

iPROJEX – National Implementation Partner

Data file structure and contents (XLS format)

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1.0	2017-06-26	EDP/EMA	Initial version

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1 Purpose

This document is intended to complement the [iPROJEX General User Guide](#) which explains:

- how to use the iPROJEX tool
- the different steps to perform when using iPROJEX (common to all modules)

The aim of this documentation is to give you detailed information on the National Implementation Partner module (XLS format):

- detailed information on the XLS file structure (field names, description...)
- explanation of all error and warning messages (displayed on the screen or included in the log files)
- reminder files criteria

2 Introduction to the business area

As CEN and/or CENELEC Affiliate, you are obliged to implement European standards (ENs), developed by Technical Bodies in which you participate, as national standards and to withdraw any conflicting national standards. For more details please check the [CEN-CENELEC Guide 12 *The concept of Affiliation with CEN and CENELEC*](#).

As CEN and/or CENELEC Companion Standardization Bodies (CSBs), you are encouraged to implement European standards (ENs), developed by Technical Bodies in which you participate, as national standards, as well as to withdraw any conflicting national standards. For more details please check the [CEN-CENELEC Guide 13 *The concept of a Companion Standardization Body with CEN and CENELEC*](#).

In order to fulfil this obligation, you have to notify your national implementations (and conflicting national standards where relevant) to the CEN-CENELEC Management Centre (CCMC) by uploading data files using the iPROJEX tool (National Implementation module).

Following the decision BT 33/2012 taken by the CEN/BT on 2012-12-13, the national implementation of corrigenda on ENs is now also mandatory, when the national implementation of an EN is impacted. If your national implementation of an EN is not impacted by a corrigendum, then it will be necessary to inform CCMC that the corrigendum has not been implemented as it is not impacted (a new value 'Not impacted' should be entered into the field 'Method of Implementation').

Note: this new process will have no retroactive effect on existing corrigenda.

For business-orientated information on the finalisation and implementation of European Standards, please consult the [BOSS](#) or the [CENELEC website](#).

3 XLS file structure

The XLS file must be composed of two sheets :

- the first sheet is named '**IMPL**' and concerns the national implementation data
- the second sheet is named '**CNS**' and concerns the withdrawn conflicting national standards

Important notices:

- Do not rename, move or remove any sheet or field!
- The file type has to be .xls not .xlsx

Hints:

- The easiest way to create an Excel file with the correct format is to use the **Generate Reminder file** facility of iPROJEX, selecting XLS as the required format.
- Please use 'Delete' rather than 'Clear cells' in Excel to remove any unwanted rows.

3.1 Data fields

3.1.1 Header info (both tabs)

Each sheet has a header composed of the following fields:

Name	Type	Description	Obligation
NSB	String	National Standardization Body name. Examples: BAS, SA, IMANOR,...	Compulsory
DATE	Date	Date the file was generated Example: 2017-06-07	Compulsory
VERSION	Integer	Version number = 1	Compulsory
EURKEY	Integer	The identification of the European Standard is clearly critical for the exchange of data. The data element EURKEY is used to indicate which key your organization is using. Values: 1 = WIID 2 = WIN 3 = EURREF Note: The Reminder file contains these 3 keys and the EURKEY is set by default to the WIID.	Compulsory

3.1.2 National implementation information (tab 'IMPL')

This sheet contains information on the national implementation on European Standards.

Name	Type	Description	Obligation
European standard reference	String	Examples: EN 15415-2:2012, EN ISO 28399:2011	Compulsory if EURKEY = 3
W.I. number	String	Work Item number Examples: 00343064, EC111017, CST02101	Compulsory if EURKEY = 2
W.I. surrogate	String	Identifier of the European standard CCMC database surrogate of the WI as provided in PROJEXDATA. Examples: 32129, 28578	Compulsory if EURKEY = 1
Date of availability	Date	Date of availability (DAV) of the European Standard This information does not need to be provided by the partner. It is included in this file structure to ensure compatibility with the reminder file.	Optional
Date of publication	Date	Date of publication (DOP) of the European Standard This information does not need to be provided by the partner. It is included in this file structure to ensure compatibility with the reminder file.	Optional
DOW	Date	Date of withdrawal of the conflicting National Standards This information does not need to be provided by the partner. It is included in this file structure to ensure compatibility with the reminder file.	Optional
Method of implementation	String	4 possible values: <ul style="list-style-type: none"> • Publication: when the partner publishes the European standard in one of the official languages or in their national language. • Endorsement: endorsement of an EN as a national standard achieved by publication of an endorsement sheet. • Announcement: announcement in the national partner 's official journal. • Not impacted (for Corrigenda only): to be used if your national implementation of an EN is not impacted by the corrigendum. 	Compulsory

