

# 5. FAST TRACK STANDARDS: CEN-CENELEC WORKSHOP AGREEMENTS (CWAS)

by Henar Araguzo Rivera



# AGENDA

1. upPE-T project overview
2. Standardization in EU H2020 projects
3. CWA development process
4. Conclusions

# AGENDA

1. **upPE-T project overview**
2. Standardization in EU H2020 projects
3. CWA development process
4. Conclusions

# 1. upPE-T project overview



upPE-T

Upcycling of PE & PET wastes

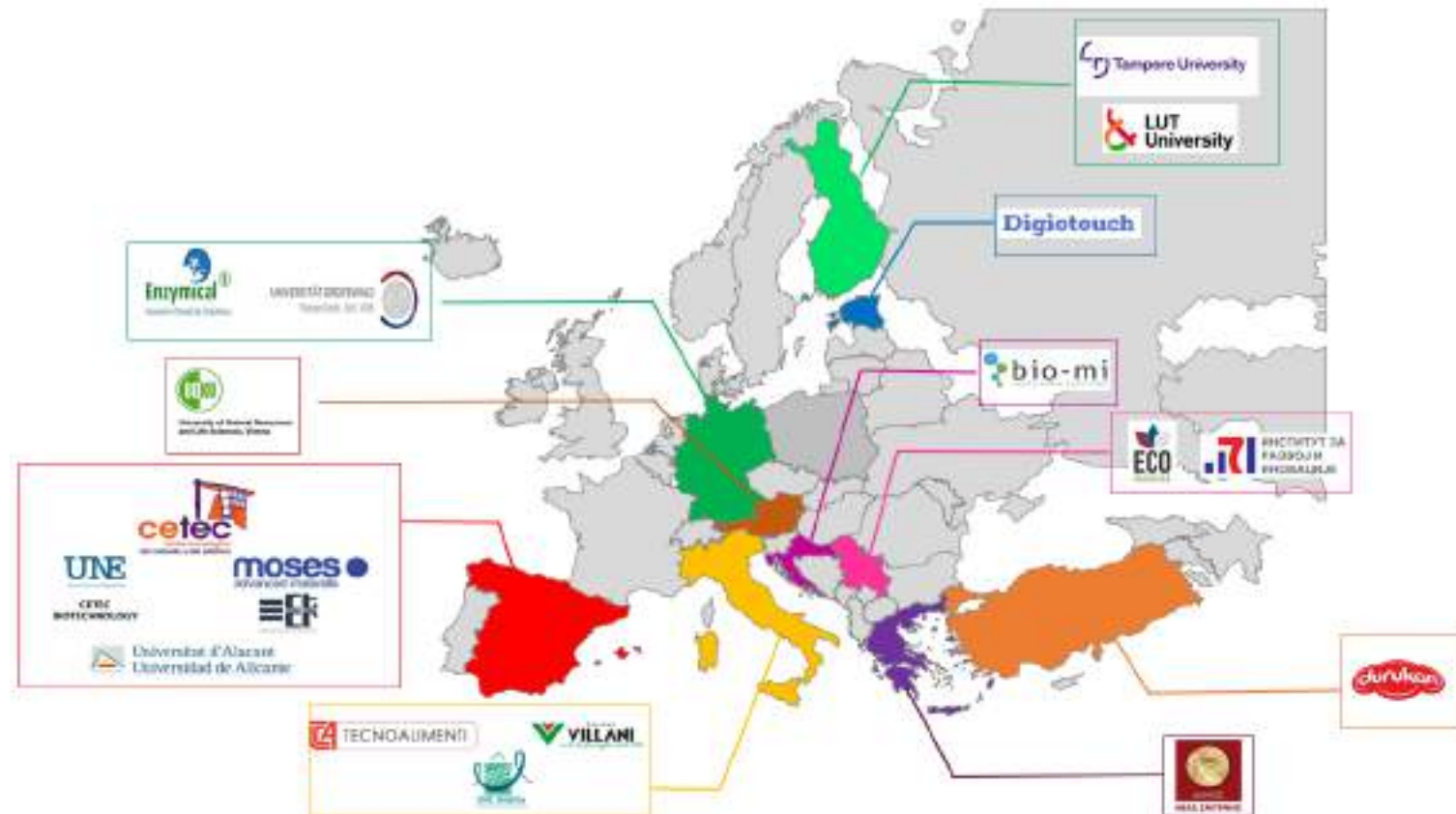
to generate biodegradable bioplastics

for food and drink packaging

# 1. upPE-T project overview

## Project information

- **Grant agreement ID:** 953214
- **Funded under:** H2020-EU.2.1.4
- **Status:** Ongoing project
  - Start date: 1 November 2020
  - End date: 31 October 2024
- **Overall budget:** 7,8 M€
- **Coordinated by:**  
ASOCIACIÓN EMPRESARIAL DE INVESTIGACIÓN CENTRO TECNOLÓGICO DEL CALZADO Y DEL PLÁSTICO DE LA REGIÓN DE MURCIA



# 1. upPE-T project overview

## Challenges

The sustainable management of plastic waste has become a **very challenging problem** for global society:



- **Plastic packaging makes up nearly 60% of the total plastic waste in Europe.**
- **Polyethylene (PE) and Polyethylene terephthalate (PET) lead plastic use in food and drink packaging (43% PE and 19% PET).**

# 1. upPE-T project overview

## Objectives

### How will upPE-T contribute?



- ✓ **Upcycle up to 60% of food and drink packaging plastic waste by 2030**
- ✓ **Development of a viable roadmap** to ensure that 60% of the above packaging will be produced from renewable sources by 2030.
- ✓ **Increase of awareness among EU citizens** of products and materials upcycling capacity, bringing positive environmental benefits by decreasing 85.6% CO<sub>2</sub> compared to conventional plastics production
- ✓ **Contribution to European and international standards and certification schemes.**

upPE-T will be an important part of the actions for compliance with the European Strategy for Plastics in a **Circular Economy**

# AGENDA

1. upPE-T project overview
2. **Standardization in EU H2020 projects**
3. CWA development process
4. Conclusions



## 2. Standardization in EU H2020 projects

### WHAT?

#### Standardization is...

- creation of **voluntary specifications**
- voluntary but **highly and widely recognized**
- **consensus-based** contribution of all interested parties
- in the **framework of standardization organizations.**



#### The standardization study covers:

- The **European standardization** developed by CEN & CENELEC, and
- The **international standardization** developed by ISO & IEC.

## 2. Standardization in EU H2020 projects

### WHY?

- To use the standardization system as a **tool for dissemination** of the project results and interaction with the market stakeholders.
- To facilitate the **acceptance and utilization by the market** of the developed solutions.

