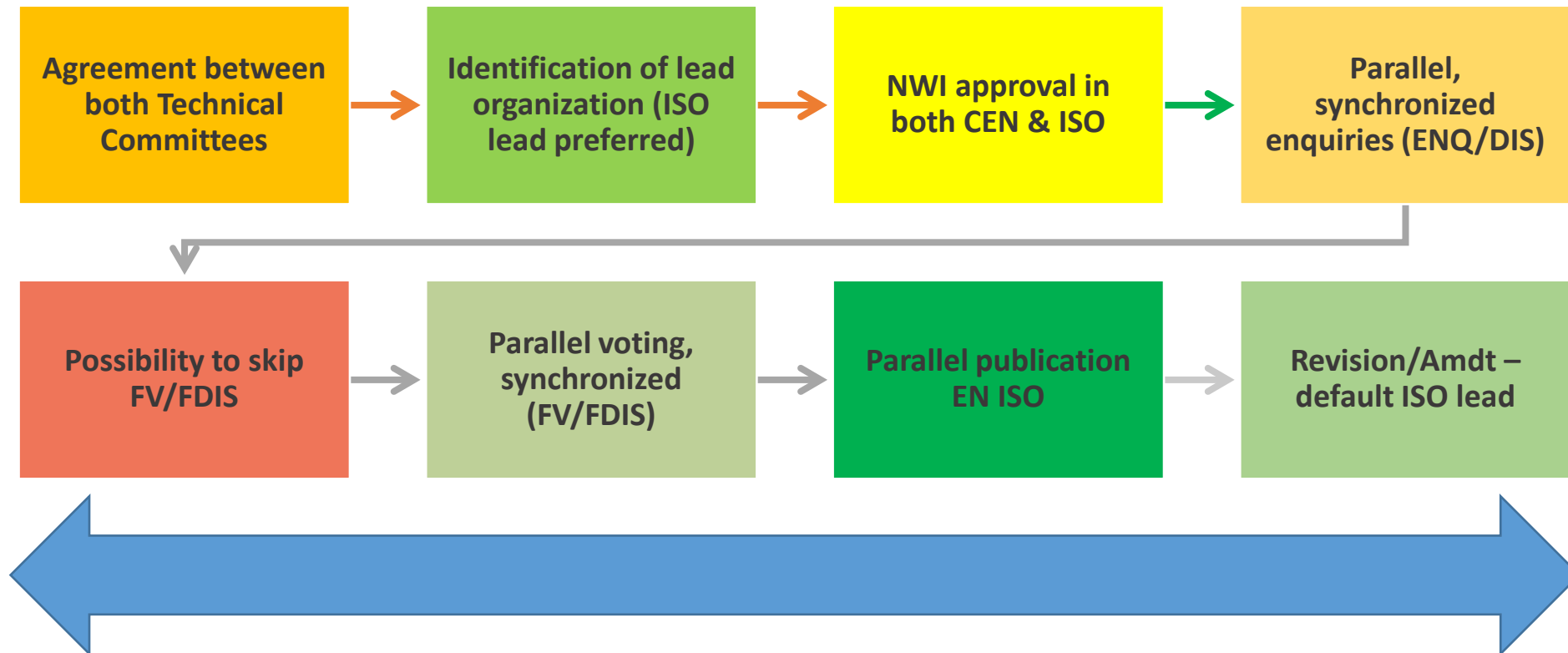
Fine ceramics (advanced ceramics, advanced technical ceramics) - Mechanical properties of ceramic composites at high temperature in air at atmospheric pressure - Determination of fatigue properties at constant amplitude (ISO 17142:2014)

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)

