

REGULATION 1025/2012 for SESKO, CENELEC FORM

Art 4 - Transparency

Q.1 How many requests for draft national standards have you received from an NSB/NC, ESO or EC/EFTA and provided? *

	Requested	Provided
NSB/NC	0	0
ESO	0	0
EC/EFTA	0	0

add explanation here (if relevant)

Q.1.1 - On how many of the drafts provided have you received comments from the originator and responded within 3 months? *

	Comments received	Answered within 3 months
NSB/NC	0	0
ESO	0	0
EC/EFTA	0	0

If *not answered within 3 months*, please give explanation/further details:
add explanation here

Q.1.1.1 - On how many drafts did you receive a comment indicating that they would have a negative impact on the internal market? *

Number of drafts with potential negative impact 0

If **Not 0**, provide explanation (including originator of comment, identifier of draft standard, if ESO and or EC was consulted before publication or other related actions):
add explanation here

Art 4 - Transparency

Q.2 - How do you ensure access to draft national standards in such a way that all relevant

parties, in particular those established in other Member States, have the opportunity to submit comments:

Q.2.1 - Do you have an online public commenting platform?

Yes

No

Planned

If **Yes**, provide URL:

If **Planned**, provide *Month - Year*:

Q.2.2 - If not, how do you ensure the required access to draft national standards to all relevant parties?

Public list of monthly open drafts is published on our web-site and also sent to our members.

Q.3 - In how many technical activities has another NSB/NC passively or actively, by sending an observer, been involved during the development process (e.g. during the initial drafting, in comments resolution meetings, etc.)? *

NSB/NC passively involved 0

NSB/NC actively involved 0

If **Not 0** please provide further details

add explanation here

Art 24 1(b) – Representation of SMEs, consumer organisations and environmental and social stakeholders in national standardization bodies

SMEs

Participation at policy level

Q.4 - Is representation foreseen, and were SMEs represented (either individually or through an association), at policy level (i.e. non-technical bodies) within your organisation:

Foreseen Encouraged* Represented in 2013

SMEs	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes
	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No

Further clarifications/explanations (optional):

add explanation here

Participation at technical level

Q.5 - In how many national technical committees (including national mirror committees), where such participation is considered as relevant, are the interests of SMEs represented: *

Total # of national technical committees 76

	# of national technical committees for which representation is considered relevant	# of national technical committees where interests are represented
SMEs	50	35

Specify the means by which the above figures were developed:

Estimation

Measure (e.g. database)

Other:

add explanation here

Further clarifications/explanations (optional):

add explanation here

Art 24 1(b) – Representation of SMEs, consumer organisations and environmental and social stakeholders in national standardization bodies

Consumer organisations and environmental and social stakeholders Participation at policy level

Q.6 - Is representation foreseen, and were the following stakeholder groups represented, at policy level (i.e. non-technical bodies) within your organisation:

Foreseen Encouraged* Represented in 2013

Consumer Organisations	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Environmental Stakeholders	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Social Stakeholders	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Further clarifications/explanations (optional):

add explanation here

Participation at technical level

Q.7 - In how many national technical committees (including national mirror committees), where such participation is considered as relevant, are the interests below represented: *

# of national technical committees for which	# of national technical committees where interests are
--	--

	representation is considered relevant	represented
Consumer Organisations	5	2
Environmental Stakeholders	3	1
Social Stakeholders	3	3


Specify the means by which the above figures were developed:

Estimation

Measure (e.g. database)

Other:

add explanation here

Further clarifications/explanations (optional  e.g. relevance of participation, specific activities to encourage representation):

add explanation here

Art 24 (d) – Use of ICT in the standardization system

Q.8 - Does your national IT infrastructure include :

a) A data management system for work programme information to support high volume of data storage and compatible exchange with CEN and/or CENELEC

Yes

No

Planned

If **Planned**, provide Month - Year:

Local

Hosted by 3th party Hosted at IEC

Other:

add explanation here

b) Database/directory for managing experts participating in your national technical bodies

Yes

No

Planned

If **Planned**, provide Month - Year:

Local

Hosted by 3th party Hosted at IEC

Other:

add explanation here

c) A document management system to support high volumes of documents storage and compatible exchange with CEN and/or CENELEC

Yes

No

Planned

If **Planned**, provide Month - Year:

Local

Hosted by 3th party Hosted at IEC

Other:

add explanation here

d) A Web site

Yes

No

Planned

If **Planned**, provide Month - Year:

add additional explanation here if needed

Q.9 - Do you provide tools to support standards drafting?

Yes

No

Planned

If **Planned**, provide Month - Year:

National template

IEC template

Wiki

Virtual meeting facilities

Other:

add explanation here

Art 24 (d) – Use of ICT in the standardization system

Q.10 - How do you make working documents available to all Members participating in national technical bodies?

