

**Internal Rules of Standardization –  
Part 1: Development, Publication,  
Maintenance, Review and Withdrawal of  
Serbian Standards and Related Documents**



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## Foreword

The Internal rules of standardization are intended to be used by employees of the Institute for Standardization of Serbia (hereinafter ISS), national committee members, expert council members, as well as other interested parties who, directly or indirectly, participate in the process of developing national standards and related documents.

The Internal rules of standardization consist of the following parts, uniquely designated with IRS:

- 1) IRS 1:2023, *Internal Rules of Standardization – Part 1: Development, Publication, Maintenance, Review and Withdrawal of Serbian Standards and Related Documents*
- 2) IRS 2:2021, *Internal Rules of Standardization – Part 2: Establishing and work of technical committees for developing standards and related documents*
- 3) IRS 3:2023, *Internal Rules of Standardization – Part 3: Drafting and rules for the structure of Serbian standards and related documents*

This part of the Internal rules of standardization complies with the relevant provisions of the Law on standardization („Official Gazette of the Republic of Serbia”, No. 36/2009 and 46/2015), The Decision amending the Decision on Establishing the Institute for Standardization of Serbia („Official Gazette of the Republic of Serbia”, No. 93/2015 and 27/2016), the rules and regulations of the International and European standardization organizations, as well as with the *Code of good practice for the development, adoption and application of standards*, which represents the integral part of WTO/TBT Agreement.

For the purposes of this part of the Internal rules of standardization, the International and European standards and related documents, and national documents of other countries are referred to as „foreign documents”, unless otherwise is necessary. Similarly, „national document” in this part of the Internal rules of standardization should be considered as „Serbian standard” or „Serbian related document”.

In accordance with Article 29 and 47 of The Decision amending the Decision on Establishing the Institute for Standardization of Serbia, the Internal rules of standardization are approved by the Managing Board of ISS, upon the proposal of the Expert Councils. The same rule and procedure apply in case of any changes to the Internal rules of standardization, resulting from the changes in the relevant documents in compliance with the Internal rules of standardization.

The draft of the first edition of this part of the Internal rules of standardization was submitted to the members of the Expert Council for General fields of Standardization and approved on the session held on June 17<sup>th</sup> 2010, to members of the Expert Council for Electrotechnical Standardization, Telecommunications and Information Technology and approved on the session held on June 11<sup>th</sup> 2010, and to members of the Expert Council for Conformity Assessment and approved on the session held on June 8<sup>th</sup> 2010.

The first edition of this part of the Internal rules of standardization was approved by the Managing Board on the session held on August 16<sup>th</sup> 2010.

The changes of the first edition of this part of the Internal rules of standardization appeared mostly from the fact that ISS had acquired the status of national organization for standardization in ETSI (European Telecommunications Standards Institute) in June 2011 and, therefore, got rights and obligations primarily concerning the adoption of ETSI standards and related documents. The other changes refer to the years of publication the other parts of the Internal rules, and citing the latest editions of the documents mentioned in the Bibliography.

The draft of the second edition of this part of the Internal rules of standardization was submitted to the members of the Expert Council for General fields of Standardization, the Expert Council for Electrotechnical Standardization, Telecommunications and Information and the Expert Council for Conformity Assessment and approved on their sessions held on November 11<sup>th</sup> 2011. The second edition of this part of the Internal rules of standardization was approved by the Managing Board on the session held on January 4<sup>th</sup> 2012.

The second edition of this part of the Internal rules of standardization canceled and replaced the first edition published in 2010.

The changes of the second edition of this part of the Internal rules of standardization appeared mostly from the need to provide a basis for slightly changed procedure for development of Serbian standards and related documents, to introduce of new designation for some stages in the procedure for standards development, to comply this part with the *Internal Rules of Standardization – Part 3: Structure and drafting of Serbian standard and related document* regarding the patent rights and to comply with the latest edition of international and European documents.

The draft of the third edition of this part of the Internal rules of standardization was submitted to the members of the Expert Council for General fields of Standardization and the Expert Council for Electrotechnical Standardization, Telecommunications and Information and approved on their sessions by correspondence held from February 7<sup>th</sup> 2014 to February 13<sup>th</sup> 2014. The third edition of this part of the Internal rules of standardization was approved by the Managing Board on the session held on March 17<sup>th</sup> 2014.

The third edition of this part of the Internal rules of standardization canceled and replaced the second edition published in 2012.

The fourth edition of this part of Internal rules of standardization appeared from the need to comply this rule with The Law on Standardization („Official Gazette of the Republic of Serbia”, No. 36/2009 and 46/2015), The Decision amending the Decision on Establishing the Institute for Standardization of Serbia („Official Gazette of the Republic of Serbia”, No. 93/2015 and 27/2016), as well as with the latest edition of international and European rules of standardization. All changes in the document, with exception of some editorial changes, are marked with the vertical lines on margins.

The draft of the fourth edition of this part of the Internal rules of standardization was submitted to the members of the Expert Council for General fields of Standardization and the Expert Council for Electrotechnical Standardization, Telecommunications and Information and approved on their sessions held March 18<sup>th</sup> 2016. The fourth edition of this part of the Internal rules of standardization was approved by the Managing Board on the session held on April 1<sup>st</sup> 2016.

The fourth edition of this part of the Internal rules of standardization cancels and replaces the third edition published in 2014.

The need to change the fourth edition of these internal standardization rules arose due to a change in the Institute's status within the European standardization organizations CEN and CENELEC. This change brought about new obligations stemming from full membership in these organizations, as well as the necessity of complying with the latest editions of international and European standardization rules.

The draft of the fifth edition of this part of the Internal rules of standardization was submitted to the members of the Expert Council for General fields of Standardization and the Expert Council for Electrotechnical Standardization, Telecommunications and Information and approved on their sessions held September 26<sup>th</sup> 2017. The fifth edition of this part of the Internal rules of standardization was approved by the Managing Board on the session held on November 22<sup>nd</sup> 2017.

The fifth edition of this part of the Internal rules of standardization cancels and replaces the fourth edition published in 2016.

The sixth edition of these internal standardization rules came about due to the need for complying with the latest editions of international and European standardization rules, as well as minor changes in the procedure for adopting international standards.

The draft of the sixth edition of this part of the Internal rules of standardization was submitted to the members of the Expert Council for General fields of Standardization at the meeting by correspondence from 18<sup>th</sup> till 24<sup>th</sup> December 2018 and the Expert Council for Electrotechnical Standardization, Telecommunications and Information at the meeting by correspondence from 18<sup>th</sup> till 21<sup>st</sup> December 2018 and approved on their sessions. The sixth edition of this part of the Internal rules of standardization was approved by the Managing Board on the 124<sup>th</sup> session held on December 27<sup>th</sup> 2018.

The sixth edition of this part of the Internal rules of standardization cancels and replaces the fifth edition published in 2017.

All changes in relation to the previous edition are marked with the vertical line on the margin.

The seventh edition of this internal standardization rules was created due to the need for harmonization with the latest editions of international and European standardization rules.

The draft of the seventh edition of this part of the Internal rules of standardization was submitted to the members of the Expert Council for General fields of Standardization at the meeting held 23<sup>rd</sup> December 2022, and the Expert Council for Electrotechnical Standardization, Telecommunications and Information at the meeting from 21<sup>st</sup> till 29<sup>th</sup> December 2022. The seventh edition of this internal standardization rules was approved by the Managing Board on the 175<sup>th</sup> session held on 30<sup>th</sup> January 2023.

The seventh edition of this part of the Internal rules of standardization cancels and replaces the sixth edition published in 2018. All changes in relation to the previous edition are marked with the vertical line on the margin.

## 1 Scope

This part of the Internal rules of standardization:

- clearly defines the basic principles of the standardization policy carried out by ISS as the national standardization body;
- establishes the basics for the procedures of development, publication, maintenance, review and withdrawal of Serbian standards and related documents

The provisions of this part of the Internal rules of standardization refer to following types of standardization documents published by the ISS:

- Serbian standard,
- technical specification,
- technical report,
- guide.

This part of the Internal rules of standardization also includes reports, prestandards, Publicly Available Specifications, CEN/CENELEC Workshop Agreements, International Workshop Agreements, Technology Trends Assessments, Industry Technical Agreements, which represent the work of European and international standardization organizations, are also published by ISS.

## 2 Terms and definitions

For the purpose of this part of the Internal rules of standardization, the terms and definitions given in SRPS ISO/IEC Guide 2 and SRPS ISO/IEC Guide 21-1 (some repeated for convenience) and the following apply.

### 2.1 Standards

#### 2.1.1

##### **standard**

document, established by consensus and approved by a recognized body, that provides, for common and repeated use, rules, guidelines or characteristics for activities or their results, aimed at the achievement of the optimum degree of order in a given context

NOTE Standards should be based on the consolidated results of science, technology and experience, and aimed at the promotion of optimum community benefits

[SRPS ISO/IEC Guide 2:2007, 3.2]

#### 2.1.2

##### **international standard**

standard that is adopted by an international standardizing/standards organization and made available to the public

[SRPS ISO/IEC Guide 2:2007, 3.2.1.1]

#### 2.1.3

##### **International Standard**

international standard where the international standards organization is ISO or IEC

NOTE In Serbian language there is no distinction in writing between the terms 2.1.2 and 2.1.3. When this term is quoted in a Serbian standard, it implies that the standard in question was published by ISO or IEC. In case of a standard published by some other international organization for standardization, it is clearly stated.