### What does contribution to standardization mean?



**Influence** standards with the outcomes of the project.

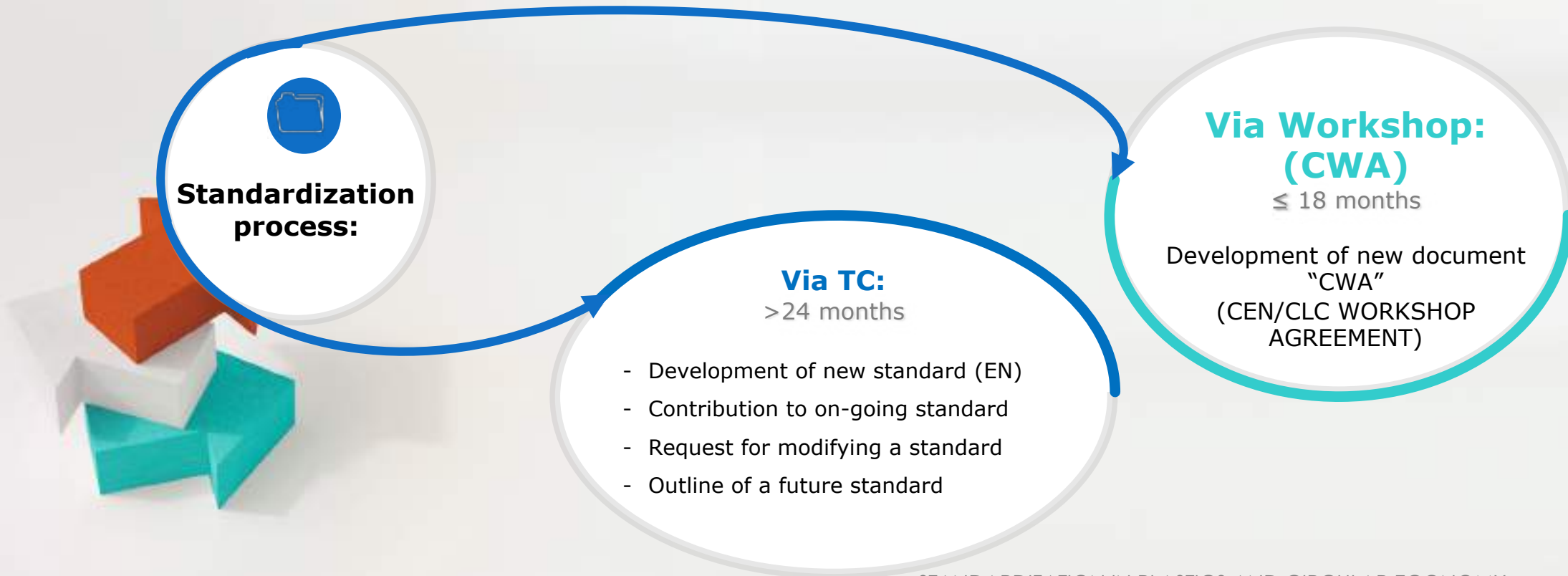


**Transfer** selected results of the project to standards.

# 2. Standardization in EU H2020 projects

HOW?

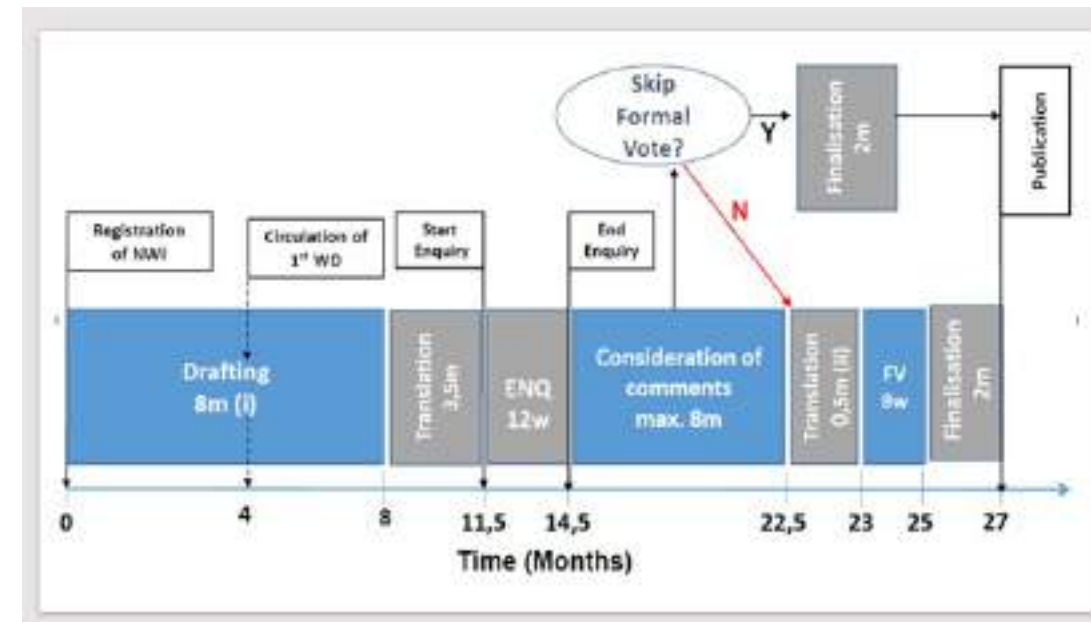
2 paths to introduce project results in standards:



## 2. Standardization in EU H2020 projects

Via TC: **EN**

- **Full consensus** of all the member countries.
- Usually requires **3 years** for its elaboration.
- Revised every **5 years**
- In Europe its adoption at the national level is **mandatory**



## 2. Standardization in EU H2020 projects

### Via Workshop: CWA

- **Consensus limited** to all the organizations involved in the process
- Its elaboration can be reduced to **12-18 months**
- To be **reviewed at 3 years\***
- Its adoption at the national level is **voluntary**

\***After the first 3 years**, participants are asked to make a choice to:

- reconfirm
- revise
- upgrade into a standard/ technical specification
- withdraw

Project Plan	Kick-off Meeting	Drafting & adoption of CWA	Publication of CWA
TIMEFRAME: 12 - 18 MONTHS 			
<b>Describing</b> - Scope - Objectives - Schedule - Deliverables	<b>Confirming</b> - Project Plan - Rules of the Workshop - Financing - Chairperson - Secretariat	<b>Consensus Process</b> - Workshop <u>registered</u> participants - Open Commenting phase (60 days)	<b>Announced</b>  by CEN or CENELEC National Members

**Max 6 years!**

## 2. Standardization in EU H2020 projects

### European standard (EN) vs. CWA

	Via TC (EN standard)	Via Workshop (CWA)
<b>Consensus required:</b>	Full (CEN/CENELEC National Members)	Limited (registered participants)
<b>Timeframe:</b>	3 years	12-18 months
<b>Lifetime:</b>	Every 5 years	At 3 years* (max 6 years)
<b>Application:</b>	Mandatory adoption at national level in Europe	Voluntary application

# AGENDA

1. upPE-T project overview
2. Standardization in EU H2020 projects
3. **CWA development process**
4. Conclusions

# 3. CWA development process

## What is a CWA?

A CEN WORKSHOP AGREEMENT (CWA) is a **CEN/CENELEC deliverable**, developed by a Workshop (WS), which reflects an agreement between identified individuals and organizations responsible for its contents, and which is made available by CEN/CENELEC in at least one of the official languages. [Source: CEN-CENELEC Guide 29:2020]

- Common content: **guidelines, recommendations, best practices...**
- It must include **innovation** outcomes.

