

SAZS 100: Part 1: 2010

ZIMBABWE STANDARD CODE OF PRACTICE FOR

PREPARATION OF SAZ STANDARDS

**PART 1: GUIDE TO GENERAL PRINCIPLES
OF STANDARDIZATION**

(First Revision SAZ 100: Part 1:1987)

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STANDARDS ASSOCIATION OF ZIMBABWE

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PREFACE

This part of Zimbabwe Standard SAZS 100: Code of practice for the preparation of SAZ Standards: Part 1: Guide to general principles of standardization, is concerned with the principles of standardization, the content and presentation of Zimbabwe Standards and the mechanics of their preparation. It is primarily for the use of SAZ committees and individuals involved in standards work.

It supersedes SAZS 100: Part 1:1987 which is withdrawn. This standard is available in 3 parts under the general title: Code of Practice for Standard for Standards.

Part 1: Guide to general principles of standardization

Part 2: SAZ and its technical committee procedures

Part 3: Guide to drafting and presentation of SAZ standards.

The text includes basic definitions of general terms relating to standardization and the legal status of standards. It contains, as Appendixes, “A short guide to international and regional organizations concerned with the standards” and the “Code of principles on reference to standards: issued jointly by the International Organization for Standardization (ISO) and the International Electrotechnical Commission (IEC) and World Trade Organizations (WTO)/Technical Barriers to Trade Agreement Code of Good Practice for the Preparation, Adoption and Application of Standards.

The standard makes reference to the following publications:

ISO Guide 2	:	Standardization and related activities – General vocabulary.
SAZS 100	:	Code of Practice for the preparation of SAZ standards.
Part 2	:	SAZ and its technical committee procedures.
Part 3	:	Guide to drafting and presentation of SAZ standards.
SAZS ISO 9001	:	Quality management systems – Requirements
SAZS Guide No.1	:	Guidelines and rules for the standards division of SAZ from project to standard.
SAZS ISO/IEC Guide 21	:	Regional or national adoption of international standards and other international deliveries.

WTO Agreement on Technical Barriers to Trade.

CODE OF PRACTICE FOR THE PREPARATION
OF SAZ STANDARDS

PART 1: GUIDE TO GENERAL PRINCIPLES
OF STANDARDIZATION

(First Revision of SAZS 100: Part 1:1987)

1. SCOPE

This part of SAZS 100 describes the context of standardization and in particular identifies the aims and principles that apply when standards are prepared, the range of SAZ standards publications and the role of standards within the framework of Zimbabwe law.

NOTE. The titles of publication referred to in this standard are listed in the Preface.

2. DEFINITIONS

For the purpose of this part of the SAZ standard, the definitions given in SAZS ISO 9001 apply together with the following taken from ISO Guide 2.

2.1 Authority. Body that has legal powers and rights.

2.2 Consensus. General agreement, characterized by the absence of sustained opposition to substantial issues by any important part of the concerned interests and by a process that involves seeking to take into account the views of all parties concerned and to reconcile any conflicting arguments.

NOTE. Consensus does not imply unanimity.

2.3 Descriptive Provision. Provision for fitness for purpose that concerns the characteristics of a product, process or service.

2.4 National Standards Body. Standards body recognized at the national level, that is legible to be the national member of the corresponding international and regional standards organization.

2.5 Performance Provision. Provision for fitness for purpose that concerns the behaviour of a product, process or service.

2.6 Regulation. Document providing binding legislative rules, that is adopted by an authority.

2.7 **Standard.** Document established by consensus and approved by a recognized body that provides for common and repeated use, rules, guidelines or characteristics for activities or their results aimed at the achievement of the optimum degree or order in a given context.

NOTE. Measurement standards of mass, length, time etc., are relevant to standardization but the work of SAZ as a national standards body concerns documentary standards.

2.8 **Standardization.** Activity of establishing with regard to actual or potential problems, provisions for common and repeated use, aimed at the achievements of the optimum degree of order in a given context.

