Webinar of 2023-07-11

Webinar 'CENELEC Meeting Registration System (MRS) – Important information'

Questions & Answers

1	What's the difference of MRS to the current CEN Meeting Portal?	There are several distinctions to consider: Firstly, the roles themselves have a slight variation. At ISO/CEN, the Meeting Participant Approver (CLC's NC Accreditor) has the ability to enroll participants and they are automatically accredited. The Meeting Approver role can disapprove a participant's registration if necessary. Additionally, the Meeting Approver can be predetermined and given the authority to approve registrations for given committees. This eliminates the need to select the Meeting Approver each time (for each meeting). Another feature is the direct link in CEN Documents that enables the seamless association of meeting documents directly with the corresponding meetings. There are more notifications on the CEN/ISO side.
2	The logic in this MRS is wrong. Participants should not be NC officials. Anyone in the NC mirror committee should be able to register to plenary meetings. These are today National participants and should not be NC officials. We don't see why that should be a problem since the NC will approve the authorized persons participation.	National Participants are not considered official members.
3	We need all national participants then need to be NC officials.	It is important to note that no more than 3 delegates of any one member should normally attend a Technical Committee meeting. If a national participant requires attendance at a meeting, you have the option to change their role

		to 'NC Official' to grant them the necessary privileges.
4	HAS consultants are not accredited in MSE. How do you invite them other than filling out the E&Y template?	HAS consultants have an 'Observer' role in EMS. They will receive a notification informing them when a meeting is open for registration and they will be automatically accredited.
5	If our NC sends 3 different persons to each plenary meeting, that means that we need to change their statis to NC official and then back to national participants. Still wrong logic, since NC will approve, you don't need to limit the possibility to register.	We sent out a communication at the beginning of June asking the NC admins to verify that their lists are accurate and to change the roles (National Participants to NC Official) if needed.
6	With the current this will increase the work for the NC. It is then easier with the old mail-system.	We have explained this to you already and the reasons for these rules. You can contact us via mail after the webinar.
7	If a delegate wants to participate in the TC plenary meeting, he has to be assigned the role of NC Official. Our NC is also not in favour of giving every delegate the right to write in the Collaboration platform.	
8	There is IEC/TC 20 existing as well as CLC/TC 20, so this should be very clear for the participants, how to identify the right meeting?	We have 2 separate tenants: the IEC tenant, where users can access their IEC committees, and the CLC tenant, where users exclusively view their CLC committees. This clear separation ensures there is no room for confusion between the 2.
9	So we need then to change ALL national participants to NC officials. that will also change what ALL persons can do on Collaboration Platform. Everyone will be editors. Our opinion is that national participants should be able to register to plenary meetings and the NC will approve up to 3 persons for each plenary meeting.	
10	It appears to me that MRS is only an offer for IEC / CENELEC. is that correct or will MRS substitute CEN Meetings Portal?	You are correct. The Meeting Registration System (MRS) is specifically designed for IEC and CENELEC, while CEN and ISO have their own dedicated meeting system in place.

11	Just to clarify, you have stated that a Secretary can register participants 'pending NC Accreditor approval'. If this is the case why does the NC Accreditor not simply accredit and register the participant for the meeting rather than to approve and then for the Secretary to complete the registration? If all participants need to be accredited (es expected) it is not clear why the Secretary needs to be involved in registering NC delegates? to meetings.	The secretary does not complete the registration. The secretary holds the capability to register participants when needed. The usual process is that a Delegate receives a notification inviting them to register to a meeting (once the meeting registration is open). If the delegate encounters any difficulties of forgets to register, the secretary has the authority to register the delegate. Additionally, the secretary can invite guests from external organizations or other Technical committees by using the unique link and send it via email.
12	Including deleting documents on CP.	-
13	So we don't need any more to upload the word file "registration from" on collaboration tool as secretary?	No, you won't need to do that anymore. Delegates will receive a notification once the meeting is open for registration, asking them to register. You, as a Secretary will be able to see the full list of participants and their registration status in the 'list' tab.
14	I have not seen any logic reason for the rules for require everyone to be a NC official, since the NC will still approve the participation.	
15	In the demo: current tenant is CENELEC, but still showing IEC logo. This is confusing.	The system was developed by IEC. However, i will take note of your comment and see with IEC what can be done about this.
16	IEC sends out an overview once a week with all newly registered experts who need to be accredited. Do we also receive such an overview from CENELEC as well?	yes, it will be the same process. The NC Accreditor will also receive a notification once a week.
17	Do the participants get a confirmation mail if they are approved at the MRS?	Yes, they do. If they are disapproved, they will also receive a notification informing them of the decision. The NC Accreditor should provide a written explanation or reason for the disapproval.

18	Will the NCs receive an info of the new meetings in order to add the NC accreditor?	If you are referring to NC Admins, we have a 'quick start manual' ready on the CENELEC Expert Area website https://experts.cenelec.eu/media/mrs_quick_start_manual_for_nc-admin.pdf
19	For registrations tight to a date it would be better if a notification would be sent out to the NC Administrator for that particular TC for approval instead of once a week.	The notifications to the NC Admins should be sent out when the meeting is created. Please let us know if this is not the case.
20	Will role "Member" (EMS) be able to register to a meeting?	In EMS, the designation of 'Member' refers to experts who will receive invitations to Working Group meetings and be accredited automatically. However, if a Member needs to attend a Technical Committee meeting, the Secretary of the TC holding the meeting can invite the Member by using the unique link (which needs to be sent by email).
21	From when onwards will it become compulsory for TC Secretaries to use this MRS instead of the Registration form only?	It is currently not mandatory but highly recommended to use the new Meeting Registration System.