

A standard for standards —

Part 1: Guide to the context, aims and general principles

ICS 01.120

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Contents

	Page
Foreword	ii
1 Scope	1
2 Terms and definitions	1
3 Concepts and context	1
4 Aims of standardization	3
5 Principles of standards development	4
6 Procedural safeguards	5
7 Use of standards	6
8 New deliverables	8
Annex A (informative) ISO, IEC, ITU Mission Statement (1994)	9
Annex B (informative) Short guide to international and European organizations concerned with standardization	10
Annex C (informative) Memorandum of Understanding between the United Kingdom Government and the British Standards Institution in respect of its activities as the United Kingdom's national standards body	13
Annex D (informative) ISO/IEC code of principles on "reference to standards"	14
Bibliography	16
Table 1 — Standards organizations at different levels	2

Foreword

Ⓐ This part of BS 0 is published under the authority of the Standards Policy and Strategy Committee of the British Standards Institution (BSI). It supersedes BS 0-1:1991, which is withdrawn. Ⓐ

BS 0 is intended primarily for the use of BSI committees and staff, particularly chairmen and committee secretaries and those providing first drafts. It was first published in 1974 and comprehensively revised in 1981 and 1991. The standard is now issued in three parts:

- *Part 1: Guide to the context, aims and general principles;*
- *Part 2: Recommendations for committee procedures;*
- *Part 3: Specification for structure, drafting and presentation.*

A single index is provided to all three parts, published with BS 0-3.

The revision of all parts of BS 0 has been undertaken to give greater prominence to the principles and procedures required for international and European standardization which accounts for the major part of the BSI standards work programme. The procedures and drafting rules for international and European standards have generally been followed in preparing this revision.

Ⓐ In the revision of BS 0-1 (including Amendment 1:2002 and Amendment 2:2002), Clause 3, Clause 4, Clause 5 and Clause 6 provide the fundamental rules governing standardization by voluntary consensus. Clause 7 explains the use of standards. Clause 8 provides an overview of the “new deliverables”, i.e. the new types of document issued by standards bodies. Annex A comprises the joint mission statement issued in 1994 by the International Organization for Standardization (ISO), the International Electrotechnical Commission (IEC) and the International Telecommunications Union (ITU). Ⓐ text deleted Ⓐ

Amendments to BS 0 have been issued in 2002 mainly:

- a) to introduce changes resulting from reorganization and renaming of internal BSI committees;
- b) to update texts as a result of the 2001 revision of the ISO/IEC Directives;
- c) to provide information on “new deliverables” within the international, European and national environments;
- d) to revise the dating policy for British Standard adoptions of European standards. Ⓐ

Ⓐ e) to delete the text of the 1995 revision of the Memorandum of Understanding between the United Kingdom Government and BSI on standards following the further revision of the MOU in 2002, the full text of which is available from the BSI website (www.bsi-global.com). Ⓐ

The start and finish of text introduced or altered by amendment is indicated in the text by tags Ⓐ Ⓐ. Tags indicating changes to text carry the number of the amendment. For example, text altered by amendment 1 is indicated by Ⓐ Ⓐ. Minor editorial changes are not tagged.

The editorial principles, layout and typographical presentation used in BS 0 illustrate the practice to be followed in British Standards.

This publication does not purport to include all the necessary provisions of a contract. Users are responsible for its correct application.

Compliance with a British Standard does not of itself confer immunity from legal obligations.

Summary of pages

This document comprises a front cover, an inside front cover, pages i and ii, pages 1 to 16, an inside back cover and a back cover.

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1 Scope

This part of BS 0 describes the context of standardization and, in particular, identifies the aims, principles and procedural safeguards that apply when standards are prepared. It explains how standards are used in trade descriptions and in contracts, and how they may be invoked in legislation.

2 Terms and definitions

For the purposes of this part of BS 0 the following terms and definitions apply.

2.1

standardization

activity of establishing, with regard to actual or potential problems, provisions for common and repeated use, aimed at the achievement of the optimum degree of order in a given context

NOTE 1 In particular, the activity consists of the processes of formulating, issuing and implementing standards.

NOTE 2 Important benefits of standardization are improvement of the suitability of products, processes and services for their intended purposes, prevention of barriers to trade and facilitation of technological cooperation.

[ISO/IEC Guide 2:1996, definition 1.1]

2.2

standard

document, established by consensus and approved by a recognized body, that provides, for common and repeated use, rules, guidelines or characteristics for activities or their results, aimed at the achievement of the optimum degree of order in a given context

NOTE Standards should be based on the consolidated results of science, technology and experience, and aimed at the promotion of optimum community benefits.

