



TRAINING CEN & CENELEC NEWLY APPOINTED TECHNICAL BODY OFFICERS

Novelties in rules and processes



Alberto SIMEONI

Account Manager
Technical Boards



Laureen BOOM

Project Manager
Technical Boards



Mirna VULETIC

Project Manager
Technical Boards

What's new since 2022?

▶ **CEN-CENELEC**

▶ CEN-only

▶ CENELEC-only



Alberto SIMEONI

Account Manager Technical Boards

- ▶ Measures to better cooperate with the European Commission for the drafting of the Standardization requests (e.g. SReq Checklist)

Covered in **Contributing to the drafting of the Standardization Request (SReq)**

- ▶ Measures to increase compliance of candidate hENs:

- ▶ Common ESOs-EC checklist for hEN,
- ▶ Additional CCMC service: Quality check
- ▶ Innovative process for homegrown hENs
- ▶ Coming soon: New process in // with ISO/IEC for hENs

Covered in **Improving citation in the OJEU of harmonised standards**

New regulation amending EU Reg. 1025/2012!

► Measures to comply with new EU regulation 2022/2480

Covered in **Compliance with EU Reg. 2022/2480 amending EU Reg. 1025/2012**

19.12.2022	EN	Official Journal of the European Union	L 323/1
REGULATION (EU) 2022/2480 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 14 December 2022 amending Regulation (EU) No 1025/2012 as regards decisions of European standardisation organisations concerning European standards and European standardisation deliverables (Text with EEA relevance)			

Fast procedure to update normative references in homegrown harmonized Standards - I



Considering that the main reason for non-compliance assessment and rejection of offered Standards is related to normative references mentioned in those Standards, the BTs have agreed to extend the principle of a fast-track procedure - as in decisions BT 43/2017 and D157/035 - to cover the possibility **to update normative references in homegrown harmonized standards** after they have been voted upon or published.

Decision ref: CEN/BT C069/2022 & CLC/BT D172/C002, applicable from 2022-04-20, repealing CEN/BT 43/2017 & CLC/BT D157/035

in **CEN**:

- requests for updating, or modifications to, normative references of homegrown European harmonized standards made after the standard has been voted upon or published require **BT approval through a vote by correspondence via weighted vote**. To update normative references in homegrown harmonized standards, **a TC agreement via TC decision is necessary**. The result is published as an Amendment if the standard has already been made available. If the standard is not yet published, the results are incorporated into the text before publication.
- requests for, or modifications to, Annex ZA (e.g., table on correspondence with essential requirements or table on normative references for EN ISO standards) made after the standard has been voted upon or published require BT approval through a vote by correspondence **via weighted vote**. It is necessary to have a TC advice with the support of the relevant WG Convenor. The result is published as an Amendment if the standard has already been made available. If the standard is not yet published, the results are incorporated into the text before publication. European amendments to EN ISO standards, i.e. not affecting the text of the adopted ISO standard, are published as Amendment numbered A11, A12, etc.

in CENELEC:

- requests for updating, or modifications to, normative references of homegrown European harmonized standards and Annex ZA/ZZ made after the standard has been voted upon **require BT approval through regular BT consultation**. For updated normative references in homegrown harmonized standards, **a TC agreement via TC decision** is necessary while for Annex ZA/ZZ it is requested a TB advice with the support of the relevant WG Convenor, where applicable. The result is published as an Amendment to the standard if the standard has already been made available, thereby confirming already taken decision, i.e. D155/035. If the standard is not yet published, the results are incorporated into the text before publication.

Participation of liaison/partner organizations in CEN-CLC/JTCs



The BTs have agreed with the associated process:

- CCMC to assess, within 1 week, the request from the interested European organization (including Partner organizations) to participate in CEN-CLC/JTCs as a Liaison organization;
- the **JTC Secretary to submit a draft decision by correspondence via a 4-week CIB or CIV** within the concerned JTC, using the relevant template and annexing the CCMC assessment as well the original application form from the applicant;
- the participation is approved by the JTC if the following conditions are:
 1. **simple majority**, and
 2. **absence of sustained opposition against the applicant**, which has to be provided in writing by the opposer;
- the JTC Secretary to communicate the decision by e-mail to CCMC (partners@cencenelec.eu).

Mandatory CIB or CIV!

NOTE: In line with CEN-CENELEC Guide 25, Annex III organizations have the right to participate in any Technical Committee and its relevant working groups without restriction. Therefore, they are excluded from the above BT decision.

