

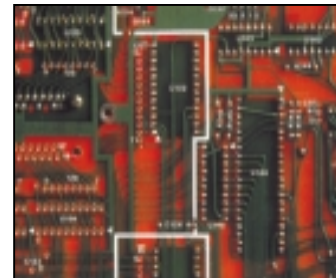
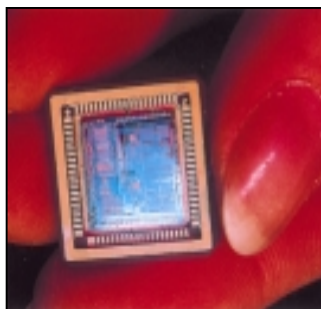


Introduction to the IEC

Name: Anne Bosma

IEC's mission

- **Founded in 1906 to promote international co-operation on all questions of standardization and related matters in the field of electrotechnology**



IEC's mission (cont.)

- **To achieve this objective, the IEC**
 - encourages national adoption of international standards
 - stimulates world trade and business by ensuring technical and market relevance of its products
 - makes results applicable and available for voluntary adoption world wide
 - sets the framework for Conformity Assessment in global markets

62 IEC members



AUSTRALIA	EGYPT	KOREA, REP. OF	SAUDI ARABIA
AUSTRIA	ERITREA (PM)	LATVIA (AM)	SINGAPORE
BELARUS	ESTONIA (AM)	LITHUANIA (AM)	SLOVAKIA
BELGIUM	FINLAND	LUXEMBURG	SLOVENIA
BOS.-HERZO. (AM)	FRANCE	MALAYSIA	SOUTH AFRICA
BRAZIL	GERMANY	MEXICO	SPAIN
BULGARIA	GREECE	NETHERLANDS	SWEDEN
CANADA	HUNGARY	NEW ZEALAND	SWITZERLAND
CHINA	ICELAND (AM)	NORWAY	THAILAND
COLOMBIA (PM)	INDIA	PAKISTAN	TURKEY
COSTA RICA (PM)	INDONESIA	PHILIPPINES	UKRAINE
CROATIA	IRELAND	POLAND	UK
CUBA (PM)	ISRAEL	PORTUGAL	USA
CYPRUS (AM)	ITALY	ROMANIA	URUGUAY (PM)
CZECH REP.	JAPAN	RUSSIAN FED.	YUGOSLAVIA
DENMARK	KENYA (PM)		