[ISO/IEC Guide 2:1996, definition 3.2]

2.3

consensus

general agreement, characterized by the absence of sustained opposition to substantial issues by any important part of the concerned interests and by a process that involves seeking to take into account the views of all parties concerned and to reconcile any conflicting arguments

NOTE Consensus need not imply unanimity.

[ISO/IEC Guide 2:1996, definition 1.7]

2.4

regulation

document providing binding legislative rules, that is adopted by an authority

[ISO/IEC Guide 2:1996, definition 3.6]

3 Concepts and context

3.1 Standards and regulations

Standardization is a very broad concept that includes both the creation of consensus-based documents by recognized bodies and the voluntary use of these documents as standards for collective benefit.

Standards do not in themselves impose any obligations of adherence. Regulations, which the law requires to be implemented, may however refer to standards in such a way as to make compliance with them compulsory. The use of standards in trade descriptions, contracts and regulations is described in Clause 7.

3.2 Types of standard

Standards are prepared for various reasons and many uses. To this end, there are different types of standards such as vocabularies (formerly known in BSI as glossaries), methods, specifications and codes of practice, guides or recommendations (see BS 0-3:1997 including Amendment 1:2002, Clause 10). An important distinction is drawn between a specification (that prescribes requirements to be fulfilled) and a code of practice (comprising guidance and recommendations to be followed).

The contents of any type of standard can be subdivided into normative (i.e. standardizing) elements and other elements which are purely informative, and are distinguished by context and wording.

3.3 The context of standardization

3.3.1 The global standardization system

Standardization takes place at international, regional and national levels, as shown in Table 1. International and regional standardization is achieved mainly through the collective efforts of national standards bodies. The international and regional organizations are linked by collaboration agreements and, together with the national standards bodies, form a global standardization system. They have adopted agreed procedures and modes of cooperation which are described in ISO/IEC Guide 59. A joint mission statement adopted in 1994 by ISO, IEC and ITU is given in Annex A. Annex B provides a short guide to international and European organizations concerned with standardization.

Table 1 — Standards organizations at different levels

International	
ISO	International Organization for Standardization
IEC	International Electrotechnical Commission
ITU	International Telecommunication Union
Regional (European)	
CEN	European Committee for Standardization
CENELEC	European Committee for Electrotechnical Standardization
ETSI	European Telecommunications Standards Institute
National (United Kingdom)	
BSI	British Standards Institution, including the British Electrotechnical Committee as the UK member of IEC and CENELEC
NOTE In some countries, separate national standards bodies may be members of ISO/CEN and IEC/CENELEC.	

3.3.2 BSI as the UK national standards body

BSI is responsible for British Standards and (together with the British Electrotechnical Committee) provides the gateway for UK representation in the international and European standards organizations. It is an independent, non-profit distributing organization formed by subscribing and committee members. Its role as the UK national standards body is derived from:

- its Royal Charter [1];
- its membership of the international and European standards organizations;
- Ⓐ — its formal Memorandum of Understanding with the UK Government in respect of its activities as the UK's national standards body (see Annex C and www.bsi-global.com). Ⓐ

3.3.3 Duty of care

BSI owes a duty of care to all those who rely on its publications, whether directly or indirectly. It remains the responsibility of users to ensure that they select standards which are in all respects appropriate to their needs and that they use them appropriately.

3.3.4 Legal recognition

That a standard has been prepared and approved in accordance with BS 0, especially with regard to consensus (see 2.3 and 6.3), should enable any interested party to assert in legal proceedings that it embodies agreement between all interested parties on what is mutually acceptable. On the same basis, courts have discretion to admit the relevant standard as evidence, and so to take account of it in giving judgement.

Support for the application of British Standards as agreements produced and promulgated in the public interest has been given by the Restrictive Trade Practices Act 1976 [2]. Within agreements which may be subject to registration under that Act, the Office of Fair Trading disregards any requirement which relates solely to compliance with a British Standard.

4 Aims of standardization

4.1 Summary

The broad aims of standardization can be summarized as the benefits of improvement in:

- a) the quality of goods and services, i.e. their fitness for purpose;
- b) the quality of life, i.e. health, safety and the environment;
- c) efficient use of resources;
- d) conditions for trade.

From a public point of view, the main objectives in developing standards are that:

- they provide an agreed basis for assessing product, process or service performance, particularly with regard to safety and the prevention of injury;
- they offer unambiguous technical criteria for legal and contractual purposes;
- they are universally recognized and used.

