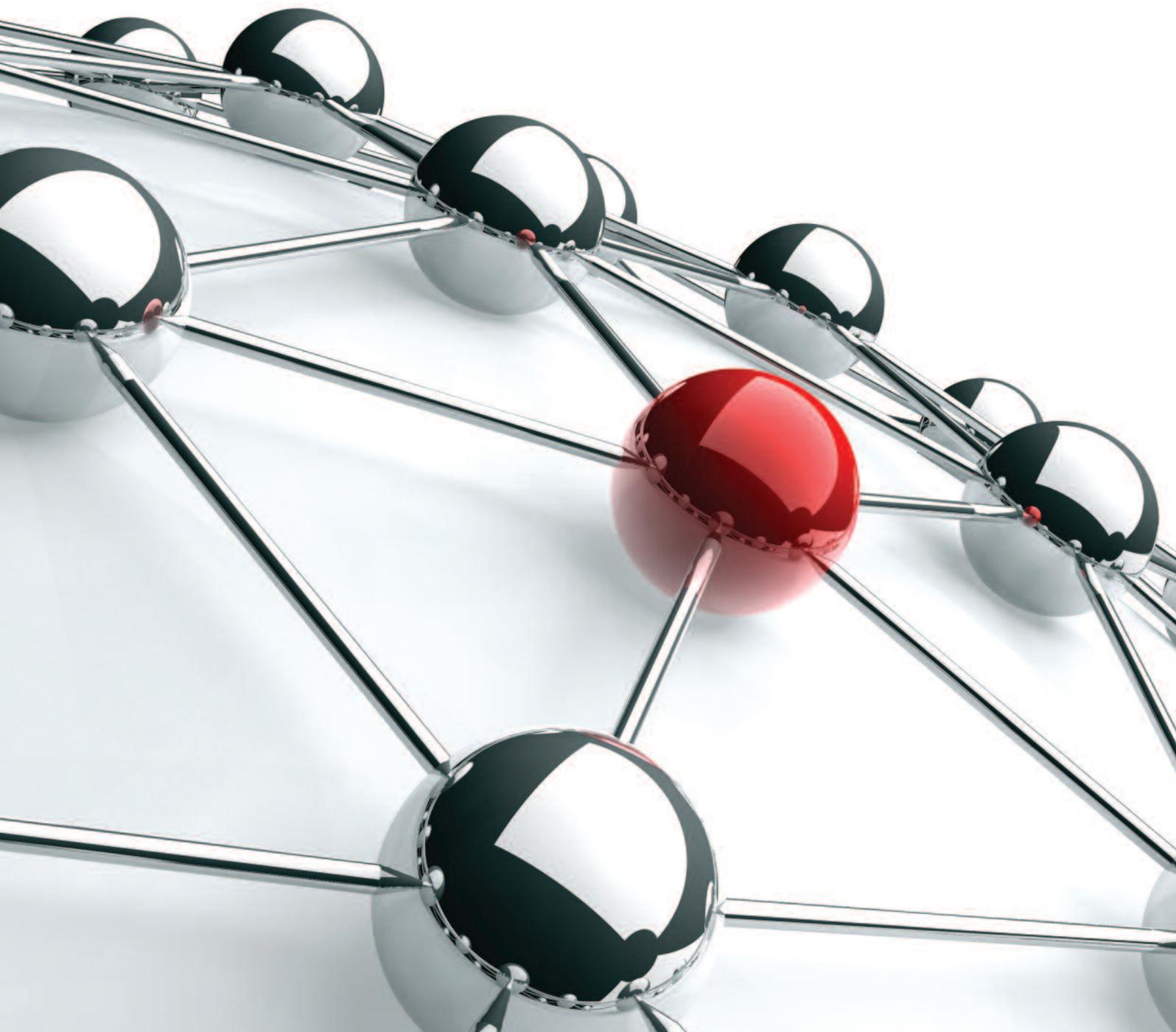




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# BSI Standards Report to the Department of Business, Innovation and Skills

Use of BIS funding for the financial year  
1 April 2012 to 31 March 2013



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# 1. Executive Summary.

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BSI has led national and international initiatives during 2012/13 to ensure that SMEs have access to the standards development process.

## 1.1 Introduction

During 2012/13 BSI Standards (BSI) continued to implement its strategy of providing a clear market sector focus for the standardization work programme. This enables timely and effective responses to the needs of organizations in business and industry working in the UK and internationally and supports associated UK government (HMG) priorities.

Our work in standards continues to be over 90% self-funded; HMG funds activities in key areas of public policy interest and priority areas, such as innovation.

BSI standardization and standards related activities successfully met the objectives for the 2012/13 funding year set through the annual funding agreement between the Department for Business, Innovation & Skills (BIS) and BSI. This report presents a summary of BSI's activities during the year as they related to the funding agreement for BSI's work as the National Standards Body (NSB).

## 1.2 Financial overview

The overall funding allocation for the funding year 2012/13 was £4,520k plus an in-year agreement of £12k for the final development stages of a Civil Service Learning e-learning module on standards and accreditation for policymakers. The full BIS contribution towards standards-related activities was used. Total expenditure on these activities exceeded the 2012/13 allocation, with BSI supplementing its traditional NSB activities with which the fund is associated with further activities in committee member training, higher education and work with initiatives in other standards bodies that are developing a standards infrastructure.

## 1.3 Influence and leadership

During 2012/13 BSI continued to improve its standards development tools to ensure it provides an excellent, accessible service to its committee members and to its wider stakeholders, and to maximize the transparency of its standardization activities.

BSI's new Director of Standards was elected Vice President (Policy) for CEN, continuing our record of holding leadership positions in the European (CEN/CENELEC) and international (ISO/IEC) standards bodies to deliver the maximum influence for the UK.

Working with donor agencies, BSI delivered a range of projects to support the standards and quality infrastructures in countries across the globe, including key trading partners, emerging economies and developing countries.

BSI has led national and international initiatives during 2012/13 to ensure that SMEs have access to the standards development process. Building on developments in technology such as web-based tools, introduced over recent years, and free-to-attend events for SMEs interested in standards, BSI worked with the European Standardization Organizations (ESO) (CEN, CENELEC and ETSI) and other NSBs to implement new solutions for SMEs to ensure that their ongoing needs are met.

BSI made strong progress during 2012/13 towards the inclusion of standards advice and standards development in national innovation strategy and policy, working closely with the Technology Strategy Board (TSB), industry and the academic research community.



#### 1.4 Standards Development

BIS funding contributed towards full programme management support for 133 UK standards technical committees, whose work programmes largely comprise European and international work with some additional national work. BSI continued to act as the gateway for interested UK parties to participate in international standardization through support from the BSI Committee Service Centre (CSC).

During 2012/13 the UK standards technical committees receiving a BIS funding contribution together with those managed via the CSC facilitated the publication of 1,586 new & updated standards and withdrew 1,182 from circulation. Please refer to Appendix B for details of the committees supported and Appendix C for further detail on the type and subject matter of these published standards.

BSI continued to provide a proactive programme of standardization supporting HMG policy priorities with particular focus on BIS priorities in support of emerging technologies and innovation.

#### 1.5 Support for Participation in Standardization

During the year BIS funding contributed to the travel costs of 2,945 UK experts participating on behalf of the UK at overseas European & international standardization meetings. This activity ensures that UK interests are represented in the development of European and international standards.

BSI has continued to build its contacts with Higher Education establishments in the UK, consulting with sector representatives on a new Education strategy which went live in 2013.

BSI also continues to play a leadership role in Europe in the area of awareness raising and education, contributing to the CEN/CENELEC/ETSI Joint Working Group on Education about Standardization and leading its Engagement and Partnering Task Force.

An e-learning module on how standards and accreditation can help policymakers has been developed jointly by BIS, BSI and UKAS. This module went live on the Civil Service Learning (CSL) website on 1 February 2013 at <https://civilservicelearning.civilservice.gov.uk/learning-opportunities/elearning/standards-and-accreditation-alternatives-regulation>. Usage statistics will be tracked by BIS.

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## 2. Background.

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BSI has worked alongside HMG to promote the interests of the UK in the negotiations over the future of the European standardization system.

### 2.1 National Standards Body (NSB)

BSI has a Memorandum of Understanding (MoU)<sup>1</sup> with HMG that sets out BSI's role as the UK's National Standards Body (NSB).

BSI's NSB role includes organizing UK interest in European standardization. The importance of standards to the European Commission in supporting EU legislation is policy, as published on the website of the Directorate General (DG) for Enterprise and Industry (ENTR), "While the use of standards remains voluntary, the European Union has, since the mid-1980s, made an increasing use of standards in support of its policies and legislation. Standardization has contributed significantly to the support of the completion of the Internal Market in the context of 'New Approach' legislation, which refers to European standards developed by the European standards organizations."<sup>2</sup>

Effective participation in the European standards organisations (ESOs) safeguards UK interests by ensuring that the standards used to demonstrate compliance with European Directives are acceptable to the UK.

BSI has worked alongside HMG to promote the interests of the UK in the negotiations over the future of the European standardization system and in a new European regulation on standardization. The new regulation was implemented on 1st January 2013.

### 2.2 Areas of activity supported

In recognition of the importance of the work that BSI undertakes, and the fact that some aspects of this are not self-funding, BIS contributes financially to support specific areas of activity in three main areas:

*'Subscriptions'*, which provides support for activities that promote standardization and supports the infrastructure that is necessary for the UK to participate effectively in European and international standardization. The fund includes provisions for a number of activities including a subscription fee that gives all HMG departments and agencies benefits of a large discount on the purchase price of standards published by BSI.

*'Support for Standards Development'*, which covers activities that are related to developing standards content. The majority of the total funding is made available for these development activities with priority given to areas that promote a number of HMG policies, including competitiveness, innovation, reduction of trade barriers, fair trading and protection of consumer interests, environmental protection and public procurement. There is specific development in emerging technology areas in support of Technology Strategy Board (TSB) priorities.

*'Support for Participation in Standardization'*, which provides support to UK participants in European and international standards work in the form of a contribution towards travel costs. The presence of UK delegates at overseas standards meetings is often critical to ensure that UK interests are represented during the preparation of European and international standards. This fund also helps ensure continued consumer participation in standardization by providing support towards travel to standards committee meetings, recruitment and training for BSI's network of Consumer Representatives.