[ISO/IEC Directives – Part 2:2018, 3.1.3]

#### 2.1.4

##### European Standard

EN

standard adopted by CEN/CENELEC/ETSI and carrying with it an obligation of implementation as an identical national standard and withdrawal of conflicting national standards

[CEN/CENELEC Internal Regulations – Part 2:2022, 2.5; ETSI Directives, V.45, June 2022 – Technical Working Procedures, A.3, adapted]

#### 2.1.5

##### Harmonization Document

HD

CENELEC standard that carries with it the obligation to be implemented at national level, at least by public announcement of the HD number and title and by withdrawal of any conflicting national standards

[CEN/CENELEC Internal Regulations – Part 2:2022, 2.9]

#### 2.1.6

##### ETSI Standard

ES

standard containing normative provisions, approved for publication by application of the Membership Approval Procedure

[ETSI Directives, V.45., June 2022 - Technical Working Procedures, A.3]

#### 2.1.7

##### harmonized standard

European standard adopted in accordance with the requests from the European Commission for the implementation in the harmonized legislative system of EU

[Law on Standardization, „Official Gazette of the Republic of Serbia”, No. 36/2009 and 46/2015]

#### 2.1.8

##### national standard

standard that is adopted by a national standards body and made available to the public

[SRPS ISO/IEC Guide 2:2007, 3.2.1.3]

#### 2.1.9

##### conflicting national standard

national standard, with the same scope as an EN (and HD for CENELEC) including requirements which conflict with the requirements of the EN (and HD for CENELEC)

[CEN/CENELEC Internal Regulations – Part 2:2022, 2.13]

#### 2.1.10

##### Serbian Standard

standard adopted by the national standardization body in the Republic of Serbia

[Law on Standardization, „Official Gazette of the Republic of Serbia”, No. 36/2009 and 46/2015]



## 2.2 Related documents

### 2.2.1

#### Technical Specification

TS

document published by ISO and/or IEC, CEN and/or CENELEC, ETSI, ISS, for which there is the future possibility of agreement on an International Standard/European Standard/Serbian Standard, but for which at present

- the required support for approval as an International Standard/European Standard/Serbian Standard cannot be obtained,
- there is doubt on whether consensus has been achieved,
- the subject matter is still under technical development, or
- there is another reason precluding immediate publication as an International Standard/European Standard/Serbian Standard.

NOTE 1 A Technical Specification is not allowed to conflict with an existing International Standard/European Standard/Serbian Standard.

NOTE 2 When it is about a document published by ISO and/or IEC and ISS:

- The content of a Technical Specification, including its annexes, may include requirements.
- Competing Technical Specifications on the same subject are permitted.

[ISO/IEC Directives – Part 2:2021, 3.1.5, adapted; CEN/CENELEC Internal Regulations – Part 2:2022, 2.6, adapted; ETSI Directives, V.45, June 2022 – Technical Working Procedures, A.3, adapted]

### 2.2.2

#### Technical Report

TR

document published by ISO and/or IEC, CEN and/or CENELEC, ETSI, ISS, containing informative data that are not appropriate to be published as an International Standard/European Standard/Serbian Standard or Technical Specification

[ISO/IEC Directives – Part 2:2021, 3.1.8, adapted; CEN/CENELEC Internal Regulations – Part 2:2022, 2.7, adapted; ETSI Directives, V.45, June 2022 – Technical Working Procedures, A.3, adapted]

### 2.2.3

#### Guide

document published by ISO and/or IEC, CEN and/or CENELEC, ETSI, ISS, giving rules, orientation, advice or recommendations relating to standardization principles and policies as well as orientation for participants in the procedures for development of standard and users

[ISO/IEC Directives – Part 2:2021, 3.1.7, adapted; CEN/CENELEC Internal Regulations – Part 2:2022, 2.8, adapted; ETSI Directives, V.45, June 2022 – Technical Working Procedures, A.3, adapted]

### 2.2.4

#### Publicly Available Specification

PAS

document published by ISO or IEC to respond to an urgent market need, representing

- either a consensus in an organization external to ISO or IEC,
- or a consensus of the experts within a working group.

NOTE 1 A Publicly Available Specification is not allowed to conflict with an existing International Standard.

NOTE 2 Competing Publicly Available Specifications on the same subject are permitted.

NOTE 3 Publicly Available Specifications do not exist in CEN, CENELEC and ETSI.

[ISO/IEC Directives – Part 2:2021, 3.1.6, adapted]

### 2.2.5

#### **International Workshop Agreement**

IWA

document prepared through a workshop mechanism in order to respond to urgent market requirements

NOTE 1 International Workshop Agreements exist only in ISO.

NOTE 2 Proposals to hold such workshops may come from any source and are subject to approval by the ISO Technical Management Board, which also designates an ISO member body to assist the proposer in the organization of the workshop. International Workshop Agreements are approved by consensus amongst the individual participants in such workshops.

NOTE 3 An IWA is developed outside the technical structures of ISO.

[SRPS ISO/IEC Guide 21-2:2007, 3.7]

### 2.2.6

#### **CEN/CENELEC Workshop Agreement**

CWA

CEN/CENELEC agreement, developed by a Workshop, which reflects the consensus of identified individuals and organizations responsible for its contents

| NOTE 1 The agreement can be in various forms, for example, a text file or computer code.

[CEN/CENELEC Internal Regulations – Part 2:2022, 2.10]

### 2.2.7

#### **Technology Trend Assessment**

TTA

document published by ISO or IEC to respond to the need for global collaboration on standardization questions during the early stages of technical innovation and which gives the state of the art or trend in emerging fields

NOTE Technology Trend Assessments are typically the result of pre-standardization work or research.

[SRPS ISO/IEC Guide 21-2:2007, 3.5]

### 2.2.8

#### **Industry Technical Agreement**

ITA

normative or informative document that specifies the parameters of a new product or service

NOTE 1 An ITA is developed outside the technical structures of the IEC and helps to enable production and/or market launch of industry products to proceed. It is similar to an industrial de facto standard or specification. Fast moving technology sectors are the main potential users of ITAs, but the whole domain of electrical and electronic engineering (including ICT) may be covered.

NOTE 2 Industry Technical Agreements exist only in IEC.

[SRPS ISO/IEC Guide 21-2:2007, 3.6]

## **2.3 Other terms**

### 2.3.1

#### **development of a standard or related document**

set of coordinated activities that commence with the enactment of a proposal for development of a standard or related document, and end with the adoption of an act promulgating the development of a standard or related document

| [Law on Standardization, „Official Gazette of the Republic of Serbia”, No. 36/2009 and 46/2015]

### 2.3.2

#### **review of standard or related document**

activity of checking a standard or a related document to determine whether it is to be reaffirmed, changed, revised, developed as another type of standardization document or withdrawn

[SRPS ISO/IEC Guide 2:2007, 9.4, adapted]

### 2.3.3

#### **maintenance of standard or related document**

improvement and updating of existing standard or related document, whilst respecting interested parties' needs for stable publications

[ISO/IEC Directives – Part 1:2022, IEC supplement:2022, 2.9.1.4, adapted]

### 2.3.4

#### **interested party**

government administration authority, provincial or communal authority, company, entrepreneur, consumers' organization or other legal or natural person expressing interest for standardization

[Law on Standardization, „Official Gazette of the Republic of Serbia”, No. 36/2009 and 46/2015]

### 2.3.5

#### **consensus**

in-principle agreement on any significant matter that is achieved by taking into account the views of all interested parties and reconciling any conflicting views; however, a consensus shall not be deemed to mean unanimity in adoption of standards

[Law on Standardization, „Official Gazette of the Republic of Serbia”, No. 36/2009 and 46/2015]

### 2.3.6

#### **harmonization (of national standards)**

prevention or elimination of differences in the technical content of standards having the same scope, particularly those differences that may cause hindrances to trade

[CEN/CENELEC Internal Regulations – Part 2:2022, 2.1]

### 2.3.7

#### **adoption (of an foreign document in a national document)**

publication of a national document based on a relevant foreign document or endorsement of the foreign document as having the same status as a national document, with any deviations from the foreign document identified

[SRPS ISO/IEC Guide 21-1:2007, 3.6, adapted]

### 2.3.8

#### **reference document**

document for which the possibility exists to be adopted, probably with modifications, such as CEN-CENELEC publication

[CEN/CENELEC Internal Regulations – Part 2:2022, 2.4]

### 2.3.9

#### **common modification**

alteration, addition to or deletion from the content of a reference document, approved by CEN/CENELEC and thus forming part of the EN (and HD for CENELEC)

[CEN/CENELEC Internal Regulations – Part 2:2022, 2.14]

### 2.3.10

#### special national condition

national characteristic or practice that cannot be changed even over a long period, e.g. climatic conditions, electrical earthing conditions

[CEN/CENELEC Internal Regulations – Part 2:2022, 2.15]

### 2.3.11

#### A-deviation

modification of, addition to or deletion from the content of an EN (and HD for CENELEC), reflecting a national situation due to regulations the alteration of which is for the time being outside the competence of the CEN/CENELEC national member

NOTE Where standards fall under EC Directives, it is the view of the Commission of the European Communities (OJ No C 59, 1982-03-09) that the effect of the decision of the Court of Justice in Case 815/79 Cremonini/Vrankovich (European Court Reports 1980, p. 3583) is that compliance with A-deviations is no longer mandatory and that the free movement of products complying with such a standard should not be restricted within the EC except under the safeguard procedure provided for in the relevant Directive.

