



TRAINING CEN & CENELEC NEWLY APPOINTED TECHNICAL BODY OFFICERS

Understanding the CENELEC standardization process

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CCMC Standards Development

Historical background



Lugano Agreement
(1991)

**CENELEC and IEC:
30 years partnership**



Dresden Agreement
(1996)

**CENELEC 80%
aligned on IEC**



Frankfurt Agreement
(2016)

Who is CENELEC

3 recognized European Standardization Organizations

- ▲ CENELEC – CEN – ETSI

CENELEC

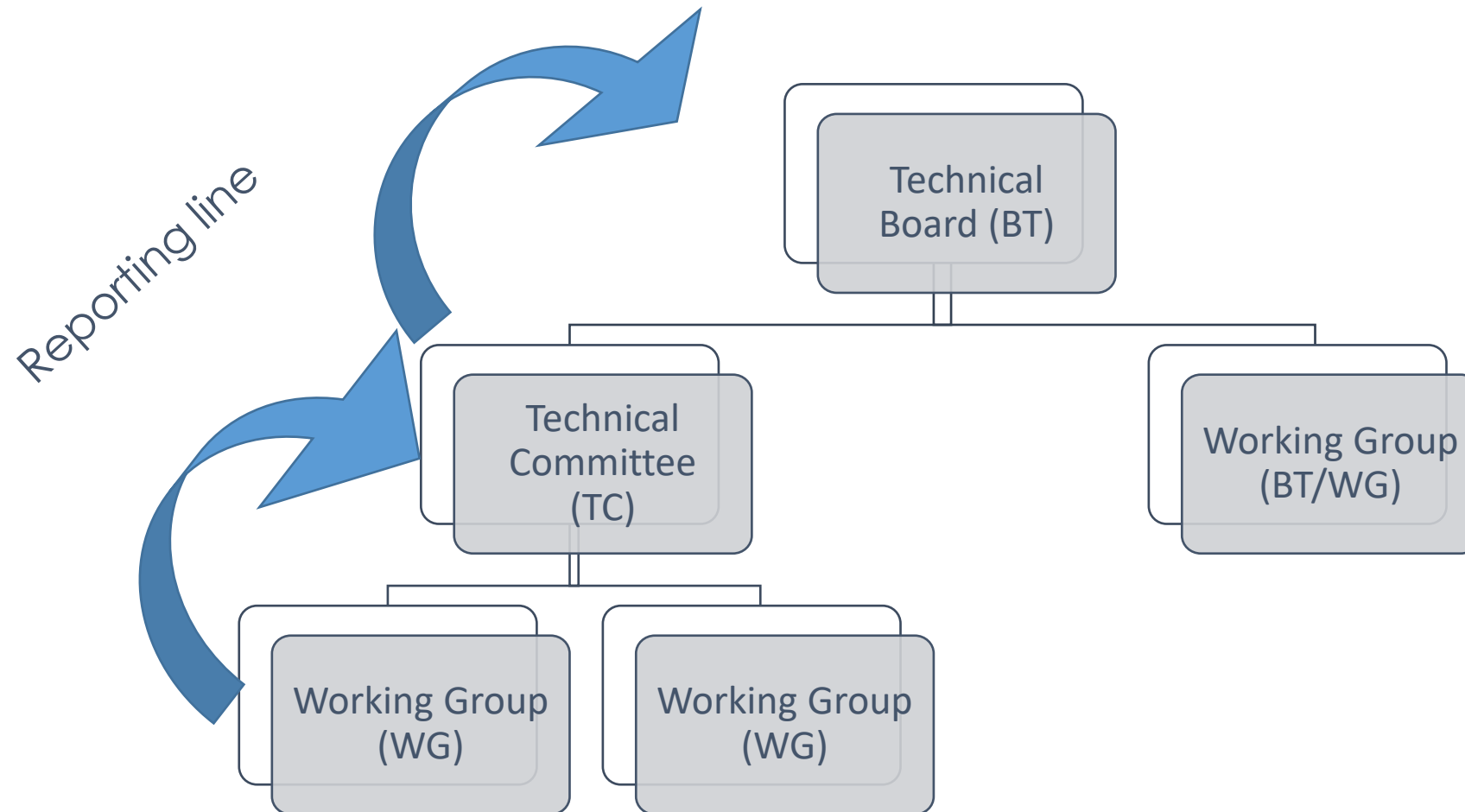
- ▲ 34 National Committees (NCs)
 - European Economic Area
 - All IEC members
- ▲ Committed to working first at IEC level
- ▲ Implementing IEC Standards as CENELEC Standards (EN IEC)



1. Roles and Responsibilities of BT, TCs, WGs
2. From New Work Item to Publication
3. Day to day management of Frankfurt Agreement
4. Standards and Legislation
5. CENELEC BOSS and other useful information
6. CEN & CENELEC Joint Technical Committees
7. Liaisons

1. Roles and responsibilities of BT, TCs and WGs

The three-decision layers at technical level



The three-decision layers at technical level

Technical Committee
TC

Composition:

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

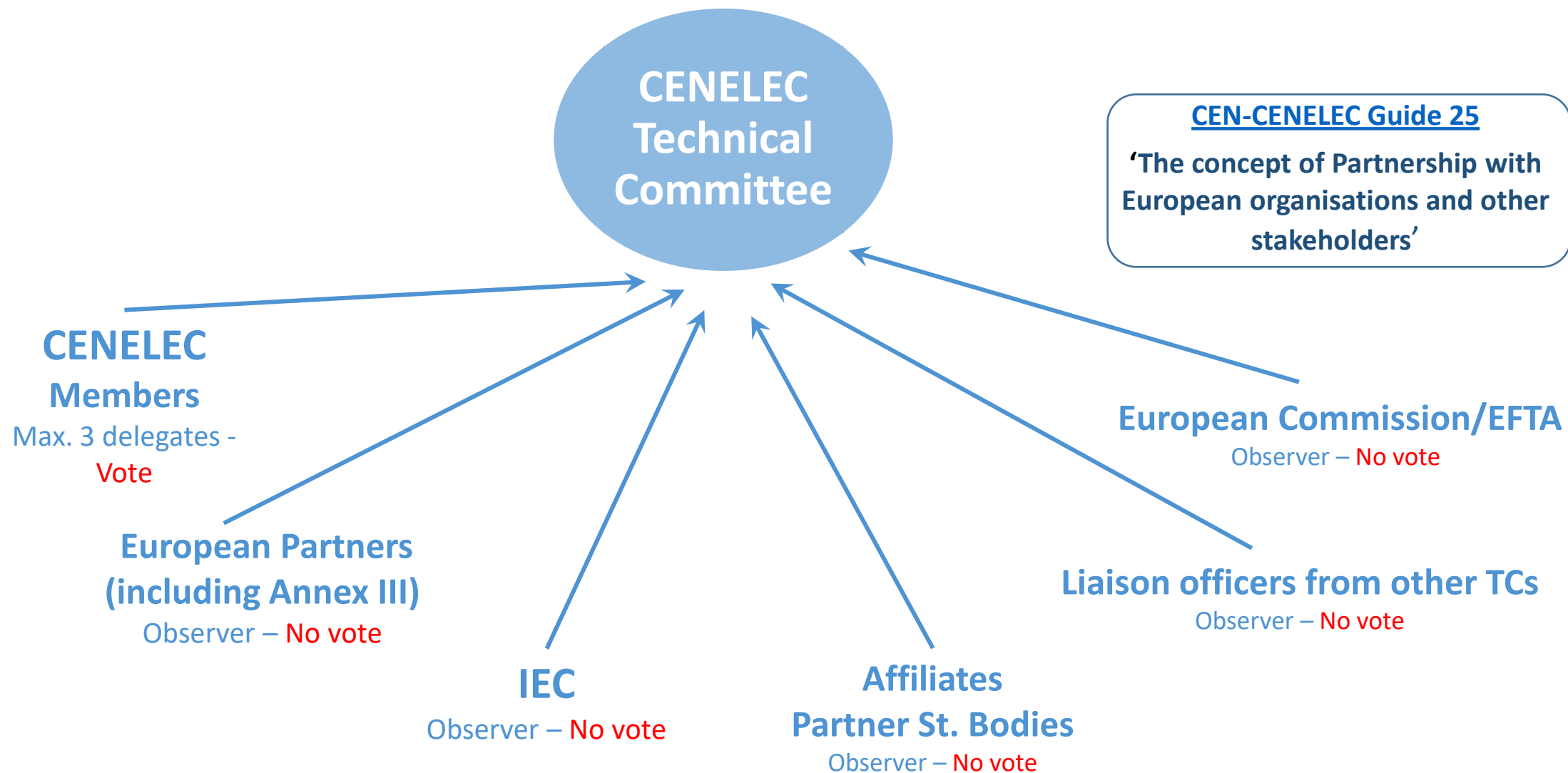
Role:

- ▶ Responsible for the timely development of deliverables
- ▶ Timely execution of standardization request deliverables (incl. support when Standardization Request development)
- ▶ Always work along the standardization principles: transparency, openness, consensus-building

Communication between TC Secretariat and with CCMC (PM) is key!!

→ TC secretariat always on top of the TC's work programme

Technical Committee composition



TC Chairperson

- ▶ Appointed by CLC/BT
- ▶ Neutral
- ▶ Presides meetings and seeks consensus
- ▶ Interface with CCMC (strategic directions, specific issues,...)
- ▶ Ensures coordination with other TCs

TC secretary

- ▶ Appointed by NC holding the secretariat
- ▶ On top of CLC/TC work programme
- ▶ Ensures that TC works efficiently & within timelines
- ▶ Prepares and distributes documents (via IT Tool)
- ▶ Is aware of relevant CLC/BT decisions and provide inputs when needed
- ▶ Ensures coordination with other TCs
- ▶ In case of Standardization Requests, is responsible for preparing reports



Technical Committee meetings

Before plenary

- ▶ Circulates agenda (2 months before) and documents for discussion (4 weeks) - templates available on BOSS
- **New normal:** [guidelines](#) developed
- TC Work programme available on Projex-Online ([link](#))
- ▶ 'ERAS' attendance list to be used

After plenary

- ▶ Prepare report (template on BOSS) to be sent to CCMC (dataservice@cencenelec.eu) within 8 weeks → circulated to CLC/BT by correspondence

Use of Electronic Tools:

- ▶ All tools and relevant guidance documents are available on [CENELEC Expert Area](#)
 - ▶ **Electronic Voting:** to make TC decision ([webinar](#))
 - ▶ **MRS:** to organize meeting ([webinar](#))
 - ▶ **TB dashboard:** creation and activation of NWI/PWI ([webinar](#))



See training on IT tools ([link](#))

Technical Committee Report to BT

- ▶ TC channel to Technical Board
- ▶ Template to be used → to be sent to dataservice@cencenelec.eu

7 Systematic review of standards

- CLC/TC ... recommends BT to confirm the following standard(s) for another 5 years:

Reference	Title	PR=

- CLC/TC ... decided to revise the following standard(s) and will request (a) NWI:

Reference	Title	PR=

- CLC/TC ... recommends BT to withdraw the following standard(s):

Reference	Title	PR=

8 Review of liaisons

Please list not only the liaisons with technical bodies of the ESOs but also any other ~~observership~~

9 Additional Remarks from Secretariat:

10 Questions of principle requiring decision of BT:

Technical Committee Report to BT

TECHNICAL BOARD

BT by correspondence	Agenda item:	5.2.21
For decision	Issue date:	2023-06-28
	Deadline:	2023-08-08

SUBJECT

CLC/TC 7X Overhead electrical conductors

Report to BT

BACKGROUND

The attached document reports on the outcomes of the CLC/TC 7X plenary meeting held online on 2023-03-01 (see Annex 1).

In addition, the present document includes a database extract reflecting the activities of CLC/TC 7X (see Annex 2) and an overview of its Working Groups (see Annex 3).

The following topics require particular BT attention:

Systematic review of standards

CLC/TC 7X recommends BT to confirm the following standards for another 5 years:

- EN 50182:2001 'Conductors for overhead lines - Round wire concentric lay stranded conductors' (PR=63)
- EN 50326:2002 'Conductors for overhead lines - Characteristics of greases' (PR=5749)

CLC/TC 7X recommends BT to withdraw the following standards:

- EN 50183:2000 'Conductors for overhead lines - Aluminium-magnesium-silicon alloy wires' (PR=62)

Note: This standard is not normatively referred to in other standards.

PROPOSAL(S)

BT noted the report of CLC/TC 7X 'Overhead electrical conductors' (meeting of 2023-03-01) and approved its work program annexed to the report.

BT confirmed the following standards for another 5 years:

- EN 50182:2001 'Conductors for overhead lines - Round wire concentric lay stranded conductors' (PR=63);
- EN 50326:2002 'Conductors for overhead lines - Characteristics of greases' (PR=5749).

BT decided to withdraw the following standards:

- EN 50183:2000 'Conductors for overhead lines - Aluminium-magnesium-silicon alloy wires' (PR=62);
- EN 50189:2000 'Conductors for overhead lines - Zinc coated steel wires' (PR=5636);
- EN 60889:1997 'Hard-drawn aluminium wire for overhead line conductors' (PR=6649);
- EN 61232:1995 'Aluminium-clad steel wires for electrical purposes' (PR=5048).

