



SLOVENSKI STANDARD
SIST-TP CEN/TR 13833:2006

01-julij-2006

Kvalifikacija gradbenih podjetij

Qualification of construction enterprises

Qualifizierung von Bauunternehmen

Qualification des entreprises de construction

Ta slovenski standard je istoveten z: CEN/TR 13833:2003

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Qualification of construction enterprises

Qualification des entreprises de construction

Qualifizierung von Bauunternehmen

This Technical Report was approved by CEN on 2 October 2003. It has been drawn up by the Technical Committee CEN/TC 330.

CEN members are the national standards bodies of Austria, Belgium, Czech Republic, Denmark, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Luxembourg, Malta, Netherlands, Norway, Portugal, Slovakia, Spain, Sweden, Switzerland and United Kingdom.

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EUROPEAN COMMITTEE FOR STANDARDIZATION
COMITÉ EUROPÉEN DE NORMALISATION
EUROPÄISCHES KOMITEE FÜR NORMUNG

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CEN/TR 13833:2003 (E)**Foreword**

This document (CEN/TR 13833:2003) has been prepared by Technical Committee CEN/TC 330 "Qualification of construction enterprises", the secretariat of which is held by AFNOR.

This document produced by CEN/TC 330 is the conclusion of seven years of intensive work summarized as follows:

- 05/1995: Mandate M/084 of the European Commission "Standardization Mandate to CEN and CENELEC for the Development of European Standards for the Qualification of Construction Enterprises";
- 01/1996-09/1999: CEN working document drafting; result: CEN Enquiry document (January 2000, see Chapter 1);
- 01/2000-07/2000: CEN 6 months Enquiry; result: 47% in favour, 53% against, national comments (800, see Chapter 2);
- 08/2000-09/2001: CEN Enquiry comments resolution (15 Editing Committee meetings); results: detailed comments resolution, principle of an alternate solution (the "profile solution");
- 10/2001-09/2002: drafting of this alternate solution; result: revised project (dated June 2002, see Chapter 3), national comments on this revised project (see Chapter 4), still insufficient consensus.

In September 2002, CEN/TC 330 decided to finalize its work by publishing as CEN Technical Report a document composed of the CEN Enquiry document (of January 2000), the revised project implementing the alternate compromise solution (of June 2002), and the national comments on each of these two drafts. (This decision was then validated by the CEN Technical Board in January 2003.)

It can be noted that several parts reached a sufficient level of consensus: the requirements for the qualification bodies, the application, assessment, review and appeal procedures, and the administrative and legal requirements for qualification.

The decision to publish a CEN/TR was taken in order to allow access to an important standardization work.

According to the CEN/CENELEC Internal Regulations, the national standards organizations of the following countries are bound to announce this Technical Report: Austria, Belgium, Czech Republic, Denmark, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Luxembourg, Malta, Netherlands, Norway, Portugal, Slovakia, Spain, Sweden, Switzerland and the United Kingdom.

CHAPTER 1

CEN Enquiry document

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Date : 2000-01

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Qualification of construction enterprises

Qualifizierung von Bauunternehmen

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CEN/TR 13833:2003 (E)**Foreword**

This document has been prepared by CEN/CENELEC/TC 330 "Qualification of construction enterprises".

This document is currently submitted to the CEN Enquiry.

This document has been prepared under a mandate M/084 given to CEN by the European Commission and the European Free Trade Association.

Clauses 4 and 9 have been prepared according to the drafts submitted by Working Group 1 of CEN/TC 330 "Technical aspects" (Secretariat BSI).

Clauses 5 and 6 have been prepared according to the drafts submitted by Working Group 3 of CEN/TC 330 "Application and assessment procedures" (Secretariat UNI).

Clauses 7 and 8 have been prepared according to the drafts submitted by Working Group 2 of CEN/TC 330 "Administrative, legal and financial aspects" (Secretariat DIN).

An Editing Committee has been responsible for the coherence and correct presentation of the drafts submitted by the three Working Groups of CEN/TC 330. The Editing Committee's work included the gathering of the drafts into a single document.

