{Draft/Final draft} ETSI EN 3DD DDD Vm.t.e (yyyy-mm)

Title;

Part #: Part element of title;

Sub-part #: Sub-part element of title

Release #

The title of Harmonised Standards shall not include references to "requirements" and the relevant Regulation.

EXAMPLE:

For Harmonised Standards under EC Regulation 1275/2008 amended by EU Regulation 801/2013: "Harmonised Standard for measurement method for networked standby power consumption of Interconnecting equipment".

**** The guidance text (in green) shall be removed when no longer needed.**

<

**HARMONISED EUROPEAN STANDARD**

Reference

<Workitem>

Keywords

<keywords>

***ETSI***

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# Foreword

This draft Harmonised European Standard (EN) has been produced by {ETSI Technical Committee|ETSI Project|<other>} <long techbody> (<short techbody>) and is now submitted for the combined Public Enquiry and Vote phase of the ETSI standards EN Approval Procedure.

*Or;*

This final draft Harmonised European Standard (EN) has been produced by {ETSI Technical Committee|ETSI Project|<other>} <long techbody> (<short techbody>) and is now submitted for the Vote phase of the ETSI standards EN Approval Procedure.

The Foreword shall include at least the following paragraphs:

1. A paragraph referencing to the Commission’s standardisation request:
	1. The reference shall be exact with full bibliographical details.
	2. This paragraph shall make a general statement on how the relevant standard is supposed to support application of the relevant Union harmonisation legislation.

The present document has been prepared under the {Commission's standardisation request [Full reference if available]} to provide one voluntary means of conforming to the requirements of EU Regulation NNN/YYYY [Reference numbers of legislation] [Full title].

EXAMPLE:

The present document has been prepared under the Commission's standardisation request C(2015) 5376 final [i.x] to provide one voluntary means of conforming to the requirements of Commission Regulation (EU) No 801/2013 of 22 August 2013 amending Regulation (EC) No 1275/2008 with regard to ecodesign requirements for standby, off mode electric power consumption of electrical and electronic household and office equipment, and amending Regulation (EC) No 642/2009 with regard to ecodesign requirements for televisions.

1. A paragraph stating that the legal effect (presumption of conformity or other effect) is conditional and comes only after a reference to a relevant European standard is published in the Official Journal of the European Union:
	1. This paragraph is needed when publication of a reference in the OJEU leads to a legal effect.
	2. This paragraph shall always make a reference to a table which indicates the relationship between normative clauses (see note 1) and relevant legal requirements aimed to be covered.

Once the present document is cited in the Official Journal of the European Union under that Regulation, compliance with the normative clauses of the present document given in table […] confers, within the limits of the scope of the present document, a presumption of conformity with the corresponding requirements of that Regulation and associated EFTA regulations.

EXAMPLE:

Once the present document is cited in the Official Journal of the European Union under that Regulation, compliance with the normative clauses of the present document given in table A.1 confers, within the limits of the scope of the present document, a presumption of conformity with the corresponding requirements of that Regulation and associated EFTA regulations.

Transposition table

*The Harmonised Standard shall have appropriate transposition periods specified. A Harmonised Standard confers presumption of conformity when it has been published in the Official Journal of the European Union (OJEU) and transposed by a member state.*

*The Technical Body may propose different dates to the default ones (3, 6, 18). Technical Bodies who wish to propose different dates are advised to indicate this* ***clearly*** *in the approved committee draft.*

|  |
| --- |
| **Proposed national transposition dates** |
| Date of latest announcement of this EN (doa): | 3 months after ETSI publication |
| Date of latest publication of new National Standardor endorsement of this EN (dop/e): | 6 months after doa |
| Date of withdrawal of any conflicting National Standard (dow): | 18 months after doa |

The Technical Body should advise the ETSI Secretariat if the above default national transposition dates are inappropriate for the particular standard.