International dimension – Vienna Agreement







4. Citation of Harmonized Standards in Official Journal of the European Union (OJEU)

Link with EU legislation & Standardization requests



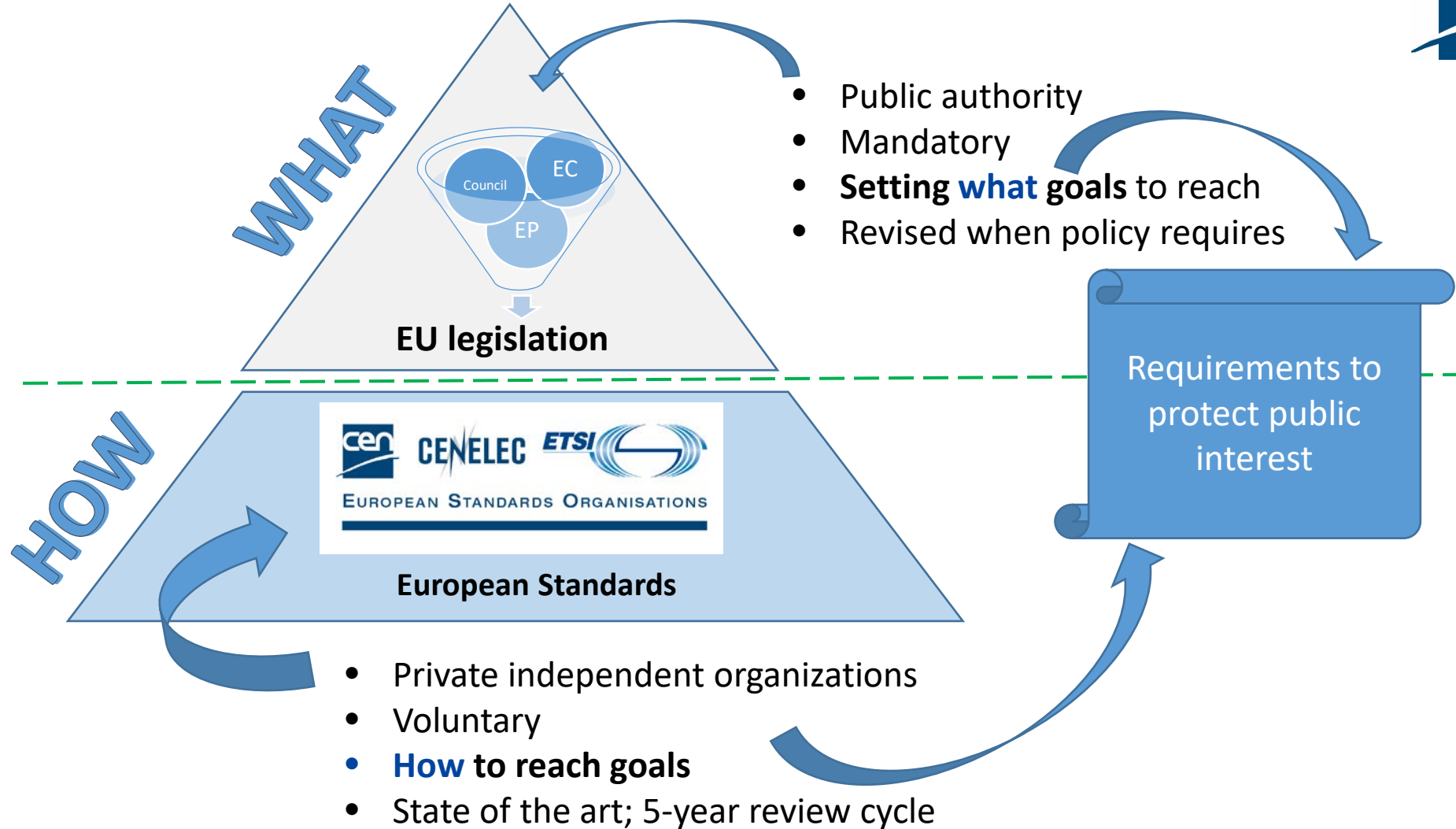
▶ **New Approach Directives**

- ▶ Define essential requirements (e.g. health and safety)
- ▶ Indicate WHAT shall be achieved without specifying HOW
- ▶ Transposed in Member States

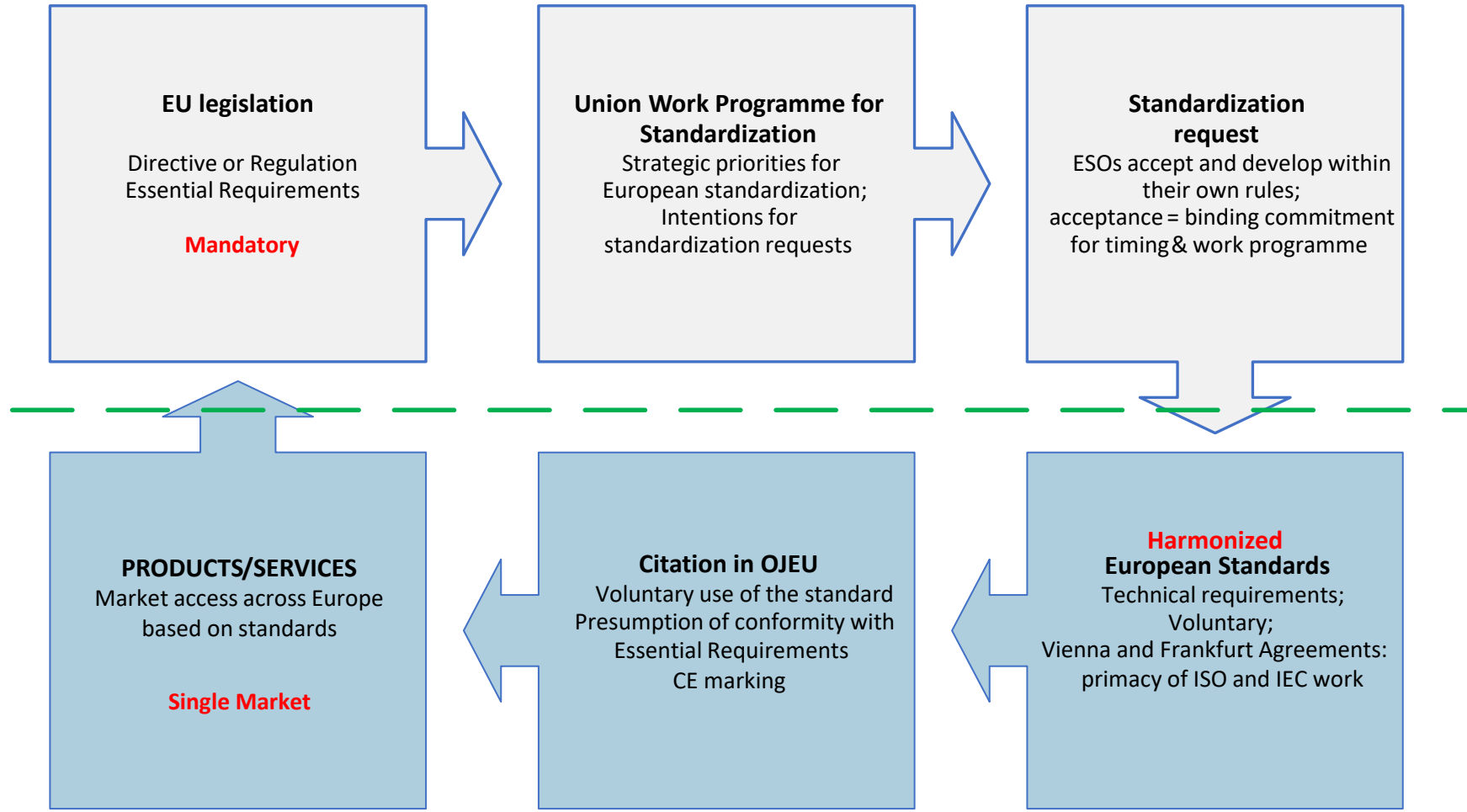
▶ **Reference to standards**

- ▶ At EC's request, CEN and CENELEC develop Harmonized Standards (hENs)
- ▶ ENs set out technical specifications to meet Directives' requirements

Link with EU legislation & Standardization requests



Link with EU legislation & Standardization requests



Link with EU legislation & Standardization requests



- ▶ European law (Directives / Regulations) regulates important industrial sectors:
 - ▶ Machinery, Lifts
 - ▶ Construction
 - ▶ Low voltage equipment
 - ▶ Pressure equipment
 - ▶ Packaging and packaging waste
 - ▶ Medical devices
 - ▶ Railways