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Name	Type	Description	Obligation
National standard reference	String	Reference of the national standard. Examples: NEN-EN 779:2012, BS EN 779:2012, I.S. EN 779 :2012	Compulsory
Date of publication NSR	Date	Date of publication of the national standard as indicated on the standard or considered as official publication date.	Compulsory
Degree of equivalence	String	3 possible values: <ul style="list-style-type: none"> • Identical: when the partner publishes an identical version of the European standard in one of the official languages or in their national language. • Modified: when the partner publishes a modified version of the European standard in one of the official languages or in their national language. • Partial: when the partner publishes a partial version of the European standard in one of the official languages or in their national language. 	Optional
Legal status	String	Legal status of a national standard according to the national legislation of the implementing country.	Optional
Available language	String	Identifier of the language Language code of the national standard in the national database (cf ISO 639). Examples: de, nl, it, sq	Optional
Reference of national official journal	String	Name and issue number of the partner's official journal announcing the publication of the national standard implementing the European Standard or the endorsement or availability of the European Standard.	Optional
Date of national official journal	Date	Issue date as indicated on the cover of the partner's official journal.	Optional
National comment	String	National comment Comment of the national partner explaining reasons for implementation delay, national legislative aspects conflicting with implementation obligation...	Optional
Existing conflicting standard	Integer	2 possible values: <ul style="list-style-type: none"> • 1 (Yes) • 0 (No) 	Compulsory

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Name	Type	Description	Obligation
WJOREF	String	Reference of national official journal announcing withdrawal Name and issue number of the partner's official journal announcing the withdrawal of the conflicting national standard.	Optional ¹
WJOURD	Date	Date of national official journal announcing withdrawal Issue date as indicated on the cover of the partner's official journal.	Optional ²

3.1.3 National conflicting standards information (tab 'CNS')

This sheet contains information on the withdrawal of national conflicting Standards.

This sheet remains empty if there are no conflicting national standards (only NSB, DATE, VERSION and EURKEY are to be filled in).

Name	Type	Description	Obligation
European standard reference	String	European standard reference Examples: EN 15415-2:2012, EN ISO 28399:2011	Compulsory if EURKEY = 3
W.I. number	String	Work Item number Examples: 00343064, EC111017, CST02101	Compulsory if EURKEY = 2
W.I. surrogate	String	Identifier of the European standard CCMC database surrogate of the WI as provided in PROJEXDATA. Examples: 32129, 28578	Compulsory if EURKEY = 1
WREF	String	Reference of withdrawn standard(s) Reference of the withdrawn national standard.	Optional ²
WPUBD	Date	Date of publication of withdrawn standard(s) Date of publication as indicated on the standard or considered as official publication date.	Optional
WCOM	String	National comment (on withdrawal) Comment of the national partner explaining reasons for withdrawal delay, national legislative aspects conflicting with withdrawal obligation...	Optional

¹ This field should be completed if Existing conflicting standard =1 otherwise a warning is generated.

² If a conflicting national standard element is present in the file then the WREF is compulsory.

4 Errors and Warnings

Reminder:

An **Error** is a problem which will prevent the data record from being loaded into the CCMC database.

A **Warning** does not prevent the data record from being loaded but should be noted and possibly investigated by the user.

4.1 Error messages

Error message	Explanation	Action to be taken
This National Standardization Body does not exist in the CCMC database. Please give correct information.	The national partner name contained in the file is not valid. This could potentially occur when your organization has recently changed name.	Re-check your organization name and otherwise contact the CCMC Database Unit (dataservice@cencenelec.eu)
No data will be added. NSB indicated in the data file does not correspond to your user profile.	The national partner name contained in the file is not valid. This could potentially occur when your organization has recently changed name.	Re-check your organization name and otherwise contact the CCMC Database Unit (dataservice@cencenelec.eu)
This WI surrogate does not exist in the CEN Work Programme. Please give correct WI surrogate.	Incorrect WI surrogate (EURKEY = 1)	Check and correct the field 'WIID' before uploading your file.
This WI number does not exist in the CEN Work Programme. Please give correct WI number.	Incorrect WI number (EURKEY = 2)	Check and correct the field 'WIN' before uploading your file.
This European standard reference does not exist in the CEN Work Programme. Please give exact reference.	Incorrect European standard reference (EURKEY = 3)	Check and correct the field 'EURREF' before uploading your file.
Incorrect Implementation process value. Please give correct value.	The compulsory field 'Method of implementation' contains an incorrect value.	Check and correct the field 'Method of implementation'. The 4 possible values are: <ul style="list-style-type: none"> • Publication • Endorsement • Announcement • Not impacted