2023-06-20 – FM

The three-decision layers at technical level

Working Groups
WG

Working Groups

Established by the Technical Committee (short term task)

Composition: Individual experts appointed by the NCs

Role:

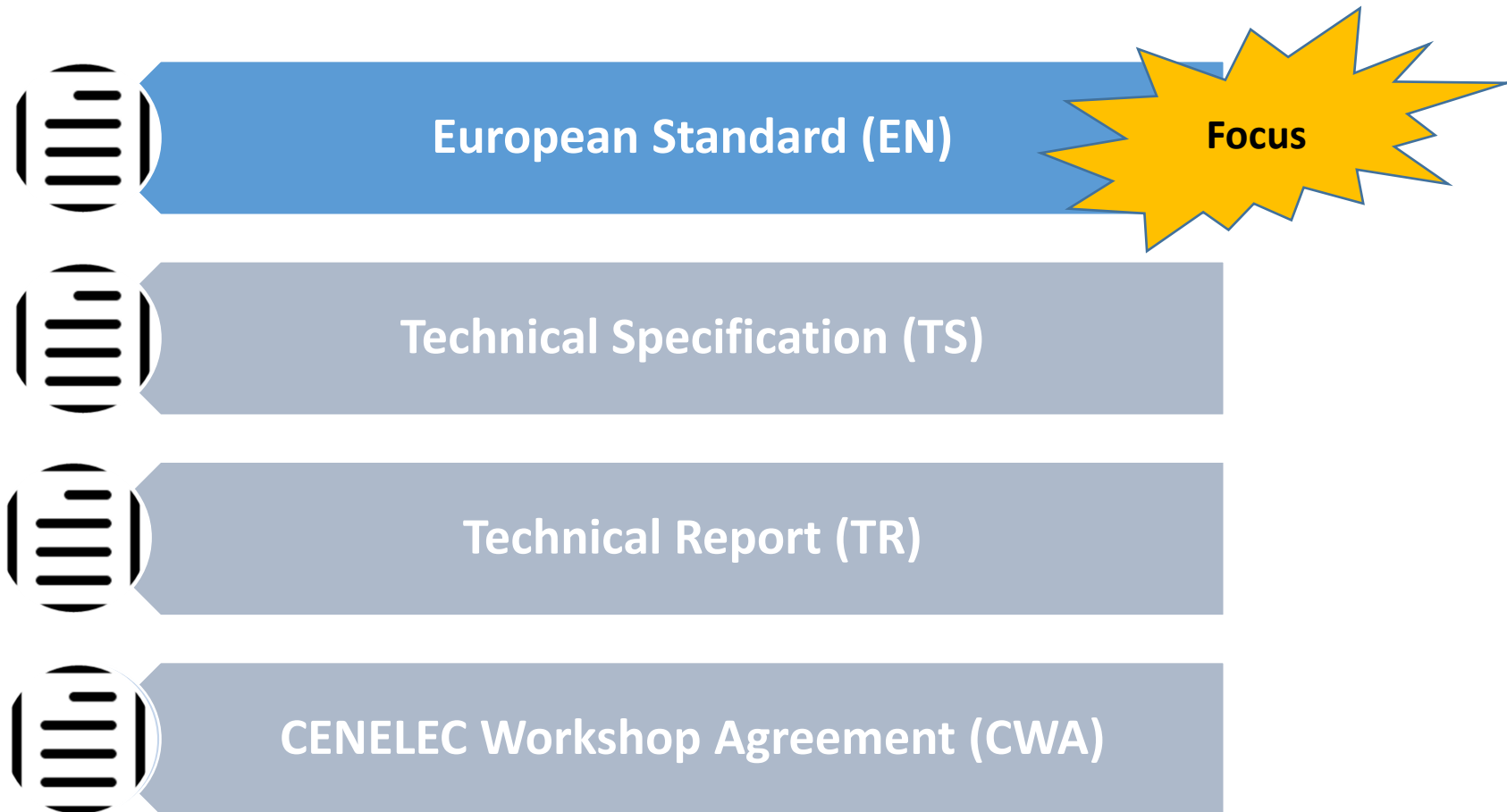
- ▶ Responsible for drafting the deliverables + to send to TC for
- ▶ Seeks support from the parent body (if needed)
- ▶ Ensures that WG experts know rules and procedures
- ▶ Actively progresses work and reports regularly to TC

Efficient and smooth cooperation between TC (WG) experts, delegates and observers contributing to the development of standards is fundamental:

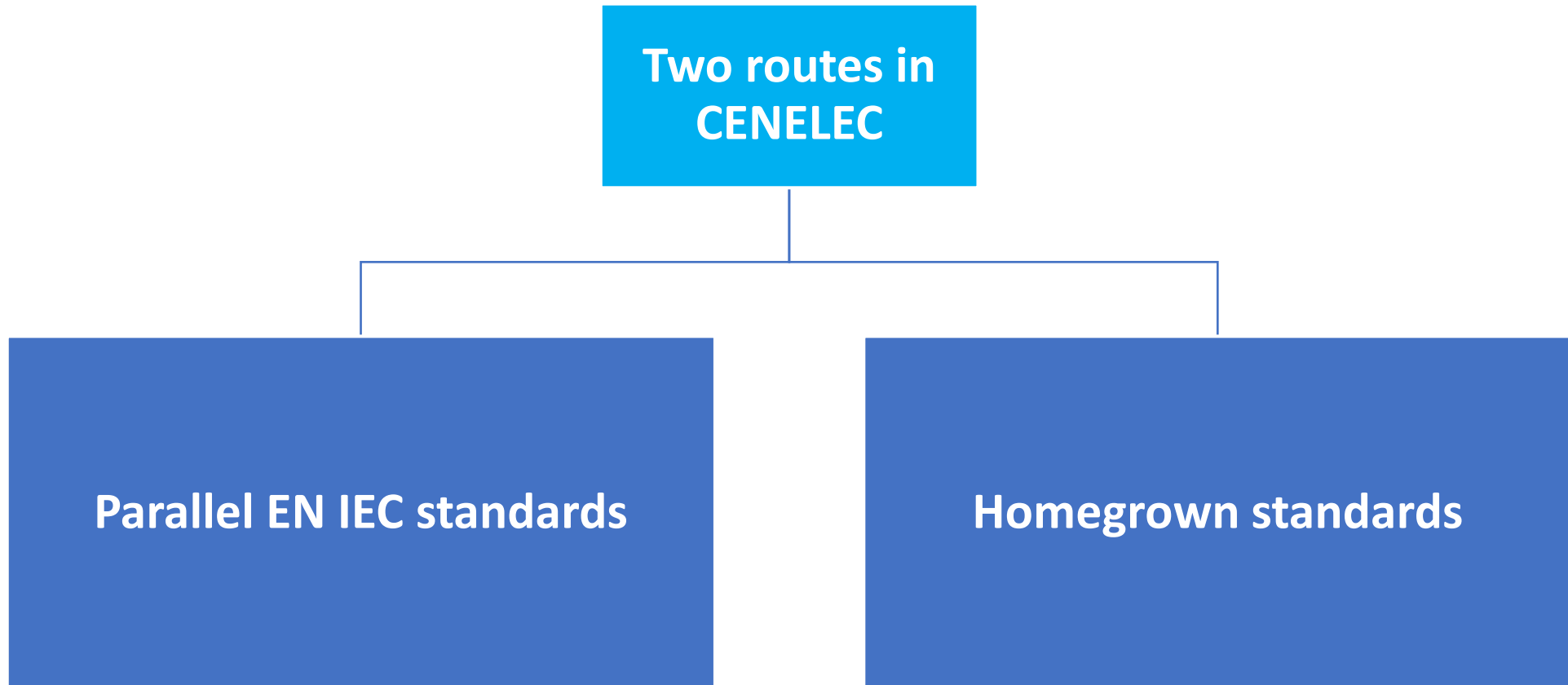
- ▶ Code of Conduct for experts participating in CEN and CLC (technical work) – [here](#) → *raises awareness on Internal Regulations and Guides, especially the Policy on Patents and the provisions regarding competition law*
- ▶ Best practices for improving effectiveness of WG meetings - [here](#) → *advices and suggestions to WGs convenors on what should be done before, during and after meetings*