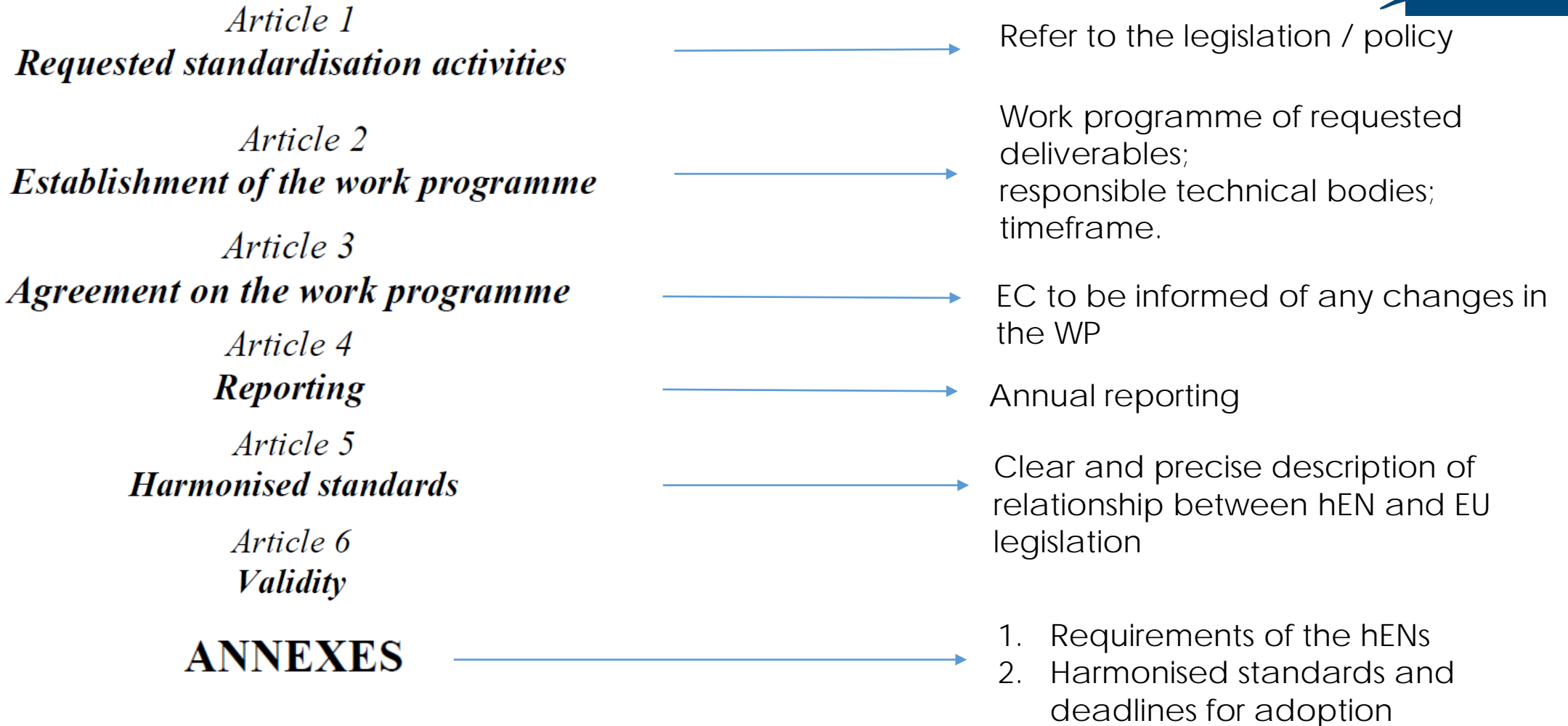
- ▶ Standards can be developed in support of the legislation through the New Legislative Framework (New Approach)

New approach



- ▶ **Standardization Request** a precondition for citation of harmonized standards in Official Journal of the European Union (OJEU)
- ▶ **Assessment** of compliance with legal requirements
- ▶ **Annex ZA** obligatory for candidate harmonized standards (hENs)
- ▶ Citation in the OJEU always **EC responsibility** – CEN and CENELEC offer candidate hENs to EC for citation quarterly
- ▶ The lists of hENs are **published in the OJEU** and continuously updated:
http://ec.europa.eu/growth/index_en.htm
- ▶ **Only when listed in the OJEU → presumption of conformity** for Essential Requirements covered by the hEN

New approach – standardization request



Annex ZA
(informative)

Relationship between this European Standard and the essential requirements of Directive 2006/42/EC aimed to be covered

All harmonised standards must include an **Annex ZA**, demonstrating the relationship between the clauses of the standard and the regulatory requirements

This European Standard has been prepared under a Commission’s standardization request “M/396” to provide one voluntary means of conforming to essential requirements of Directive 2006/42/EC of the European Parliament and of the Council of 17 May 2006 on machinery, and amending Directive 95/16/EC (recast).

Once this standard is cited in the Official Journal of the European Union under that Directive, compliance with the normative clauses of this standard given in Table ZA.1 confers, within the limits of the scope of this standard, a presumption of conformity with the corresponding essential requirements of that Directive, and associated EFTA regulations.

Table ZA.1 — Correspondence between this European Standard and Directive 2006/42/EC

The relevant Essential Requirements of Directive 2006/42/EC	Clause(s)/subclause(s) of this EN	Remarks/Notes
1.1.3 Materials and products	5.1.1; 5.1.2; 5.3.2	
1.1.4 Lighting	5.7.1; 5.7.2; 5.7.3; 5.7.4; 5.7.5; 5.7.6; 5.8.7	
1.1.5 Design of machinery to facilitate its handling	5.1.1; 5.5.2; 5.5.6; 5.8.1; 5.8.3; 5.8.4; 5.10.1; 5.10.5; 5.10.14.2	
1.1.6 Ergonomics	5.1.1; 5.2.1; 5.2.2; 5.2.3; 5.3.1; 5.3.3; 5.3.4; 5.8.5; 5.10.4; 5.10.8; 5.10.10; 5.10.12; 5.10.14.1	
1.1.7 Operating positions	5.1.1; 5.2.1; 5.2.3	
1.1.8 Seating	5.1.1; 5.3.1; 5.3.3; 5.3.4; 5.3.5	
1.2.1 Safety and reliability of control systems	5.1.9; 5.4.3; 5.5.3; 5.7.3	
1.2.2 Control devices	5.1.9; 5.4.1; 5.4.2; 5.4.3	

Citation in the Official Journal of the EU (OJEU)



2.4.2020

EN

Official Journal of the European Union

L 102/9

ANNEX I

Annex I to Implementing Decision (EU) 2019/436 is amended as follows:

(1) row 35 is replaced by the following:

'35.	EN 62841-2-1:2018 Electric motor-operated hand-held tools, transportable tools and lawn and garden machinery – Safety – Part 2-1: Particular requirements for hand-held drills and impact drills (IEC 62841-2-1:2017, Modified) EN 62841-2-1:2018/A11:2019	C
------	--	---