## What is a Workshop?

A CEN WORKSHOP is the **working platform open to the participation of any interested parties** for elaboration of CEN/CLC Workshop Agreements. [Source: CEN-CENELEC Guide 29:2020]



# 3. CWA development process

## Resources & examples:

[CEN CENELEC Guide 29](#)



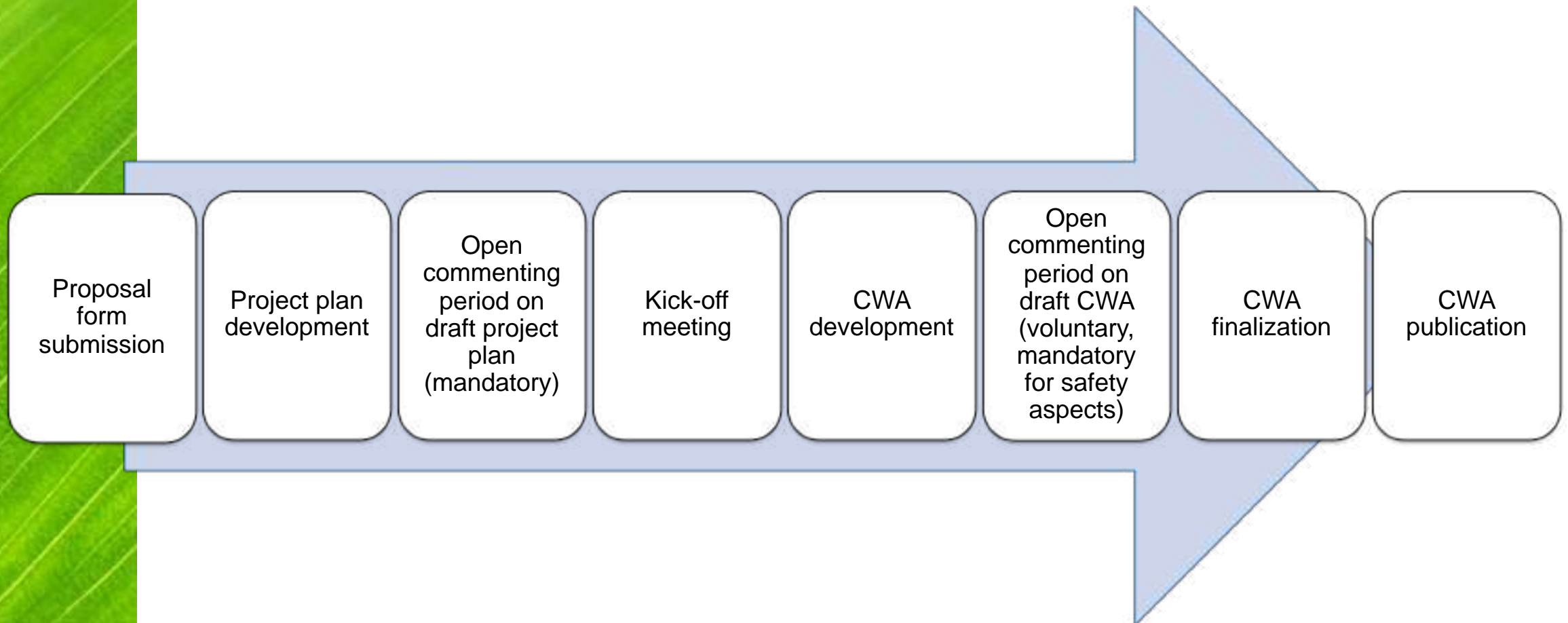
[CEN Portal - CEN Workshop Agreement](#)



CWA download area: [EXAMPLES](#)



# 3. CWA development process



# 3. CWA development process

## Preliminary work



### SCOPE

- Define a **message/scope** and an **index**

### DOCUMENTS

- Identify the **feasible document(s)** to serve as a reference.

Selection criteria preferred:

- ✓ CWA purpose (guidelines, informative)
- ✓ Methodology
- ✓ Participating level of partners
- ✓ Use of public documents
- ✓ Minimum efforts for transferring into a CWA
- ✓ No dependency on external tools
- ✓ Wide potential audience

