



1906-2006

The electric century



IEC GENERAL INFORMATION

Procedures and Organisation





Working Group (WG)

WG is established by SC 17A or SC 17C

it has: limited task
 limited time

will be disbanded when the task is finished

WG work on new projects, Maintenance Teams (MT) revise existing documents

The work of the WG (or MT) may be split to Task Forces (TF)

TFs have: members from the WG

TFs are: informative (decisions made by the WG or MT)



Members of WG

The members of the WG are

- ▶ nominated by National Committees of IEC
- ▶ experts on personal basis
- ▶ reflect the national position
- ▶ liaison to related TCs or SCs
- ▶ led by a convenor
- ▶ may appoint a secretary for the working group
- ▶ the convenor is appointed by TC or SC

The members need to have knowledge of the procedures in IEC.



Role of Working Group Experts

- ▶ A working group comprises a number of individually appointed experts brought together to deal with the specific task allocated to the working group. **The experts act in a personal capacity and not as the official representative of the organization** by which they were appointed.
- ▶ However, it is recommended that they keep close contact with their organization (National Committee or other International Organization in liaison) in order to inform them about the progress of the work.



Convenor

The convenor of the Working Group

- ▶ leads the meetings
- ▶ invites for the meetings
- ▶ defines the meeting working language
- ▶ distributes the documents
- ▶ reports to the secretary of the TC or SC



Responsibility of WGs

The WGs have the following responsibilities:

- ▶ to write the document in consensus
- ▶ to meet time schedules and procedures
- ▶ inform the secretariat of SC 17C of problems
- ▶ evaluate and treat comments when appointed by the secretary of SC 17C



Documents

International Standards (IS)

From IEC approved standards which may be taken into regional (CENELEC) or national standards.

Technical Specification (TS)

IEC document with an perspective of an IS in the near future, but today has

- ▶ not enough support by the member countries
- ▶ not good enough in content to reach consensus
- ▶ still under technical development

Public Available Specification (PAS)

- ▶ IEC document of informal basis to inform IEC National Committees about an upcoming standardisation
- ▶ Needs approval of a market dominant industry



Steps to the International Standards (IS) in IEC

- ▶ Drafts (WD) are written in the WG.
- ▶ When consensus is reached a document (CD1) will be sent through the secretary to IEC P-member countries for comments. Time for IEC P-members for comments: 3 months.
- ▶ Comments of IEC P-member countries to be worked into the draft document.
- ▶ Second draft document (CD2) for comments, if needed. Time for comments: 3 months.
- ▶ Final text (CDV) for voting through IEC P-member countries. Voting time: 5 months.



Approval of an International Standard

- ▶ Voting on the document (CDV) of IEC P-member countries. Voting time: 5 months.
- ▶ Single majority of votes of P-members needed.
- ▶ Last possibility for P-member countries to comment.
- ▶ Final voting on document (FDIS), 2/3 majority needed.
- ▶ Bilingual (if wished by France) publication in 2 languages.



Steps to Technical Specifications (TS) in IEC

- ▶ Drafts (WD) are written in the WG.
- ▶ When consensus is reached a document (CD1) will be sent through the secretary to IEC P-member countries for comments. Time for IEC P-members for comments: 3 months.
- ▶ Comments of IEC P-member countries to be worked into the draft document.
- ▶ Second draft document (CD2) for comments, if needed. Time for comments: 3 months.



