

Brussels, 29th June 2015

Preparation to WP 2016 Questionnaire to SBS members

In preparation to the Work Programme to be submitted to the European Commission in September 2015, we kindly invite you to fill in the following questions.

This questionnaire is a first essential step to be able to draft a first Work programme which will be distributed to all members for comments and approval this summer, before Summer break.

1- Existing activities

- WP1 -Experts allocation

SBS has 51 experts in 2015, among which 5 paid at ISO level and 46 experts at European level (paid and unpaid). SBS is facing in 2015 many problems related to experts 'allocation and deliverables'¹. The European Commission has also asked SBS to strengthen its internal control management towards experts and to propose financial ventilation in accordance to number of meetings as well as to implement financial sanctions when no participation to meeting(s) is notified.

SBS also needs to assess its current appointed experts based on their deliverables, communication with their coordinator. A combined quality and quantity-base management control will be addressed and communicated to the evaluation committee at the end of the year.

Taking into account these elements, would you prefer that...

SBS remains with about 50 experts, with an adaptation of SBS generic expert's contract (including specific payment based on meetings, attendances, sanction if no participation)

Do you agree?

[Read below](#)

PIN-SME agrees on the necessity of ensuring the presence of about 50 experts in various TCs/WGs during 2016. However, given the various nature of standardisation debates taking place in such a number of TCs/WGs, we do not agree with the proposed philosophy of adapting SBS contracts on the basis of real costs, such as meetings' participation. The flat-rate amounts can be adapted depending on the meetings frequency and on the activity of the experts, but for simplification, the flat-rate approach should be kept instead of a real-cost approach.

In addition, the work of expert coordinators should be enhanced in order to ensure a beneficial cooperation for the interests of SBS and the facilitation of experts' activities. In particular the experts' association should be always included in email communications between the coordinator and the expert. In addition, a member of SBS can be informed, by request, about the activity of the experts.

¹ (see reporting pages related to experts 'overview in last preparatory document to General assembly – 27 May 2015

Finally, PIN-SME supports the proposal discussed in occasion of the last SBS expert meeting of the 2nd July 2015 to reduce the number of Quarterly Reports from 4/year to 3/year.

SBS diminishes its number of experts based on evaluation from experts' coordinator of appointed experts and a limited number of new experts, with an overall total of 40?

Do you agree? **NO**

The "expert coordinator" has to coordinate, support and monitor the experts. The "coordinator" has not to evaluate or decide the need of experts.

Do you still believe that two training seminars are necessary to follow-up experts' activities and better monitor and support their activities?

Two training seminars: **NO**

As demonstrated also by the last meeting of the 2nd July 2015, PIN-SME underlines the necessity of organising "expert meetings" rather than "training seminars", giving the chance to SBS experts to contribute and share their issues in specific TCs/WGs. Moreover, it should be considered the possibility of organising breakout sessions in order to allow experts contributing to a sectoral standardisation debate (e.g. on ICT) to gather and define together SBS's stance(s).

- **WP2 – Awareness raising**

In 2015, SBS will organise four national seminars, among which two are based in countries where national seminar was already put in place in 2014 (France and Italy). Each national seminar also requires a financial support from the national organisation, co-organising the event². Therefore, answers to this WP imply a financial support in organising national seminars.

National seminars:

Do you think that SBS should have 4 national seminars in 2016?

YES

Do you think that 1 or 2 seminars shall again this year be a continuation of previous national seminars:

Switzerland **read below**

Austria **read below**

As a principle, it would be recommended to cover as many new countries as possible in order to guarantee a geographical coverage of those areas where SBS could contribute and benefit the most to the standardisation debate in view of a better representation of the interests of SMEs.

However, if one or more national seminars held in 2015 have highlighted the necessity of deepening certain topics on standardisation, it should be considered the possibility of organising an event in this/those countries.

Would you like to have a national seminar in your country?

NO

If yes, please add your country:

As European organisation, PIN-SME cannot propose a specific country for a national seminar. However, we are of the idea that a national seminar having a sectoral approach should be organised in conjunction with bigger events, such as the standardisation summit held in Riga in June 2015.

SBS should bear the travel cost in order to promote the attendance of the experts to national seminars.

² SBS has a specific financial allocation for these event. Contributions at national level is complementary.

European event:

SBS has organised a European event in 2014 and in 2015.

Do you think SBS shall have a yearly event again in 2016

YES

In 2015, Subcontracting was the approach to organise an event of about 100 participants. DO you agree in continuing such approach for 2016? YES, but subcontracting should be limited only to activities that cannot be performed by the secretariat and not exceed 40.000 €

If not, do you propose internal management of the event:

European Parliament awareness raising event

In 2015, SBS Has organised for the first time a small seminar with key Members of European Parliament to raise issue and pass key messages to the EP. This action is to be combined with the Art 24 Report which the European Commission presents to the European Parliament in Autumn each year;

Do you think that SBS shall continue to increase its visibility towards the EP.

YES

The type of event has to be agreed and could take place in occasion of important events such as the report of the EC to the European Parliament and to the Council on the implementation of Regulation 1025/2012/EU (see Art. 24(3) of the Regulation).

- WP3 – Training for SME and associations in standardisation

In 2015, SBS organises three trainings (related to CEN, Vienna agreement for international level, and the latest on ETSI specifications) with the aim to increase knowledge of the EU Standardisation system towards its members. Such training is specifically targeted towards an administrative audience from SBS members, who are in charge of standardisation but do not yet grasp all singularities of the system.

Do you think SBS shall continue to provide specific training to SBS members?

