

Brussels, 22 October 2010

Orgalime trade associations' best practices to promote access to standardisation to their member companies, especially SMEs

EXECUTIVE SUMMARY

Orgalime is committed to participation in the **CEN-CENELEC SME Working group**¹ as an “SME champion” with a view to the follow-up of the 58 recommendations of the CEN-CLC SME access report². As highlighted in the report, national trade associations play a key role in raising awareness of the role of standards and standardisation among their SME membership. Based on this experience, Orgalime participated in the work of the CEN/CENELEC JWG 208 to draft “Guidance for writing standards taking into account micro, small and medium-sized enterprises (SMEs) needs”³.

Orgalime has been specifically asked to provide concrete examples of best practices with regard to the way its trade associations inform their company members on standards or standardisation projects relevant to their sectors or disciplines (i.e. electrical, electronic, mechanical, metallic and metal-working products and related processes).

15 associations out of 33 Orgalime members have responded to our enquiry (see questionnaire and list of respondents in annex). Most of the trade associations that are very active in standardisation activities have responded. With the exception of Slovenia, we received no answers from members in the new Member States. We are aware that in some countries, trade associations have no mandate from their company members to provide them with information on standards or standardisation activity. ORGALIME member associations confirm that a high proportion of their members are SMEs. Most answers come from large countries or countries where our industry traditionally is very active. Thanks to concrete examples provided they show the active role that trade associations play, at national level, in raising the awareness of their member SMEs about the role of standards and participation in the standardisation process.

¹ All documents related to the CEN-CLC SME-WG are available on <ftp://ftp.cen.eu/PUBLIC/SME-WG/>

² “[SME access to European standardization](#)” by Henk de Vries, Knut Blind, Axel Mangelsdorf, Hugo Verheul, Jappe van der Zwan, August 2009

³ Now released as [CEN/CENELEC Guide 17](#) (June 2010).

Orgalime, the European Engineering Industries Association, speaks for 33 trade federations representing some 130,000 companies, mostly SMEs, in the mechanical, electrical, electronic, metalworking & metal articles industries of 22 European countries. The industry employs some 10.6 million people in the EU and in 2009 accounted for some €1,427 billion of annual output. The industry not only represents 28% of the output of manufactured products but also a third of the manufactured exports of the European Union.

www.orgalime.org

MAIN OUTCOME

- All respondents declared that they receive sufficient information and advice from their National Standardisation Bodies (e.g. from the NSB web sites, newsletters, or on request).
- 2 out of 3 trade associations provide information on the content of standards or set(s) of standards that have relevance for their members. A small majority even provide education, training and advice to help their SMEs implement standards in their business processes.
- Half of the respondents managed to negotiate reduced prices for standards or sets of standards for their members, both SMEs and larger companies.
- 12 out of 15 inform their members about standardisation projects that are relevant to their sectors or disciplines, thanks to supporting information from their respective NSBs.
- Only 5 out of 15 have negotiated with their respective NSBs special conditions to facilitate access to standardisation TCs for their member companies.



The European Engineering Industries Association

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INFORMATION ON STANDARDS

1: NSBs generally provide trade associations with sufficient advice on the relevant standards that are available to their members in Belgium, Denmark, Germany, Finland, France, Italy, Slovenia, Spain, Switzerland and the UK.

- ***In Belgium***, the websites of the Belgian national standards bodies (NSBs) such as NBN and BEC (in the electrical field) provide a search engine for standards. In the decentralised functioning of the Belgian standardisation system, AGORIA has taken over responsibilities from NBN regarding the management of a number of national mirror committees. Hence, AGORIA has direct and timely information on new work item projects (NWIPs), which is frequently communicated to member companies via a daily electronic newsletter.
- ***In Denmark***, the NSB – DS – publishes newsletters for specific sectors, e.g. construction. DS also offers a service to companies for receiving updates related to their specific area of interest. Furthermore, information can be collected via the DS website. DS also offers free training to company representatives wanting to participate in standardisation working groups. The Danish Orgalime member DI, the Confederation of Danish Industry, covers all industries and services. Therefore, it is up to DI's different sector and branch member federations to give information on specific standards. DI takes care of more horizontal information as well as general standardisation policy issues.
- ***In Germany***, information on standards in the mechanical field is provided directly by VDMA under its direct responsibility for the DIN department for mechanical engineering (NAM). General information is available in circular newsletters and on websites. For specific questions, desk officers in DIN and DKE offer their advice free of charge. See also [page 75](#) in "SME access to European Standardisation".
- ***In Finland***, NSBs such as SFS provide information to our member, Technology Industries of Finland, via web sites and newsletters only.
- ***In France***, standardisation is organised in a particular way: AFNOR is the coordinator of 25 standardisation offices which cooperate closely with trade associations. AFNOR provides specific information and additional help to the SME associations, for example by creating overviews and summaries of various standards. See template/example below and follow the [link](#) for more examples.

AFNOR Example: Information Fiche that presents standards for use by very small companies. Low Voltage Electric installations – questions to answer.

What is the content of the standard?

For whom is the standard intended?

What is its status?

To what extent should the standard be applied?

What are the other reference documents that are useful to consult?

What is the origin of the standard?

Is there any linked certification mark or label ?

What use for the company?

Where to get more information? How to get the standard?

Key words describing the content.

afnor  GROUPE MÉTIERS OFFRE PROFILS ATLAS CARRIÈRES ECHANGES  BOUTIQUE Recherche OK

Accueil > Profils > Situation > Artisans > Normes utiles aux TPE Affichage : A- A+

ARTISANS

Normes utiles aux TPE

- Panorama
- Certification et évaluation
- Normes
- Editions

Pour aller plus loin

- Contactez-nous
- Lexique
- Flux RSS
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- Téléchargez Acrobat Reader
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Les membres du CCNA ont sélectionné par secteurs d'activité, des normes utiles aux artisans et TPE. Les normes peuvent être au service de l'artisanat et des petites entreprises, selon des formes variées :

- soit directement pour décrire des bonnes pratiques,
- soit pour servir d'outils d'accompagnement,
- soit pour proposer des méthodes d'essai et contrôle,
- soit pour aider à la sélection de fournisseurs,
- soit parce qu'elles sont incontournables ou d'application obligatoire.

