

Matrix for the preparation of common modifications and or the inclusion of the Annex ZA/ZZ

The purpose of this matrix is to give an overview about the process when Common Mods/European Annexes (ZZ/ZA) are needed by the TB. The process may change depending on the reached stage during the standardization development. This matrix should show the procedures when the TB decides to introduce Common Mods/European Annexes (ZZ/ZA) for each stage/scenario.

Common Mods: Common Mods are made available as European Amendments (A1x). They will be made available as a separate document

	NWI preparation (CENELEC -IEC based)	At the latest 2 weeks before CDV	CDV (from start till end)	After end CDV	FDIS	After EN IEC availability
TB action in case of common mods	No NWI form needed. Only notification to CCMC PM and they will initiate the Amendment (A1x)	No NWI form needed. Only notification to CCMC PM and they will initiate the Amendment (A1x)	No NWI form needed. NCs add recommended common mods on comment form during the Parallel vote Note: it is important to consider how comments in CLC and IEC are provided, as they can lead to common mods if rejected in IEC.	NWI form for European Amendment (A1x) needed Common Mods will be developed separately from standard	NWI form for European Amendment (A1x) needed Common Mods will be developed separately from standard TB needs to decide if EN should be made available together with IEC or delay until Common Mods are made available	NWI form for European Amendment (A1x) needed EN IEC is already made available and (A1x) will be made available when finalized by the TC
BT	No action needed	No action needed	No action needed	Decision on NWI	Decision on NWI	Decision on NWI
CCMC	Creation of Project for A1X in database	Creation of Project for A1X in database	Creation of Project for A1X in database	Creation of Project for A1X in database based on BT decision	Creation of Project for A1X in database based on BT decision	Creation of Project for A1X in database based on BT decision
Remarks and risks in parallel procedure	Goes in parallel with IEC stages	Goes in parallel with IEC stages	Risk of disconnection between EN IEC and Common Mods There is still a possibility to publish in parallel with EN IEC.	Disconnection between EN IEC and Common Mods*	Disconnection between EN IEC and Common Mods*	Not parallel to IEC

*The TB has two options: 1) it can make available the EN in parallel with IEC (without common mods which are under preparation) or 2) wait till A1x is ready and make available the EN together with the A1x (consequently it delays the whole EN availability)

Inclusion of Annex ZA and ZZ:

	NWI preparation (CENELEC -IEC based)	At the latest 2 weeks before CDV	CDV (from start till end, and until one week before start of FDIS)	One week before start of FDIS (and until end of FDIS)	After EN IEC availability
TB action in case of Annex ZA/ZZ	TB to confirm to CCMC PM the link to legislation and Standardization Request.	TB could request as well in advance CCMC to deliver a 'draft Annex ZA' Annex ZZ/ZA to be submitted to CCMC	No NWI form needed. Annex ZZ/ZA to be submitted to CCMC for HAS assessment for HAS assessment	NWI to be created for Annex ZA and ZZ as A1x for possible request of HAS assessment Note: EN IEC link to legislation to be removed until the A1x is made available	NWI form for European Amendment (A1x) needed EN IEC is already made available and (A1x) will be made available when finalized by the TB
BT	No action needed	No action needed	No action needed	Decision on NWI	Decision on NWI
CCMC	Update the information on legislation links	Submits the Annex ZA/ZZ together with EN IEC (through dispatch notice)	Creation of Project for A1X in database Request of HAS assessment	Creation of Project for A1X in database based on BT decision and removes link to legislation if applicable.	Creation of Project for A1X in database based on BT decision
Remarks and risks in parallel procedure	Goes in parallel with IEC stages	Goes in parallel with IEC stages through the EN IEC procedure	Risk of disconnection between EN IEC and Annex ZA/ZZ There is still a possibility to publish in parallel with EN IEC.	Disconnection between EN IEC and Annex ZA/ZZ	Not parallel to EN IEC