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English version

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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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

(January 2000)

CEN/TC 330

Date : 2000-01

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CEN/TC 330

Secretariat : AFNOR

Qualification of construction enterprises

Qualifizierung von Bauunternehmen

Qualification des entreprises de construction

ICS :

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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.

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