# Modal verbs terminology

In the present document "**shall**", "**shall not**", "**should**", "**should not**", "**may**", "**need not**", "**will**", "**will not**", "**can**" and "**cannot** are to be interpreted as described in clause 3.2 of the [ETSI Drafting Rules](https://portal.etsi.org/Services/editHelp%21/Howtostart/ETSIDraftingRules.aspx) (Verbal forms for the expression of provisions).

"**must**" and "**must not**" are **NOT** allowed in ETSI deliverables except when used in direct citation.

# Executive summary

“Executive summary” clause should be deleted if not necessary.

# Introduction

“Introduction” clause should be deleted if not necessary.

# 1 Scope

The present document specifies [technical characteristics and methods of measurements] for equipment [or types of equipment]:

1. <equipment type 1>;
2. <equipment type 2>;
3. <etc.>

The present document covers the ………. *(add the scope of the standard)* to demonstrate compliance with requirements in the EU Regulation NNN/YYYY under the conditions identified in annex <L>.

# 2 References

## 2.1 Normative references

**In Harmonised Standards** **these references shall be specific** (identified by date of publication and/or edition number or version number) **except in exceptional circumstances making sure that impacts have been evaluated and explanations have been given on how any negative implications should be avoided**. See clauses 2.10.1 and 8.4 of the [*EDRs*](https://portal.etsi.org/Services/editHelp%21/Howtostart/ETSIDraftingRules.aspx).

**Legal acts can never be used as normative references.**

References are either specific (identified by date of publication and/or edition number or version number) or non-specific. For specific references, only the cited version applies. For non-specific references, the latest version of the referenced document (including any amendments) applies.

Referenced documents which are not found to be publicly available in the expected location might be found at <https://docbox.etsi.org/Reference/>.

NOTE: While any hyperlinks included in this clause were valid at the time of publication, ETSI cannot guarantee their long term validity.

The following referenced documents are necessary for the application of the present document.

[1] *<*Standard Organization acronym*> <*document number> (<version number>): *"<*Title*>".*

## 2.2 Informative references

References are either specific (identified by date of publication and/or edition number or version number) or non‑specific. For specific references, only the cited version applies. For non-specific references, the latest version of the referenced document (including any amendments) applies.

NOTE: While any hyperlinks included in this clause were valid at the time of publication, ETSI cannot guarantee their long term validity.

The following referenced documents are not necessary for the application of the present document but they assist the user with regard to a particular subject area.

 [i.1] *<*Standard Organization acronym*> <*document number> (<version number>): "<Title*>".*

# 3 Definition of terms, symbols and abbreviations

## 3.1 Terms

For the purposes of the present document, the [following] terms [given in ... and the following] apply:

## 3.2 Symbols

For the purposes of the present document, the [following] symbols [given in ... and the following] apply:

## 3.3 Abbreviations

For the purposes of the present document, the [following] abbreviations [given in ... and the following] apply:

# <D> Technical requirements specifications

This is an example layout. At the discretion of the relevant Technical Body other layouts may be used (e.g. conformance testing may be included immediately after each technical requirement in this clause provided that the same technical content is included (see also clause <y>)).

Methods of measurement should be included for all parameters necessary to meet the requirements of the Regulation.

## <D>.1 Environmental profile

Harmonised Standards not specifying a normative environmental profile should use the following text:

The technical requirements of the present document apply under the environmental profile for operation of the equipment, which shall be in accordance with its intended use. The equipment shall comply with all the technical requirements of the present document at all times when operating within the boundary limits of the operational environmental profile defined by its intended use.

Harmonised Standards specifying a normative environmental profile (such as those ones related to Marine Radio Equipment) should use the following alternative text:

The technical requirements of the present document apply under the environmental profile for operation of the equipment, which shall be in accordance with its intended use, but as a minimum, shall be that specified in the test conditions contained in the present document. The equipment shall comply with all the technical requirements of the present document at all times when operating within the boundary limits of the operational environmental profile defined by its intended use.

## <D>.2 Conformance requirements

All, and only, technical requirements and limits necessary to meet the requirements referred to in the Scope of the present document shall be included. These requirements should be included directly; if they are included by normative reference, that reference shall be **specific**.