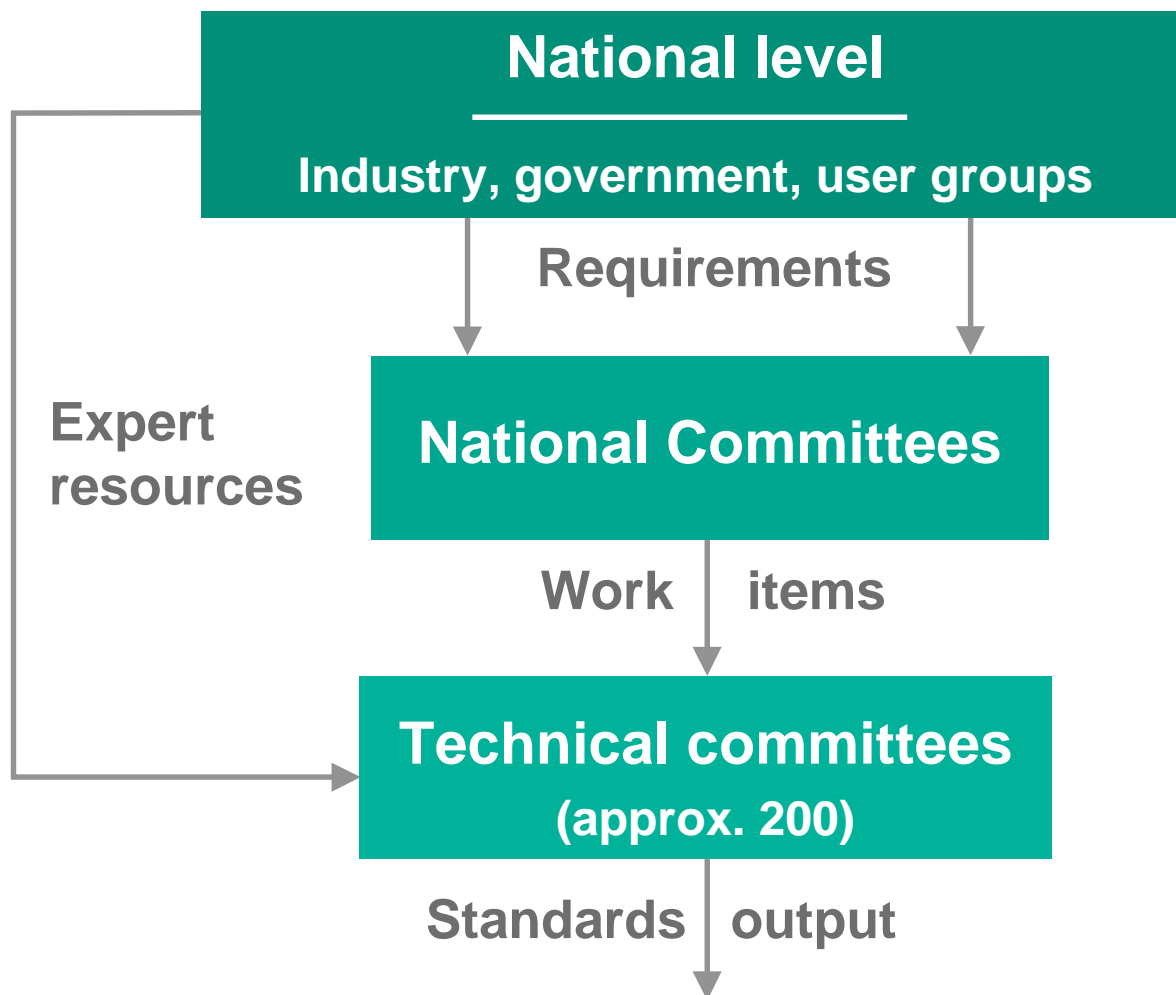
AM = Associate member

PM = Pre-associate member

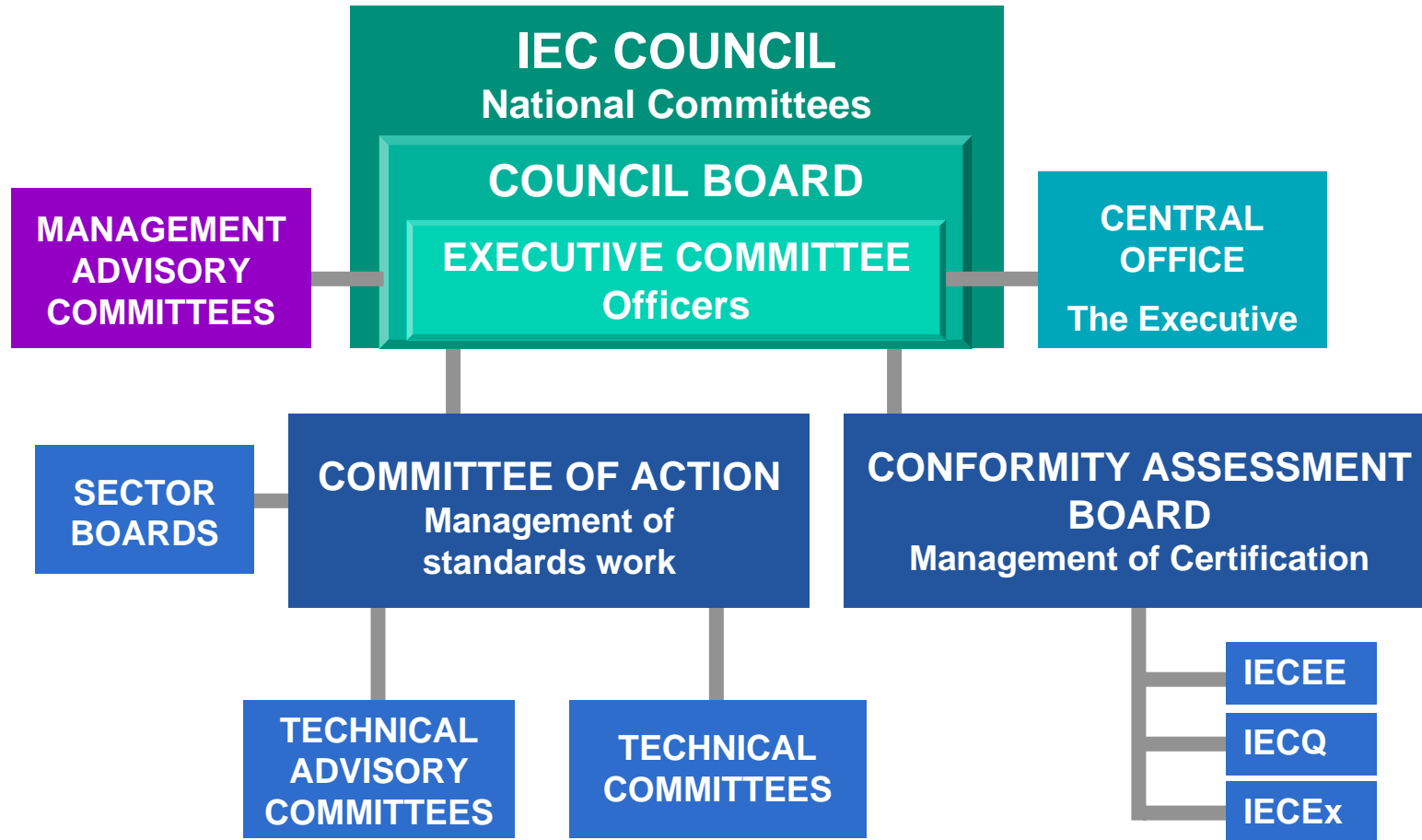
Types of membership

- **Three kinds of membership: full, associate and pre-associate**
 - **full: countries participate in IEC work and voting**
 - **associate: helps countries participate in IEC affairs at reduced expense and with limited rights**
 - **pre-associate: introduces potential future members to the world of the IEC. Limited expense; no rights**

IEC functioning



Organigram



- **Traditional**

- **International Standards**
- **Technical Specifications**
- **Technical Reports**
- **Guides**

- **Non-traditional**

- **Industry Technical Agreements (ITAs)**
- **Technology Trend Assessments (TTAs)**
- **Publicly Available Specifications (IEC-PAS)**

Operations

TCs: 88

SCs: 99

WGs: ~800

EXPERTS: ~10 000

Production

PUBLICATIONS IN
CATALOGUE
(2000-01-01): 4 513

STANDARDS
PRODUCED IN
1999: 444

NCs: what they are

- **Member bodies of the IEC are the National Committees – one per country**
- **Full Members and Associate Members**
- **Represent all national electrotechnical interests**
 - suppliers
 - users and consumers
 - government
 - professional bodies
 - scientific bodies

NCs: what they do

- **Play a leading part in all decisions**
- **Participate in meetings and vote on all policy and technical matters**
- **One country, one vote**
- **Coordinate the national viewpoint**