[Liste des normes utiles](#)

[haut de page](#)

For the mechanical field, UNM (Union de Normalisation de la Mécanique) provides advice on the relevant standards via a [website](#) where all new standards are listed, via newsletters and on request through a Question/Answer service. Similarly, in the electrical field, UTE (Union Technique de l'Electricité) has set up a [website](#) with all the necessary information to meet our member FIEEC's companies' needs.

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La normalisation

- Définition d'une norme
- La norme - Mode d'emploi
- les normes
- Processus d'élaboration
- Activités des commissions
- Moyens pour les experts
- UTE certifiée ISO 9001 : 2000

Définition d'une norme

RETOUR

Qu'est-ce qu'une "norme" ?

La norme est un "document établi par consensus, qui fournit, pour des usages communs et répétés, des règles, des lignes directrices ou des caractéristiques, pour des activités ou leurs résultats, garantissant un niveau d'ordre optimal dans un contexte donné" (extrait du Guide ISO/CEI 2).

NOTE : Il convient que les normes soient fondées sur les acquis conjugués de la science, de la technique et de l'expérience et visent à l'avantage optimal de la communauté

Qu'est-ce que le "consensus" ?

Le consensus est défini comme un "accord général caractérisé par l'absence d'opposition ferme à l'encontre de l'essentiel du sujet émanant d'une partie importante des intérêts en jeu et par un processus de recherche de prise en considération des vues de toutes les parties concernées et de rapprochement des positions divergentes éventuelles."

NOTE : "Le consensus n'implique pas nécessairement l'unanimité." (extrait du guide ISO/CEI 2).

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Membre de la IEC et du CEVIBES

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Usually, engineers in charge of sectors within the NSBs have sufficient knowledge to help and advise the companies.

- **In Italy**, UNI informs our member ANIMA via a website and specific communications by email.



The screenshot shows the ANIMA website header with navigation links: federazione, associazioni, aziende e prodotti, servizi, news e comunicati stampa, dove siamo, faq, contattaci. Below the header is the title 'Federazione delle Associazioni Nazionali dell'Industria Meccanica Varia ed Affine'. The main content area is divided into 'CERCA NELLE NEWS' (with a search bar), 'SERVIZI' (with a list of services like studi settoriali, internazionalizzazione, assistenza tecnica, etc.), and 'ASSISTENZA TECNICA' (with sub-menus for definizioni, enti di normazione, progetti in inchiesta, and normativa). The 'ASSISTENZA TECNICA' section lists several topics:

- Come nasce una norma?
- Cosa è una Specifica tecnica?
- Cosa è una Regola Tecnica?
- Cosa è una norma?
- Cosa è una norma armonizzata?
- Chi partecipa ai lavori di normazione?
- Quali sono le caratteristiche che contraddistinguono una norma?
- Quali sono le sigle di identificazione delle norme?
- Che cosa sono le norme europee "EN"?
- Che cosa sono le norme "ENV"?
- Cosa sono gli Enti di Normazione?

- **In the Netherlands**, NEN, the Dutch NSB, provides information about standards and standardisation activities e.g. via their website, sectoral electronic newsletters and magazines directly to relevant companies and other interested parties. FME-CWM only plays a marginal role in this, while some of its associated sectors of industry cooperate with NEN on a case-by-case basis by means of so-called 'partner pages' on their websites containing sector specific information on standards maintained by NEN for free. However, due to shortcomings in the standards selection mechanism, these 'partner pages' have not been as successful as hoped.
- **In Spain**, the standards organisation AENOR periodically sends out to AFME, a sector member of our Spanish member Confemetal, a CD-Rom with a recent update of the catalogue of national standards, which is also available on its website. In addition, it sends an Excel file with the information regarding the status of standards about to be adopted as national standards in each relevant sector.

AFME
Asociación de Fabricantes de Material Eléctrico

Other Committees - GT 1 - SC 216 - SC 205 - SC 64 - SC 31 - SC 96 - SC 89 - SC 23J - SC 23H - SC 23F - SC 23E - SC 23C - SC 23BG - SC 23A - SC 17BD

Standardization

Standardization is about writing and approving standards which can be voluntarily applied and contain technical specifications based on the results of experience and technological development. The regulations are the result of the consensus among all interested parties involved in the activity subject of said regulations.

- **In Switzerland**, our member SWISSMEM can contact the SNV mainly on request or whenever problems or discussions occur.
- **In the United Kingdom**, BSI makes a great deal of information about standards publicly available. It makes comprehensive information available to our member associations BEAMA and GAMBICA for the product areas that they cover, and for those standardisation activities in which they participate. Similarly, trade associations have access to most standards in the electrical sectors, which enable our member associations to identify the relevant issues for their members.

2&3: About half of Orgalime members provide information on the content of standards or set(s) of standards that are relevant to their members' sectors or disciplines:

- **In Belgium**, Agoria distributes to its member companies draft standards from those national mirror committees for which Agoria is responsible. Agoria also organises seminars on new standards and training on the content of standards and publishes articles summarising their content in a daily electronic newsletter for its members. In collaboration with the collective research centre [Sirris](#), Agoria has set up standardisation contact points for companies. Regarding sector standardisation activities, Agoria takes part in the [SNO Sirris-Agoria committee](#) and the [ICT Standards committee](#) in order to ensure the technical support and administrative management of Belgian standardisation committees. For more information on these topics, see the brochure

standards for life | sirris | AGORIA

Guide de réglementation technique et normalisation

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[“Guide de réglementation technique et normalisation”](#)

- **In Denmark**, the information on specific standards is mainly provided through sector

EMBALLAGENYTT



Første prototyper fra håndtlægængelighedsprojekt

Nøkkeltagelse i samarbejde med forskere og emballageindustrien i gang med projekt, der skal gøre emballagens håndtlægængelighed. Projektet begynder nu at vise de første resultater.

