NAVODILO ZA ISKANJE INFORMACIJ O NOVIH STANDARDIZACIJSKIH DOKUMENTIH

Pripravila: Alojz Hudobivnik, predsednik Strokovnega sveta SIST za področja elektrotehnike, informacijske tehnologije in telekomunikacij, in Olga Naglič, predsednica Strokovnega sveta SIST za splošno področje

Informacije v tem kratkem navodilu so namenjene strokovni javnosti in vsem zainteresiranim, ki pri svojem delu potrebujejo informacijo o novih področjih dela standardizacije v IEC, ISO, CEN in CENELEC. Te informacije se ne zbirajo v informacijskem sistemu SIST, marveč je treba do njih dostopati neposredno na javnih spletnih straneh IEC, ISO, CENELEC oziroma CEN s pomočjo ustreznih iskalnikov. V nadaljevanju so podani ilustrativni primeri, kako dostopati do teh informacij.

1. **IEC (www.iec.ch)**

Predmet našega zanimanja (in tega navodila) je dostop do VSEH novih predlogov za obravnavo/delo v standardizaciji v izbranem standardizacijskem telesu. Zato je treba poiskati dokumente PNW, ki imajo v iskalniku oznako NP (new proposal), lahko pa si pomagamo tudi z NWP (new work proposal) in PW (program work)). Klasifikacijske kode dokumentov IEC so definirane v dodatku 1.

Korak 1: Dostopamo do spletne strani www.iec.ch. Nato kliknemo Advanced search.
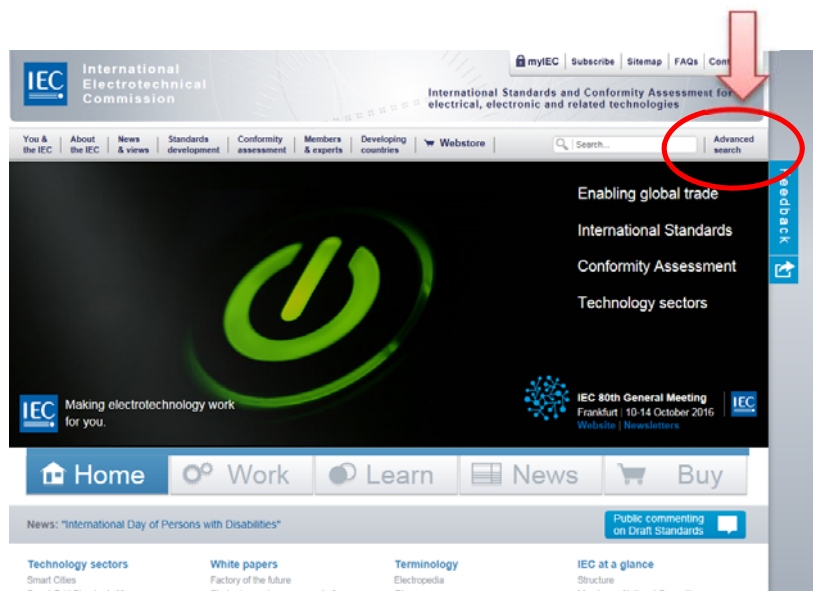
Korak 2: Ko se odpre menu Advanced search, izberemo podmenu »Documents/Project /Work Programme",
da dobimo spodnji is   i dialog:

Korak 3: Osnovno hitro iskanje, ki nam prinese želeni cilj (spisek novih dokumentov (standardov v delu),
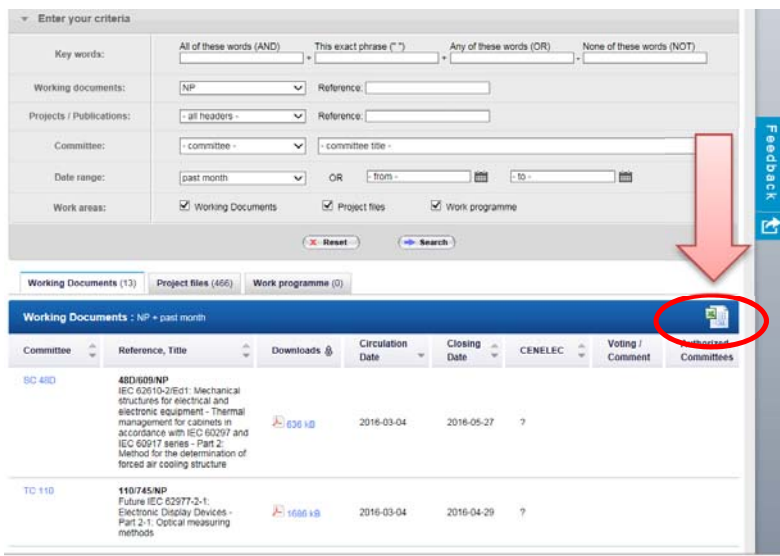dosežemo tako, da v kriterijih izberemo:

Working document: NP

Date range: izberemo ustrezno časovno obdobje (ponujeno obdobje teden, mesec, leto) ali konkretne
datume od–do. Ne priporočamo predolgega obdobja (več kot leto), saj iskanje traja dlje časa.