Decision ref: CEN/BT 009/2022 & CLC/BT D171/004, applicable from 2022-07-01

Example of formatted decision

3 Decision N. 10/2022 C taken by CEN-CLC/JTC 14 on 2022/10/25


The CEN-CLC/JTC 14 ‘Energy management and energy efficiency in the framework of energy transition’

- considering the CEN/CENELEC Internal Regulations - Part 2, subclause 4.3.2, which lays down the conditions for external liaisons;
- considering that the conditions laid down in CEN-CENELEC Guide 25 “The concept of partnership with European organizations and other stakeholders” are fulfilled;
- agrees to the participation of the Hydrogen Europe in CEN-CLC/JTC 14;
- requests the CEN-CENELEC Management Centre to inform Hydrogen Europe accordingly of this decision.

The decision was taken by simple majority with 13 positive votes, 0 negative votes and 9 abstentions.

Participation of liaison/partner organizations in CEN-CLC/JTCs

Example of CIB results

	<h2>Result of voting</h2>
Ballot Information	
Ballot reference	Hydrogen Europe Liaison - Draft Resolution 10/2022
Ballot type	CENCIB
English title	CENCLC JTC 14 - N215 - CIB on Resolution 10-2022 C - Hydrogen Europe Liaison
Opening date	2022-09-28
Closing date	2022-10-25
Note	

New guidance on Additional national elements (other than A-deviations and Special National Conditions)



BT objective: limit and control the national elements, which are added by Members.

Additional national elements:

1. additional national information i.e. national forewords, national footnotes and **national informative annexes**;
2. **national normative annexes**;
3. supplementary national deliverables.

▶ In principle, **additional national annexes** are to be avoided.

▶ While all national elements shall neither contradict, nor alter provisions within the scope of the European Standard, only **national normative annexes** can **add additional requirements**

But **only if the EN explicitly foresees this possibility, which is subject to BT approval.**

New guidance on Additional national elements (other than A-deviations and Special National Conditions)



When there is a need for national normative annexes in a future EN, the Technical Bodies are requested to:

- **reflect this need in the text of the draft EN and seek BT approval**, thereby including a justification
- during periodic review of the EN, re-confirm the need (or not) for national normative annexes

The above provisions shall be applied for all new projects as well as for those under development (up to acceptance of FV draft i.e. stage code 45.99).

The Guidance document is available on [CEN](#) and [CENELEC BOSS](#) under the section 'Drafting guidance'.

Decision ref: CEN/BT C106/2022 & CLC BT172/C052, applicable from 2022-07-01

Timeline for implementation of BT decisions impacting rules & processes



BT decisions that trigger changes to rules and processes **will be implemented either on 1 February or 1 October**, provided that the relevant IT tools are available.

It goes without saying that in duly justified cases (e.g. high strategic projects), the BTs might decide a different implementation date.

Decision ref: CEN/BT 016/2023 & CLC/BT D174/003, applicable from 2023-05-24

Approval of ISO/IEC JTC1 New work items: REVISIONS



- ▶ BTs agreed to start automatically the revision procedure for revisions of already adopted ISO/IEC JTC1 standards
 - ▶ NO NEED OF BT DECISION
- ▶ Any exemption procedure can be requested by the relevant technical body
- ▶ Decided by this decision **as of 2024-02-01.**

IT ONLY CONCERNS CEN-CLC/JTCS dealing with ISO/IEC JTC 1 standards

Approval of ISO/IEC JTC 1 New work items: NEW WORK



- ▶ BTs agreed to delegate to CEN-CLC/JTCs, as of 2024-02-01, all decisions concerning the approval of New Work Items that are:
 - ▶ adoptions of already published ISO/IEC JTC 1 deliverables;
 - ▶ to be developed in parallel with ISO/IEC JTC 1 new projects;
- ▶ CEN-CLC/JTC decisions are to be taken following an **8-week consultation period** (weighted vote for ENs and TSs, and by simple majority for TRs in line with the corresponding CEN-CENELEC IR2 voting rules at Enquiry and/or (Formal) Vote stages);
- ▶ CEN-CLC/JTCs to inform CCMC when a vote is launched for such cases, in order for CCMC to inform BTs accordingly.