<sup>1</sup> [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/16505/Memorandum\\_of\\_Understanding.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/16505/Memorandum_of_Understanding.pdf)

<sup>2</sup> [http://ec.europa.eu/enterprise/policies/european-standards/index\\_en.htm](http://ec.europa.eu/enterprise/policies/european-standards/index_en.htm)

## 2.3 Spending detail

	Original funding allocation (£k)	Agreed movement of funds up to 25% (£k)	Final funding allocation (£k)
<b>Subscriptions</b>			
BSI membership for HMG	365	0	365
Contribution to membership of ISO/IEC/CEN/CENELEC	500	0	500
Management Fee	54	0	54
<b>Total</b>	<b>919</b>	<b>0</b>	<b>919</b>
<b>Support for Standards Development</b>			
General - NSB activity and public interest standards development (incl. staff travel)	1,231	78	1,309
Priority Areas standards development	1,000	0	1,000
<b>Total</b>	<b>2,231</b>	<b>78</b>	<b>2,309</b>
<b>Support for Participation in Standardization</b>			
Assisted Travel Scheme (ATS)	1,280	(78)	1,202
Support for Consumer Participation in Standardization (including assisted consumer travel)	90	0	90
<b>Total</b>	<b>1,370</b>	<b>(78)</b>	<b>1,292</b>
<b>Additional Funding</b>			
E-Learning module	12	0	12
<b>Total</b>	<b>12</b>	<b>0</b>	<b>12</b>
<b>Total Funding</b>	<b>4,532</b>	<b>0</b>	<b>4,532</b>

## 3. Influence and leadership.

Enabling the UK to maintain a standards infrastructure consistent with European standards policy as required by the MoU between BSI and HMG.

### 3.1 BSI membership for HMG

#### Objectives

HMG departments and agencies hold a central BSI membership agreement that enables them to access standards in a comprehensive and cost effective way as well as accessing all other BSI Membership benefits including alerting, advisory and information services. This provides for:

1. Membership benefits to all government departments and agencies (1 April 2012 to 31 March 2013),
2. BIS, as the lead department for HMG with BSI, to receive subscription access to British Standards Online (BSOL), for department use only. Extensions to other HMG bodies are excluded (1 April 2012 to 31 March 2013).
3. BIS to work with BSI to agree activities to raise awareness of the Membership services available to HMG departments and their agencies. This activity includes:
  - Update of communication material detailing member benefits available to HMG,
  - BSI to make this available as part of its ongoing engagement activities with HMG,
  - BSI to confirm if this can go to HMG representatives on BSI committees, and
  - BIS to actively seek ways to raise awareness within its networks across government, including joint engagement activities with BSI and TSF.

**N.B.** BSI is developing a separate communication strategy to promote the awareness, benefits and use of standards and standardization approaches within government.

(See Appendix A for full details.)

All HMG departments and agencies were provided with access to BSI member services. These include:

- 50% off the cost of British Standards (including adopted European and international standards)
- 50% off BSI's flagship database product, British Standards Online (BSOL)
- Up to 10% off international and foreign standards, e.g. ISO, DIN (German)
- 50% off many BSI conferences
- Free postage and packing when buying hard copy standards, and access to a credit facility whereby prepayment when buying a standard is not necessary
- Access to the Private List Updating Service (PLUS) - validation and tracking of a list of standards provided by the member whereby new versions are automatically sent to them every time they are updated
- Expert help from the BSI Knowledge Centre, including advanced subject searches and fast identification of international equivalents from over 200 standards organizations across 23 countries
- Inexpensive access to international and foreign national standards including American, ISO and DIN, through a postal loan service; and the sale of withdrawn British Standards

BSI continues to work with BIS to make HMG aware of the BSI membership benefits available to them. During the year BSI and BIS developed a joint plan for promoting the membership (see Objectives opposite). The key action for BSI was to update and refresh the BSI leaflet that explains the existence and benefits of the HMG membership package, and to disseminate this as far as possible with the help of BIS. This was done successfully – the leaflet was prepared during quarter 3 and copies made available to BSI's policy engagement and sales teams. The leaflet will be promoted via a news story



on the BIS intranet, alongside access instructions for the BIS BSOL account. This activity will be continued in the next funding year with the leaflet being sent out to HMG members of BSI standards committees and past HMG purchasers.

This activity is carried out in conjunction with ongoing efforts to promote BSI and standardization within government departments as well as BSI supporting BIS in meetings of the cross-governmental Taking Standardization Forward (TSF) committee and resulting follow up activities.

Several government departments continue to be managed as 'key accounts', where BSI key account managers work closely with their HMG contacts to develop a strong relationship, ensuring individual department and agency requirements are met.

### 3.2 Contribution to membership of ISO/IEC/CEN/CENELEC

#### Objectives

This fund supports the UK's obligations under the directive 98/34 EC that aims to prevent the creation of new technical barriers to trade. The purpose of this activity is to:

1. Ensure BSI maintains an appropriate presence on key international and European committees and fora to enable the UK to be influential on standards policy matters,
2. Ensure that the UK's obligations under Directive 98/34 EC have been fulfilled.

**(See Appendix A for full details.)**

The financial contribution to international and European subscriptions represents part of BIS's direct support to the standards infrastructure. Membership of international and European standards organizations supported through this contribution enables the UK to maintain a standards infrastructure consistent with European standards policy as required by the MoU between BSI and HMG.

Membership also opens gateways for international discussions; enabling UK stakeholders to participate in the development of international and European standards, and BSI to influence at a high level the policies and strategies of international standards organizations (e.g. ISO, IEC, CEN and CENELEC) on behalf of the UK.

Under the provisions of Directive 98/34 EC, EU Member States are required to notify any new national standards being developed. During this year, a total of 162 new BS projects were reported to CEN/CENELEC.

BSI's new Director of Standards, appointed in 2012, was successfully elected nem con as CEN Vice President (Policy) to follow BSI's previous Director of Standards, who retired from BSI during the year. BSI participates in all the key policy development committees of the international and European standards bodies, including the Administrative Boards and Technical Boards.

BSI provides leadership in key areas for the UK, including energy management, sustainability, quality management, nanotechnologies, environmental management, anti-bribery and wave energy.

The BIS contribution is approximately 27% of BSI's annual subscriptions to ISO, IEC, CEN and CENELEC.

## CEN and CENELEC

- BSI has continued to lead the CEN and CENELEC SME working group, which has developed an online 'toolbox' for SMEs showing where to find information and to achieve traction at the national level to improve SME involvement in all member states. Based on the SME working group model, BSI is also leading a 'societal stakeholders' group, looking at the needs of other stakeholders with regard to the European standardization system.
- BSI worked closely with colleagues in BIS and with CEN and CENELEC to track progress of the new EU Standardization Regulation through the year: this involved close monitoring of developments in the progress of the regulation as it passed from drafting into the final negotiation process ('trilogue'). As the proposed regulation was discussed in the European Parliament's IMCO (Internal Market and Consumer Protection) committee, BSI provided briefings to UK MEPs on the IMCO committee. The key focus was on maintaining the stability of the European standardization system. BSI's Director of Standards also spoke at a BIS stakeholder event to launch the new regulation in October 2012. Following implementation of the regulation on 1 January 2013, BSI is working to ensure that its practices enable the UK to comply with the requirements (including reporting, transparency measures and actions for SMEs).
- For the first time CEN and CENELEC have agreed to produce a joint standardization strategy, engaging with ETSI (the European Telecommunications Standards Institute) where possible. CEN and CENELEC's first draft of the joint European Standards strategy was published by BSI on its Draft Review System to seek public comment. BSI is coordinating the development of the CEN implementation plan for the new joint strategy and seeking to harmonize this as closely as possible with CENELEC, and will then deliver the UK response to this strategy as it is rolled out. The purpose of the strategy will be to cement the role of the ESOs as makers of voluntary, market driven standards. The value of the strategy is that it will be consistent with the new Regulation 1025 and will provide a stronger basis to defend the role of voluntary standards in future trade discussions between the EU and other trading blocs or nation states.
- After many years of reducing development times for European standards – down from more than 80 months in 2001 to around 30 months now – it is generally accepted that any further progress is unlikely with the current model of standards development. One proposal is being considered to reduce time for the public enquiry consultation (i.e. to reduce it from five months to three) and make the formal vote optional for a selection of work items under the Vienna Agreement. A pilot is likely to be launched during 2013.
- BSI has supported the work of the CEN/CENELEC STAIR (Standards, Innovation and Research) working group, which has moved from designing a framework to involve the research community in standards at an earlier stage to becoming a 'platform' for discussing interactions between the standards system and the research community. This group has good engagement with European Commission officials from both DG Enterprise and DG Research & Innovation.
- BSI's new Director of Standards will serve an initial two year term as Vice President (Policy) of CEN commencing on 1 January 2013. Securing this role has led to participation in the European Commission's High Level Group on Business Services.
- BSI provided the chairmanship of the CEN Certification Board, which provides advice to CEN on conformity assessment issues.
- BSI has continued to occupy positions of influence in the governance structures of CEN and CENELEC, including facilitation of the development of a new governance structure for CEN.
- BSI is an active member of the CEN/CENELEC Joint Working Group on Education about Standardization.

### Information Supplied under Directive 98/34 EC

A total of 162 new British Standards projects were uploaded to CEN in the financial year, fulfilling the notifications required under Directive 98/34 EC.

April	41
October	18
May	17
November	15
June	9
December	20
July	8
January	9
August	8
February	2
September	7
March	8
<b>Total</b>	<b>162</b>

### ISO and IEC

- Terry Hill (a senior British figure in engineering and infrastructure, nominated by BSI and former Chairman of ARUP Group) finished his term as President-Elect of ISO in December 2012 and became ISO President on 1 January 2013 for two years.
- BSI held a successful joint workshop with ISO on 'Standards and regulations: how can standards work alongside policies and regulations' at the BIS Conference Centre on 7 February 2013. There were 74 delegates from over 20 countries, as well as representatives of ISO, IEC, CEN-CENELEC, WTO and UNECE (the UN Economic Commission for Europe). The event featured a mix of presentations and breakout workshop sessions, aimed at exploring differences in practice and understanding around the world on how standards and regulations are used together.
- BSI supported China to become a permanent member of the ISO Technical Management Board (TMB), which was approved by the ISO Council in April 2013.
- BSI has continued to influence policy at the highest level in ISO: at the General Assembly in September 2012, ISO members agreed on measures to ensure greater clarity and transparency with regard to the roles of ISO's officers and the working practices of the organization. BSI has also sought to build links with the new IEC General Secretary, and hosted a visit from him in October 2012, as well as a visit from the ISO Secretary General in January 2013. BSI continues to push for greater alignment between ISO and IEC wherever possible.
- ISO has now made the use of electronic platforms mandatory for all its committee work to ensure the greatest efficiency of working practices.
- ISO and IEC have reduced the voting time of the major public consultation draft (DIS and CDV) from five months to three.
- A representative from the UK Child Accident Prevention Trust is convening the working group revising ISO/IEC Guide 50, guidance to standards developers relating to child safety.
- BSI provides a co-Chair for the Consumer Participation Working Group of the ISO Consumer Policy Committee (COPOLCO). Members of BSI's Consumer & Public Interest Network co-chair the COPOLCO Training Working Group and lead on the topics of Symbols and Personal data.