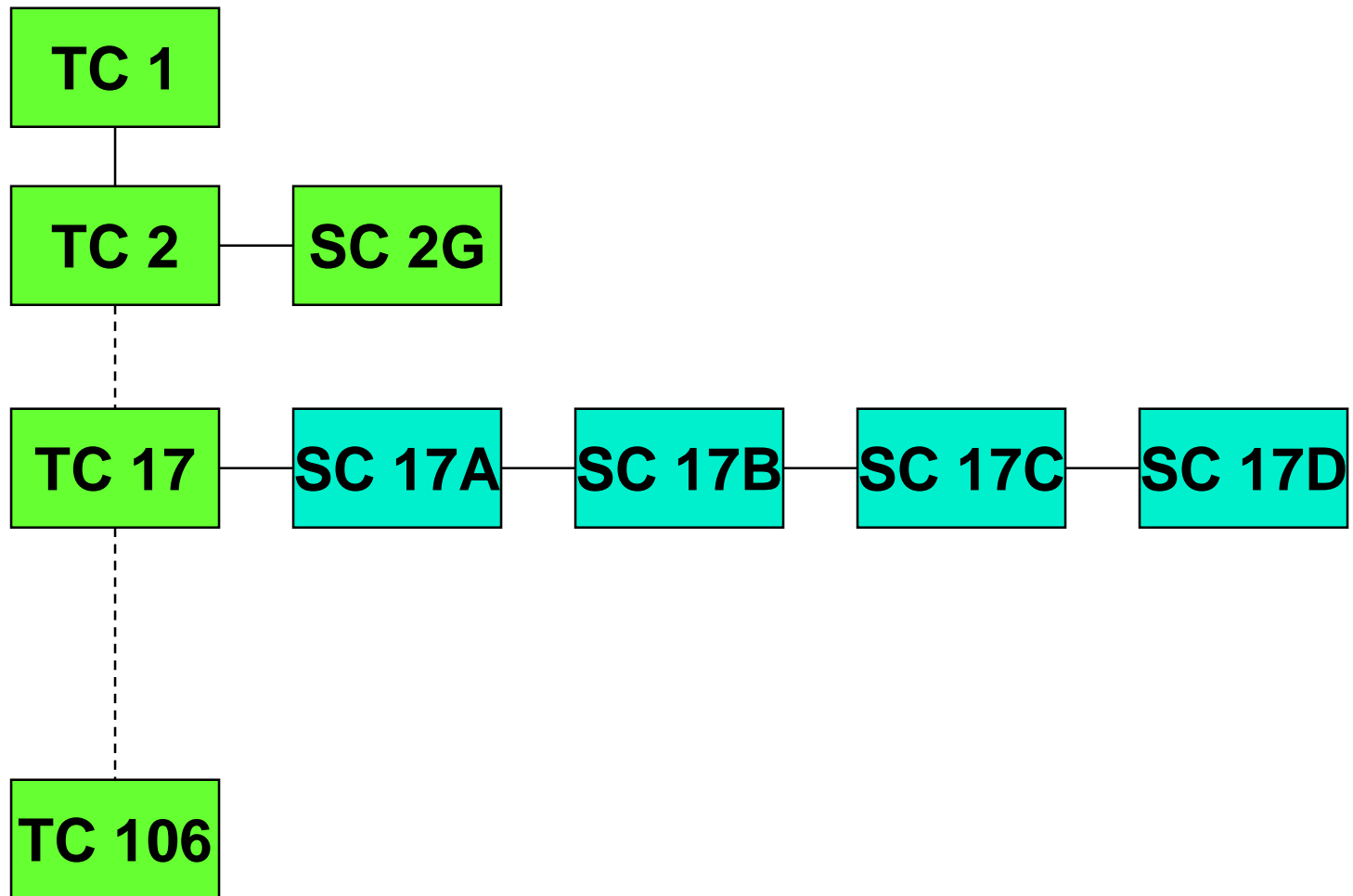
NCs: what they do (cont.)

- **Follow developments of the Commission's work**
- **Adopt international standards for domestic use, including translation**

TCs: how they work

- **Technical committees and subcommittees are made up of**
 - a secretariat
 - a chairman
 - members, which are NCs
- **All NCs are free to take part in the work of any TC, either**
 - actively (P-members), carrying the obligation to vote on drafts and to attend meetings; or
 - as observers (O-members), with a right to vote on FDIS

TC and SC structure

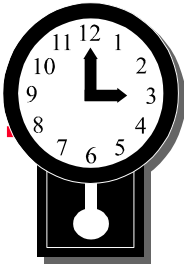


TC 17: Switchgear and controlgear

- **SC 17A: High-voltage switchgear and controlgear**
- **SC 17B: Low-voltage switchgear and controlgear**
- **SC 17C: High-voltage prefabricated switchgear and controlgear assemblies**
- **SC 17D: Low-voltage switchgear and controlgear assemblies**

Development of standards

- Initiated with NWIP (New Work Item Proposal)
- Voting period of 3 months
- **When approved, the clock starts ticking**
- First CD (Committee Draft) after max. 18 months
- Comments 3 to 6 months
- Compilation of comments (CC)



Development of standards(cont.)

- **Circulate revised CD for comments**
- **Compilation**
- **Circulate CD for Voting (CDV)**
 - bilingual (EN & FR)
 - 5 months vote
 - last possibility for technical comments
 - editing by CO editors
- **Voting report and compilation**

Development of standards (cont.)

