CEN/TC XXX

Date: 20YY-XX

prEN XXXXX:20YY

Secretariat: XXX

(Title) Introductory element — Main element — Complementary element

Einführendes Element — Haupt-Element — Ergänzendes Element

Élément introductif — Élément central — Élément complémentaire

CCMC will prepare and attach the official title page.

Contents Page

[European foreword 3](#_Toc108430431)

[Introduction 4](#_Toc108430432)

[1 Scope 5](#_Toc108430433)

[2 Normative references 5](#_Toc108430434)

[3 Terms and definitions 5](#_Toc108430435)

[4 Clause title, e.g. Subclauses 6](#_Toc108430436)

[4.1 Subclause title 6](#_Toc108430437)

[4.2 Subclause title 6](#_Toc108430438)

[5 Clause title, e.g. Paragraphs and Lists 6](#_Toc108430439)

[6 Clause title, e.g. Example of Codes 7](#_Toc108430440)

[Annex A (informative) Title of Annex A, e.g. Example of a table, a figure and a formula 8](#_Toc108430441)

[A.1 Clause title 8](#_Toc108430442)

[A.2 Example of a table 8](#_Toc108430443)

[A.3 Example of a figure 8](#_Toc108430444)

[A.4 Examples of formulae 9](#_Toc108430445)

[Annex ZA (informative) Relationship between this European Standard and the [essential]/[interoperability]/[…] requirements of [Directive]/[Regulation]/[Decision]/[…][Reference numbers of the legal act] aimed to be covered 10](#_Toc108430446)

[Bibliography 11](#_Toc108430447)

[NOTE to the drafter: To update the Table of Contents please select it and press "F9". To recreate the Table of Contents, select *Custom Table of Contents – Options* and choose the appropriate headings/titles to display. For further instructions, see the *CEN Simple Template Quick Start Guide*.]

European foreword

This document (prEN XXXX:20YY) has been prepared by Technical Committee CEN/TC XXX “Title”, the secretariat of which is held by XXX.

This document is currently submitted to the CEN Enquiry/Formal Vote/Vote on TS/Vote on TR.

This document will supersede EN XXXX:YYYY.

EN XXXX:YYYY includes the following significant technical changes with respect to EN XXXX:YYYY:

This document has been prepared under a standardization request addressed to CEN by the European Commission. The Standing Committee of the EFTA States subsequently approves these requests for its Member States.

For the relationship with EU Legislation, see informative Annex ZA, which is an integral part of this document.

[NOTE to the drafter: Add information about related documents or other parts in a series as necessary. A list of all parts in a series can be found on the CEN website: <www.cencenelec.eu>.]

Introduction

Text of the introduction.

[NOTE to the drafter: If patent rights have been identified during the preparation of the document, the following text shall be included:

“The European Committee for Standardization (CEN) draws attention to the fact that it is claimed that compliance with this document may involve the use of a patent concerning (…subject matter…) given in (…subclause…) and which is claimed to be relevant for the following clause(s) of this document:

Clause(s)…

CEN takes no position concerning the evidence, validity and scope of this patent right. The holder of this patent right has assured CEN that they are willing to negotiate licences under reasonable and non-discriminatory terms and conditions with applicants throughout the world. In this respect, the statement of the holder of this patent right is registered with CEN. Information may be obtained from:

Name of holder of patent right …

Address ...

Attention is drawn to the possibility that some of the elements of this document may be the subject of patent rights other than those identified above. CEN shall not be held responsible for identifying any or all such patent rights.”]

# Scope

Text of the scope.

# Normative references

The following documents are referred to in the text in such a way that some or all of their content constitutes requirements of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

[NOTE to the drafter: The Normative references clause is compulsory. If there are no normative references, add the following text below the clause title: "There are no normative references in this document."]

EN XXXX, *Title of document*

EN XXXX-1:20YY, *General title of series — Part X: Title of part*

EN XXXXX (all parts), *General title of series*

[NOTE to the drafter: If a dated reference is impacted by a standalone amendment or corrigendum, list the main standard and include a footnote as follows:

EN XXXX:20YY[[1]](#footnote-1), *General title*]

# Terms and definitions

For the purposes of this document, the following terms and definitions apply / the terms and definitions given in… and the following apply.

ISO and IEC maintain terminology databases for use in standardization at the following addresses:

* ISO Online browsing platform: available at [https://www.iso.org/obp/](https://www.iso.org/obp/ui)
* IEC Electropedia: available at <https://www.electropedia.org/>

[NOTE to the drafter: The Terms and definitions clause is compulsory. If there are no terms and definitions, add the following text: "No terms and definitions are listed in this document."]

3.1

term

text of the definition

3.2

term

admitted term

text of the definition

Note 1 to entry:

[SOURCE: EN XXXX:20YY, definition XX]

[NOTE to the drafter: If applicable, a list of ‘Symbols and abbreviated terms’ can be included as a subclause under Clause 3 or added as a separate Clause 4.]