(2) the following rows are added:

'43.	EN ISO 18497:2018 Agricultural machinery and tractors – Safety of highly automated agricultural machines – Principles for design (ISO 18497:2018)	B
44.	EN ISO 19353:2019 Safety of machinery – Fire prevention and fire protection (ISO 19353:2019)	B

https://ec.europa.eu/growth/single-market/european-standards/harmonised-standards_en

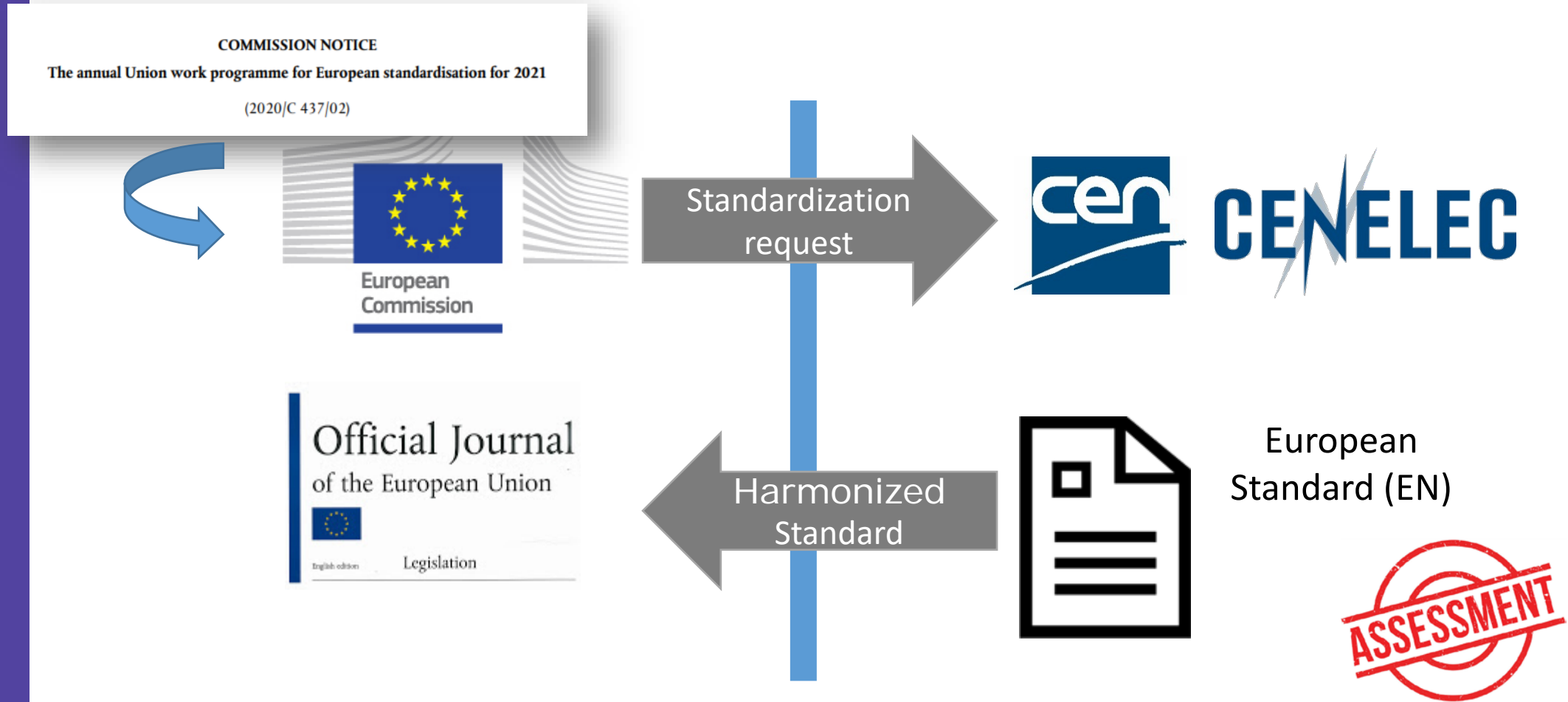
Summary list of titles and references of harmonised standards

The summary below consolidates the references of harmonised standards published by the Commission in the Official Journal of the European Union (OJ). It reproduces information already published in the L or C series of the OJ. It contains all references which, when the summary was generated, still provided a presumption of conformity together with references already withdrawn from the OJ.

The Commission services provide this summary for information purposes only. Although they take every possible precaution to ensure that the summary is updated regularly and is correct, errors may occur and the summary may not be complete at a certain point in time. The summary does not as such generate legal effects.

- [Summary list as pdf document](#)
- [Summary list as xls file](#)

Harmonized standards: overall process



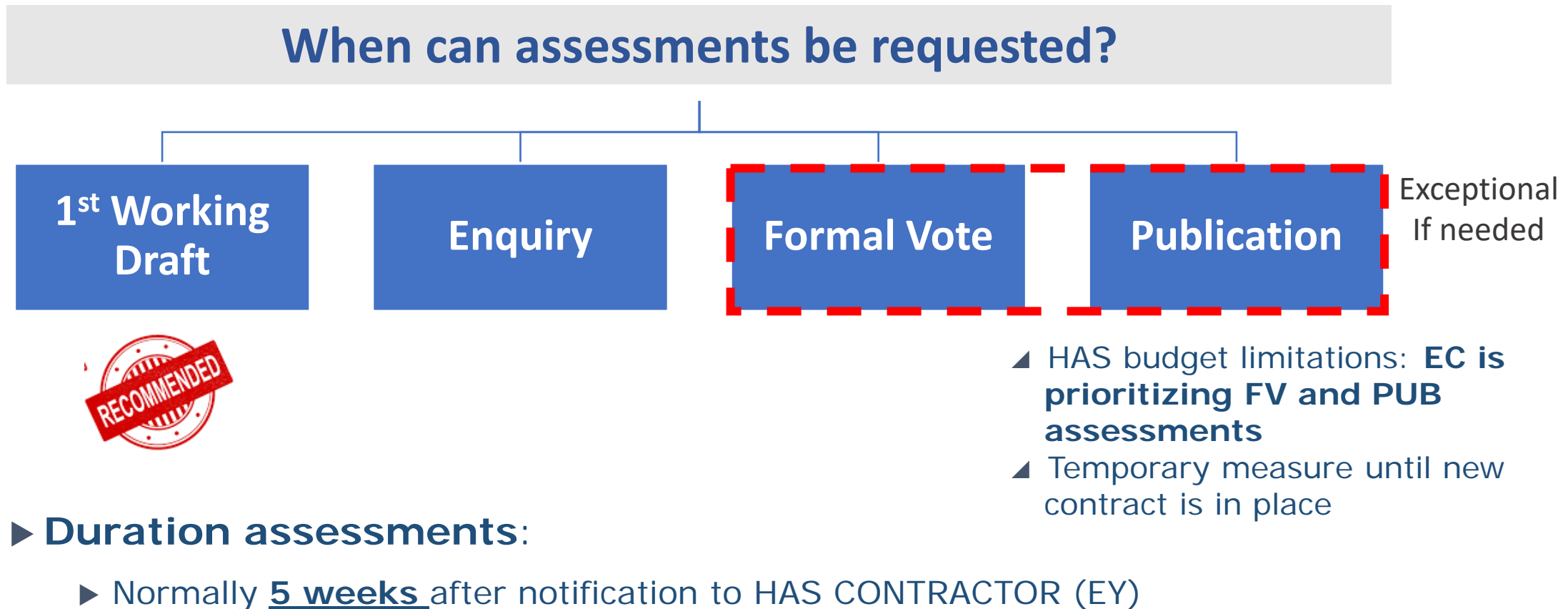
Standardization Request a **precondition** for citation of harmonized standards in OJEU

