



# IT tools in the CEN environment

Marc Bellier

Melanie Herfurth



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# Agenda



1. eCommittees
2. Committee Internal Balloting (CIB)
3. Meeting registration (ISO-based)
4. Projex-Online Working Area



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## 1. eCommittees



# eCommittees



Access: <https://cen.iso.org> or <https://login.cen.eu/portal/>

Enterprise > CEN/TC Working Areas >

## Tc CEN/TC 156 "Ventilation for buildings"

Filipe Matosera ( )

### Navigation Menu

- Committee Home
- Child Committees
- CEN Projex-Online
- User Guides
- CEN Applications
- My Committees
- My Tasks
- N-Documents
- Member List
- Email to Secretary
- Mail Archive
- Committee News
- Committee Task List
- N-Documents Notification
- Notification Report
- Send documents to CCMC
- Email to Members
- Secretary Member List
- Facilitator Controls

### Library

| Type | Name                        | Size      |
|------|-----------------------------|-----------|
| 00   | Secretariat workspace       | 1 Item    |
| 01   | Public information          | 0 Items   |
| 02   | General committee documents | 341 Items |
| 03   | Meetings                    | 100 Items |
| 04   | Projects                    | 7 Items   |
| 05   | Drop-in box for members     | 2 Items   |
| 08   | Balloting and commenting    | 2 Items   |

view more

### Documents

### New Forums

- CEN/TC 156 Forum

### Forums

### Structure

| Type | Name  |
|------|---|
| Tc   | CEN/TC 156 "Ventilation for buildings"                                    |
| Wg   | CEN/TC 156/WG 01 "Terminology"  |
| Wg   | CEN/TC 156/WG 02 "Natural and mechanical powered residential ventilation" |
| Wg   | CEN/TC 156/WG 03 "Ductwork"   |
| Wg   | CEN/TC 156/WG 04 "Air terminal devices"                                   |
| Wg   | CEN/TC 156/WG 05 "Air handling units"                                     |

### Structure

### Ballots

| Type        | Reference  | End        |
|-------------|--|------------|
| TR          | <a href="#">EtcCEN/TR_16798-2</a>  | 2018-12-27 |
| CIB-AdopPWI | <a href="#">CEN/TC156 N.1739 - NWIP for creation of PWI for EN 12599 rev</a> | 2019-01-16 |
| Enquiry     | <a href="#">etEN_17291</a>   | 2019-01-17 |
| SR          | <a href="#">EN_14518_2005</a>  | 2019-03-04 |

### Ballots

### Meetings

| Title                       | Date                       | Country     | City  | Status                |
|-----------------------------|----------------------------|-------------|-------|-----------------------|
| <a href="#">2nd meeting</a> | 17 Dec 2018 to 18 Dec 2018 | Netherlands | Delft | Registration deadline |

### Meetings

### Overview

**Scope**

Scope: Standardization of terminology, testing and rating methods, dimensioning and fitness for purpose of natural and mechanical ventilation systems and components for buildings subject to human occupancy.

### Scope



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Training session for new TB Officers of 2019-12-12

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# eCommittees



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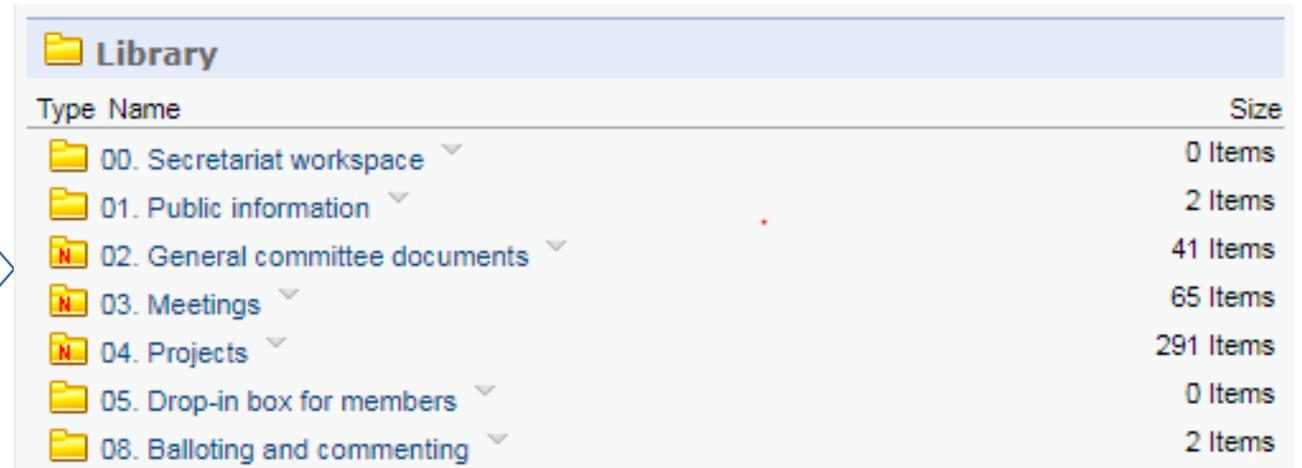
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Training session for new TB Officers of 2019-12-12

