



SLOVENSKI STANDARD

SIST EN 16311:2013

01-april-2013

Inženirske storitve - Izrazi za opisovanje inženirskih storitev za industrijske izdelke

Engineering services - Terminology to describe engineering services for industrial products

Ingenieurdienstleistungen - Terminologie zur Beschreibung von Ingenieurdienstleistungen für industrielle Produkte

Services d'ingénierie - Terminologie destinée à décrire les services d'ingénierie pour les produits industriels

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ICS:

01.040.03	Storitve. Organizacija podjetja, vodenje in kakovost. Uprava. Transport. Sociologija. (Slovarji)	Services. Company organization, management and quality. Administration. Transport. Sociology. (Vocabularies)
03.080.20	Storitve za podjetja	Services for companies

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EUROPEAN STANDARD

EN 16311

NORME EUROPÉENNE

EUROPÄISCHE NORM

February 2013

ICS 01.040.03; 03.080.20

English Version

Engineering services - Terminology to describe engineering services for industrial products

Services d'ingénierie - Terminologie destinée à décrire les services d'ingénierie pour les produits industriels

Ingenieurdienstleistungen - Terminologie zur Beschreibung von Ingenieurdienstleistungen für industrielle Produkte

This European Standard was approved by CEN on 7 December 2012.

CEN members are bound to comply with the CEN/CENELEC Internal Regulations which stipulate the conditions for giving this European Standard the status of a national standard without any alteration. Up-to-date lists and bibliographical references concerning such national standards may be obtained on application to the CEN-CENELEC Management Centre or to any CEN member.

This European Standard exists in three official versions (English, French, German). A version in any other language made by translation under the responsibility of a CEN member into its own language and notified to the CEN-CENELEC Management Centre has the same status as the official versions.

CEN members are the national standards bodies of Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, Former Yugoslav Republic of Macedonia, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Switzerland, Turkey and United Kingdom.

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COMITÉ EUROPÉEN DE NORMALISATION
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Foreword

This document (EN 16311:2013) has been prepared by Technical Committee CEN/TC 395 “Engineering consultancy services”, the secretariat of which is held by AFNOR.

This European Standard shall be given the status of a national standard, either by publication of an identical text or by endorsement, at the latest by August 2013, and conflicting national standards shall be withdrawn at the latest by August 2013.

Attention is drawn to the possibility that some of the elements of this document may be the subject of patent rights. CEN [and/or CENELEC] shall not be held responsible for identifying any or all such patent rights.

According to the CEN/CENELEC Internal Regulations, the national standards organisations of the following countries are bound to implement this European Standard: Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, Former Yugoslav Republic of Macedonia, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Switzerland, Turkey and the United Kingdom.

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Introduction

Reference vocabulary intends to facilitate the dialogue between partners of different countries or specialities. It cannot be considered as a reference list of tasks to be carried out, which depend on contexts that may differ in different European countries and sectors (legislation, regulation insurances....).

The terms that are incorporated in the glossary are in line with those developed by CEN/TC 395 for other industries in particular in the standard EN 16310 "Engineering services — Terminology to describe engineering services for buildings, infrastructure and industrial facilities".

Each project is managed through a series of stages and therefore staging is important for the management of engineering services. However, the standard stages in projects and related national plans of work of engineering service providers differ from country to country and may also be subject to differences in legislation. For this reason, it is not the intention of this standard to harmonise national or private plans of work. However, in cross border operations and co-operations, it is important that all parties concerned have a common view on the actual staging and the engineering activities that take place within each stage. To facilitate this, some information about the stages in the life cycle of an industrial product is given in Annex A. This annex may offer a common reference framework to which end users and engineering service providers can 'map' their project-specific scope of work in cross border projects, specifying what is included and explicitly excluded in their contracts.

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1 Scope

This European Standard contains a glossary of terms, which can contribute to the conditions for free competition and a level playing field for engineering services providers in Europe in regard to industrial products.

This European Standard deals with the intellectual services necessary to transform needs into practical solutions from their conception, through realisation to operation and during the life cycle of a working product such as buildings, industrial products etc.

The terminology aims at facilitating the cooperation between partners in the field of Engineering Services (ES).

Its structure is based on stages in the life cycle of an industrial product. It is not a description of the contents of the tasks to be executed, neither on their scheduling, nor on the actors concerned who depend on the national context, the clients, type and importance of the product and its environment.

The major terms are defined covering the lifecycle of industrial products. These terms are applicable to all sectors, for example: aerospace, automotive, capital equipment.

2 Terms and definitions

For the purposes of this document, the following terms and definitions apply.

2.1 engineering

intellectual activities necessary to define, design, produce, sustain and recycle a product, a process or a building

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2.2 engineering services

intellectual tasks provided during one or all stages of the life cycle of the product, a process or a built asset by specialised (or trained) professionals

2.3 contract

legally binding agreement specifying the services and conditions between all parties

2.4 life cycle

all stages in the life span of a built asset or product

2.5 stage

period within the life cycle of an entity that relates to the state of its initiation, design, implementation, operation, and end of life

2.6 project management

application of methods, tools, techniques and competencies to a project

[SOURCE: ISO/FDIS 21500:2012, 3.3]

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2.7

configuration management

coordinated activities to direct and control configuration

[SOURCE: ISO 10007:2003, 3.6]

2.8

quality assurance

all activities focused on providing confidence that quality requirements will be fulfilled

2.9

product

any goods or service

[SOURCE: EN ISO 14021:2001, 3.1.11]

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Annex A (informative)

Stages in the life cycle of an industrial product

A.1 General

This annex describes the stages and sub-stages in the life cycle of an industrial product. The description is intended to be a reference framework onto which end-users and engineering service providers can 'map' their project-specific scopes of work in cross border projects, specifying what is explicitly included and mainly excluded in their contracts. It is emphasised that it is not intended to harmonise national plans of work of architects and consulting engineers. The aim is just to provide a reference for tuning the contributions of participants from different countries in building projects in the EU.

A stage is a period within the life cycle of an entity that relates to the state of its initiation, design, implementation, operation, and end of life.

A.2 Staging

The distinction of stages in the life cycle of a product is important for the management and assessment of engineering services. The main characteristics of the staging are listed below.

- Each (sub) stage has its own characteristic and represents a vital step in the life cycle of the industrial product.
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- Each stage represents a specific state of the product asset. The client or owner decides on the transition from one stage to the other on the basis of an assessment of e.g. cost, organisational aspects, time, documentation, quality, risk and environmental impact.
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- A project may apply to one or more stages in the life cycle of the product.
- The sequence of some sub-stages within the main stages may vary from sector to sector and/or from country to country.