HAS assessment system

- ▶ **HAS Contractor = Ernst & Young (EY)**
- ▶ HAS contract duration: 1 April 2018 until 31 March 2022
 - ▶ New contract: expected early 2022
- ▶ HAS contractor manages the pool of harmonized standards consultants 'HAS Consultants'
- ▶ Assessment outcome: **'Compliant'** or **'Lack of compliance'**
- ▶ Tasks HAS consultants:
 - ▶ 'Compliance assessment' of the documents drafted by the ESO's
 - ▶ 'Communication' to the technical bodies of the ESO's to give advice to contribute to compliance of the drafted documents with the EC's standardization requests → **Meetings***


*Meetings with HAS consultants have temporarily stopped due to budget limitations of HAS project

Interaction with standards development



Interaction with standards development

TC secretary submits to CCMC the first working draft (FWD)

- ▲ Transmission notice
- ▲ CCMC Project Manager submits request to EY
- ▲ First draft Annex Z 
- ▲ For parallel work: CD-text

Assessment report available on LIVELINK

Electronic Transmission Notice		
TC Name	[provide TC name]	
TC Title	[provide TC title]	
Secretariat:	[NC]	[provide TC Secretary name and email address]
[In case WG Convenor and project leader should receive a copy of the draft for TC proofing after Formal Vote, provide name(s) and email address(es)]		

All documents submitted to CCMC shall comply with the CEN-CENELEC Internal Regulations - Part 3, "Rules for the structure and drafting of CEN-CENELEC Publications"

Reference Number:
Work Item Number:
Title:
Sending date:

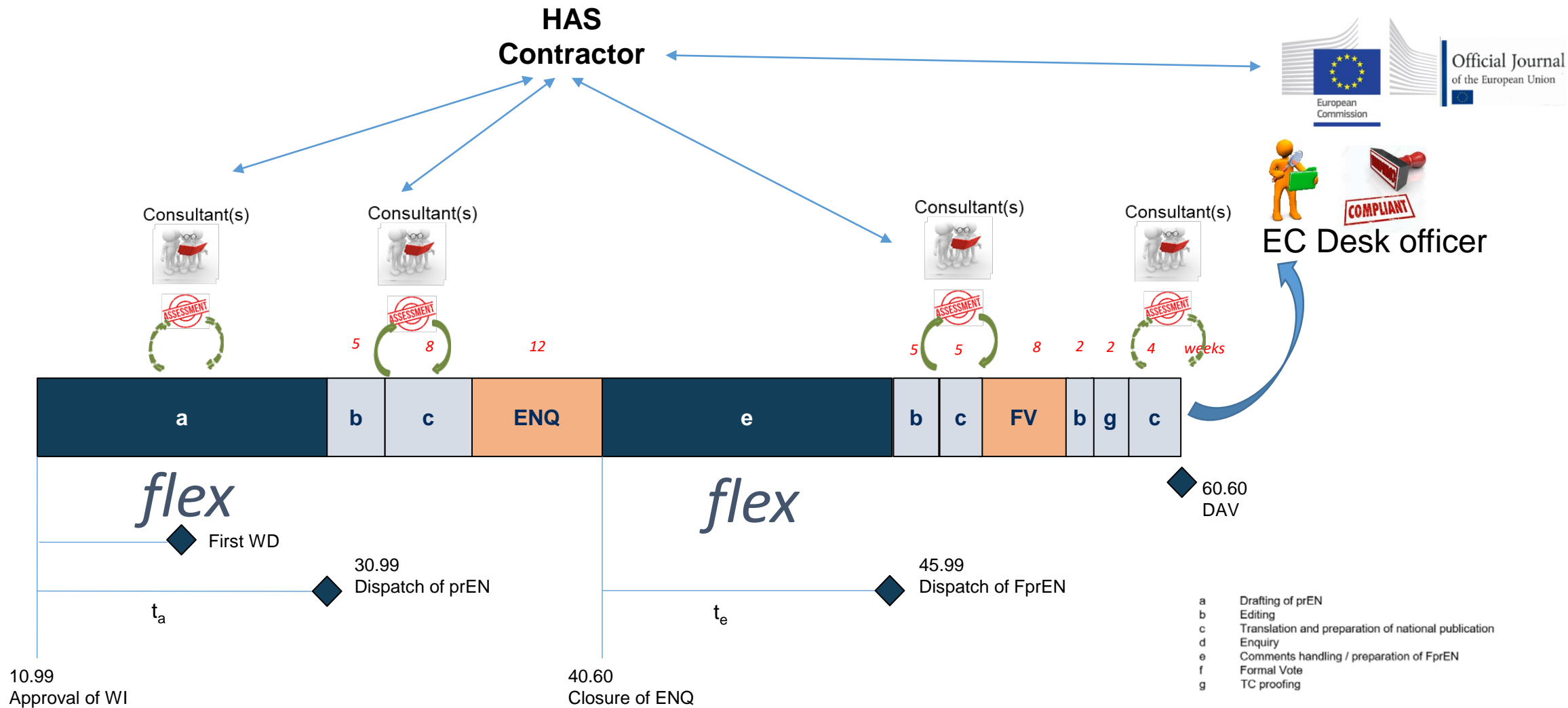
Deliverable	EN	HD	Amdt	TS	TR	AC
Milestone	1 st Working Draft <input type="checkbox"/>	draft for ENQ <input type="checkbox"/>	draft for FV <input type="checkbox"/>	2nd ENQ <input type="checkbox"/> [provide TC decision, number and date]	2nd FV <input type="checkbox"/> [provide BT decision, number and date]	TS/TR vote <input type="checkbox"/>
Publication <input type="checkbox"/> [In case of decision to skip FV following ENQ, provide TC decision, number and date]						

