REPORT OF THE SESSION */
held in Geneva from 9 September to 12 September 2002

Addendum 3

Annex 3

**Adopted Procedure of Cooperation with the European Committee for Standardization (CEN) to ensure conformity of EN standards with RID/ADR/ADN safety requirements for the purpose of incorporation by reference**

**Procedure**

**Standards Development**

**Step 1**

CEN will develop standards according to the CEN/CENELEC rules. The CEN consultant will advise the Joint Meeting of work in progress in CEN which will result in standards intended to be referenced in the RID/ADR/ADN. The delegations to the Joint Meeting from countries which are CEN members can contribute technical comments to their National Standardization Bodies during the CEN (6 months) enquiry period.

*/ This text will be circulated by the Central Office for International Carriage by Rail (OCTI) under the symbol OCTI/RID/GT-III/2002-B/Add.1.
Step 2

Draft standards ready for the Enquiry stage will be circulated by e-mail to the members of the Standards Working Group of the Joint Meeting. The members of the Standards Working Group will comment on the compliance of the standard with the RID/ADR and these comments will be sent to the CEN consultant to be added to his assessment of the standard. This consolidated assessment will be sent to the Standards Working Group and its Chairman will present it to the Joint Meeting for approval.

Step 3

As soon as the standard is ready for the Formal Vote a copy will be e-mailed to each delegation to the Joint Meeting. It will be accompanied by the CEN consultant’s pre-assessment which shows how the Joint Meeting comments have been taken into account.

Comments on the standard’s compliance with the RID/ADR/ADN should be sent to the CEN consultant who will incorporate valid comments into the final assessment. Negative comments received within one month will block the Formal Vote process. Comments received after one month has elapsed will not delay publication but any consequential changes in the standard will be processed by initiating a revision.

Step 4

The Joint Meeting will take the decision to refer to CEN standards based on delegates’ study of the Formal Vote text and taking into consideration the recommendations of the CEN Consultant and the Chairman of the Joint Meeting Standards Working Group.

Terms of Reference of the Joint Meeting Standards Working Group

The Working Group is restricted to commenting on whether the standard complies with the requirements of the RID/ADR/ADN. Technical comments are to be processed via National Standards Bodies.

- The Joint Meeting will request participants to nominate their experts, to assign them to the working group and nominate a Chairman;
- The CEN consultant will collaborate with the working group;
- Meetings of the working group on standards will be held at the same time as the Joint Meeting, but outside its working hours. Working group sessions will begin on the first Monday of the meeting and will conclude not later than the Wednesday. The Chairman may, exceptionally, call meetings at other times;
- The Chairman will report to the plenary on the evaluation of the standards’ conformity with existing regulations;
• The Joint Meeting will include on its agenda an item under which the Chairman of the working group will report to the Joint Meeting.

The procedure is shown in the attached chart.

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Process flow-chart for the adoption of EN Standards in RID/ADR (rev3 Sep 2002)

Step 1: New Work Item Process
- CEN process for drafting standards
- Update list of Stds for ADR/RID
- INF:DOC sent to Joint Meeting
- for info of WG STDs

Step 2: CEN Enquiry Process on final draft
- Draft STD for Public Enquiry
- Update list of Stds for ADR/RID
- INF:DOC sent to Joint Meeting
- for comments of members of WG STDs

Step 3: Comments Resolution Meetings
- Preparation of text for Formal Vote
- Pre-assessment at formal vote
- Pre-assessment
- for info/comments of Delegations

Step 4: Formal Vote Process
- Text for Formal Vote
- Final assessment at formal vote
- Submission of Std to Joint Meeting
- for info of WG STDs

Step 4: Preparation of final text
- RATIFICATION
- Proposal to refer to Std
- Reference approved/rejected by Joint Meeting

National Standardisation Bodies (NSB)
- Participation or Comments from Transport Authorities to NSB
- Comments from Transport Authorities and Industry to NSB