The BSI guide to standardization – Section 1: Working with British Standards



Part 5. What are the different types of standard?





Definitions

Standards and related publications

This series of guides is for members of BSI's technical committees and anyone interested in the development of standards. It is designed to accompany BS 0, A standard for standards and gives you information on:

- 1 The benefits of being involved in standardization
- 2 How to work with BSI
- 3 How committees work
- 4 How standards are created
- 5 Different types of standards and related publications
- <u>6 Legal aspects, training and European Directives</u>
- 7 Background, history and helpful links

British, European and international standards are developed according to strict rules designed to ensure that the process is transparent and fair, and that the resulting standards are robust, relevant and fit for purpose. They are developed through the technical committee process — see Part 3. How are standards created?

The standards infrastructure is responsible for producing:

- full consensus documents, i.e. standards; and
- partial consensus documents.





Definitions

Standards and related publications

Full consensus standard

• British Standard, European standard or international standard, which can take the form of a specification, method of test, vocabulary, code of practice or quide

Related publications

- Draft for development (DD)
- Guide CEN, CENELEC, or ISO
- Technical specification CEN or CENELEC/TS, ISO or IEC/TS
- Technical report CEN or CENELEC/TR, ISO or IEC/TR

It can take time to develop consensus standards and for the agreement to go through public review. For some users of standards, particularly those in fast-changing technology sectors, it may be more important to agree on a technical solution and publish it quickly before going through the checks and balances needed to become a British Standard. Therefore, BSI, CEN/CENELEC and ISO/IEC have developed a range of publications that are not formal standards, but allow publication earlier than if full consensus were to be achieved. These publications are:

- Published document (PD)
- Privately subscribed standard (PSS)
- PAS
- International publicly available specification (ISO/PAS)
- European or international workshop agreements (CWA/IWA/ITA)





Definitions

Standards and related publications

Category	Features	Benefits	Approval	Timescales			
Full consensus standards							
Specification: BS, EN, ISO, IEC	Detailed document outlining performance and/or design and/or service requirements that need wide consensus.	Controls variety so products, systems and services can be more easily designed, developed, made, specified, bought and understood. Detailed documents which are clear about products, systems, services and materials help specifiers to make comparisons.	Committee prepared and approved, with public consultation.	12-15 months for national, up to 3 years for others			
Method: BS, EN, ISO, IEC	Detailed document that focuses on the way products and materials are tested or the way they are specified.	Knowing how to test and ensuring that like products pass such tests is important to manufacturers, suppliers, customers and those who have to verify conformity of products against specifications. These documents say what should be done to prove the integrity of products.	Committee prepared and approved, with public consultation.	12-15 months for national, up to 3 years for others			
Vocabulary: BS, EN, ISO, IEC	Referenced/indexed document defining terms used in a sector or technology.	Facilitates understanding of terms and their definitions for all standards used in a sector or technology	Committee prepared and approved, with public consultation.	12-15 months for national, up to 3 years for others			
Code of practice (CoP): BS, EN, ISO, IEC	Guidance and recommended options, including wide range of subjects from outline design to workmanship and safe practice	Covering wide subject matter, they provide accessible information and give authoritative guidance to good practice in a technology or sector. Useful for designers, project managers and building managers.	Committee prepared and approved, with public consultation.	12-15 months for national, up to 3 years for others			
Guide: BS, EN, ISO, IEC	Provides general guidance with recommendations and background information. Tends to be less specific and more discursive than a code of practice.	Guidance across an industry/subject area, with in depth explanations and examples based on scenarios	Committee prepared and approved, with public consultation.	12-15 months for national, up to 3 years for others			
Draft for development: DD	Not a formal standard, but released early in a product or technology cycle when guidance is urgently needed	Gives customers insight into a new/developing technology or product, enabling them to plan business development. Also provides an opportunity for users to feed back information.	Committee prepared and approved.	12 months or less			





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Standards and related publications

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Related publications							
Technical report from CEN/CLC and ISO/IEC, PD/TR	Additional information from that published in international standards (e.g. data collection)	Gives customers information needed to support other standards in that field	Committee prepared and approved. May be implemented as a PD.	Up to 3 years			
(Formal) published document, PD	Supporting document produced by committee for information only. Includes guidance, reports and recommendations.	Can be read alongside other publications to provide insight in an integrated way	Committee prepared and approved. Can be a full or partial consensus document.	12 months for national, up to 3 years for others			
Technical specification from CEN/CLC and ISO/IEC, TS	Standardization document developed where there is insufficient support for a full standard or where the state-of-the-art is not stable. Cannot conflict with an existing international standard but may compete with another TS.	Gives customers insight into a forthcoming specification or other formal document, enabling them to plan business activities. In the case of competing TSs, enables the market to decide on a definitive standard.	Committee prepared and approved, with public consultation. May be implemented as a DD.	Up to 3 years			
BSI PAS	Sponsored standard developed quickly as it does not require full consensus and has dedicated resource. Can be detailed and solution specific.	Produced quickly, can be tailored to specific solutions and does not need to incorporate broader views. May be offered at review stage as a possible BS. If accepted, faster BS adoption should be enabled since the standard has already undergone some consultation and already follows BS 0-2.	Developed and approved by BSI with industry, government or professional association sponsorship, with some consultation.	12 months			
Privately subscribed standard, PSS	Industry-sponsored standard normally for private use by the sponsor	Customer gains expert knowledge to help develop internal documentation or standardization. The process provides access to experts on BSI committees if the sponsor is accepted.	BSI/client prepared and approved document.	12 months			
CWA/IWA or ITA	CEN Workshop Agreement (CWA) sponsored by industry. IWA is an International (ISO) Workshop Agreement. ITA is an Industry Technical Agreement (IEC).		Workshop prepared and approved.	12 months or less			
ISO/IEC PAS (no CEN equivalent)	Intermediate specification published before the development of a full ISO standard. Developed within committee structure or, in IEC, may be developed in collaboration with an external organization. May be implemented as a PD.	Provides insight into a forthcoming specification or other formal document, enabling customers to plan business activities. May come from a committee or from an external source.	Committee (working group) prepared and approved				