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## Library:

- Provides access to the documents of the committee
- All Committees and Working Groups have a predefined folder structure



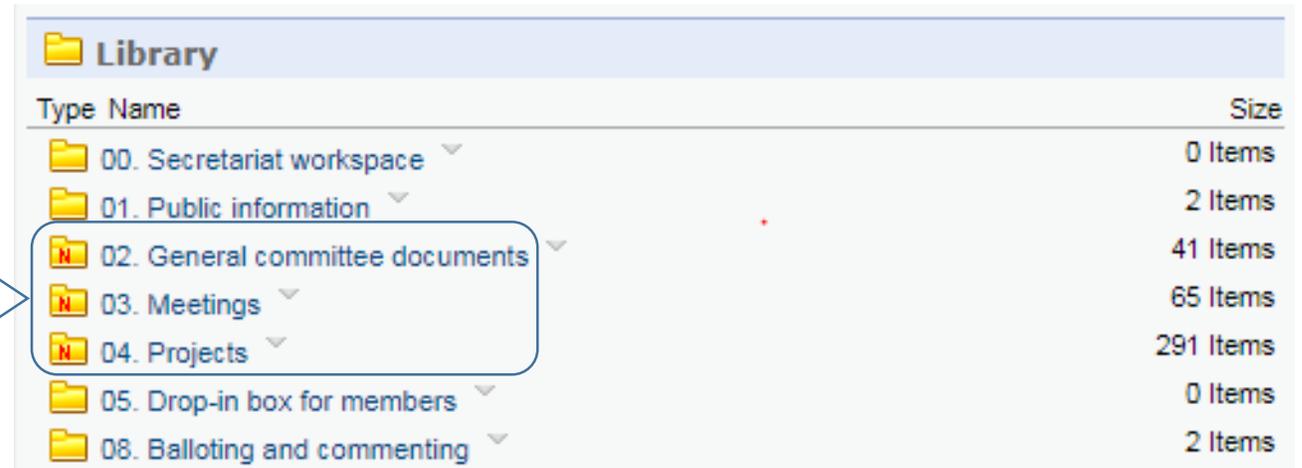
The screenshot shows a 'Library' folder with a table of sub-folders. The table has columns for 'Type', 'Name', and 'Size'. The folders listed are: 00. Secretariat workspace (0 Items), 01. Public information (2 Items), 02. General committee documents (41 Items), 03. Meetings (65 Items), 04. Projects (291 Items), 05. Drop-in box for members (0 Items), and 08. Balloting and commenting (2 Items). Some folders have a red 'X' icon next to them, indicating they are expanded.

| Type   | Name                            | Size      |
|--------|---------------------------------|-----------|
| Folder | 00. Secretariat workspace       | 0 Items   |
| Folder | 01. Public information          | 2 Items   |
| Folder | 02. General committee documents | 41 Items  |
| Folder | 03. Meetings                    | 65 Items  |
| Folder | 04. Projects                    | 291 Items |
| Folder | 05. Drop-in box for members     | 0 Items   |
| Folder | 08. Balloting and commenting    | 2 Items   |



## N-folders:

- Only N-numbered documents and N-folders can be added.
- N-number automatically assigned by the tool.



| Type     | Name                            | Size      |
|----------|---------------------------------|-----------|
| Folder   | 00. Secretariat workspace       | 0 Items   |
| Folder   | 01. Public information          | 2 Items   |
| N-Folder | 02. General committee documents | 41 Items  |
| N-Folder | 03. Meetings                    | 65 Items  |
| N-Folder | 04. Projects                    | 291 Items |
| Folder   | 05. Drop-in box for members     | 0 Items   |
| Folder   | 08. Balloting and commenting    | 2 Items   |

# eCommittees



Navigation Menu: →

| Menu item                       | Comment   |
|---------------------------------|---|
| <b>Committee Home</b>           | Link to the eCommittee homepage   |
| <b>Child Committees</b>         | Links to Children (Sub-Committees and / or Working Groups)  |
| <b>CEN Projex-Online</b>        | Access to CEN Projex-Online (Password-protected)  |
| <b>User Guides</b>              | Access to the user manuals of CEN IT applications   |
| <b>CEN Applications</b>         | Link to the list of CEN Applications (Single Sign-On Portal)  |
| <b>My Committees</b>            | Links to the Committees where I have a role   |
| <b>My tasks</b>                 | List of tasks assigned to me  |
| <b>N-Documents List</b>         | List of all numbered documents within this Committee  |
| <b>Member List</b>              | Sortable and printable list of Committee Members  |
| <b>E-Mail to Secretary</b>      | Opens an e-mail window to send an e-mail to the Committee Secretary   |
| <b>Mail Archive</b>             | All notifications and e-mails sent to the Committee Members   |
| <b>Committee News</b>           | Link to the Committees news channel   |
| <b>Committee Task List</b>      | List of tasks defined in Committee  |
| <b>N-Documents Notification</b> | Send document notifications to the Committee  |
| <b>Notification Report</b>      | Overview of notifications sent and possibility to resend notifications to the Committee Members ( <i>previously under 'N-Doc Notifications'</i> )       |
| <b>Send Documents to CCMC</b>   | Direct link to Committee structure in eTRANS  |
| <b>E-Mail to Members</b>        | Opens an e-mail window to send an e-mail to the Committee Members (only available for Secretary, Support Team, Convenor)                                |
| <b>Secretary Member List</b>    | Sortable and printable list of Committee Members. Includes users with indirect access to the committee (officers of other committees in same structure) |

Questions?