GENERAL				
The text is sent in the following Reference language version in PDF and revisable Word format (only one Reference language permitted).				
	ENGLISH	FRENCH	GERMAN	Comments
Provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Reference version	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
WORD	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
PDF	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

TO BE FILLED IN IN CASE OF HARMONIZED STANDARD ONLY					
Standardization request	Related Directive/policy	New Approach OJEU citation	Assessment required by		
			HAS	EC	Other
[SREQ_1]	[DIR_1]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> [specify method]
[SREQ_2]	[DIR_2]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> [specify method]
[SREQ_3]	[DIR_3]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> [specify method]

TO BE FILLED IN IN CASE THIS IS A 1 st WORKING DOCUMENT:
<input type="checkbox"/> document is to be submitted to HAS Consultant for indicative assessment

Interaction with standards development



Harmonized standards - development

- ▶ **Harmonised standards developed under usual CEN procedures**

- ▶ **HAS Consultant assessment**
 - ▶ **Homegrown:** Formal assessment before ENQ and FV on the standard's coverage of the essential requirements of the legislation
 - ▶ **ISO-CEN parallel work:** Formal assessment during DIS and during FDIS on the standard's coverage of the essential requirements of the legislation
 - ▶ Possibility of 1st working draft assessment
 - ▶ In principle, 'Compliant' assessment required for publication

HAS Platform Access

Via Link: <http://cen.iso.org>



Via Notification (attached html)

CONTENT SERVER NOTIFICATION REPORT - Hourly Report

User: projex@cencenelec.eu
Database: CENTC
Date: 23/03/2018

Enterprise Activity:

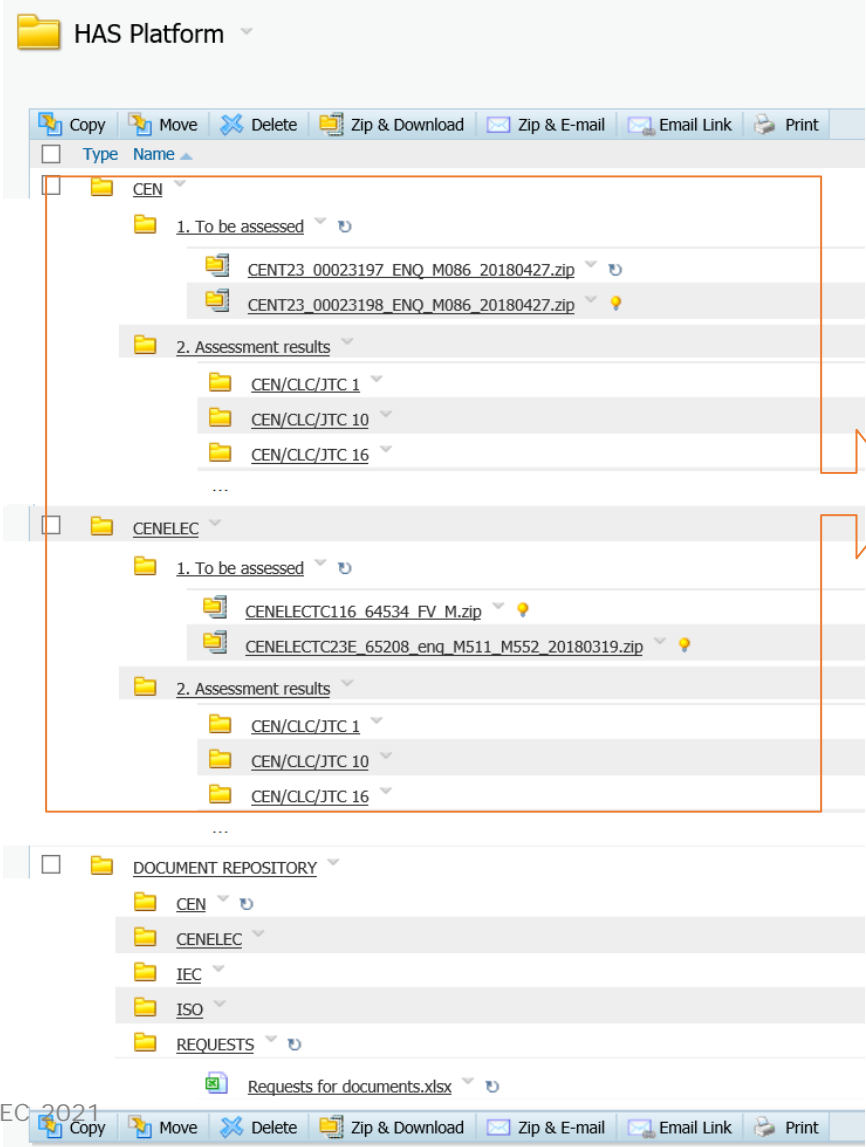
Document [CENT23_00023199_ENO_M086_20180427.zip](#) was added at "Enterprise/HAS Platform/CEN/1. To be assessed"

[Properties](#) [Open](#)

[Enterprise Workspace](#) | [Personal Workspace](#)

OpenText Content Server version 10.0.0. Copyright © 1995 - 2012 by Open Text Corporation. All rights reserved.

HAS Platform structure



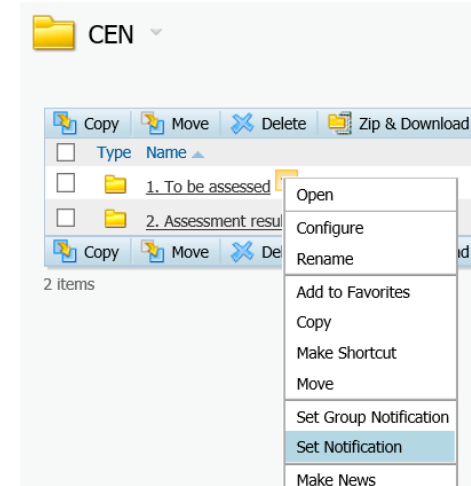
Download documents to be assessed and upload assessment results

Download and request documents that support the assessment

HAS Platform - Notifications

Set personal notifications via Livelink:

- Click on the folder you are interested to receive notifications for and choose 'Set Notification'.
- Select for the first 5 options the recurrence of the notification: 'Hourly', 'Mid-day' or 'Weekly' and click on Submit.