4.2 Quality of goods and services

Standardization should aim to increase the satisfaction of users of goods and services; standards should be framed in a manner which recognizes user requirements and how they will be satisfied. Typical user requirements for quality in the sense of fitness for purpose include reliability, compatibility, interchangeability and amenity.

4.3 Quality of life

Standardization should aim to enhance the quality of life by improvements in health, safety, security, comfort, convenience and environmental protection. Where health, safety and security are concerned, standardization should aim to identify hazards and reduce associated risks. Environmental protection should include the conservation of natural resources as well as reduction of harmful effects of manufacture and other activities.

4.4 Efficient use of resources

Standardization should aim to increase efficiency and economy in the use of resources. This can be achieved through variety control, economies of scale, reduction of waste in time and materials, distribution efficiency and ease of maintenance. Although variety reduction may restrict consumers' choice, the greater efficiency that standardization allows can be used to reduce cost and improve quality for the consumer. Standardization can also provide a means to transfer the benefits of technology from developed to developing countries.

4.5 Conditions for trade

Standardization should aim to support the conditions that promote trade, particularly international trade. Standardization can help to ensure fairness in conditions for the purchase of goods and services, taking into account the needs of both providers and users. It can help to remove barriers to trade caused by differences in national practices or by individual interests securing undue advantage. It should promote clear and unambiguous communication between parties in a form suitable for use in legally binding documents.

The World Trade Organization (WTO) Agreement on Technical Barriers to Trade [3], revised in 1991, recognizes the important contribution that the use of international standards and conformity assessment systems can make to improving efficiency of production and facilitating the conduct of international trade.

5 Principles of standards development

5.1 Summary

Standards should be:

- a) needed and wanted;
- b) used;
- c) agreed at the widest level;
- d) impartial;
- e) planned.

5.2 Standards that are needed and wanted

Standards should be developed only if there is a genuine need for standardization and a willingness among all parties concerned to agree on the standards that they need. There should at least be sufficiently wide support to give confidence that consensus can be reached.

5.3 Standards that are used

Standardization requires the voluntary commitment involved in the initiation, preparation and production of standards to be extended to their use. The publication of a standard is only of value if the standard is applied. The user requirement for a standard should be clearly understood at the start and borne in mind throughout its development.

5.4 Standards agreed at the widest level

For economy of total effort, standardization should be undertaken at the widest level consistent with meeting the needs of the interested parties within an acceptable timescale. Whenever practicable, duplication of effort should be avoided by national standards bodies contributing to international or regional standardization rather than developing separate national standards (see 6.2).

5.5 Impartial standards

5.5.1 *Freedom from commercial bias*

Standards should not give significant advantage to the products or services of:

- a) any individual supplier;
- b) any particular group of people sharing a specific commercial interest;
- c) the industry of any particular country or countries.

5.5.2 *Performance criteria*

Whenever possible standards should specify the performance required from products, processes or services rather than describe the form or materials involved. This allows greater freedom for innovative design and manufacture and encourages the free movement of goods in accordance with public policy as reflected in international and European treaty agreements.

5.5.3 *Verification of conformity*

It is essential that a specification contains a clear statement of how conformity to its requirements may be verified (e.g. by specifying a method of test or of measurement).

As a matter of public policy, the wording of any specification should enable conformity to its requirements to be verified equally by first party (supplier), second party (purchaser) or an independent third party. Third party attestation of conformity to a standard is an optional service available in the market-place, but it should not in any way be imposed through the application of a voluntary standard. This means, for example, that a standard should not require a product to bear a certification mark. Any relevant certification considerations should be included as informative elements only (see 3.2).

5.6 Planned standards

There is a need to plan when and how it is appropriate to standardize, particularly in a rapidly developing field of technology. On the one hand, the flow of new ideas may be hindered if standards fix designs and methods too early. On the other hand, if standardization does not start soon enough, a large number of independent solutions may be wasteful of manufacturing resources and confusing to the user. Standardization then becomes more difficult, if not impossible.

Writing a standard is essentially a process of selecting what the interested parties are prepared to agree on at the time of writing. Whilst progress can be made by omitting from the scope of a standard areas on which agreement cannot yet be reached, enough time needs to be allowed for resolution of the important issues if a standard is to be of any value.

When a new standards project is proposed, the committees considering it should satisfy themselves that:

- a) there is a need for the standard (see 5.2);
- b) it can be agreed in a reasonable time;
- c) once published, it can be maintained as an up-to-date document;
- d) there is a market for the standard (bearing in mind that low sales potential should never be the sole reason for deferring or rejecting a project).