[helpdeskcentc@iso.org](mailto:helpdeskcentc@iso.org)



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## Committee hosted externally

Enterprise > CEN/TC Working Areas >

 CEN/TC 010 "Lifts, escalators and moving walks" ▾

**Navigation Menu** 

- Committee Home
- Child Committees ▾
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- My Tasks

---

- N-Documents List
- Member List
- Email to Secretary
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- Committee Task List

---

- N-Documents Notification
- Notification Report
- Send documents to CCMC
- Email to Members
- Secretary Member List
- Facilitator Controls ▾

 Elisa Matarrese ( )

This committee is hosted externally. Please follow this [link](#) to access its working area.

NOTE: Balloting information as well as the member list on this site are up-to-date.

**Structure**

| Type  | Name  |
|---|---|
|    | CEN/TC 010 "Lifts, escalators and moving walks" ▾   |
|    | CEN/TC 010/SC 01 "Building hoists" ▾  |
|    | CEN/TC 010/SC 01/WG 01 "Buildings hoists for persons and goods" ▾                         |
|    | CEN/TC 010/SC 01/WG 02 "Building hoists for goods only" ▾                                 |
|    | CEN/TC 010/SC 01/WG 03 "Special purpose lifts for crane" ▾                                |
|    | CEN/TC 010/SC 01/WG 04 "Transport platform" ▾   |
|    | CEN/TC 010/WG 01 "Lifts and service lifts" ▾  |
|    | CEN/TC 010/WG 02 "Escalators and moving walks" ▾  |
|    | CEN/TC 010/WG 03 [Disbanded] "Fire testing of lift landing doors" ▾                       |
|    | CEN/TC 010/WG 04 "Data logging and remote control" ▾                                      |
|    | CEN/TC 010/WG 05 [Disbanded] "Maintenance" ▾  |
|   | CEN/TC 010/WG 06 "Fire related issues" ▾  |
|  | CEN/TC 010/WG 07 "Accessibility to lifts for persons including persons with disability" ▾ |
|  | CEN/TC 010/WG 08 "Stairlifts and vertical platforms for the disabled" ▾                   |
|  | CEN/TC 010/WG 09 "Inclined lifts" ▾   |
|  | CEN/TC 010/WG 10 "Improvement of safety of existing lifts" ▾                              |
|  | CEN/TC 010/WG 11 "Lifting appliances for wind turbines" ▾                                 |
|  | CEN/TC 010/WG 12 "Lifting tables" ▾   |
|  | CEN/TC 010/WG 13 "Vertical lifting appliance with enclosed carrier" ▾                     |



## 2. CEN Committee Internal Balloting (CEN CIB)



- CEN/BT decision BT 30/2014: use of CIB compulsory for the adoption of new Work Items (WIs)
- Use of the templates highly recommended
- Creation of ad hoc ballots still possible



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Training session for new TB Officers of 2019-12-12

Access: <https://login.cen.eu>

## Committee Internal Balloting

ematarrese@cencenelec.eu  
2017-11-29

[All open](#)