Projektet blev startet januar 2008 med den målsætning at udvikle en håndtlæg- og emballageindustri og samarbejde med forskere og virksomheder i henhold til den nye gængselighedsstandard. I henhold til den nye gængselighedsstandard er det nødvendigt at udvikle nye emballagekoncepter, der kan håndteres af ældre og personer med fysisk handicap. I samarbejde med forskere og virksomheder i henhold til den nye gængselighedsstandard er det nødvendigt at udvikle nye emballagekoncepter, der kan håndteres af ældre og personer med fysisk handicap. I samarbejde med forskere og virksomheder i henhold til den nye gængselighedsstandard er det nødvendigt at udvikle nye emballagekoncepter, der kan håndteres af ældre og personer med fysisk handicap.

BONK!

Projektet forventes afsluttet i 2011.

FAKTABOKS

Projektpartnere:

- Teknologisk Institut
- Emballageindustrien
- Plastindustrien i Danmark
- Alkholindustrien i Århus
- Høfveindustrien
- Tulle Food Company
- DFI (Dansk Fødevarerindustri)
- Gøddemønstret

Internationale standarder for brugervenlige emballager forsket

De nye standarder vil sikre, at alle brugere kan håndtere deres produkter på en sikker og nem måde. De nye standarder vil sikre, at alle brugere kan håndtere deres produkter på en sikker og nem måde. De nye standarder vil sikre, at alle brugere kan håndtere deres produkter på en sikker og nem måde.

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organisations, e.g. in newsletters or through networking groups within DI member federations. The networking groups discuss the progress and content of the different standards and, most importantly, the implementation of these standards. See the [example](#) from the packaging sector. A special leaflet on CE-marking and standardisation for construction products has also been developed in cooperation with the NSB and distributed to members of the branch federation. To exchange information and ensure coordination between its sector federations on standardisation initiatives, DI has established an internal standardisation policy group that meets 4-5 times a year. General information can be found on DI's homepage and information on horizontal standardisation activities and policies can be obtained via an on-line DI standardisation network. DI company members are also invited to meetings on general standardisation issues, such as strategies and revision of the European standardisation system.

- **In France**, most standards are normally dealt with within the relevant Technical Committees. Nevertheless, in some cases, horizontal standards are discussed during internal meetings that are arranged by the trade federations and sometimes their sector manufacturers' associations that have more in depth knowledge of what is relevant for their company members. Most of the discussions are generally carried out by means of an Intranet system.
- **In Germany**, for the mechanical industry, VDMA provides information on both generic and horizontal standards, such as safety of machinery and machine specific standards, for example, mobile road construction machinery.
- See example above: [Article 2](#): "Formeller Einwand gegen EN 500-4 "Walzen": Lösung in Sicht".
- **In Italy**, ANIMA circulates relevant information to its mostly SME company members by e-mail and publishes it on the website of the sector trade associations involved, depending on the content of the standards.
- **In Spain**, before the vote on standards that are relevant to sectors, our member association AFME prepares a report explaining the background, the position expressed in

Formeller Einwand gegen EN 500-4 "Walzen": Lösung in Sicht

Seit mehr als 3 Jahren verhindert ein Formeller Einwand aus Frankreich gegen die revidierte Fassung der EN 500-4:2006 dass diese im Amtsblatt der EU veröffentlicht wird; ebenso wie die an die Maschinenrichtlinie angepassten Version EN 500-4:2006+A1:2009. Nun ist eine Lösung in Sicht.

Zum Jahreswechsel 2009/2010 verlor die Vorgängerversion EN 500-4:1995 ihre Vermutungswirkung. Der Industrie stand somit keine harmonisierte Norm unter der jetzt gültigen neuen Maschinenrichtlinie zur Verfügung. Das verschärfte das Problem.

Der Einwand der Franzosen betraf die Stabilität von Walzen (kleiner 1 m Bandagenbreite). Um das Problem zu lösen, traf sich im Dezember 2009 eine Unterarbeitsgruppe der CEN/TC 151 WG 5 bestehend aus Vertretern der Arbeitsschutzbehörden, Verbänden, Anwendern sowie der Industrie in München.

Nach intensiven Diskussionen und Erfahrungsaustausch auf europäischer Ebene konnte man sich auf folgende Änderungen in der EN 500-4 einigen:

- Eliminierung von Walzen < 0,8 m Bandagenbreite aus dem Anwendungsbereich
- Anbringung eines Warnhinweises an Walzen < 1 m in den Benutzerinformationen
- zusätzliche Hinweise für Walzen < 1 m in den Benutzerinformationen (Kippwinkel, negative Einflüsse auf Stabilität, Risiken bei Überfahung von Kanten)

Mit diesen Änderungen in der EN 500-4, die in einem Amendment kurzfristig umgesetzt werden sollen, zeigten sich die Vertreter Frankreichs einverstanden und signalisierten, dass damit der Formelle Einwand ausreichend in der Norm behandelt wurde und daher zurückgezogen werden kann. Die Zurückziehung des Formellen Einwandes wird mit der Veröffentlichung des Amendments zur EN 500-4:2006+A1:2009 erwartet.