Nato **izberemo SEARCH**, da se v skladu s kriteriji izvede iskanje po bazi.

*Opomba: Ko smo že bolj izkušeni ali imamo specifične potrebe (omejitve pri TC ...), lahko uporabljamo vse
druge možnosti iskanja.*

Korak 4: V spodnjem delu strani dobimo daljši spisek DELOVNIH DOKUMENTOV, ki so bili odprti v iskanem obdobju. Spisek je priporočljivo izvoziti v datoteko Excel za morebitno lokalno shranjevanje in naknadno lokalno obdelavo. To storimo tako, da kliknemo ikono EXCEL (glej sliko 4). Vsebina datoteke Excel je prikazana na sliki 4.A.
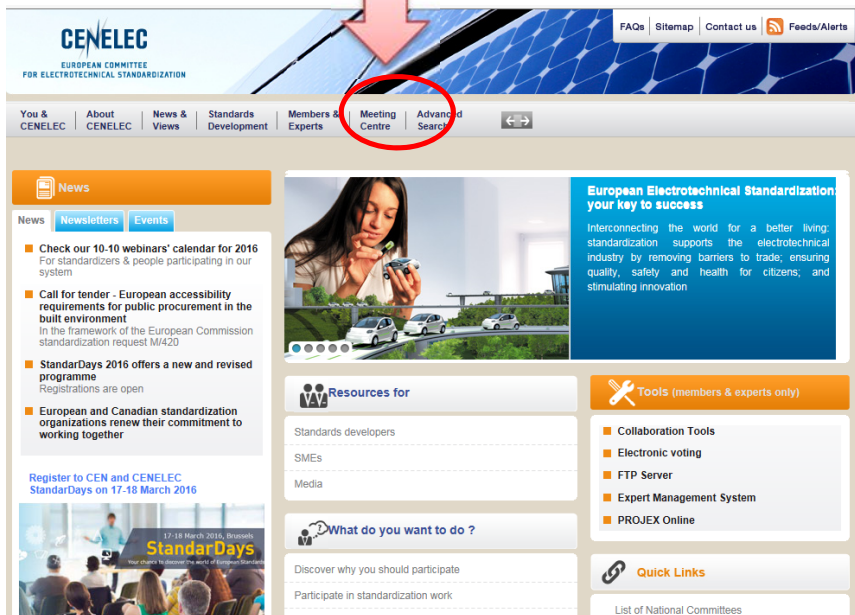

Slika 4.A

Če razpolagamo z ustreznim geslom za dostop do vsebine teh dokumentov, dostopamo do dokumentov s klikom na ikono dokumenta. pdf (ali na link v preglednici Excel). Če gesla nimamo, je žal to celotna informacija, do katere lahko prosto dostopamo.

2. CENELEC (www.cenelec.eu)

Korak 1: Dostopamo do spletne strani www.cenelec.eu. Nato kliknemo Advanced search.

Korak 2: Ko se odpre menu Advanced search, izberemo zavihek "Publications and Work in Progress" in prikaže se iskalni menu.
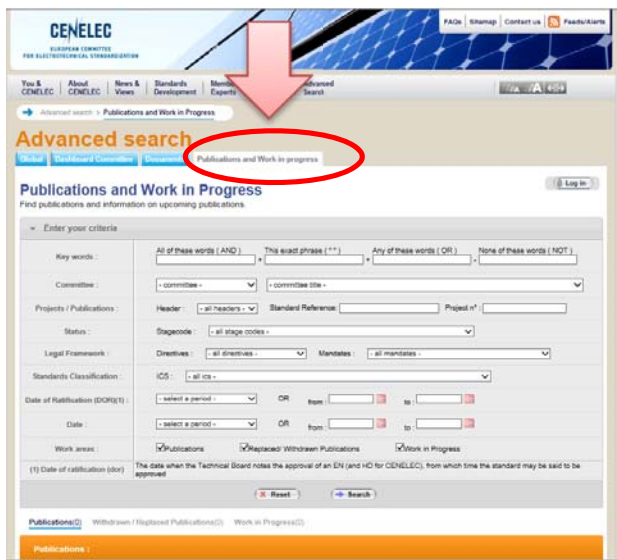
Kot vidimo v gornjem iskalnem vprašalniku, je za dostop do dokumentov CENELEC treba poznati kodo statusa dokumenta ("stage code"), seznam je v dodatku 2. V tem navodilu se osredotočimo na naslednje kode:

| 00.60.0000	Completion of Proposal/Preliminary stage
10.98.0000	Decision on WI proposal - Reject
10.99.0000	Decision on WI proposal - Accept