## 4. Support for Standards Development.

BSI again delivered a varied programme of standardization activity to support policy priorities and the innovation agenda.

### Objectives

Support of the BSI standards development programme including: BSI programme management support for eligible committees meeting scheme criteria; access to international standardization provided for committees by the Committee Service Centre; BSI staff travel in support of standards development, and the drafting of standards by external experts.

Implementation of the 2012/13 Priority Area-funded programme of work, as agreed with BIS in relation to HMG priorities/policies, including use of the Investment Case and Traffic Light Report templates for effective management and monitoring of the 2012/13 Priority Areas programme budget.

(See Appendix A for full details.)

This funding is provided to contribute to the activities undertaken by BSI to meet the formal standardization needs of the UK and to facilitate UK participation in international standardization. These activities include:

- Provision of support via named BSI staff as Programme Managers for eligible UK national committees and European/international committees, including where the UK holds the secretariat of the latter.
- Provision of support via the BSI Committee Service Centre for some UK national committees, thereby providing a gateway to interested UK parties for participation in European and international standardization.

- A continued programme of proactive development of standardization supporting HMG policy priorities (with a focus on TSB priorities), via projects drawing on any of a unique mix of BSI standards development activities. These activities encompass the whole range of standards strategy creation and delivery work within BSI's development service offering, e.g. pilots, research, document development, funded positions, etc.

As in 2011/12, BSI has continued to use its own funds to cover important work carried out by the international projects, education and committee member training functions, which continue to thrive. BSI also provides support for consumer & public involvement in standards development by funding the BSI Consumer & Public Interest Unit and honoraria for the volunteer Consumer & Public Interest Coordinators.

### 4.1 Standards Development Programme

Under the scheme rules for the BSI Standards Development programme, funding is to be applied to non-commercially viable UK committees with work programmes that support HMG priorities in relation to:

- Government or Public Interest
  - Regulation, Public Procurement, Consumer Protection & Safety
- Pre-competitive standardization supporting innovation
  - e.g. National Technology Strategy priorities
- NSB international work programme
  - i.e. the activities the NSB conducts to fulfil its core function on behalf of the UK
- Specific/urgent industry standardization
  - Promoting productivity or UK competitiveness in world markets through standardization that protects UK interests, exploits UK expertise and has a large impact on UK industry, including international secretariats.

Non-commercially viable UK committees are identified as those where the utilization of resource - in the form of BSI staff supporting the UK committee and, where applicable, any corresponding BSI-run European or international Secretariats - exceeds the average annual income generated by sales of standards that can be assigned to that individual UK committee.

Eligible committees with work programmes that support HMG priorities are identified as follows:

- A forecast of the eligible committees and the HMG priorities supported by their work programme is developed via a review of the work programme and drivers for UK committees and their corresponding UK-held secretariats, supported by named BSI Programme Managers. The review is an integral part of the overall BSI Standards

Market Development planning process whereby each sector team analyses their overall standards pipeline and forecasts resource requirements accordingly.

- The utilization of resource in the form of BSI staff supporting UK committees and, where applicable, any corresponding BSI-run international secretariats, is monitored each quarter. At the end of the final quarter, the actual resource employed over the course of the funding year is determined and committees with their main HMG priority are confirmed, added to the initial forecast list or removed from the list as necessary.
- The list of technical committees supported by Standards Development funding in the year is included in this report (see Appendix B).

At the end of the funding year, 133 of the Technical Committees identified as candidates for support from the Standards Development fund required support from this fund. The actual costs of supporting these committees and those managed via the BSI Committee Service Centre exceeded the available contribution.

#### 4.2 Published output of committees supported by BIS funding

During 2012/13 the 133 UK standards technical committees receiving a BIS funding contribution and supported by named BSI Programme Managers facilitated the publication of 632 new & updated standards and withdrew 419 from circulation. A further 954 standards were published as a result of access to international standardization facilitated by the BSI Committee Service

#### 4.3 Spend Summary

Category <sup>2</sup>	No. of eligible committees	Chargeable days worked Apr 12-Mar 13	Funding requirement <sup>1</sup>
<b>1. Government or public interest</b>			
Regulation, Consumer protection, Safety	74	1,146	£643k
<b>2. Standardization supporting Priority Areas</b>			
- BSI Priority Areas programme <sup>3</sup>			£466k
- Priority Areas committees			
Innovation, Procurement, Better regulation, Sustainability, Infrastructure	43	1,198	£672k
<b>3. NSB international work programme</b>			
(includes technical and sub-committees)	425	2,376	£1,333k
<b>4. Specific/urgent industry standardization</b>			
Productivity and UK competitiveness	16	293	£165k
<b>Total cost<sup>4</sup></b>		<b>5,000</b>	<b>£3,279k</b>

<sup>1</sup> The full cost of the support in the areas shown is in excess of the funding provided with the shortfall provided for by BSI.

<sup>2</sup> The total cost and days worked are assigned to one category only although some committees are eligible in more than one category.

<sup>3</sup> Funding applied for Priority Areas projects relates to activity delivered in the year. The total value of projects committed to in the year was £530k in line with the prior year.

<sup>4</sup> In the event that financial support is provided by another organization/part of HMG for BSI staff supporting an eligible UK national committee or UK-held secretariat, the amount of BSI resource supported by BIS Support for Standards Development funding is reduced to reflect this additional support.

Centre and 763 were withdrawn. Please refer to Appendix B for details of the committees supported and Appendix C for further detail on the type and subject matter of these published standards.

#### 4.4 Priority Areas Standards Development programme

BSI again delivered a varied programme of standardization activity to support policy priorities and the innovation agenda, utilizing a mix of BSI standards development activities that encompass the whole range of standards strategy creation and delivery work within BSI's development service offering.

As in previous years, the cross-departmental 'Taking Standardization Forward' (TSF) committee (managed by BIS) was utilized to validate and shape the overall Priority Areas programme. All 2012/13 project proposals put forward - including those which propose funding for a repeated intervention - went through an investment case process, which incorporates a 'health check' and asks at what point in the future the need for funding will be reviewed.

##### **2012/13 Priority Area Programme highlights include:**

###### **Standardization for Assisted Living - stakeholder forum**

The TSB is working with the Department of Health and others to develop technologies and services that will enable individuals, the elderly in particular, to live more independently. The TSB Assisted Living Innovation Platform (ALIP) is addressing quality of life and health matters to ensure products, systems and services are relevant, acceptable, scalable and marketable. One of their activities relates to standards and interoperability, where there has been a lack of knowledge across the wide range of existing and forthcoming standards used within Assisted Living products and services.

A successful all-day event was held on 4th July 2012 with the intention of developing a community for creating a better understanding and visibility of cross-sector standardization activities in Assisted Living, and providing future UK input in to CEN/CENELEC/ISO/IEC strategy and standardization committees for Assisted Living. Solutions for providing better interoperability of products and services used for Assisted Living were also discussed. Presentations were given by experts from the TSB, BSI, the Department of Health, the HealthTech and Medicines KTN and Age UK, followed by a series of concurrent afternoon workshop sessions. A more focussed second workshop on dementia standards was held on 8th March 2013. This was attended by 30 experts, mostly from care providers, local authorities & charities. The focus was on the development of standards for dementia care provision (quality of care, quality of life and quality assurance) along with standards for dementia friendly retailers and services. A final project report has been prepared which identifies next steps for BSI.

###### **Construction prequalification questionnaires (PAS 91) – revision (co-funded with BIS Retail, Services and Construction Unit)**

PAS 91 was first published in October 2010 with the aim of reducing the wasted effort invested in duplicating responses to prequalification questionnaires to the benefit of tendering and purchasing processes in the construction industry. The PAS provides a logically structured protocol incorporating what is currently recognized by experts in the field as good practice in the provision of pre-qualification services. At its launch, Business Minister Mark Prisk announced: "A simpler way of pre-qualifying for construction contracts is to be introduced which will save the industry millions." In May 2012 the BIS Retail, Services and Construction Unit proposed to support the reviewing and updating of the PAS - to ensure its content remained current, relevant and up to date, to build on the experience of application and

industry feedback, and in line with BSI's duty to review all PASs 24 months after publication. The revision was prepared during the year and published in early April 2013.

###### **Code of Practice for Biodiversity Surveys for Land & Building Development (BS 42020) - stakeholder event on public draft**

With the Localism Act (2011), the National Planning Policy Framework (effective 2012), and the abolishment of many of the planning policy guidance notes, it was agreed that planners, ecologists and developers would benefit from guidance on providing and commissioning ecological information for the planning process. The standard currently being finalized to address this need - BS 42020 Code of Practice for Biodiversity Surveys for Land & Building Development - aims to increase the effectiveness of planning authorities in their statutory role with regard to biodiversity, and give ecological consultants clarity with regard to authority requirements. A stakeholder workshop took place on 24 September 2012, with the aim of raising awareness and generating/refining comment on the public draft of BS 42020. A large amount of feedback and constructive comments were received; the BSI standards development committee responsible for the standard then worked towards resolving these so that the standard could move towards publication. As a follow up to the workshop, summaries of the standard presented as a leaflet (Smart Guides) are to be produced in order that the benefits of the standard can be disseminated to a wider audience. The standard is to be published in 2013.

### Standards for Sustainable (Green) IT - stakeholder event & research

The digital revolution and growth in use of information technologies has seen IT's global carbon footprint rise to equal that of the aviation sector (2%). However, IT is also capable of driving down costs and offsetting carbon emissions from other sectors. The objective of this project is to ensure that IT has the highest possible positive impact on energy-use and other resource-efficiency by identifying and sharing best practice on the application of IT, and minimizing its resource use. Of specific interest is the energy efficiency of data centres, which make up 25% of the total carbon footprint.