Approval of a Technical Specification

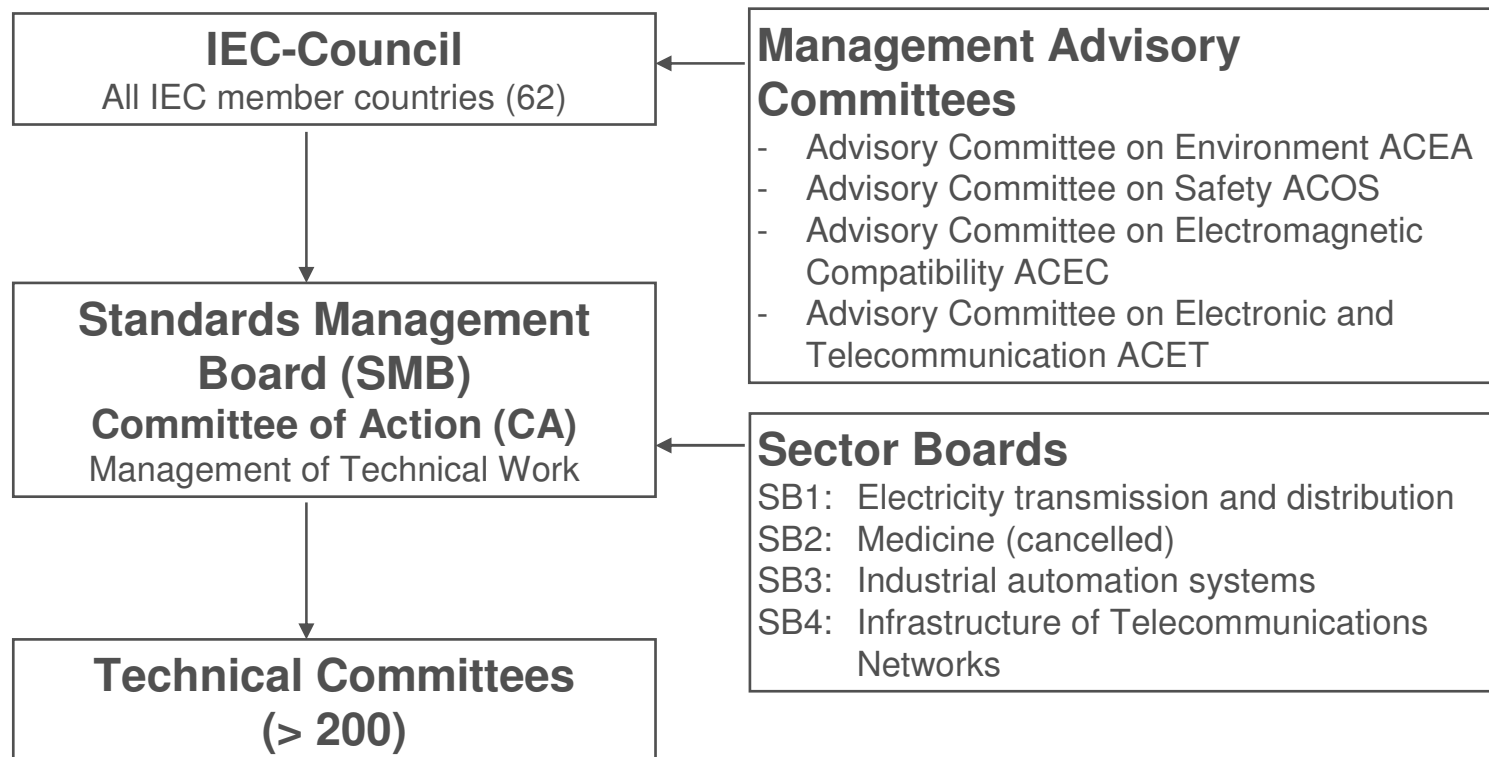
- ▶ Final text (DTS) for voting through IEC P-member countries. Voting time: 3 months.
- ▶ Final voting on document (DTS), 2/3 majority needed.
- ▶ Bilingual (if wished by France) publication in 2 languages.



Public Available Specification (PAS)

- ▶ Dual-logo, when useful
- ▶ External document development: A or D liaison
- ▶ Distribution of the document with the New Work Item Proposal (NWIP) form.
Voting time: 3 months
- ▶ Working Group Document (WD)
- ▶ Comments and voting from P-member countries.
Voting time: 3 months
- ▶ Simple majority required.

IEC General Organization





TC 17 Organization