2. From New Work Item (NWI) to publication

Deliverables

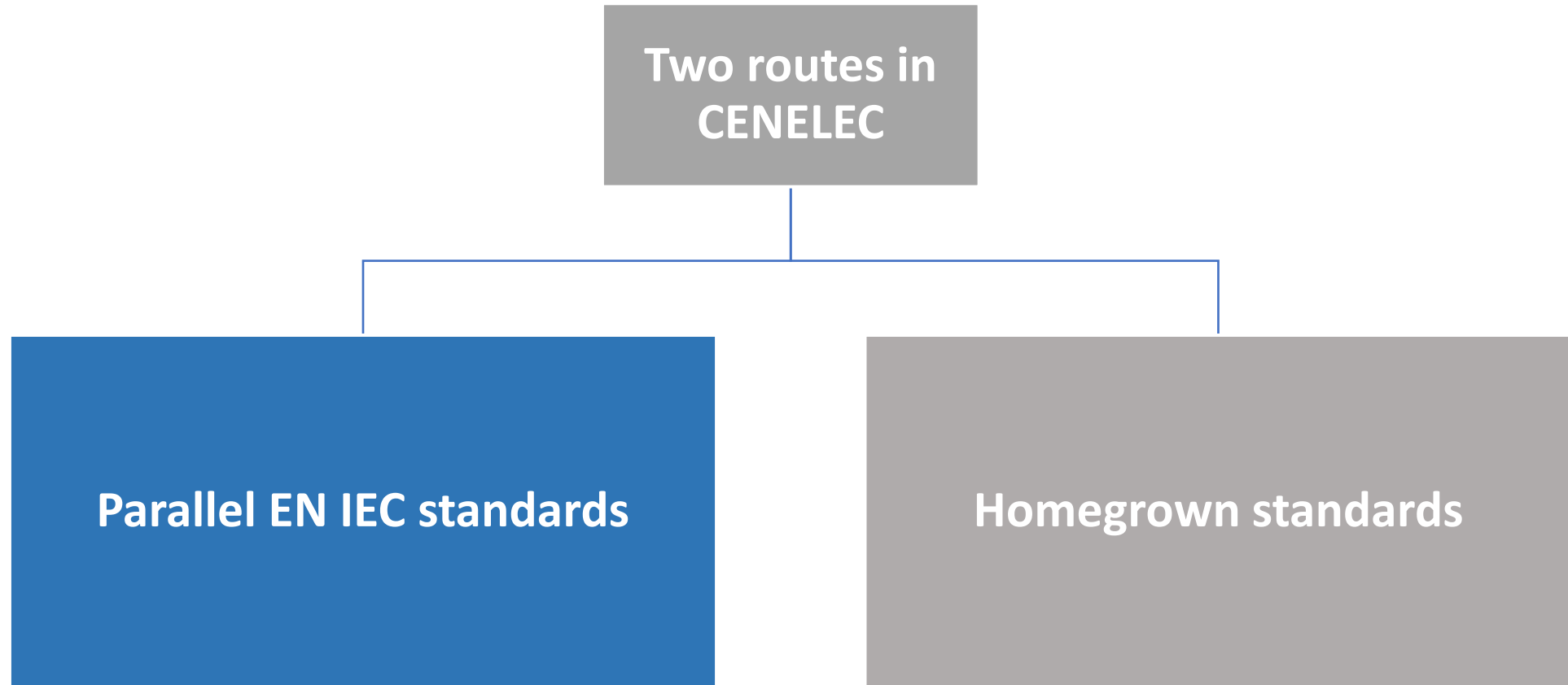


Standards development



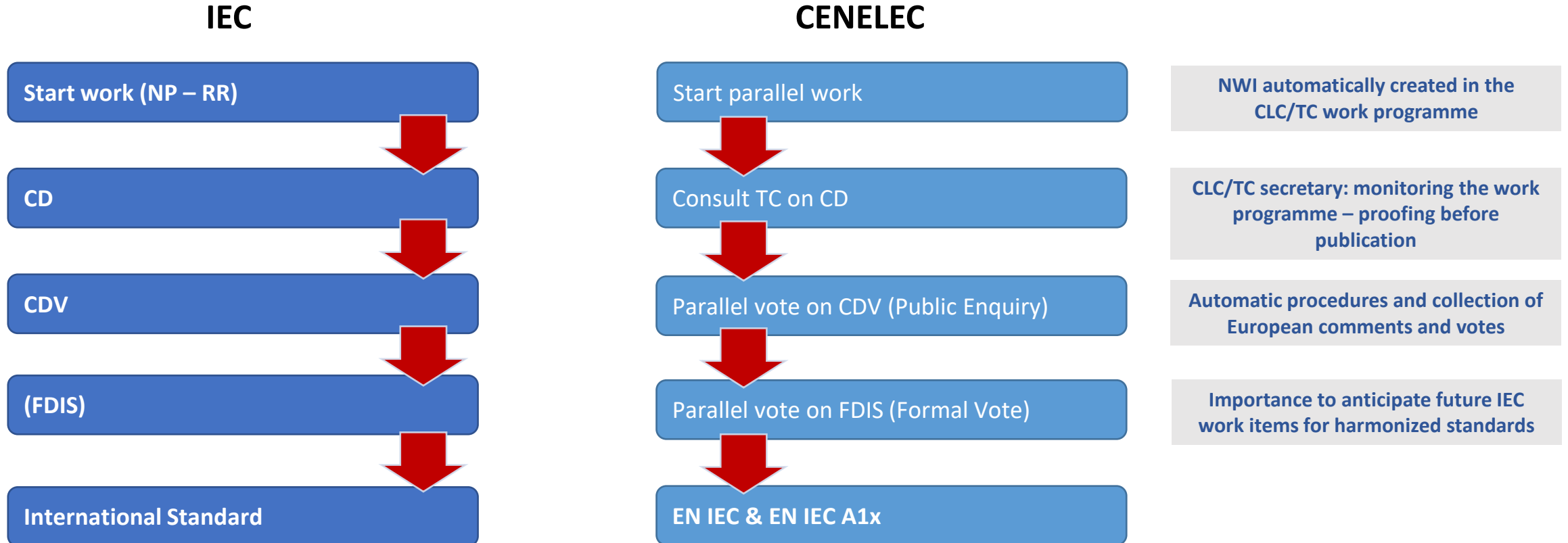
Standards development



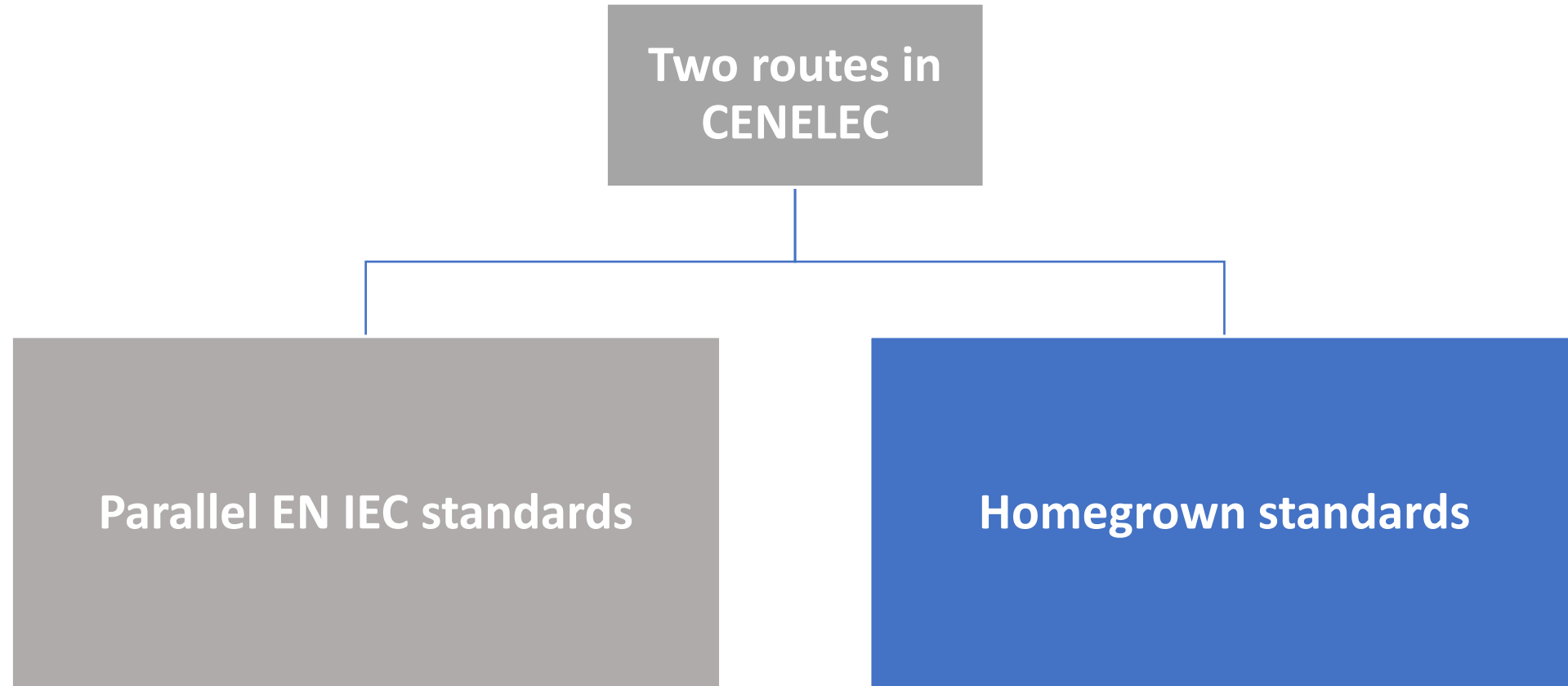


Standards development

Parallel work between IEC and CENELEC



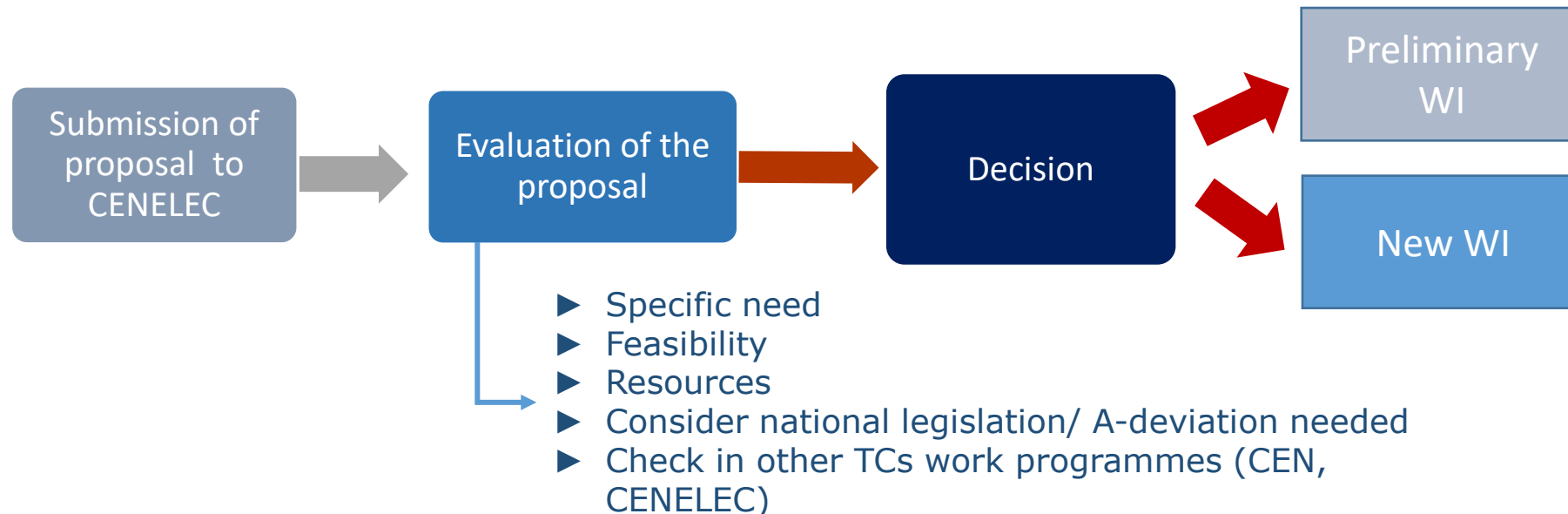
Standards development



Proposal – Evaluation and decision

Proposals may originate from:

- Existing Technical Committees
- European Commission or Agency
- National Committees (NCs)
- CENELEC Partner Organizations



Creation of a new project



As of 7 March 2024, the creation of a new project in a CLC/TC must happen using NWI online tool



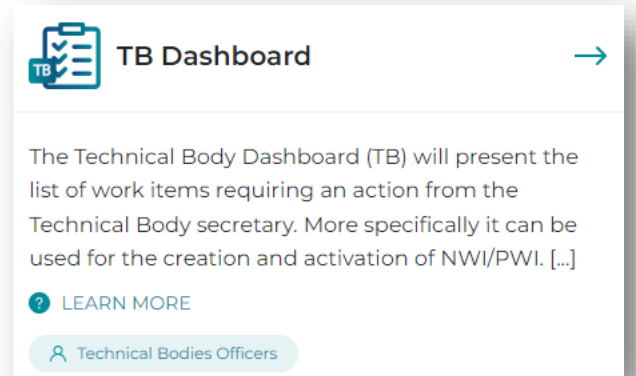
CLC/TC secretary to fill in the NWI form via the new online tool



CCMC PM to validate the request




The IT system pre-register data in database and creates NWI ballot on Voting system platform for NCs to cast their votes (8 weeks)



Link: <https://tbdashboard.cencenelec.eu/>.

Key information

- ▶ Justification needed for **not offering** a NWI to IEC
 - ▶ Precise information needed (e.g. superseding EN(s), link with IEC, possible a-deviation(s), link with EU regulation, ...)
 - ▶ Target dates are very important!
 - ▶ Commitment of minimum **5 members** to actively participate
 - ▶ If approved → **standstill applies!**
 - ▶ WI in TC work programme → timeframe to be respected!
-  → **alerts sent by CCMC to TCs**

Flexible standards development process

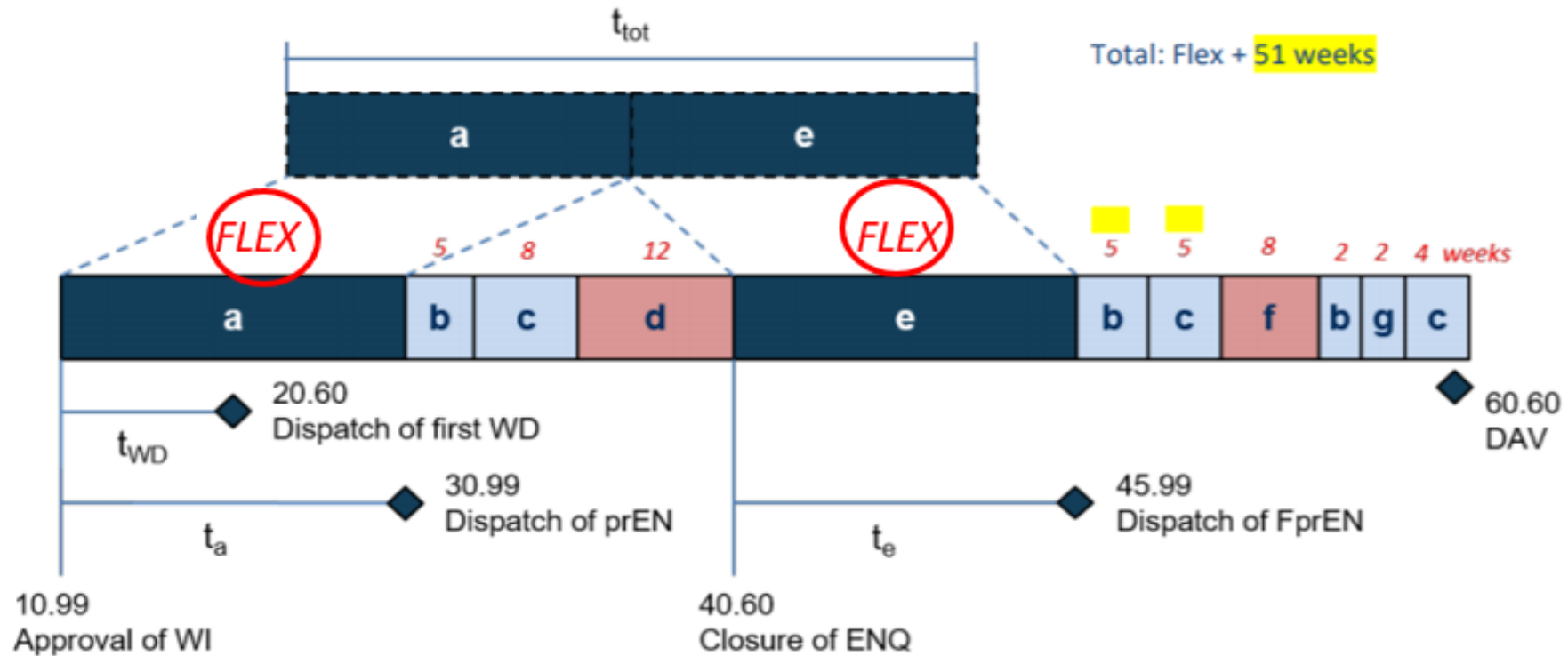


- ▶ TCs have maximum 68 weeks to draft standards
- ▶ TC to define the target dates when adopting NWIs:
 - ▶ Target date for dispatch ENQ draft to CCMC (min 1 week)
 - ▶ Target date for dispatch FV draft to CCMC (min 6 weeks)

Note: the Target date for dispatch 1st WD is automatically set to the half of the time that is planned for ENQ

Flexible standards development process

Fig. 1



- | | | | |
|---|---|--|------------------|
| a | Drafting of prEN | | Internal process |
| b | Editing | | Technical work |
| c | Translation and preparation of national publication | | Voting |
| d | Enquiry | | |
| e | Comments handling / preparation of FprEN | | |
| f | Formal Vote | | |
| g | TC proofing | | |

- ▶ Flexible standards development process implemented in April 2020
- ▶ Applicable to CENELEC 'homegrown' ENs (not applicable to parallel EN IEC)
- ▶ Some further information: (links to webinars)
 - Introduction - https://youtu.be/JB_nX6g6C04
 - Module 1: Planning - <https://youtu.be/WGChUW2Tv74>
 - Module 2: Implementing the planning - <https://youtu.be/Gi0ZnuGJ1Bw>
 - Module 3: Monitoring - <https://youtu.be/UJmrbHDNNN4>
 - Module 4: Review of the planning - <https://youtu.be/xZWNE-tQTIs>



WHAT:

Allocation of time (duration), work item per work item, by indicating the following 3 target dates, in CENELEC NWI form:

- Target date for dispatch of first Working Draft
- Target date for dispatch of ENQ draft
- Target date for dispatch of FV draft

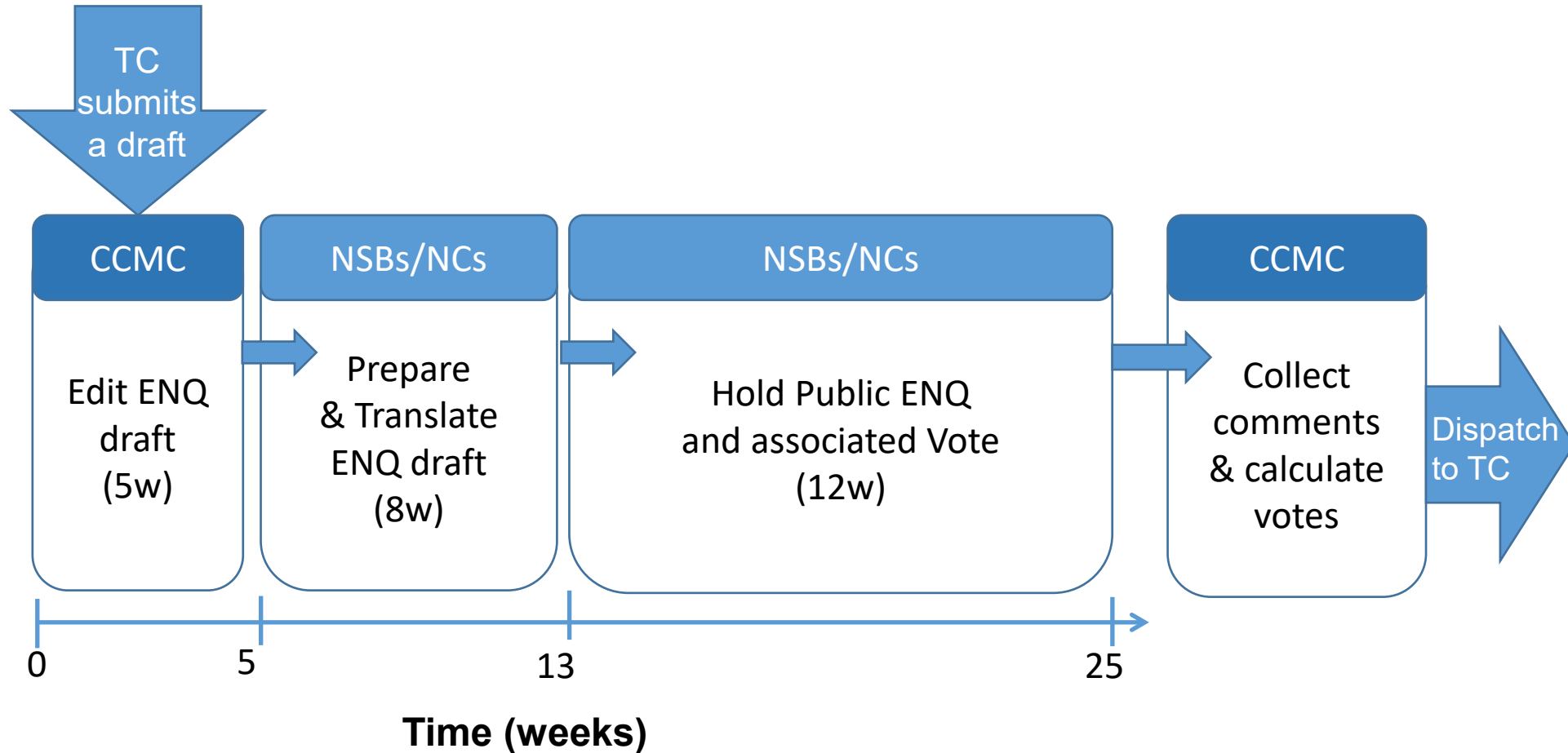
At any time before the dispatch for Enquiry (i.e. 30.99), the TC leadership in cooperation with the relevant WG convenor have at disposal the following options for changing the planning:



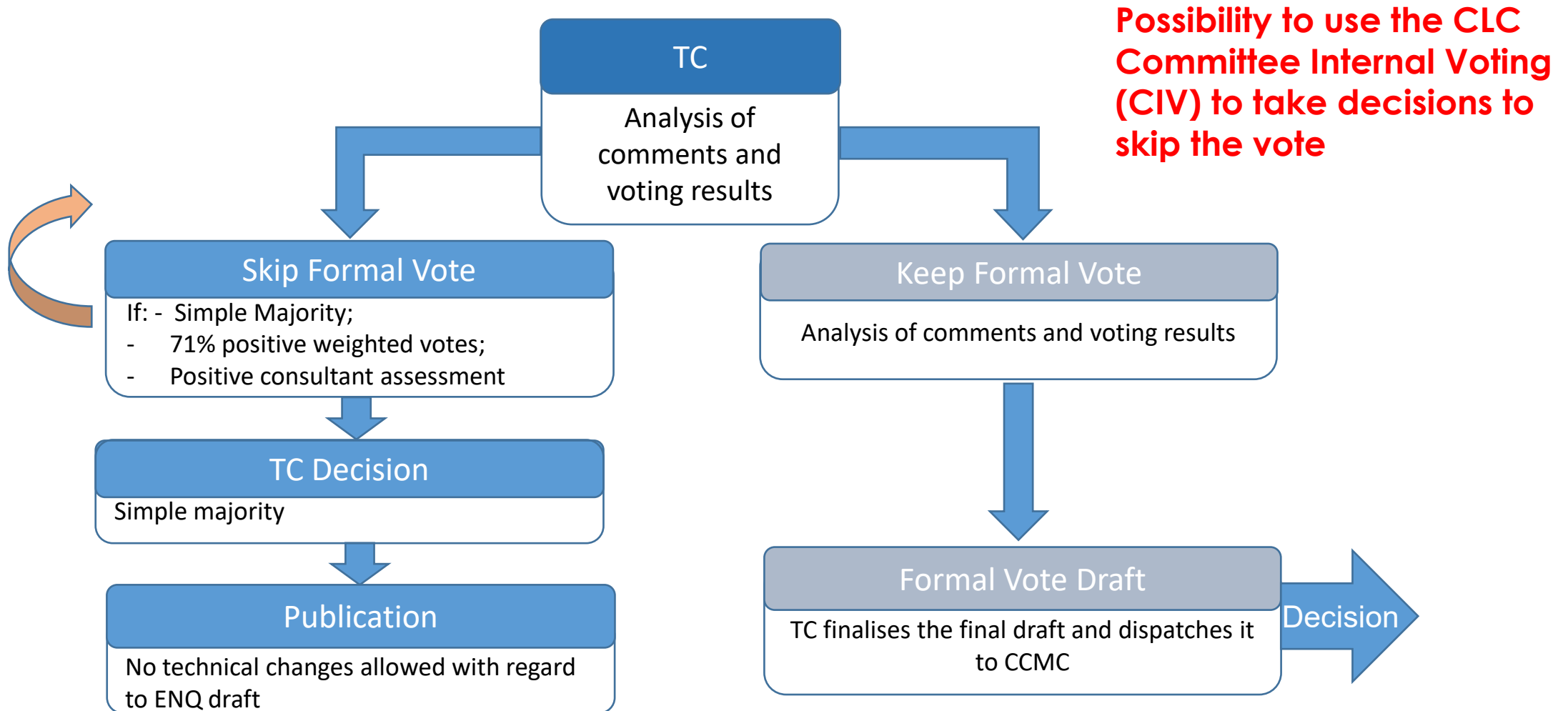
- a) To change the planning by using **the 'one change' option**. It requires a TC decision.
- b) To ask for **a tolerance of 9 months**. It requires a TC secretary request. A second tolerance may be exceptionally granted with a TC decision, approved by CLC/BT

It is recommended to use the 'one change' option first, and then in case of needs the tolerance!

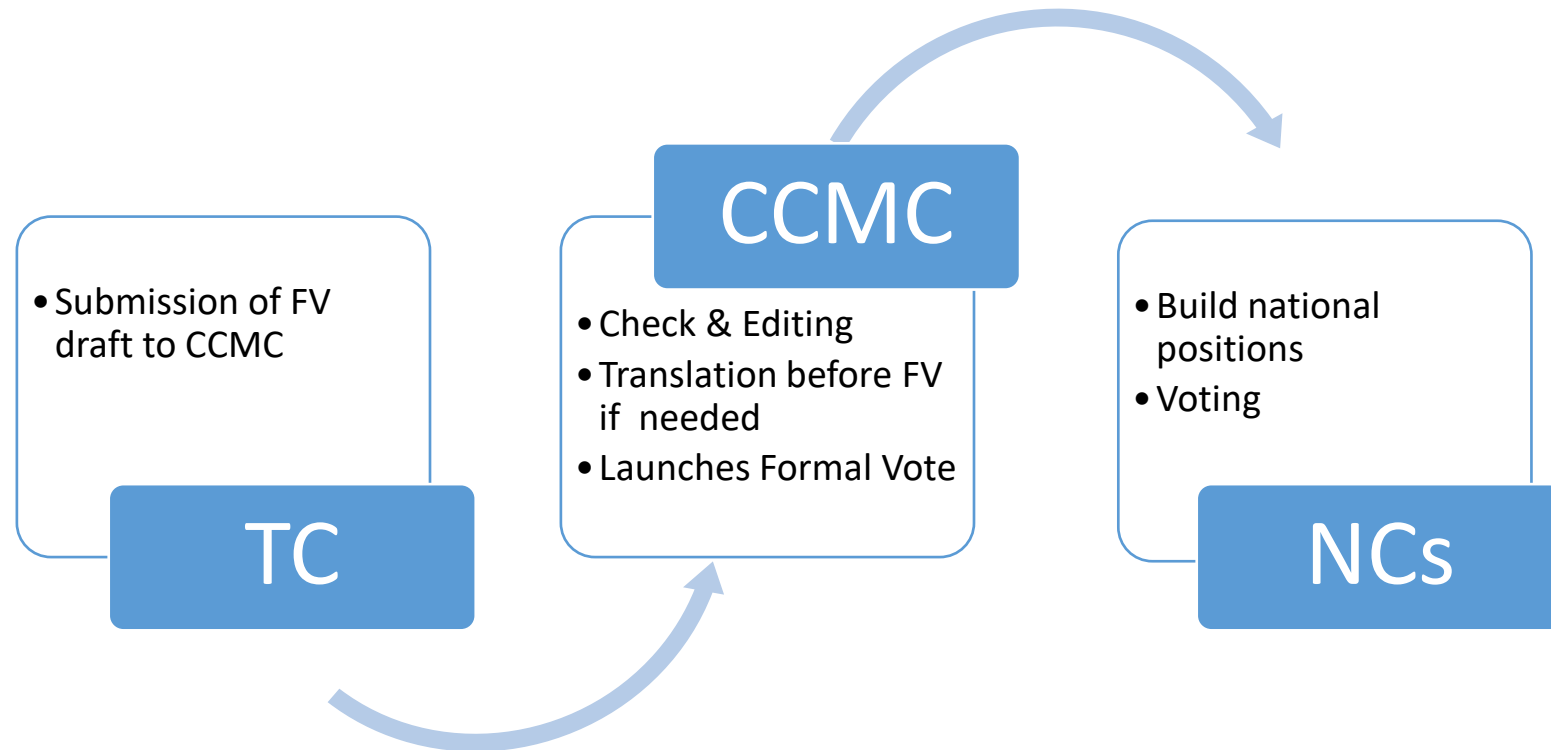
Public Enquiry



Consideration of comments



Approval



71% positive votes (weighted) → approved European Standard

Approval

Member country	Weighting	Member country	Weighting
France	29	Switzerland	10
Germany	29	Serbia	7
Italy	29	Croatia	7
United Kingdom	29	Denmark	7
Turkey	29	Finland	7
Poland	27	Ireland	7
Spain	27	Lithuania	7
Romania	14	Norway	7
Netherlands	13	Slovakia	7
Belgium	12	Cyprus	4
Czech Republic	12	Estonia	4
Greece	12	Latvia	4
Hungary	12	Luxembourg	4
Portugal	12	Slovenia	4
Austria	10	FYROM	4
Bulgaria	10	Iceland	3
Sweden	10	Malta	3
		TOTAL	412

Vote simulation tool available on CENELEC website: [here](#)

CCMC finalizes and publishes the EN + provides EN to National Committees for national publication

- ▶ Members publish ENs as national standards (+ may translate into national language)
- ▶ Withdraw conflicting standard(s)

Handling comments at FV - Decision D163/029

- ▶ Only **obvious editorial errors** and errors introduced by CCMC

'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'

▶ **TC proofing**

- ▶ 2 weeks → 3 weeks exceptional upon TC request
- ▶ No reply → CCMC proceed to finalization

Relevant deliverables adjusting Published Text

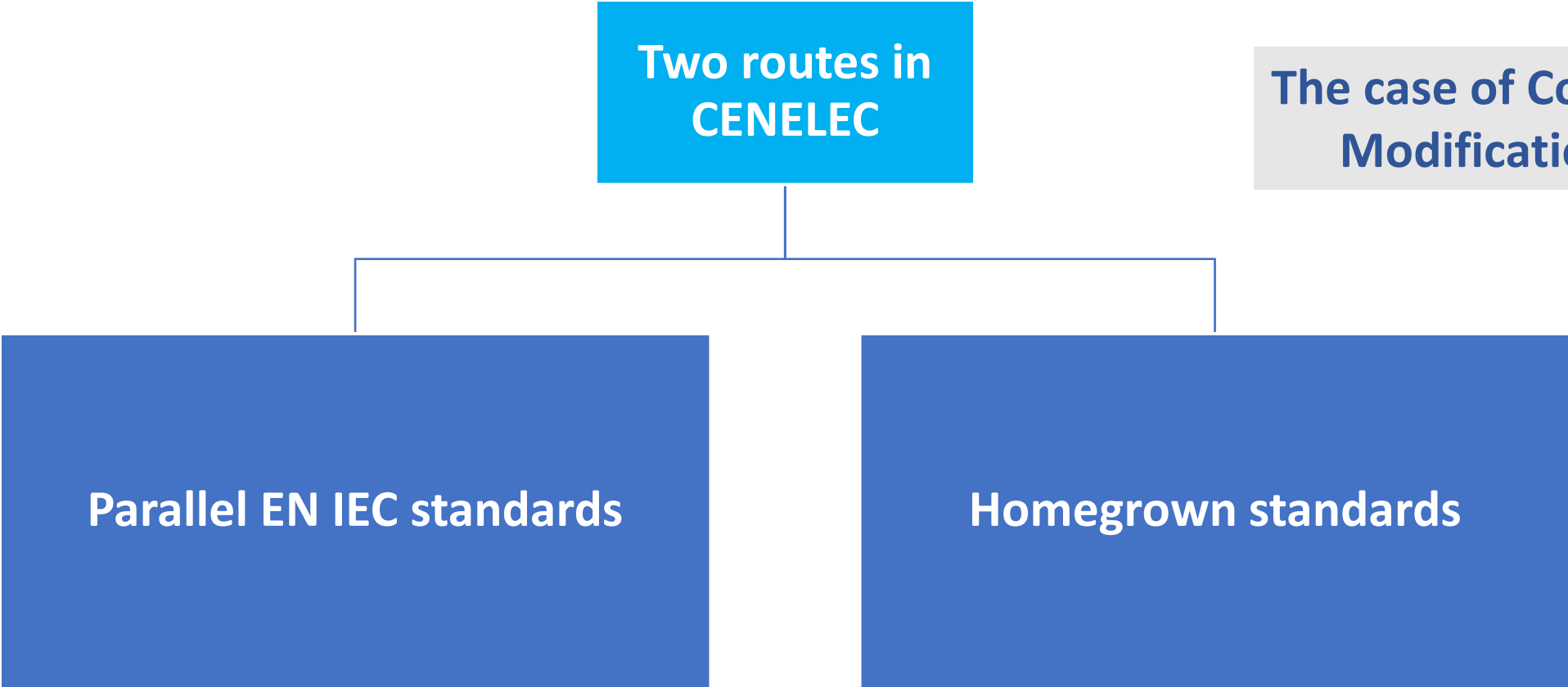
Amendments = modification/addition to or deletion of specific parts of the text → Only the amended text will be voted upon

▶ If amended → NWI request needed → Track: Enquiry (+ vote)

Corrigendum = Corrects mistakes that lead to incorrect/unsafe use of EN (→ TC rationale needed)

Maintenance → Process initiated by CCMC (alerts sent) → TC to ensure that EN content is still valid 5 years after publication

Standards development



The case of Common Modifications!

- ▶ CEN-CENELEC Internal Regulations Part 2 ([link](#))

2.14

common modification

alteration of, addition to or deletion from the content of a reference document, approved by CEN/CENELEC and thus forming part of the EN (and HD for CENELEC)

- ▶ CENELEC BOSS:

- ▶ <https://boss.cenelec.eu/fadel/pages/commonmods/pages/>

- ▶ https://boss.cenelec.eu/media/BOSS%20CENELEC/ref/commonmods_charts.pdf. Also see [Webinar](#).