Korak 3: Osnovno hitro iskanje, ki nam prinese želeni cilj (spisek novih dokumentov (standardov v delu) dosežemo tako, da v kriterijih izberemo:
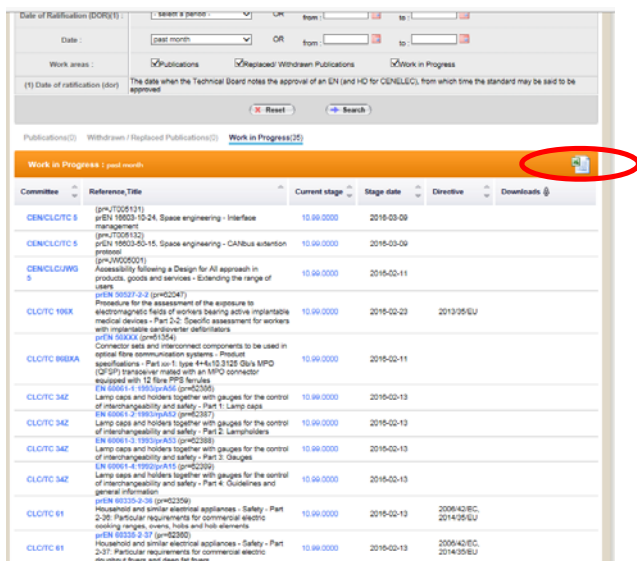
Stage: **10.99.0000**
Date: izberemo ustrezno časovno obdobje (ponujeno obdobje teden, mesec, leto) ali konkretne datume od–do. Ne priporočamo predolgega obdobja (več kot leto), saj iskanje traja več časa.

Nato **izberemo SEARCH**, da se v skladu s kriteriji izvede iskanje po bazi.

Opomba: Ko smo že bolj izkušeni ali imamo specifične potrebe, lahko uporabljamo vse druge možnosti iskanja.
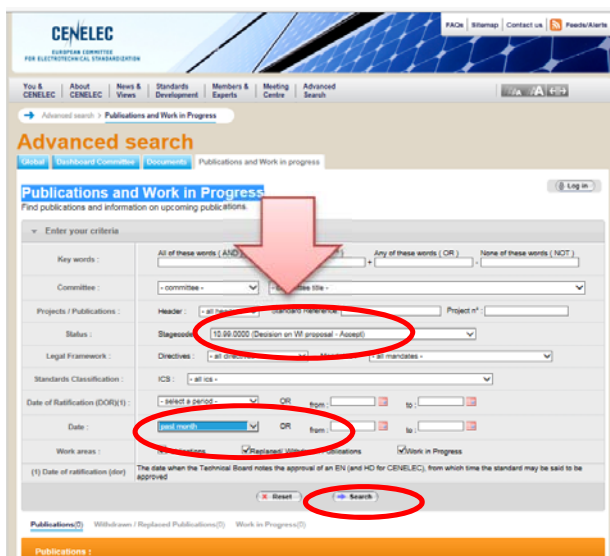
Korak 4: V spodnjem delu strani dobimo sedaj daljši spisek dokumentov WORK IN PROGRESS, ki so bili odprti v iskanem obdobju. Spisek je priporočljivo izvoziti v datoteko Excel za morebitno lokalno shranjevanje in naknadno lokalno obdelavo. To storimo tako, da pritisnemo ikono EXCEL (glej sliko 4). Vsebina datoteke Excel je prikazana na sliki 4.B