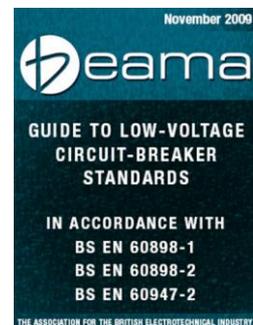
<p>- Documentos previos: 64/1590/CD - 64/1636/CC</p> <p>- Tercer CD de la revisión de la parte 702 sobre instalaciones en piscinas y fuentes.</p> <p>- Esta norma tiene su equivalente en la ITC-BT 31 del REBT "Instalaciones con fines especiales. Piscinas y fuentes".</p> <p>+ Al anterior ES aportó los siguientes comentarios técnicos:</p>				
Clause/ Subclause	Paragraph Figure/ Table	COMMENTS	Proposed change	OBSERVATIONS OF THE SECRETARIAT on each comment submitted
702.410.3.1 0.2	1 st dash	The maximum voltages for SELV should be indicated	The first dash should read: - SELV at a nominal voltage not exceeding 12V a.c. or 30V d.c. (see clause 414 of IEC 60364-4-41), the safety source being installed outside zones 0 and 1; or	Not accepted. Fountains not considered to be swimming pool voltage needs to be limited to 50 V a.c. If considered as swimming pool voltage needs to be limited to 12 V a.c.
702.410.3.1 0.2	3 rd dash	In Spain the separating source can be installed in the zone 1.	Add the following country note for Spain: Note: In Spain the separating source can be installed in zone 1.	Accepted
<p>ORGALIME aisbl Diamond Building Boulevard A Reyers 80 B1030 Brussels Belgium Tel: +32 2 706 82 35 Fax: +32 2 706 82 50 e-mail: secretariat@orgalime.org Ass. Intern. A.R. 12.7.74 VAT BE 414341438</p>				

the previous stages of the vote, the main changes regarding the last stage and the proposal of the national or sector trade association. See below an example of the report on low-voltage electrical installations with requirements for special installations on swimming pools and other basins.

- **In Sweden**, our member association TEKNIKFÖRETAGEN provides information mainly via *ad hoc* seminars and regular newsletters when relevant and needed.
- **In the United Kingdom**, our member association GAMBICA puts standards for comment/vote on its members-only website. See example below:

GEL/9/X_10_0075	Danish response to CLC/TC9X(Sec)409 CLC Questionnaire on a new work item for a part 6 of EN 50463 on Energy measurement on board trains (pdf) 22 KB		
GEL/9/X_10_0074	UK delegate report CLC TC9X WG14-01 (EN50126 suite) meeting 2-3 February 2010, Frankfurt, Germany - Roger Siddie, Atkins (pdf) 59 KB	For information	
GEL/9/X_10_0073	Cenelec Enquiry prEN50553 Railway applications - Requirements for running capability in case of fire on board of rolling stock (pdf) 462 KB	For comment/vote	31 May 2010
GEL/9/X_10_0072	German response to CLC/TC9X(Sec)405 CLC Secretariat enquiry on prEN 50463-1 Energy measurement on board trains Part 1 - General (pdf) 35 KB		
GEL/9/X_10_0071	German response to CLC/TC9X(Sec)406 CLC Secretariat enquiry on prEN 50463-2 Energy measurement on board trains Part 2 - Energy measuring (pdf) 55 KB		
GEL/9/X_10_0070	German response to CLC/TC9X(Sec)407 CLC Secretariat enquiry on prEN 50463-3 Energy measurement on board trains Part 3 - Data handling (pdf) 52 KB		

Our member association BEAMA provides additional information through its network of Technical Committees mirroring standardization projects, and various BEAMA guides and publications. For instance, for interested BEAMA members in the various product areas, an e-mail is sent that advises on the availability for download from the BEAMA website of the latest, eg, fuse standardisation documents, with a comment facility. Access is restricted to members of the interested product sector. However, BEAMA guides to standards are now made freely available in the public area of the BEAMA website, for example standards on circuit breakers – follow this [link](#).



- **In Germany**, for the electrical sector, ZVEI informs its members about new releases of standards and new drafts, but not on their content, except in special working groups of the ZVEI products divisions. See below the executive summary of the “ZVEI Normungsnachrichten”:

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Some trade associations do not provide specific information on standards to their company members for the following reasons:

- They do not have the resources for carrying out such a task.
- Concrete information on the content of standards is available from the national standardisation body, thus there is no need for the trade association to duplicate work (e.g. in **Switzerland**).
- In **the Netherlands**, the national standardisation body NEN provides a service called NEN Connect, enabling registered users to have access to a predetermined set of sector relevant standards, regularly maintained and updated by NEN. Additionally summaries of other standards can be obtained.

4&5: More than half of respondents declare that they have negotiated with NSBs special price reductions for sets of relevant standards in their sectors of industry.

- **In Belgium**, Agoria has negotiated a special 10% price reduction for sets of relevant standards in its industry sectors (electrical, mechanical, metalworking).
- **In Denmark**, SMEs with fewer than 10 employees automatically benefit from special reductions. Price reduction on a standard or sets of standards from the Danish standards organisation can be obtained by companies if several experts from the same company participate in the corresponding standardisation committee or if the enterprise – usually a large one – buys a large number of standards. Currently, the participation fee for SMEs with fewer than 10 employees is 10,000 DKK (about 1,350 Euros) compared to 18,000 DKK (about 2,400 Euros) for other companies. In the wood-working sector, the trade associations have negotiated a lump sum covering the fees for a Working Group chairman, and also enabling members to participate free of charge in the standardisation working groups and European TC.
- **In France**, direct members of AFNOR have obtained a 5% special price reduction on the purchase of standards. Members of the trade federation FIEEC, that covers around 1900 companies, benefit from a special reduction on the price of electrical standards, which may be supplemented by an additional reduction depending on the number of standards that have been ordered. The current average selling price for a standard on electronic goods is 70 euros.
- **In Germany**, our member association VDMA has negotiated special price reductions directly with DIN for the complete sets of horizontal standards on lifts and escalators ([see example](#)).