FIGURE 1 – STANDARDS ORGANIZATIONS AT DIFFERENT LEVELS



3. THE CONTEXT OF STANDARDIZATION

3.1 The Global Standardization System

Standardization takes place at international, regional and national levels, as shown in Figure 1. International and regional standardization is achieved mainly through the collective efforts of national standards bodies.

The international and regional organizations are linked by collaboration agreements and, together with the national standards bodies, form a global standardization system. A joint mission statement adopted in 1994 by the International Organization for Standardization (ISO), International Electrotechnical Commission (IEC) and the International Telecommunication Union (ITU) is given in Appendix B. Appendix A provides a short guide to international and regional organizations concerned with standardization.

4. AIMS OF STANDARDIZATION

4.1 Summary

The broad aims of standardization can be summarized as the benefits of improvement in:

- a) The quality of goods and services, i.e. their fitness for purpose (see 4.2);
- b) The quality of life, i.e. health, safety and the environment (4.3);
- c) Efficient use of resources (see 4.4); and
- d) Conditions for trade (see 4.5).

From a public point of view, the main objectives in developing standards are that:

- They provide an agreed basis for assessing product, process or service performance, particularly with regard to safety and the prevention of injury;
- They offer unambiguous technical criteria for legal and contractual purposes;
- They are universally recognized and used.

4.2 Quality of Goods and Services

Standardization should aim to increase the satisfaction of users of goods and services, standards should be framed in a manner which recognizes user requirements and how they will be satisfied. Typical user requirements for quality in the sense of fitness for purpose include reliability, compatibility and interchangeability. SAZS ISO 9001 gives requirements to quality management systems.

4.3 Quality of Life

Standardization should aim to enhance the quality of life by improvements in health, safety, security, comfort, convenience and environmental protection. Where health, safety and security are concerned, standardization should aim to identify hazards and reduce associated risks. Environmental protection should include the conservation of natural resources as well as reduction of harmful effects of manufacture and other activities.

4.4 Efficient Use of Resources

Standardization should aim to increase efficiency and economy in the use of resources. This can be achieved through variety control, economies of scale, reduction of waste in time and materials, distribution efficiency and ease of maintenance. Although variety reduction may restrict consumers' choice, the greater efficiency that standardization allows can be used to reduce cost and improve quality for the consumer. Standardization can also provide a means to transfer the benefits of technology from developed to developing countries.

4.5 Conditions for Trade

Standardization should aim to support the conditions that promote trade, particularly international trade. Standardization can help to ensure fairness in conditions for the purchase of goods and services taking into account the needs of both providers and users. It can help to remove barriers to trade caused by differences in national practices or by individual interests securing undue advantage. It should promote clear and unambiguous communication between parties in a form suitable for use in legally binding documents.

The World Trade Organization (WTO) Agreement on Technical Barriers to Trade (TBT), recognizes the important contribution that the use of international standards and conformity assessment systems can make to improving efficiency of production and facilitating the conduct of international trade.

5. PRINCIPLES OF STANDARDS DEVELOPMENT

5.1 Summary of Principles

- a) Standards should be market relevant (see 5.2);
- b) Standards should be coherent (see 5.3);
- c) Standards should be impartial and consensus based (see 5.4);
- d) Standards should be planned (see 5.5);
- e) Standards should not be duplicated (see 5.6);
- f) Standards should not create unnecessary barriers to trade (see 5.7);
- g) Transparency (see 5.8); and
- h) Openness (see 5.9).

5.2 Standards should be Market Relevant

Standards should be developed only if there is a genuine need for standardization and a willingness among all parties concerned to agree on the standards that they need. There should at least be sufficiently wide support to give confidence that consensus can be reached.