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These drafts were initially registered as individual work items; they were later merged into a single work item. Their titles were :

WI 330-001, *Qualification of construction enterprises — Definitions, qualification criteria, procedures of qualification — Part 1 : Terminology and nomenclature of activities (clauses 3 and 4).*

WI 330-002, *Qualification of construction enterprises — Definitions, qualification criteria, procedures of qualification — Part 2 : Technical criteria and proven experience for qualification (clause 9).*

WI 330-003, *Qualification of construction enterprises — Definitions, qualification criteria, procedures of qualification — Part 3 : Administrative and legal criteria for qualification (clause 7).*

WI 330-004, *Qualification of construction enterprises — Definitions, qualification criteria, procedures of qualification — Part 4 : Financial criteria for qualification (clause 8).*

WI 330-005, *Qualification of construction enterprises — Definitions, qualification criteria, procedures of qualification — Part 5 : Classification according to technical criteria (clause 9).*

WI 330-006, *Qualification of construction enterprises — Definitions, qualification criteria, procedures of qualification — Part 6 : Classification according to financial criteria (clause 8).*

WI 330-007, *Qualification of construction enterprises — Definitions, qualification criteria, procedures of qualification — Part 7 : Application and assessment procedures (clause 6).*

WI 330-008, *Qualification of construction enterprises — Definitions, qualification criteria, procedures of qualification — Part 8 : General criteria for qualification bodies and procedure for recording and providing information (clause 5).*

This draft European Standard will be subject to further negotiations with CENELEC for the final publication of a common CEN/CENELEC standard for the qualification of construction enterprises.

1 Scope

This European Standard specifies the definitions, procedures, criteria and their assessment as well as the respective documentation related to a system of qualification of construction enterprises.

2 Normative references

This European Standard incorporates by dated or undated reference, provisions from other publications. These normative references are cited at the appropriate places in the text and the publications are listed hereafter. For dated references, subsequent amendments to or revisions of any of these publications apply to this European Standard only when incorporated in it by amendment or revision. For undated references the latest edition of the publication referred to applies (including amendments).

Commission of the European Communities : Common Procurement Vocabulary (CPV).

3 Terms and definitions

For the purposes of this European Standard, **the following terms and definitions apply.**

3.1

annual accounts

documents reflecting the financial standing of an applicant at the end of the financial year. According to European/national legislation, the annual accounts usually comprise the balance sheet, the profit and loss account and the notes on the accounts

3.2

appeal committee

a committee which is responsible for the consideration of appeals against the decisions taken by the qualification body, including delay, inactivity or refusal to start or continue the qualification process

3.3

applicant

physical person(s)/legal entity(ies), however organized, being capable of performing construction works contracts by whatever means, seeking to obtain/retain a qualification certificate from a qualification body

3.4

certificate validity period

the period within which the qualification certificate is valid

3.5

competent body

a private or public body recognizing the competence and reliability of a qualification body

3.6

current assets

current assets are those assets which are intended for short-term use. They include stocks, debtors, investments and cash at bank and in hand

3.7

current liabilities

current liabilities (short-term liabilities) are the financial obligations of the applicant which become due and payable within one year

CEN/TR 13833:2003 (E)**3.8****general contractor**

a construction enterprise which is contractually responsible to deliver a comprehensive work. It provides a single point of contact to the client, notwithstanding the contractual relationships, which may be required with other providers of goods and services

General contractors may have all the skills in their organization to carry out the whole of the works themselves, but normally they will call on specialist contractors to carry out at least some of the works. In this context a general contractor manages and co-ordinates the activities of one or more specialist contractors whilst having the ability to carry out some parts of the work.

3.9**indirectly employed**

personnel under the supervision of an applicant who may be direct employees of sub-contractors or labour suppliers or self employed

3.10**legal representative**

physical person who, according to national legislation, represents the applicant

3.11**net capital**

net capital (equity) comprises all the financial means put into the applicant by its owners, including undistributed profits. It is the amount of capital not obtained from third parties

Concerning applicants with limited financial liability, the net capital comprises the "subscribed capital", the "share premium account", "reserves" and the "profit or loss".

3.12**notified body**

a qualification body which a national government has notified to the European Commission

3.13**qualification**

procedure based on a set of rules leading to the formal assessment of an applicant by a qualification body against set criteria, including administrative, legal, financial, human resources and technical skills

3.14**qualification body**

a private or public body recognized as being competent and reliable to undertake the qualification

3.15**qualification certificate**

evidence of qualification provided by the qualification body

3.16**qualification committee**

a committee within the qualification body which is responsible for the performance of qualification

3.17**qualification period**

the period within which the qualification body examines and decides upon an application for qualification and notifies the applicant

3.18**qualification register**

a register in which the qualification body records applications for qualification and issued qualification certificates

3.19**qualification system**

a system having rules of procedure and management for evaluating applicants according to the criteria set out in this European Standard

3.20**qualified enterprise**

a construction enterprise that has been qualified according to this European Standard

3.21**recognition**

the procedure according to which a competent body recognizes a qualification body as competent and reliable to carry out qualification

3.22**selection**

process by which contracting authorities select tenderers/candidates for a specific procurement

3.23**specialist contractor**

a construction enterprise which is contractually responsible to carry out specific activities

3.24**types of performance**

"execution" includes all processes to enable the construction enterprise to complete the work(s) described on drawings or documents produced by others

"Design and execution" comprises the construction enterprise's responsibility for the design and subsequent execution of the work(s) according to a programme, which has been agreed upon with the client.