Item: 1. To be assessed	
Notify Mail Projex when...	
An Item is added	Hourly Report ▼
An Item's status changes	Hourly Report ▼
A Version is added	Hourly Report ▼
A Version's status changes	Hourly Report ▼
A Compound Document Release or Revision is added	<None> Hourly Report Mid Day Report Weekly Report
A Topic is added	<None> ▼
A Reply is added	<None> ▼
A News Item is added	<None> ▼
<input type="button" value="Submit"/> <input type="button" value="Reset"/>	

- Repeat for each folder you wish to receive notifications
- Advised folders: CEN – to be assessed

HAS Platform Access

- ▶ Technical Bodies to request meetings* via EY [link](#) for:
 - ▶ Face-to-face meetings
 - ▶ Virtual meetings (more than 4 hours)

- ▶ Technical Bodies to contact directly HAS consultant for web-meetings less than 4 hours

*Meetings with HAS consultants have temporarily stopped due to budget limitations of HAS project

HAS Meeting Requests

NON ANONYMOUS

This survey has been designed to capture user data. This means that when EY has sent you a link to this survey, your responses will be combined with your email address and other demographic information in order for EY to be able to create specific and individualized reports on the survey results. Furthermore, EY will collect additional data, such as your IP address and the time you filed your answers. Ernst & Young will be able to view all individual responses. EY will use a limited amount of cookies to store information on your computer, but only to the extent this is essential for the survey to operate. If you decide not to complete this survey or if you are inactive for more than 20 minutes, these cookies will be automatically deleted. To find out more about the cookies we use, see our [our cookie notice](#).

Dear All,

This page is aimed at providing a quicker and more efficient way to request meeting attendance from the HAS Consultants. As such, please try to be as specific as possible when answering the questions below and especially those regarding the scope of the meeting. It is also particularly important to fill-in the requestor contact details correctly so that our team is able to contact you as soon as your request has been approved or in case something is unclear.

Furthermore, please note that all requests will preferably be issued at least four weeks before the meeting date and that these must come from either the EC service or the ESOs. As such, requests issued from the HAS consultant will not be accepted.

Finally, please note that such a formal meeting request issued through this platform is always needed each time the presence of a HAS Consultant is required for **any face-to-face meeting (regardless of the duration) or for a virtual meeting that extends more than half-day (4 hours)**. Meeting requests are not needed for written exchanges (requiring clarifications by e-mail directly to the consultant) or for phone calls and short video calls (less than 4 hours). We encourage virtual participation as much as possible to make effective usage of the Consultant's available time.

Thank you for your understanding.

The HAS Support Team

1. **Requestor name***

2. **Requestor e-mail address**

Any communication related to the request will be sent to this e-mail address.*

3. **Requestor's phone number**

Please insert below your phone number so that our team can reach you out quickly, if necessary.

4. **Requestor entity**

Please specify which entity you are from.*

5. **Requestor position within the entity**

Please use the space below to mention your position, i.e. CCMC Project Manager, CEN TC member, EC Desk Officer, etc.*

6. **Requestor TC or sector unit**

Please mention below which specific TC or unit sector you cover, i.e. CEN/TC10, DG GROW/C.1, etc.

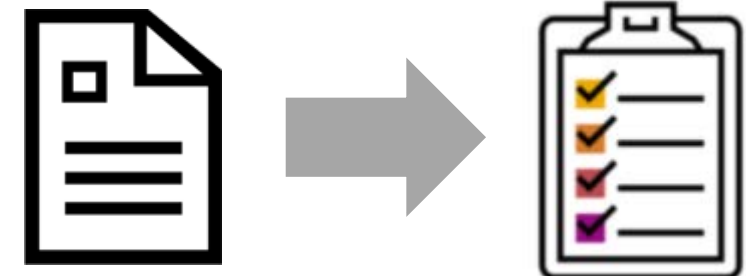
7. **Requestor sector**

Please select one of the options below.*

Checklist for hENs:



- ▶ **Checklist:** horizontal aspects to be considered by TCs when **drafting hEN in view of OJEU citation**
- ▶ When drafting homegrown hENs, harmonized standards under VA (CEN lead) → **Technical Bodies shall check their compliance against a dedicated checklist**
- ▶ TC secretary in CEN → **ensure checklist is filled out and submitted to CCMC** with the draft hEN and supporting documents (where relevant)
- ▶ During the ENQ and FV procedures: CCMC will reject, as of 2021-10-01, the submission of draft hEN if the completed checklist and relevant documents were not submitted
- ▶ Strongly recommended the checklist for drafting of hEN under VA (with ISO lead)



Checklist for hENs:

► [CEN BOSS](#) pages guidance on hENs published

< European Standard (EN)

European Standards (EN)

- Drafting of European Standards up to Enquiry stage
- Enquiry
- Formal Vote
- Finalization and Implementation of European Standards
- European standards for citation in the OJEU
- HAS assessment process

Drafting European standards for citation in the OJEU

This page provides guidance to Technical Bodies and Working Groups (WGs) on horizontal aspects to be considered when preparing harmonized European standards in support of EU harmonization legislation intended to be cited in the Official Journal of the European Union (OJEU). Information on the HAS process and how to interact with the HAS consultants can be found on the page [HAS assessment process](#). Regulation (EU) No 1025/2012 on European standardization defines a harmonized standard as "a European standard adopted on the basis of a request made by the Commission for the application of Union harmonisation legislation".

1 PREPARATION OF NEW WORK ITEM

The starting point for the development of a harmonized standard is to assess whether it is in the scope of the relevant EU harmonization legislation and whether the standard is covered by a standardization request or mandate which was accepted by the Technical Boards.

- Forms & Templates +
- Related decisions +
- Reference document +
- Internal Regulations +

v2021-04-14

Checklist – Items to be considered when drafting standards answering a Standardisation Request and to be offered for citation in the OJEU

This checklist was prepared following the format of Internal Regulations CEN/CENELEC Part 3 – Annex A "Checklist for writers and editors of document". All CEN/CENELEC standards and deliverables shall follow the provisions of IR 3.