Development timeframe for TS and TR - I



More flexibility given to Technical Bodies (TBs) for the **development** of Technical Specifications (TSs) and Technical Reports (TRs) by BT:

- TBs **decide on the development time** for each TS or TR NWI and indicate the planned dates in the NWIP (= no limited timeframe)
- If no dates are filled in, the default date for 30.99 will be set to 52 weeks from stage 10.99 (i.e. recommended timeframe)
- The initially planned (stages 10.99-30.99) for TS and TR can be **modified once** with a simple agreement of the TB Officers, in coordination with the WG Convenor:
 - o In CEN, this change can be done via the 'one change option' in Projex-Online Working Area
 - o In CENELEC, this change can be requested by email

Decision ref: CEN/BT 014/2023 & CLC/BT D174/001, applicable for all new projects as of 2023-02-01

Development timeframe for TS and TR - II



- ▶ A **Tolerance** can be requested by the TB Officers in agreement with the WG Convenor (via email and/or for CEN also via work area).
- ▶ TBs shall monitor the development of their WIs **to ensure delivery by the set deadline** (stage 30.99) and take measures in case of delay, to avoid the risk of deletion of WIs in unjustified cases.

Decision ref: CEN/BT 014/2023 & CLC/BT D174/001, applicable for all new projects as of 2023-02-01

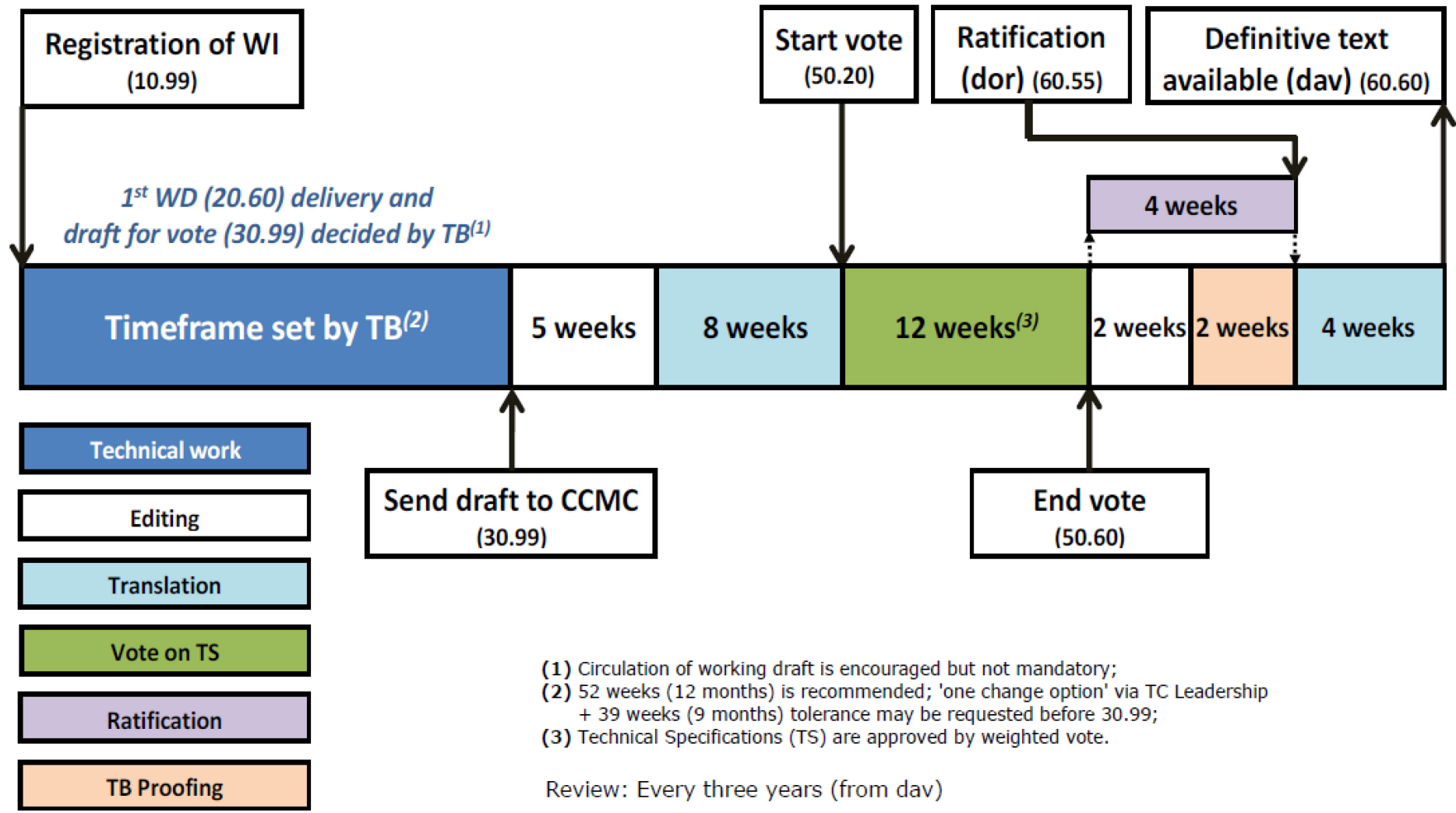
Development timeframe for TS and TR - III