- ▶ Matrix of responsibilities:

- ▶ https://boss.cenelec.eu/media/matrix_responsibilities_harmonizedeniec.pdf

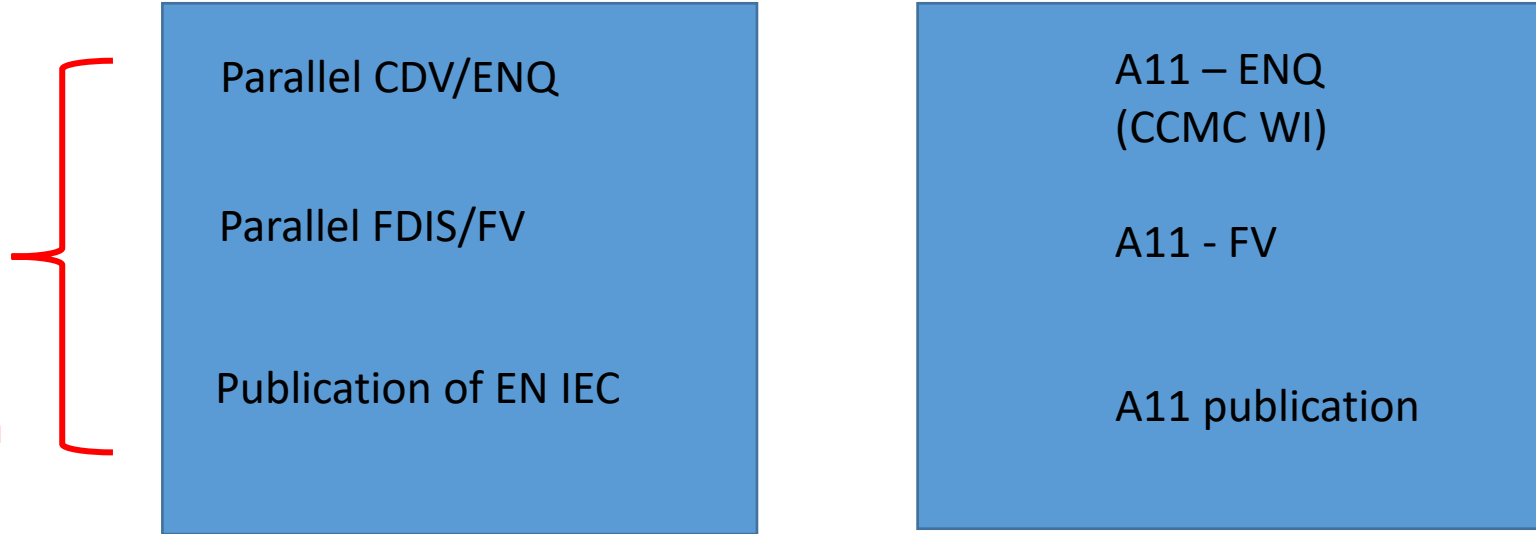
- ▶ [ISO-IEC Guide 21-1](#) 'Regional or national adoption of International Standards and other International Deliverables — Part 1: Adoption of International Standards'

Common Modifications

In phase

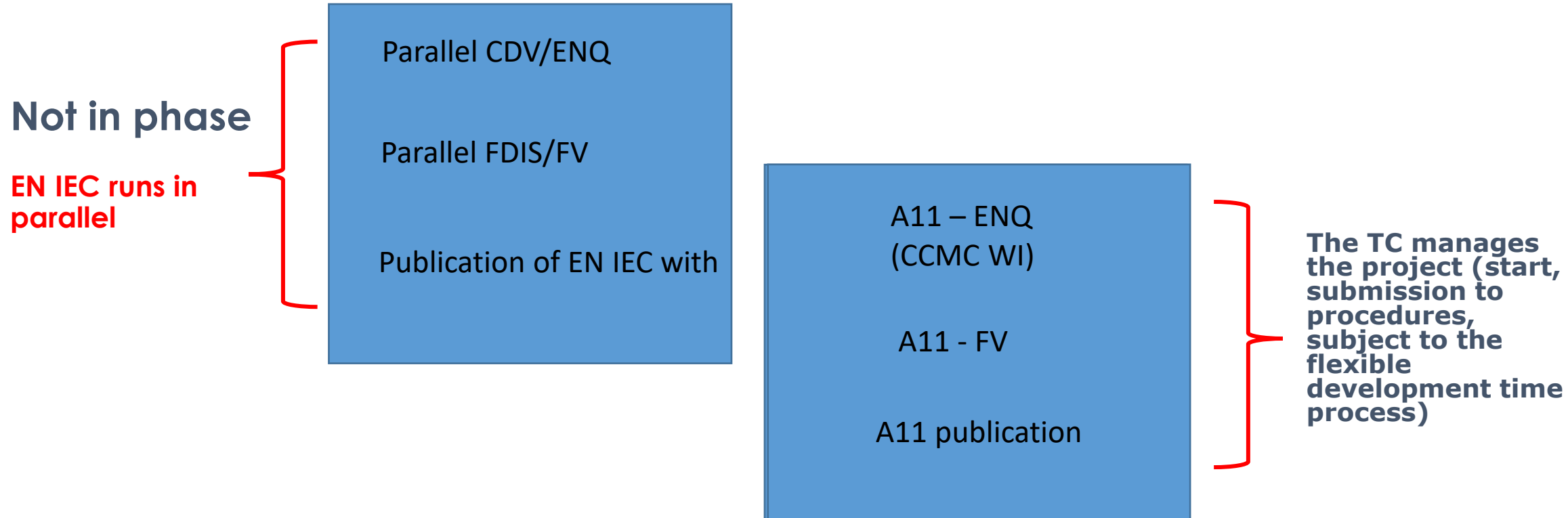
Common Modifications through European amendment (A11)

2 Work Items in the work programme



- ▶ TC decision (informs CCMC) - no New Work Item request through NWI tool– secretary to notify CCMC asap (at the latest 2 weeks before the CDV)!
- ▶ The two work items will progress in parallel (EN IEC and EN IEC A11)
- ▶ European elements → always in the A11 (common mods and European Annexes)


Common Modifications



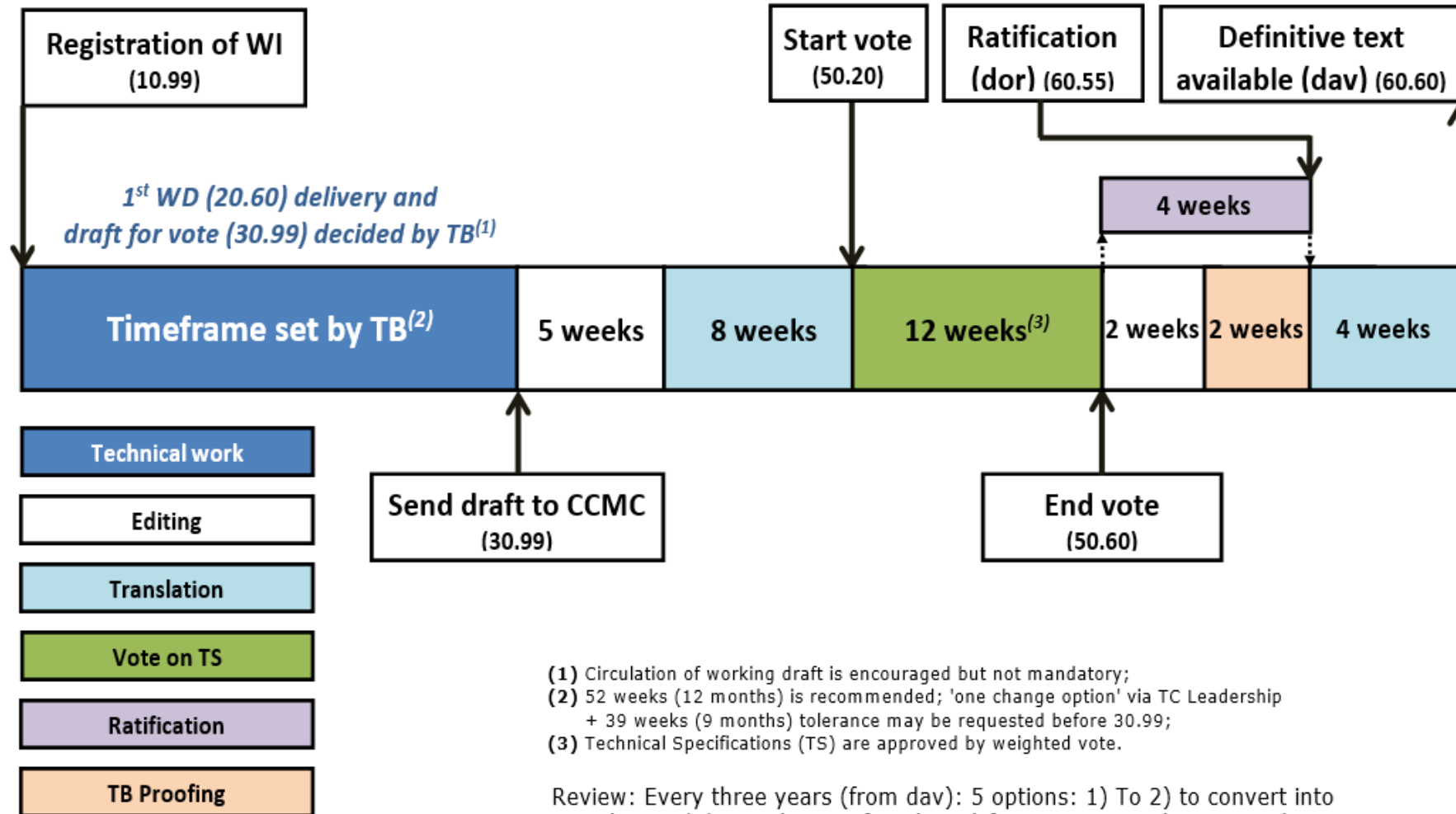
- ▶ NWI request through NWI tool (not through CCMC!) → link to webinar [here!](#).
- ▶ The publication of the EN IEC can be put on hold (but not preferred), pending the finalization of the A11

Other deliverables

Adapting to market needs

-  **Technical Specification (TS)**
-  **Technical Report (TR)**
-  **CEN Workshop Agreement (CWA)**

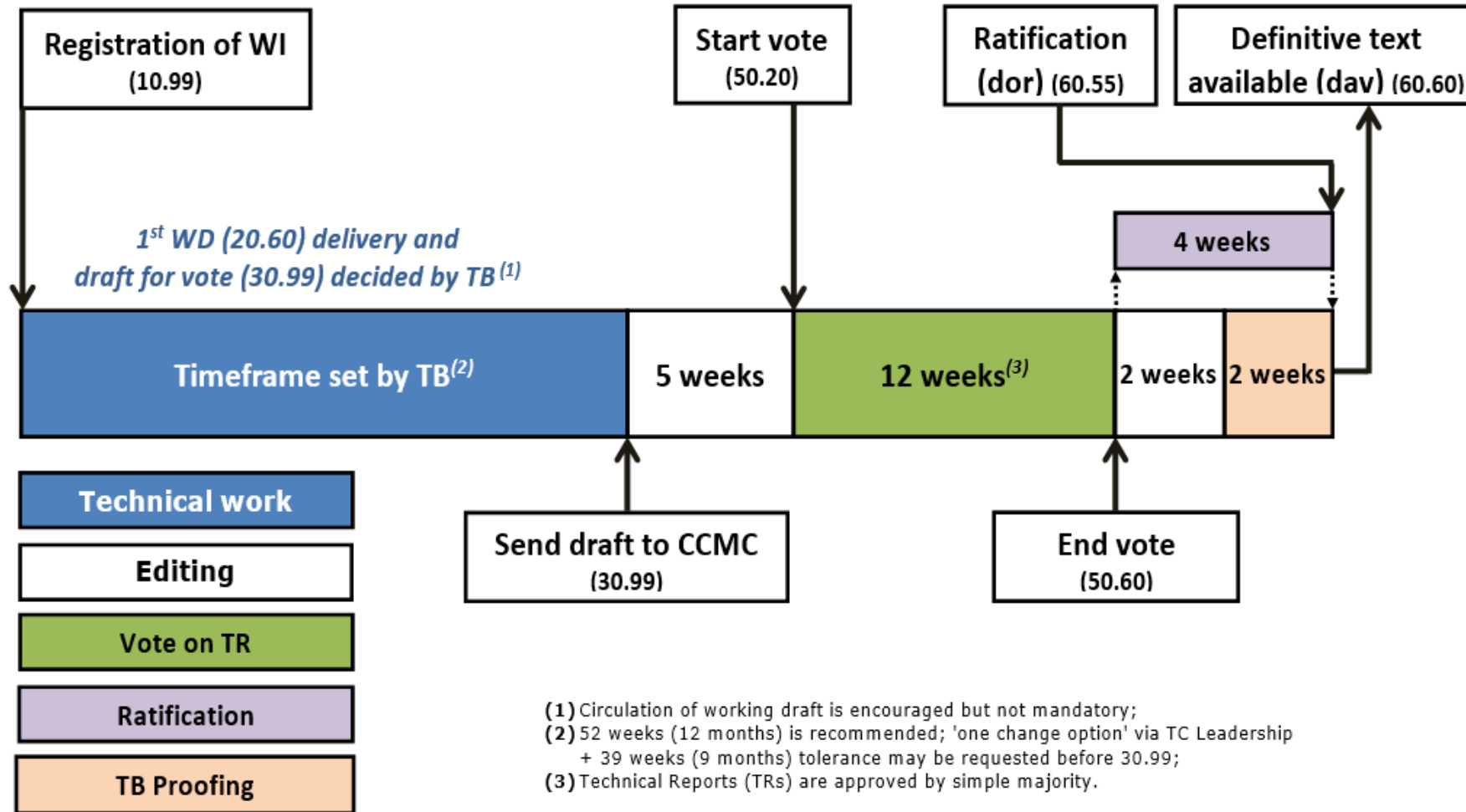
Technical Specification (TS)



- (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): 5 options: 1) To 2) to convert into EN, 3) to withdraw, 4) to confirm (once) for 3 years; or 5) to revise (new edition of TS)

Technical Report (TR)



Review: No limited lifetime.

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:

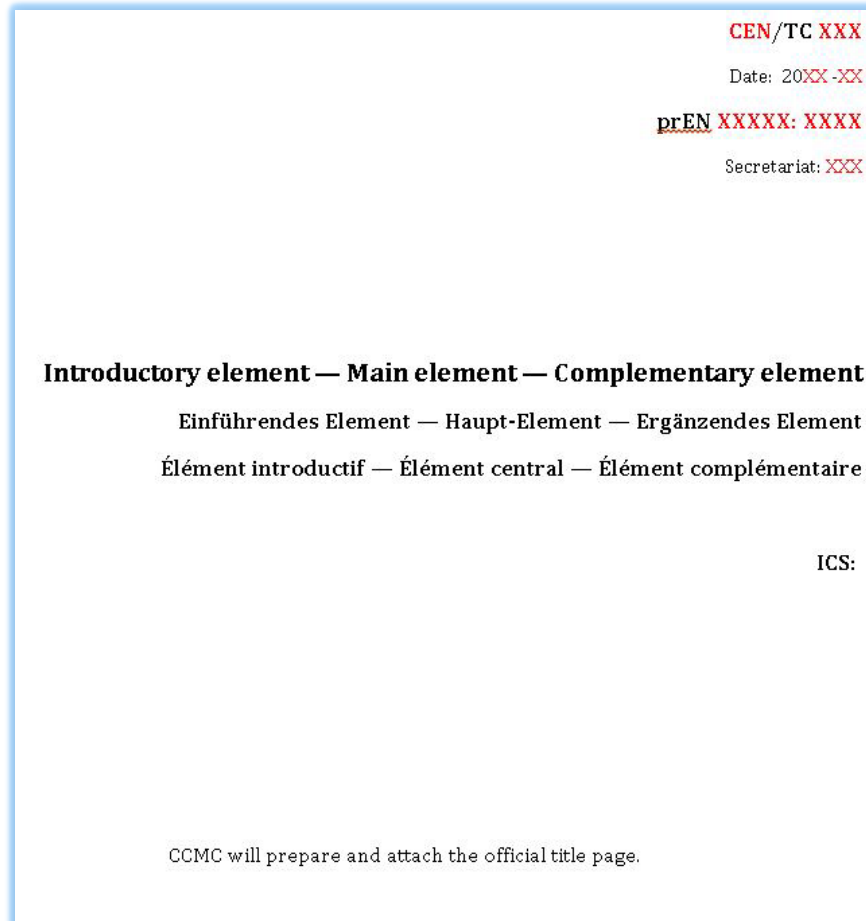
- Emerging or rapidly-changing technologies
- Output of Research Projects
- As try-out before the development of ENs

A large blue triangle pointing upwards, containing the text 'Maximum lifetime: 6 years !' in white.