[CEN/CENELEC Internal Regulations – Part 2:2022, 2.16]

### 2.3.12

#### standards project

specific work item within a standards work programme

[SRPS ISO/IEC Guide 2:2007, 9.1.1, adapted]

### 2.3.13

#### amendment

modification, addition or deletion of specific parts of the content of a standard

NOTE No more than two separate documents in the form of amendments that modify the current standard can be published. The development of a third such document will result in the publication of a new edition of the standard.

[SRPS ISO/IEC Guide 2:2007, 9.6, adapted; ISO/IEC Directives – Part 1:2022, 2.10.4, adapted]

### 2.3.14

#### corrigendum

removal of printing, linguistic and other similar errors from the published text of a standard or a related document

[SRPS ISO/IEC Guide 2:2007, 9.5, adapted]

### 2.3.15

#### revision

introduction of all necessary changes to the substance and presentation of a standard or related document

NOTE The results of revision are presented by issuing a new edition of the normative document.

[SRPS ISO/IEC Guide 2:2007, 9.7, adapted]

## 3 Basic principles of standardization policy

### 3.1 Rationale

According to the Article 4 of the Law on Standardization, technical work of ISS as the national standardization body is based on the following principles:

- 1) the right of all interested parties to voluntarily take part in development of Serbian standards;
- 2) consensus of interested parties;

- 3) prevention of the precedence of individual interests over the common interest of the interested parties;
- 4) transparency of the standardization procedure and public availability of Serbian standards and related documents;
- 5) mutual consistency of Serbian standards and related documents;
- 6) taking into account development of technology and rules of international and European organizations for standardization and relevant international agreements;
- 7) non-discriminatory treatment of foreign products or services and same or similar domestic products or services, in accordance with ratified international agreements to which the Republic of Serbia is a signatory.

### **3.2 Transparency of work and availability of national and foreign documents**

Observing the principles of transparency of work and availability of national and foreign documents set by the Law on Standardization and The Decision amending the Decision on Establishing the Institute for Standardization of Serbia, the annual work programme for the development of Serbian standards and related documents is made available on the ISS website to announce starting date for standards projects. Also, the following information are available on the ISS website: announcement on the draft of Serbian standards and related documents prepared for public enquiry, published and withdrawn Serbian standards and related documents, announcement on the beginning of the review of Serbian standards and related documents, as well as the invitation for the experts to become national technical committee members. Also, at least once in six months, ISS publishes the report containing the list of Serbian standards in preparation, and the list of Serbian standards published and withdrawn in the previous period.

At the beginning of each year, ISS publishes an electronic catalog, which contains all Serbian standards and related documents that have been published until the end of the calendar year for which the catalog is issued.

In addition, in order to inform the interested public entities on the standard projects launched on the European and international level, and to prepare the national point of view on each particular project, on the ISS website are available the lists of European and international projects, as well as the lists of draft European and International standards proposed for public enquiry.

Working documents generated during the standards and related documents development procedure are available only to those actively involved in that process, except for the draft Serbian standards, which are publicly available from the starting date of the public enquiry.

### **3.3 Language policy**

According to the Article 15 of the Law on Standardization, Serbian standards and related documents shall be developed and published in the Serbian language and Cyrillic alphabet, in accordance with the law governing official use of the language and the alphabet.

Exceptionally, where a Serbian standard or related document is based on the standard or related document referred to in 3.4.1 of this Rules, the Serbian standard or related document may also be published in one of the official languages of the European standardization organizations, preferably in English language.

The decision to publish a Serbian standard or related document in Serbian or a foreign language falls under the authority of the committee for standards and related documents. As a rule, this committee makes its decision before the project data is entered into the annual plan for the adoption of Serbian standards and related documents. When making the decision, the following criteria must be taken into account: the committee for standards and related documents does not possess a translation of the foreign document, obtained in any way, that can be used as a basis for the adoption of a Serbian standard or related document; the members of the committee for standards and related documents are not able to produce the necessary translation themselves; the production of a translation is not in accordance with points 6.1, 6.2, 7.1.1, and 7.2 of this part of the internal standardization rules; the Institute does not have the funds to obtain a translation under market conditions; the necessary translation, or the funds for its acquisition under market conditions, cannot be obtained from at least

two potential users (the ministry responsible for standardization affairs, the line ministry, the republic, regional, or city chamber of commerce, consumer association...) of the Serbian standard or related document from the Republic of Serbia, to whom the Institute has officially addressed.

The language designation of published Serbian standard or related document is given according to the international language codes (see [11] in Bibliography).

### 3.4 Basis and procedure for the development of a national document

#### 3.4.1 Basis of a national document

As a rule, international and/or European standards and related documents shall be used as the basis for development of Serbian standards. In the event that international and/or European standard does not exist in particular field or the existing international and/or European standard is unsuitable, national standards and related documents of other countries may be used as a basis, in accordance with the contracts and agreements signed with their respectful national standardization bodies, or pure Serbian standards and related documents may be developed.

#### 3.4.2 Procedure for the development of a pure national standard and related document

The procedure for the development of a pure national standard and related document consists of a certain number of stages, starting from the proposal stage and ending with the publication stage. Every stage has its name and numerical code, and the document generated in each stage has an abbreviated designation (see Table 1).

**Table 1 – Project stages of the pure national standard development procedure**

Stage	Stage code	Abbreviated document designation
Project	00	Npr
Proposal	10	pr
Preparatory	20	pnaSRPS
Committee draft	30	nkSRPS
Public enquiry	40	naSRPS
Final draft	50	dnaSRPS
Publication	60	SRPS

A certain number of activities (substages) are performed during each stage, and they also have numerical codes. Representation of all stages and substages of the pure national standard development procedure is given in Annex A. Maintenance of the pure national standard, which is performed through the review and withdrawal stages, is also covered by this Annex.

#### 3.4.3 Correspondence between national and foreign documents

When adopting a foreign document in the national standardization system, it is essential to indicate the correspondence between a national and a foreign document. For that purpose, the basic classification containing three degrees of correspondence is used: identical, modified and not equivalent (see SRPS ISO/IEC Guide 21-1:2007, *Regional or national adoption of International Standards and other International Deliverables – Part 1: Adoption of International Standards*). A foreign document is considered to have been adopted as a national document when the national document is identical or modified in relation to the foreign document.

Identical adoption of International and European documents ensures transparency, which is fundamental to the facilitation of trade on the international and regional level.

For types of foreign documents adopted as national documents with the degree of correspondence „identical” see Annex B.

### **3.4.4 Methods for adoption of foreign documents**

There are three methods for adoption of foreign documents as national documents:

- adoption by endorsement method,
- adoption by reprinting method,
- adoption by translation method.

#### **3.4.4.1 Endorsement method**

The simplest method for adoption is the endorsement method, which implies issuing an „endorsement notice” which declares the foreign document to have the status of a national document. However, this method for adoption can only be applied if the foreign document is available in some way.

The endorsement notice is published as an independent document and delivered attached to the foreign document, declared as a national one.

#### **3.4.4.2 Reprinting method**

In this case, the foreign document is printed as a national document by direct reproduction of the published foreign document (for example, by photography, scanning or from the electronic file).

#### **3.4.4.3 Translation method**

When applying the translation method for adoption of foreign documents, ISS is responsible for the version in Serbian language.

If the national document is the translation of a foreign document, it may be published in a monolingual or multilingual form. In either case, it should be indicated which language served as a basis for the translation.

Multilingual editions may contain statement concerning the validity of the original or the translation. Where no statement is made, both versions are equally valid.

If a translation is provided for international or European standards that have been adopted as Serbian standards in English, their publication as Serbian standards in the Serbian language does not cease to apply to the previous edition of the Serbian standard in English. The reference version, or the version referred to in other documents, is a linguistic version that was first published as a Serbian standard, or a version in English. The designation and year of publication, the reference mark, as well as the edition number of the version of the standard in the Serbian language are identical with the same elements in the version of the standard in English.

## **3.5 Designation of national documents**

Serbian standard and related document shall have a designation starting with the abbreviation SRPS.

Pure national standards and related documents shall have designation according to SRPS A.A0.004. For pure national related documents, the abbreviation SRPS is followed by designation that implies the type of the related document (for example: SRPS TS – technical specification, SRPS TR – technical report, SRPS Uputstvo – guide). Amendments to the pure national standard shall have an additional number following the national designation (for example: SRPS Z.B0.001/1). Corrigenda to a pure national standard and related document shall have additional abbreviation „Ispr.” and the number of the corrigendum following the national designation (SRPS Z.B0.001/Ispr.1).

For a Serbian standard and related document that is identical adoption of an European or International standard or related document, the abbreviation SRPS is followed by the designation of the adopted standard or related document (for example: SRPS EN 15259, SRPS EN 300 065-2 V1.2.1, SRPS ISO 10003, SRPS IEC 60840, SRPS CEN/TS 1793-4, SRPS ETSI TS 102 773 V1.2.1...). A pure national amendments and corrigenda to adopted European and International standard and related document shall have the same designation as amendments and corrigenda to a pure national standard and related document.

When a Serbian standard and related document is identical adoption of an international document other than ISO and IEC document, as well as of a national standard and related document of any other country, it shall have designation according to SRPS A.A0.004. The pure national amendments and corrigenda to mentioned standards and related documents shall have the same designation as amendments and corrigenda to a pure national standard and related document.

For details concerning the designations of Serbian standards and related documents which are identical adoption of foreign standards and related documents see Annex C.

### 3.6 Copyrights, patent rights and the exploitation rights

According to the Article 16 of the Law on Standardization, Serbian standards and related documents are published as separate editions of ISS in paper or electronic form.

The copyright for all Serbian standards and related documents belongs to ISS, in accordance with the law governing copyright and related rights.