A stakeholder event was held on 12th February 2013, with the following objectives:

- To provide an input into the standards requirements for sustainable IT, in particular energy efficient data centres
- To bring different stakeholders from the area together to address standards issues
- To provide a link between UK stakeholders, UK government policies and the strategies of the European and international standards bodies in this area
- To consider any gaps where new standards could be developed for sustainable IT

The event was attended by approximately 45 delegates representing a wide cross-section of professionals, very few of whom had prior experience with BSI standards development projects. There were speakers from BSI, the Data Centre Alliance, the DECC Energy Efficiency Deployment Office (EEDO), Ark Continuity (a data centre provider) and Mustikka Limited (a Sustainability Consultancy with a focus on cutting carbon emissions). This was followed by three breakout sessions to address different aspects of IT and energy efficient data centre standardization. The event proved a success and provided BSI with an insight into areas on which to focus future standardization efforts, and how the needs of this community might

best be addressed. Work has now begun on a follow-up research piece to further explore this topic area and see where standards could help.

### 4.5 BSI Staff Travel

An allowance for Staff Travel is made available within the 'Support for Standards

Development' budget, for BSI staff to accompany UK committee members to meetings and provide the guidance and support that enables the technical experts/delegates to maximize their influence during overseas meetings to the benefit of the UK. This funding continues to provide valuable support to UK committee members.

#### The 2012/13 Priority Areas budget was allocated to the following projects:

Reference number	Project title
INN12-01*	Assisted Living - stakeholder forum
INN12-02**	Construction prequalification questionnaires (PAS 91) - revision
INN12-03*	National & international secretariats for eligible Priority Areas committees
INN12-04*	Priority Areas management
INN12-05*	Code of practice for delivering effective governance (BS 13500) - pilots/case studies & communication event
INN12-06*	Code of Practice for Biodiversity Surveys for Land & Building Development (BS 42020) - consultation event on public draft
INN12-07*	Research into responsible sourcing standards
INN12-08*	Development and dissemination of a sustainability standards roadmap
INN12-09*	Committee IST/44 'Biometrics' - technical support & leadership
INN12-10*	Strategic relationship with EPSRC Centre for Innovative Manufacturing in Through-life Engineering Services at Cranfield University
INN12-11*	European Energy Audits standard (BS EN 16247-1) - communication event/stakeholder forum
INN12-12*	'3G' standards concept – research
INN12-13*	Impact of standardization - research
INN12-14*	Guidance for community sustainable development (BS 8904) – specific guidance for funding applicants
INN12-15*	Workmanship series - drafting of new header document (BS 8000 Execution of works on construction sites Part 0: Introduction and general principles)
INN12-16*	Sustainable (Green) IT - stakeholder forum & research
INN12-17*	Emerging technologies - research into SME standardization requirements
INN12-18*	First draft of BS guide to biodiversity issues, for users of environmental & sustainable development management systems standards
INN12-19*	Standardization business models to support emerging technologies – research
INN12-20**	Additive Manufacturing – standards strategy
INN12-21*	Cyber Security – standards handbook for SMEs
INN12-22*	Construction & Built Environment Policy and Strategy Committee (CB/-) - committee leadership
INN12-23*	Taking service delivery forward in Europe - stakeholder forum

\*in TSF programme presentation \*\*added to programme post-TSF presentation

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# 5. Support for Participation in Standardization.

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During 2012/13 the fund was used mainly by the SME community, in line with Government priorities.

## Objectives

Financial support to UK delegates to meetings related to international standardization through the Assisted International Travel Scheme (AITS).

1. Continued management of AITS spend by allocating fund across four period phases. The projected spend against budget for each phase will be monitored to ensure there is no overspend.
2. Monitor use of the fund for 2012/13 to ensure maintenance of UK presence at core meetings.
3. Monitor use of the fund for 2012/13 to ensure that it is used predominantly by SMEs.

(See Appendix A for full details.)

2012/13 saw the take-up level of AITS funding of £1,202k, representing over 90% utilization of the fund budget, similar to 2011/12. The scheme supported the attendance of 2,945 UK committee members at international meetings in a variety of roles over the course of the funding year.

During 2012/13 the fund was used mainly by the SME community, in line with government priorities for SME access. The claim form captures a self-declaration of the claimant's employment status. Although this funding is particularly vital for representatives of smaller companies who otherwise do not have the resources to attend, it also allows technical staff within larger companies to justify travel costs and time away from work to their employers.

## 5.1 Assisted International Travel Scheme (AITS)

The AITS fund provides support to UK participants in international standards work in the form of a contribution towards travel costs. The presence of UK delegates at international standards meetings is often critical to ensure that UK interests are represented and protected during the preparation of international standards. It is considered that without this assistance a significant number of experts and delegates would not be able to participate in these meetings.

# 6. Support for Consumer Participation in Standardization.

## Objectives

Manage effective consumer & public interest participation in public standardization, through continued prioritizing of input to ongoing standards development and the processing of innovative ideas.

1. Support for consumer participation in standardization (including assisted consumer travel).
2. Organizing and running Consumer & Public Interest Network (CPIN) meetings/training focussing on topics of relevance to the consumer & public interest (at least two CPIN meetings during the year, at least one at an appropriate external venue).
3. Maintaining awareness of standards (during the year, arrange the preparation/revision of at least one appropriate paper/web-based publication and/or undertake at least one relevant background research/specific project to ensure evidence base).
4. Maintaining the number and relevance of individuals involved in the process to match CPIN priorities (widen the age profile of CPI representatives to include a higher proportion of younger members).
5. Ensuring CPI representatives' attendances at UK and international standardization meetings in accordance with relevant areas of interest (at least 100 during the year).



## Increasing consumer awareness of standardization

During 2012/13, the Consumer and Public Interest Unit (CPIU) started to provide items of interest in the consumer and education areas for a monthly Public Interest media alert that is circulated to relevant press. In addition, discussions have taken place with organizations such as the Women's Institute to include more reference to consumer-focused standards in their magazines.

Various BIS and BSI funded leaflets, available in accessible format, are available at [bsigroup.com/consumers](http://bsigroup.com/consumers). These explain, in plain language, the relevance of several standards to consumers. Over the summer of 2012, an intern in the CPIU contacted local libraries and Citizens Advice Bureaux to distribute consumer leaflets and links to the website.

BIS has now added links to the BSI consumer pages on the Innovation part of their website: <http://www.bis.gov.uk/policies/innovation/standardisation/bsi>. This links through to BSI pages describing the CPI Network and how to become a CPI representative.

## Contacts with wider organizations

CPIU staff have maintained or renewed contacts with various organizations at events or specific meetings, including ANEC (the European voice of consumers in standardization), Citizens Advice, Consumers International (whose headquarters are in London), the Electrical Safety Council, Ombudsman Services, Ricability (an independent consumer research charity for older and disabled people), the Regulated Industries Unit, the UK Sustainability Network for Standardization, and the Trading Standards Institute. Presentations on the work of the unit have also been made to, for example, representatives from the French standardization body (AFNOR) and the Turkish Society for Quality (KaIDer).

## Young Consumers and Trading Standards Institute (TSI)

BSI is, for the second year, one of the sponsors for the 2013 TSI Young Consumers competition. This is an online competition for schools which moves from regional finals to a national final at the TSI conference in June 2013. The 2013 Summer CPI Network meeting is also to be held at the TSI conference.

## Consumer involvement in standardization

The current priority areas for consumer involvement in standardization are:

- Inclusivity (includes accessibility, design for all and vulnerability, including financial disadvantage),
- Security, privacy & identity,
- Sustainability (includes energy and environment),
- Wellbeing (includes health and safety),
- Services standardization.

With these areas as the focus, BSI Consumer & Public Interest Representatives have been involved in over 150 UK and international standards technical committee meetings and working groups, a fifty per cent increase on the previous year. Topics have included Adventure holidays; Assisted living; Clothes sizing; Consumer information; Customer service; Design life of buildings; E-commerce; Fairgrounds and amusement parks; Fire extinguishers; Fire precautions in buildings; Governance of organizations; Graphical symbols; Ladders; Medical devices; Nanotechnology; Pen caps; Performance and safety of audio & video equipment; Performance and safety of household electrical appliances, including their use by older people and children; Recreational diving services; Robots and Robotic Devices; Safety signs and public information symbols; Sanitary appliances, including taps, shower outlets, etc.; Sensory analysis (e.g. taste testing); Service life planning; Societal &

Citizen Security; Structural design of low rise buildings; Sustainable communities; Tanning salon services; Tourism services – beaches; Wayfinding symbols and Wheelchair users travelling by air.

The CPI Coordinator for Services attended the Consumer Future seminar held by Citizens Advice to discuss the content of the forthcoming Consumer Rights Bill as it links with standards in the services area. In addition, CPI representatives working in the areas of Risk, ICT, Construction, Healthcare and Sustainability also met together with relevant BSI staff to discuss cross-sector issues.

CPI representatives plan what they wish to achieve in meetings to develop specific standards then report against those objectives. Some examples of the purpose and benefits of consumer intervention include:

- **Guidance on instructions for consumer products** CPI representatives have been involved in the development of a standard (BS EN 82079-1) and guidance (ISO/IEC Guide 37) on product instructions. These documents emphasize the importance of clarity and accuracy of different language versions of instructions and cover provisions for giving instructions through a variety of media, such as on websites. They also propose the application of accessibility principles throughout, for example, enhanced print size and better use of illustrations. Their importance was promoted at the International Consumer Product Health and Safety Organization (ICHPSO) 8th International Meeting and Training Symposium in Brussels in October 2012.
- **Fire Extinguishers** Consumers are affected by the performance of fire extinguishers and blankets, which are widely available in D.I.Y. stores and found in many homes. It is important to consumers therefore that any such items sold in the U.K. can be relied upon in terms of performance and reliability.

- **Telescopic Ladders** This is a relatively new class of ladders that are predominantly sold for domestic use. The CPI representative has identified some areas of potential concern and the need to become more involved to ensure tests are of appropriate severity and relevance.
- **Network billing** A standard published during the year, Network services billing – requirements (BS ISO 14452), was first proposed by ISO COPOLCO, the consumer policy committee of ISO, and based initially on a previous British Standard. A CPI representative contributed extensively, including editing and organizing the early copy.