6 Procedural safeguards

6.1 Summary

The process of achieving the aims and applying the principles of standardization involves:

- a) giving precedence to international agreement;
- b) consensus;
- c) balanced participation;
- d) transparency;
- e) rules for drafting and presentation;
- f) copyright.

6.2 Precedence for international agreement

Standardization relies increasingly on international agreement. British Standards are derived from any one of the following sources.

- a) ISO and IEC. In general it is BSI policy to derive British Standards from international agreements reached through collaboration within these international organizations.
- b) CEN, CENELEC and ETSI. In accordance with rules of procedure, BSI is obliged to give the status of national standards to standards prepared by these European organizations and to withdraw conflicting national standards. The European organizations themselves seek to adopt international standards rather than to develop new ones of their own.
- c) UK national standards activity. A BSI committee may be required to develop a standard on a specific topic of purely national interest.

6.3 Consensus

Standardization relies on consensus (see 2.3). In cases where committees cannot reach agreement by consensus, procedures can be invoked to examine whether the dispute can be resolved or whether the project can be redefined to avoid dispute.

Approval of international and European standards is governed by majority voting criteria. However, international and European standards committees are expected to reach agreement on the contents of proposed standards by consensus before presenting them for formal voting.

6.4 Balanced participation

In accordance with its Bye-laws [1], BSI is required to ensure that its committees are representative of the interests concerned. Organizations representing producers, suppliers, consumers and other users of goods and services, professional bodies, and regulatory and enforcement authorities are invited to nominate committee members. Individuals with a particular expertise can, if necessary, be co-opted by the relevant committee for defined tasks. The need to secure a balanced representation should not however lead to committees of unmanageable size.

6.5 Transparency

Public acceptance of standards relies on public consultation in their development. Two announcements during the preparation of national, European and international standards promote awareness of the work and provide the opportunity for anyone to contribute. Announcements are issued in the monthly BSI publication *Update Standards*:

- a) of the initial intention to prepare a particular standard;
- b) when the draft standard is made available for public comment.

Committee members are expected to consult through their organizations at all stages of standards development. Once the draft standard is available, comments are welcomed from any source and public debate may be stimulated outside the committee, e.g. through news coverage. Public comment helps to ensure that issues not fully considered or not given sufficient weight are reconsidered by the committee.

Within a committee, it is important that members can express their views freely in the process of reaching consensus by reconciling conflicting arguments. Transparency in the preparation of standards does not therefore extend to making committee proceedings accessible to the news media.

6.6 Rules for drafting and presentation

As a means of communication, standards need to be drafted with care and precision, often with contractual and sometimes with regulatory application in view.

The rules published by standards bodies include detailed instructions, such as those in BS 0-3, on the presentation and expression of technical requirements and recommendations. The rules for the common elements of international and European standards are identical, allowing international standards to be adopted as European standards with minimum adjustment and vice versa.

6.7 Copyright

Contributions made by committee members and others in the preparation of British Standards and related documents are accepted on condition that all rights of copyright in the materials and texts contributed are, in the public interest, fully vested in BSI who will be exclusively responsible for taking any necessary action to protect its copyright interests.

No part of a British Standard may be reproduced in any form without the prior written permission of BSI. This does not preclude the free use, in applying a standard, of necessary details such as symbols and size, type or grade designations.

7 Use of standards

7.1 Voluntary status of standards

Neither national standards bodies nor international or European standards organizations have the legal authority to make the use of their standards compulsory. Although a specification takes the form of requirements, a legally binding obligation to comply is only created if conformity to it:

- a) is claimed in the trade description of a product, process or service;
- b) becomes a contractual requirement;
- c) is made mandatory by law or regulation.

Unless specifically worded to the contrary, claims of conformity and contracts referring to particular standards invoke the edition of the standard that is effective as at the date of the claim or contract.

7.2 Trade descriptions

7.2.1 *Manufacturers' or suppliers' declarations of conformity*

A standard forms part of a trade description when cited by number or when compliance with it is claimed. Even if a standard does not specifically require marking with its number, manufacturers and others often mark their product with it or refer to it in associated documentation. Such marking or reference constitutes a unilateral claim that the product conforms to all the requirements of the standard cited. The person making the claim is legally responsible in the UK under the Trade Descriptions Act 1968 [4].

7.2.2 *Third party attestation of conformity*

To support their claims, manufacturers can apply to have their products independently tested, inspected or certified by a third party (a body independent of the supplier or purchaser) as conforming to the requirements of the specifications used. Several bodies provide third party certification in the UK.

It is an important principle of public policy that conformity to a standard may be declared without recourse to third party attestation (see 5.5.3).