Slika 4.B

Committee	Reference	Title	Current stage	Stage date	Directive	dor
CLC/TC 13	prEN 62056-6-1	Electricity metering data exchange - The DLMS/COSEM suite - Part 6-1: Object Identification System (OBIS)	10.99.0000	2016-02-13		
CLC/TC 13	prEN 62056-6-2	Electricity metering data exchange - The DLMS/COSEM suite - Part 6-2: COSEM interface classes	10.99.0000	2016-02-13		
CLC/TC 17AC	EN 62271-100:2009/prA2	High-voltage switchgear and controlgear - Part 100: Alternating-current circuit-breakers	10.99.0000	2016-02-20		
CLC/TC 17AC	EN 62271-101:2013/prA1	High-voltage switchgear and controlgear - Part 101: Synthetic testing	10.99.0000	2016-02-20		
CLC/TC 34Z	EN 60061-1:1993/prA56	Lamp caps and holders together with gauges for the control of interchangeability and safety - Part 1: Lamp caps	10.99.0000	2016-02-13		
CLC/TC 34Z	EN 60061-2:1993/rpA52	Lamp caps and holders together with gauges for the control of interchangeability and safety - Part 2: Lampholders	10.99.0000	2016-02-13		
CLC/TC 34Z	EN 60061-3:1993/rpA53	Lamp caps and holders together with gauges for the control of interchangeability and safety - Part 3: Gauges	10.99.0000	2016-02-13		
CLC/TC 34Z	EN 60061-4:1992/prA15	Lamp caps and holders together with gauges for the control of interchangeability and safety - Part 4: Guidelines and general information	10.99.0000	2016-02-13		
CLC/SR 47	prEN 60749-4	Semiconductor devices - Mechanical and climatic test methods - Part 4: Damp heat, steady state, highly accelerated stress test (HAST)	10.99.0000	2016-02-13		
CLC/SR 48B	prEN 61076-2-113	Connectors for electronic equipment - Product requirements - Part 2-113: Circular connector - Detail specification for connectors with data	10.99.0000	2016-02-13		
CLC/SR 51	prEN 61605	Fixed inductors for use in electronic and telecommunication equipment - Marking codes	10.99.0000	2016-02-20		
CLC/SR 51	prEN 62211	Inductive components - Reliability management	10.99.0000	2016-02-20		
CLC/TC 57	EN 61970-453:2014/prA1	Energy management system application program interface (EMS-API) - Part 453: Diagram layout profile	10.99.0000	2016-02-13		
CLC/TC 59X	prEN 62863	Method of measuring performances of electric hair clippers or trimmers for household use	10.99.0000	2016-02-13		
CLC/TC 61	prEN 60335-2-36	Household and similar electrical appliances - Safety - Part 2-36: Particular requirements for commercial electric cooking ranges, ovens, h	10.99.0000	2016-02-13	2006/42/EC, 2014/35	
CLC/TC 61	prEN 60335-2-37	Household and similar electrical appliances - Safety - Part 2-37: Particular requirements for commercial electric doughnut fryers and deep	10.99.0000	2016-02-13	2006/42/EC, 2014/35	
CLC/TC 61	EN 60335-2-38:2003/prA2	Household and similar electrical appliances - Safety - Part 2-38: Particular requirements for commercial electric griddles and griddle grills	10.99.0000	2016-02-13	2014/35/EU	
CLC/TC 61	EN 60335-2-42:2003/prA2	Household and similar electrical appliances - Safety - Part 2-42: Particular requirements for commercial electric forced convection ovens	10.99.0000	2016-02-13	2006/42/EC, 2014/35	
CLC/TC 61	EN 60335-2-47:2003/prA2	Household and similar electrical appliances - Safety - Part 2-47: Particular requirements for commercial electric boiling pans	10.99.0000	2016-02-13	2006/42/EC, 2014/35	
CLC/TC 61	EN 60335-2-48:2003/prA2	Household and similar electrical appliances - Safety - Part 2-48: Particular requirements for commercial electric grillers and toasters	10.99.0000	2016-02-13	2006/42/EC, 2014/35	
CLC/TC 61	EN 60335-2-49:2003/prA2	Household and similar electrical appliances - Safety - Part 2-49: Particular requirements for commercial electric appliances for keeping fo	10.99.0000	2016-02-13	2006/42/EC, 2014/35	
CLC/TC 61	EN 60335-2-50:2003/prA2	Household and similar electrical appliances - Safety - Part 2-50: Particular requirements for commercial electric bains-marie	10.99.0000	2016-02-13	2014/35/EU	
CLC/TC 61	prEN 60335-2-64	Household and similar electrical appliances - Safety - Part 2-64: Particular requirements for commercial electric kitchen machines	10.99.0000	2016-02-13	2006/42/EC, 2014/35	
CLC/TC 61	prEN 60335-2-99	Household and similar electrical appliances - Safety - Part 2-99: Particular requirements for commercial electric hoods	10.99.0000	2016-02-13	2014/35/EU	
CLC/TC 65X	prEN 62714-3	Engineering data exchange format for use in industrial automation systems engineering - Automation Markup Language - Part 3: Geomet	10.99.0000	2016-02-20		
CLC/TC 81X	prEN 62561-1	Lightning Protection System Components (LPSC) - Part 1: Requirements for connection components	10.99.0000	2016-02-20		
CLC/TC 86A	EN 60793-1-20:2014/prA0	Optical fibres - Part 1-20: Measurement methods and test procedures - Fibre geometry	10.99.0000	2016-03-09		
CLC/TC 86BXA	prEN 50XXX	Connector sets and interconnect components to be used in optical fibre communication systems - Product specifications - Part xx-1: typ	10.99.0000	2016-02-20		
CLC/TC 86BXA	prEN 61300-2-4	Fibre optic interconnecting devices and passive components - Basic test and measurement procedures - Part 2-4: Tests - Fibre/cable ret	10.99.0000	2016-02-20		
CLC/TC 106X	prEN 50527-2-2	Procedure for the assessment of the exposure to electromagnetic fields of workers bearing active implantable medical devices - Part 2-2	10.99.0000	2016-02-23	2013/35/EU	
CLC/TC 111X	prEN 62321-8	Determination of certain substances in electrotechnical products - Part 8: Phthalates in polymers by Gas Chromatography-Mass Spectro	10.99.0000	2016-02-13		
CLC/TC 116	prEN 62841-2-1	Electric Motor-Operated Hand-Held Tools, Transportable Tools and Lawn and Garden Machinery - Safety - Part 2-1: Particular requiremen	10.99.0000	2016-02-11		
CEN/CLC/JWG 5		Accessibility following a Design for All approach in products, goods and services - Extending the range of users	10.99.0000	2016-02-13		
CEN/CLC/TC 5		prEN 16603-10-24, Space engineering - Interface management	10.99.0000	2016-03-09		
CEN/CLC/TC 5		prEN 16603-50-15, Space engineering - CANbus extention protocol	10.99.0000	2016-03-09		