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Error message	Explanation	Action to be taken
The implementation process value is missing or incorrect. Please give the information.	Missing or incorrect compulsory information 'Method of implementation'	Check or fill in the field 'Method of implementation' before uploading your file.
The National standard reference is missing. Please give the information.	Missing compulsory information 'National standard reference'	Fill in the field 'National standard reference' before uploading your file.
The publication date is missing. Please give the information.	Missing compulsory information 'Date of publication NSR'	Fill in the field 'Date of publication NSR' before uploading your file.
The degree of Equivalence is incorrect. Please give the correct value.	The field 'Degree of equivalence' contains an incorrect value.	Check and correct the field 'Degree of equivalence'. The 3 possible values are: <ul style="list-style-type: none"> • Identical • Modified • Partial
No National implementation data will be added. National implementation already available as...	The data is already registered in the CCMC central database.	No action needed.
No data will be added. Several National Implementations are already available for this European Standard.	There are already at least 2 national standard references for this European Standard in the CCMC central database. There is therefore a potential data issue with the National Implementation data for this European Standard.	Check the situation and then contact CCMC (dataservice@cencenelec.eu) to correct the database.
The value on existing conflicting standard(s) is missing. Please give the information.	Missing compulsory information 'Existing conflicting standard'	Fill in the field 'Existing conflicting standard' before uploading your file.
Incorrect existing conflicting standard(s) value. Please give correct value.	The compulsory field 'Existing conflicting standard' contains an incorrect value.	Check and correct the field 'Existing conflicting standard'. The 2 possible values are: <ul style="list-style-type: none"> • 0 (for No) • 1 (for Yes)
Existing conflicting standard(s) = Y but the reference of national official journal announcing withdrawal is missing.	When the field 'Existing conflicting standard' = 1 the file should include the reference of the national official journal announcing withdrawal.	If there are conflicting national standards, please fill in the field 'WJOUREF' before uploading your file.

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Error message	Explanation	Action to be taken
Existing conflicting standard(s) = Y but the date of national official journal announcing withdrawal is missing.	When the field 'Existing conflicting standard' = 1, it is expected that the file should include the date of the national official journal announcing withdrawal.	If there are conflicting national standards, please fill in the field 'WJOURD' before uploading your file.
No data will be added. Please contact the CCMC Administrator - MIDAS substructure not created	There is potentially a data issue within the CCMC central database.	This is an issue to be resolved on CCMC side. Please send these errors to the CCMC Database Unit (dataservice@cencenelec.eu) before performing the actual load.
No data will be added. This European Standard has not yet been published or has been withdrawn. The data you are uploading should only relate to active and published standards.	CCMC does not record information concerning not active and published standards.	In fact you do not really need to remove this information from the file, as it simply will not be loaded. However, it may be cleaner in the future if your program could be adjusted to exclude the withdrawn standards.
Implementation process value 'Not impacted' is only allowed for corrigenda	<i>(for Corrigenda only)</i> : to be used if your national implementation of an EN is not impacted by the corrigendum.	Select another method of Implementation: - Publication - Endorsement - Announcement
SYSTEM ERROR	An unexpected error has occurred.	Contact dataservice@cencenelec.eu .

4.2 Warning messages

Warning message	Explanation	Action to be taken
An additional national reference will be added. National implementation already available as...	Another (non-identical) national standard reference exists in the CCMC central database for this European Standard. The new reference will be added.	Check if your Organization has in fact implemented the European Standard via two National Standards. If not, then there is a small problem. In fact the system compares the National Standard reference in the CCMC central database with the reference in your file and concludes that they are different National Standards and creates an additional National Standard, when in fact it should have just been an update of the publication date. The best thing to do in this case is to leave your data unchanged, load the data and send a mail to dataservice@cencenelec.eu asking them to clean away the old reference.
The degree of Equivalence is missing. Please check the information	No value is provided in the field 'Degree of equivalence'	Check if this information was not forgotten to be included. If it is the case, please add one of the possible values: <ul style="list-style-type: none"> • Identical • Modified • Partial
An additional language will be added. National implementation already available as...	An identical national standard reference exists in the CCMC central database but with a different language. It is therefore assumed that the National Standard has been issued in an additional language.	If this is not correct, please contact the CCMC Database Unit (dataservice@cencenelec.eu) asking them to correct the database.
Invalid language code. No language will be taken.	The language code provided does not correspond to the standard language code (ISO 639).	Re-check your language code (cf ISO 639) and then correct the field 'LANGCODE' before uploading your file.
The publication date will be updated. National implementation already available as...	An identical national standard reference exists in the CCMC central database but with a different publication date. It is assumed to be a data correction.	If this is not correct, please contact the CCMC Database Unit (dataservice@cencenelec.eu) asking them to correct the database.