5.3 Standards should be Coherent

5.3.1 Standardization requires the voluntary commitment involved in the initiation, preparation and production of standards to be extended to their use. The publication of a standard is only of value if the standard is applied. The user requirement for a standard should be clearly understood at the start and borne in mind throughout its development.

5.3.2 Standards should be written in a simple and clear way. Verification of compliance with specified requirements should always be possible within a realistic time and at reasonable cost. The implications of this principle for the drafting of SAZ specifications are discussed in SAZS 100: Part 3.

5.3.3 The legal enforcement of standards is discussed in Clause 7.

5.4 Standards should be Impartial and Consensus Based

5.4.1 Freedom from commercial bias

Standards should not give significant advantage to the products or services of:

- a) Any individual supplier;
- b) Any particular group of people sharing a specific commercial interest;
- c) The industry of any particular country or countries.

5.4.2 Performance Provision

Whenever possible standards should cover performance provisions rather than descriptive provisions. This allows greater freedom for innovative design and manufacture and encourages the free movement of goods in accordance with public policy as reflected in international and regional treaty agreements.

5.5 Standards should be Planned

5.5.1 The social and/or economic benefits of a standard should be compared with the total cost of preparing, publishing and maintaining it. The responsible committees within the Standards Development Section of the Standards Association of Zimbabwe (SAZ) should consider whether it is likely to be feasible to prepare the proposed standard in a technically and commercially acceptable form in time to be of use. A system of priority rating (PR) can be adopted (see Project Application forms).

In areas of rapid development, a balance should be achieved between the risk of inhibiting innovation by premature standardization and the danger of allowing the spread of divergent and mutually incompatible solutions to the same problem. If the latter occurs the cost of subsequent standardization is likely to be much greater.

5.5.2 A standard expresses what has been established or is about to be established. The process of writing a standard is essentially one of selection. A standard can only contain that which the interested parties are prepared to agree upon at the time it is written. Thus, decisions are needed on when and how it is appropriate to standardize in a rapidly developing industry or to satisfy new community needs relating to safety or to the environment or to import and export.

5.5.3 Standards should be reviewed at regular intervals and appropriate action taken. A standard that does not evolve in keeping with changing circumstances or technological advance may become irrelevant or inhibit progress. The review procedures for SAZ Standards is explained in SAZS 100: Part 2.

5.6 Standards should not be Duplicated

5.6.1 Standardization can be pursued at different levels, by individuals, firms, associations, countries, and regions or worldwide. For economy of total effort, a standard should logically be prepared to the broadest level consistent with meeting the needs of interested parties within an acceptable time scale.

The simultaneous preparation, at different levels, of standards on identical aspects of identical subjects should be avoided as far as is practicable.

5.6.2 For the same reason, any standards body embarking on a new project should take account of existing standards on the same subject, from whatever source. Even at international level, a *de facto* standard, suitable for formal adoption, may already be found to exist. This is of particular importance when dealing with regional considerations such as inter-regional trade. The intended result of regional and international standardization is the ‘harmonization’ of different countries’ national standards through standards being adopted that are identical with, or at least technically equivalent to those of other countries. Cognisance, however, of the copyright laws must be taken and permission may have to be obtained in order to use the whole or part thereof of a foreign standard. Acknowledgement of such use should always be stated in the preface or foreword of a SAZ standard.

5.7 Standards should not Create Unnecessary Barriers to International Trade

The Zimbabwe Government is signatory to the WTO/TBT Agreement. Article 4 of the Agreement: Preparation, Adoption and Application of Standards requires that standardizing bodies accept and comply with the Code of Good Practice for the Preparation, Adoption and Application of Standards. The SAZ accepted and complies with this Code of Good Practice. The Code is given in Appendix C.

International standards trade facilitation role has been acknowledged in the Agreement on Technical Barrier to Trade of the World Trade Organization. Under this agreement WTO members are encouraged to use international standards as basis for national standards. In its adoption of ISO and IEC standards, SAZ is guided by ISO/IEC Guide 21 system to indicate degree of correspondence of its national standards with international standards (see Table 1).