S klikom na dokument v tem spisku lahko pridemo do meta podatkov v zvezi s tem projektom. Do same vsebine teh dokumentov dostopamo preko CENELEC Collaboration tool, če razpolagamo z ustreznim geslom za dostop. Če gesla nimamo, je žal to celotna informacija, do katere lahko prosto dostopamo.

Dodatek 1:

Uradna klasifikacija dokumentov IEC:

Code	Meaning	Equivalent harmonized stage code
1CD	1st Committee Draft	30.2
2CD	2nd Committee Draft	32.35
3CD	3rd Committee Draft	32.35
4CD	4th Committee Draft	32.35
5CD	5th Committee Draft	32.35
6CD	6th Committee Draft	32.35
7CD	7th Committee Draft	32.35
8CD	8th Committee Draft	32.35
9CD	9th Committee Draft	32.35
A2CD	Approved for 2nd Committee Draft	30.99
A3CD	Approved for 3rd Committee Draft	35.92

A4CD	Approved for 4th Committee Draft	35.92
A5CD	Approved for 5th Committee Draft	35.92
A6CD	Approved for 6th Committee Draft	35.92
A7CD	Approved for 7th Committee Draft	35.92
A8CD	Approved for 8th Committee Draft	35.92
A9CD	Approved for 9th Committee Draft	35.92
ACDV	Draft approved for Committee Draft with Vote	35.99
ADIS	Approved for FDIS circulation	40.99
ADISSB	FDIS manuscript subcontracted to CO	40.95
AMW	Approved Maintenance Work	20
ANW	Approved New Work	20
APUB	Draft approved for publication	50.99
APUBSB	PUB manuscript subcontracted to CO	50.95
BPUB	Publication being printed	60
BWG	Draft returned to Working Group	30.92
CAN	Draft cancelled	20.98
CCDV	Draft circulated as Committee Draft with Vote	40.2
CDIS	Draft circulated as FDIS	50.2
CDM	Committee Draft to be discussed at Meeting	35.95
CDPAS	Circulated Draft for Publicly Available Spec.	50.2
CDTR	Circulated Draft Technical Report	50.2
CDTS	Circulated Draft Technical Specification	50.2
CDVM	Committee draft with vote for meeting	40.91
DEC	Draft at Editing Check	40.99
DEL	Deleted items	20.98
DELPUB	Deleted Publication	99.6
DREJ	Draft rejected	30.98
MERGED	Merged project	30.97
NADIS	FDIS not approved	40.93
NCD	CCDV not approved	50.92
PNW	Proposed New Work	10

PPUB	Publication issued	60.6
PWI	Preliminary work item	0
RDIS	Text for FDIS received and registered	50
SPE	Special Handling	99.99
SRP	Publication under Systematic Review	95.92

Dodatek 2:

Uvodna pojasnila za CENELEC

Proposal to develop an EN
Any interested party can introduce a proposal for new work. Most standardization work is proposed through the CENELEC Members.

Acceptance of the proposal
Once a project to develop an EN is accepted by the relevant Technical Body, or by the Technical Board, the member countries shall put all national activity within the scope of the project on hold. This means that they do not initiate new projects, nor revise existing standards at national level. This obligation is called 'standstill' and allows efforts to be focused on the development of the EN.

Drafting
The EN is developed by experts within a Technical Body.

Language
European Standards are made available in 3 official languages: English, French and German. National Committees can translate standards in their own language.

Numbering
The shortest unambiguous reference to a European Standard is to use its number. The number of a European Standard consists of the capital letters EN followed by a space and a number in arabic numerals, without any space.