The price reduction amounts to as much as 90% for



DIN VDMA
Aufzüge und
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Aufzüge und Fahrtreppen online

Der Aufzugs- und Fahrtreppenbau ist ein Bereich, der stark durch technische Regelungen sowohl im Baurecht als auch der Maschinensicherheit betroffen ist.

Sowohl bei Herstellern als auch bei Planern und Betreibern von Aufzugsanlagen sollte ein gemeinsames Verständnis dafür erreicht werden, dass sich neben den grundlegenden sicherheitstechnischen Anforderungen, weitergehende Anforderungen aus Bereichen des Brandschutzes, der Energieeinsparung, der Evakuierung von Gebäuden und dem Verlangen nach Barrierefreiheit ergeben können.

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- Betreiben, Instandhaltung und Prüfung
- Aufzüge und deren Baumaße

Die Dokumente können als PDF-Datei ausgedruckt werden und die Volltexte der Normen werden regelmäßig, in der Regel quartalsweise, aktualisiert und ergänzt.

The European Engineering Industries Association

complete sets of horizontal standards for the safety of machinery ([see example](#)) thanks to the technical input provided by VDMA to the drafting of the DIN guide “Safety of machinery”.

- **In Italy**, our member association ANIMA has negotiated with the Italian standards organisation UNI a significant reduction of up to 50% of the normal price on all standards relating to the mechanical sector for its 1000 company members.
- **In Spain**, AFME has negotiated a 70% reduction on the price of standards for all of its 129 member companies. This bargain is applicable to the whole catalogue of AENOR (Spanish) standards and is proportionate to the number of pages contained in the standard.
- **In the United Kingdom**, GAMBICA members are invited to visit its office and look at the comprehensive standards library. BEAMA members have a limited discount and special arrangements. Members representing BEAMA on BSI Technical Committees, with BEAMA as their nominating body, receive free copies of those standards. As a subscribing member of the BSI, BEAMA can purchase any standard for its own use at a 50% discount.

The other half of respondents to our inquiry had not concluded such pricing agreements with their national standards body for the following reasons:

- Resistance of the national standards organisation.
- Little interest from sectors where the trade association initiated some projects.
- Various practical reasons which prevented the trade association from concluding an agreement.

6: Most associations provide education, training and advice to their SME members in order to support the implementation of standards in their business processes in various ways: seminars, leaflets and other publications, the provision of advice on request, or any combination of these.

- **Via seminars:**

- o **In France**, FIEEC organises seminars occasionally. At FIM’s request for the mechanical sector, the standardisation office UNM organises training seminars for companies twice a year.
- o **In Germany**, VDMA organises seminars on both generic and horizontal standards, such as safety of machinery (see as example several seminars on EN 13849-1 “Safety related parts of control systems for

<p>Fax 069 6603-2260</p> <p>Anmeldecoupon</p> <p>Hiermit melden wir verbindlich an:</p> <p><input type="checkbox"/> Infotag Funktionale Sicherheit 11. März 2009</p> <p>Name _____</p> <p>Vorname, Titel _____</p> <p>Abteilung _____</p> <p>Funktion _____</p> <p>Firma _____</p> <p><input type="checkbox"/> VDMA-Mitglied</p> <p>Mitgliedsnummer _____</p> <p>Straße/Postfach _____</p> <p>PLZ/Ort _____</p> <p>Telefon _____ Fax _____</p> <p>E-Mail _____</p> <p>Ort/Centrum _____</p> <p>Unterschrift _____</p>	<p>VDMA Normung</p> <p>Normung </p> <p>Lyoner Straße 18 60528 Frankfurt am Main</p> <p>Funktionale Sicherheit Diefer Güdcke</p> <p>Telefon +49 69 6603-1492 Fax +49 69 6603-2482 E-Mail diefergoedcke@vdma.org</p> <p>Anmeldung Barbara Müller</p> <p>Telefon +49 69 6603-1260 Fax +49 69 6603-1260 E-Mail barbara.mueller@vdma.org</p> <p>Voraussetzungen Merkmalbescheinigung (MB) als Teilnehmer des VDMA Lyoner Straße 18 60528 Frankfurt am Main</p> <p>Voraussetzungen Teilnahmegebühr VDMA-Mitglieder: €120,00 zzgl. MwSt. Im Preis enthalten sind Tagungsunterlagen, Mittagessen, Tisch- und Raumgebühren</p> <p>Die Teilnahmezahl je Unternehmen ist auf max. zwei Personen begrenzt. Bei Rücktritt bitten wir um schriftliche Abmeldung. Ein Ersatzteilnehmer kann auch kurzfristig gestellt werden. Entscheidend für die Teilnahme ist der Eingang der Anmeldebuchung.</p> <p>Nach der Veranstaltung erhalten Sie eine Rechnung von Merkmalbescheinigung GmbH (MB)</p> <p>Anmeldebuchung ist der 27. Februar 2009.</p> <p>Tagungsort: VDM-Koloss, Raum 5 Lyoner Straße 18 60528 Frankfurt am Main</p> <p>Aufsuchhilfe im Internet www.vdma.org</p> <p>www.vdma.org</p> <p>VDMA Dringlich</p> <p>Frankfurt, 11. März 2009 VDMA-Haus</p> <p></p>
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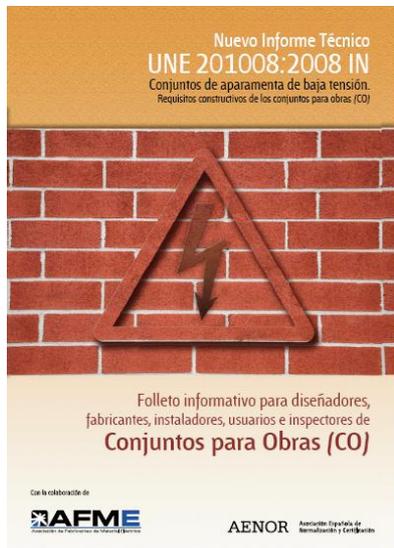
machinery”) as well on machine specific standards in the relevant departments of VDMA.