7.3 Contracts

7.3.1 *Suitability of standards*

A specification can form part of a contract or an annex to it. The existence of relevant standards makes writing contract specifications easier.

Standards, or parts of standards, invoked in contracts become legally binding on the contracting parties. However, no British Standard can purport to include all the necessary provisions of a contract.

The usefulness of British Standards for contract specifications depends on how well their scope covers the needs of the contracting parties. Many British Standards contain options from which a choice has to be made when drafting a valid contract.

Some British Standards are deliberately drafted in advisory form, i.e. codes of practice, guides and recommendations. Simple reference to them in contracts may therefore be insufficient to convert their provisions into contractual requirements.

7.3.2 *Standards for public sector procurement contracts*

Standards can be particularly useful in the opening up of public sector procurement contracts. In such cases there is a need for standards to take account of such factors as:

- a) safeguarding existing levels of protection in key areas such as health, safety and the environment;
- b) permitting products already specified by public procurers to continue to be specified;
- c) allowing freedom for technological development where appropriate;
- d) enabling public bodies to obtain value for money;
- e) minimizing problems of compatibility with existing equipment.

7.3.3 *International and European procurement requirements*

International and European obligations reinforce the use of standards in public procurement contracts above certain financial thresholds. The WTO Agreement on Government Procurement [5] requires government procurement specifications, where appropriate, to be based on international standards. In Europe, the EC Procurement Directives govern public supplies, public services, public works and utilities contracts. These directives require contracting bodies to define their technical specifications by reference to national standards implementing European standards where these exist.

7.4 Reference to standards in regulations

7.4.1 *Principles*

Standards are referred to in regulations to avoid inclusion of detailed technical provisions in the body of the law and duplication of the task of writing technical criteria. Reference in this way does not mean delegation of responsibility. The regulatory authority is entitled to cancel a reference at any time and to replace it either by another reference or by insertion of the necessary technical provisions into the legislation itself.

Identification of a standard by its full identifier (including the year) is the usual practice in the UK.

7.4.2 *Exclusive and indicative reference*

Reference to standards in regulations either:

- a) makes the use of a standard mandatory. The standard, or part of it referred to, has to be followed exclusively, or a specific result in a standard test has to be achieved in order to comply with the statutory requirement, i.e. the text of the standard ceases to be voluntary in the context of the legal requirement; or
- b) indicates a standard as a means of compliance. Compliance with the standard is indicated as one way of fulfilling (e.g. “deemed to satisfy”) a regulatory requirement. Anyone choosing another route may be required to prove that the alternative solution complies with the regulation.

7.4.3 *Intergovernmental endorsement*

Intergovernmental bodies have for many years endorsed the value of international standards as the basis of regulations designed to overcome trade barriers. The implications of this regulatory interest have been formulated by ISO and IEC jointly in a code of principles on “reference to standards” reproduced as Annex D.

7.4.4 *European legislation: the New Approach*

Within the framework of the New Approach to technical harmonization and standards [6] adopted by the EC Council of Ministers in 1985, conformity to certain standards is recognized as creating an entitlement to free movement of goods throughout the European Union. The extent of the freedom varies according to the applicability of the particular directives.

These “harmonized standards” are referenced in the Official Journal of the European Communities. They do not, however, become mandatory, so that other means may also be used to demonstrate conformity (for the purposes of CE marking) to the “essential requirements” of the directives.

A₁ 8 New deliverables

In recent years standards bodies have been faced with the challenge of reacting more flexibly to market needs, most especially to respond to increasingly rapid product development and marketing cycles. This has led standards bodies to review their products and processes to establish their relevance to today’s market and has ultimately resulted in the development of other products, the “new deliverables”.

In many cases the formal standardization process with full consensus and transparency is still the main need and continues to be BSI’s central focus. However, it is apparent that some sectors of industry require a speedier process, and can accept a process involving a reduced degree of consensus. Evidence for this can be seen in the increase in number of standard-type documents prepared outside of the national, regional, international bodies, i.e. documents generally known as “consortia standards”.

At the international level, ISO and IEC have developed two new deliverables, the Technical Specification (TS) and the Publicly Available Specification (PAS). The former can be seen as representing the consensus within a technical committee, the latter the consensus at the working group level. See BS 0-2:1997, including Amendment 1:2002 and Amendment 2:2002, Clause 10.

Outside of the usual committee process, international and regional bodies have developed the “workshop” process whereby a particular sector of industry can standardize its own technical solutions. Output from these workshops are known as International Workshop Agreements (IWAs) within ISO, Industry Technical Agreements (ITAs) within IEC, and CEN Workshop Agreements (CWAs) within CEN.