TABLE 1 – DEGREE OF CORRESPONDENCE OF NATIONAL ADOPTIONS

Designation	Description	Abbreviation
Identical	<p>The national standard is identical to the international standard if</p> <p>a) the national standard is identical in technical content, structure and wording, or</p> <p>b) the national standard is identical in technical content and structure, although it may contain the minimal editorial changes.</p> <p>The “vice versa principle” is fulfilled.</p>	IDT
Modified	<p>The national standard is modified in relation to the international standard if technical deviations, which are permitted, are clearly identified and explained. The national standard reflects the structure of the international standard, but changes in structure are permitted provided that the altered structure permits easy comparison of the content of the two standards. Modified standards also include the changes permitted under identical correspondence.</p> <p>The “vice versa principle” is not fulfilled.</p>	MOD
Not equivalent	<p>The national standard is not equivalent to the international standard in technical content and structure and any changes have not been clearly identified. No clear correspondence is obvious between the national standard and the international standard.</p> <p>This category of correspondence does not constitute an adoption</p>	NEQ

5.8

Transparency

The development of Zimbabwe national standards is a transparent process and all essential information shall be accessible to interested stakeholders. Transparency shall be achieved through:

- a) Publication of a work programme twice a year.
- b) Posting of public comment drafts and published standards list on the SAZ website, Fulcrum (SAZ magazine).
- c) Standards development process shall be as per laid-down procedures.
- d) Workshopping of final draft as appropriate.

5.9 Openness

Standards, should be developed in an open process in which relevant stakeholders are involved

6. RANGE OF SAZ STANDARDS PUBLICATIONS

6.1 Standards Association of Zimbabwe Standards (SAZS)

6.1.1 Contents of SAZ standards. Zimbabwe standards may be used to promulgate standardization in any of the following stages:

- a) terminology, symbols;
- b) classification;
- c) methods of measuring, testing, analyzing, sampling etc., methods of declaring, specifying etc.;
- d) specifications for materials or products, dimensions, performance, safety, etc., specification for processes, practices, systems, services etc;
- e) recommendations on product or process applications, codes of practice.

6.1.2 Types of SAZ standards. The drafting of different types of SAZ standards is discussed in depth in SAZS 100: Part 3. The most commonly used type of SAZ standard lays down a set of requirements to be satisfied by the material, product or process in question and embraces, often by reference, the relevant methods by which compliance may be determined. The title and scope of a specification themselves reflect standardization of terminology and classification. SAZ standards codes of practice are written in the form of guidance and recommendations only, and are not intended to provide objective criteria by which compliance may be judged. Codes of practice constitute reference documents, to be called upon where appropriate in other documents.

7. STATUS OF ZIMBABWE STADARDS

7.1 Voluntary Standards. These Zimbabwe Standards are publicly available documents voluntarily agreed as a result of process of public consultation designed to secure public acceptance. However the publication of a Zimbabwe Standard does not, in itself, ensure its use. Its application depends on the voluntary action of interested parties. It becomes binding only if a claim of compliance is made through the Standards Association of Zimbabwe product certification scheme or if it is called up in legislation (see 7.2 and 8).

7.2 Mandatory Standards. These Zimbabwe Standards are referred to in legislated regulations pertaining to specific Acts of Parliament and are therefore rendered mandatory by law (see 8.2).