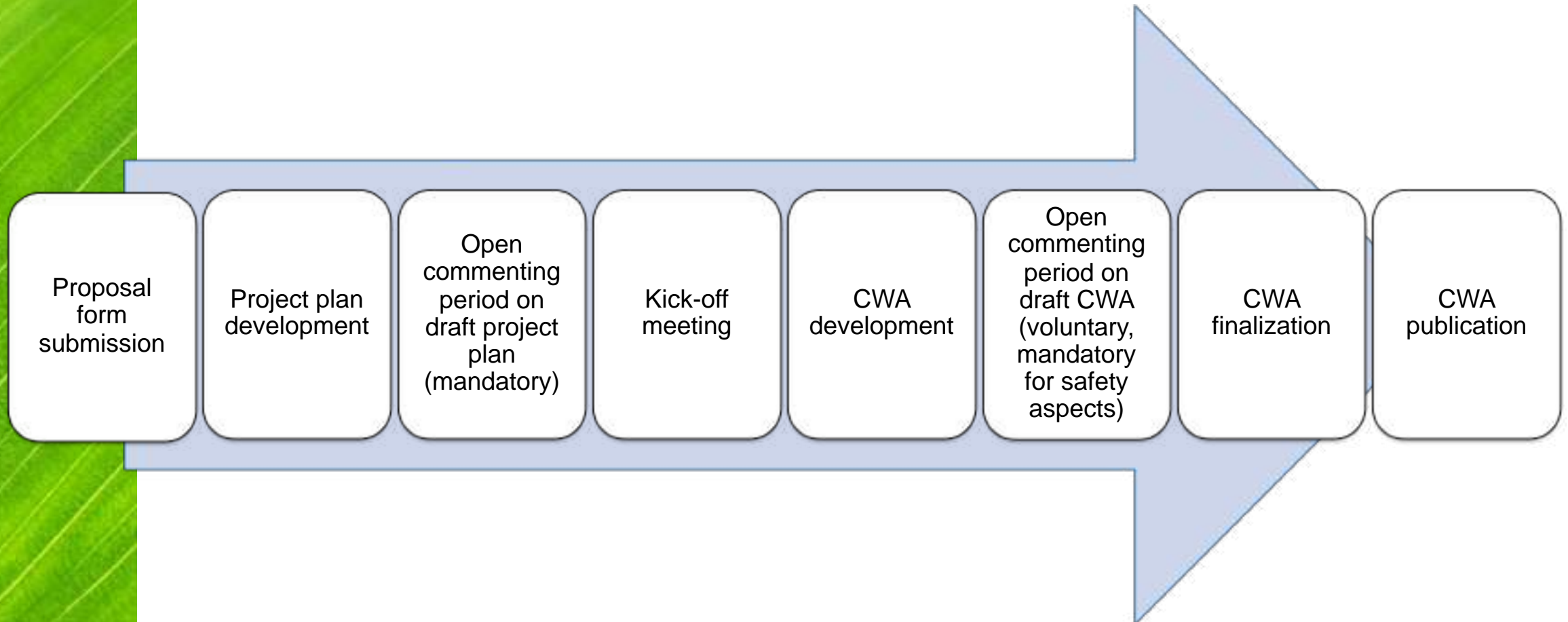
### DATE

- Define a **date for the launching** of the CEN WS that will develop the CWA

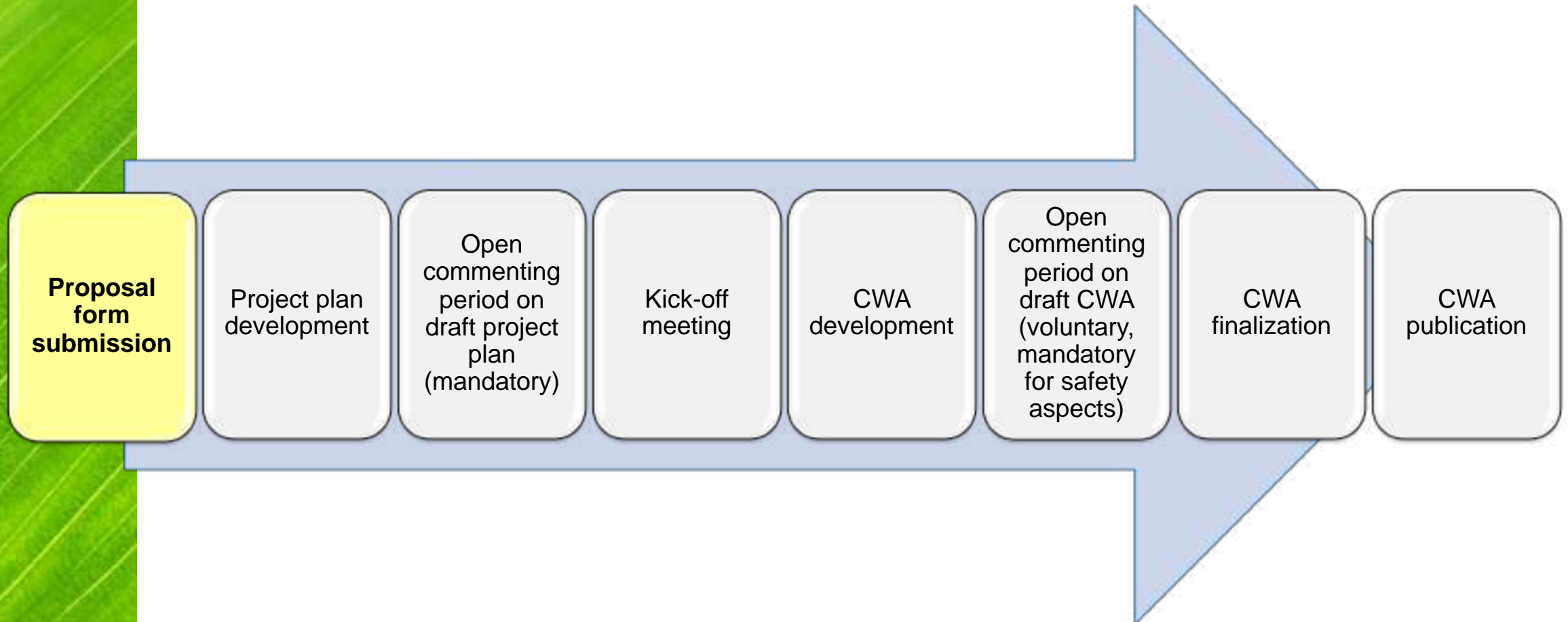
### PLAN

- Define an **action plan**

# 3. CWA development process



# 3. CWA development process



# 3. CWA development process

## Proposal form submission



Proposal for a CEN workshop on [organisation] Workshop on <existing title of the planned CWA>

- With the support of the **WS Secretary**, the **WS Proposer** prepares the CEN Workshop Proposal Form
- The Proposal Form includes, among others:
  - **contact information** of the Proposer and the Secretary
  - the list of **persons and organizations** that are expected to take part in the WS
  - the **scope** of the proposed
  - A declaration to ensure that there is **no conflict with existing standards or within the domain of an existing Technical Body**.