This checklist is applicable for all sectors, except construction.

This checklist shall be fulfilled before dispatch for:

1. the First Working Draft for optional assessment (if any),
2. the draft for Enquiry,
3. the final draft for Formal vote,
4. in case of lack of compliance assessment, a new optional assessment after Formal vote (PUB assessment).

The Technical Committee secretary in CEN and the Technical body secretary / Reporting Secretariat in CENELEC are responsible for ensuring that the checklist below is filled out and submitted to CCMC with the draft candidate harmonized standards and their supporting documents/justifications where relevant. In CEN, the matrix of responsibilities shall be followed (see decision BT C081/2018).

It is strongly recommended to use of the checklist for the drafting of harmonized standards in support of EU Legislation under VA and FA (with ISO or IEC lead).

+		Check
	Check the following questions – if you answer yes to all the questions, the draft is probably ready for submission to CCMC (and HAS Consultant assessment).	
General	Is this draft standard listed in a Standardisation Request / covered by a Mandate?	<input type="checkbox"/>
	Is this reflected in Projex-online database? <i>NB: This information is normally already provided in the NWIP form. NB: If not, contact the TC secretariat. A possible way forward is to propose to the European Commission to add this work item in a (revised) Standardisation Request. This is not applicable if the standard is covered by an open Mandate (e.g. M/396 Machinery)</i>	<input type="checkbox"/>

European foreword	If the HAS assessment was performed (i.e. optional assessment at First Working Draft (FWD) stage or assessment at Enquiry stage), has the WG answered <u>all</u> comments from the HAS Consultant(s)? <i>NB: The last column of the HAS Assessment Report ('Observations of the secretariat') at previous stage shall be filled in with the information on how the comments have been addressed.</i>	<input type="checkbox"/>
	If the text deals with requirements that are not linked to essential requirements of EU legislation, are these requirements in separate clauses, so that in Annex Z only the clauses covering essential requirements are identified?	<input type="checkbox"/>
Scope	If the standard is a revision, are the significant changes with respect to the previous edition precisely defined? <i>NB: The list of the significant changes with respect to the previous edition is an important element of the useful information to the standard users. It should not be too vague. NB: When the list of significant technical changes is extensive, it may be included in an informative annex. A reference to that annex shall be included in the foreword, preferably after the generic sentence that refers to the superseded document.</i>	<input type="checkbox"/>
	Does it include the following sentences "The standard has been prepared under a standardisation request given to CEN/CENELEC by the European Commission and the European Free Trade Association and support essential requirements of EU Directive / Regulation. For relationship with EU Directive / Regulation, see informative Annex Z, which is an integral part of this document." <i>NB: Annex ZA in CEN and Annex ZZ in CENELEC.</i>	<input type="checkbox"/>
Normative reference	Is the scope concise and clear? Is it worded as a series of statements of fact? Are the title, <u>scope</u> and annex Z consistent regarding exclusion / content covered by the standard? <i>NB: The scope of the standard could be broader than the relationship between this standard and the requirements of the EU legislation. NB: The scope shall not include requirements, <u>permission</u> or recommendation (in line with IR 3).</i>	<input type="checkbox"/>
	Are the standards listed in the Normative references Clause 2 normatively referenced within the text (i.e. are they cited in the text in such a way that some or all of their content constitutes requirements of the document, for instance with a "shall"). <i>NB: See IR 3 with the preferred verbal form to be used to express a requirement.</i>	<input type="checkbox"/>
	Are the normative references dated in Clause 2 and in all clauses of the draft standard?	<input type="checkbox"/> Yes <input type="checkbox"/> No



Understanding the standardization process



5. BOSS – Business Operations Support System

Harmonized standards - development

- ▶ 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](#)



TECHNICAL STRUCTURES STARTING NEW WORK DEVELOPING DELIVERABLES

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



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

Forms and templates

TECHNICAL BODY ORGANIZATION	+
TECHNICAL WORK	-
<ul style="list-style-type: none"> > Commenting Form > IPR - Patents Declaration form > Drafting A-deviations > Draft Standardization Request - BT Commenting form > Environmental checklist - Service standards > Environmental checklist - Testing standards > Environmental checklist - General > Exploitation Rights License Agreement > New activity field proposal > New Work Item proposal > CEN Simple template for drafting standards - French translation > Transmission Notice > Checklist – Items to be considered when drafting standards to be offered for citation in the OJEU 	
ANNEX ZA	+

Vote Calculator

TC Decision name

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

Austria	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>	Belgium	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>	Bulgaria	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>	Croatia	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>
Cyprus	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>	Czech Republic	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>	Denmark	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>	Estonia	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>
France	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>	Germany	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>	Finland	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>	The FYROM *	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>
Iceland	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>	Ireland	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>	Greece	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>	Hungary	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>
Lithuania	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>	Luxembourg	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>	Italy	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>	Latvia	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>
Norway	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>	Poland	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>	Malta	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>	Netherlands	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>
Serbia *	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>	Slovakia	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>	Portugal	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>	Romania	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>
Sweden	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>	Switzerland *	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>	Slovenia	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>	Spain	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>
				Turkey *	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="A"/>	United Kingdom	<input type="text" value="Y"/> <input type="text" value="N"/> <input type="text" value="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 >= 55 %)

Yes No % Vote Result

Weighted Majority (requirement >= 65 %)

Yes No % Vote Result

Business Operations Support System



- 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)*.

Understanding the standardization process



6. Useful information

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](#))



ISSUE JULY 2021 – Vol. 10



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](#), [LinkedIn](#) & [YouTube](#)
- [CEN-CENELEC](#) and [CEN](#) Guides
- [CEN Technical Committees](#)
- CEN Members [list](#)
- [Events & Trainings](#)

Important contacts in CCMC

dataservice@cencenelec.eu	Forward the minutes of each meeting /TC decisions at meeting and by correspondence/Projex alerts/CEN database
production@cencenelec.eu	eTrans / translation/voting results/corrigenda/final publications
partners@cencenelec.eu	Liaisons with European/international organizations
research@cencenelec.eu	Support on research projects

Thank you! Questions?

Nuno Pargana
NPargana@cencenelec.eu

Thierry Legrand
TLegrand@cencenelec.eu



www.cencenelec.eu

Follow us