YES

- WP 4 – Assessment of ESOS and NSOS measures and best practises

In 2015, SBS extends considerably its policy-related activities, by assessing key aspects such as price gap at national level as well as implementation of CEN-CENELEC Guide 17 in specific Technical committees. This WP is strongly related to SBS role and actions in the CEN-CENELEC SME Working Group, in which SBS leads two important projects and one task force.

Such WP requires a deeper analysis of strategic items for SBS members and SMEs involved in standardisation.

Do you agree that such approach shall be maintained in 2016?

YES

After Guide 17 technical assessment and price gap analysis, do you think that another horizontal issue shall be assessed in 2016, in particular among the following topics?

a. Access to information at technical level

NO

b. Differences between national and European level

NO

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- c. Assessment of market relevance definition at national level. In 2015, SBS participates to the Strategic WG on market relevance at EU level. Such assessment at national level would provide a realistic overview of the market relevance use by National and European Standardisation bodies

YES

- d. Evaluation of measures implemented by national standardisation bodies to encourage and facilitate the access of SMEs to standards and standards development processes, as per Article 6 of Regulation 1025/2012/EU (to be done as follow-up of the European mapping of National SME organisation carried out by UEAPME under work item T4.2 of SBS WP 2015).

YES

- WP 5 – Contribute to the EU policy/regulatory work in sectors related to standardisation

PIN-SME highlights the importance of SBS' participation in regulation committees on standards, working groups/coordination meetings.

For 2016, it is suggested that SBS will issue position papers after consultation among members to ensure that cross-cutting topics are addressed.

- WP 6 – Sectorial approach

In 2015, SBS had implemented a sectorial approach emphasizing on construction and ICT.
Do you want to continue with such approach?

YES

Do you think that a subcontracting approach shall be implemented?

YES

Do you want the 2015 sectors to remain a priority?

Construction:

YES

ICT

YES

Do you want an emphasis on a new sector?

No opinion

If yes, please provide indication of the sector (also note that such approach requires 15% financial contribution from the sectoral organisation):.....

Do you want a subcontracting procedure to implement such approach?

YES

If Yes, you acknowledge that the procedure of market consultation will be respected.

If no, please provide information of your proposed alternative:.....

- WP 7 – Communication

6 Newsletters

NO

4 trimestral newsletters to be published at the end of March, June and September and around mid-December.

1 Brochure on SBS

YES

2 Sectorial brochures

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Construction		NO
ICT (WP2015)		NO
1 Twitter account	YES	
6 Press releases		YES

- WP 8 – Providing up-to-date information about standardisation works free of charge

To what concern this WP, PIN-SME highlights the importance of maintaining the same level of activities in 2016.

- WP 9 – Ensuring SME participation in the managing bodies and ESOS strategic groups
IN 2015, SBS has participated to CEN, ETSI and CENELEC Board and General assembly and SME Working Group at CEN-CENELEC as well as to Strategic working groups through its member’s participation (Lifts (EFESME), Patents (Confartigianato), Services (ZDH, members who have received nominative mandate from SBS.

Do you want SBS to continue with mandating its members in these specific groups?

YES

For Board and GA meetings, SBS appointed internally one person from the consortium and PIN-SME for ETSI.

Do you want SBS to continue with mandating its members in these specific groups?

SBS/UEAPME for CEN Board and AG: [read below](#)

UEAPME for CENELEC Board and AG [read below](#)

PIN-SME for ETSI Board and AG: [YES. The representatives of](#)

[PIN-SME in ETSI were nominated by SBS for all the mandate period \(ie 3 years\), so this question is irrelevant.](#)

If no, what would you propose?

CEN Board and AG:

CENELEC Board and AG

ETSI Board and AG:

In occasion of CEN-CENELEC Boards and AGs, the participation of SBS is strongly recommended in order to enhance the level of recognition of the association at European level. Where necessary, SBS might consider appropriate to be represented and involve also Board members in these meetings.

If no, what would you propose for strategic Groups?

Lift:

Patents:

Services:

2- Potential activities

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In 2015, SBS has signed a new Framework Partnership Agreement with EFTA member states for the same period of the FPA with EC.

In 2016, SBS could extend its activities on EFTA members.

Do you agree with the following proposals?

- a. 1. one national seminar in an EFTA country: **YES**

If yes, which other country than Switzerland do you foresee?

- b. Specific activities related to national market in EFTA, in particular with Switzerland, Norway and Iceland
No opinion, but it is always recommended to involve SBS members.

- National approach

National participation in Mirror Committees remains essential for SME. In parallel, disparities among European countries (big three, and Eastern Europe for example) could lead to capacity building exercises. This could be through twinning activities, seminars as well as best practises exchanges. Elaboration of a multi-annual strategy is necessary to ensure such geographical coverage. Such approach started in 2015 with assessment reports; in2016, SBS may continue by building up some capacity-building exercise with countries of Eastern Europe and EFTA.

Do you agree with this approach?

YES

PIN-SME being an organisation having interest in social dialogue and capacity building.

Would you agree to support the establishment of capacity-building exercise (maximum of two in2016) which country would you give priority? Importance is to give a priority to one EFTA country and to one Eastern Europe country.

Please name your proposal: **Latvia, Poland**

It could also be possible to structure a capacity building exercise comparing two Eastern countries with one of the big three. Finally, given the importance of Eastern Europe SME as potential leverage of European economic growth and the relevance of Poland in that geographical area, this country could be proposed for the exercise.

- Mapping Exercise of SMEs priorities and needs

SBS proposes to work on the identification of SME needs and priorities. This assessment may complement the Work Package related to WP5 – contribution to Policy.

Do you agree with this approach?

No opinion

We thank you for your time and support in providing your inputs to this questionnaire.

Deadline for responding is 28th July 2015.

The first draft will be prepared in August and disseminated to all members in August for validation and comments. Final draft with budget allocation will be submitted to the European Commission and EFTA member states by end September.

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