# 3. CWA development process

## Proposal form submission

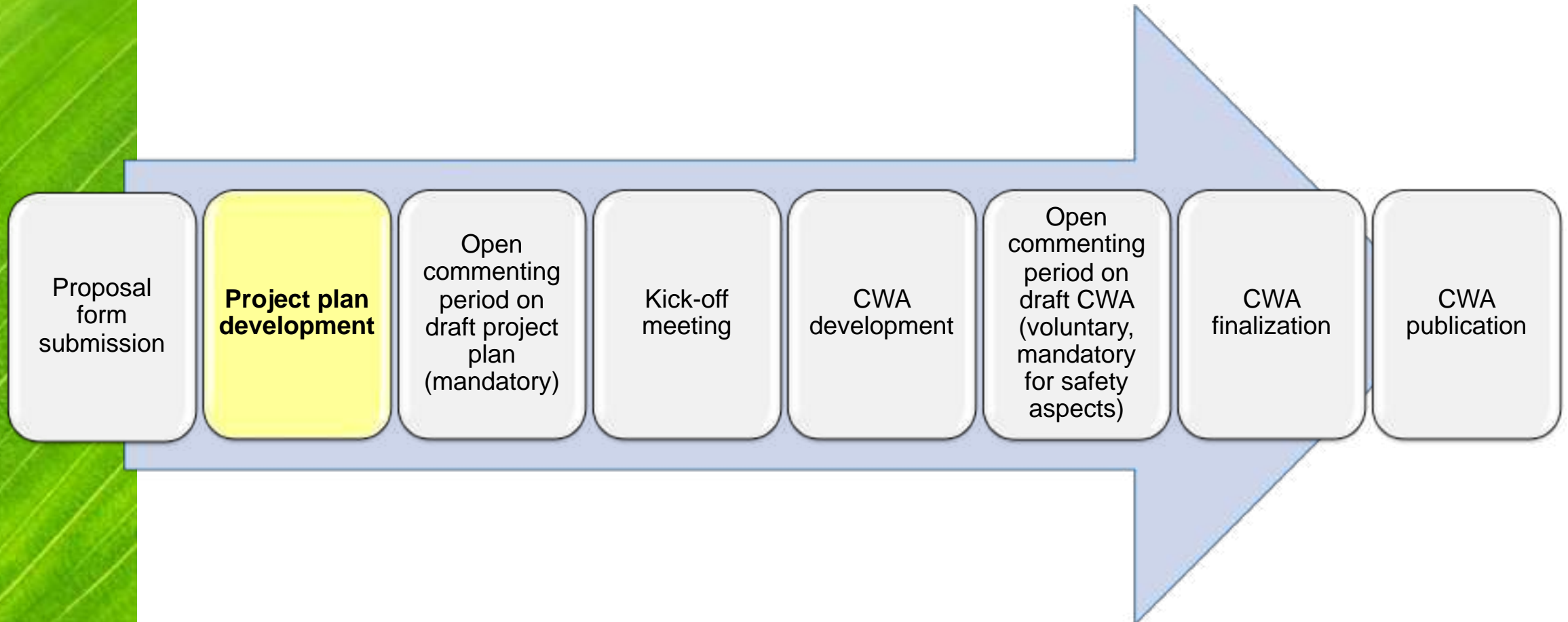


- ✓ The **WS Secretary** submits it to the relevant Technical Committees for a **30-day consultation** and to related CEN and/or CENELEC advisory and coordination groups



To verify that there is neither **any active work item** covering the scope of the proposed CWA nor **any other arguments** against the proposed CWA

# 3. CWA development process





# 3. CWA development process

## Project plan development



- The Draft Project Plan is intended **to inform the public of a new Workshop** to make possible that **any interested party can take part** in the Workshop and/or comment on this draft project plan.
- All those who have applied for participation or have commented on the project plan by the deadline **will be invited to the kick-off meeting of the Workshop.**

(for orientation only)

# 3. CWA development process

## Project plan development



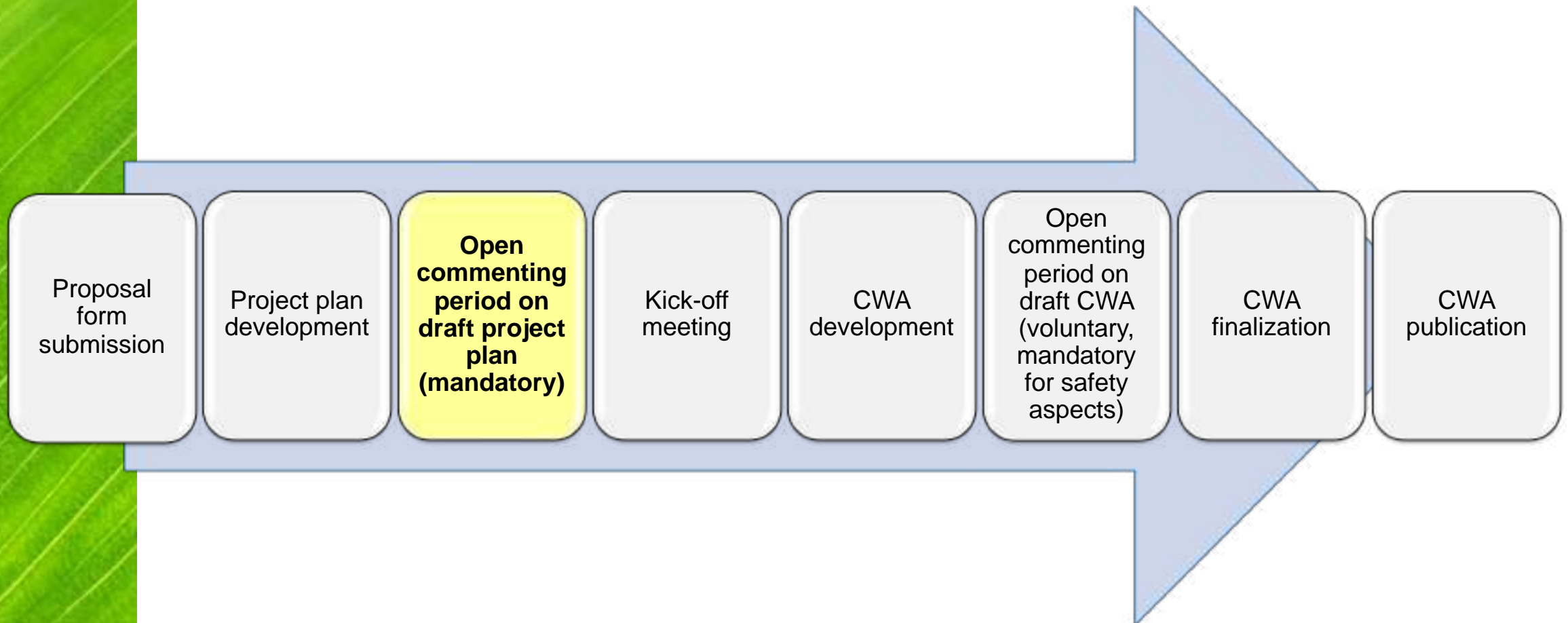
Table 1: Workshop schedule (preliminary)

CEN/CENELEC Workshop	M01	M02	M03	M04	M05	M06	M07	M08	M09	M10	M11	M12	...
<b>Initiation</b>	█												
1. Proposal form submission and TC response	█	█											
2. Project plan development		█											
3. Open commenting period on draft project plan (mandatory)		█	█										
<b>Operation</b>			█										
4. Kick-off meeting			█										
5. CWA(s) development			█	█	█	█	█	█	█	█			
6. Open commenting period on draft CWA(s) (optional)								█	█	█	█		
7. CWA(s) finalised and approved by Workshop participants											█		
<b>Publication</b>											█		
8. CWA(s) publication											█	█	
<u>Dissemination (see 7)</u>		█						█				█	█
<b>Milestones</b>				K	V	V	M	V			M/A		P D

- K** Kick-off
- M** Workshop meeting
- V** Virtual Workshop meeting
- A** Adoption of CWA
- P** Publication of CWA
- D** Online distribution of CWA

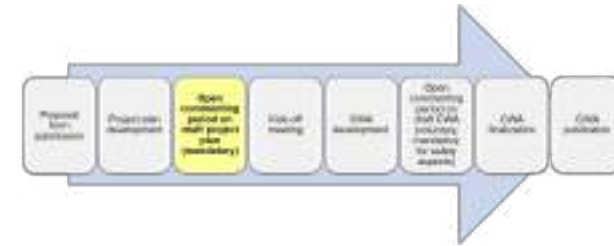
(for orientation only)

# 3. CWA development process



# 3. CWA development process

## Open commenting period on draft project plan



- The proposal for the new CEN Workshop (CEN/WS) is announced on the CEN-CENELEC Website **at least 30 days before the Kick-off Meeting.**

**WORKSHOP**  
2022-04-13

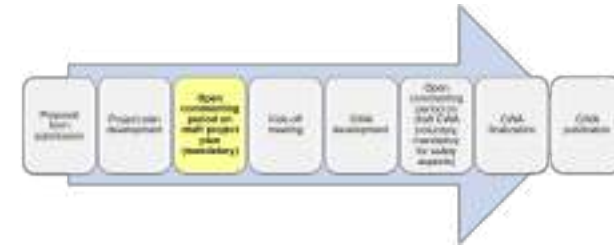
### CEN/WS on 'Extraction, production and purification of added value products from urban wastes'

Wastewater treatment and organic fraction of municipal solid waste are responsible for the annual generation of up to 138 million tonnes of bio-waste in the EU. It has been estimated that almost 75% of this waste is currently sent to incineration or landfilling, with an extraordinary environmental and economic cost associated. Moreover, a high percentage of this waste holds a great potential as a source of recycled materials or valuable component recovery.