Reproduction, on the whole or partially, as well as the distribution of Serbian standards and related documents, is not allowed without permission of ISS.

If it is in possession of any knowledge about patent and patent rights, any party participating in the development of pure national standard and related document should draw ISS attention to them (or to any known pending patent application), as early as possible during the development of national standard and related document. The database with patents relevant to Serbian standards and related documents is publicly available on ISS website ([https://iss.rs/sr\\_Cyrl/baza-patenata\\_c120](https://iss.rs/sr_Cyrl/baza-patenata_c120)).

According to the rules of the International organizations for standardization ISO and IEC, in the territory of the Republic of Serbia, ISS has the right to adopt, translate and in other way exploit International standards and other international deliverables, and Serbian standards and related documents that are identical adoptions of International standards or international deliverables.

According to the rules of the European organizations for standardization CEN, CENELEC and ETSI, in the territory of the Republic of Serbia, ISS has the right to adopt, translate and in other way exploit European standards and related documents, as well as Serbian standards and related documents that are identical adoptions of European standards or related documents. Furthermore, ISS assigns to the European standardization organizations its exploitation right on European standards and related documents in the development of which it participated as a member of the European standardization organizations, through its representatives in the technical committees or subcommittees of the aforementioned organizations, or through experts engaged in the work of working groups.

Exploitation rights concerning International and European standards and related documents cover all the official languages of International and European organizations for standardization and all forms of exploitation known at present, such as: reproduction and publication by all means and via all graphical support systems by print, press, photocopy, microfilms, as well as via all magnetic, computerized and numerical support systems, memory cards, CD-ROMs, films, photographs, slides, teledistribution, cable distributive systems, satellite systems, floppy discs and on-line document servers.



### 3.7 Standstill policy

When work on a new European standard project is initiated within the European Standardization Organizations CEN/CENELEC/ETSI, the so-called standstill principle must be respected. This principle implies that the Institute will not publish a new and/or revise an existing pure Serbian standard on the same subject, which would jeopardize the work on the European project. This obligation remains in effect until the European standard is withdrawn. If, during the application of the European standard, the Institute becomes aware that it affects safety and health, the Institute must submit a proposal to the CEN-CENELEC Management Centre for the development of an amendment to such a European standard (or HD for CENELEC).

Standstill is considered not infringed by ISS issuing a draft pure national standard for public enquiry intended and designated as a national contribution to the International and European standardization, publication by ISS, within three months of the start of standstill, a pure national standard that is already in approval stage, or publishing a Serbian standard that is identical adoption, without modifications, a published International standard where no European standard for the same subject already exists.

### 3.8 Notification on standards

In accordance with its obligations arising from the membership in European standardization organizations, ISS has to notify CEN and CENELEC on any new project of a pure national standard, Serbian standard not identical with European and International standard, Serbian standard based on national standard of other countries, as well as all amendments to and revisions of mentioned Serbian standards. In addition, for a pure national standard which are under the scope of CENELEC, ISS has an obligation to notify CENELEC in accordance with Villamouira procedure following the CENELEC Guide 8. In both cases the notification is done after introducing projects of those standards in TC working plan and the latest after TC decision to put draft standard in enquiry phase.

Furthermore, according to the rules of the European organizations for standardization, ISS has the obligation to notify CEN, CENELEC and ETSI on all Serbian standards that are identical adoptions of European standards and harmonized documents.

Also, in accordance with the Law on Standardization (“Official Gazette of the Republic of Serbia”, No. 36/09, 46/2015), and the *Code of Good Practice for the Preparation, Adoption and Application of Standards*, which is an integral part of the Agreement on Technical Barriers to Trade of the World Trade Organization, the Institute must make its annual plan for the adoption of Serbian standards and related documents publicly available and inform European and international standardization organizations about the existence of the plan.

## 4 Participants in the procedures for development of Serbian standards and related documents

In accordance with the Law on standardization and the Decision amending the Decision on Establishing the Institute for Standardization of Serbia, ISS has established Expert Councils and Technical Committees for Serbian standards and related documents (hereinafter Technical Committees) as ISS technical bodies.

Expert Councils are established in order to direct technical work of Technical Committees, constituted to perform standardization activities for specific subjects within the certain wider standardization area in accordance with the Law on standardization and the Decision amending the Decision on Establishing the Institute for Standardization of Serbia.

Expert Councils perform the following activities: propose the adoption of the Internal rules of standardization, prepare the technical basis for annual work programmes for development of Serbian standards and related documents, propose the establishing and termination of the work of Technical Committees in order to accomplish the annual work programme, including amendments and corrigenda to the documents concerning the establishing and termination of the work of those committees performing other activities within the scope of the Decision amending the Decision on Establishing the Institute for Standardization of Serbia, ISS Statute and ISS rules of Experts Councils working procedure.

If, for objective reasons, it is not possible to establish a Technical Committee, the relevant Expert Council carries out the work in the standards and related documents development process within the specific standardization field in order to fulfill the obligations originating from the membership in the International and European organizations for standardization.

The technical work in the specific standardization fields is carried out by Technical Committees, if the sufficient number of interested parties nominates their representatives as the Technical Committee members. Within its jurisdiction, Technical Committees prepare and accomplish standardization programmes as well as the annual work programme for development of Serbian standards and related documents in the respective standardization fields, follow up and participate in the work of the relevant technical bodies of the International and European organizations for standardization, and carry out other activities in accordance with IPS 2, *Internal rules of standardization – Part 2: Establishing and work of Technical Committees for standard and related documents*.

The Technical Committees are established according to appropriate standardization fields, for which the relevant International and European Technical Committees are established, primarily for activities where strategic and national-economic interests are established. These interests are defined by the official economic policy of the Republic of Serbia.

## **5 Development, publication, maintenance, review and withdrawal of Serbian standards and related documents**

### **5.1 Pure national standard**

#### **5.1.1 Project stage**

The procedure for the development of a pure national standard shall start with submission of a proposal for the new project (00.00). This proposal may be submitted by a Technical Committee, Expert Council responsible for the relevant standardization field, state authorities of Republic of Serbia, interested industrial companies, other organizations and associations, consumer and user of services associations, as well as other legal entities or natural persons.

The proposing party is obliged to submit a proposal for a new project on the form QP.07.01, Proposal for a new project of the Serbian standard/related document. The explanatory elements for a new Serbian standard project that are entered in the above-mentioned form and on the basis of which the justification of the proposal is assessed are given in Annex G.

#### **5.1.2 Proposal stage**

The proposal for a new pure national standard project shall be submitted on the form QP.07.01 to the relevant Technical Committee or to the relevant Expert Council if appropriate Technical Committee is not established, in order to decide on appropriate action (10.20).

The documents that are taken into consideration while deciding on the proposal are: the *Code of Good Practice for the Preparation, Adoption and Implementation of Standards*, which is the integral part of the Agreement on Technical Barriers to Trade of the World Trade Organization, CEN/CENELEC Internal Rules – Part 2, Common Rules for Standardization Work, and ETSI Directives – Rules of Procedures, which means that the proposal for a new pure national standard project shall be rejected when International or European standard of the same matter is already in existence, or appropriate project is launched. Availability of experts, existence of technical committee for standards and related documents or need for its establishment, as well as the financial aspects are taking into account during making decision on the new proposal.

When a Technical Committee or Experts Council estimates that there is considerable interest for the development of a Serbian standard for the specific subject (for example as the support to the technical regulation), in the minutes from the Technical Committee meeting it shall be stated that the new pure national standard project is accepted (10.99). Also, if the relevant technical committee does not exist, the Expert Council makes decision on a new TC establishment.

When reaching the decision on a proposal, it is important to consider if the proposal should be accepted as a standard or a related document.

### 5.1.3 Preparatory stage

If the proposal for the new pure national standard project is justified, it shall be included in the annual work plan of the relevant Technical Committee (10.99), i.e. in the ISS annual work programme for development of Serbian standards and related documents.

In accordance with the rules laid down by the European standardization organizations, ISS may not object to a subject for standardization in its plan for development of Serbian standards and related documents being considered at European level and may not undertake any action which could prejudice a decision in this regard.

Relevant Technical Committee also indicates a pure Serbian standard development track. Calculating from the date of adoption as an approved proposal for a pure Serbian standard (10.99), development procedure may last: 18 months, 24 months and 36 months. Development procedure shall be kept under continuous monitoring by the Technical Committee and if the likely completion date is going to be late, a decision on developing a pure Serbian standard may be cancelled.

In this stage, Technical Committee shall decide to establish a working group with the task to prepare the working draft of the pure national standard in accordance with IRS 3, *Internal Rules of Standardization – Part 3: Drafting and rules for the structure of Serbian standards and related documents*. Technical and other individual experts in the relevant matter may be appointed, if necessary, by working group to take part in the preparation of the working draft.

The text of the working draft approved by the working group shall be submitted to the secretary of the Technical Committee who, with the permission of the Technical Committee Chairman, assigns the status of draft pure national standard (20.99) and presents it for further consideration to the Technical Committee members.

### 5.1.4 Committee Draft stage

The committee draft pure national standard is considered by Technical Committee members in order to achieve consensus on its technical content (30.20). All comments shall be clarified and justified during the consideration, to enable Technical Committee members to make appropriate decision. If there are questionable issues on which consensus cannot be achieved by Technical Committee, the decisions shall be made by two-thirds majority of all Technical Committee members.

If the nature of the comments does not allow a committee draft pure national standard to be approved for public enquiry, the committee draft shall be returned to the previous stage.

Any Technical Committee decision concerning the committee draft pure national standard consideration shall be entered in the minutes of the Technical Committee meeting.