- Submission of final text to CO
- Circulation of Final Draft International Standard (FDIS)
- **36 months have passed from start**
- 2 months vote
- Publication 2 months after close of vote



Use of templates

- **What is a template?**

file that defines the layout of a document, usually containing a number of styles

- **Advantages?**

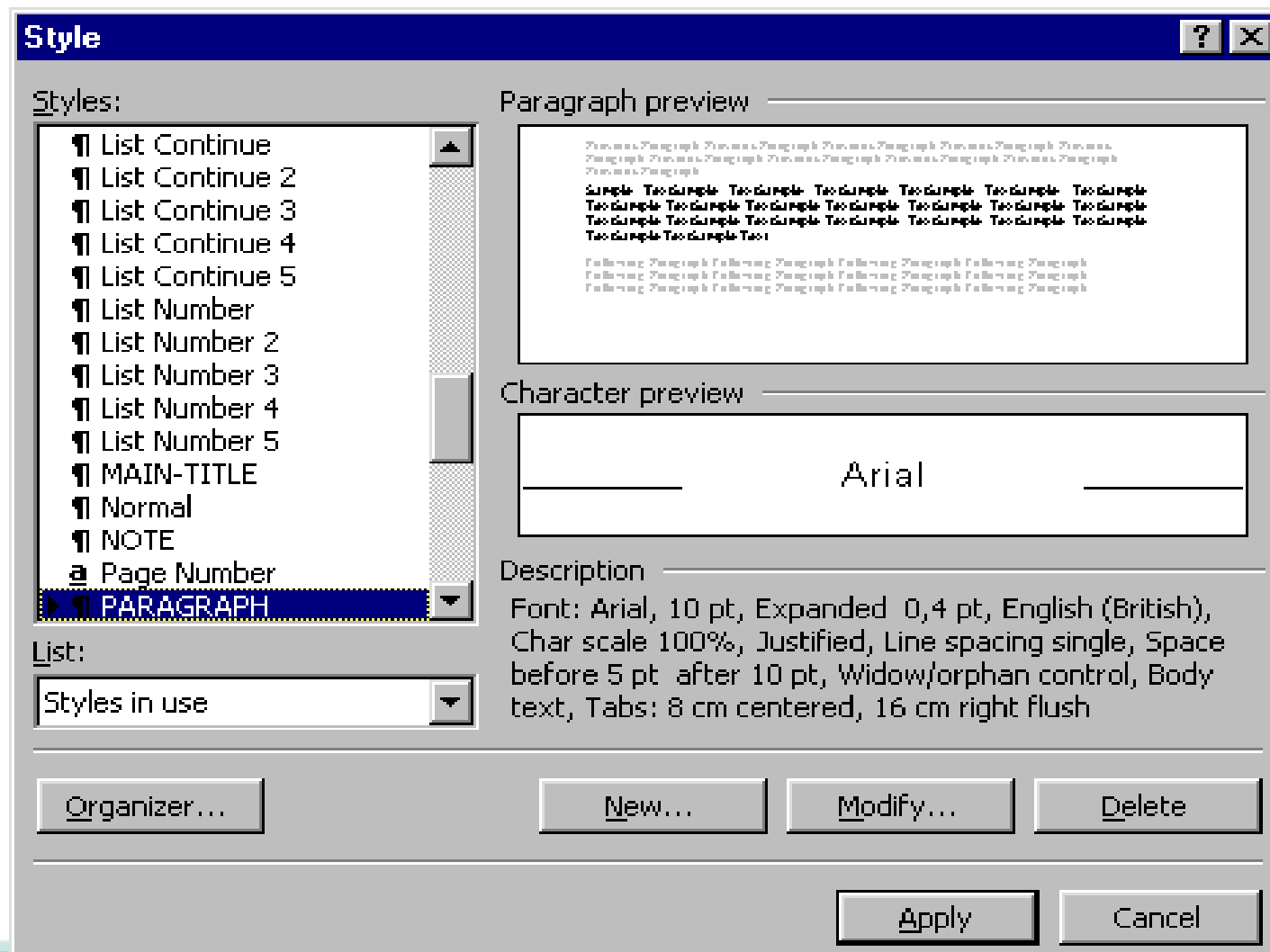
- Consistency of presentation
- Faster and easier to format documents