To be filled in!

For TSs and TRs

<u>Project start date (10.99)</u>	<u>Dispatch of 1st WD (20.60)</u>	<u>Dispatch of draft for Vote (30.99)</u>
<u>yyyy-mm-dd</u>	<u>yyyy-mm-dd</u>	<u>yyyy/mm/dd</u>

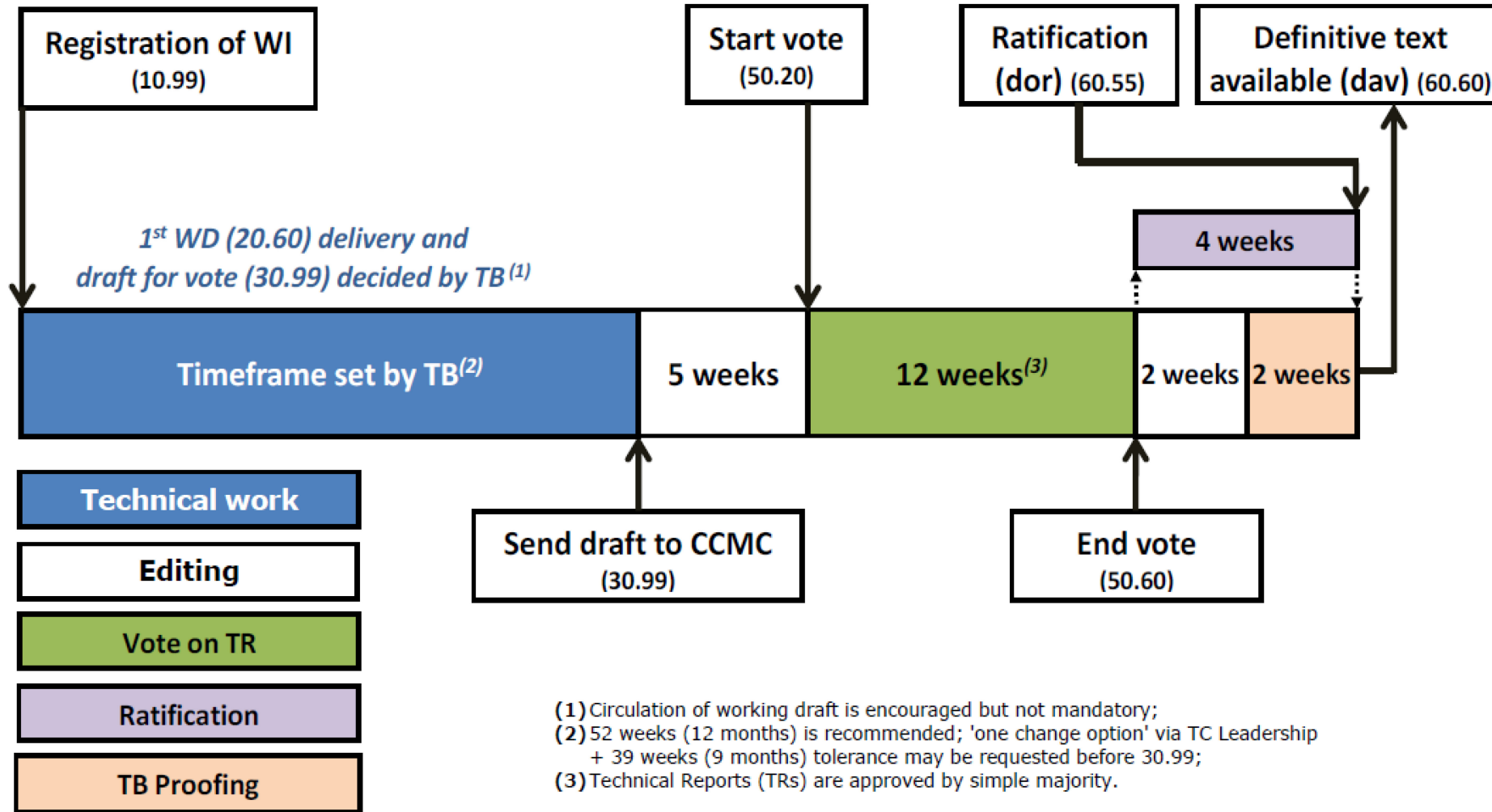
Development timeframe for TSs



(1) Circulation of working draft is encouraged but not mandatory;
 (2) 52 weeks (12 months) is recommended; 'one change option' via TC Leadership + 39 weeks (9 months) tolerance may be requested before 30.99;
 (3) Technical Specifications (TS) are approved by weighted vote.

Review: Every three years (from dav)

Development timeframe for TRs



- (1) Circulation of working draft is encouraged but not mandatory;
- (2) 52 weeks (12 months) is recommended; 'one change option' via TC Leadership + 39 weeks (9 months) tolerance may be requested before 30.99;
- (3) Technical Reports (TRs) are approved by simple majority.

Review: No limited lifetime.

Development timeframe for TS and TR

A **webinar** for TB Officers has been scheduled on **2024-01-18!**

All information available on the website

▶ [CEN expert area](#)

▶ [CENELEC expert area](#)

What's new since 2022?

▶ CEN-CENELEC

▶ **CEN-only**

▶ CENELEC-only



Laureen BOOM

Project Manager Technical Boards

VA - Skipping FV for NWIs under ISO Lead

A CEN/TC decision is **no** longer needed for skipping the FV for all WIs (EN ISOs) under **ISO Lead**:

- ▶ if the Enquiry results and -where applicable- HAS Consultant assessment are positive, and no technical changes are made before publication
- ▶ in case ISO goes directly to FDIS (and no technical changes are made before publication; ISO adoption from other organization; minor revisions and in all other cases where ISO goes to FDIS and CEN goes to Enquiry), if the Enquiry results and -where applicable- HAS Consultant assessment are positive

Decision ref: CEN/BT C003/2023, applicable from 2023-02-22



VA - Revision of projects & target dates

Revisions of ISO standards adopted by CEN are automatically registered in the CEN database.

In case of CEN lead:

- ▶ Target Dates need to be aligned with the flexible timeframe