Via a web-platform (collaboration tool) Planned *month-year* Dec 2014

Via e-mail Planned *month-year*

Other:
add explanation here

Q.11 - Do you provide facilities to organise polls or votes at national technical body level?

- Yes
 No
 Planned

If **Planned**, provide Month - Year:

Q.12 - How do you make your public enquiry documents available?

- On-line public commenting platform Planned *month-year*
 Protected web platform Planned *month-year*
 Via e-mail Planned *month-year*
 Other:
add explanation here

Art 24 (d) – Use of ICT in the standardization system

Q.13 - If you have a public commenting system, do you provide facilities to submit comments at various stages?

- New Work Item proposals Planned *month-year*
 Drafts under enquiry Planned *month-year*
 Published standards (e.g. for review) Planned *month-year*
 Other:
add explanation here

Q.14 - Do you use IT tools for the handling of comments?

- Yes
 No
 Planned

If **Planned**, provide Month - Year:

Q.15 - Which electronic media is used to make your published standards available?

- Web store Planned *month-year*
 Web site (free) Planned *month-year*
 E-mail on request
 Other:
add explanation here

SECTION 1: MEASURES TO ENCOURAGE AND FACILITATE SMES' ACCESS TO STANDARDS AND STANDARDIZATION

The first 6 questions in this section are the examples taken from Regulation 1025/2012, rather than required actions, that can demonstrate how CEN and CENELEC members are looking to facilitate SMEs' access to standards and standardization.

Question 7 enables CEN and CENELEC members to give other examples of the activities they undertake to assist SMEs.

Q.1 - Do you identify standardization projects which are of particular interest to SMEs?

Yes

No

Planned

If **Planned**, provide *Month - Year*:

If **Yes**, how are standardization projects which are of particular interests for SMEs indicated?

Indication in our annual work programme

Indication through our website

Through dedicated mailings

Other:

add explanation here

Add additional comments here :

Q.2 - Do you give access to standardization activities without obliging SMEs to become a member of your national standardization body?

Yes

No

Planned

If **Planned**, provide *Month - Year*:

If **Yes**, please indicate how you have done so

Direct participation in the national technical committees

SME helpdesk

Online support

Consultation of texts of standards

Commenting on drafts

Other:

add explanation here

Add additional comments here :

SECTION 1: MEASURES TO ENCOURAGE AND FACILITATE SMES' ACCESS TO STANDARDS AND STANDARDIZATION

Q.3 - Do you provide free access or special rates to participate in standardization activities?

Yes

No

Planned

If **Planned**, provide *Month - Year*:

If **Yes**, please indicate how you have done so

SMEs have free access to all standardization activities

SMEs get special rates for

Participating in national technical committees

Attending workshops

Attending training sessions

Purchasing brochures, leaflets

Use logistics (meeting rooms, promotional material, ...)

Discount prices to members/subscribers (EN Standards)

Other:

add explanation here

In Finland all stakeholders have equal rights and rules to participate in standardization activities
Add additional comments here :

Q.4 - Do you provide free access to draft standards?

Yes

No

Planned

If **Planned**, provide *Month - Year*:

If **Yes**, please indicate how you have done so

Draft standards can be consulted at our premises (e.g. library)

We provide online access (e.g. Enquiry portal)

Other:

add explanation here

Public enquiry drafts are available on request.

Add additional comments here :

SECTION 1: MEASURES TO ENCOURAGE AND FACILITATE SMES' ACCESS TO STANDARDS AND STANDARDIZATION

Q.5 - Do you make abstracts/scopes of standards available free of charge?

Yes

No

Planned

If **Planned**, provide *Month - Year*:

If **Yes**, please indicate how you have done so

Via our website

Via link to CEN and CENELEC website

Upon request via e-mail

Other:

add explanation here

Add additional comments here :

Q.6 - Do you apply special rates to SMEs for the provision of standards or providing bundles of standards at a reduced price?

Yes

No

Planned

If **Planned**, provide Month - Year:

If **Yes**, please indicate how you have done so

Special rates are granted for the provision of all standards to SMEs

Special rates are granted for bundles of standards to SMEs

Add additional comments here :

Q.7 - What other measures have you taken to encourage and facilitate the access of SMEs to standards and the standards development process?

SECTION 2: CEN and CENELEC MEMBER'S EXCHANGE OF BEST PRACTICES

Q.8 - Do you participate in CCMC's SME working group [or any follow-up group]?

Yes

No

Planned

If **Planned**, provide Month - Year:

Add additional comments here :

Q.9 - Do you participate in CCMC's Task Force on eCommenting [or any follow-up group]?

Yes

No

Planned

If **Planned**, provide Month - Year:

Add additional comments here :

Q.10 - Do you have other measures for exchange of best practices with other CEN and CENELEC members?

Q.11 - Please provide the link to the report on your SME related activities on your website

<http://www.sesko.fi/portal/fi/ajankohtaista/uutiset?bid=534>