In all these cases, it is possible for competing deliverables to exist and for the new deliverables, or, at least one of them in the case of competing deliverables, to become a full standard at a later date, after having been submitted to the full formal consensus process with exposure to public comment.

At the national level, Publicly Available Specifications (PASs), formerly Product Assessment Specifications, are issued to provide an interim document, frequently as a basis for a conformity assessment scheme, where there is a market need but where a full British Standard or a European Standard has yet to be published (see BS 0-2:1997 including Amendment 1:2002 and Amendment 2:2002, 10.3). The objective is to provide a practical document at a speed appropriate to the needs of the industry and its customers. Publicly Available Specifications are processed outside of the normal technical committee structure but nevertheless are subject to a consultative process that takes account of the views of concerned interests. **A₁**

Annex A (informative)

ISO, IEC, ITU Mission Statement (1994)

Standardization plays an important role in trade, commerce and technology transfer within and between all countries of the world. Voluntary consensus-based standards are developed by many organizations, at sub-national, national, regional and international levels. At international level, the voluntary standardization process is essentially operated and co-ordinated under the auspices of the International Electrotechnical Commission (IEC), the International Organization for Standardization (ISO), and the International Telecommunication Union (ITU).

These three are international apex organizations for an extensive infrastructure which has its foundations at national level and extends into regional activities whenever appropriate. This worldwide system is linked together via collaboration agreements between ISO, IEC and ITU at international level; by similar agreements between standardization organizations in certain regions; and, at the base, through an extensive array of cooperation arrangements between the national members of the three apex organizations.

For historical and practical reasons international standardization work is partitioned into three broad categories: telecommunications and radio communications technologies covered by ITU; electrical and electronic engineering technologies covered by IEC; all other technology sectors covered by ISO. For the information technologies field, which overlaps significant segments of interest for each organization, ISO and IEC have established a joint technical committee (JTC 1) for which common and co-ordinated working procedures have been established with the Telecommunication Standardization Sector of the ITU (ITU-T).

Within the framework of these collaborative undertakings, the three organizations pursue common mission elements to advance the development of voluntary consensus-based standardization in world markets for the purpose, inter alia, of enhancing:

- product quality and reliability at competitive price;
- user safety, environmental protection and reduction of waste;
- compatibility and interoperability of goods and services;
- simplification for improved usability;
- optimization of model variety and extension of production series;
- distribution efficiency and ease of maintenance;
- reduction in costs to end-users.

Together, ISO, IEC and ITU endeavour to support standardization mechanisms which are flexible and responsive to the views of all market participants, rapidly adaptable to emerging technologies, and capable of producing documents directly applicable to trade and commerce at national, regional and worldwide level.

Annex B (informative)**Short guide to international and European organizations concerned with standardization**

NOTE The initials and titles given are those used in English speaking countries. The list is not exhaustive and does not include the many professional, trading and manufacturing associations that may be involved to various degrees in international standardization. An extensive list of such organizations, with their acronyms, is given in the publication *ISO Liaisons*.

B.1 Standards organizations**ISO****International Organization for Standardization**

Founded in 1947. Comprises national standards bodies of more than 100 countries. Over 184 technical committees, 616 subcommittees and approximately 1 900 working groups. More than 10 000 standards published to date.

ISO also provides the secretariat of the International Federation for the Application of Standards (IFAN), comprising official standards user bodies recognized by their national standards bodies.

IEC**International Electrotechnical Commission**

Founded in 1906. Comprises national electrotechnical committees of over 50 countries. One hundred technical committees and 109 subcommittees. More than 3 200 standards published to date.

CISPR International Special Committee on Radio Interference
IECQ IEC Quality Assessment System for Electronic Components

CEN**European Committee for Standardization**

Founded in 1961 and based in Brussels. Comprises national standards bodies of EU and EFTA countries (excluding Liechtenstein), Malta and the Czech Republic. About 245 active technical committees. The national standards bodies in 13 Central and Eastern European countries are CEN Affiliates with the objective of future membership in full. National standards bodies in countries outside Europe can apply to be recognized as CEN Corresponding Organizations (although recognition does not confer the right to attend CEN committees). Pan-European organizations can be considered for membership of the organization as Associates.

ECISS European Committee for Iron and Steel Standardization

Steered by Coordinating Commission, COCOR. Has operated within the legal framework of CEN since 1986. Responsible for work on European standards for iron and steel (formerly "Euronorms"). About 25 technical committees.