## Policy, planning and informative meetings

- The BSI Consumer & Public Interest Strategic Advisory Committee (CPISAC), made up of representatives from key UK consumer and public interest organizations and chaired by Lynn Faulds Wood, met three times during the year at the WI, BSI and the OFT. CPISAC provides a forum for discussion of current consumer concerns and how they influence or are influenced by standardization. Along with the CPIC steering panel, it provides input to activities taking place in ISO COPOLCO. A representative from ANEC (European voice of consumers in standardization) also reports on current European consumer-focused standards activity. The CPISAC chair also provides consumer representation on the BSI Standards Policy and Strategy Committee (SPSC).
- The quarterly CPI Coordinators steering panel sets the agenda for all-member Network meetings, determines work priorities for CPI representatives, and considers generic issues related to standardization. Topics covered during the year included a briefing on BSI press policy and reference to the new ISO classification for stakeholder groups. ISO member bodies will be required to

determine the relevant stakeholder category when registering experts to ISO working groups. This will help to identify how many consumers are actually involved in standardization at the international level. It will take some time before all existing committee members are categorized as it is a self-declaration process. The most recent CPIC Steering panel meeting included a lively discussion about accident research (BSI has supported a UK call for the EC to fund a new accident data collection system).

- Two Consumer & Public Involvement Network meetings were held during the year. Lynn Faulds Wood facilitated a session at BSI in December 2012. This included an update on the implementation of the international standard covering Guidance on Social Responsibility (BS ISO 26000) within BSI and the work of the BSI Standards Solutions team in the Social Policy area. Colleagues from Citizens Advice, the Trading Standards Institute and the new Regulated Industries Unit (evolving from part of Consumer Focus) also gave brief presentations on the new UK consumer landscape. CPI representatives fed back on some of the challenges and successes from their own work. For the first time in several years, the CPI Network Summer meeting was held at another event and outside London: the Consumer Affairs and Trading Standards conference in Manchester. Over 25 CPI representatives attended the June event and were able to make good use of the exhibition area to find out more about the various national consumer organizations and other exhibitors, and inform them of their role in the CPI Network. They also contributed to the questions for plenary speakers. The event resulted in several possible applicants to join the CPI Network, one of whom has now been successful.

## ISO COPOLCO

BSI and the CPI Network are involved in the consumer policy committee of ISO (COPOLCO) in a variety of ways. The UK has representatives on the COPOLCO Chairs Group (which met in Berlin in October 2012) and co-chairs, with delegates from other countries, two key working groups – Consumer Participation and Training. There are UK representatives on all other working groups: Priorities, Global Market and Product Safety, and several Task Groups: Anti-counterfeiting, Comparative Testing and Results Based Planning. UK representatives have the coordinator role for the Instructions Task Group, which revised ISO Guide 37, and the Child Safety Task Group revising ISO Guide 50. There are also two UK COPOLCO 'Key Persons' - consumer representatives who provide expertise/overview of particular topic areas to assist others. Currently UK representatives cover Graphical symbols and Protection of personal data

A member of the BSI CPIU and a representative from the National Consumers Federation attended the week of COPOLCO meetings and workshop on the theme of Market Surveillance in Fiji in May 2012. Although a useful meeting, attendance was lower than in previous years, in part due to the cost and time taken to reach the venue for many delegations: 124 participants from 23 countries (157 from 22 countries attended the workshop). These figures compare with the 47 countries represented at COPOLCO 2011 held in London, hosted by BSI and supported by BIS.

## Recruitment and training of CPI Representatives

During the year, several new CPI representatives joined the Network and two new Coordinators were recruited to replace the CPICs for the areas of Children's Interests and Design for All, who stepped down due to other work commitments. The process of personal development reviews with CPICs has continued.

## New ideas work

Over the past decade a list of 240 ideas have been suggested by members of the BSI CPI Network; over 40 per cent of these have been taken up in existing or ongoing standardization work. This is indicative of the strong abilities of the CPI network to identify standards, not only of interest to consumers, but also to all stakeholders in the standardization process. For the future, CPIN ideas are to be fed directly into the BSI 'New Proposals' part of the BSI website [standardsproposals.bsigroup.com](http://standardsproposals.bsigroup.com).

## Education

The BSI Education Sector Representative continues to be active in promoting standardization in education. Initiatives over the course of the year include:

- Presenting a case study based on work between BSI and Kingston University as an example of best practice, to an international audience at the ISO/IEC/ITU (International Telecommunication Union) Academic Conference in Bali
- Taking leadership of the CEN/CENELEC/ETSI Joint Working Group – Education about Standardization Task Force for Engagement and Partnership; an action stemming from the Master plan approved by the CEN/CENELEC Joint President's Group in 2012
- Continuing the programme of delivering lectures, including working with the Institute of Electrical and Electronics Engineers (IEEE) to teach UCL students and working with Swansea University to write a standards integrated postgraduate business degree
- Joining the steering committee of an EU funded NEN (Dutch standards body)-led project to build an SME focused e-learning platform based on standardization
- Holding the first Education Stakeholder Group meetings to collect feedback on work done so far and consult with representatives of the sector over content of the 2013-2015 education strategy

# 7. Smart Cities Initiative.

## Identifying the role of standards in accelerating the implementation of Smart Cities.

Smart City technologies based on digital infrastructure and digital services offer one of the few viable alternative means to effectively monitor and manage physical and social resource in the built environment. The aim of the BSI Smart Cities initiative is to identify the role of standards in accelerating the implementation of Smart Cities and to develop a programme of standards, in order to provide assurance to citizens that the risks are being managed appropriately.

During the first half of the year and after consultation with relevant stakeholders, BSI completed the development of a Smart Cities standards strategy for the UK. The project then moved to the standards development stage, which consists of the following key projects:

- Decision Making Framework for Establishing a Smart City (PAS 181)
- Smart City Vocabulary (PAS 180)
- A Smart Cities Strategy Group, which has been formed to assist BSI in creating a sustainable programme of work and setting strategic priorities

- Interoperability, for which a kick-off workshop was held on 1st March 2013, where five main areas were identified for further development on Interoperability standards:

1. The need to define the requirement for the Interoperability Eco-system for Smart Cities at the Framework Level
2. The requirement for a concept model to give a common language to the Smart City
3. A Code of Practice for Open Data covering definition and access
4. A requirement for technical specifications or a catalogue of existing technical standards
5. A General Guide covering infrastructure and data use in cities

An Interoperability Advisory Committee is being formed to prioritize the five areas identified and to assist in scoping the interoperability work stream.



# 8. International Projects.

BSI International Projects coordinates technical assistance and provides support to the development of quality infrastructures in developing countries. Its role is to design, manage and implement projects to strengthen quality institutions worldwide.

While helping to improve fundamental market infrastructure in developing countries throughout the world, the projects BSI undertakes are part of its effort to enhance the UK's influence worldwide. The improved infrastructures it develops are often in fast-growing areas of the world and the work helps to make markets accessible and open to trade with the UK.

The team specializes in helping institutions that are responsible for:

- Standardization
- Inspection
- Certification and Conformity Assessment
- Quality Control
- Testing Laboratories
- Technical Regulations & Legislation
- Metrology
- Consumer Protection
- Accreditation
- Market Surveillance

Projects cover a wide range of sectors, including:

- Trade, Standards and Private Sector
- Manufacturing and Processing
- Construction, Transport and Infrastructure
- Chemicals
- Food and Drink
- Healthcare and Medical Devices
- Agriculture
- Communications and Information Technologies
- Environment
- Services
- Energy, Utilities and Low Carbon Technology
- Governance and Public Sector
- Electrical and Electronics
- Procurement



Our international projects are focussed on providing advice and guidance to strengthen quality institutions and infrastructures in developing countries. Our strategy also supports British manufacturers and exporters to gain market access in strategically important areas around the world.

Below are some highlights of the work carried out by the BSI International Projects team in supporting the development of standardization in developing countries. A full list of projects is provided in Appendix D.

### **Study on standards comparison between EU, Russia and Brazil in the textiles, clothing, footwear and leather sectors**

This EC-funded project compared European standards in the textiles, clothing, footwear and leather sectors with Brazilian and Russian standards, in order to conduct a gap analysis and make recommendations. The project closed during the year.

### **Technical assistance to the Quality Infrastructure and Standards Programme, Ministry of Tourism, Trade and Industry, Uganda**

The objective of this project, funded by the Swedish International Development Cooperation Agency (SIDA), is to promote the use of quality infrastructure and standards so as to improve the competitiveness of Uganda's products, processes and service delivery systems in domestic, regional and international markets. The project is ongoing.

### **EDES Framework Contract – Africa, Caribbean, Pacific region (ACP)**

The overall objective of EDES, an EU-funded programme, is to contribute to poverty alleviation through the integration of food products from ACP regions into international, and particularly European, trade flows. The specific objective is to support the development in ACP of risk-based food safety systems for exports in line with European, international and regional standards. The project started in the year.

# Appendix A.

## Testable Objectives

Ref.	Activities	Testable Objectives
A	BSI Membership for HMG	<p>Government Departments and Agencies to purchase single copy and online British Standards at a discount of 50% as well as accessing all other BSI Membership benefits including alerting, advisory and information services.</p> <p><b>TO_A1:</b> Provision of Membership benefits to all Government Departments and Agencies. Commences April 1st 2012 to March 31st 2013.</p> <p><b>TO_A2:</b> BIS to receive free BSOL subscription to all modules for department use only. Extensions to other HMG bodies are excluded and make their own provisions. Commences April 1st 2012 to March 31st 2013.</p> <p><b>TO_A3:</b> BIS to provide BIS a list of Government Departments and Agencies covered by the HMG Membership that are benefiting and using the Membership services.</p> <p><b>TO_A4:</b> BIS to work with BSI to agree activities to raise awareness of the Membership services available to HMG departments and their executive agencies (September 2012 to March 2013).</p> <p><b>TO_A5:</b> Provision &amp; communication of Quarterly &amp; Full Year Funding Reports to BIS.</p> <p><b>N.B.</b> BIS is continuing to develop a separate communication strategy to promote the awareness, benefits and use of standards and standardization approaches within Government.</p>
B	Contribution to membership of ISO/IEC/CEN/CENELEC	<p>Membership of international standards organizations supported through this contribution enables the UK to maintain a standards infrastructure consistent with European standards policy as required by the Memorandum of Understanding with HM Government. This fund also supports the UK's obligations under the directive 98/34 EC that aims to prevent the creation of new technical barriers to trade (TBT).</p> <p><b>TO_B1:</b> Ensure that the UK's obligations under Directive 98/34 EC have been fulfilled.</p> <p><b>TO_B2:</b> Ensure BSI maintain an appropriate presence on key international and European committees &amp; fora to enable UK to be influential on standards policy matters.</p> <p><b>TO_B3:</b> Provision &amp; communication of Quarterly &amp; Full Year Funding Reports to BIS.</p>