# 3. CWA development process

## Open commenting period on draft project plan

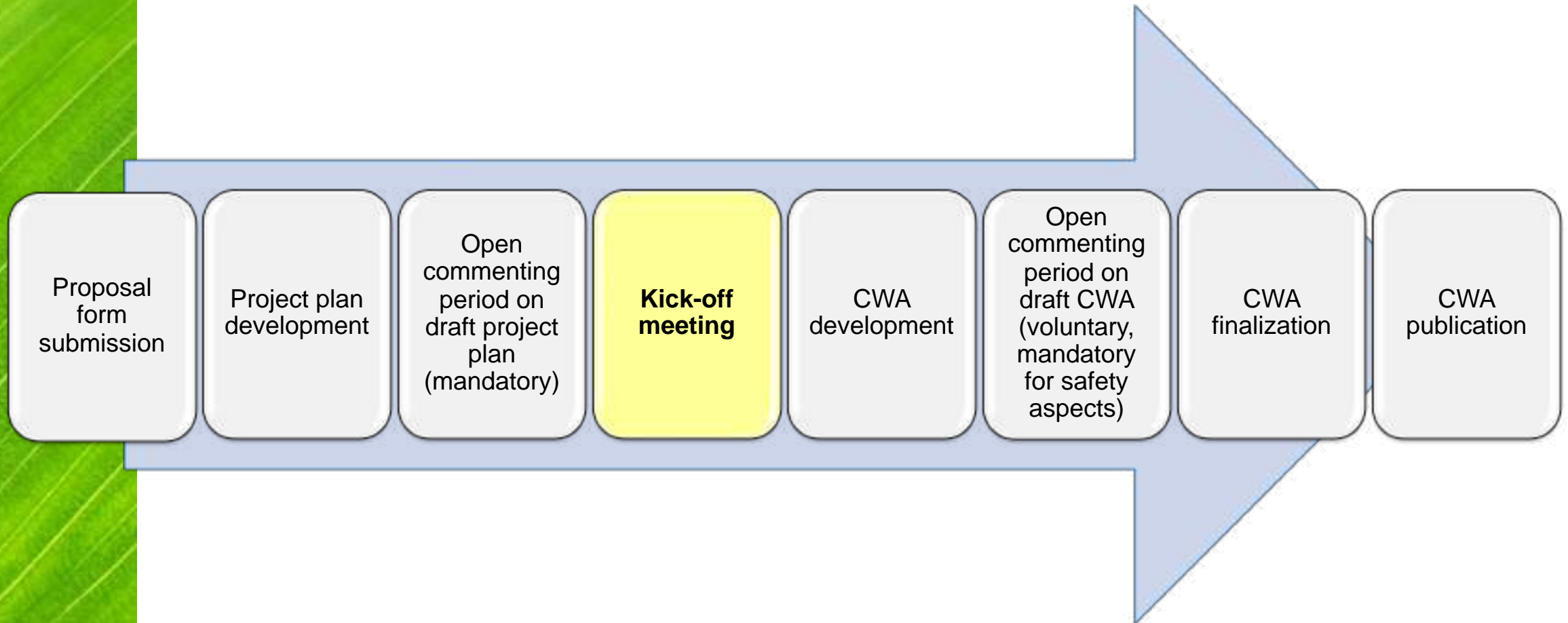


- The information posted on the website will include:
  - the CEN/WS **Draft Project Plan**;
  - initial information on the **Kick-off Meeting** (including Agenda and Venue);
  - the **WS Secretariat** (and the proposed **Chairperson** - if known);
  - **how to submit comments** to the Workshop Draft Project Plan.



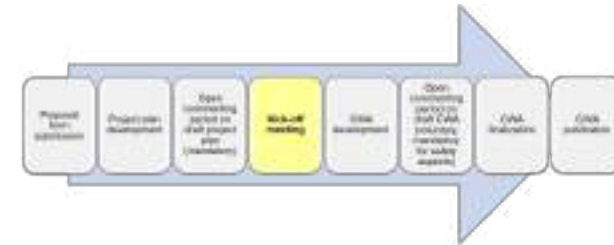
**Any comments submitted during this period shall be considered with the Workshop Secretariat and Workshop Proposer and in any case during the Kick-off Meeting at the latest.**

# 3. CWA development process



# 3. CWA development process

## Kick-off Meeting



### Kick-off meeting Agenda

- 1) Opening of the meeting
- 2) Roll call of participants
- 3) Adoption of the agenda
- 4) Introduction on CEN and on the Workshop concept
- 5) General presentation of the Workshop
- 6) Possibly other presentations
- 7) Election and appointment of Workshop Chair and confirmation of the Secretariat
- 8) Project Plan
  - a. Discussion and review of comments received
  - b. Adoption of the Project Plan (by consensus)
- 9) Organization of the technical work
- 10) Any other business
- 11) Next meeting, future actions and their assignment
- 12) Closure of the meeting

- Invitation of **interested stakeholders**
- Discussion and possible modification of Workshop Project Plan
- **Acceptance Workshop Project Plan**
- **Confirm Secretariat & appointment of Chairperson**



# 3. CWA development process

## Kick-off Meeting

Participation to the Kick-off Meeting does not automatically ensure registration to the CEN/WS!

