

European Standardization Organizations

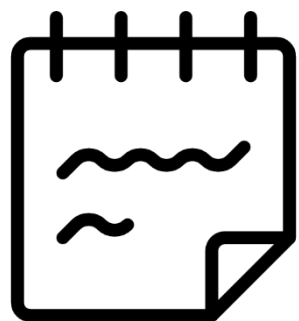
Online Standards Development Info Session Authoring

2025-07-03 |

Agenda

- ▶ Welcome
- ▶ How to get started with OSD ?
- ▶ Scope and permissions accesses
- ▶ Demo

Single source of truth...

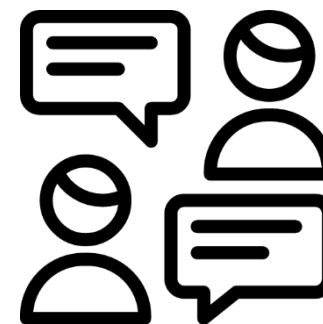
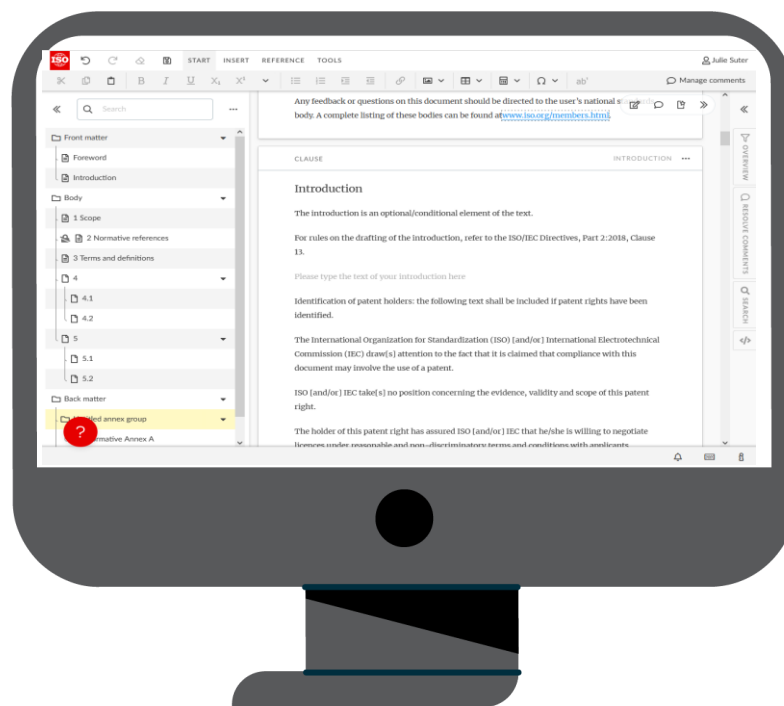


Collaborative Authoring



Comment resolution & consensus building

OSD



Member commenting



CCMC internal editing

Supported CEN deliverables in OSD



► OSD will cover the full standards drafting process from Project Creation to Publication in June 2025



	Phase 1 Authoring & Editing (00.60 to 40.10)	Phase 2 Member Commenting (40.20 to 50.10)	Phase 3 End to end process (50.20 to 60.60)
CEN Homegrown Standards EN, TR,TS (hEns excl)	<div>✓ Already available</div> <div>➤ 197 projects opened since project start</div> <div>➤ 128 still active in drafting stages</div>	<div>✓ Already available</div> <div>➤ 9 projects active in Enquiry stage or Enquiry comments resolution stage</div> <div>➤ Monthly Voters training</div>	<div>✓ Already available</div> <div>➤ 2 projects to start Formal Vote</div> <div>➤ Monthly Voters training</div>
CEN Harmonized Standards hENs	2026		

How to create a project in OSD ?

1

At PWI or WI activation

- In **NWI form** or in **Working Area**, tick the box in section Digital Aspects
- CCMC Data service will communicate the request and the WI number to OSD project team
- OSD project team will check if the deliverable is supported ; create the document and contact OSD Leaders

6. Digital aspects

☐ The deliverable is intended to be developed using the Online Collaborative Authoring [platform](#)

☐ The deliverable is intended to include non-Word/PDF content, e.g. audio files, XML schemas, machine-readable [formats](#) or software.
Please provide details of the non-Word/PDF content:

☐ None of the above.