### <D>.2.1 <Technical requirement 1>

Include a definition of the technical requirement and full details of the conformance requirements.

### <D>.2.2 <Technical requirement 2>

Include a definition of the technical requirement and full details of the conformance requirements.

### <D>.2.3 <etc.>

# <D+1> Testing for compliance with technical requirements

## <D+1>.1 Environmental conditions for testing

Harmonised Standards for equipment whenever an environmental profile is not normatively specified in the present documentshould use the following text:

Tests defined in the present document shall be carried out at representative points within the boundary limits of the operational environmental profile defined by its intended use.

Where technical performance varies subject to environmental conditions, tests shall be carried out under a sufficient variety of environmental conditions (within the boundary limits of the operational environmental profile defined by its intended use) to give confidence of compliance for the affected technical requirements.

Harmonised Standards for equipment whenever an environmental profile is normatively specified in the present document should use the following alternative text:

Tests defined in the present document shall be carried out at representative points within the boundary limits of the operational environmental profile defined by its intended use, which, as a minimum, shall be that specified in the test conditions contained in the present document.

Where technical performance varies subject to environmental conditions, tests shall be carried out under a sufficient variety of environmental conditions as specified in the present document to give confidence of compliance for the affected technical requirements.

If a clause concerning measurement uncertainties is included in the deliverable, then the text shall be moved to an informative annex (see annexes). Measurement Uncertainty shall not be included in the normative part of a Harmonised Standard.

*Where a Harmonised Standard aims to support application of* ***several Regulations****, a* ***separate informative annex shall be provided for each Regulation*** *(see clause 8.5 of the* [*EDRs*](https://portal.etsi.org/Services/editHelp%21/Howtostart/ETSIDraftingRules.aspx)*).*

*The* ***title of the annex shall have*** *the following general wording:*

*"Relationship between the present document and the [interoperability]/[…] requirements of [ [Regulation]/[…] [Reference numbers of legislation] aimed to be covered"*

Annex <L> (informative):
Relationship between the present document and the requirements of EU Regulation [Reference numbers of legislation]

The annex shall include the following paragraphs:

1. A paragraph referencing to the Commission’s standardisation request:
2. The reference shall be exact with full bibliographical details.
3. This paragraph shall make a general statement on how the relevant standard is supposed to support application of the relevant Union harmonisation legislation.

The present document has been prepared under the {Commission's standardisation request [Full reference if available]} to provide ……….. *(add the scope of this standard: e.g. method of measurement)* to assess the compliance with the requirements of Regulation [Reference numbers of legislation] [Full title].

EXAMPLE:

The present document has been prepared under the Commission's standardisation request C(2015) 5376 final [i.x] to provide the method of measurement to assess the compliance with the requirements of Commission Regulation (EU) No 801/2013 of 22 August 2013 amending Regulation (EC) No 1275/2008 with regard to ecodesign requirements for standby, off mode electric power consumption of electrical and electronic household and office equipment, and amending Regulation (EC) No 642/2009 with regard to ecodesign requirements for televisions.

1. A paragraph stating that the legal effect (presumption of conformity or other effect) is conditional and comes only after a reference to a relevant European standard is published in the Official Journal of the European Union:
2. This paragraph is needed when publication of a reference in the OJEU leads to a legal effect.
3. This paragraph shall always make a reference to a table which indicates the relationship between normative clauses (see note 1) and relevant legal requirements aimed to be covered.

Once the present document is cited in the Official Journal of the European Union under that Regulation, compliance with the normative clauses of the present document given in table […] confers, within the limits of the scope of the present document, a presumption of conformity with the corresponding requirements of that Regulation and associated EFTA regulations.

EXAMPLE:

Once the present document is cited in the Official Journal of the European Union under that Regulation, compliance with the normative clauses of the present document given in table A.1 confers, within the limits of the scope of the present document, a presumption of conformity with the corresponding requirements of that Regulation and associated EFTA regulations.

NOTE: The above paragraphs has to be repeated in the Foreword.