- **In Italy**, ANIMA organises training courses or seminars occasionally, at the request of its members and depending on the relevance of standards for their business.
- **In Spain**, AFME organises seminars in collaboration with AENOR to present new national standards or modifications of existing ones. These seminars take place at national trade fairs, professional colleges, etc.
- **Several member trade associations** have mentioned that NSBs organise seminars on their own initiative.

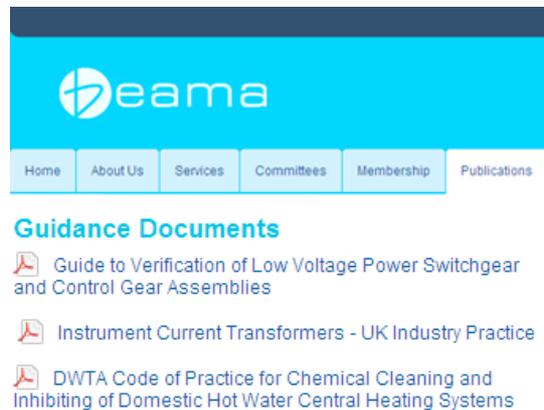
- Via leaflets and other publications:

- **In Spain**, AFME distributes leaflets to promote seminars on standards or to highlight the most relevant points of a standard.

See this [leaflet](#) as an example.



- **In the United Kingdom**, through the work of its own shadow Technical Committees, BEAMA publishes various guides which provide its SMEs with a better understanding of a number of standards. These BEAMA guides are publicly available on its [website](#), free of charge



- Via the provision of advice on request:

- **In Denmark**, advice can be given through the sector organisations or directly from the NSB.
- **In France**, FIEEC's trade associations in the electrical sectors help company experts by carrying out standardisation work on their behalf, on a case-by-case basis. For FIM sector companies this service is provided through the technical centres, such as CETIM, CETIAT, IS, which are managed by the trade associations.
- **In the United Kingdom**, advice together with occasional education and training can be provided when requested.

- Through a combination of the above-mentioned means:

- **In Germany**, for the mechanical sector, our member association VDMA has direct responsibility for the DIN department for mechanical engineering. Therefore, VDMA has issued a publication on European directives and safety standards for machinery, with special attention to application issues of the new Machinery Directive. Check this [link](#) to

read the publication. In the electrical field, it is the working groups of the product divisions of our trade association member ZVEI that decide whether to provide detailed information on standards or not. Some of the product divisions such as "Lighting" or "Installation systems" do so, others do not.

Two respondents – TEKNIKFÖRETAGEN from **Sweden** and SWISSMEM from **Switzerland** stated that this type of assistance is provided by the national standardisation organisations and that it is not the policy of the trade association to provide such services. In **the Netherlands**, the standardisation body NEN offers an extended programme of courses and training aimed at specific sectors of industry. However due to scarce resources, cooperation with the relevant sectors is either non-existent or very limited.

INFORMATION ON STANDARDISATION PROJECTS

7: Almost all respondents provide information on standardisation projects relevant to their members' sectors or disciplines in various ways:

- **In France**, information on New Work Item Projects (NWIPs) is provided by the trade association members of our member trade federations FIEEC and FIM. See some examples from the FIM [website](#).
- **In Germany**, for the mechanical sector, VDMA provides information on NWIPs directly, as it manages the DIN department for mechanical engineering (NAM) under a delegated responsibility from the national standards organisation DIN.

See [page 75](#) of the report of the CEN-CENELEC study "SME access to European Standardisation".

For the electrical sector, ZVEI provides information on NWIPs via publications and circulars, such as "ZVEI Normungsnachrichten". Projects of general interest are communicated in ZVEI technical circulars. As ZVEI product divisions have several technical Working Groups, they deal with standardisation issues to a large extent and discuss NWIPs in particular.

The screenshot shows the VDMA website interface. The URL is http://www.vdma.org/wps/portal/Home/de/Branchen/B/BUB/Technik_und_Umwelt/BuB_A_20090604_Normungsprojekt%20Grundungsgeraete?. The page features a navigation menu with options like 'VDMA Home', 'Datenbanken', 'Sitemap', 'Kontakt', 'Sprache', 'Offices', 'Mitglieder', 'Abnehmer', and 'Presse'. The main content area is titled 'Bau- und Baustoffmaschinen' and contains a news article titled 'Neues Normungsprojekt "Gründungsgeräte"'. The article text reads: '25.05.2009 - Mit dem neuen Normungsprojekt werden die beiden existierenden Normen EN 791 "Bohrgeräte" sowie EN 996 "Ramm- und Ziehgeräte" zu einer neuen Norm "Gründungsgeräte" verschmelzen. Die verantwortliche Arbeitsgruppe CEN/TC 151 WG 3, dessen Sekretariat vom Fachverband Bau- und Baustoffmaschinen gehalten wird, will eine Struktur analog der bewährten Normungsreihe EN 474 für Erdbaumaschinen aufbauen. In einem Teil 1 sollen alle generellen Sicherheitsanforderungen beschrieben werden, die für zwei oder mehrere unterschiedliche Maschinen Gültigkeit haben. Die Teile 2 bis 7 werden die jeweils spezifischen Sicherheitsanforderungen enthalten. Nach drei Arbeitssitzungen ist der Entwurf des Teils 1 relativ weit fortgeschritten. Auf der Plenarsitzung des CEN/TC 151 im Oktober 2008 wurde beantragt, dass Projekt vom Status "vorläufig" auf "aktiv" zu setzen. Zur Bewältigung dieses sehr umfassenden und zeitlich intensiven Arbeitsprojektes wurden insgesamt neun Unterarbeitsgruppen gebildet, die sich mit spezifischen Abschnitten, zum Beispiel Stabilität, Lärm/Vibrationen oder Schutzeinrichtungen auseinander setzen. Weitere geplante Termine der CEN/TC 151 WG 3 Arbeitsgruppe sind: 09./10. Juli 2009 Frankfurt, 08./09. September 2009 London.' The right sidebar contains a 'Datenbanken' section with links for 'Anwenderberichte', 'Downloads', 'Externe Links', 'Karriere im Maschinenbau', 'Messedaten Deutschland', 'Messedaten Weltweit', and 'Presseinformationen'.