Tools ▾ Help ▾

Click on the ballot reference to see the ballot details

| All open    |            | New last 2 weeks  | Closing in 2 weeks | Closed last 2 weeks | Search       |              |  |
|-------------|------------|---|--------------------|---------------------|--------------|--------------|--|
| Type        | Committee  | Reference   | Vote               | Opening date        | Closing date | Role         |  |
| CIB-AdopPWI | CEN/TC 256 | C63/2017 – WG19 Adoption of preWI EN 15016-1 rev <a href="#">▾</a>            | 23 votes           | 2017-09-29          | 2017-11-29   | Ballot owner |  |
| CIB-AdopPWI | CEN/TC 256 | C64/2017 – WG19 Adoption of preWI EN 15016-2 rev <a href="#">▾</a>            | 24 votes           | 2017-09-29          | 2017-11-29   | Ballot owner |  |
| CIB-AdopPWI | CEN/TC 256 | C65/2017 – WG19 Adoption of preWI EN 15016-3 rev <a href="#">▾</a>            | 24 votes           | 2017-09-29          | 2017-11-29   | Ballot owner |  |
| CIB-AdopPWI | CEN/TC 256 | C66/2017 – WG19 Adoption of preWI EN 15016-4 rev <a href="#">▾</a>            | 24 votes           | 2017-09-29          | 2017-11-29   | Ballot owner |  |
| CIB-NWI     | CEN/TC 278 | PD 036-2017 NWIP (WG1) <a href="#">▾</a>                                      | 20 votes           | 2017-10-19          | 2017-11-29   | Ballot owner |  |
| CIB-AdopPWI | CEN/TC 442 | NWIP Exchange structure for product data templates <a href="#">▾</a>          | 22 votes           | 2017-09-29          | 2017-11-29   | Ballot owner |  |
| CIB-NWI     | CEN/TC 126 | Amendment to EN 14366 <a href="#">▾</a>                                       | 19 votes           | 2017-10-26          | 2017-11-30   | Ballot owner |  |
| CIB-NWI     | CEN/TC 136 | Draft Decision C28/2017 - EN ISO 20957-9/prA1 <a href="#">▾</a>               | 20 votes           | 2017-11-08          | 2017-11-30   | Ballot owner |  |
| CIB-9mthTol | CEN/TC 146 | N 308 Draft Dec. C194/2017 - 9 months tolerance on EN 415-3 <a href="#">▾</a> | 14 votes           | 2017-11-10          | 2017-11-30   | Ballot owner |  |
| CIB-9mthTol | CEN/TC 146 | N 309 Draft Dec. C195/2017 - 9 months tolerance on EN 415-4 <a href="#">▾</a> | 14 votes           | 2017-11-10          | 2017-11-30   | Ballot owner |  |
| CIB         | CEN/TC 146 | N 310 Draft Dec. C196/2017 Modification of EN 415-3 title <a href="#">▾</a>   | 14 votes           | 2017-11-10          | 2017-11-30   | Ballot owner |  |



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## Ballot details screen

**Information** | Participation | Audience

Cast vote as | Submit Comment as

**Reference:** PD 036-2017 NWIP (WG1) ▾

**Committee:** CEN/TC 278  **Type:** CIB-NWI (Adoption of a New Work Item)

**Status:** Open

**Opening date:** 2017-10-19 **Closing date:** 2017-11-29

**Opened on:** 2017-10-19 00:02

**Title:** Electronic fee collection - Pre-study of the potential use of ITS-G5 and LTE-V2X

**Secretariat:** Netherlands (NEN)

**Reference documents and links** ▾

 PD 036-2017 NWIP (WG1) Pre-study of the potential use of ITS G5 and LTE V2X ▾



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## Create new ballot:

**Committee Internal Balloting** ematarrese@cencenelec.eu  
2017-12-05

[All open](#) Tools ▾ Help ▾

**All open** | [New last 2 weeks](#) | [Closing in 2 weeks](#) | [Closed last 2 weeks](#) | [Search](#)

9 ballots found ▾ Template ▾ **New Ballot** ▾

| Type        | Committee        | Reference   |   |
|-------------|------------------|---|---|
| CIB         | CEN/TC 399       | Transfer WI 00399001 to the Vienna Agreement (ISO Lead) ▾ | 9 |
| CIB-AdopPWI | CEN/TC 156       | CEN/TC 156 - Approval to adopt PWI ▾                      | 3 |
| CIB-NWI     | CEN/TC 602/SC 01 | CEN TC 2016 SC1 TEST 1234 ▾                               | 2 |
| CIB-AdopPWI | CEN/TC 442       | PWI on Digital information exchange ▾                     |   |

- 3 YTF for development EN, TR & TS - 9 mth Tolerance Request
- Activation of a Preliminary Work Item
- Ad hoc Committee Internal Ballot
- Adoption of a New Work Item
- Adoption of a Preliminary Work Item
- Adoption of the final draft for Formal Vote
- Import

See ballot results:

**Committee Internal Balloting** ematarrese@cencenelec.eu  
2017-12-05

[Closed last 2 weeks](#) > [Draft Decision 19/2017 - Adoption...](#) Tools ▾ Help ▾

**Information** **Result** Participation Audience

**Reference: Draft Decision 19/2017 - Adoption of a New Work Item**

Committee: CEN/TC 298  Opening date: 2017-10-24  
Status: Closed Closing date: 2017-11-21

**Download**

Ballot results:  [as a Zip file](#) Download ballot results in a zip file

**Result**

**Member responses**

| Member | Response |
|--------|----------|
| ...    | ...      |

## Questions?

User guide available on the [CEN TC server](#)  
**Webinar** available on the [CEN-CENELEC website](#)

**Business** questions: your Project Manager at CCMC

All **functional & technical issues** can also be forwarded  
to the CEN Helpdesk at ISO:  
[helpdeskcentc@iso.org](mailto:helpdeskcentc@iso.org)



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## 3. Meeting Registration

# Meeting Registration



- Since January 2018 for CEN
- Login:

▲ Available on the CEN Portal

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

▲ Or via the eCommittees homepage of your TC



## Meetings

Support CEN committees meetings organization.  
Committee members, Committee officers

Enterprise > CEN/TC Working Areas >

 CEN/TC 232 "Compressors, vacuum pumps and their systems" >

Serge Committee ( Secretary Support Team )

