

Flexible standards' process

FAQs

Questions asked by Attendees	Answers from the Presenter
GENERAL	
Which WIs are concerned by this new process?	<p>It applies to WIs (following the track 'enquiry+FV') for:</p> <ul style="list-style-type: none"> • CEN homegrown standards + CEN standards under Vienna Agreement with CEN lead • CENELEC: homegrown standards (EN 5XXXX) and homegrown amendments to IEC standards (A1x, Common modifications).
CENELEC: are Common Modifications concerned by this process?	<p>2 different cases:</p> <ul style="list-style-type: none"> • Common Mods under parallel process (i.e. <u>no</u> NWI request to BT, parallel work with IEC schedule) → the flexible process does NOT apply – IEC lead. • Common Mods outside parallel process (i.e. NWI request to BT, CLC/TC defines its schedule) → the flexible process applies.
When the process will be applied?	<p>For those NWI proposals (as above defined) that are to be</p> <ul style="list-style-type: none"> • submitted through the Projex on line Working area as of 1 April 2020 for CEN WIs (the Working Area is operational as 30 March 2020); • launched for TC approval (and subsequent BT approval) as of 1 April 2020 for CENELEC WIs.
What about Technical Specifications (TS), Technical Reports (TR) and CWA?	They are out of scope.
Where to find information on the flexible process and how to apply it?	<p>The Technical Bodies Officers need to carefully read the document on principles and operational criteria, as approved by the Technical Boards, available on the CEN and CENELEC BOSS.</p> <p>Is also available the documentation from the two dedicated webinars on the Flexible process:</p> <ol style="list-style-type: none"> I. Part 1 - Principles & operational aspects - Play & PDF II. Part 2 - IT tools for planning and monitoring Play & PDF

Questions asked by Attendees	Answers from the Presenter
How is ISO affected by the flexibility in case of Vienna Agreement with CEN lead?	For WIs under VA with CEN lead, ISO is impacted and acts accordingly when CEN transmits the drafts for procedure. ISO is informed on the flexible process principles, which hopefully will increase the timely delivery of drafts for procedure. CEN/TCs are invited to inform corresponding ISO TCs on the target dates.
What about EN ISO work items that are ISO lead?	The process will not apply. ISO lead: ISO process.
IT tool for CENELEC secretaries.	CCMC will investigate how to help CLC/TC secretaries.
Where to find the presentations of the webinars?	The recorded webinar and the Q&A available here: https://www.cencenelec.eu/aboutus/ourservices/Training/Pages/default.aspx
What are the main principles of the Flexible process?	<p>This new process aims to ensure the timely delivery of standards by giving more responsibility and flexibility to Technical Committees (TCs) in their development. In return, TCs will be asked to commit to timely finalise the work and regularly monitor its progresses.</p> <p>According to the new process, TCs will be able to autonomously plan and organise their work by allocating per each Work item the necessary amount of time to the two process stages in which their standardization work is divided: the stage for the Drafting of prEN (from the NWI approval to the submission to enquiry) and the stage for the Handling of comments after enquiry & the drafting of FprEN (from the end of the enquiry to either the dispatch of FprEN or the delivery to editing, if the FV is skipped).</p> <p>With the new process, the duration of the two stages becomes flexible - while currently it is rigidly fixed to 34 weeks per each stage - and will be decided per each Work item by the TC according to its needs.</p>
What are the benefits for a TC to ever allocate less than 68 weeks (sum of stages (a) and (e))?	<p>The main advantage is not necessarily reducing the total duration, but to find a better balance for the duration of each stage.</p> <p>There are cases for which 68 weeks are not necessary (e.g. revision), or which may conflict with the expected target date for standard's delivery (e.g. deadline in Sreq).</p>

