2025-08-01

Recommendation of Task Force Emissions (WG 46) for a Structured Procedure

Requirements for conversion of a CEN/TS to a full EN

(accepted by CEN/TC 264 on 2025/06/17/18, 33rd Plenary meeting in Paris, Decision 1445)

1 Introduction

CEN/TC 264 "Air Quality" discussed at the 30th Plenary Meeting in Barcelona, Spain in May 2022 a proposal from Germany to allow the conversion of a CEN/TS to an EN after a certain time of application of the corresponding measurement method on the basis of experience and data obtained. This proposal was related to TC 264 Decision 1172 (Doc. N 2834) taken in Copenhagen in 2019, which allows the use of existing information to validate a measurement method. Such information could be evaluated by the responsible technical working group, which could make a proposal to the TC. The CEN Guide 13 "Validation of environmental test methods" provides guidance on the validation tasks in the standardisation process of environmental test methods. The relevance of validation of measurement methods and possible approaches and associated examples are described in ISO/TR 24107 "Air quality — Validation of air quality measurement methods in the standardization process".

TC 264 identified a need for a structured procedure for this type of conversion. It should only be applied to CEN/TS which are not in a mandate process and for which funding is very unlikely in the future. TC 264 asked the secretariat to establish a list with all CEN/TS and to indicate where funding is expected and where funding in not expected for the next years. Additionally, a process should be created to gather information on the use of the CEN/TS, local competent authority opinions, proficiency testing data, ad-hoc validation data etc. and to evaluate if it is possible to elevate the CEN/TS to a full EN.

Based on the discussion CEN/TC 264 "Air Quality" decided at the 30th Plenary Meeting in Barcelona, Spain in May 2022 (Decision 1304) the following:

> *CEN/TC 264 agrees to list the CEN/TS documents elaborated by CEN/TC 264. CEN/TC 264 agrees to create a process to gather information on the use of the TS, local competent authority opinions, proficiency testing data, ad-hoc validation data etc. and evaluate if it is possible to elevate the TS to a full EN.*

Based on the experiences of CEN/TC 264 / WG 1 applying the questionnaire for the transfer of CEN/TS 1948-05 under the mandate M/588, CEN/TC 264 "Air Quality" agreed at the 33th Plenary Meeting in Paris, France in May 2025 on the following process: (Decision 1445):

> *As part of the Systematic Review of their TS, WGs that do not have the opportunity to carry out extensive validation work are requested to check whether sufficient data can be made available to convert the TS into an EN. If the WG is able to collect sufficient data, they should answer the questionnaire. The answered questionnaire, including a data validation report, shall be added to the NWIP for the transfer of the TS into an EN. In this regular standardization process TC 264 can accept or reject the NWIP.*

2 Structured Procedure – Requirements for conversion of a CEN/TS to a full EN

The conversion of a CEN/TS to a full EN should be based on the following procedure:

1) Identification of relevant CEN/TS (on an annual basis) based on the following criteria:
    a) time since publication: > 3 years
    b) content of the document: description of a method requiring validation, e.g. an emission measurement method
    c) mandate status: not subject to a mandate or mandate is not expected
    d) financial support: financial support is not expected
2) Initiation of a CEN/TC 264 internal enquiry on identified CEN/TS by use of a standard questionnaire sent to each member body with the following objectives:
    a) provision of practical application experience with the CEN/TS covering a period of at least three years
    b) provision of performance data available from at least two independent testing laboratories
3) Establishment of a preliminary Work Item by CEN/TC 264 and evaluation of provided information and data preferably by the original Working Group (WG), if available, or by an existing WG having the necessary competence, or by a WG to be established for this task:
    a) Compilation of available performance data in tabular form
    b) Identification of the source of the performance data, e.g. from laboratory test and/or field test data e.g. from tests according to EN 17656 (inter-laboratory comparisons)
    c) Identification of necessary performance characteristics and criteria
    d) Report on provided data and recommendations regarding the suitability of the data and and/or need for further investigations
    e) Proposal to CEN/TC 264 regarding conversion of TS to EN (New Work Item Proposal including at least the filled questionnaire, validation data report and a first working draft of the proposed EN) or confirmation of TS
4) Pre-evaluation of the proposal of the WG by the Chair and Secretary of CEN/TC 264 to ensure that in case of a proposed conversion the requirements for the conversion of a CEN/TS to a full EN are met.
5) Evaluation of the proposal of the WG by CEN/TC 264, in case of a proposed conversion on the basis of the New Work Item Proposal and associated information provided by the WG (decision on the activation of the work item).
6) After the activation of the work item, elaboration of a new EN draft, e.g. according to CEN/TR 17911, with the amendment of:
    a) performance characteristics and performance criteria
    b) QA/QC procedures
    c) summary of the validation of the method

3 Questionnaire for CEN/TC 264 internal enquiry on the use of the CEN/TS

The CEN/TC 264 internal enquiry on identified CEN/TS should be carried out by use of a standard questionnaire providing the following information:

Summary of experiences with CEN/TS …

Sender

– name: …
– organisation: …
– country: …
– email: …

Key data

The CEN/TS is applied
– in the organisation: ☐ yes ☐ no
– in the whole country: ☐ yes ☐ no

If yes:

The CEN/TS is applied:
– since the year: …
– in the following applications:
  ☐ laboratory testing
  ☐ field testing
  ☐ legal emission monitoring
  ☐ inter-laboratory comparisons
  ☐ other: …
– by the following users:
  ☐ testing laboratories
  ☐ proficiency testing providers
  ☐ other: …

The measurement method was verified (evidence as required by EN ISO/IEC 17025):
– by individual users: ☐ yes ☐ no
– on national level: ☐ yes ☐ no

If yes:

Organisation(s) involved in the verification of the measurement method:
…

Kind of investigations for the verification of the measurement method:
☐ inter-laboratory tests
☐ intra-laboratory verification
☐ comparative measurements with the reference method
☐ other: …

Results:

Data available:

- ☐ raw data (including metadata e.g. plant conditions)
- ☐ processed data
- ☐ other data
- ☐ summary report
- ☐ data restriction/confidentiality

– Relevant performance characteristics and performance criteria derived from the data:
– for automated measurement methods, e.g.:
  - response time
  - repeatability standard deviation
  - reproducibility standard deviation
  - lack of fit
  - short term drift
  - influence of ambient temperature change
  - influence of sample gas pressure
  - influence of sample gas flow
  - influence of voltage
  - measurement uncertainty
  - other: …

– For manual measurement methods, e.g.:

  - volume of the absorption solution
  - standard uncertainties related to the gas volume meter
  - absorption efficiency
  - field blank value
  - repeatability standard deviation of analysis
  - maximum permissible expanded uncertainty of analysis
  - measurement uncertainty
  - other: …

– QA/QC procedures:
– for automated measurement methods, e.g.:
  - cleaning or changing of particulate filters
  - leak test
  - zero and span adjustment
  - drift check
  - regular maintenance
  - lack of fit check
  - other: …

– For manual measurement methods, e.g.:

  - velocity of flow at measurement points
  - samling system correctly assembled
  - leak test
  - field blank
  - other: …

– Issues with the measurement method have been identified:
  ☐ yes ☐ no

  If yes:

  Description of issues and possible solutions: …

– Investigation report is attached to this document (anonymised if necessary)
  ☐ yes ☐ no