3.25**work**

the outcome of building or civil engineering works taken as a whole that is sufficient of itself to fulfil an economic and technical function

4 Nomenclature of activities

An applicant shall be qualified according to the sections of Table 1.

The following types of performance, construction activities and construction projects have been grouped together in a list general enough so that the number of sections remains reasonable and can be applied in all countries concerned.

The sections grouped under main sections 1 - 16 of Table 1 (B) are a nomenclature of construction activities.

The sections grouped under main sections 17 and 18 of Table 1 (C) relate to types of construction projects which are normally performed by a general contractor.

The sections of Table 1 (B) and Table 1 (C) correspond to the Common Procurement Vocabulary (CPV) of the Commission of the European Communities.

Definitions of the main sections are given in Annex P.

Table 1 — Nomenclature of type of performance, construction activities and construction projects

Main section	Section	CPV-Code
A – Type of performance		
0 Type of performance	0.A Execution	Not applicable
	0.B Design and execution	Not applicable
B – Construction activities		
Building works		
1 Building structure		CPV 45 250 Other construction work involving special trades
	1.1 In situ concrete construction	CPV 45 253 01 Concrete work for buildings (addition CPV)
	1.2 Precast concrete structures	CPV 45 253 01 Concrete work for buildings (addition CPV)
	1.3 Steel structures	CPV 45 254 1 Structural steel erection work for buildings
	1.4 Timber structures	CPV 45 25 Timber structures (addition CPV)
	1.5 Masonry and brickwork	CPV 45 255 Masonry and bricklaying work
2 Building external and internal finishes		CPV 45 400 Building completion work
	2.1 Roofing	CPV 45 220 Erection work of roof covering
	2.2 Waterproofing	CPV 45 222 Waterproofing
	2.3 Cladding	CPV 45 412 Cladding work (addition CPV)
	2.4 Curtain walling	CPV 45 413 Curtain walling (addition CPV)
	2.5 Windows	CPV 45 421 Installation of doors and window frames
	2.6 Concrete repair	CPV 45 414 Concrete repair (addition CPV)
	2.7 Tiling	CPV 45 431 Floor and tiling work
	2.8 Stonework	CPV 45 255 Stonework
	2.9 Painting	CPV 45 442 0 Painting work and application work of protective coatings.
	2.10 Glazing	CPV 45 441 Glazing work
	2.11 Rendering, plastering and dry walling	CPV 45 410 Plastering work (addition CPV)
	2.12 Partitions	CPV 45 420 Joinery installation work
	2.13 Ceilings	CPV 45 420 Joinery installation work

"to be continued"

Table 1 (continued)

Main section	Section	CPV-Code
	2.14 Floor covering	CPV 45 430 Floor and wall covering work
	2.15 Wall covering	CPV 45 430 Floor and wall covering work
	2.16 Framework carpentry and joinery	CPV 45 420 Joinery installation work
	2.17 Acoustic and thermal insulation	CPV 45 321 29 Sound and other insulation work
	2.18 Architectural metalwork	CPV 45 451 1 Ornamentation fitting work (addition CPV)
3 Restoration and renovation of historic monuments		CPV 45 451 0 Restoration and renovation of historic monuments (addition CPV)
	3.1 Masonry and stone works	CPV 45 451 01 Masonry and stone work (addition CPV)
	3.2 Roofing	CPV 45 451 02 Roofing (addition CPV)
	3.3 Framework carpentry and joinery	CPV 45 451 03 Framework, carpentry and joinery (addition CPV)
	3.4 Plastering and stucco	CPV 45 451 04 Plastering and stucco (addition CPV)
	3.5 Painting	CPV 45 451 05 Painting (addition CPV)
4 Mechanical installations		CPV 45 300 Building installation work
	4.1 Plumbing	CPV 45 330 Plumbing work
	4.2 Heating and cooling systems	CPV 45 331 1 Central-heating installation work and CPV 45 331 120 Cooling systems (addition CPV)
	4.3 Ventilating and air-conditioning	CPV 45 331 2 Ventilation and air-conditioning work
	4.4 Fire fighting systems	CPV 45 321 2 Fireproofing work and CPV 45 312 0 Fire and burglar-alarm-system and residential antenna installation work
	4.5 Incineration, furnace and industrial chimneys	CPV 45 258 1 Erection work of industrial chimneys (and alteration – incineration, furnace and industrial chimneys)
	4.6 Thermal insulation	CPV 45 321 1 Thermal insulation and CPV 45 320 Insulation work ("in general")