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- Secretary Member List

**Library**

| Type | Name                        | Size     |
|------|-----------------------------|----------|
| 00.  | Secretariat workspace       | 0 Items  |
| 01.  | Public information          | 11 Items |
| 02.  | General committee documents | 10 Items |
| 03.  | Meetings                    | 7 Items  |
| 04.  | Projects                    | 3 Items  |
| 05.  | Drop-in box for members     | 0 Items  |

**New Forums**

- CEN/TC 232 Forum

**Structure**

Type Name

CEN/TC 232 "Compressors, vacuum pumps and their systems"

**Ballots**

| Type               | Reference | End |
|--------------------|-----------|-----|
| No active ballots. |           |     |

**Meetings**

| Title                   | Date                       | Country    | City        | Status            |
|-------------------------|----------------------------|------------|-------------|-------------------|
| 1 <sup>st</sup> meeting | 15 Feb 2018 to 16 Feb 2018 | France     | Saint-Denis | Registration open |
| 2 <sup>nd</sup> meeting | 08 Mar 2018                | Luxembourg | Luxemburg   | Registration open |



# Meeting Registration



## Important!

- There is no link with the reservation system for meeting rooms at the CEN-CENELEC Management Centre.
- The procedure remains the same, as explained on the [CEN-CENELEC website](#)
- Contact: [meetingcentre@cencenelec.eu](mailto:meetingcentre@cencenelec.eu)



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# Meeting Registration



- **What:**
  - Management of meetings
    - Enable officers to create & manage their meetings
    - Facilitate meeting preparation & organization
  - Participant registration
    - Ensure only authorized individuals register
    - Facilitate the registration of delegation by NSB/international organization/liaisons
  - Reports
    - Enable members, officers, as well as CCMC to easily extract reports
  - Permissions
    - Depend on the roles assigned in the Global Directory (GD)



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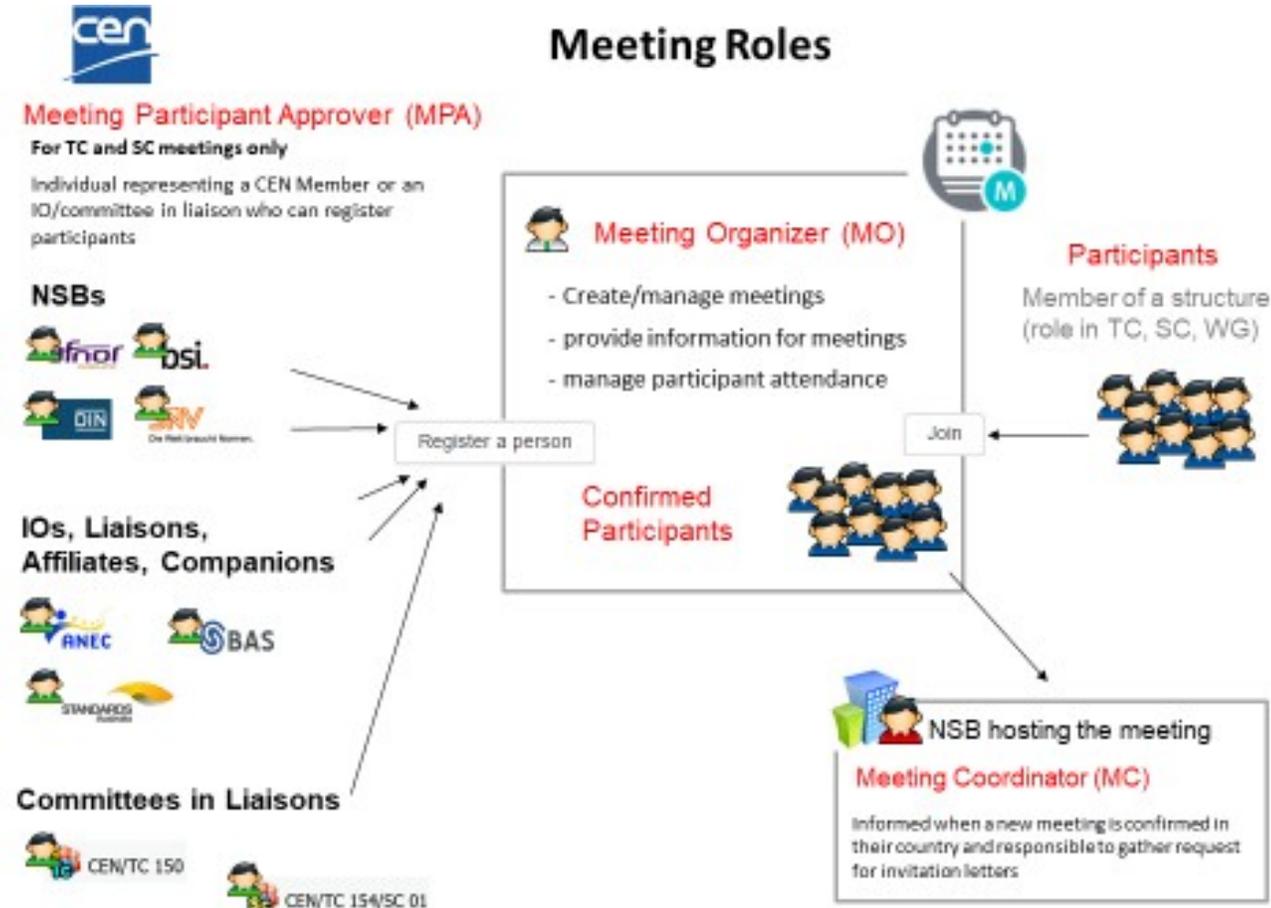