Maximum
lifetime:
6 years !

Reminder - drafting, editing and publishing

Getting started



Useful tools to get you started

- ▶ [Internal Regulations Part 3](#)
- ▶ [STD.dot template](#)

Simple template

- ▲ Find on [CENELEC BOSS](#)

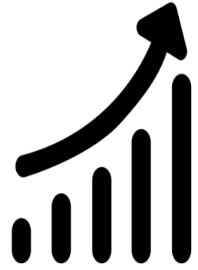
Ready-styled

Contains all elements

- ▲ Styles
- ▲ Headings
- ▲ Content layout

3. Frankfurt Agreement & Day-to-day management

International dimension



1 region = one standard instead of 34

→ Status of EN

→ Standstill

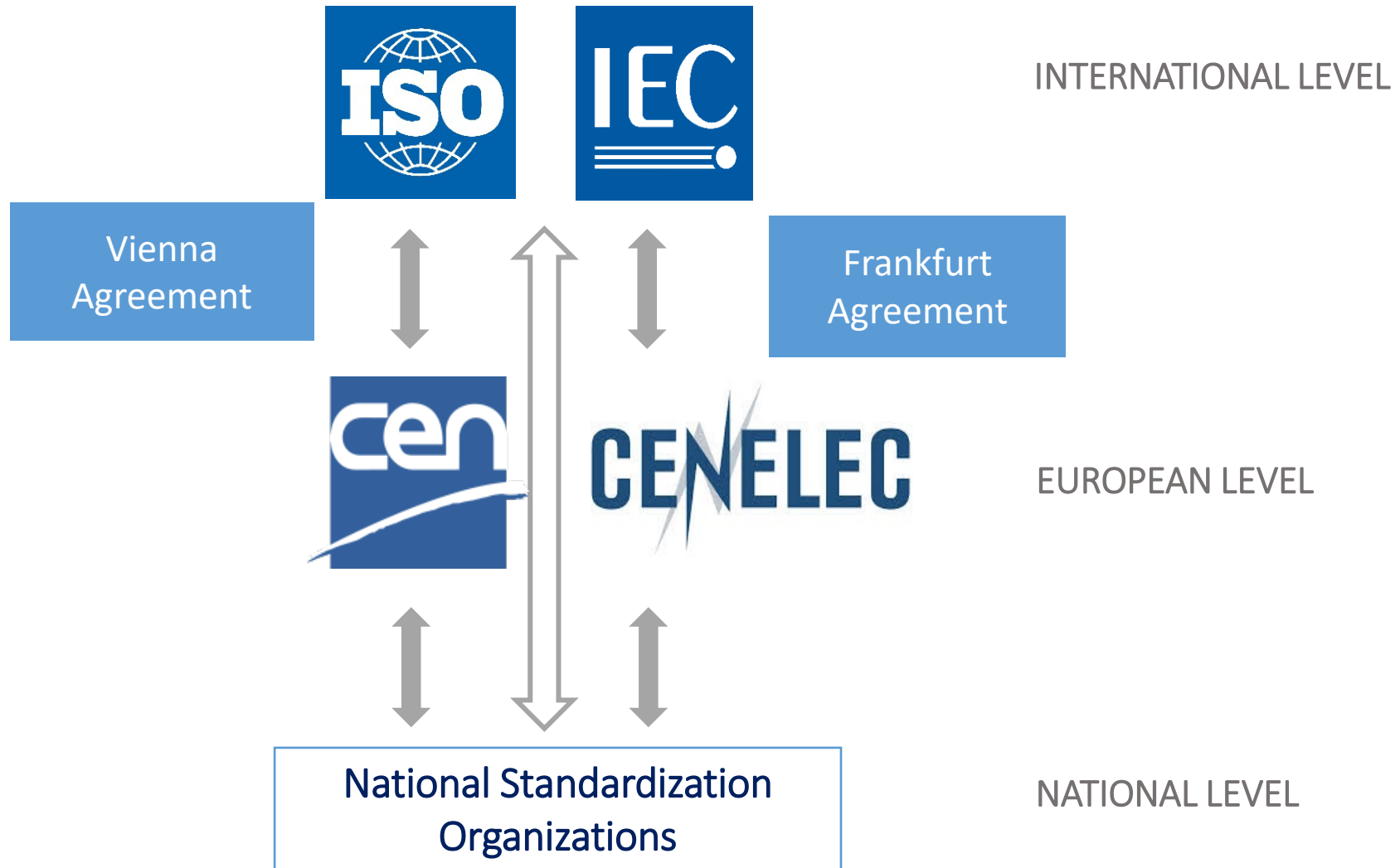
→ Obligation to implement

30% CENELEC portfolio = harmonized standards

CE Presumption of conformity

**Access to European Market of 700 Million consumers
using global standards**

International dimension



Primacy of International standards

- ▶ Commitment to primarily undertake the work at IEC level
- ▶ Expedite publication and common adoption of International Standards
- ▶ Rational use of available resources/avoid duplication
- ▶ Accelerate standards preparation process in response to market demands
- ▶ Include mechanisms to cater for particular needs that may arise from European stakeholders

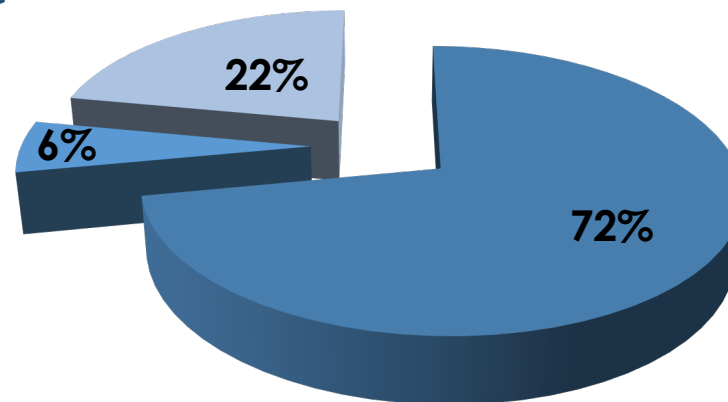
Supporting the European Market, using global standards

Facts and figures

What?	When?	Why?
Agreement on common planning of new work and parallel voting between IEC and CENELEC	1996 – Signature Dresden Agreement 2016 – Signature Frankfurt Agreement	Underline commitment of IEC & CLC to undertake work at Intl. level Promote global economy Ensure rational use of back office resources

CENELEC – Portfolio – relation to IEC

Only European Standards (no TS, no TR, no Guides) are covered by the Frankfurt Agreement



- Identical to IEC publications
- Based on IEC publications
- No relation to IEC publications

4 pillars of Frankfurt Agreement



Common planning of New Work Items



Work initiated in IEC

When not 'exempted'

- ▶ Assigned to mirroring CLC Technical Committee (CLC/TC) or Reporting Secretariat (CLC/SR)
- ▶ Registered in CLC database with timescales
- ▶ Information e.g. on legislative aspects → CLC/TC responsibility and feedback to IEC
- ▶ Parallel adoption process starts in CENELEC

When 'exempted'

- ▶ No 'European adoption' but national adoption possible
- ▶ Standstill may apply → to be **used 'as such'** in Europe, no competing standards

Common planning of New Work Items

Work initiated in CENELEC (NWI)

Before initiating:

- ▶ Assess situation at IEC - possibility the IEC TC timely initiates the work

On approval of a New Work Item for a European standard at CENELEC

- ▶ Default* -- the New Work Item is offered to IEC
- ▶ The CLC/TC starts the work – IEC starts a NWIP on the WI
- ▶ If IEC NWIP accepted → CLC hands over work

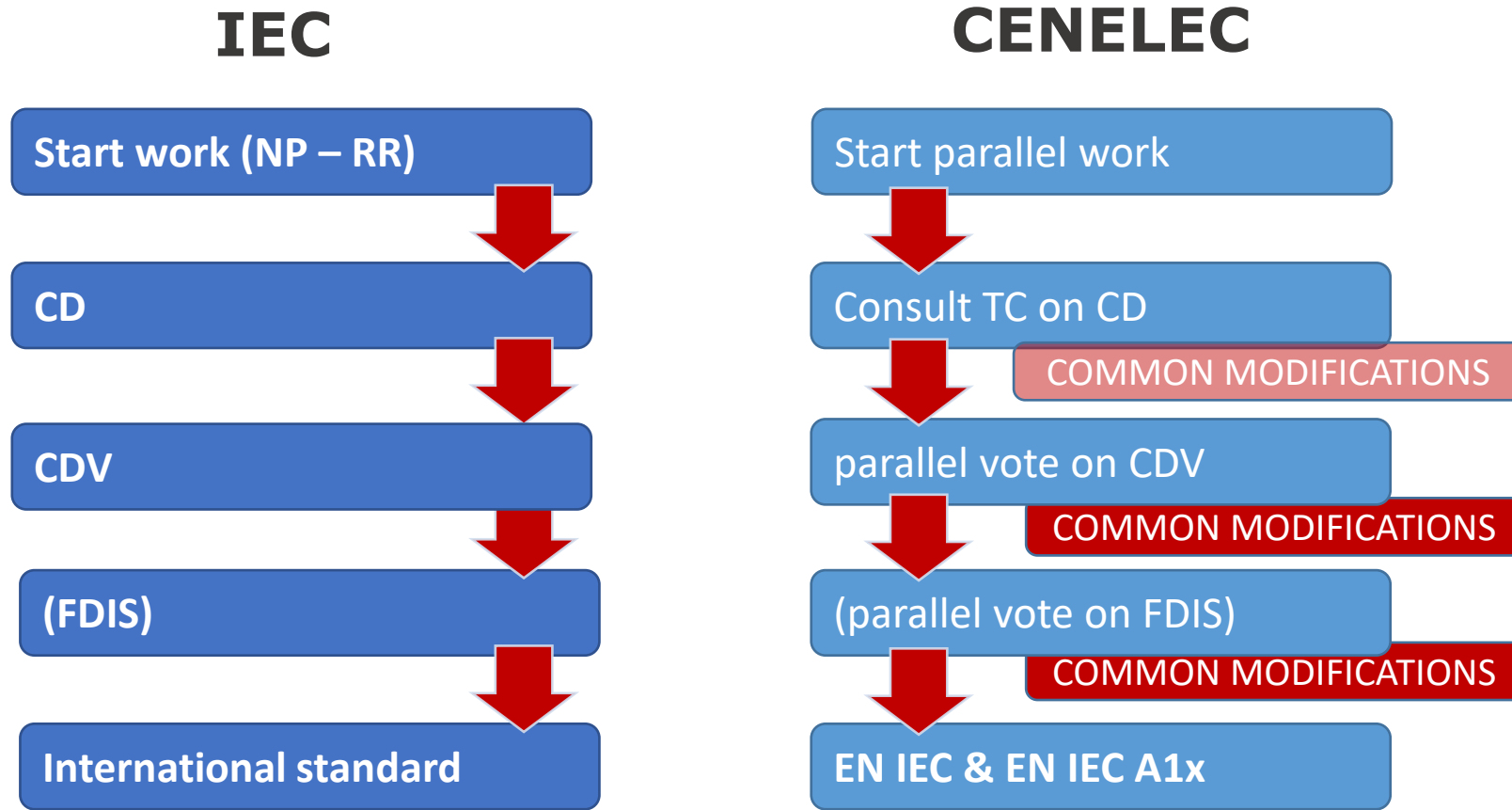
* For specific reasons, the CLC/TC can decide not to offer

Max 24 weeks

Parallel voting

It is important to start parallel work from the earliest stages!!

From CDV on systematic parallel voting procedure in CENELEC



Conversion of EN into IEC standards

▶ What?

- Published CENELEC deliverables (“homegrown standards”) offered to IEC
- European Common Modifications to IEC based standards

▶ If IEC TC takes them on board

- IEC text identical to CENELEC text → ‘*Boomerang case*’
 - No parallel voting
 - Just a correction of the numbering by corrigendum to reflect IEC number
- IEC text different from CENELEC text → Parallel vote

Examples



IEC 63202-1

Edition 1.0 2019-08

INTERNATIONAL STANDARD

NORME INTERNATIONALE

Photovoltaic cells –
Part 1: Measurement of light-induced degradation of crystalline silicon
photovoltaic cells

Cellules photovoltaïques –
Partie 1: Mesure de la dégradation induite par la lumière des cellules
photovoltaïques au silicium cristallin

EUROPEAN STANDARD

EN IEC 63202-1

NORME EUROPÉENNE

EUROPÄISCHE NORM

September 2019

ICS 27.160

English Version

Photovoltaic cells - Part 1: Measurement of light-induced degradation of crystalline silicon photovoltaic cells (IEC 63202-1:2019)

Cellules photovoltaïques - Partie 1: Mesure de la
dégradation induite par la lumière des cellules
photovoltaïques au silicium cristallin
(IEC 63202-1:2019)

Photovoltaik-Zellen - Teil 1: Messung der lichtinduzierten
Degradation von kristallinen Silizium-Photovoltaikzellen
(IEC 63202-1:2019)

This European Standard was approved by CENELEC on 2019-07-25. CENELEC members are bound to comply with the CEN/CENELEC Internal Regulations which stipulate the conditions for giving this 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 CENELEC 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 CENELEC member into its own language and notified to the CEN-CENELEC Management Centre has the same status as the official versions.

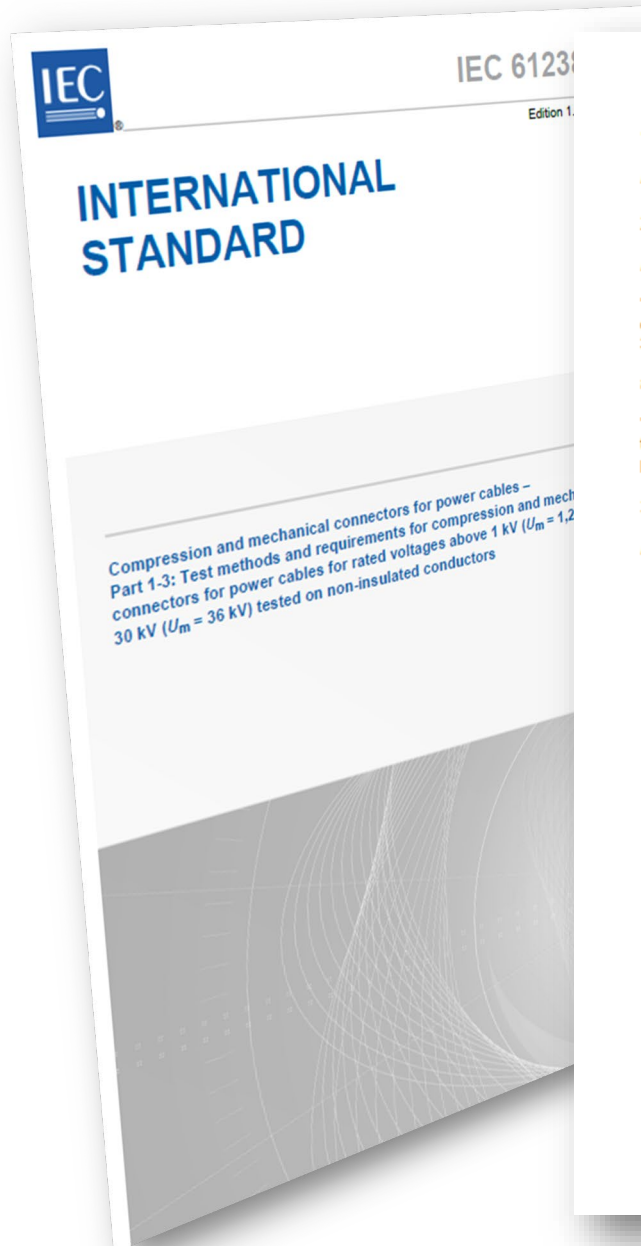
CENELEC members are the national electrotechnical committees of Austria, Belgium, Bulgaria, Croatia, Cyprus, the Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, the Netherlands, Norway, Poland, Portugal, Republic of North Macedonia, Romania, Serbia, Slovakia, Slovenia, Spain, Sweden, Switzerland, Turkey and the United Kingdom.