After the Technical Committee considers the committee draft pure national standard (30.60), and before the draft proceeds in public enquiry stage, linguistic and graphical processing of the draft has to be done. The head of the responsible standardization division shall confirm with his/her signature on the appropriate form (30.99) that the committee draft pure national standard is approved for public enquiry.

### 5.1.5 Public enquiry stage

The information on the draft pure national standard issued for public enquiry shall be published in the official ISS Bulletin, available on the ISS website (40.20), and the text of the draft itself shall be made publicly available in the ISS Information Center.

Comments on the draft pure national standard issued for public enquiry, accompanied by their justification, shall be submitted in written form to ISS within the period of 60 days starting from the day of initiating the public enquiry. Exceptionally, that period can be shorter, but not shorter than 30 days, if it concerns security reasons, health safety and environmental issues.

After the public enquiry period is expired, the received comments shall be considered by the relevant Technical Committee. These comments may be accepted or rejected with appropriate justification, and the submitter shall be informed on the Technical Committee decision.

If the nature of the comments requires making significant changes to the draft pure national standard, Technical Committee may decide to open the second public enquiry (40.93). If the nature of the comments do not allow a draft pure national standard to be approved by the Technical Committee, it shall be decided either to reject the project (40.98) or to publish a pure national related document.

If there are no comments on the draft, or their nature is acceptable for the Technical Committee to approve of the draft pure national standard as the final draft pure national standard (40.99), the project shall enter the next stage.

Any Technical Committee decision concerning the draft pure national standard after the public enquiry shall be entered in the minutes of the Technical Committee meeting.

### 5.1.6 Final draft stage

This stage of the development of the pure national standard implies carrying out the formal approval procedure of the text of the final draft pure national standard for publication (50.99).

The head of the division, in the area of standardization within the jurisdiction of the Technical Committee, shall confirm with his/hers signature on the appropriate form that the text of the final draft pure national standard have been included in the ISS annual work programme for development of Serbian standards and related documents and that it has been prepared in accordance with the ISS Internal rules.

The head of the responsible standardization department shall confirm with his/her signature on the appropriate form validity of the procedure that have been carried out for preparing the final text of the draft pure national standard.

### 5.1.7 Publication stage

If the nature of comments received during the public enquiry stage had as a result text changes, this stage of the development of a pure Serbian draft standard starts with linguistic and graphical processing of a final draft pure Serbian standard (60.00). Otherwise, only graphical processing is carried out.

Pure national standard is approved for publication when the Enactment on its issuing rendered and signed by the Director of ISS. As soon as the Enactment is published on the ISS website and in ISS official journal the pure national standard becomes publicly available (60.60).

If, after the publication of the pure national standard, printing, linguistic and similar errors which could put into question an unambiguous implementation of standard have to be removed, corrigendum to a pure national standard is published, and the information is also given in the ISS official journal, displayed on the ISS website.

### 5.1.8 Review stage

In order to check the applicability of a pure national standard or whether its provisions are still in conformance with the intended use, Technical Committee shall initiate procedure for systematic review the pure national standard (90.20), but not later than five years after its publication or previous review.

Technical Committee shall review the pure national standard and shall make a decision to propose its confirmation, amendment or revision, or withdrawal.

The information on the initiation of the review as well as the Technical Committee proposal shall be announced in the ISS official journal, displayed on the ISS website.

If during the review it is established that certain parts of a pure national standard content should be modified, amended or deleted, the Technical Committee shall decide to initiate the procedure for development an amendment to the pure national standard (90.92). This procedure is identical to the procedure for development of the pure national standard.

If during the review it is established that major changes of a pure national standard content are necessary, the Technical Committee shall decide to initiate the revision procedure (90.92), which is identical to the procedure for development of the pure national standard. The result of the revision procedure shall be publishing a new edition of the pure national standard, which also includes all previously published amendments and corrigenda to that standard, with standard designation remaining unchanged.

If during the review it is established that major changes or updates of a pure national standard content are not necessary, the Technical Committee shall decide to confirm the pure national standard (90.93).

The information on the outcome of the review shall be announced in the ISS official journal, displayed on the ISS website.

### 5.1.9 Withdrawal stage

The pure national standard shall be withdrawn when a new edition of the standard is published (revision), a new standard with the same subject is published and, according to the obligations originating from the membership in the European organizations for standardization CEN, CENELEC and ETSI, the standard in question is conflicting with a published European standard.

The pure national standard is withdrawn (95.99) when the resolution on withdrawal signed by the director of ISS is published in the ISS official journal as well as on ISS website.

If the Technical Committee determines that the pure national standard is still needed, it may propose that the withdrawn standard be reinstated either as a committee draft pure national standard or as a draft for public enquiry. If there is not comment received during the public enquiry or the nature of the comments allows the Technical Committee to approve the draft as a final draft pure national standard (40.99), the commencement of next stage begins. The standard shall be published as a new edition of the pure national standard.

## 5.2 Serbian related document

### 5.2.1 Technical Specification

Technical Specification is a document developed by ISS for which, at present, the subject matter is still under technical development or required consensus for approval as a pure national standard cannot be achieved. ISS shall also decide to publish a technical specification when, during the enquiry stage, the nature of the comments precludes a draft pure national standard to be approved by the Technical Committee as final draft pure national standard.

When a technical specification has to be adopted, the issue of that document not being conflicting with any existing Serbian standard has to be taken into account. A technical specification may contain normative provisions.

The proposing party for the development of the technical specification shall be as in 5.1.1.

The procedure for the development of a technical specification shall begin with the project stage (00), followed by the proposal stage (10) and preparatory stage (20).

During the draft stage (30), if the Technical Committee approves the draft technical specification, the decision on its publication shall be made (60), without the public enquiry.

| No technical modifications are allowed on adopted drafts of technical specifications.

The publication of the pure national technical specification starts with linguistic and graphical processing of the final draft pure national technical specification (60.00).

Pure national technical specification is approved for publishing when the Enactment on its issuing is rendered and signed by the Director of ISS. As soon as the decision is published on the ISS website the pure national standard shall become publicly available (60.60)

The information on the published pure national technical specification shall also be announced in the ISS Bulletin, displayed on the ISS website.

If, after the publication of the pure national technical specification, printing, linguistic and similar errors have to be removed, corrigendum to the specification may be published.

Technical Committee is responsible for systematic review of the content of a technical specification. The review for a technical specification shall be initiated (90.20) not later than three years after its publication. The purpose for the review is to re-examine the reasons that led to its publication, as well as to reconsider its publication as a pure national standard. As a result of the review, technical specification may be confirmed (only one confirmation of a technical specification is recommended), replaced by a revised edition or withdrawn or to be published as a pure national standard.

### 5.2.2 Technical Report

Technical Report is a document developed by ISS at the proposal of a Technical Committee or an expert council, which contains the information concerning the technical aspects of standardization work that could not be covered by a standard. The contents of the technical report is for information only and in any way it shall not contain any requirements.

The procedure for the development of a technical report shall begin with the project stage (00), followed by the proposal stage (10) and preparatory stage (20).

During the draft stage (30), if the Technical Committee approves the draft technical report, the decision on its publication shall be made (60), without the public enquiry.

The publication of the pure national technical report starts with linguistic and graphical processing of the final draft pure national technical report (60.00).

Pure national technical report shall become publicly available (60.60) when the Enactment on its issuing is rendered and signed by the Director of ISS and published on the ISS website.

The information on the published pure national technical report shall also be announced in the ISS official journal, displayed on the ISS website.

If, after the publication of the pure national technical report, printing, linguistic and similar errors have to be removed, corrigendum to the report may be published.

Technical Committee is responsible for periodical review of the content of a technical report in order to confirm the need of its existence. As a result of the review, technical report may be confirmed, replaced by a revised edition or withdrawn.

### 5.2.3 Guide

Guide is a document developed by ISS at a proposal of an expert council or a Technical Committee, that contains the recommendations, guidelines or advice relating to the standardization principles and policy in a specific area, as well as the guidelines for the participants in the procedures for development of standards and users of standards.

The process for the development of a guide shall begin with the project stage (00), followed by the proposal stage (10), preparatory stage (20) and draft stage (30). If the expert council or the Technical Committee approves the draft guide, it shall enter into the public enquiry stage (40) and to subsequent stages, and ends with the publication stage (60).

The guide is publicly available (60.60) when the Enactment on its issuing is rendered and signed by the Director of ISS and published on the ISS website.

The information on the published guide shall also be announced in the ISS official journal, displayed on the ISS website.

The review of a guide may be, at any time, initiated by the responsible expert council or the Technical Committee. As a result of the review procedure, guide may be confirmed, replaced by a revised edition or withdrawn.

## 6 Adoption of an International standard and related document

### 6.1 International standard adopted as Serbian standard

As the full member of International Organization for Standardization (ISO) and International Electrotechnical Commission (IEC), ISS has the right to adopt International standards as Serbian standards. The work on the adoption of International standards is carried out in the Technical Committees that follow the work of the international technical committees.

The proposal for the development of a Serbian standard based on an International standard may be submitted by a Technical Committee, the Expert Council responsible for the relevant standardization field, state authorities of Republic of Serbia, interested industrial companies, other organizations and associations, consumer and user of services associations, as well as other legal entities or natural persons. When reaching the decision on a proposal, it shall be considered whether the concerned International standard has already been adopted as the European standard. In this case, the European standard has the precedence over the International standard.

International standards shall be adopted either as Serbian standards identical or modified in relation to International standards. For methods of adoption, see 3.4.4.