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# Meeting Registration



- Roles & permissions



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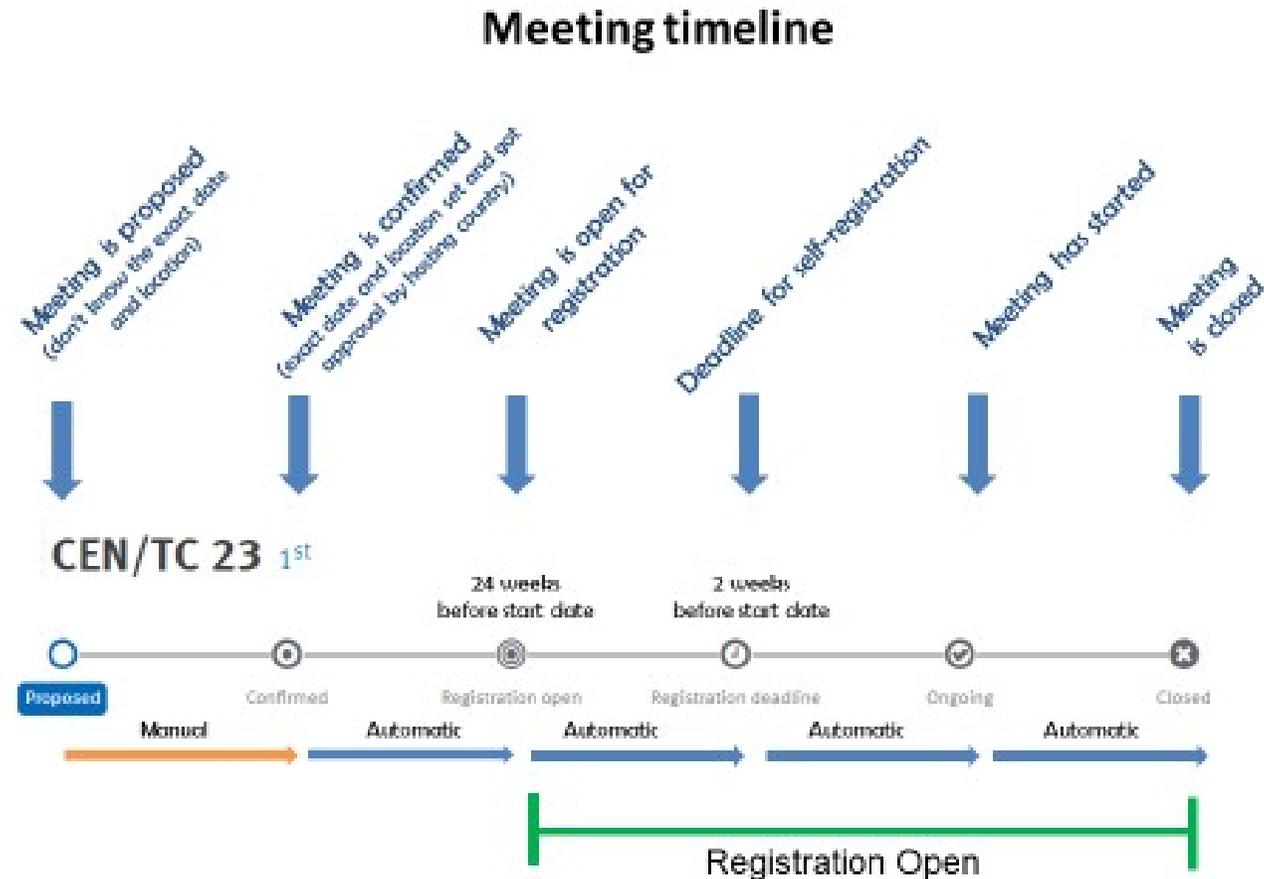


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# Meeting Registration



- Meeting timeline



# Meeting Registration



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Training session for new TB Officers of 2019-12-12

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# Meeting Registration



- Your profile

Participant profile

serge.committee@nbn.be

MEETING

Overview | Person | Passport | Additional Information | Preferences | Guests

**Mr Committee Serge**  
serge.committee@nbn.be

**Passport** Edit

Passport first name Serge  
Passport last name Committee  
Home address Rue des Wallons, 200  
Birth date 1980-03-01  
Number BE-0123456789  
Country Belgium  
Issue date 2015-07-01  
Expiry date 2020-07-01

**Additional information** Edit

info in Rich Text here ...

- Bullets work too ...
- see ...