- 7.3 Standards Association of Zimbabwe Product Certification Scheme. Manufacturers may apply to have their products independently certified by the Standards Association of Zimbabwe as complying with the requirements of SAZ standard specifications. SAZ, whose certification activities are described in more detail in SAZS 100: Part 2, offer third party certification facilities.
- 7.4 Copyright. Copyright subsists in all SAZ publications, irrespective of the origins of the materials they contain. No part of a SAZ standard may be reproduced in any form or by any means, electronic or mechanical without the prior permission in writing from the Director General of the SAZ (see SAZS 100: Part 2). This does not preclude the free use, in applying a standard, of necessary details such as symbols and size, type or grade designations.
- 7.5 Duty of Care. A special duty of care is owed by SAZ as the publisher of authoritative national standards offering definitive information or expert advice. The care exercised in the production of standards is relied upon by users of the standard who themselves owe a similar duty to the public. It remains the responsibility of users to ensure that a particular standard is appropriate to their needs. Within their scope, national standards provide evidence of an agreed 'state of the art'.

8. STANDARDS AND REGULATIONS

- 8.1 Reference to Standards. Standards may be referred to in regulations to avoid inclusion of detailed technical provisions in the body of the law and duplication of the task of writing technical criteria. Reference in this way does not mean delegation of responsibility.
- 8.2 Status of Standards Referred to in Legislation. Reference to Standards in regulations may have one of two effects.
- a) Standards made mandatory. The standard or part of it referred to must be followed, or a specific result in a standard test must be achieved in order to obey the statutory requirements, i.e. the text of the standard ceases to be voluntary in the context of the legal requirement.
 - b) Standards deemed to satisfy. Here compliance with the standard is indicated as one way of fulfilling a regulatory requirement. Anyone choosing another route may be required to prove that his/her solution complies with the regulation.

- 8.3 Methods of Reference of Standards. There are three distinct methods of reference to standards.
- a) Reference to standards by exact identification (strict reference). One or more specific standards is designated in such a way that later revisions of the standard or standards will not be applied unless the regulation is modified. The standard(s) is usually designated only by its number.
 - b) Reference to standards by undated identification (undated reference). One or more specific standards is designated in such a way that later revisions of the standard or standards will be applied without the regulations needing to be changed. The standard(s) is usually designated only by its number.
 - c) General reference to standards. Reference is made in a general way to present or future standards. This general way usually means that the relevant regulation includes a general clause so that all the present and future standards in a specific field are regarded as meeting the aim of the regulation.
- 8.4 Reference to Government Regulations within a Standard. Zimbabwe standards that are mandatory or that are referred to in part in government or municipal regulations should draw attention to this fact preferably in the Preface of the standard or in the Scope. The notice of attention is worded in such a way that it always presents a reference to current statutory instruments pertaining to a specific Act.
- 8.5 International Implications. Intergovernmental bodies throughout the world have endorsed the value of international standards as the basis of regulations designated to overcome trade barriers. The implications of the regulatory interest have been formulated jointly by ISO and IEC in a code of principles on 'Reference to Standards' reproduced in Appendix B.
- 8.6 Regional Implications. The harmonization of standards within the African context can be achieved in a broad sense through the African Regional Organization for Standardization (ARSO), (see Appendix A) and more specifically for Zimbabwe and its neighbours through Southern Africa Development Community (SADC) and Common Market for East and Southern Africa (COMESA).

APPENDIX A – SHORT GUIDE TO INTERNATIONAL ORGANIZATIONS
CONCERNED WITH STANDARDS

A.1 International Standards Organizations

A.1.1 ISO

The International Organization for Standardization (ISO) was founded in 1947.

A.1.2 IEC

The International Electrotechnical Commission (IEC) was founded in 1906.

A.1.3 ITU

The International Telecommunication Union, is the United Nations (UN) agency for information and communication technology, was founded in 1865.

A.1.4 Codex Alimentarius

The Codex Alimentarius was created in 1963 by the Food Agricultural Organization (FAO) and World Health Organization (WHO) to develop food standards, guidelines etc.

A.2 Regional Standards Organizations

A.2.1 CEN

The European Committee for Standardization (CEN) was founded in 1961.

A.2.2 CENELEC

The European Committee for Electrotechnical Standardization (CENELEC) is the electrotechnical counterpart of CEN, founded in 1973.