European Committee for Electrotechnical Standardization
Comité Européen de Normalisation Electrotechnique
Europäisches Komitee für Elektrotechnische Normung

CEN-CENELEC Management Centre: Rue de la Science 23, B-1040 Brussels

Examples (Common Modifications)



EN IEC 61238-1-3:2019/A11:2019

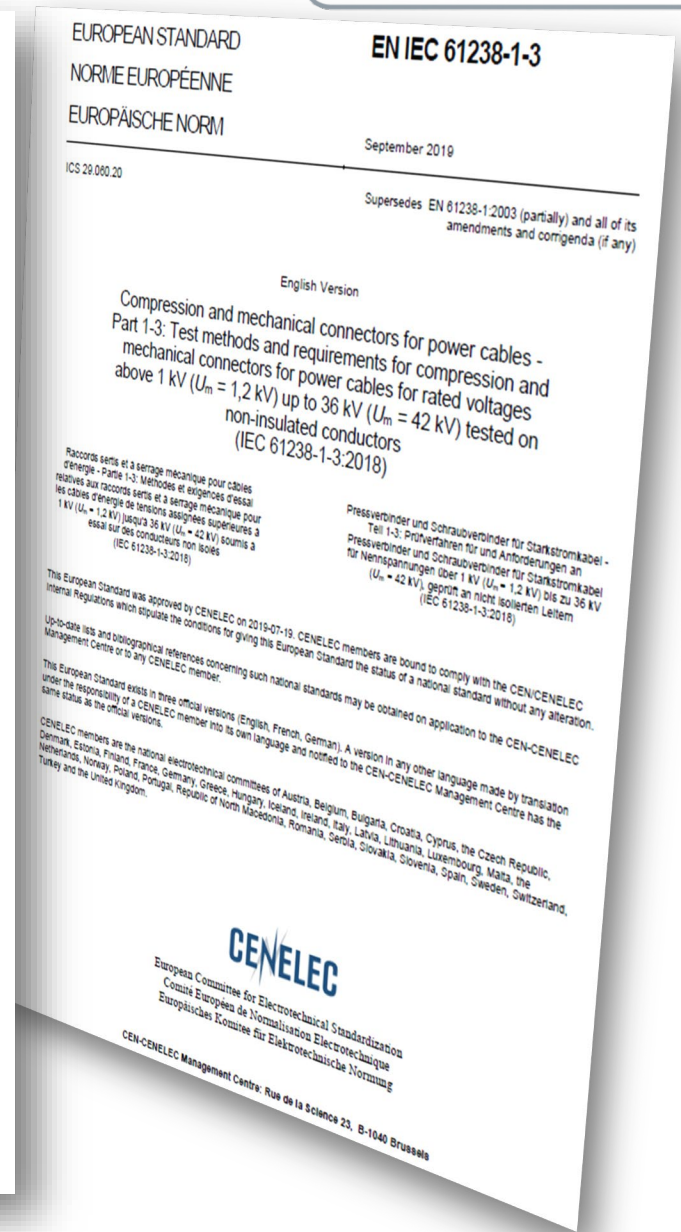
- 1. Modification to the title**
In the title modify the upper voltage limit from "30 kV ($U_m = 36$ kV)" to "36 kV ($U_m = 42$ kV)".
- 2. Modification to the Introduction**
In the introduction, modify:

"This part 1-3 of IEC 61238 deals with type tests for compression and mechanical connectors for use on copper or aluminium conductors of power cables for rated voltages above 1 kV ($U_m = 1,2$ kV) up to 30 kV ($U_m = 36$ kV)."

to read:

"EN IEC 61238-1-3:2019 and its A11:2019 (adopting and modifying IEC 61238-1-3:2018-05), deals with type tests for compression and mechanical connectors for use on copper or aluminium conductors of power cables for rated voltages above 1 kV ($U_m = 1,2$ kV) up to 36 kV ($U_m = 42$ kV)."

3. Modification to the scope
In the scope modify the upper voltage limit from "30 kV ($U_m = 36$ kV)" to "36 kV ($U_m = 42$ kV)".



4. Developing ENs intended to be cited in OJEU

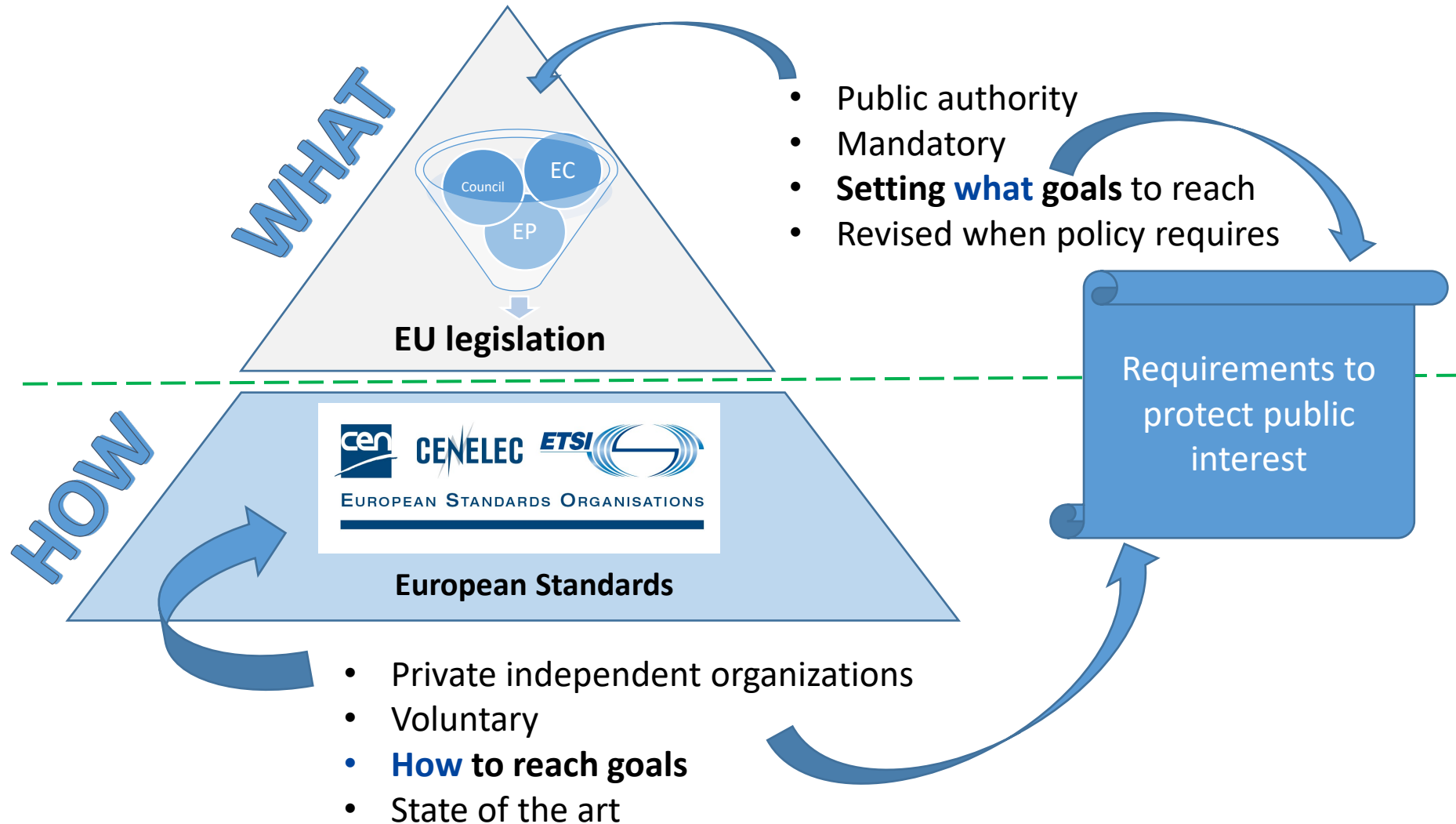
- **New Approach Directives**

- 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

How Standardization supports legislation



New Legislative Framework

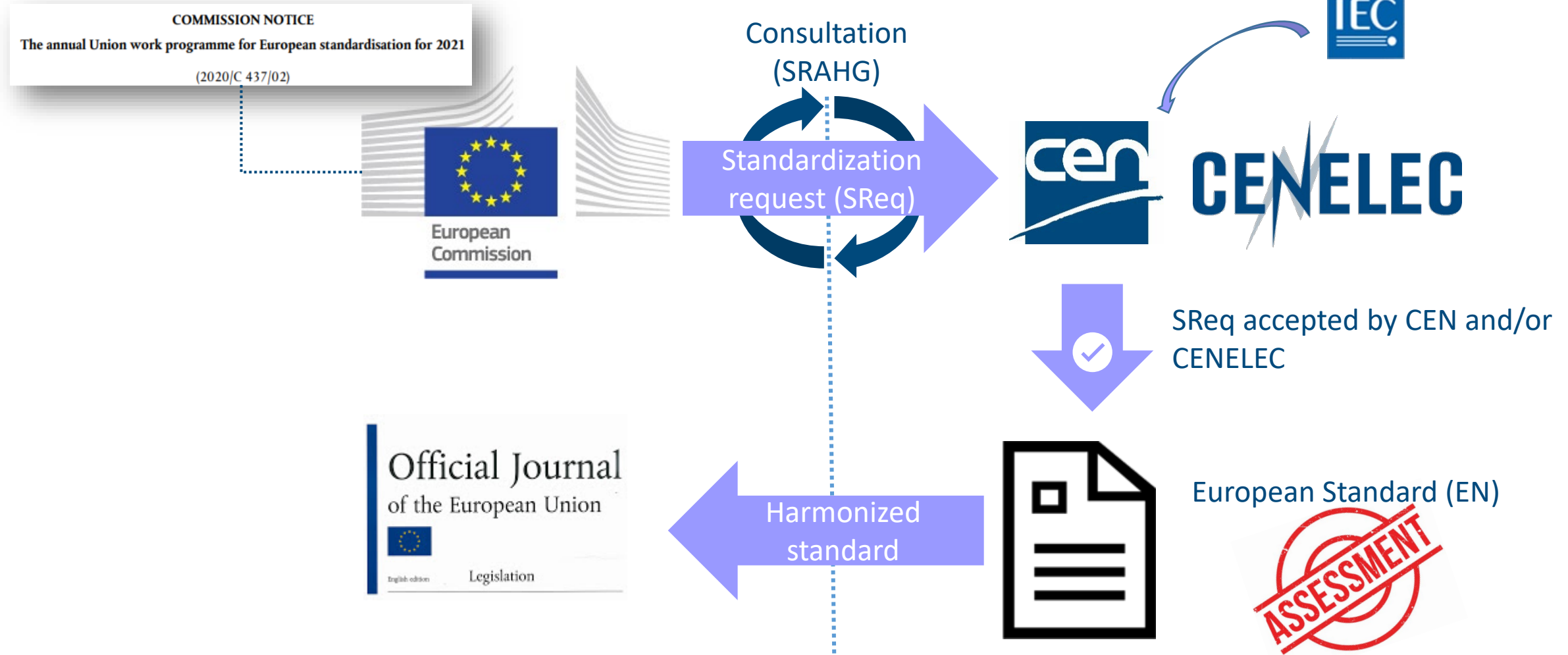
European law (Directives / Regulations) regulates important industrial sectors:

- ▲ PPE
- ▲ Medical devices
- ▲ Low voltage equipment
- ▲ Machinery
- ▲ EMC
- ▲ Radio Equipment

[Link to EC page on Harmonised standards](#)

- ✓ Standards are a tool to support EU policy and legislation according to the principles of the New Legislative Framework (previously known as New Approach)

Standardization Request



> 3000 harmonized standards listed in the OJEU

Link with EU legislation

Standardization Request is a precondition for citation of harmonized standards in Official Journal of the European Union (OJEU)

Harmonized must be assessed and have the following 'European elements'

- ▶ **Annex ZZ** (i.e table establishing the relationship between the clauses of the standard and the regulatory requirements)
- ▶ **For IEC driven standards → Annex ZA** (i.e table establishing the relationship between the IEC and the CENELEC normative references)

Link with EU legislation

Citation of standards in the Official Journal of the European Union (OJEU)

- ▶ Citation in the OJEU always **EC responsibility** – CEN and CENELEC offer candidate hENs to EC for citation every 2 months (more frequent offerings foreseen as of 2024)
- ▶ **Only when listed in the OJEU → presumption of conformity** for Essential Requirements covered by the hEN
- ▶ The lists of hENs are **published in the OJEU** and continuously updated: http://ec.europa.eu/growth/index_en.htm

5. CENELEC BOSS and other useful information

The A-deviation system in CENELEC



- ▶ When drafting European standards, the intent should always be to ensure no conflict with national regulations.
- ▶ If, however, potential conflicts are identified, the responsible Technical Body (or SR) should make every effort to avoid the conflict.
- ▶ However, cases may arise where this is not possible, and a CENELEC member is confronted with a situation where it would have to implement an EN that is not compliant with the regulation of its country.
- ▶ It is then the full right of this CENELEC member, and this right cannot be denied, to ask for derogation from the application of the standard in its country. This derogation is exercised through the application of an A-deviation.

The A-deviation system in CENELEC

The request for a possible A-deviation shall contain:

- ▶ a critical examination of the national situation in regard of the legal requirements of its national regulation;
- ▶ the title, date and where possible the relevant clauses/elements of the national regulation; the member presenting a request for A-deviation should provide (if requested by the Technical Body) an informal translation of the relevant part(s) of the national regulation into the working language of the Technical body.
- ▶ the reference(s) of the standard(s) affected by this request;
- ▶ the reference(s) of the clause(s) of the draft(s) concerned by this A-deviation, or the indication that the A-deviation affects the standard(s) in its whole.