- **In Italy**, ANIMA provides information on NWIPs and notification of public enquiries via specific communications by email, publication on website and monthly bulletins. For example:

Example:

prEN ISO 12569

Titolo: Thermal performance of buildings and materials - Determination of specific airflow rate in buildings - Tracer gas dilution method (ISO/DIS 12569:2010)

Sommario: Dato non reso disponibile dal CEN

Organo Tecnico CEN: CEN/TC 89 Thermal performance of buildings and building components

Organo Tecnico nazionale di interfaccia: CTI - Comitato Termotecnico Italiano (E02)

Data inizio inchiesta CEN: 08/07/2010

Termine invio commenti a UNI: 24/09/2010

[| Commenta |](#)

- **In Spain**, AFME participates as an accredited expert in many Cenelec Working Groups and holds the Secretariat of several mirror Committees relevant to its sectors ([See Web site](#)).

As such, AFME provides its members that participate in the national committee activities with meeting reports and documentation regarding new and ongoing standardisation projects and their main implications for member companies, especially SMEs.

Aggiornamento normativo

BOLLETTINO LUGLIO 2010



Federazione delle Associazioni Nazionali dell'Industria Meccanica Varia ed Affine

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 tel. +39 0245418.500 - www.anima.it



Asociación de Fabricantes de Material Eléctrico

Committees for which AFME acts as Secretary

In accordance with the AENOR to AFME transfer agreement on Standardization Technical Committee Secretaries, the Association is the secretary for 2 Standardization Technical Committees and their respective Subcommittees:

AEN/CTN 201 "LOW VOLTAGE SWITCHGEAR AND ACCESSORIES"

SC 17BD	"Low Voltage Switchgear and Switchgear Assemblies"	(+ info)
SC 23A	"Cable Conduit Systems"	(+ info)
SC 23BG	"Plugs, Bases and Switches"	(+ info)
SC 23C	"World Wide Socket"	(+ info)
SC 23E	"Automatic Switches and similar Switchgear for domestic use and similar applications"	(+ info)
SC 23F	"Connection Devices"	(+ info)
SC 23H	"Plugs and Bases for Industrial Uses"	(+ info)
SC 23J	"Equipment Switches"	(+ info)
SC 89	"Fire Resistance Testing"	(+ info)
SC 96	"Small Power and Reactance Transformers, Power Units and similar products"	(+ info)

AEN/CTN 202 "ELECTRICAL INSTALLATIONS"

SC 31	"Electrical Material for Explosive Atmospheres"	(+ info)
SC 64	"Electrical Installations and Electric Shock Protection"	(+ info)
SC 205	"Electronic Systems for Homes and Buildings"	(+ info)
SC 216	"Gas Detectors"	(+ info)
GT 1	"Fire Resistance of Switchgear, Accessories and Low Voltage Electrical Installations"	(+ info)

- **In Switzerland**, SWISSMEM provides information on NWIPs which are relevant for the majority of its members only, for example, the safety of machinery.
- **In the United Kingdom**, BEAMA provides information on NWIPs and other developments by means of its network of product groups and shadow Technical Committees, into which its SME members are fully integrated. BEAMA also briefs supply chain partners.

8: NSBs are generally providing sufficient standardisation information in order to help Orgalime member associations to support their own company members.

- **In Denmark**, the NSB, DS, provides sufficient standardisation information in newsletters, on its website and on demand via its customer service centre. Furthermore, the Orgalime member, DI, has two seats (and actually the chairmanship) of a DS stakeholder standardisation policy forum, the role of which is to advise the management on general standardisation policy issues and strategies, including services to companies and other stakeholders.
- **In France**, our member associations FIM and FIEEC consider that UNM and UTE provide a sufficiently large amount of information on standardisation for the mechanical and electrical industry via newsletters and their websites. On this basis, both of them take initiatives to help SMEs to improve their understanding of standards relevant to their fields. For instance, FIEEC has invited CENELEC and IEC desk officers to deliver additional information to French electro-technical SME experts willing to attend a half-day or day information seminar.
- **In Germany**, our member associations VDMA and ZVEI consider that DIN and DKE provide them with sufficient standardisation information. See also experience from VDMA on [page 75](#) of the CEN-CENELEC study on “SME access to European Standardisation”.
- **In Italy**, ANIMA considers that NSBs provide a sufficient amount of information on standardisation.
- **In the Netherlands**, as stated before, NEN offers information and training directly to our members (and non-members).
- **In Spain**, AENOR organises annual training seminars on standardisation tools and general concepts. AENOR channels information from standardisation committees to companies in AFME sectors, as AFME holds the Secretariat of these standardisation committees.
- **In Switzerland**, SWISSMEM considers that NSBs provide sufficient information on standardisation, but it is not filtered so sometimes becomes an information flood.
- **In the United Kingdom**, BSI has specific rules for trade associations, which allow them to provide ongoing information on standards’ development to their company members. BSI makes a great deal of information publicly available on its website, including NWIPs and Drafts for Public Comment, as well as providing comprehensive information to our electro-technical member associations GAMBICA and BEAMA.

9: Several Orgalime members have negotiated special conditions with the NSBs in their country to facilitate access to standardisation Technical Committees for their member companies, including SMEs.