# Clause title, e.g. Subclauses

## Subclause title

Text of subclause.

## Subclause title

### Subclause title

#### Subclause title

##### Subclause title

###### Subclause title

Text of subclause.

# Clause title, e.g. Paragraphs and Lists

**5.1** Text of paragraph.

EXAMPLE Text.

NOTE Text.

**5.1.1** Text of paragraph.

**5.1.1.1** Text of paragraph.

**5.1.1.1.1** Text of paragraph.

**5.1.1.1.1.1** Text of paragraph.

**5.2** **Unnumbered list**

* List item 1
* List item 2
* List item 3

**5.3 Numbered list**

1. List item 1
2. List item 2
3. List item 3

# Clause title, e.g. Example of Codes

<xs:complexType name="Route">

 <xs:sequence>

 <xs:element name="routeID" type="tdt:IntUnLoMB"/>

 <xs:element name="routeListID" type="tdt:IntUnLoMB"/>

 <xs:element name="listCount" type="tdt:IntUnLoMB"/>

 </xs:sequence>

</xs:complexType>

1. (informative)  
     
   Title of Annex A, e.g. Example of a table, a figure and a formula
   1. Clause title
      1. Subclause title
         1. Subclause title
            1. Subclause title

Subclause title

Text of the annex.

* 1. Example of a table

Table A.1 — Table title

|  |  |  |  |
| --- | --- | --- | --- |
| Table headera |  |  |  |
| Table text | Textb |  |  |
|  |  |  |  |
|  |  |  |  |
| NOTE Table note. | | | |
| a Table footnote.  b Second table footnote. | | | |

[NOTE to the drafter: For indented text, it is recommended to create new cells instead of using tabs. Similarly, when aligning text to the right or center, use Word alignment buttons rather than tabs.]

* 1. Example of a figure

Dimensions in millimetres

Insert and Link Figure

Key

|  |  |
| --- | --- |
| X | definition for X |
| Y | definition for Y |

NOTE Figure note.

Figure text.

Figure A.1 — Figure title

* 1. Examples of formulae

A + B = C (1)

where

|  |  |
| --- | --- |
| A | is … ; |
| B | is … ; |
| C | is … . |

[NOTE to the drafter: For simple formulae, the keyboard can be used. For more complex formulae, it is recommended to use MathType, if available, or MS Word Equation Editor.]

 (2)

where

|  |  |
| --- | --- |
| *Bi*(1) | is … |
| *D*1 | is… |
| … |  |

1. (informative)  
     
   Relationship between this European Standard and the [essential]/[interoperability]/[…] requirements of [Directive]/[Regulation]/[Decision]/[…][Reference numbers of the legal act] aimed to be covered

[NOTE to the drafter: This is the Generic Annex ZA template. For some Directives/Regulations, specific templates need to be used and these can be found on the CEN BOSS:

<https://boss.cen.eu/reference-material/FormsTemplates/Pages/>]

This European Standard has been prepared under a Commission’s standardization request [Full reference to the request “M/xxx”/”C(2015) xxxx final”] to provide one voluntary means of conforming to [essential] / [interoperability] / […] requirements of [Directive] / [Regulation] / [Decision] / […] [Reference numbers of the legal act] [Full title].

Once this standard is cited in the Official Journal of the European Union under that [Directive] / [Regulation] / [Decision] / […], compliance with the normative clauses of this standard given in Table […] confers, within the limits of the scope of this standard, a presumption of conformity with the corresponding [essential] / [interoperability] / […] requirements of that [Directive] / [Regulation] / [Decision] / […], and associated EFTA regulations.

Table ZA.1 — Correspondence between this European Standard and [Annex … of] / [Article(s) … of] [Directive] / [Regulation] / [Decision] [Reference numbers of the legal Act]]

|  |  |  |
| --- | --- | --- |
| [Essential]/ [interoperability]/[…] Requirements of [Directive]/[Regulation]/[Decision] [ …] | Clause(s)/sub-clause(s) of this EN | Remarks/Notes |
|  |  |  |

[NOTE to the drafter, to be removed before publication:

This table can be used to accommodate all possible cases and independently how detailed correspondence is established or is possible to give:

⎯ to declare the correspondence with a general statement ‘all requirements are covered’ by complying ‘all (or indicated) clauses’ (then the table would contain only one row);

⎯ to declare more detailed correspondence (then the table would contain as many rows as needed).]

**WARNING 1** — Presumption of conformity stays valid only as long as a reference to this European Standard is maintained in the list published in the Official Journal of the European Union. Users of this standard should consult frequently the latest list published in the Official Journal of the European Union.

**WARNING 2** — Other Union legislation may be applicable to the product(s) / [service(s)] / […] falling within the scope of this standard.

Bibliography

[1] EN XXXX, *General title*

1. As impacted by EN XXXX:20YY/A1:20YY. [↑](#footnote-ref-1)