



European Standardization Organizations

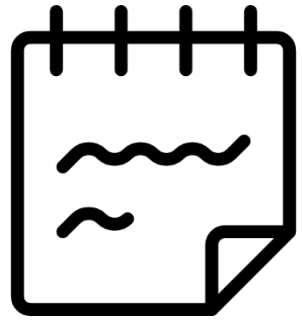
Online Standards Development Info Session Authoring

2026-04-30

Agenda

- ▶ Welcome
- ▶ How to get started with OSD ?
- ▶ OSD default
- ▶ Scope and permissions accesses
- ▶ Demo

Single source of truth...

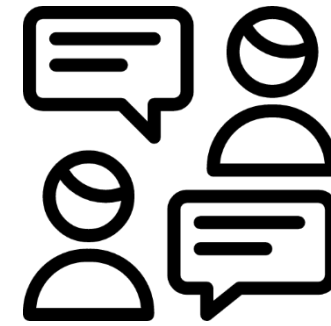
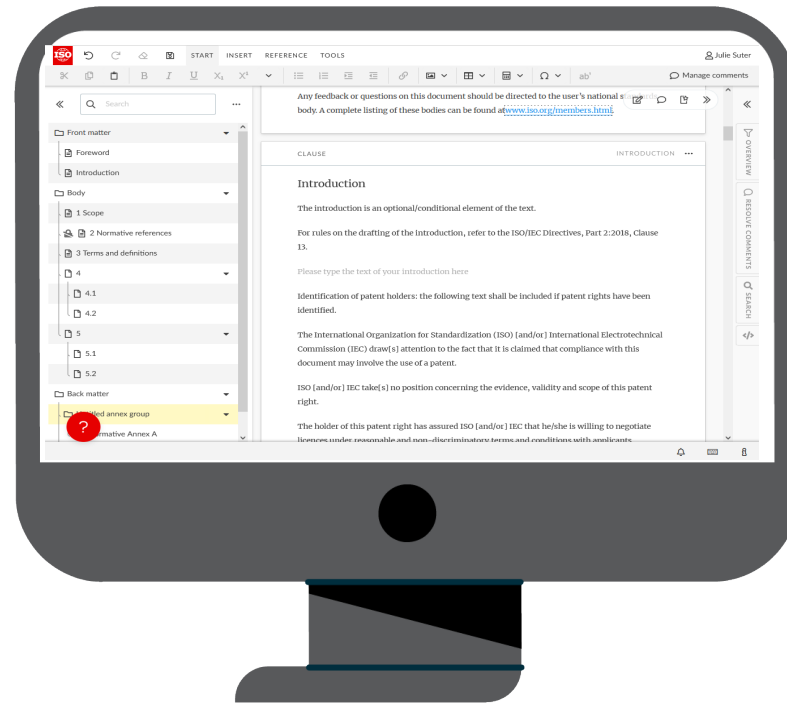


Collaborative Authoring



Comment resolution & consensus building

OSD



Member commenting






CCMC internal editing

Supported CEN deliverables in OSD



▶ OSD covers the full standards drafting process from Project Creation to Publication since July 2025



	Phase 1 Authoring & Editing <i>(00.60 to 40.10)</i>	Phase 2 Member Commenting <i>(40.20 to 50.10)</i>	Phase 3 End to end process <i>(50.20 to 60.60)</i>
CEN Homegrown Standards EN, TR,TS (hENs excl), // VA (ISO lead)	 Already available	 Already available	 Already available
CWA, 2 nd procedures	2026		
CEN Harmonized Standards (hENs)	End of 2026 Key lifecycle functions still require development and testing (phased access, freezing for QC and assessment) What if we start now? - Significant extra (manual) workload - Higher risk of errors > delays		

How to create a project in OSD ?

1

At PWI or WI activation

- In **NWI form or in Working Area**, tick the box in section Digital Aspects
- CCMC Data service will communicate the request and the WI number to OSD project team
- OSD project team will check if the deliverable is supported ; create the document and contact OSD Leaders

6. Digital aspects

Online platform

The deliverable is intended to be developed using:
(select one option)

OSD platform

Word

Please provide a justification for not using OSD:

Section 4 - Digital aspects

10. Digital aspects

Online platform

OSD platform

Word

Please provide justification for not using OSD:



When a document is created, a **dynamic URL** is provided to OSD Leaders of the document

[https://sd.cen.eu/authoring/current/WINUMBER](https://sd.cen.eu/authoring/current/<u>WINUMBER</u>)

How to create a project in OSD ?

2

Once PWI or WI are already activated

🚧 Call for projects - Drafting stage

Is your project:

- A CEN EN, TR, TS?
- New or a revision (not an amendment or corrigendum)?
- Homegrown (not under the Vienna Agreement)?
- Preferably in stage 00.60 or 10.99?
- Ready for drafting to start?

