

New CENELEC approval procedure and strengthening of The Secretariat Enquiry

Background

At its 149th meeting, through decisions D149/014, D149/015 and D149/016, CLC/BT approved a new, shortened CENELEC enquiry procedure (3 months) with an associated vote, for homegrown standards.

This new enquiry procedure has now an equivalent status as the CDV procedure in IEC.

The purpose thereof is to shorten the development time of standards with an alignment with IEC procedures. The implementation is as of 2015-04-01.

This new enquiry procedure makes the use of the Secretariat Enquiry even more important in order to facilitate the consensus building very early in the stage of developing a standard.

The Technical board has therefore taken decision to formalize the use of Secretariat Enquiry giving this procedure an equivalent status as the CD procedure in IEC.

This was done via BT decisions 149/020 and 149/021.

Major principles of enquiry procedure with an associated vote

There is a vote (in accordance with 6.1.4 and 6.2 of the IR Part 2 i.e. a simple majority and weighted vote) associated with the new CENELEC enquiry procedure. If the result of this vote is 100% positive, the formal vote is skipped and the standard is ratified and published. If the result of the vote is less than 100%, the document is referred back to the technical body.

Application of the Secretariat Enquiry procedure

The Secretariat Enquiry stage:

- is an internal technical body enquiry, envisaging feedback from the CENELEC National Committees on a draft before it is sent to CENELEC enquiry.
- is the first official stage at which comments from national members are taken into consideration, with a view to reaching consensus on the technical content.

- is a procedure which also can be used in connection with standardization projects where the Unique Acceptance Procedure (UAP) is applied

The Secretary Enquiry shall be launched by the responsible Technical Body on The Collaboration Tool¹ platform indicating the deadline for comment.

The commenting period shall be for a minimum of 6 weeks and a maximum of 3 months depending on the subject and the discretion of the Technical Body.

National members shall therefore carefully study the texts of committee draft and submit all pertinent comment(s) at this stage uploading the comments onto the Collaboration Tool using the common ISO/IEC/CEN/CENELEC electronic balloting commenting template.

Secretariat enquiries may be repeated considering comments received. It is recommended to have a final draft ready for an approval procedure within 12 months from the approval of the new work item proposal.

Relevant decisions

- D149/014 BT approved the proposed functional implementation at the level of the CENELEC voting system for the new Enquiry procedure, such as described in Annex 1 to BT149/DG9680/DC.
- D149/015 BT approved the proposed implementation date of 2015-04-01 (providing that the wording of the IR2 is accepted by BT by 2015-02-04).
- D149/016 Noting the early comments received on the voting provisions as proposed in BT150/DG9662/DV, BT decided that the condition for skipping the formal vote is that the weighted vote associated with the enquiry procedure is to be 100%. The process would be evaluated after 1 year.
- D149/020 BT asked CCMC to prepare a Circular giving guidance on the use of the Secretariat Enquiry procedure, in the framework of the new CENELEC approval procedure, and to inform Technical Body Secretaries accordingly.
- D149/021 BT decided to align with the IEC procedure for Secretariat Enquiries, and to grant a minimum of 6 weeks and a maximum of 3 months for Secretariat Enquiries.

¹ The platform will in future be changed to the web based electronic voting platform and this circular will then be updated accordingly.