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Warning message	Explanation	Action to be taken
The publication date will be updated, a language will be added. National implementation already available as...	An identical national standard reference exists in the CCMC central database but with a different publication date and no language registered. It is assumed to be a data correction/update.	If this is not correct, please contact the CCMC Database Unit (dataservice@cencenelec.eu) asking them to correct the database.
An optional data field will be updated. National implementation already available as...	An identical national standard reference exists in the CCMC central database with some of the optional fields present in your file missing (e.g. 'Reference of national official journal', 'Date of national official journal '...'). The new information will be simply added.	No action needed.
An additional conflicting standard will be added. Conflicting standard already available as...	Another (non-identical) conflicting national standard exists in the CCMC central database for this European Standard. The new reference will be added.	Check that your organization has indeed several National conflicting standards recorded for this European Standard. If this is not correct, please contact the CCMC Database Unit (dataservice@cencenelec.eu) asking them to correct the database.
No Conflicting National Standard data will be loaded. Conflicting National Standard data already available as...	The data is already registered in the CCMC central database.	No action needed.
No Conflicting National Standard data will be added. Withdrawal only concerns ENs.	CCMC does not record information concerning the withdrawal of conflicting national standards for non-EN standards.	In fact you do not really need to remove this information from the file, as it simply will not be loaded. However, it may be cleaner in the future if your program could be adjusted to output national conflicting standard withdrawal information for ENs only.
No conflicting standard data will be added as this information is not stored at CCMC for corrigendum.	CCMC does not record information concerning the withdrawal of conflicting national standards for Corrigenda.	In fact you do not really need to remove this information from the file, as it simply will not be loaded. However, it may be cleaner in the future if your program could be adjusted to exclude national conflicting standard withdrawal information on Corrigenda.

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Warning message	Explanation	Action to be taken
The publication date will be updated. Conflicting National Standard already available as	An identical conflicting national standard exists in the CCMC central database but with a different publication date. It is assumed to be a data correction.	If this is not correct, please contact the CCMC Database Unit (dataservice@cencenelec.eu) asking them to correct the database.
No Conflicting National Standard data will be loaded. The field CONFL = 'No' but you gave Conflicting National Standard information in your file	You have put 'Existing conflicting standard' = 0 (i.e. 'No') but you gave information on conflicting national standard(s).	Re-check the situation and correct the appropriate fields before uploading your file.

5 Reminder file criteria

Criteria You have first to select between generating a reminder file containing the **List of European Standards for which data has not been provided by your NSB** (default value), or the **List of all European Standards** irrespective of whether data has been received or not.

Select a module:

Upload Files: **Create Reminder Files**

1 Create:

Criteria:

- List of European Standards for which data has not been provided by DIN
- List of European Standards for which data has not been provided by DIN
- List of all European Standards

None

Format: Xml Excel (xls) Compress file

Date Optional criteria.

You have the possibility to apply an additional criteria based on the **Date of Availability (DAV)** or on the **Date of Publication (DOP)**. By default, no date criteria is applied.

Date:

None

Date of Availability (DAV)

Date of Publication (DOP)

Compress file

From – To Once the Date criteria is selected, select the **From** and **To** dates by clicking on . A calendar opens. Select the relevant date.

Date:

Format: Xml Excel (xls) Compress file

2 Reminder files:

Date	Options	From	To
2012-05-07	Missing		
2012-05-04	Missing		

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Date Selection:

< 2012 > May

Su	Mo	Tu	We	Th	Fr	Sa
-	-	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	-	-
-	-	-	-	-	-	-

clear close > Last >>

Format The reminder file can be provided in **XML** (default value) or **XLS** format.

Please check the **Compress file** option if you want the file to be compressed (zipped).

Format: Xml Excel (xls) Compress file