Ref.	Activities	Testable Objectives
C	Support for Standards Development	<p>Support of the BSI standards development programme including: BSI programme management support for eligible committees meeting Targeted Funding scheme criteria, access to international standardization provided for committees by the Committee Service Centre, staff travel in support of standards development and the drafting of standards by external experts.</p> <p><b>TO_C1:</b> Implementation of pipeline proposal for 2012/13 Priority Areas funded programme of work, as agreed with BIS in relation to HMG priorities/policies.</p> <p><b>TO_C2:</b> Use of Investment Case and Traffic Light Report templates for effective management and monitoring of the 2012/13 Priority Areas funding budget.</p> <p><b>TO_C3:</b> Provision &amp; communication of Quarterly &amp; Full Year Funding Reports to BIS.</p>
D	Support for Participation in Standardization	<p>Financial support to UK delegates to meetings related to international standardization through the Assisted International Travel Scheme (AITS).</p> <p><b>TO_D1:</b> Improved management of AITS spend by allocating fund across four period phases. The projected spend against budget for each phase will be monitored to ensure there is no overspend.</p> <p><b>TO_D2:</b> Monitor use of the fund for 2012/13 to ensure maintenance of UK presence at core meetings.</p> <p><b>TO_D3:</b> Monitor use of the fund for 2012/13 to ensure fund is used predominantly by SMEs.</p> <p><b>TO_D4:</b> Provision &amp; communication of Quarterly &amp; Full Year Funding Reports to BIS.</p>
D	Support for Consumer Participation in Standardization	<p>Support for consumer participation in standardization (including assisted consumer travel and subsistence).</p> <p><b>TO_E1:</b> To manage awareness of and effective consumer &amp; public interest participation in standardization, through continued prioritising of input to ongoing standards development and processing of innovative ideas, including:</p> <p><b>TO_E1.1:</b> Organising and running Network meetings/training focussing on topics of relevance to the Consumer &amp; Public Interest (at least two CPIN meetings including at least one at an appropriate external venue).</p> <p><b>TO_E1.2:</b> Maintaining awareness of standards (preparation/revision of one or more appropriate paper/web-based publications and/or undertake one or more relevant background research/specific projects to ensure evidence base).</p> <p><b>TO_E1.3:</b> Maintaining the number and relevance of individuals involved in the process to match CPIN priorities (widen age profile of CPI reps to include a higher proportion of younger members).</p> <p><b>TO_E1.4:</b> Over 100 attendances at UK and international meetings by CPI representatives, in accordance with relevant areas of interest.</p> <p><b>TO_E2:</b> To agree with BIS a list of core consumer topic areas for 2013/14 by February 2013.</p> <p><b>TO_E3:</b> Provision &amp; communication of Quarterly &amp; Full Year Funding Reports to BIS.</p>

# Appendix B.

## Committees with Standards Development funding contributions

The table below lists non-commercially viable committees that were identified for funding in 2012/13. The work of these committees falls under the criteria for Standards Development funding.

Ref.	Committee title	Subject area	Main priority
CH/106	Dentistry	Healthcare	Consumer protection
CH/121	Anaesthetic and respiratory equipment	Healthcare	Safety
CH/150	Implants for surgery	Healthcare	Consumer protection
CH/157	Mechanical contraceptives	Healthcare	Consumer Protection
CH/172	Ophthalmic optics	Healthcare	Safety
AMT/4	Industrial data and manufacturing interfaces	ICT	Procurement
AUE/-/1	International work on road vehicles	Transport	Safety
AUE/11	Braking systems	Transport	Safety
AUE/12	Safety related to occupants	Transport	Safety
AUE/14	Motor cycles and mopeds	Transport	Safety
AUE/16	Electrical and electronic equipment	Transport	Regulation /Legislation
AUE/17	Vehicle security	Transport	Safety
AUE/18	Tanks for the transport of dangerous goods	Transport	Consumer protection
AUE/20	Vehicle on-board diagnostics, repair and maintenance information	Transport	Safety
AUE/3	Renovation of tyres for motor vehicles	Transport	Safety
AUE/4	Tyres and wheels for motor vehicles	Transport	Regulation /Legislation
AUE/7	Automobile occupant restraint systems	Transport	Safety
B/500	Basic data	Construction	Productivity
B/506	Chimneys	Construction	Regulation /Legislation
B/512	Ladders	Construction	Safety
B/513	Construction equipment and plant and site safety	Construction	Safety
B/519	Masonry and associated testing	Construction	Infrastructure
B/520	Glass and glazing in building	Construction	Safety
B/524	Precast concrete products	Construction	Infrastructure
B/540	Energy performance of materials components and buildings	Construction	Sustainability
B/542	Roofing and cladding products for discontinuous laying	Construction	Safety
B/553	Geotextiles and geomembranes	Construction	Procurement
B/555	Construction design, modelling and data exchange	Construction	Innovation
B/557	Construction products - Assessment of dangerous substances	Construction	Regulation /Legislation
B/558	Sustainability of construction works	Construction	Sustainability
CB/-	Construction & Built Environment Sector Policy and Strategy Committee	Construction	Innovation
CB/10	Design Advisory Committee	Built Environment Design	Innovation
CB/101	Service Life Planning	Construction	Innovation/Sustainability
CB/30	Construction Products Advisory Committee	Construction	Regulation /Legislation
CB/50	Infrastructure	Construction	Infrastructure
CH/239	Rescue systems	Healthcare	Procurement
CII/47	Pyrotechnic articles	Chemicals	Consumer protection
CPI/113	Hydrometry	Metrology	UK competitiveness
CPI/30	Measurement of fluid flow in closed conduits	Metrology	Infrastructure
CPL/116	Safety of motor-operated electric tools	Consumer Goods	Consumer protection
CPL/59	Performance of household electrical appliances	Consumer Goods	Consumer protection

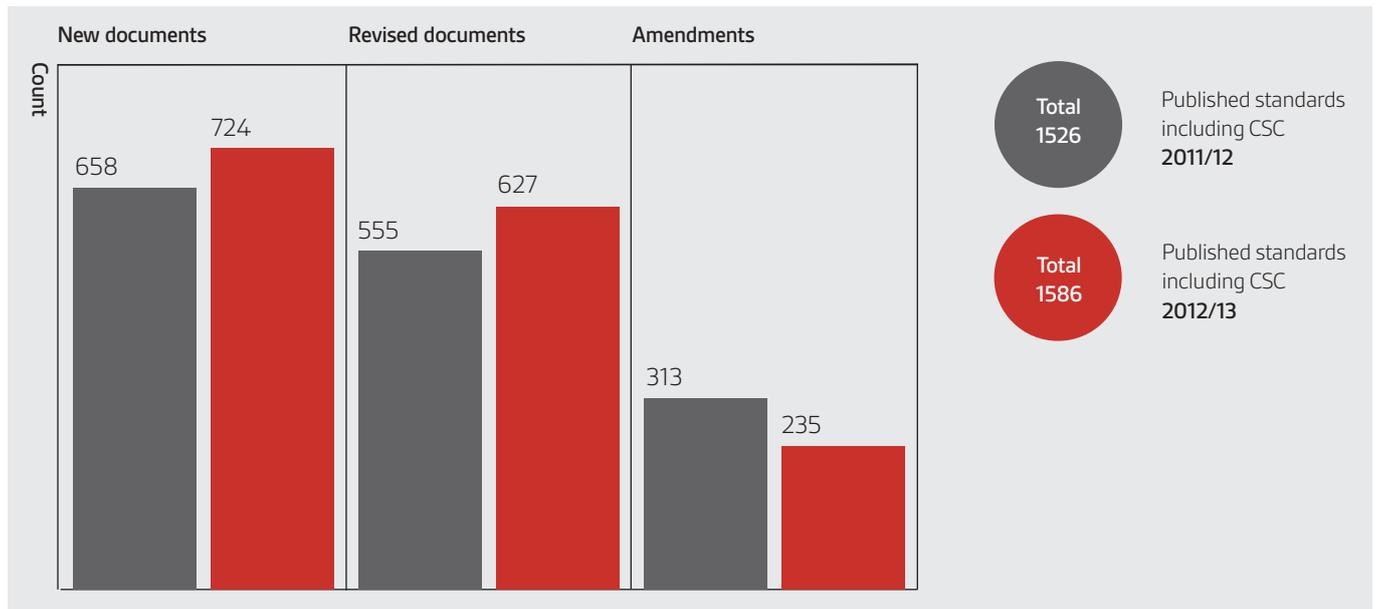
Ref.	Committee title	Subject area	Main priority
CPL/72	Electrical control devices for household equipment and appliances	Consumer Goods	Consumer protection
CPW/172	Optics and Photonics	Consumer Goods	UK competitiveness
CW/1	Safety of child use and child care products	Consumer Goods	Safety
CW/2	Safety of child use and child care horizontal issues	Consumer Goods	Safety
CW/217	Cosmetics	Consumer Goods	Consumer Protection
EH/3	Water quality	Environment/CSR	Better regulation
EH/4	Soil quality	Environment/CSR	Sustainability
EH/5	Sludge characterization	Environment/CSR	Regulation /Legislation
EPL/278	Road transport informatics	Electronics	Innovation / Infrastructure
EPL/29	Electroacoustics	Electronics	Regulation /Legislation
EPL/46	Cables, wires and waveguides, radio frequency connectors and accessories for communication and signalling	Electronics	UK competitiveness
EPL/501	Electronic assembly technology & Printed Electronics	Electronics	UK competitiveness
EPL/66	Safety of measuring, control and laboratory equipment	Electronics	Safety
EPL/87	Ultrasonics	Electronics	Safety
FMW/1	Facilities Management	Construction	Innovation / procurement
FSH/0	Strategic Policy Group for Fire Standardization	Fire	Safety
FSH/16	Hazards to life from fire	Fire	Safety
FSH/17	Fire brigade equipment	Fire	Procurement
FSH/18	Fixed fire fighting systems	Fire	Safety
FSH/19	Fire Precautions in Railway Transport	Fire	Safety
FSH/21	Reaction to fire tests	Fire	Safety
FSH/22	Fire resistance tests	Fire	Safety
FSH/24	Fire safety engineering	Fire	Safety
FSH/25	Smoke, heat control systems and components	Fire	Safety
FSH/9	Fire terminology	Fire	Safety
GEL/105	Fuel cell technologies	Energy	Innovation
GEL/111	Electrotechnical environment committee	Electrical Machinery and Components	Regulation /Legislation
GEL/8	Systems Aspects for Electrical Energy Supply	Energy	Consumer protection
GEL/89	Fire hazard testing	Fire	Safety
GME/21	Mechanical vibration, shock and condition monitoring	Mechanical Machinery & Components	Safety
GME/33	Small craft	Transport	Safety
GSE/22	Safety and control devices for gas and oil burners and gas burning appliances	Mechanical Machinery & Components	Regulation/Legislation
GSE/25	Gas Meters	Energy	Infrastructure
GSE/29	Gas-fired central heating boilers (domestic and non-domestic) and domestic gas-fired water heaters	Mechanical Machinery & Components	Consumer protection
GSE/35	Gas cooking appliances (domestic)	Mechanical Machinery & Components	Consumer Protection
GW/2	Secure storage of cash, valuables and data media	Security	Consumer protection
H/-/4	Environmental testing programmes	Environment/CSR	Regulation /Legislation
ICT/-	Information and Communications Technology Co-ordination and Strategy Committee	ICT	Productivity
ICT/-/1	Information systems co-ordination	ICT	Infrastructure
ICT/-/6	ICT Accessibility Co-ordination	ICT	Innovation / Infrastructure
IMS/1	Innovation management	Services	Innovation
IST/31	Computer graphics, image processing and environmental data representation	ICT	Innovation
IST/34	Automatic identification and data capture techniques	ICT	Innovation
IST/37	Coding of picture, audio, multimedia and hypermedia information	ICT	UK competitiveness