If yes to either of these questions, CCMC will contact you for feasibility and organizational aspects.

Section 4 - Digital aspects

10. Digital aspects

☐ The deliverable is intended to be developed using the Online Collaborative Authoring platform

☐ The deliverable is intended to include non-Word/PDF content, e.g. audio files, XML schemas, machine-readable formats or software.
Please provide details of the non-Word/PDF content:

☐ None of the above

If yes to either of these questions, CCMC will contact you for feasibility and organizational aspects.



When a document is created, a **dynamic URL** is provided to OSD Leaders of the document

<https://sd.cen.eu/authoring/current/WINUMBER>

How to create a project in OSD ?

2

Once PWI or WI are already activated

Call for projects - Drafting stage

Is your project:

- A CEN EN, TR, TS?
- New or a revision (not an amendment or corrigendum)?
- Homegrown (not under the Vienna Agreement)?
- Preferably in stage 00.60 or 10.99?
- Ready for drafting to start?

If your project ticks these boxes, join the digital transformation! Fill-in [this evaluation form](#) to start drafting in the OSD tool.

If your project doesn't tick the boxes (e.g. CENELEC projects, amendments), then don't worry - we're working on getting the tool ready for you to use in the future. Please register for an info session or get in touch to learn more.

Please note that we are keeping number of projects at low volume as manual work is required. We keep the possibility to accept or not request.

- On [OSD project webpage](#), fill-in the evaluation form to request project creation in OSD
- OSD project team will check if the deliverable is supported ; create the document and contact OSD leaders



When a document is created, a **dynamic URL** is provided to OSD Leaders of the document

<https://sd.cen.eu/authoring/current/WINUMBER>

Authoring Access roles (drafting stages)

- ▶ Roles in OSD and associated permissions are automatically allocated and refreshed daily based on **Global Directory roles**

DETAILS

View details

Edit details

View dependencies

STRUCTURE

View structure

Create sub-committee

Create working group

CEN ROLES

View all roles

Manage

LIAISONS

View liaisons

Manage

STATUS

Manage

JUMP TO CEN Secretariat CEN Secretary CEN Secretary support team CEN Chairperson CEN Committee member CEN Committee observer CEN Document monitor CEN Voter CEN Voter support team CEN Meeting participant approver CEN Technical programme manager		
CEN SECRETARIAT	Appointed by	Additional information
AFNOR > Association française de normalisation	AFNOR >	Resolution/Decision: CEN/BT C164/2024
CEN SECRETARY	Appointed by	Additional information
[REDACTED]	AFNOR >	Mandate: 2024-11-15 –
CEN SECRETARY SUPPORT TEAM	Appointed by	Additional information
[REDACTED]	AFNOR >	
CEN CHAIRPERSON	Appointed by	Additional information
[REDACTED]	AFNOR >	Mandate: 2025-01-14 – 2031-01-13 Resolution/Decision: 01/2024
CEN COMMITTEE MEMBER (33)	Appointed by	Additional information
[REDACTED]	AFNOR >	
	ASI >	
	ASI >	
	ASRO >	
	BDS >	
	BSI >	



Global Directory – CEN Admin view



As a

- WG Secretary
- Convenor
- TC Secretary
- Convenor/Sec support team
-



I can do ... everything !

View content
Add content
Accept/reject tracked changes
Unlock own clauses
Unlock others' clauses
Add/delete/move clauses
Add/delete own comments
Reply to others' comments
Resolve comments
Export
Manage author & commentor roles



As a

- Committee Member
-



I can ... provide comments



View content
Add/delete own comments
Reply to others' comments
Export

OSD Author



To draft the standard,
OSD Leader can
manually appoint **OSD
Author(s)** among OSD
Commenters



I can ...

View content
Add content
Unlock own clauses
Add/delete/move clauses
Add/delete own comments
Reply to others' comments
Export





As a

- Liaison representative
- Document monitor
- ...



I can ... read the document

View content

Authoring Access roles



- ▶ Check out the detailed Permissions Matrix on CEN Experts site
- ▶ Ensure everybody is properly registered with the correct role in GD

Demo

Thank you

www.cencenelec.eu

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