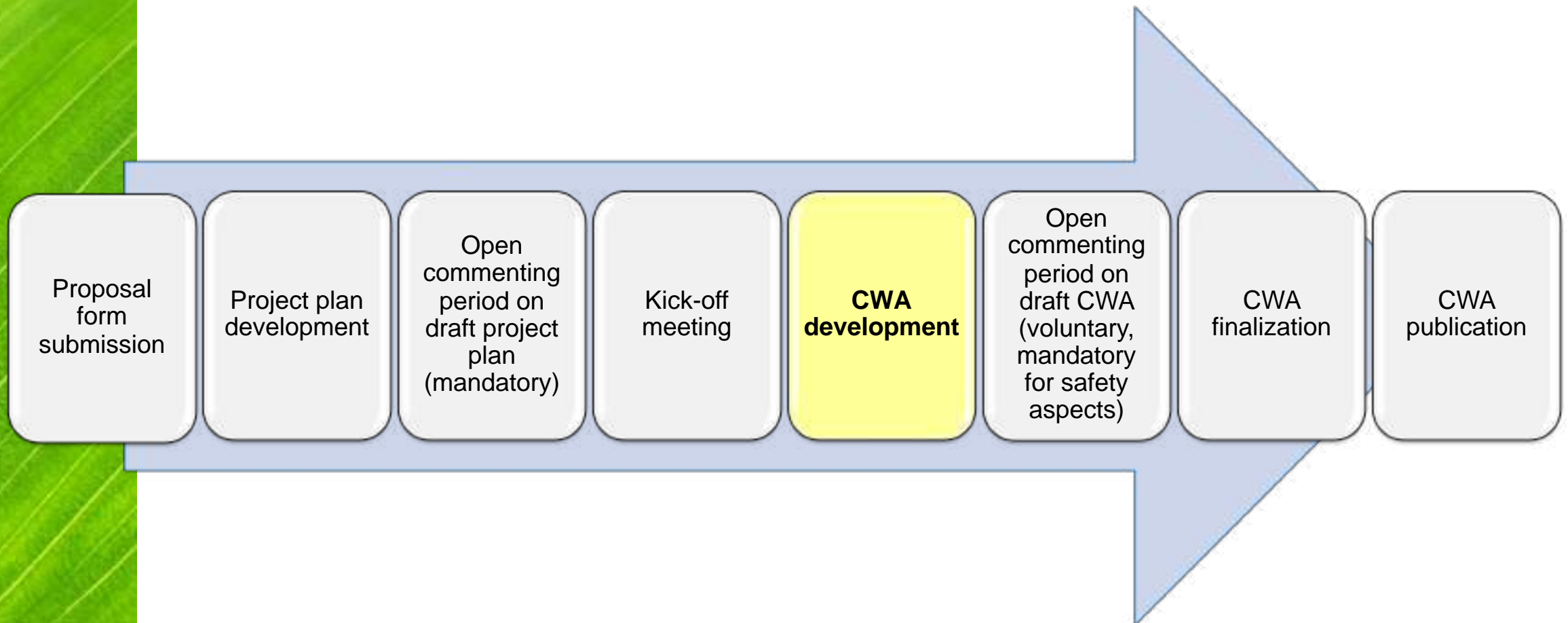


After the Kick-off Meeting the participants wishing to continue contributing to the development of the draft CWAs will be requested to officially register to the CEN/WS by means of signing the **registration form**, therefore becoming CEN/WS participants.



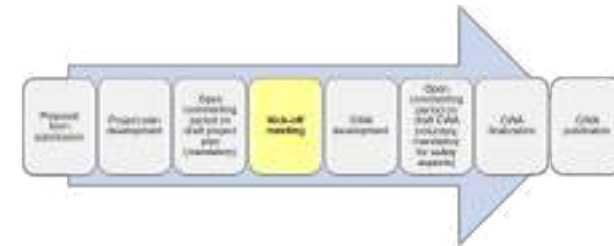


# 3. CWA development process



# 3. CWA development process

## CWA development



- The **CEN/WS participants draft** the CWA according to the specifications in the Final Workshop Project Plan.
- To ensure transparency the documents of the CEN/WS should be uploaded on an **electronic platform**.

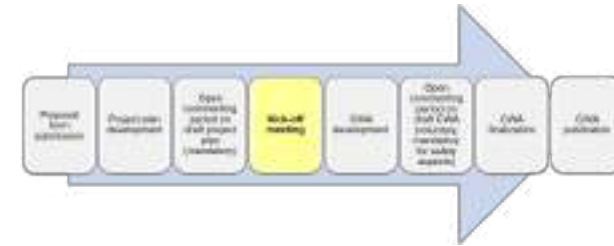
**CEN/CENELEC Internal Regulations Part 3**  
“Principles and rules for the structure and drafting of CEN and CENELEC documents”

### CEN documents common structure

Introduction
1. Scope
2. Normative references
3. Terms and definitions
4. Clause 1
6.1 Subclause 1
6.2 Subclause 2
5. Clause 2
....
Annexes
Bibliography