Such facilitated access was agreed for member companies under the following conditions:

- **In Belgium**, Agoria has negotiated special conditions to facilitate access to a number of national mirror standardisation committees for its member companies, for example [SNO](#) [Sirris-Agoria committee](#) and [ICT Standards committee](#). For the electro technical area, the Agoria membership includes the access to BEC.



Opérateur Sectoriel de Normalisation (OSN) Sirris - Agoria (FR)

Sectorale Normalisatie Operator (SNO) Sirris - Agoria (NL)

Sector Normalisation Operator (SNO) Sirris - Agoria (EN)

The activities of the Belgian Sector Normalisation Operator Sirris - Agoria are:

- the administrative management of the concerned Belgian normalisation commissions
- defining by consensus the Belgian position whenever needed
- assigning Belgian experts in committees and working groups
- linking to the International ISO (www.iso.org) and CEN (www.cen.eu) standardisation work
- facilitating the drafting of standards in the mechanical and certain civil construction fields
- enhancing industrial participation in normalisation works

For other standards, please visit the [NBN](#) site to find out the Sector Normalisation Operator.

- **In Denmark**, the conditions of access to standardisation Technical Committees depends on sectors and areas, and decisions made in the standardisation working groups.
- **In France**, in the mechanical field, the financial conditions for accessing standardisation work through UNM are collectively met by the trade associations and not directly by the member companies.
- **In Germany**, for the mechanical sector, access to standardisation Technical Committees is free of charge for industry through VDMA's NAM committees. However, companies have to pay a fee for participation in committees directly allocated to DIN.
- **In Switzerland**, our member association SWISSMEM has negotiated a reduced price to enable its member companies to have access to standardisation Technical Committees.

Several respondents explained that it was not possible or needed to negotiate special rates to access standardisation work for their member companies for the following reasons:

- **In Germany**, our member association ZVEI nominates standardisation experts from electro-technical industries to participate in the national Technical Committees, according to the NSB rules. There are no preferential and thus discriminatory rules that would favour access to standardisation work for ZVEI member companies.
- **In the Netherlands**, owing to its controlling position, NEN does not feel the need to obtain commercial benefit from granting price reductions to members of trade associations. Some major companies have been able to negotiate special conditions directly with NEN.
- **In the United Kingdom**, facilitated access to national standardisation Technical Committees is not considered as necessary because SME members of our trade association BEAMA already are fully integrated into standardisation work through BEAMA's own Technical Committees, which shadow and have representation on the NSB committees. SME's in membership of BEAMA are also able to take representational roles, supported by this network, at NSB, European and International level. For example the current UK-nominated Chair of IEC TC 32 is a BEAMA SME. The British standards organisation BSI expects representative bodies such as BEAMA, with nominated members on BSI Technical Committees, to have a wide consultative mechanism. For GAMBICA members, there are no special access conditions either. Nevertheless, GAMBICA has been involved in developing and improving access rules for all UK Trade Associations.

~==+==~

The European Engineering Industries Association

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Questionnaire circulated to Orgalime members

(from March to May 2010)

TRADE ASSOCIATION: Contact person (+ email):		
Questions	Answer	Comments
1. Are NSBs in your country providing your association with sufficient advice on the relevant standards that are available to your members? (e.g. on web sites, via newsletters, or on request)	<input type="checkbox"/> YES	
	<input type="checkbox"/> NO	
2. Do you provide information on the content of standards or set(s) of standards relevant for your members' sectors or disciplines?	<input type="checkbox"/> YES	
	<input type="checkbox"/> NO	
3. If YES, can you provide examples incl. in your home language? (links to pages of your web site, attachments etc...)	<input type="checkbox"/> YES	
	<input type="checkbox"/> NO	
4. Have you negotiated with NSBs special price reductions for sets of relevant standards for your sectors of industry?	<input type="checkbox"/> YES	
	<input type="checkbox"/> NO	
5. If YES, can you specify: - the number of sets/standards covered by your agreement? - the percentage of reduction compared to normal price? - the average single price by standard? - the number of companies concerned?	<input type="checkbox"/> YES	
	<input type="checkbox"/> NO	
6. Does your association provide education, training and advice to SMEs to support their implementation of standards in their business processes?	<input type="checkbox"/> YES	
	<input type="checkbox"/> NO	
7. Do you inform your members of standardisation projects relevant to their sector or discipline?	<input type="checkbox"/> YES	
	<input type="checkbox"/> NO	
8. Are NSBs in your country providing you with standardisation information in order to help you support your members?	<input type="checkbox"/> YES	
	<input type="checkbox"/> NO	
9. Have you negotiated with NSBs special conditions to facilitate access to standardisation TCs for your member companies?	<input type="checkbox"/> YES	

**List of Orgalime members that responded to the questionnaire on
access to standardisation to their member companies,
especially SMEs**

Oscar Querol for **AFME** (CONFEMETAL), Spain
Marc Cumps and Dirk De Moor for **AGORIA**, Belgium
Paola Capellini for **ANIMA**, Italy
Anne Humberstone for **BEAMA**, UK
Annette Dragsdahl for **DI**, Denmark
Jean-Pierre Isnard for **FIEEC**, France
Philippe Contet for **FIM**, France
Doede Bakker and Chris van den Dries for **FME-CWM**, the Netherlands
Ian Clasper for **Gambica**, UK
Janez Renko for **GZS-MPIA**, Slovenia
Urs Meier for **SWISSMEM**, Switzerland
Maria Sandqvist for **Teknikföretagen**, Sweden
Toivo Haatio for **Technology Industries of Finland**
Gerhard Steiger for **VDMA**, Germany
Haimo Huhle for **ZVEI**, Germany

For contact details, please check the Orgalime web site:

<http://www.orgalime.org/about/members.htm>

or contact Philippe Portalier, Senior Adviser, at Orgalime:

(email: first.name@orgalime.org)