If, after the publication of the Serbian standard which is identical to the international standard is adopted in English, the Serbian standard will be included in the Plan for the adoption of Serbian standards as a new project also enters the Serbian standard by which this same international standard is adopted in Serbian language, and if the translation of that standard is not provided within 24 months in the Serbian language, the national technical committee can decide on the termination of work on the project and the project of this Serbian standard is granted the status “abandoned”.

If new editions of international standards that were previously adopted as Serbian standards in the Serbian language are being adopted, the national technical committee secretaries are obliged to check the percentage of the change in the text of the new edition of the standard in the English language in relation to the previous edition, as well as its actuality. If text changes are 30% or lower for standards up to 40 pages, or 20% or less for standards over 40 pages in relation to the basic text of the standard, and if the chairman of the competent national technical committee assesses that the document is still valid, the secretary of the national technical committee is obliged to include this standard in the plan for the adoption of Serbian standards as a new project

and in cooperation with the Division for International Cooperation, informing and providing professional assistance, which will make the necessary translation, prepare the text of a new edition in the Serbian language and submit it to the national technical committee for its adoption. Amendments and corrigenda to international standards that are adopted as Serbian standards in the Serbian language are also adopted in Serbian, subject to the above criteria.

The procedure for adoption of an International standard is identical to the procedure of development of a pure national standard (see 5.1.1 to 5.1.7).

Exceptionally, a public enquiry is not conducted for Serbian standards adopted in English language.

The review shall be initiated in accordance with the planned deadline for review of the adopted International standard, and the outcome of the procedure for review of the Serbian standard shall be identical to the outcome of the review of the adopted International standard. The review may also be initiated on the basis of a special decision of the Technical Committee, and the result of the review may be confirmation, amendment or revision, or withdrawal of the Serbian standard representing the adoption of the international standard.

## 6.2 International related document adopted as Serbian related document

As the full member of International Organization for Standardization (ISO) and International Electrotechnical Commission (IEC), ISS has the right to adopt Technical Specifications, Technical Reports, Guides, Publicly Available Specifications, International Workshop Agreements, Technology Trend Assessments and Industry Technical Agreements published by these organizations. The work on the adoption of these documents is carried out in the Technical Committees that follow the work of the International Technical Committees, or in the relevant Expert Council.

The proposal for the development of a Serbian related document based on an international related document may be submitted by the Technical Committee, the Expert Council responsible for the relevant standardization field, state authorities of Republic of Serbia, interested industrial companies, other organizations and associations, consumer and user of services associations, as well as other legal entities or natural persons.

International related documents shall be adopted either as Serbian related documents identical or modified in relation to international related document. For methods of adoption, see 3.4.4.

If, after the publication of the Serbian related document which is identical to the international related document is adopted in English, the Serbian related document will be included in the Plan for the adoption of Serbian standards and related documents as a new project also enters the Serbian related document by which this same international related document is adopted in Serbian language, and if the translation of that related document is not provided within 24 months in the Serbian language, the national technical committee can decide on the termination of work on the project and the project of this Serbian related document is granted the status "abandoned".

If new editions of international related documents that were previously adopted as Serbian related documents in the Serbian language are being adopted, the national technical committee secretaries are obliged to check the percentage of the change in the text of the new edition of the related document in the English language in relation to the previous edition, as well as its actuality. If text changes are 30% or lower for related documents up to 40 pages, or 20% or less for related documents over 40 pages in relation to the basic text of the related document, and if the chairman of the relevant national technical committee assesses that the document is still valid, the secretary of the national technical committee is obliged to include this related document in the plan for the adoption of Serbian standards and related documents as a new project and in cooperation with the Division for International Cooperation, informing and providing professional assistance, which will make the necessary translation, prepare the text of a new edition in the Serbian language and submit it to the national technical committee for its adoption. Amendments and corrigenda to international related documents that are adopted as Serbian standards in the Serbian language are also adopted in Serbian, subject to the above criteria.



When international related documents are adopted by the translation method, they may be adopted as Serbian standards or related documents of the same or a different type. If endorsement or reprinting method is used, international related documents shall be adopted exclusively as the related documents of the same type.

The procedure for adoption international guides is identical to the procedure for development of pure national guides (see 5.2.3), except in the case of the adoption of published international guide using the reprinting method. When the published international guide is adopted in English language, the public enquiry stage (5.1.5) is omitted. The procedure for adoption of other international related documents shall be identical to the procedure for development of Serbian technical specifications and technical reports (see 5.2.1 and 5.2.2).

## **7 Adoption of an European standard and related document**

### **7.1 European standard adopted as Serbian standard**

Complying with the rules regarding membership in CEN – European Committee for Standardization, CENELEC – European Committee for Electrotechnical Standardization and ETSI – European Telecommunications Standards Institute, ISS have to adopt European standards (and harmonized documents in CENELEC) as Serbian standards. The work on the adoption of European standards is carried out in Technical Committees that follow the work of the European technical bodies, or by the relevant Expert Council.

National implementation of European standards implies that they shall be adopted only as Serbian standards identical in technical content and presentation to European standards, with simultaneous withdrawal of conflicting Serbian standards. European standards shall be adopted by endorsement, by publishing the identical text of the European standard in Serbian language (translation) or by publishing the Serbian standard in one of the three official languages of European organizations for standardization (reproduction).

#### **7.1.1 Development of European standard**

Participation in the development of European standards and their adoption is performed by the national technical committees that follow the work of the European Technical Committees or in the competent expert council if there is no national technical committee existing or there is insufficient interest for its establishment. As a full member of European standardization organizations CEN and CENELEC, the Institute has the opportunity to forward a proposal for a new European standard project submitted by the interested parties in the Republic of Serbia to the relevant technical committee of CEN or CENELEC for consideration.

Upon receipt of information on a proposal for a new project by CEN or CENELEC or ETSI, the national technical committee prepares the so-called. a national point of view on a European standard project, which may include proposals for specific national requirements, A-deviation requirements and general modifications. In order to prepare the national point of view regarding each individual project, the Institute publishes lists of European standards projects on its website.

The request for A-deviation is submitted by the Institute when it comes to the development of a European standard whose requirements are contrary to the provisions of the regulations applied in the Republic of Serbia, at the earliest stage of the development of the European standard, and at the latest during a public enquiry stage on this European standard.

Special national conditions that cannot be changed even over a long period (e.g. climatic conditions) are not considered as deviations and therefore, whenever possible, should be met by provisions in European standards or harmonized documents in the earliest stage of preparation of these documents. If this is not possible, ISS should submit the request for inclusion the special national conditions in the document.

The prepared national point of view shall be submitted to CEN and CENELEC in the requested period (three months) or to ETSI (4 months).

When the European standards project is approved, the Technical Committee shall include it in the Technical Committee work programme with the designation prSRPS EN.

On its website and in its official bulletin, ISS provides information on draft European standards that are under public enquiry. The period for public enquiry on draft European standards at the national level shall be two months. Taking into account the fact that the public enquiry stage is the deadline for proposals for common modifications and national deviations to be submitted to CEN and CENELEC, the Technical Committee shall pay special attention to the comments that may have effects on specifying the proposals.

Complying with the results of a public enquiry stage in European standardization organization CEN, CENELEC and ETSI, the Technical Committee shall vote on the text of the final draft European standard. The voting period shall be two months.

If the European standard is approved by CEN, CENELEC and ETSI (dor - date when the European standard is approved in European standardization organizations), i.e. when it is distributed to the national organizations for standardization (dav - date when an approved European standard is distributed to the national members), ISS has to fulfill the obligation of national implementation of the standard and respect the following established target dates:

- latest date by which the existence of an European standard has to be announced (doa),
- latest date by which an European standard has to be implemented at the national level (dop),
- latest date by which national standards conflicting with an European standard have to be withdrawn (dow).

The latest date by which the European standard developed by European Committee for Standardization (CEN) and European Committee for Electrotechnical Standardization (CENELEC) has to be implemented at national level is six months from the date when the standard is delivered to national members (dop).

If it is decided the European standard to be adopted by translation, after the European standard is published, the Serbian standard shall be drafted and the Technical Committee shall decide to initiate the public enquiry stage (see 5.1.4). The information on the draft Serbian standard shall be announced in the ISS official journal, displayed on the ISS website, and the text of the draft shall be publicly available at least in the ISS Information Center. Comments on the draft Serbian standard issued for public enquiry, accompanied by their justification, shall be submitted in written form to ISS within the period of 60 days starting from the date of initiating the public enquiry. After the public enquiry period is expired, the received comments shall be considered by the relevant Technical Committee. These comments may be accepted or rejected with appropriate justification, and the submitter shall be informed on the Technical Committee decision. The Technical Committee shall prepare the final text of the draft Serbian standard, which is then approved for publication (see 5.1.5 to 5.1.7).

If it is decided the European standard to be adopted by endorsement or by publishing in one of the official languages of European organizations for standardization (reproduction), the Technical Committee shall accept the Serbian standard as identical adoption of the European standard a, and approve it for publication (see 5.1.6 to 5.1.7).

If, after the publication of the Serbian standard which is identical to the European standard is adopted in English, the Serbian standard will be included in the Plan for the adoption of Serbian standards as a new project also enters the Serbian standard by which this same European standard is adopted in Serbian language, and if the translation of that standard is not provided within 24 months in the Serbian language, the national technical committee can decide on the termination of work on the project and the project of this Serbian standard is granted the status "abandoned".