Example: EN 50122-1:2011 (the part number is indicated by a hyphen, the year of availability of the EN is separated from the number by a colon)

The first two numerals indicate the origin of the standard:
- 40000 to 44999 cover domains of common CEN/CENELEC activities in the IT field
- 45000 to 49999 cover domains of common CEN/CENELEC activities outside the IT field
- 50000 to 59999 cover CENELEC activities i.e. standardization work undertaken purely at European level
- 60000 to 69999 refer to the CENELEC implementation of IEC documents with or without changes
-
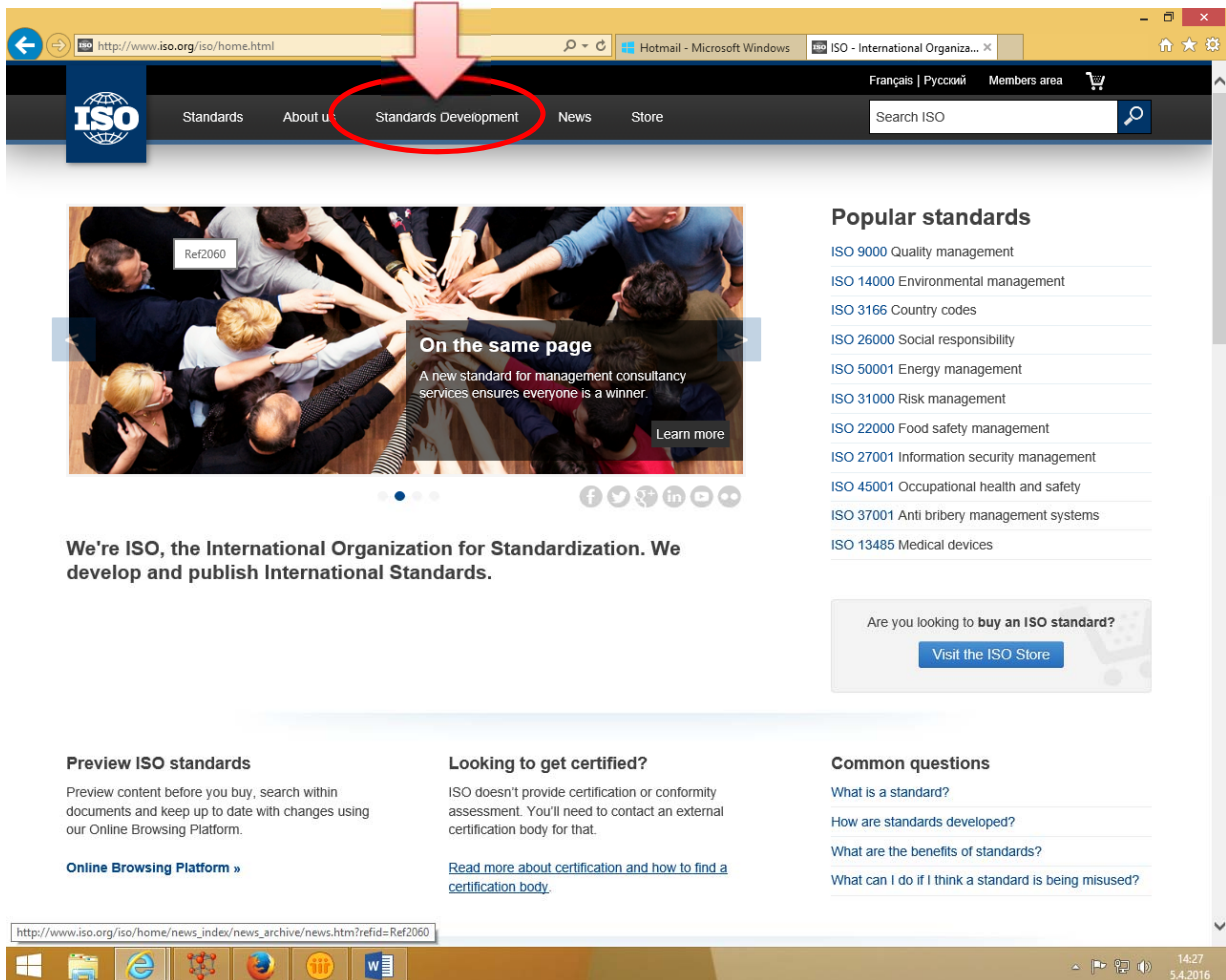
Stage-codes (milestones) used in the CEN-CENELEC database (status 2014)

Stage-code	Description
00.60.0000	Completion of Proposal/Preliminary stage
10.98.0000	Decision on WI proposal - Reject
10.99.0000	Decision on WI proposal - Accept
20.60.0979	Circulation of 1st Working Document
30.97.0009	End of interruption of work - split/merged
30.98.0009	End of interruption of work - abandoned