- ▶ CEN/TCs shall take a **decision** on the proposed target dates (duration in weeks); this decision can be taken either by correspondence or at the TC meeting.

A formatted template is available on [CEN BOSS](#)

Decision ref: CEN/BT C004/2023, applicable from 2023-02-22



Adoption of ISO standards & amendments

When CEN is about to adopt **simultaneously** a main ISO standard and its amendment(s), CEN/BT has decided that there shall be as many WIs created as there are ISO documents ('1-1 approach').



Decision ref: CEN/BT C005/2023, applicable from 2023-07-01

TC Proofing – Extension during holiday period



CEN/BT extended the TC proofing period from 2 to 4 weeks during the holiday period, i.e. proofing requests sent **between 15 June & 15 August and between 1 & 31 December** (as it is already the case in CENELEC).

Decision ref: CEN/BT C012/2023, applicable from 2023-06-15



New Guidelines to be considered

- ▶ [Guidance](#) on 'How to include climate change adaptation in **European infrastructure standards**' for Technical Bodies

- ▶ Guidelines to Accessible Word and PDF documents Accessibility

The [CEN Strategic Advisory Group on Accessibility \(SAGA\)](#) has developed guidelines to support Technical Bodies in drafting deliverables which are **readable** by the widest possible audience

Available on [BOSS](#)



What's new since 2022?

▶ CEN-CENELEC

▶ CEN-only

▶ **CENELEC-only**



Mirna VULETIC

Project Manager Technical Boards

Supersession information in CENELEC deliverables



The CENELEC BT confirmed that

- the **full string of the supersession information**, including the partial supersession (provided that it is communicated by Technical Bodies), is to be added on **the title page** of CENELEC deliverables
- a **generic sentence** relating to the supersession information of the main standard is to be included in the **European Foreword**, to read 'This document supersedes EN NNNNN:YYYY and all of its amendments and corrigenda (if any)'

In order to have correct data displayed on the title page, Technical Body Officers are kindly reminded to provide the supersession information to CCMC when circulating drafts to procedures.