**Guests (1)** Manage

Meeting Guido (guido.meeting@skynet.be)

# Meeting Registration



- Meeting dashboard

TEST

My meetings (47) serge.committee@nbn.be

Status: All Registration: All Type: All Sort by: Ascending date Map  Grid

| Type         | Committee        | Number           | Status                | Location            | Date                       |   |
|--------------|------------------|------------------|-----------------------|---------------------|----------------------------|---|
| My meetings  | CEN/TC 601       | 1 <sup>st</sup>  | Closed                | Belgium (Bruxelles) | 26 Sep 2017                |   |
| CEN meetings | CEN/TC 601       | 2 <sup>nd</sup>  | Closed                | Belgium (Bruxelles) | 23 Oct 2017 to 24 Oct 2017 | ⚠ |
|              | CEN/TC 601       | 3 <sup>rd</sup>  | Closed                | Belgium (Bruxelles) | 26 Oct 2017                | ⚠ |
|              | CEN/TC 602       | 11 <sup>th</sup> | Closed                | Belgium (Bruxelles) | 15 Nov 2017                |   |
| Search       | CEN/TC 601       | 4 <sup>th</sup>  | Closed                | Belgium (Liège)     | 27 Nov 2017 to 28 Nov 2017 | ⚠ |
|              | CEN/TC 602/WG 01 | 1 <sup>st</sup>  | Closed                | France (Paris)      | 20 Dec 2017                | ⚠ |
|              | CEN/TC 601       | 5 <sup>th</sup>  | Registration deadline | Belgium (Brussels)  | 15 Jan 2018 to 16 Jan 2018 | ⚠ |
| My profile   |                  |                  |                       |                     |                            |   |

# Meeting Registration



- Meeting details

|   |                                    |                               |   |
|---|------------------------------------|-------------------------------|---|
| Meeting status                          | CEN/TC 601<br>Registration open    | 5 <sup>th</sup>               |   |
| Location                                | Belgium (Brussels)                 |                               | <b>Warning</b> indicates that a task is late                      |
| Meeting dates,                          | 15 Jan 2018 to 16 Jan 2018         |                               |   |
|   | CEN/TC 602/SC 01<br>Proposed       | 1 <sup>st</sup><br>Organizing | <b>Organizing :</b><br>Structure organizing the committee meeting |
| Meeting Type<br><u>OnSite / Virtual</u> | Belgium (Brussels)                 |                               |   |
|   | 15 Jan 2018 to 17 Jan 2018         |                               | <b>Related :</b> This is a meeting part of a committee meeting    |
|   | CEN/TC 602/SC 01/WG 02<br>Proposed | 1 <sup>st</sup><br>Related    |   |
|   | Belgium (Brussels)                 |                               |   |
|   | 15 Jan 2018 to 17 Jan 2018         |                               |   |

# Meeting Registration



Your first point of contact: CEN helpdesk @ ISO  
[helpdeskcentc@iso.org](mailto:helpdeskcentc@iso.org)

**Webinar** available on the [CEN-CENELEC website](#)



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Training session for new TB Officers of 2019-12-12

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Thank you!  
Questions?



[www.cen.eu](http://www.cen.eu)

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## 4. Projex-Online Working Area



# Projex-Online Working Area

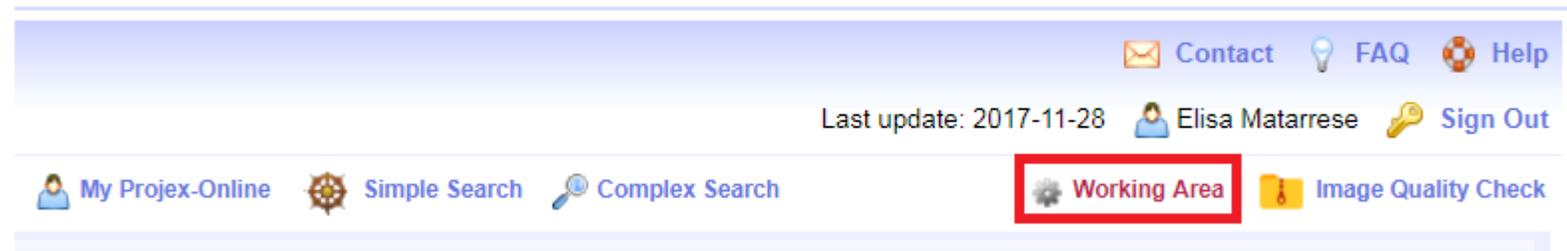


## What?

Password protected application for submitting your Technical Committee decisions (related to one or several projects) to CCMC.

## Access?

- Via Projex-Online application



## Users?

- CEN/TC secretaries
- Secretary support team (upon request to [projex@cencenelec.eu](mailto:projex@cencenelec.eu)).



