

## **RESOLUTION BT 19/2011**

Subject: Guidance on management of large Working Groups and distribution of Working Group documents

BT,

- considering
  - that some Technical Committees (TCs) have established their own internal guidance regarding the management of large Working Groups (WGs) and the distribution of WG documents;
  - that the ISO/IEC Directives already establish the possibility to limit the maximum number of WG experts and the maximum number of experts appointed by each member;
  - that transparency and openness are however two of the core principles of the CEN system;
- takes the following decisions:
  - as regards participation in Working Groups, to give TCs the possibility to decide, in exceptional cases, based on justification, on the maximum total number of appointed experts and the maximum number of experts appointed by each NSB, this latter being the same for each NSB; such decisions are 'delegated resolutions';
  - as regards the distribution of WG documents
    - referring to Resolution BT 6/2010, to remind NSBs that the Livelink (CEN/TC, AFNOR and DIN) platforms shall be the exclusive tools for the distribution and management of documents at the level of CEN/TCs and their WGs;
    - to remind the NSBs that they are responsible for the organisation of access to documents of their own national experts through their NSB administrator (referred to as MBUA (Member Body Users Administrators) in ISO) in accordance with document BT N 8018, approved by Resolution BT C44/2008;
    - to ask NSBs to remove from WGs persistently inactive experts (this is experts not attending WG meetings or not contributing by correspondence) they had appointed, e.g. upon a legitimate request of the TC secretariat or the WG Convenor;
    - to ask that a special role be defined for NSB staff in GD3 in order for them to have access to working group documents.