CENELEC**European Committee for Electrotechnical Standardization**

Electrotechnical counterpart of CEN. Founded in 1973 from union of CENEL and CENELCOM. Comprises national electrotechnical committees of EU and EFTA countries (excluding Liechtenstein). About 80 technical committees. The national standards bodies in 15 Central and Eastern European countries are CENELEC Affiliates.

CECC CENELEC Electronic Components Committee

ETSI**European Telecommunications Standards Institute**

Founded in 1988 at the initiative of the European Conference of Postal and Telecommunications Administration (CEPT). More than 350 members, from 30 countries. National standards organizations, including BSI in the UK, have a consensus-building role. About 13 technical committees and 54 subcommittees. More than 800 standards published to date.

B.2 UN (United Nations) agencies

CODEX

Codex Alimentarius Commission

Created to implement the joint food standards programme of two other UN agencies: the Food and Agriculture Organization and the World Health Organization.

ECE

Economic Commission for Europe

Facilitates economic reconstruction in Europe. Makes or sponsors studies of economic and technological problems and of developments within European countries, as well as disseminating information. Has an extensive range of working parties and groups on specific issues, including standardization.

ITU

International Telecommunication Union

CCIR International Radio Consultative Committee

CCITT International Telegraph and Telephone Consultative Committee

WTO

World Trade Organization

Established in 1995 to supersede GATT (General Agreement on Tariffs and Trade) as the major organization dedicated to overseeing international trade. The WTO enforces GATT rules, applying the principles of non-discrimination between trading partners and equal treatment for imports and domestic goods in internal markets. WTO rules also cover trade in services, investment and intellectual property. Membership of WTO is automatic for all of the 128 former GATT members on acceptance of the December 1994 agreements (the conclusion of the so-called Uruguay Round).

B.3 European Community and associated bodies

European Union (EU)

Embodied by the Treaty of Maastricht (1992), and incorporating the three European Communities (EC):

EEC European Economic Community (Treaty of Rome, 1957)

ECSC European Coal and Steel Community (Treaty of Paris, 1951)

EURATOM European Atomic Energy Community (Treaty of Rome, 1957)

The Single European Act (1986) provided the legislative basis to allow the Member States to pursue the aim of a free internal market, commonly known as the Single Market, from 1 January 1993 (see also European Economic Area).

The 15 EU Member States are Austria, Belgium, Denmark, Finland, France, Germany, Greece, Ireland, Italy, Luxembourg, Netherlands, Portugal, Spain, Sweden and the United Kingdom.

The EU is managed by Community institutions:

The Council of the European Union

The Council is the main decision making body, responsible for ensuring that the objectives set out in the Treaties are attained. It is composed of a representative from each Member State at ministerial level authorized to commit the national government. The actual representative varies depending on the topic under discussion. The Council adopts legislation on the basis of proposals from the European Commission. Its Presidency is held for 6 months in turn by each Member State. The Council is assisted by the Committee of Permanent Representatives (COREPER).

The European Commission

The European Commission comprises 20 Commissioners appointed by the Member States, but divested of national interests, endorsed by the European Parliament. The Commission is first and foremost the guardian of the Treaties. It can initiate infringement proceedings against Member States and refer matters to the Court of Justice. It has the sole right of initiative in the field of European legislation, principally through directives (requiring transposition into national law by all Member States), regulations (requiring no national transposition) and decisions (binding on one or more Member States).

The European Parliament

The European Parliament comprises 626 members elected for 5 years. The Parliament is empowered to adopt in concert with the Council (the co-decision procedure) Acts covering numerous fields including the internal market. With the Council, it adopts the EU budget. It approves the appointment of the Commission and its President and is consulted by the Commission on initiatives related to common foreign and security policy and the field of justice.

Other institutions are the European Court of Justice, European Court of Auditors, Economic and Social Committee, Committee of the Regions, European Investment Bank and European Monetary Institute.

European Free Trade Association (EFTA)

Founded in 1960, its present membership comprises Iceland, Liechtenstein, Norway and Switzerland. Governed by a Council, the decisions of which are binding on members. Chairmanship of the Council rotates every 6 months.

European Economic Area (EEA)

Entered into force on 1 January 1994. Encompasses all EU and EFTA member countries with the exception of Switzerland. The EEA is an internal market establishing the free movement of goods, services, capital and labour.

B.4 Measurements organizations

CGPM

General Conference on Weights and Measures

Membership drawn from those 41 nations which are signatories to the Metre Convention. Meets at approximately 4-year intervals. The International Committee on Weights and Measures (CIPM) is responsible for implementing decisions and preparing for each Conference. The International Bureau for Weights and Measures (BIPM), a metrological laboratory under the responsibility of the CIPM, can arrange for the measurement standards of any country to be compared with internationally agreed standards.