If new editions of European standards that were previously adopted as Serbian standards in the Serbian language are being adopted, the national technical committee secretaries are obliged to check the percentage of the change in the text of the new edition of the standard in the English language in relation to the previous edition, as well as its actuality. If text changes are 30% or lower for standards up to 40 pages, or 20% or less for standards over 40 pages in relation to the basic text of the standard, and if the chairman of the competent national technical committee assesses that the document is still valid, the secretary of the national technical committee is obliged to include this standard in the plan for the adoption of Serbian standards as a new project and in cooperation with the Division for International Cooperation, informing and providing professional

assistance, which will make the necessary translation, prepare the text of a new edition in the Serbian language and submit it to the national technical committee for its adoption. Amendments and corrigenda to European standards that are adopted as Serbian standards in the Serbian language are also adopted in Serbian, subject to the above criteria.

ISS shall report to CEN, CENELEC or ETSI on the national implementation of the European standard.

The review of a Serbian standard that is adopted European standard shall be initiated in accordance with the planned deadline of the review of the adopted European standard, i.e. at the latest 5 years from the publication of the European standard. The national technical committee or the Expert Council may decide to send to the CEN-CENELEC Management Center a request for the review process before the scheduled deadline. The result of the revision of the Serbian standard is identical to the result of the revision of the European standard.

## **7.2 European related document adopted as Serbian related document**

Complying with the rules regarding membership in CEN, CENELEC and ETSI, ISS has the right to adopt Technical Specifications, Reports, Guides, CEN/CENELEC Workshop Agreements and European Prestandards published by these organizations. The work on the adoption of these documents is carried out in the Technical Committees that follow the work of the European Technical Committees or in the relevant Expert Council if the Technical Committee is not established or there is insufficient support for Technical Committee to be constituted.

The proposal for the development of a Serbian related document based on the European related document may be submitted by Technical Committee, Expert Council responsible for the relevant standardization field, state authorities of Republic of Serbia, interested industrial companies, other organizations and associations, consumer and user of services associations, as well as other legal entities or natural persons.

European related documents shall be adopted only as Serbian related documents identical to European related documents. European related documents shall be adopted by endorsement, by publishing the identical text of the European related document in Serbian language (translation) or by publishing the Serbian standard in one of the three official languages of European organizations for standardization (reproduction).

If, after the publication of the Serbian standard which is identical to the European standard is adopted in English, the Serbian standard will be included in the Plan for the adoption of Serbian standards as a new project also enters the Serbian standard by which this same European standard is adopted in Serbian language, and if the translation of that standard is not provided within 24 months in the Serbian language, the national technical committee can decide on the termination of work on the project and the project of this Serbian standard is granted the status "abandoned".

If new editions of the European standards that were previously adopted as Serbian standards in the Serbian language are being adopted, the national technical committee secretaries are obliged to check the percentage of the change in the text of the new edition of the standard in the English language in relation to the previous edition, as well as its actuality. If text changes are 30% or lower for standards up to 40 pages, or 20% or less for standards over 40 pages in relation to the basic text of the standard, and if the chairman of the competent national technical committee assesses that the document is still valid, the secretary of the national technical committee is obliged to include this standard in the plan for the adoption of Serbian standards as a new project and in cooperation with the Division for International Cooperation, informing and providing professional assistance, which will make the necessary translation, prepare the text of a new edition in the Serbian language and submit it to the national technical committee for its adoption. Amendments and corrigenda to the European standards that are adopted as Serbian standards in the Serbian language are also adopted in Serbian, subject to the above criteria.

The procedure for adoption of European related documents is identical to the procedure for development of pure national technical specifications (see 5.2.1).

## **8 Adoption of other international standards and standards of other countries**

Other international and regional standards, and national standards of other countries should be adopted as Serbian standards only if they are not conflicting with standards published by the International organizations for standardization (ISO or IEC) or European organizations for standardization (CEN, CENELEC and ETSI), or if there is no European or International standard already in existence for the specific subject.

Methods for adoption of the abovementioned standards depend upon the individual contracts or agreements between ISS and other international and regional standardizing/standards organizations, and national standardization bodies of different countries, as the developers of these standards. The procedure for adoption these standards is identical with the procedure for development of a pure national standard (see 5.1.1 to 5.1.7).

According to the contract the ISS has signed with the German Institute for Standardization (DIN), German standards shall be adopted as Serbian standards only by translation into Serbian language. According to the agreement the ISS has signed with American Society for Testing and Materials (ASTM International) ISS has the permission to adopt these standards either by translation into Serbian language or by reprinting the original ASTM standard. In both cases, ISS has the obligation to inform these organizations on the intention to adopt their standards.

## Annex A (normative)

### Development, publication, maintenance, review and withdrawal of a Serbian standard – stages and sub-stages

STAGE	SUB-STAGE						
	90 Decision Substages						
	<b>00</b> Registration	<b>20</b> Start of main action	<b>60</b> Completion of main action	<b>92</b> Repeat an earlier phase	<b>93</b> Confirmation	<b>98</b> Abandon	<b>99</b> Proceed
<b>00</b> Project stage	<b>00.00</b> Proposal for new project submitted	<b>00.20</b> Proposal for new project under review	<b>00.60</b> Decision on proposal for new project			<b>00.98</b> Proposal for new project abandoned	<b>00.99</b> Proposal for new project accepted
<b>10</b> Proposal stage	<b>10.00</b> Proposal for new project registered	<b>10.20</b> New project initiated	<b>10.60</b> New project closed	<b>10.92</b> Proposal returned to submitter for further definition		<b>10.98</b> New project rejected	<b>10.99</b> New project approved
<b>20</b> Preparatory stage	<b>20.00</b> New project registered in TC work programme	<b>20.20</b> Working draft initiated	<b>20.60</b> Working draft closed			<b>20.98</b> Project deleted from TC work programme	<b>20.99</b> pna approved for registration as nk
<b>30</b> Committee draft stage	<b>30.00</b> Committee draft (nk) registered	<b>30.20</b> nk study/ /comment initiated	<b>30.60</b> Close of voting/ comment period	<b>30.92</b> nk referred back to Working Group		<b>30.98</b> Project deleted from TC work programme	<b>30.99</b> nk approved for registration as na
<b>40</b> Public enquiry stage	<b>40.00</b> na registered	<b>40.20</b> na public enquiry initiated: 60 days	<b>40.60</b> Close of public enquiry	<b>40.92</b> Comments to na consideration	<b>40.93</b> Decision on the second public enquiry	<b>40.98</b> Project deleted from TC work programme	<b>40.99</b> na approved for registration as dna
<b>50</b> Final draft stage	<b>50.00</b> dna registered	<b>50.20</b> dna approval initiated	<b>50.60</b> Closing of dna approval			<b>50.98</b> Project deleted from TC work programme	<b>50.99</b> dna approved for publication
<b>60</b> Publication stage	<b>60.00</b> Serbian Standard under publication		<b>60.60</b> Serbian Standard published				
<b>90</b> Review stage		<b>90.20</b> Serbian Standard under periodical review	<b>90.60</b> Close of review	<b>90.92</b> Serbian Standard to be revised/amended	<b>90.93</b> Serbian Standard confirmed		<b>90.99</b> Withdrawal of Serbian Standard proposed
<b>95</b> Withdrawal stage		<b>95.20</b> Withdrawal initiated	<b>95.60</b> Closing of consideration	<b>95.92</b> Decision not to withdraw Serbian Standard			<b>95.99</b> Withdrawal of Serbian Standard

## Annex B (normative)

### Types of foreign documents adopted as Serbian documents with degree of correspondence „identical”

Foreign document type	The letter part of foreign document designation	Serbian document type	The letter part of Serbian document designation
<b>European Committee for Standardization (CEN)</b>			
European Standard	EN ..... EN ISO .....	Serbian standard	SRPS EN SRPS EN ISO .....
Technical Specification	CEN/TS .....	Technical specification (see 6.2)	SRPS CEN/TS .....
Technical Report	CEN/TR .....	Technical report (see 6.2)	SRPS CEN/TR .....
CEN Workshop Agreement	CWA .....	CEN Workshop Agreement	SRPS CWA .....
Guide	CEN Guide ..... CEN/CENELEC Guide .....	Guide	SRPS CEN Guide ..... SRPS CEN/CENELEC Guide .....
Harmonization Document	HD .....	Serbian standard	SRPS HD .....
European Prestandard	ENV .....	Serbian prestandard	SRPS ENV .....
CEN Report	CR .....	Report	SRPS CR .....
<b>European Committee for Electrotechnical Standardization (CENELEC)</b>			
European Standard	EN .....	Serbian standard	SRPS EN .....
Harmonization Document	HD .....	Serbian standard	SRPS HD .....
European Prestandard	ENV .....	Serbian prestandard	SRPS ENV .....
Technical Specification	CLC/TS .....	Technical specification (see 6.2)	SRPS CLC/TS .....
Technical Report	CLC/TR .....	Technical report (see 6.2)	SRPS CLC/TR .....
CENELEC Guide	CLC Guide .....	Guide	SRPS CLC Guide .....
CENELEC Workshop Agreement	CWA .....	CENELEC Workshop Agreement	SRPS CWA .....