Ref.	Committee title	Subject area	Main priority
IST/38	Distributed application platforms and services (DAPS)	ICT	Innovation
IST/43	Information technology for learning, education and training	ICT	Productivity
IST/44	Biometrics	ICT	Innovation
IST/6	Data communications	ICT	Productivity
IST/70	Sensor Networks	ICT	Innovation / Infrastructure
LBI/37	Particle characterization including sieving	<b>Metrology</b>	Safety
MCE/6	Pumps and pump testing	<b>Mechanical Machinery &amp; Components</b>	Regulation /Legislation
MI/2	Bio-based products	<b>Materials</b>	Innovation
NTI/1	Nanotechnologies	<b>Materials</b>	Innovation
PAI/43	Graphic technology	<b>Consumer Goods</b>	Consumer protection
PEL/114	Marine energy - Wave, tidal and other water current converters	<b>Energy</b>	Sustainability/Innovation
PEL/13	Electricity Meters	<b>Energy</b>	Infrastructure
PEL/2	Rotating electrical machinery	<b>Electrical Machinery and Components</b>	UK competitiveness
PEL/88	Wind turbines	<b>Energy</b>	Sustainability/Innovation
PEL/894	Remote Meter Reading	<b>Energy</b>	Innovation
PH/2	Eye protection	<b>Health &amp; Safety</b>	Safety
PH/4	Respiratory protection	<b>Health &amp; Safety</b>	Safety
PH/6	Head protection	<b>Health &amp; Safety</b>	Safety
PH/8	Graphical symbols	<b>Health &amp; Safety</b>	Safety
PH/9	Applied ergonomics	<b>Health &amp; Safety</b>	Innovation / procurement
PKW/0	Packaging	<b>Consumer Goods</b>	Regulation /Legislation
PRI/26	Burning behaviour of plastics and rubbers	<b>Materials</b>	Safety
PRI/42	Fibre reinforced thermosetting plastics and prepregs	<b>Materials</b>	UK competitiveness
PRI/66	Rubber and plastics tubing, hoses and hose assemblies	<b>Mechanical Machinery &amp; Components</b>	Safety
PTI/2	Liquid Fuels	<b>Energy</b>	Innovation
PTI/20	Sustainability of bioenergy	<b>Energy</b>	Sustainability/Innovation
PVE/3	Gas containers	<b>Mechanical Machinery &amp; Components</b>	Regulation /Legislation
RGM/1	Regenerative medicine	<b>Healthcare</b>	Innovation
RHE/2	Ventilation for buildings, heating and hot water services	<b>Construction</b>	Sustainability
RHE/25	Solar Heating	<b>Environment/CSR</b>	Sustainability/Innovation
SDS/1	Sustainable development Co-ordination Committee	<b>Environment/CSR</b>	Sustainability
SEM/1	Energy Management	<b>Energy</b>	Sustainability
SS/2	Statistical Interpretation of Data	<b>Quality</b>	Productivity
SS/6	Precision of test methods	<b>Quality</b>	UK competitiveness
SSM/1	Societal security management	<b>Security</b>	Innovation
STI/53	Specifications and test methods for jewellery and horology	<b>Consumer Goods</b>	Consumer Protection
SVS/2	Tourism services	<b>Services</b>	Consumer protection
SVS/4	Postal services	<b>Services</b>	Regulation /Legislation
SW/136	Sports, playground and other recreational equipment	<b>Safety</b>	Consumer protection
TCI/100	Co-ordination of activities in textiles and clothing	<b>Materials</b>	Consumer protection
TCI/66	Apparel and interior textiles	<b>Materials</b>	Consumer protection
TCI/80	Chemical testing of textiles	<b>Materials</b>	Consumer protection
WEE/40	Health and safety in welding	<b>Welding</b>	Safety
FSM/1	Forensic Science Services	<b>Health &amp; Safety</b>	Regulation /Legislation
CH/173	Assistive products for persons with disability	<b>Healthcare</b>	Innovation
CH/205	Non-active medical devices	<b>Healthcare</b>	Safety
IST/41	Document description and processing language	ICT	Productivity
PH/1	Safety, protective and occupational footwear	<b>Health &amp; Safety</b>	Safety

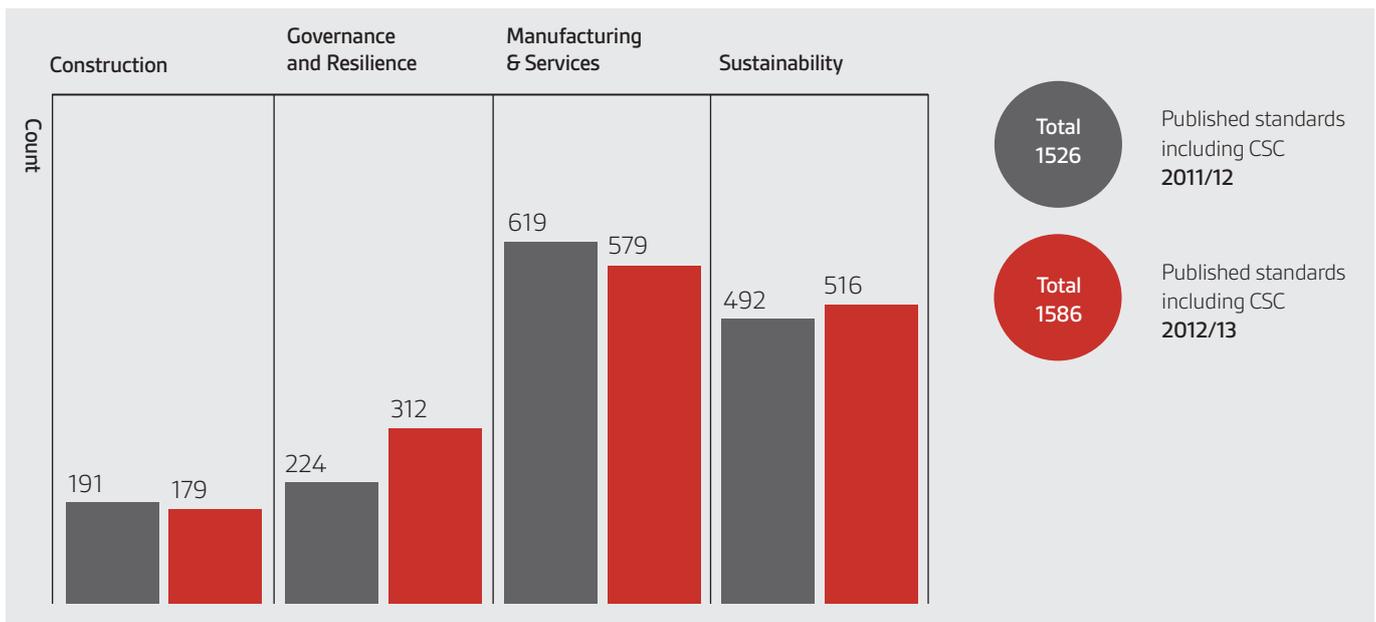
# Appendix C.

## Funded Committees Output 2012/13

### Published standards by type



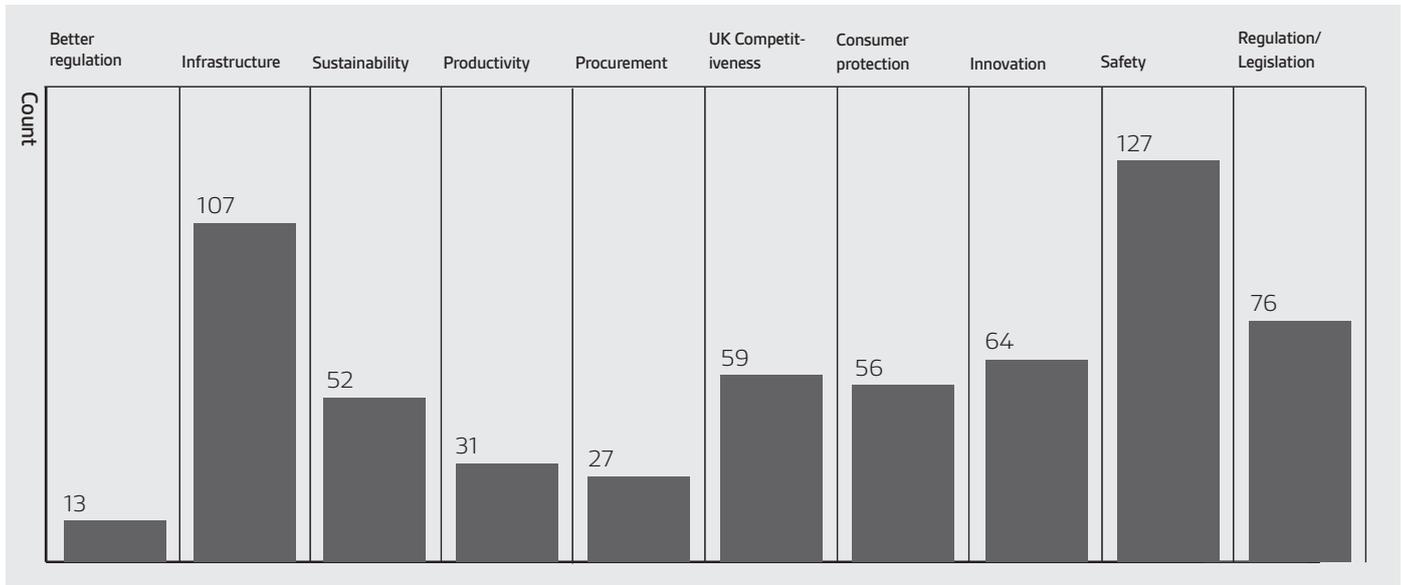
### Published standards by BSI sector team