If your project ticks these boxes, join the digital transformation! Fill-in [this evaluation form](#) to start drafting in the OSD tool.

If your project doesn't tick the boxes (e.g. CENELEC projects, amendments), then don't worry - we're working on getting the tool ready for you to use in the future. Please register for an info session or get in touch to learn more.

Please note that we are keeping number of projects at low volume as manual work is required. We keep the possibility to accept or not request.

- On [CEN-BOSS OSD](#) page, fill-in the evaluation form to request project creation in OSD
- OSD project team will check if the deliverable is supported ; create the document and contact OSD leaders



When a document is created, a **dynamic URL** is provided to OSD Leaders of the document

[https://sd.cen.eu/authoring/current/WINUMBER](https://sd.cen.eu/authoring/current/<u>WINUMBER</u>)

OSD as default tool

- ▶ CEN/BT 056/2025
 - 2026-07-01: OSD default for newly created in-scope project
- ▶ CEN/BT 010/2026
 - Rules for opting-out (BT N 19202):
 - Lack of specific technical functionality
 - Accessibility constraints
 - Justifications **not approved** by BT:
 - Insufficient readiness or capability among experts
 - Other justified reasons
 - No opting-out after ENQ

Authoring Access roles (drafting stages)



- ▶ Roles in OSD and associated permissions are automatically allocated and instantly refreshed based on **Global Directory roles**

DETAILS

- View details
- Edit details
- View dependencies

STRUCTURE

- View structure
- Create sub-committee
- Create working group

CEN ROLES

- View all roles
- Manage

LIAISONS

- View liaisons
- Manage

STATUS

- Manage

JUMP TO [CEN Secretariat](#) [CEN Secretary](#) [CEN Secretary support team](#) [CEN Chairperson](#) [CEN Committee member](#) [CEN Committee observer](#) [CEN Document monitor](#) [CEN Voter](#) [CEN Voter support team](#) [CEN Meeting participant approver](#) [CEN Technical programme manager](#)

Role	Appointed by	Additional information
CEN SECRETARIAT AFNOR > Association française de normalisation	AFNOR >	Resolution/Decision: CEN/BT C164/2024
CEN SECRETARY [Redacted]	AFNOR >	Mandate: 2024-11-15 –
CEN SECRETARY SUPPORT TEAM [Redacted]	AFNOR >	
CEN CHAIRPERSON [Redacted]	AFNOR >	Mandate: 2025-01-14 – 2031-01-13 Resolution/Decision: 01/2024
CEN COMMITTEE MEMBER (33) [Redacted]	AFNOR >	
[Redacted]	AFNOR >	
[Redacted]	ASI >	
[Redacted]	ASI >	
[Redacted]	ASRO >	
[Redacted]	BDS >	
[Redacted]	BSI >	



Global Directory – CEN Admin view

OSD Leaders



As a

- WG Secretary
- Convenor
- TC Secretary
- Convenor/Sec support team
- Project Leader*
-



I can do ... everything !

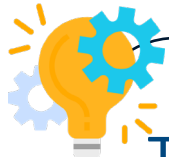
View content
Add content
Accept/reject tracked changes
Unlock own clauses
Unlock others' clauses
Add/delete/move clauses
Add/delete own comments
Reply to others' comments
Resolve comments
Export
Manage author & commentor roles

*Project Leader role does not exist in GD

→ contact dataservice@cencenelec.eu

providing WI + Last/First name + e-mail

OSD Author



To draft the standard,
OSD Leader can
manually appoint **OSD
Author(s)** among OSD
Commenters



I can ...

View content
Add content
Unlock own clauses
Add/delete/move clauses
Add/delete own comments
Reply to others' comments
Export



OSD Commenter



As a

- Committee Member
-



I can ... provide comments



View content
Add/delete own comments
Reply to others' comments
Export

OSD Reader



As a

- Liaison representative
- Document monitor
- ...



I can ... read the document

View content

Authoring Access roles



- ▶ Check out the detailed [OSD Permissions Matrix](#) on CEN BOSS
- ▶ Ensure everybody is properly registered with the correct role in GD

Demo

Support needed ?

- On CEN BOSS: [Drafting in the Online Standard Development \(OSD\) tool](#)
 - Supported deliverables
 - Changes
 - How to request the set-up of online documents
 - Roles & Permissions
 - Info sessions registrations
 - Recording and slides
 - ...
- ISO knowledge base – [Drafting & Authoring](#)
 - Links included on CEN BOSS
- Contact production@cencenelec.eu
 - Mentioning “OSD + WI number/Standard reference”
- Project Leader role:
 - Contact dataservice@cencenelec.eu
 - WI + Full name + e-mail (details shall be 100% identical to GD)



Thank you

www.cencenelec.eu

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