- **Installation**

- **When do we use it?**

Styles

a set of formatting parameters



The IECSTD template

The IEEE template to submit comments to ballots

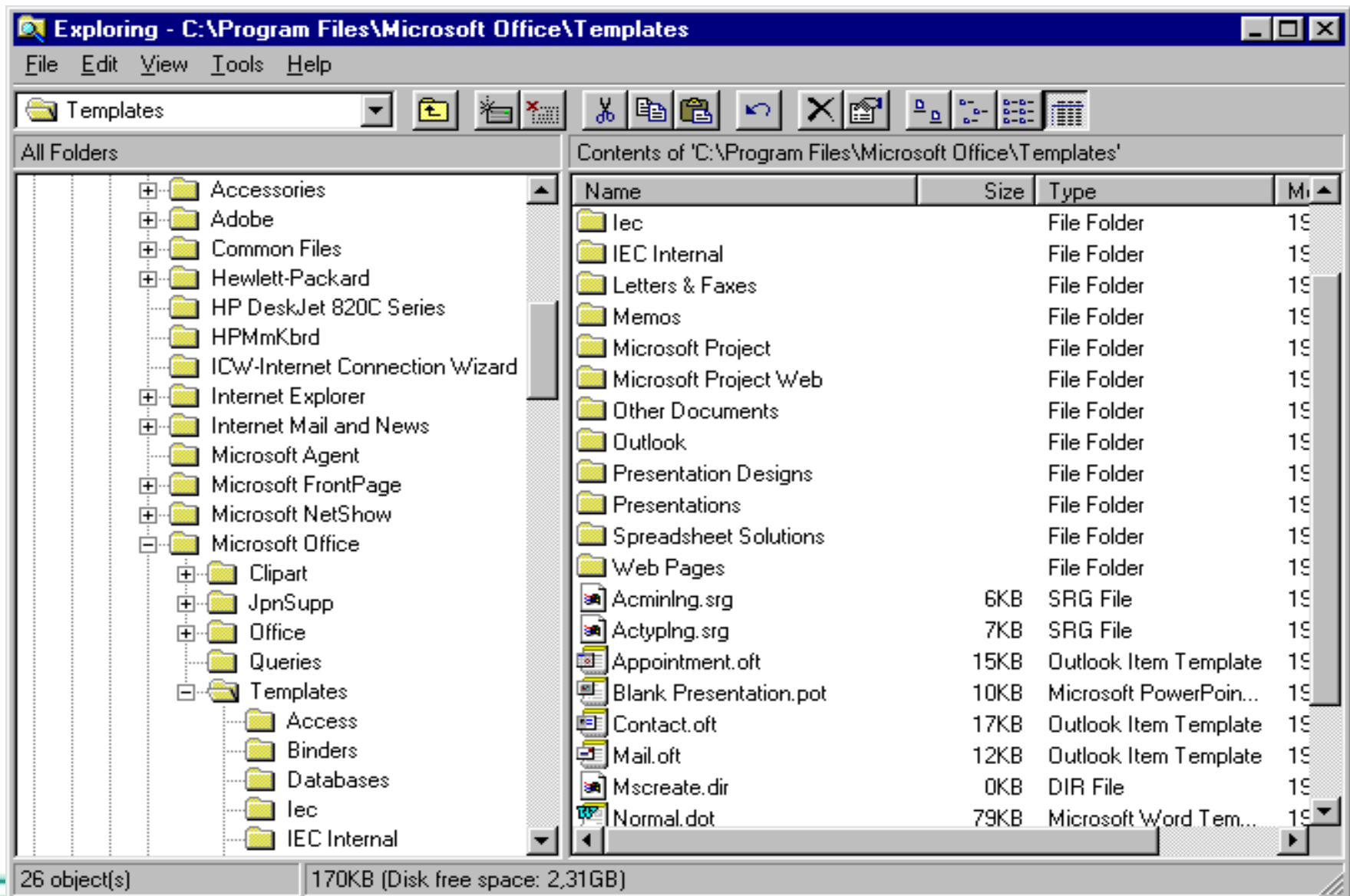
Obtain and install

- From the IEEE web site

<http://www.ewh.ieee.org/soc/pes/switchgear/index.htm>

- Keep up to date – download twice/year
- On a diskette
- Instructions in the Guide to IT Tools

Install templates



Preparing new documents

- **Create a new document**

File, New ...

Do not open the template!

Microsoft Word - Document2

File Edit View Insert Format Tools Table Window Help

Normal Arial 11 B I U

Annex

National Committee	Clause/ Subclause	Paragraph Figure/ Table	Type of comment (General/ Technical/Editorial)	COMMENTS	Proposed change	OBSERVATIONS OF THE SECRETARIAT on each comment submitted

- One comment per row
- Create new rows with Tab key
- Leave “Observations of the Chair” blank

Compilations of comments

- **WG chair prepares compilation by copying comments table from members of balloting group into a new consolidated document**
- **Allows for comments to be sorted by clause number, type of comment etc.**