The annex shall have a table for a clear indication of correspondence between normative clauses of the standard and the legal requirements aimed to be covered.

***It shall be evaluated case by case how detailed correspondence it is possible to indicate or it is needed to indicate between the normative elements of the Harmonised Standard and legal requirements aimed to be covered. However, where this correspondence is expressed in too general terms, it could lead to a situation where the Commission cannot assess whether the Harmonised Standard satisfies the requirements, which it aims to cover, and subsequently publication of its references in the OJEU according to Article 10(6) of the Regulation is significantly delayed or is not possible at all.***

***EXAMPLE for a table:***

Table A.1: Relationship between the present document and
the requirements of Regulation NNN/YYYY

| Harmonised Standard ETSI EN <NUMBER> |
| --- |
| Requirement | Requirement Conditionality |
| No | Description | Requirements of Regulation | Clause(s) of the present document | U/C | Condition |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| … |  |  |  |  |  |

**Key to columns:**

**Requirement:**

**No** A unique identifier for one row of the table which may be used to identify a requirement.

**Description** A textual reference to the requirement.

**Requirements of Regulation**

 Identification of article(s) defining the requirement in the Regulation.

**Clause(s) of the present document**

 Identification of clause(s) defining the requirement in the present document unless another document is referenced explicitly.

**Requirement Conditionality:**

**U/C** Indicates whether the requirement is unconditionally applicable (U) or is conditional upon the manufacturer's claimed functionality of the equipment (C).

**Condition** Explains the conditions when the requirement is or is not applicable for a requirement which is classified "conditional".

*NOTE 1: The table cannot indicate direct relationship between the relevant legal requirement and* ***other*** *standards or normative clauses contained in* ***other*** *standards.*

*NOTE 2: The order of the first and the second columns can be changed.*

*NOTE 3: The title of this column can be adapted on the basis of specific needs*

*The annex shall have at least the following two warnings.*

1. *A warning stating that presumption of conformity is effective only as long as the reference is maintained in the OJEU by the Commission. The following URL-address* [*https://ec.europa.eu/growth/single-market/european-standards/harmonised-standards\_en*](https://ec.europa.eu/growth/single-market/european-standards/harmonised-standards_en) *to consult the latest list of Harmonised Standards published in the OJEU should be provided.*

Presumption of conformity stays valid only as long as a reference to the present document is maintained in the list published in the Official Journal of the European Union. Users of the present document should consult frequently the latest list published in the Official Journal of the European Union.

1. *A warning stating that those products or services which are within the scope of a relevant standard may be also subject to other Union legislation.*

Other Union legislation may be applicable to the product(s) falling within the scope of the present document.

Annex <L+1> (informative):
Maximum Measurement Uncertainty

*The annex is optional.*

The measurements described in the present document are based on the following assumptions:

* the measured value related to the corresponding limit is used to decide whether an equipment meets the requirements of the present document;
* the value of the measurement uncertainty for the measurement of each parameter is included in the test report.

Table <L+1>.1 shows the recommended values for the maximum measurement uncertainty figures.

Table <L+1>.1: Maximum measurement uncertainty

|  |  |
| --- | --- |
| Parameter | Uncertainty |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

Annex <L+2> (normative or informative):
Title of annex

# <L+2.1> First clause of the annex

## <L+2.1.1> First subdivided clause of the annex

<Text>.

Annex <L+3> (informative):
Bibliography

*<*Publication*>*:"*<*Title*>".<*Edition*>*. *<*Year*>*, *<*Issue designation*>*, *<*Page location*>*.

Annex <L+4> (informative):
Change history

*The "Change history/Change request (history)" annex shall be included in every revised or amended harmonised standard and shall contain information concerning significant changes that have been introduced by it. It shall be presented as a table.*

| Version | Information about changes |
| --- | --- |
|  |  |
|  |  |
|  |  |

# History

|  |
| --- |
| **Document history** |
| <Version> | <Date> | <Milestone> |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

*Last update on 2023-03-23*