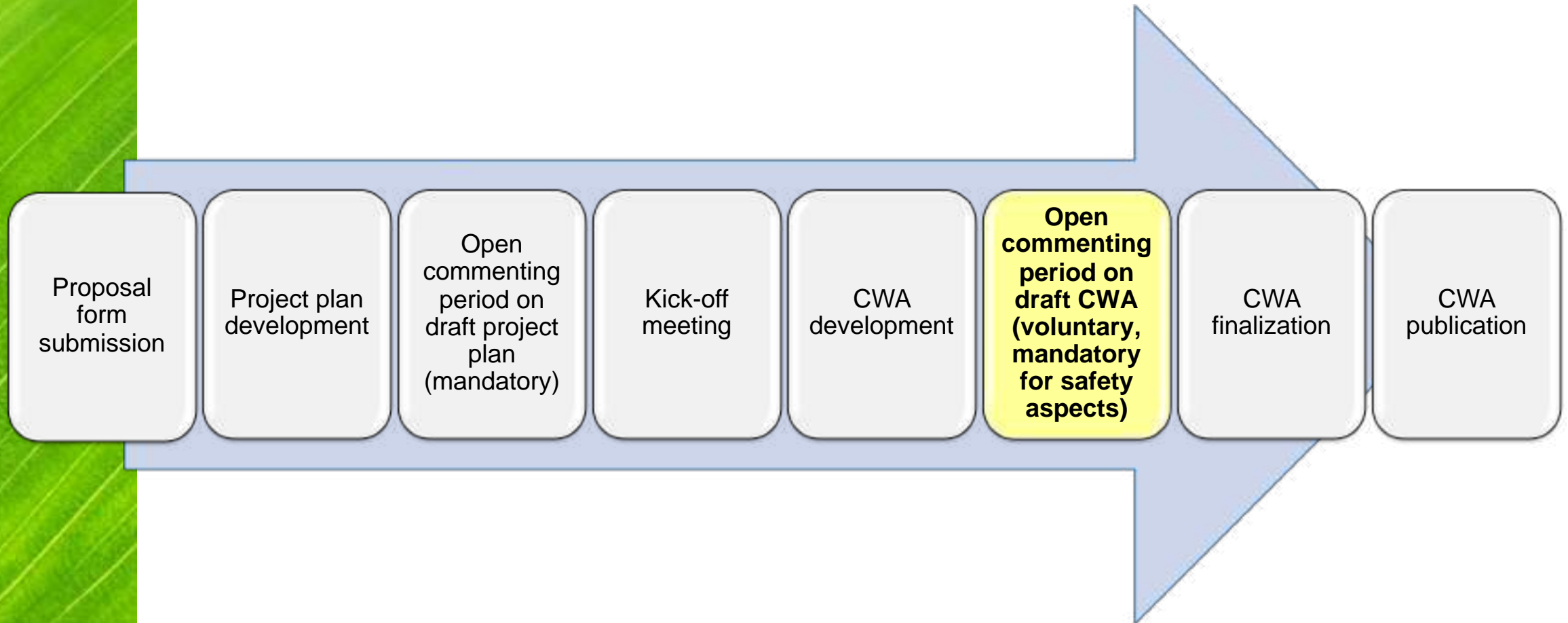
# 3. CWA development process

## CWA development



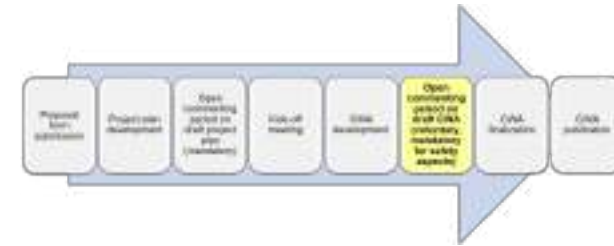
- **TEXT** must be plain, clear and concise
- **NEW** provisions can be added. NOT ALL text have to be transferred
- **SUMMARIZE**, Avoid unnecessary explanations or repeating ideas. Avoid a large final document.
- **SCOPE** must describe what the document does, the aspects covered, the limits
  - Example: “This document provides recommendations for the design and installation of ventilated façade systems with innovative technologies.”
- **TERMS** and **DEFINITIONS** clause is recommendable for a better understanding of the document
- **USE** “should”, “may”, “can”, that mean recommendation or permission. Do not use “shall”, “must”, that mean obligation
- **Do not require to comply with Conformity assessment** schemes and systems.
  - Examples: EN ISO 9001, EN ISO 14001
- **AVOID** Trademark names. Use general designations or descriptions. If cannot be avoided, use ® or TM

# 3. CWA development process



# 3. CWA development process

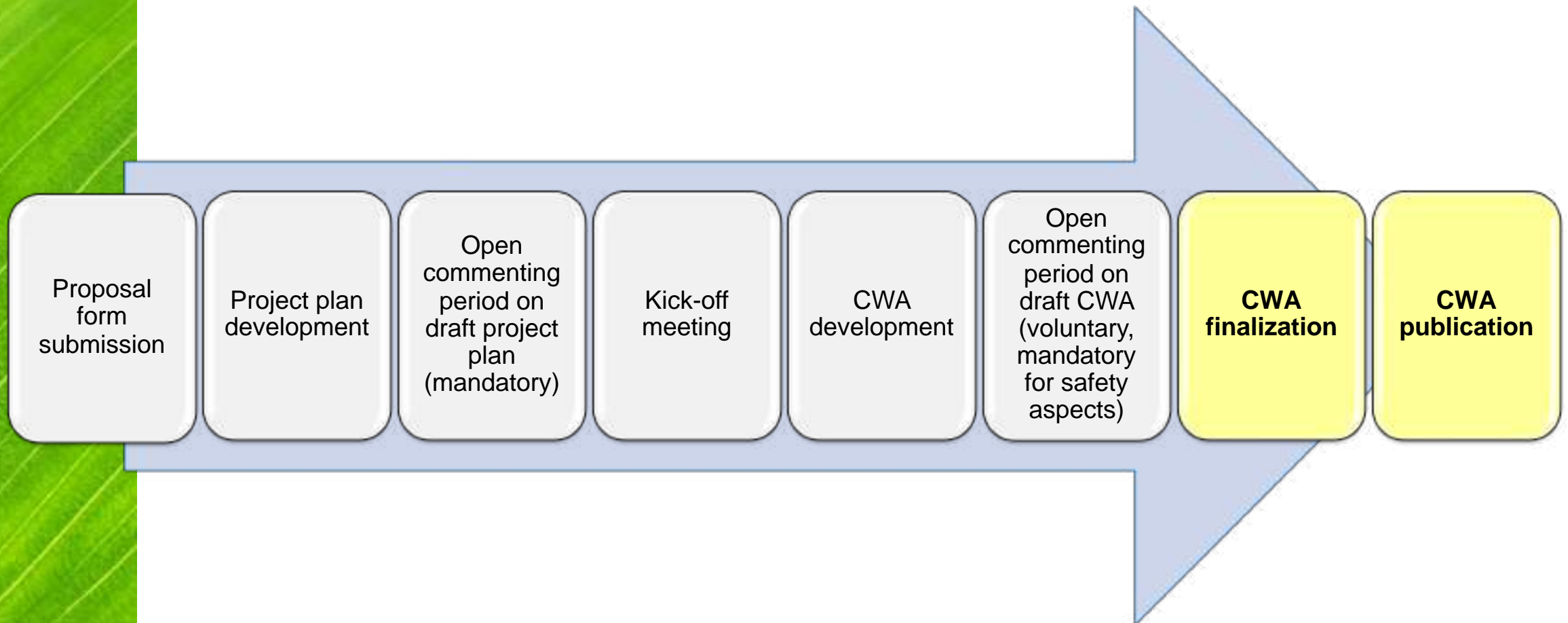
## Open commenting period on draft CWA



- **Mandatory if the CWA deals with safety aspects**
- Highly **recommended** for all Workshops → increase transparency
- Draft CWA text posted at **CEN website**
- Duration: **minimum 30 days** (60 days for CWA dealing with safety aspects)



# 3. CWA development process



# 3. CWA development process

## CWA finalization & CWA publication



# 3. CWA development process

## CWA finalization & CWA publication



### ➤ CWA and lifetime:

- The CWA is valid for **3 years**, after which the participants are asked to make a choice to:
  - Confirm for 3 years
  - Revise
  - Withdraw
- The maximum validity of a CWA is **6 years**. After that, 2 options:
  - Withdraw
  - Transform into another deliverable, following the normal standard development process



# AGENDA

1. upPE-T project overview
2. Standardization in EU H2020 projects
3. CWA development process
- 4. Conclusions**

# 4. Conclusions

## ➤ A CWA is:

- ✓ A **CEN/CENELEC deliverable**
- ✓ Developed and agreed by the participants **in a temporary working group (Workshop)**
- ✓ Designed to meet an immediate need (includes **innovation**)

## ➤ Reasons to develop a CWA:

- ✓ It can be **quickly developed**
- ✓ Possibility to use already **“done documents”** as a basis
- ✓ It can be used as a **fast track to future standardization activities** (CEN standard in the future)
- ✓ **It gives more visibility** to the project within industry and standardization system

**The development of a CWA is probably the best formula to contribute to standardization within the framework of R&I Projects**



**Thank you,  
Henar Araguzo Rivera**