OIML

International Organization of Legal Metrology

Founded in 1955 to resolve the technical and administrative problems of legal metrology, to establish draft laws and regulations for measuring instruments and their use and to facilitate cooperation between states in this field. Comprises 54 member states.

A2 Annex C (informative)**Memorandum of Understanding between the United Kingdom Government and the British Standards Institution in respect of its activities as the United Kingdom's national standards body**

On 20 June 2002 the United Kingdom Government and BSI signed a new Memorandum of Understanding in respect of BSI's activities as the UK's national standards body. The memorandum provides continued recognition of BSI as the national standards body and the framework for BSI's and the UK Government's working relationship. It represents a significant step forward in identifying both parties' intentions for the future and importantly clarifies the practicalities of BSI's future activities and the freedom of operations needed for the modern standards world.

The revised MOU is available from BSI's website (www.bsi-global.com). 

Annex D (informative)

ISO/IEC code of principles on “reference to standards”

The advantages of the principle of “reference to standards” in legislation and regulations are by now well-known among governmental agencies; for example, a document drawn up by a group of experts of the UN Economic Commission for Europe in May 1973, makes clear that if technical requirements are expressed in standards:

- a) the legislative work is simplified and accelerated;
- b) the elimination of barriers to trade is facilitated;
- c) the results of the work of international standards organizations can be more easily taken into account;
- d) technical regulations can be changed more easily to take account of technological advance;
- e) technical requirements are better observed as technical staff are more accustomed to using standards in their daily work than laws;
- f) all technical regulations could be arranged within one unified, systematic collection, if the method is applied consistently;
- g) the implementation of national technical regulations is better secured and discordances between the national standards of different countries are avoided if all interested parties participate in the preparation of the standards.

The standards-making procedures of ISO and IEC and their members are at the disposal of intergovernmental organizations and national governmental agencies wishing to use the principle of reference to standards. With a view to guiding the work of ISO and IEC and their members towards standards which can be referenced in legislation or regulations the ISO and IEC Councils have adopted principles 1 to 5 below.

1. ISO and IEC will give special attention to work requested by intergovernmental organizations which plan to recommend enactment of national legislation or regulations making reference to standards. Target dates for the completion of such work will be established on request. Similar principles will be observed by members of ISO and IEC in relations with national governmental authorities.
2. The national committees and their delegations engaged in the relevant standardization work should be fully representative of the views of all interested parties: government, public authorities, producers, distributors, users, etc.
3. With a view to ensuring wide-spread governmental acceptance of ISO or IEC standards for reference in conjunction with legislation and regulations, ISO and IEC technical committees will pay special attention to preparing international standards which have the widest possible geographical support.
4. ISO and IEC members shall contribute to the implementation of the relevant international standard, as soon as and as far as possible, either by endeavouring to ensure the closest possible conformity of the respective national standard with the international standard, or by conferring the appropriate status to the latter directly, within their own territory. If deviations from the international standard are necessary these should be indicated in the national standard, at the time of its next revision.
5. If a regional intergovernmental authority should call upon a regional standards organization for the preparation of standards to which national governments refer in conjunction with regulations, the ISO and IEC members belonging to that regional organization shall ensure that relevant ISO and IEC standards are taken into consideration in the development of a regional standard, preferably, wherever possible, by direct adoption of the ISO or IEC standard as a regional standard.

Successful application of the principle of “reference to standards” requires close collaboration between government and standards bodies, and the ISO and IEC Councils have therefore also drawn up principles 6 to 10 below, setting out certain desiderata for such collaboration. ISO and IEC members are requested to draw these to the attention of their respective governmental authorities, inviting acceptance of them.

6. When national authorities for intergovernmental organizations wishing to refer to international standards in their regulatory work put requests to ISO and IEC or through member bodies for such standards, understanding should be sought from the beginning on the scope of the standardization work requested.

7. In such cases the interested national authorities or intergovernmental organizations should consider agreeing that during a certain period they would abstain from regulatory action which could hamper the work of developing the standard.

8. The interested national authorities should be willing to offer appropriate assistance in the standardization work thus undertaken; their experts are invited to participate in the work together with the other delegates and should be willing to envisage any appropriate modifications of their national legislation or regulations in the field in question.

9. Wherever international standards exist, national authorities and intergovernmental organizations should refer thereto in their regulatory texts either directly or through harmonized national standards.

10. National and international standards are revised in the light of experience and technical progress. When choosing among the various techniques of reference to standards it is desirable that governmental authorities adopt a technique which will take advantage of these revisions with the least delay.

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