Decision ref: D170/003, applicable from 2022-03-31

Supersession information in CENELEC deliverables



Example

EUROPEAN STANDARD **EN 50716**
NORME EUROPÉENNE
EUROPÄISCHE NORM

November 2023

ICS 35.240.60

Supersedes EN 50128:2011; EN 50128:2011/AC:2014;
EN 50657:2017; EN 50128:2011/A1:2020; EN
50128:2011/A2:2020; EN 50657:2017/A1:2023

English Version

Railway Applications - Requirements for software development

Applications ferroviaires - Exigences pour le développement
de logiciels

Sektorübergreifende Software-Norm für Eisenbahnen

EN 50716:2023 (E)

European foreword

This document (EN 50716:2023) has been prepared by CLC/TC 9X "Electrical and electronic applications for railways".

The following dates are fixed:

- latest date by which this document has to be implemented at national level by publication of an identical national standard or by endorsement (dop) 2024-10-30
- latest date by which the national standards conflicting with this document have to be withdrawn (dow) 2026-10-30

This document supersedes EN 50128:2011 and EN 50657:2017 and all of their amendments and corrigenda (if any).

Handling of errors identified in CENELEC Standards



- In case of **errors in the text of the published Standard** (e.g. Annex ZA, normative references):
CCMC shall issue a Corrigendum upon request - no BT decision is required
- In case of **incorrect superseding information**:
A BT decision is needed to approve the supersession link and to issue a Corrigendum.
- In case of **incorrect DOP/DOW**:
A BT decision is needed to approve the correct DOP/DOW and to issue a Corrigendum (to ensure that this information is correctly reflected in national implementations).

When a BT decision is needed, please coordinate with the relevant CCMC PM!

Decision ref: CLC/BT D172/002, applicable from 2022-10-19

Developing European elements to harmonized ENs within SRs



When there is a need for developing harmonization elements in a European Standard included in the portfolio of a Reporting Secretariat (SR),

- the CENELEC Member in charge of the SR can ask the ad-hoc creation of a BT Task Force (CLC/BTTF), in principle under that Member's convenorship.
- Once the European elements have been published, the deliverable is transferred to the SR for maintenance.

For any issues, please refer to the CCMC *Harmonized Standards Compliance Team* (hsc@cencenelec.eu)

Decision ref: D175/002, applicable from 2023-10-18

Developing European elements to harmonized ENs within SRs

Example of BT decision

CLC/BTTF 176-1

- Creation

BT176/DG14194/DV/REV

D176/C028 BT

- noting the IT NC request for the creation of a CLC/BTTF that will manage issues related to harmonization of European standards within the CLC/SR 33 portfolio as in Annex 1
- approved the creation of CLC/BTTF 176-1 'Managing issues related to harmonization of European standards within the CLC/SR 33 portfolio'
- allocated the Convenorship to DE NC and appointed Mr Sebastian LEMM as CLC/BTTF 176-1 Convenor
- agreed that, once published, the CLC/BTTF 176-1 deliverables will be transferred to CLC/SR 33 for maintenance.

CCMC note: After the circulation of the proposal, DE and IT NCs agreed on the allocation of the Convenorship to DE NC.

Calculation of implementation dates

The calculation of the national implementation dates of CENELEC deliverables **will be calculated on the DAV (date of availability)** instead of the DOR (date of ratification), and their duration will be **aligned for homegrown and parallel process**:

- ▶ DOA = DAV + 6 months
- ▶ DOP = DAV + 12 months
- ▶ DOW = DAV + 36 months

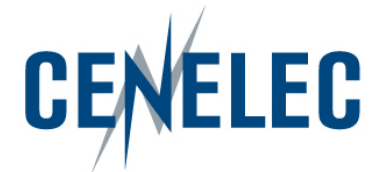
Decision ref: D175/003, applicable from 2024-02-01

NWIs approval – Voting tool

- ▶ New simplified process for the approval of NWIs will be implemented **as of 1 February 2024**
 - CLC/BT decision no longer needed!
- ▶ In the new NWI Voting tool,
 - ▶ **weighted vote** will apply for the approval of NWIs intended to become **EN, TS and HD**,
 - ▶ **simple majority** will apply for the approval of NWIs intended to become **TRs**

[Webinar on 18 January 2024, 10h00](#)

Decision ref: D175/005, applicable from 2024-02-01



INFORMATION FOR TECHNICAL BODY OFFICERS

Thank you!

Questions?

bt@cencenelec.eu