# Projex-Online Working Area



## TC decisions available on Working Area:

### 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)
- Splitting of a Work Item (Semi-automatic)
- Merging of Work Items (Semi-automatic)

### Launching of a Procedure or Tolerance request

- Tolerance request (Automatic)
- Decision to launch a UAP (Automatic)
- Decision to launch a Formal Vote (Automatic)
- Decision to launch a COCOR Vote (only for ECISS/TCs) (Automatic)
- Decision to launch a 2nd Enquiry (Automatic)
- Decision after a negative first vote (Semi-automatic)
- Decision to skip the Formal Vote (Semi-automatic)
- Decision to launch the Enquiry (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)

### 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)

### Other types of Decision

- Reference to other normative documents (Semi-automatic)
- Extension of DOW to be included in future EN(s) (Semi-automatic)
- Extension of DOW for EN(s) not yet or already made available to CEN members (Semi-automatic)

Source:

Working Area – Section



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# Projex-Online Working Area

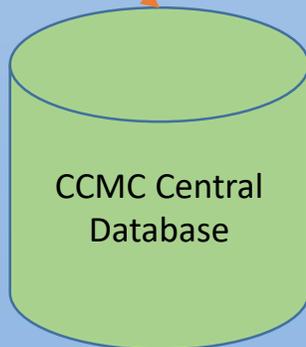


DAY 1

CEN/TC Secretary **submits** a decision



Decision is **automatically processed** in the central database



Automatic Processing

DAY 2

Impact on database **visible** in PROJEX-ONLINE (new work item, new timeframe dates..)

| WI Number | Reference     | Title  | WI Status | Standard Status | Last Milestone |
|-----------|---------------|--|-----------|-----------------|----------------|
| 00033407  | FprEN 12519   | Windows and pedestrian doors - Terminology   | Active    | Not Published   | 45.99.0979     |
| 00033410  | FprEN 12216   | Shutters, external blinds, internal blinds - Terminology, glossary and definitions                       | Active    | Not Published   | 50.60.0000     |
| 00033452  | FprEN 14351-2 | Windows and doors - Product standard, performance characteristics - Part 2: Internal pedestrian doorsets | Active    | Not Published   | 50.60.0000     |
| 00033468  | EN 12635:2017 | Industrial, commercial and garage doors and gates - Information for use                                  | Active    | Not Published   | 50.60.0000     |
| 00033487  | prEN 17020-1  | Extended application of test results on durability of self-closing for fire resistance                   | Active    | Not Published   | 40.60.0000     |

**Automatic notification** sent to TC Secretary with confirmation that the decision has been processed and decision text in PDF format

- in case of a data issue then notification that the decision will be manually processed by CCMC Data Unit



# Projex-Online Working Area



DAY 1

CEN/TC Secretary **submits** a decision



DAY 2

**Automatic notification** sent to TC Secretary with confirmation that **the decision will be processed** and the decision in PDF format



< 2 weeks

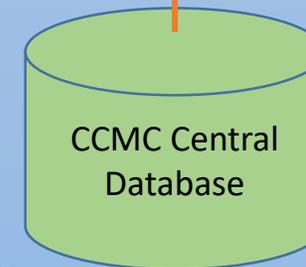
**CEN/TC 33**  
Doors, windows, shutters, building hardware and curtain walling

Status: Active  
Secretariat: AFNOR  
Secretary: Mrs N. Girardot ( nathalie.girardot@afnor.org ) (Appointed on 1995-01-11)  
Chairperson: Mr F. Wielezyski (FR) (Appointed on 2013-09-11)  
CCMC PM: Mr G. Ascensão ( gascensao@cenelec.eu )

| WI Number | Reference     | Title  | WI Status | Standard Status | Last Milestone |
|-----------|---------------|--|-----------|-----------------|----------------|
| 00033407  | FprEN 12519   | Windows and pedestrian doors - Terminology   | Active    | Not Published   | 45.99.0979     |
| 00033410  | FprEN 12216   | Shutters, external blinds, internal blinds - Terminology, glossary and definitions                       | Active    | Not Published   | 50.60.0000     |
| 00033452  | FprEN 14351-2 | Windows and doors - Product standard, performance characteristics - Part 2: Internal pedestrian doorsets | Active    | Not Published   | 50.60.0000     |

Decision is **transferred** to the Database Unit in CCMC

Impact on database **visible** in PROJEX-ONLINE (new work item, new timeframe dates..)



CCMC Digital Production

Email confirmation

Semi-automatic Processing



# Projex-Online Working Area



GUIDANCE



TB OFFICERS



STANDARDS



PROCEDURES

Training session for new TB Officers of 2019-12-12

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# Projex-Online Working Area



## Benefits:

- Guides the CEN TC Secretary – business rules are enforced by the tool
- Possibility to prepare decision and generate the form automatically with all information
- Assurance that the decision is being treated: e-mail confirmation next morning
- Quicker response: several types of decision will be processed automatically overnight
- Decision form in PDF available in Projex-Online (WI decision tab)



# Projex-Online Working Area



## Questions?

**User guide** available online (section Help)  
**Webinar** available on the [CEN-CENELEC website](#)

**Business** questions: your Project Manager at CCMC

All **functional & technical issues**: the CCMC IT Team  
at  
[itsupport@cencenelec.eu](mailto:itsupport@cencenelec.eu)



GUIDANCE



TB OFFICERS



STANDARDS



PROCEDURES



# Thank you! Questions?

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