Stage-code	Description
30.99.0979	Dispatch of ENQ draft to CCMC
40.20.0000	Submission to enquiry
40.60.0000	Closure of enquiry
40.97.0009	End of interruption of work - split/merged
40.98.0009	End of interruption of work - abandoned
43.20.0000	Submission to COCOR
43.60.0000	Closure of COCOR
45.97.0009	End of interruption of work - split/merged
45.98.0009	End of interruption of work - abandoned
45.99.0979	Dispatch of FV draft to CCMC
50.20.0000	Submission to Vote
50.60.0000	Closure of Vote
50.97.0009	End of interruption of work - split/merged
50.98.0009	End of interruption of work - abandoned
60.55.0000	Ratification completed (DOR)
60.60.0000	Definitive text made available (DAV)
65.31.0000	Announcement (DOA)
65.51.0000	Completion of mandatory publication (DOP)
65.62.0000	Completion of withdrawal of conflicting national standards (DOW)
90.00.0000	Start of review/2 Year Review Enquiry
90.20.0000	Submission to 2 Year Review Enquiry
90.60.0000	Closure of 2 Year Review Enquiry
90.92.0000	Decision on results of review/2YR ENQ - revise
90.93.0000	Decision on results of review/2YR ENQ - confirm
90.98.0000	Decision on results of review/2YR ENQ - withdraw
96.60.0009	End of re-activation of work
99.60.0000	Withdrawal effective

3. ISO (www.iso.org)

Korak 1: Dostopamo do spletne strani www.iso.org. Nato kliknemo zgoraj na okno Standards Development.

Korak 2: Ko se odpre Standards Development, izberemo spodaj v zadnji vrstici besedila modro obarvano »tecnical committes«:

Korak 3: Prikaže se seznam vseh ISO/TC:

Korak 4: Kliknemo na primer na ISO/TC 2 in dobimo:

Korak 5: Kliknemo na desni strani »work programme« in dobimo vse projekte, ki so v programu dela tega ISO/TC:

Uradna klasifikacija ISO dokumentov:

		00 **Registrati on**	20 **Start of main action**	60 **Completi on of main action**	92 **Repeat an earlier phase**	93 **Repeat current phase**	98 **Abandon**	99 **Proceed**
00 Preliminar y stage		00.00 Proposal for new project received	00.20 Proposal for new project under review	00.60 Close of review			00.98 Proposal for new project abandon ed	00.99 Approval to ballot proposal for new project

	00 Registration	20 Start of main action	60 Completion of main action	92 Repeat an earlier phase	93 Repeat current phase	98 Abandon	99 Proceed
10 Proposal stage	10.00 Proposal for new project registered	10.20 New project ballot initiated	10.60 Close of voting	10.92 Proposal returned to submitter for further definition		10.98 New project rejected	10.99 New project approved
20 Preparatory stage	20.00 New project registered in TC/SC work programme	20.20 Working draft (WD) study initiated	20.60 Close of comment period			20.98 Project deleted	20.99 WD approved for registration as CD
30 Committee stage	30.00 Committee draft (CD) registered	30.20 CD study/ballot initiated	30.60 Close of voting/ comment period	30.92 CD referred back to Working Group		30.98 Project deleted	30.99 CD approved for registration as DIS
40 Enquiry stage	40.00 DIS registered	40.20 DIS ballot initiated: *3 months*	40.60 Close of voting	40.92 Full report circulated: DIS referred back to TC or SC	40.93 Full report circulated: decision for new DIS ballot	40.98 Project deleted	40.99 Full report circulated: DIS approved for registration as FDIS
50 Approval stage	50.00 FDIS registered for formal approval	50.20 Proof sent to secretariat. FDIS ballot initiated: *2 months*.	50.60 Close of voting. Proof returned by secretariat	50.92 FDIS referred back to TC or SC		50.98 Project deleted	50.99 FDIS approved for publication
60 Publication stage	60.00 International Standard under publication		60.60 International Standard published				
90 Review stage		90.20 International Standard under periodical review	90.60 Close of review	90.92 International Standard to be revised	90.93 International Standard confirmed		90.99 Withdrawal of International Standard proposed by TC or SC

		00 Registration	20 Start of main action	60 Completion of main action	92 Repeat an earlier phase	93 Repeat current phase	98 Abandon	99 Proceed
95 Withdrawal stage			95.20 Withdrawal ballot initiated	95.60 Close of voting	95.92 Decision not to withdraw International Standard			95.99 Withdrawal of International Standard

4. CEN (www.cen.eu)

Korak 1: Dostopamo do spletne strani www.cen.eu. Nato kliknemo desno zgoraj na Search standards.

Korak 2: Ko se odpre Search Standards, izberete ustrezni CEN/TC in okno na primer »Under draft« in pritisnete na »search«.

Korak 3: Kot primer smo izbrali CEN/TC 287 in prejeli vse osnutke njihovih projektov, ki so še v pripravi.