It should be presented by the NSB **while the draft for Enquiry is finalized** !



The A-deviation system in CENELEC

The Technical Body (and SR) is responsible for assessing the material presented in support of the request for the A-deviation. The role of Technical body (or SR) is restricted to verifying whether there is a conflict between the EN and national regulation, on the basis of the evidence provided by the NC requesting it, which needs to be:

- ▶ fully documented
- ▶ Convincing
- ▶ Verifiable

Link: <https://experts.cenelec.eu/>

Your platform to:

- ▶ Applications & services
- ▶ Expert news (with 'subscribe to news' option)
- ▶ Trainings & materials
- ▶ Key initiatives
 - ▶ 🐛 Digital Transformation
 - ▶ 📄 Online Collaborative Authoring
 - ▶ 🚀 Standards of the Future
 - ▶ 🤝 Open Source Solutions
- ▶ **CENELEC BOSS**

Business Operation Support System

- ▶ Link: <https://boss.cenelec.eu/>
- ▶ Source of stable information to CENELEC/TC secretaries, chairpersons and experts
- ▶ Quick and easy access to navigate-internet tool with public access from main CENELEC website
- ▶ 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



The screenshot shows the homepage of the Business Operations Support System (BOSS). At the top left is the CENELEC logo. To the right of the logo is a navigation menu with four items: TECHNICAL STRUCTURES, HOMEGROWN DELIVERABLES, FRANKFURT AGREEMENT DELIVERABLES, and REFERENCE MATERIAL. The main heading is "Business Operations Support System" in a large, bold, black font. Below the heading is a paragraph of text: "The Business Operations Support System (BOSS) aims at providing practical information to those actively contributing to the development of deliverables within the CENELEC system. It clearly describes processes and gives access to instructions and guidance for their day-to-day work." At the bottom of the page, there is a search bar with the placeholder text "Enter key words or phrase" and a blue "SEARCH" button. The background of the page features a glowing blue brain with circuitry patterns, symbolizing technology and operations.

Business Operation Support System

Forms and templates

TECHNICAL BODY ORGANIZATION

- › Meeting agenda (NEW!)
- › Terms of Reference
- › TC Business Plan
- › TC report to BT (NEW!)
- › JTC report to BTs
- › SC report to TC
- › BTTF report to BT
- › Registration form TC meeting
- › Registration form BTTF meeting
- › Registration form (BT)WG meeting
- › Workshop - Registration Form
- › Workshop - Proposal Form
- › Workshop - Project plan
- › Application form to become member in a Joint advisory or coordination g

TECHNICAL WORK

- › Commenting template
- › Checklist – Items to be considered when drafting standards to be offered
- › IPR- Exploitation Rights License Agreement
- › IPR - Attendance list
- › IPR - Patents declaration
- › IPR - WS exploitation
- › NWI form
- › New Field of Technical Activity

ANNEX ZZ

- › Generic template (EN - FR - DE)
- › Ecodesign (EN - FR - DE)
- › EMCD (EN - FR - DE)
- › EMCD - generic text for references to EN 55011, EN55014-1, EN 55015,
- › GPSD (EN - FR and DE not available)
- › IVDR (EN - FR and DE not available)
- › LVD (EN - FR - DE)
- › Medical Devices (EN - FR and DE not available)
- › Machinery (EN - FR and DE not available)
- › RED - EMC (EN - FR (not available) - DE)
- › RED - Safety (EN - FR (not available) - DE)
- › Railway (EN - FR and DE not available) + Explanatory note

TECHNICAL BOARD

- › NC template for BT documents
- › Reply to BT consultation (NCs) - general NEW!
- › Reply to BT vote on Standardization Requests (NCs)
- › Reply to BT consultation - Partners
- › Comments on draft Standardization Requests
- › Candidature for (re)allocation of TC/SC/JTC secretariat
- › Candidature for (re)allocation of SR secretariat

INITIAL STRUCTURES HOMEOWN DELIVERABLES FRANKFURT AGREEMENT DELIVERABLES REFERENCE MATERIAL

Operations System

ystem (BOSS) aims at
ose actively contributing
within the CENELEC
s and gives access to
day-to-day work.



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



cen CENELEC

Technical Boards Newsletter

ISSUE NOVEMBER 2022 – Vol. 14

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Decisions from 69th CEN/BT TCMG – 96th CEN/BT – 172nd CLC/BT

Since the last issue of the BT Newsletter in June 2022, the 69th CEN/BT TCMG meeting took place on 5 July 2022 while the CEN and CENELEC BTs met from 19 to 21 October 2022.

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 1 November 2022**). For sectoral/Technical Committee specific matters please refer to your sectoral Project Manager.

Best regards

Cinzia MISSIROLI
Director Standardization & Digital Solutions – Secretary of the Technical Boards

More information

- ▶ Webinar: [Standardization Requests – State of Play](#)
- ▶ Webinar: [Use and justification of normative references for harmonised standards](#)
- ▶ Webinar: [Risk assessment in standards tool for harmonisation](#)
- ▶ Webinar: [Harmonized European standards: Drafting standards compliant with EU legislation](#)
- ▶ Webinar: [Webinar on EMC matters in relation to harmonized standards](#)
- ▶ Webinar: [Harmonized European standards under the Low Voltage Directive \(LVD\)](#)
- ▶ Webinar: [Matrix of responsibilities for requesting common modifications to IEC standards and the inclusion of Annex Z/\(ZA\) in IEC Standards](#)
- ▶ Webinar: [Webinar 'Implementing International Standards in Europe – The Frankfurt Agreement' \(together with IEC\)](#)

Contact points

TC reports to BT, NWI requests: dataservice@cencenelec.eu

Texts for procedures: production@cencenelec.eu

Liaisons with European federations: partners@cencenelec.eu

Support on research projects: research@cencenelec.eu

For anything else, contact your Project Manager! 😊

6. CEN and CENELEC Joint Technical Committees

Joint Technical Committees (JTC)



▶ **Why JTC?**

- ▶ To avoid duplication of work where electrotechnical and non-electrotechnical sectors have technical subjects in common (such as Digital Product Passport, Space, Quantum technologies,..).

▶ **IT tools and platform:**

- ▶ The National Member holding the JTC secretariat determines the platform for distributing documents and IT tools for handling internal balloting or decisions by correspondence.

▶ **Reporting**

- ▶ JTCs report to both CEN and CENELEC BTs.
- ▶ All decisions related to administrative governance (e.g., appointing the Chairperson) are submitted to both BTs via correspondence.
- ▶ Exception: Starting February 2025, decisions on New Work Items (NWI) will be delegated directly to the JTC (see next slides)

Creation of a NWI in CEN-CLC JTC

▶ starting February 2025

The decision to approve of NWI is delegated to CEN-CLC/JTCs



- **8-week consultation** period for approval on NWI (weighted vote for ENs and TSs, and simple majority for TRs) **No BTs approval!**
 - CEN CIB for those JTCs under a CEN Member secretariat;
 - CLC NWI eVoting tool for those JTCs under CENELEC Member secretariat;
- Next stages through tools and channels of organization having Secretariat lead (e.g. submission of draft, voting system,...)
- **Change of lead possible** via a JTC decision (simple majority)
- The commitment of **at least 5 Members** is required for a NWI to be approved (except for adoptions, without modifications, of existing ISO/IEC standards as ENs)
- **Notification** will be sent to voters, Members, Secretaries and permanent delegates when a NWI proposal is launched or a change in lead is requested

Register to our upcoming webinar to know more!

[Webinar for CEN-CENELEC/JTCs Officers - New process for the approval of NWIs - Experts CEN](#)

Webinar for CEN-CENELEC/JTCs Officers - New process for the approval of NWIs

WEBINAR

TECHNICAL BODIES

Technical Bodies Officers

Expert

CEN and CENELEC Technical Boards (BTs) recently agreed to a new process to delegate to JTCs the approval of New Work Items (NWIs), hence skipping final BTs approval.

All NWIs ballots will be launched for an 8-week JTC approval using the same tool of the secretariat lead (CIB for JTCs under a CEN Member secretariat or eVoting for JTCs under a CLC Member secretariat). The BTs decision also foresees the possibility for JTCs to change the lead on a NWI (at the launch of the WI or during its development).

This webinar will provide participants with a detailed insight into the new process, focusing on the use of the IT tools that will allow Technical Body Officers to implement the new processes starting from 2025-02-01.

Speakers:

Alessia Gaetani – Account Manager Technical Management

Nooshin Amirifar – Account Manager Electrotechnology

REGISTER

Thursday
2025-01-23

📍 Online

🕒 10:00 - 12:00 CET

REGISTRATION MANDATORY

7. Liaison Organizations

Participation of Liaison and/or Partner Organizations in CEN/TC, CLC/TC and CEN-CLC/JTC

The status of Liaison Organization and Technical Committees' role

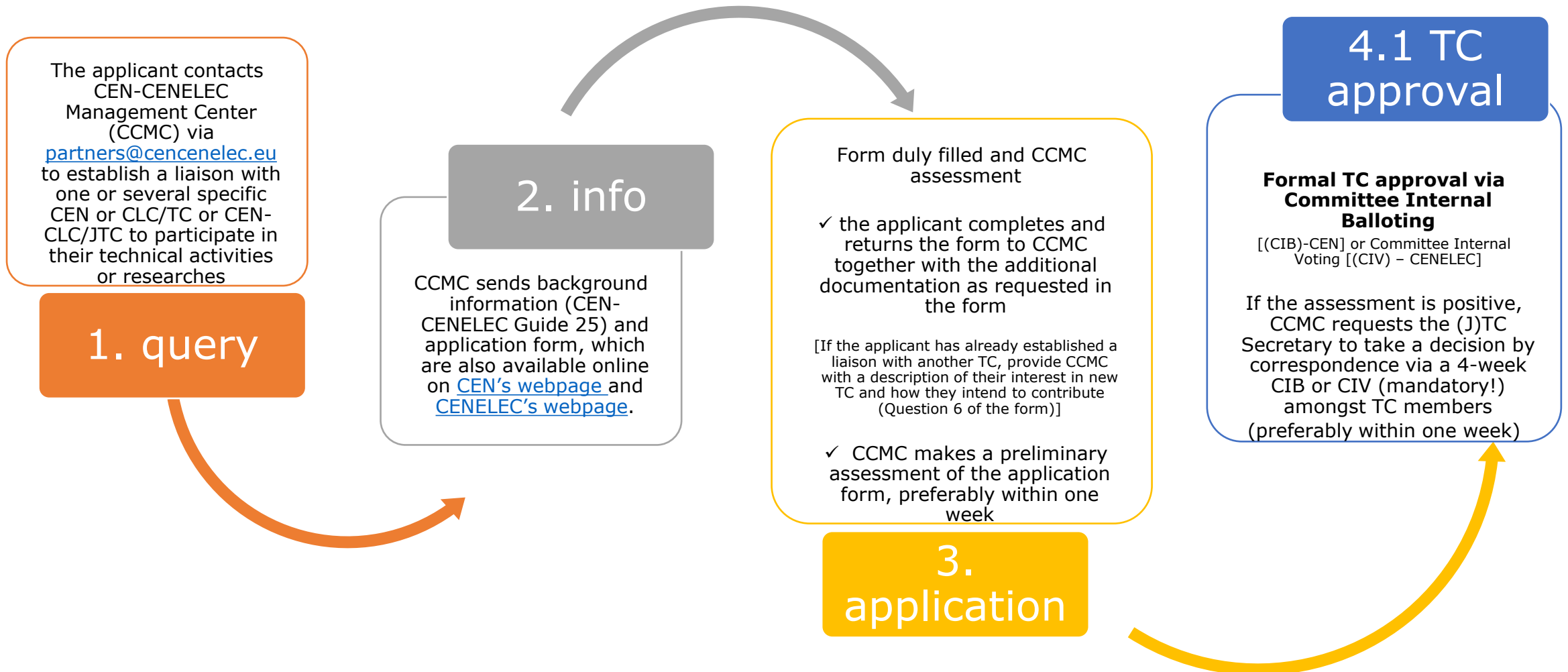
↳ **Key notes:**

- Delegated Decision from Technical Boards to Technical Committees
- Vote/Ballot Mandatory
- Reasonable timeline

↳ **Procedural aspects – step by step**

Note: Procedure wise the same steps apply to EU Research Projects

Becoming a Liaison Organization



4.2 TC approval

Follow up of TC approval

The (J)TC Secretary sends via email to partners@cencenelec.eu (preferably in one pdf file):

- ✓ the formatted (J)TC decision, by using the decision template (available on [CEN BOSS](#) and [CENELEC BOSS](#)) specifying whether the decision was taken by unanimity or simple majority with N positive votes, N negative vote(s) and N abstention(s)
- ✓ the CIB or CIV outcome report, that will be made available by CCMC to the Permanent Delegates (notification of delegated decisions)

Note: when relevant approval from CEN or/and CENELEC Technical Boards may be sought by CCMC

Liaison Agreement

CCMC receives the (J)TC decision (positive), CCMC and contacts the applicant organization requesting it to:

- ✎ Sign an agreement with CEN or CENELEC in case of a new liaison organization or update the Annex 1 to an existing agreement
- ✎ Appoint observer to TC(s)/SC(s)/WG(s)

Warning! Representatives can be appointed only after signature of the agreement!

5. Agreement

Regulatory background

✓ CEN-CENELEC Internal Regulations - Part 2

4.3.2 External liaisons

For liaisons with external organizations, see CEN-CENELEC Guide 25 "The concept of Partnership with European Organizations and other stakeholders".

Organizations having been granted observer status in designated technical bodies may appoint one observer to participate in the related technical activities. Participation in Working Groups follows the conditions in [3.4.2](#).

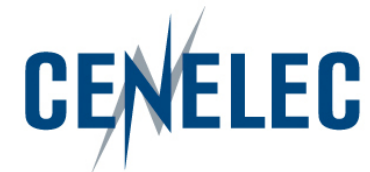
✓ CEN-CENELEC Guide 25 "The concept of Cooperation with European Organizations and other stakeholders" – Chapter 2

Becoming a Liaison Organization



Useful Links/Documents:

- ✓ [CEN dedicated BOSS page](#)
- ✓ [CENELEC dedicated BOSS page](#)
- ✓ [Application form](#)
- ✓ [Formatted Decision CEN](#)
- ✓ [Delegated Decision CENELEC](#)
- ✓ [CEN-CENELEC Guide 25](#)
"The concept of Cooperation with European Organizations and other stakeholders"
- ✓ [CEN-CENELEC Internal Regulations - Part 2](#)



INFORMATION FOR TECHNICAL BODY OFFICERS

Thank you!

Questions?

Nooshin Amirifar namirifar@cencenelec.eu

Thierry Legrand tlegrand@cencenelec.eu