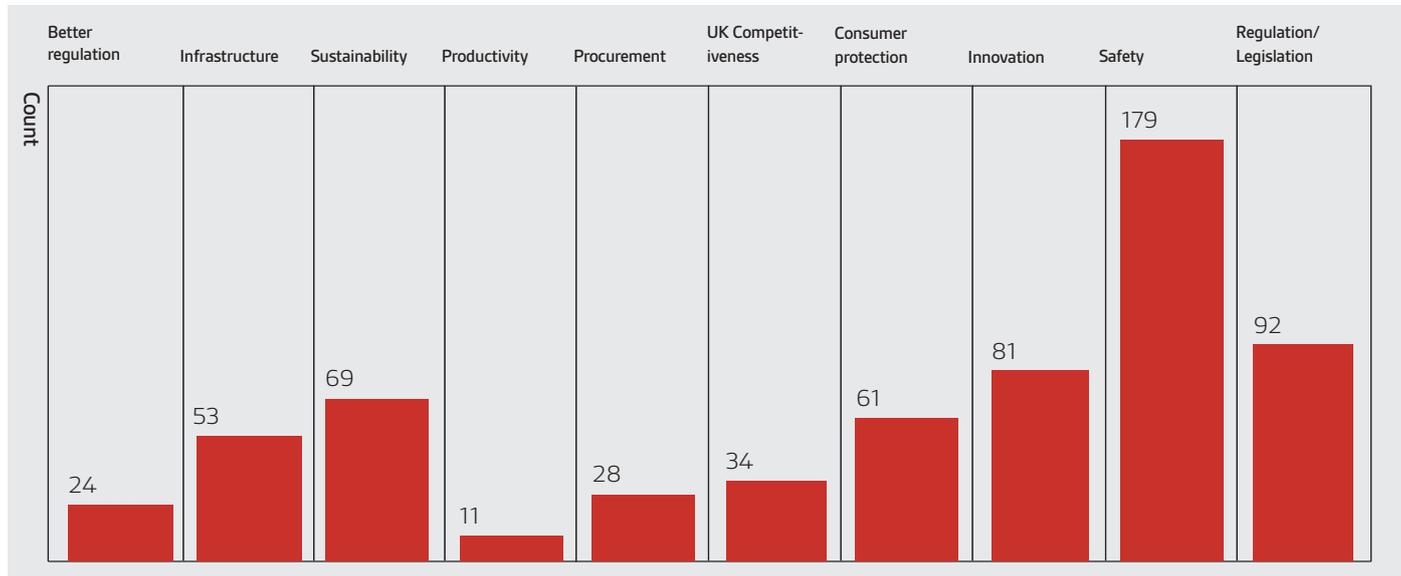
**N.B.** The 1,586 published standards include output from the 133 committees supported by named programme managers and all those managed via the BSI Committee Service Centre.

**Published standards from committees with a named programme manager by main priority**

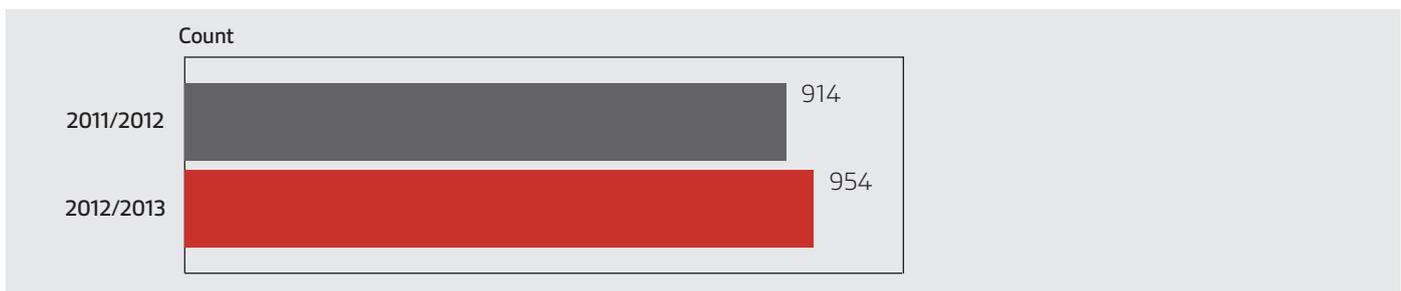
2011/2012



2012/2013



**Published standards by committees managed via the Committee Service Centre (Access to international standardization)**



# Appendix D.

## BSI's Technical Assistance Projects to Developing Countries

Project title	Status	Funded by	Description
GSO Training (Gulf States)	Closed in year	Standardization Organization of the Cooperation Council for the Arab States of the Gulf (GSO)	This project consisted of delivery of training courses on standards, conformity assessment, accreditation, metrology and market surveillance, as part of the GSO 2012 training programme.
Technical specialist & projects needs assessment – Rwanda & Burundi	Closed in year	TradeMark East Africa (TMEA)	The objective of this project was to carry out an intensive feasibility or needs analysis on the conditionalities required to be fulfilled before the procurement of specialized equipment.
Technical Assistance Support to the Strengthening of the Quality Infrastructure - Turkey	Closed in year	EC	The overall objective of the project was to contribute to the removal of technical barriers to trade between Turkey and the EU, in order to ensure the free movement of goods between the two parties. The objective has political support from the Turkish government in its ambition to join the EU and meet its national objectives of greater recognition and development. The project looked to harness and strengthen the framework of quality institutions and infrastructure in Turkey to enable better implementation of European law regarding the free movement of goods.
Technical Assistance for Strengthening Legal Framework and Institutional Infrastructure for Protection from Dangerous Chemicals - Croatia	Closed in year	EC	The aim of this project was to assist Croatia in upgrading its capacities for implementing transposed EU regulations and directives relating to the protection of the environment and human health from chemicals. Beneficiaries of this project included government authorities and public institutions at the central and local levels, as well as representatives of industry and trade sectors.
Study on standards comparison between EU and Russia and Brazil in the textiles, clothing, footwear and leather sectors	Closed in year	EC	This project compared European standards in the textiles, clothing, footwear in order to conduct a gap analysis and make recommendations.

Project title	Status	Funded by	Description
<b>Technical Assistance: Programme for Support in the Production of Seeds of Basic Grains for Food Security in Nicaragua (PAPSSAN)</b>	Ongoing	EC	The aim of the project is to develop the market for certified seeds, both at local level and nationally, supplying surplus of certified seed produced in other territories to cover demand in other regions while also improving food security. This will allow producers to buy fresh seed adapted to the conditions of their environment and at the lowest possible prices. The project will strengthen and build the capacity of small and medium producers in the areas of production, business development and processing, marketing, provision of infrastructure equipment and access to services. It will also provide support and equipment to cooperatives and other organizations through the financing of investments in equipment and infrastructures dedicated to the production, processing and marketing of seeds.
<b>Further development of National Accreditation Agency of Ukraine capacities according to European practices</b>	Ongoing	EC	The purpose of this project is to enable the achievement of the international recognition of the National Accreditation Agency of Ukraine (NAAU) in providing accreditation services in the areas of Testing Laboratories, Calibration Laboratories, Management System Certification Bodies, Product Certification Bodies, and Inspection Bodies.
<b>Technical assistance to the Quality Infrastructure and Standards Programme, Ministry of Tourism, Trade and Industry, Uganda</b>	Ongoing	<b>Swedish International Development Cooperation Agency (SIDA)</b>	The objective of this project is to strengthen the quality infrastructure and standards programme so as to improve the competitiveness of Uganda's products, processes and service delivery systems in domestic, regional and international markets.
<b>Support to China's Sustainable Trade and Investment System</b>	Ongoing	EC	The overall objective of this project is to support China's economic, trade and investment reform in line with China's sustainable development path. Its purpose is to provide technical assistance to strengthen the design and implementation of trade and investment policy, legislation and regulation at central and provincial level. BSI and CEN are managing the delivery of Component II: Quality Infrastructure / Technical Barriers to Trade. This component aims to a) improve the legislative and regulatory framework for developing new and revising old technical regulations, standards, conformity assessment, market surveillance and accreditation systems while strengthening compliance to standards and regulation, including at the provincial level and b) build capacity to support China's quality infrastructure bodies, trade, sector and consumer associations including establishing and strengthening partnerships/cooperation with international bodies and counterparts.

Project title	Status	Funded by	Description
<b>INOGATE Technical Secretariat and integrated programme in support of the Baku Initiative and the Eastern Partnership energy objectives</b>	Ongoing	EC	The INOGATE Programme is an international energy co-operation programme between the European Union and the Partner Countries of Armenia, Azerbaijan, Belarus, Georgia, Kazakhstan, Kyrgyzstan, Moldova, Tajikistan, Turkmenistan, Ukraine and Uzbekistan. The overall objective of the programme is to contribute to the progress of the INOGATE Partner Countries in the achievement of the Baku Initiative and the Eastern Partnership objectives. The programme is supporting a reduction in their dependency on fossil fuels and imports, improvement of the security of their energy supply, and climate change mitigation.
<b>Strengthening the Quality Infrastructure in Rwanda</b>	Ongoing	TradeMark East Africa (TMEA)	The objectives of this project are to assist the institutional development of the Rwanda Bureau of Standards by offering strategic support, and to raise the awareness of the private sector of standards and increase its capacity building in this area.
<b>Twinning contract with Armenia: Harmonization with EU standards and institution building of the State Inspectorate of Protection of Markets and Consumer Rights</b>	Started in year	EC	The purpose of this twinning contract is to develop and enforce national market surveillance practices in line with internationally recognized best practices in the sector, with the aim of preparing the country for wider international agreements concerning the free movement of goods.
<b>Africa, Caribbean, Pacific Region (ACP) EDES Framework Contract</b>	Started in year	EC	The overall objective of EDES, an ACP-EU Programme, is to contribute to poverty alleviation through the integration of food products from ACP regions into international, and particularly European, trade flows. The specific objective is to support the development in ACP of risk-based food safety systems for exports in line with European, international and regional standards.



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