

DECISION BT 014/2023

Subject: ** CEN-CLC/BTWG 14 - TSs & TRs development timeframe

BT,

- noting
 - the processes for CEN and CENELEC deliverables as in CEN-CLC/BTWG 7 'Reduction of the development time' document with decisions BT C103/2016 and D153/029;
 - the discussions in CEN-CLC/BTWG 14 'R&P' (as in Annex 1 to BT N 14184 – BT174/DG13709/REP), in its task group and in CLC/BTWG 128-3 'BT Efficiency', and in particular the need to give more flexibility to CEN and/or CENELEC (joint) Technical Bodies (TBs) for deciding on the delivery date for TSs and TRs;
 - the CEN-CLC/BTWG 14 recommendation that when TBs do not decide on the delivery date, the timeframe to provide the draft for vote is set to 52 weeks (12 months) by default (i.e. between stage codes 10.99 and 30.99);
 - that, although not mandatory, WG Convenors are encouraged to circulate working drafts to TBs in time to allow subsequent submission to a 4-week TB commenting period;
 - that, for CEN-CLC/JTCs, the planned dates when requesting NWI for TS and TRs have to be indicated in the relevant NWIP form (depending on the WI lead organization);
 - the discussion at BT meetings of May 2023;
- considering the need to adjust:
 - in **CEN**, the Projex-Online Working Area, to allow TBs to submit NWIPs for TSs and TRs with planned dates exceeding 52 weeks for stage 30.99;
 - in **CENELEC**, the NWIP form to add a new field for TBs to indicate the planned dates for TSs and TRs;
- agreed, with the abstentions of AFNOR-CEF, AFNOR, CEI, OVE, that
 - CEN and/or CENELEC (joint) TBs decide on the development time for each TS or TR NWI and indicate the planned date in the NWIP;
 - if no dates are filled in, the default date for 30.99 will be set to 52 weeks from stage 10.99 (i.e., recommended timeframe);
 - the initially planned timeframe (stages 10.99-30.99) for TSs and TRs can be modified once with a simple agreement of the TB leadership in coordination with the WG Convenor:
 - In CEN, this change can be done via the 'one change option' in Projex Online Working Area;
 - In CENELEC, this change can be requested by email;
- approved the process description for TSs and TRs (in Annex 2 to BT N 14184 – BT174/DG13709/REP);
- confirmed that the current process for tolerances is applicable for TSs and TRs and that these can be requested by the TB leadership in agreement with the WG Convenor;
- reminded TBs to monitor WIs development to ensure the respect of delivery deadline (stage 30.99) and take measures in case of delay, in order to avoid the risk of WI deletion in unjustified cases;
- asked CCMC to adapt the related IT tools, organize relevant training and update CEN & CENELEC BOSS accordingly;
- confirmed that, in CENELEC, this decision replaces the part related to TSs & TRs timeframe set in D153/029;
- agreed that this decision will apply for all new projects as of 2023-10-01, provided the availability of IT tools;
- asked CCMC to report back to BT on the implementation of the process in Q4/2024.

This decision is applicable as from: 2024-03-01