Pojasnila za iskanje projektov CEN:

Under draft – priprava osnutka projekta
Under Approval – projekt v postopku odobritve za javno obravnavo
Under Equiry – projekt v javni obravnavi
Approved – odobren projekt, ki gre v postopek izdaje
Published – izdan projekt

ETSI (http://www.etsi.org/)

Korak 1: Dostopamo do spletne strani http://www.etsi.org/. Nato kliknemo na Committees & Portal.
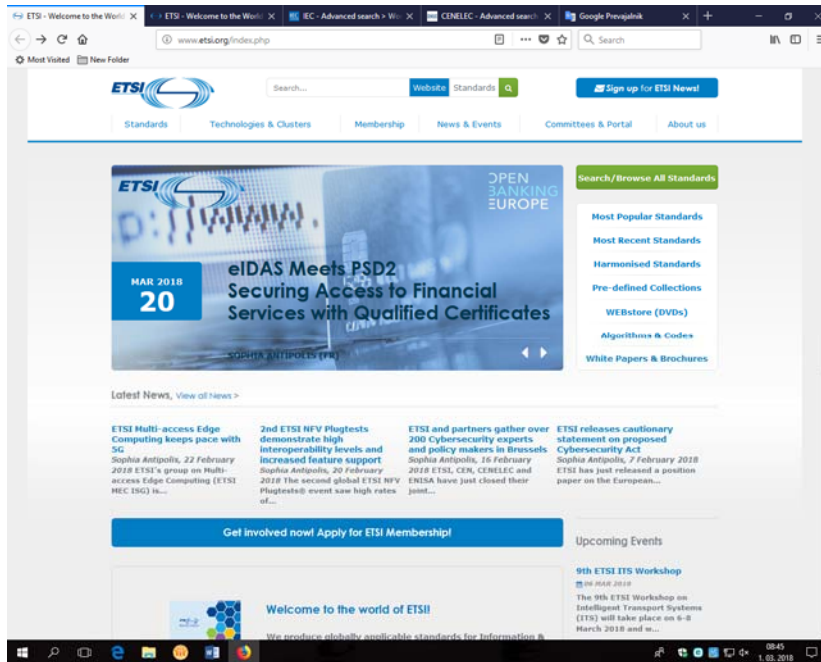
Korak 2: Ko se odpre Committees & Portal, vpišemo uporabniško ime in geslo ter se prijavimo.
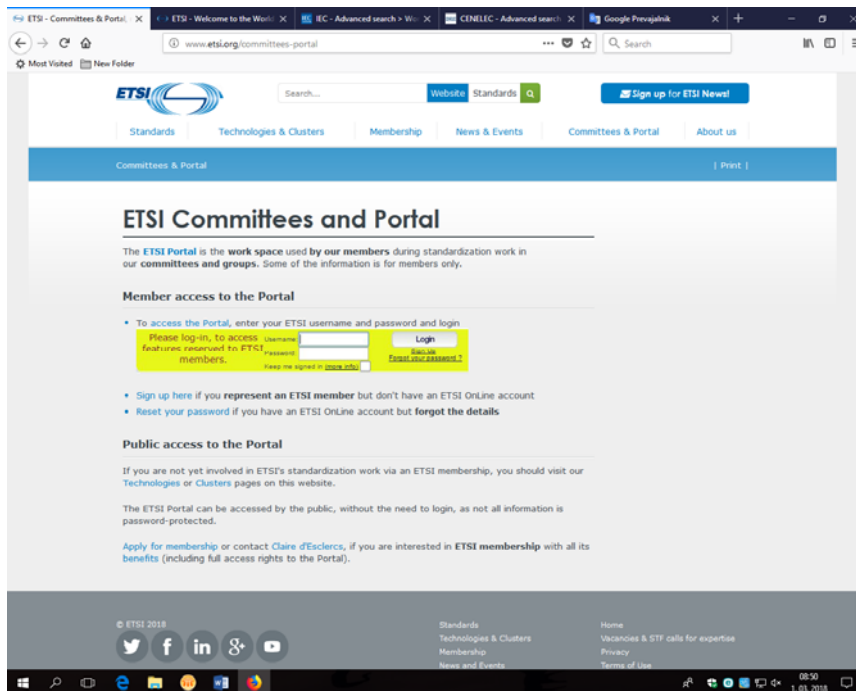
Korak 3: Ko smo prijavljeni, izberemo zavihek Search ter nato ETSI Work Programme.

Korak 4: Ko se nam odpre Work Programme, izberemo trenutno stanje New Work Item. Izberemo lahko tudi druge kriterije, na primer časovno obdobje, točno določeni tehnični odbor …

Korak 5: Ko določimo želene kriterije iskanja, izberemo Search in dobimo seznam novih standardizacijskih dokumentov.