Questions asked by Attendees	Answers from the Presenter
	TCs may also need to spend more than 34 weeks under stage (a) or stage (e). TCs will not risk the possibility of having their WI deleted after 34 weeks.
PRELIMINARY WORK ITEM	
Activation of the PWI and duration between the adoption of the PWI and the activation of the WI	This will not change.
WI ACTIVATION	
Why is 'Decision on WI Proposal' not editable in Projex-online working area?	<p>The 'Decision on WI proposal' (10.99) refers to the project's 'start date' in the Projex-online working area, which the CEN secretary can edit. The 'Decision on WI proposal' corresponds to the TC approval date (in CEN) or BT approval date (in CENELEC).</p> <p>The project's 'start date' can be edited. This feature helps secretary planning projects with a specific deadline (e.g. in 5 years): the CEN secretary can anticipate when 'Decision on WI proposal' will have to be activated.</p>
Will the CEN or CENELEC members be able to comment on the planning of WI? Can they for instance disagree on a target date but still approve the WI?	<p>The CEN or CENELEC members are represented in the TC via the national delegation principle. The head of delegation is responsible to convey the national views.</p> <p>In CENELEC, the same applies when the Permanent Delegates approve the WI: they convey a national position.</p> <p>Therefore, the CEN or CENELEC members will be able to comment: it is part of the consensus-building process. Any work item is accepted or rejected according to the weighted votes.</p> <p><u>The target dates form an integral part of the NWIP and therefore the NWIP will be approved or rejected.</u> It means that members cannot disagree on the target dates and approve the WI at the same time.</p>

FIRST WORKING DRAFT and ENQUIRY	
Why the same duration between 10.99 & 20.60 and between 20.60 & 30.99?	<p>The target date for the delivery of the 1st WD is important for CCMC in terms of tracking.</p> <p>The 1st WD should come from the WG (experts) to the TC (national delegations) – for comments. It is essential in order to increase the chances to reach wide consensus at Enquiry (the FV could be skipped).</p> <p>Several drafts are generally issued by the WG to the TC before proceeding with the prEN.</p> <p>Therefore, it is expected that a 1st WD exists at this specific delivery target.</p> <p>In case the dispatch will occur after the target date, CCMC will not proceed to the cancellation of the WIs anyway.</p>
If you have a draft ready when the NWIP is launched, does the TC secretary still need to circulate a 1 st WD or can the TC Secretary directly dispatch the draft for Enquiry to CCMC?	Secretaries are advised to circulate at least one WD within the TC. It is essential in order to increase the chances to reach wide consensus at Enquiry.
What if TC overestimates time to complete stage A & is ready much earlier?	The planning will be adjusted. In case of early delivery, all the related steps will start earlier. However, the date of dispatch of FV, 45.99, will remain unchanged. This means that the TC will have more time to deliver under stage (e).
FORMAL VOTE	
Is it still possible to skip Formal Vote and, if yes, how could that impact target dates?	Yes, it is possible and in line with the principle of timely delivery of standards. The plan will be adjusted in Projex-online according to this decision.
What happens to the planning if one of the countries does not agree with the FprEN?	If the approval criteria are met, the FprEN will become an EN and implemented as such at national level, in accordance with the planning. If the voting result is negative, the Technical Board shall decide what further action is to be taken and whether standstill should be released.
REVIEW OF PLANNING	
Once an extension has been allowed to the TC during stage (a), shall TC secretary	Projex-online will automatically reflect the 'adjusted plan', which will correspond to the standard duration for tolerance: 9 months

adjust the plan again in projex-online working area?	(always, no deviation). The 'adjusted plan' would automatically adapt when the TC will deliver ('realized' stage).
Should the tolerance be requested through a TC decision?	Current rules apply: In CEN: TC decision In CENELEC: secretary request
Is the one time change depending on TC decision? And if yes, how? By correspondence?	In both CEN and CENELEC, a TC decision is needed. It can be taken by correspondence or at the plenary meeting. CEN/TC Secretary will be able to implement this change directly in the working area via the new IT feature. CLC/TC secretary will implement it via CCMC Data Team.
If we apply for the 39 weeks tolerance before submission to Enquiry, and we do not use it all, will the remaining weeks be added to the after enquiry stage?	The TC can deliver the draft before the deadline given by the tolerance. However, the non-used weeks of the tolerance will be lost.
DELAYS, ALERTS	
What penalties occur if a TC fails to deliver on time	If the deadline to deliver the draft for Enquiry or the final draft to Formal Vote is overdue more than 4 weeks, the WI will be deleted.
Will the Work Item automatically be deleted or will the TC secretary receive an alert?	Alerts will be provided: <ul style="list-style-type: none"> • 8 weeks before the deadline for the circulation of the first working draft • 12 weeks before the deadline for the delivery of the draft to Enquiry or the final draft for Formal vote Note: This new timeline will be applied to all CEN and CENELEC projects. Notifications via the usual channels: <ul style="list-style-type: none"> ✓ Projex-Online: an alert appears next to the WI ✓ Monthly e-mail notification including a list of all WIs under alert