Foreign document type	The letter part of foreign document designation	Serbian document type	The letter part of Serbian document designation
<b>European Telecommunications Standards Institute (ETSI)</b>			
European Standard	EN .....	Serbian standard	SRPS EN .....
ETSI Standard	ES .....	Serbian standard	SRPS ES .....
ETSI Technical Specification	ETSI TS .....	Technical specification (see 6.2)	SRPS ETSI TS .....
ETSI Technical Report	ETSI TR .....	Technical report (see 6.2)	SRPS ETSI TR .....
ETSI Guide	ETSI EG .....	Guide	SRPS ETSI EG .....
<b>International Organization for Standardization (ISO)</b>			
International Standard	ISO .....	Serbian Standard	SRPS ISO .....
Publicly Available Specification	ISO/PAS .....	Publicly Available Specification	SRPS ISO/PAS .....
Technical Specification	ISO/TS .....	Technical specification	SRPS ISO/TS .....
Technical Report	ISO/TR .....	Technical Report	SRPS ISO/TR .....
International Workshop Agreement	IWA .....	International Workshop Agreement	SRPS IWA .....
Guide	ISO Guide ..... ISO/IEC Guide .....	Guide	SRPS ISO Guide ..... SRPS ISO/IEC Guide .....
<b>International Electrotechnical Commission (IEC)</b>			
International Standard	IEC .....	Serbian standard	SRPS IEC .....
Publicly Available Specification	IEC/PAS .....	Publicly Available Specification	SRPS IEC/PAS .....
Technical Specification	IEC/TS .....	Technical specification	SRPS IEC/TS .....
Technical Report	IEC/TR .....	Technical report	SRPS IEC/TR .....
Guide	IEC Guide .....	Guide	SRPS IEC Guide .....
Industry Technical Agreement	ITA .....	Industry Technical Agreement	SRPS ITA .....
Technology Trends Assessment	TTA .....	Technology Trends Assessment	SRPS TTA .....

## Annex V (normative)

### Designation of Serbian documents resulting from adoption

#### V.1 The designation of national documents with the degree of correspondence „identical”

When the full text of a foreign document has been adopted in a national document by endorsement, reprinting or identical translation, the national document shall be designated with the national designation which consists of the designation of the foreign document (letters and numbers) preceded by the letter designation SRPS, and separated by a space.

EXAMPLE 1 When a Serbian standard is identical to EN 771-1, the national designation would be:

**SRPS EN 771-1**

On the cover page of the national document, below the national designation, the following shall be written:

- the date of publication (month and year) of the national document
- the degree of correspondence indicated with words „Identical to (designation and year of publication of the foreign document separated by colon)”

EXAMPLE 2 **SRPS EN 771-1**

September 2006

Identical to EN 771-1:2003

The national designation of the consolidated version shall be given in the similar way as described previously, except that below the date of the publication of the national document, after the indication of the degree of correspondence, all amendments and corrigenda to the foreign document incorporated in the national document shall be quoted.

EXAMPLE 3 **SRPS EN IEC 61223-3-7**

July 2022

Identical to EN IEC 61223-3-7:2022

IEC 61223-3-7:2021 ED1

The national designation of the consolidated edition is as previously stated, with the addition that below the publication date of the national document, after indicating the degree of conformity, all amendments and corrigenda that the national document has incorporated are listed.

EXAMPLE 4 **SRPS EN 771-1**

September 2009

Identical to EN 771-1:2003 + EN 771-1:2003/A1:2005

Amendments and corrigenda to the foreign document published as a separate national document shall be designated as follows:

EXAMPLE 5 **SRPS ISO 31-0:1998/Amd. 1**

January 2000

Identical to ISO 31-0:1997/Amd. 1:1999



EXAMPLE 6 **SRPS EN IEC 60947-4-1:2019/AC**  
June 2020  
Identical to EN IEC 60947-4-1:2019/AC:2020-05  
IEC 60947-4-1:2018/COR2:2021 ED4

EXAMPLE 7 **SRPS EN 60825-1:2015/A11:2021/AC**  
July 2022  
Identical to EN 60825-1:2014/A11:2021/AC:2022-03

EXAMPLE 8 **SRPS ISO 21422**  
November 2020  
**Corrected version**  
November 2021  
Identical to ISO 21422:2018

The reference designation to be used in catalogues and for other purposes shall consist of the national designation and year of publication the national standard separated by colon, and followed by (in brackets) Alpha 2 code of the language in which the national document is published.

EXAMPLE 9 Referent designation  
SRPS EN ISO 10993-1:2005 (en)

EXAMPLE 10 Referent designation  
SRPS ISO 31-0:1998/Amd.1:2000 (sr)

## **V.2 The designation of national documents with the degree of correspondence „modified”**

When the foreign document has been adopted as a national document with the degree of correspondence „modified”, it is allowed to use only a national designation according to SRPS A.A0.004.

EXAMPLE **SRPS M.A0.077**  
August 1985  
Modified IEC 60185:1987

## **V.3 The designation of national documents with the degree of correspondence „not equivalent”**

When the foreign document has been adopted as a national document with the degree of correspondence „not equivalent”, it is allowed to use only a national designation according to SRPS A.A0.004.

## **Annex G** (informative)

### **Elements and justification of proposals for the development of a Serbian standard<sup>1</sup>**

The explanation (justification) for the assessment of the proposal for the development of the Serbian standard should contain details based on a critical study of the following elements:

- a) The specific aims and reason for the development of the standard, with particular emphasis on the aspects of standardization to be covered;

The goals of standardization are: mutual understanding, safety, health, protection of environment, achievement of interchangeability or interface or compatibility provisions, performance, function, quality, economy of energy and raw material, variety control, consumer protection, and other purposes.

The aspects of standardization represent: terminology, symbols, signs, designations, characteristics, sampling, testing, inspection, complementary requirements (labelling, packaging, storage, etc., documentation (e.g. to accompany the product), and other aspects and requirements.

- b) the benefits expected from the implementation of standard, the problems it is expected to be solved or difficulties expected to be overcome
- c) urgency of the activities of standard development, considering the needs of other fields or organizations
- d) if the standard is developed for the purpose of a technical regulation or a requirement for conformance with the regulations, it should be clearly stated.

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<sup>1</sup> This Annex is applicable also to the related documents.

## Annex D (informative)

### Serbian standards and related documents – ISS activities

Document	Description	ISS activities
<b>Standards</b>		
<b>SRPS</b>	Document, established by consensus and approved by a recognized body, that provides, for common and repeated use, rules, guidelines or characteristics for activities or their results, aimed at the achievement of the optimum degree of order in a given context	<ul style="list-style-type: none"> <li>– Public enquiry</li> <li>– Acceptance by ISS/TC</li> <li>– Approval by the Director of ISS</li> <li>– Publishing the Enactment on issuing the standard on the ISS website and in the ISS official journal</li> <li>– Withdrawal of conflicting national standards by publishing the Enactment on the ISS website and in the ISS official journal</li> </ul>
<b>SRPS EN, SRPS HD, SRPS EN ISO, SRPS ES</b>		<ul style="list-style-type: none"> <li>– Public enquiry</li> <li>– Voting on final draft</li> <li>– Acceptance by ISS/TC</li> <li>– Approval by the Director of ISS</li> <li>– Publishing the Enactment on issuing the standard on the ISS website and in the ISS official journal</li> <li>– Withdrawal of conflicting national standards by publishing the Enactment on the ISS website and in the ISS official journal</li> </ul>
<b>SRPS ISO, SRPS IEC, SRPS ISO/IEC</b>		<ul style="list-style-type: none"> <li>– Public enquiry (except Serbian standards identical to international standards and published in English)</li> <li>– Acceptance by ISS/TC</li> <li>– Approval by the Director of ISS</li> <li>– Publishing the Enactment on issuing the standard on the ISS website and in the ISS official journal</li> <li>– Withdrawal of conflicting national standards by publishing the Enactment on the ISS website and in the ISS official journal</li> </ul>

Document	Description	ISS activities
<b>Related documents</b>		
<b>SRPS TS</b>	Document for which there is the future possibility of agreement on a Serbian standard, but for which at present: <ul style="list-style-type: none"> <li>– the required support for approval as a Serbian standard cannot be obtained,</li> <li>– there is doubt on whether consensus has been achieved,</li> <li>– the subject matter is still under technical development, or</li> <li>– there is another reason precluding immediate publication as a International/European/Serbian standard</li> </ul>	<ul style="list-style-type: none"> <li>– Acceptance by ISS/TC</li> <li>– Approval by the Director of ISS</li> <li>– Publishing the Enactment on issuing the Technical Specification on the ISS website and in the ISS official journal</li> <li>– National standards conflicting with the adopted European or International Technical Specification may exist</li> </ul>
<b>SRPS CEN/TS, SRPS CLC/TS, SRPS ETSI TS SRPS ISO/TS, SRPS IEC/TS</b>		
<b>SRPS TR</b>	Document containing informative material (general review or technical achievements data) and not appropriate to be published as a standard or a technical specification.	<ul style="list-style-type: none"> <li>– Acceptance by ISS/TC</li> <li>– Approval by the Director of ISS</li> <li>– Publishing the Enactment on issuing the Technical Report on the ISS website and in the ISS official journal</li> <li>– National standards conflicting with the adopted European or International Technical Report may exist</li> </ul>
<b>SRPS CEN/TR, SRPS CLC/TR, SRPS ETSI TR SRPS ISO/TR, SRPS IEC/TR</b>		
<b>SRPS Guide</b>	Document containing directives, advises or recommendations on the principles and policies of standardization, as well as guidance for those who develop and use standards.	<ul style="list-style-type: none"> <li>– Public enquiry (except Serbian guides identical to international guides and published in English)</li> <li>– Acceptance by Experts Council or Technical Committee</li> <li>– Approval by the Director of ISS</li> <li>– Publishing the Enactment on issuing the Guide on the ISS website and in the ISS Official Journal</li> </ul>
<b>SRPS CEN (and CLC and CEN/CENELEC) Guide, SRPS ETSI EG SRPS ISO (and IEC and ISO/IEC) Guide</b>		

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