A.2.3 ARSO

The African Organization for Standardization (ARSO) was founded in 1977 under the auspices of the UN Economic Commission for Africa (ECA). Membership is open to the national standards bodies of African countries.

A.2.4 COMESA

The Common Market for Eastern and Southern Africa (COMESA) Standards Harmonization Subcommittee was founded in 2002, objective being to promote the coordination of standardization activities in the COMESA region with the purpose of facilitating trade in support of the COMESA Treaty.

A.2.5 COPANT

The Pan American Standards Committee (COPANT) was founded in 1961. It comprises national standards bodies of USA and Latin American countries. It is a coordinating organization concerned with the regional implementation of ISO and IEC standards and recommendations.

A.2.6 PASC

The Pacific Area Standards Congress (PASC) was founded in 1973 to assist the Pacific countries to participate in international standards activities and promote closer cooperation between its members.

A.2.7 SADCSTAN

The SADC Cooperation in Standardization (SADCSTAN) was founded in 2000. Its objective is to promote the coordination of standardization activities and services in the SADC region, with the purpose of achieving harmonization of standards and technical regulations in support of the SADC Protocol on Trade.

A.3 Intergovernmental OrganizationsUN (United Nations) Agencies

CODEX	Codex Alimentarius Commission – created to implement the joint FAO-WHO Food Standards Programme
ECA	Economic Commission for Africa
ECE	Economic Commission for Europe. Acts to facilitate trade in Europe and notably prepares regulations associated with the ‘E’ mark certification scheme.
ECLA	Economic Commission for Latin America
ESCAP	Economic Commission for Asia and the Pacific (formerly ECAFE)
FAO	Food and Agriculture Organization

GATT	General Agreement on Tariffs and Trade
IAEA	International Atomic Energy Agency
ILO	International Labour Organization
IMCO	Intergovernmental Maritime Consultative Organization
ITU	International Telecommunications Union
UNCTAD	UN Conference on Trade and Development
UNESCO	UN Educational, Scientific and Cultural Organization
UNIDO	UN Industrial Development Organization
WHO	World Health Organization
WMO	World Meteorological Organization
WTO	World Trade Organization

APPENDIX B – ISO-IEC CODE OF PRINCIPLES ON ‘REFERENCE TO
STANDARDS (ISO/IEC GUIDE 15)

- B.1 The advantage of the principles of ‘reference to standards’ in legislation and regulations are by now well-known in governmental agencies. For example a document drawn up by a group of experts of the UN Economic Commission for Europe in May 1973 makes clear that if technical requirements are expressed in standards:
- a) the legislative work is simplified and accelerated;
 - b) the elimination of barriers to trade is facilitated;
 - c) the results of the works of international standards organizations can be more easily taken into account;
 - d) technical regulations can be changed more easily to take account of technology advance;
 - e) technical requirements are better observed as technical staff are more accustomed to using standards in their daily work than laws;
 - f) all technical regulations could be arranged within one unified systematic collection, if the method is applied consistently;
 - g) the implementation of national technical regulations is better secured and discordances between the national standards of different countries are avoided if all interested parties participate in the preparation of the standards.
- B.2 The standards-making procedures of ISO and IEC and their members are at the disposal of intergovernmental organizations and national governmental agencies (such as the national standards body) wishing to use the principle of reference to standards. With a view to guiding the work of ISO and IEC and their members towards standards which can be referenced in legislation and regulations, the ISO and IEC Councils have adopted 5 principles below.
- i) ISO and IEC will give special attention to work requested by intergovernmental organizations which plan to recommend enactment of national legislation or regulations making reference to standards. Target dates for the completion of such work will be established upon request. Similar principles will be observed by ISO IEC in relations with national governmental authorities.

- ii) The national committees and their delegation engaged in the relevant standardization work should be fully representative of the views of all interested parties, government, public authorities, producers, distributors, users, etc.
- iii) With a view to ensuring widespread governmental acceptance of ISO and IEC standards for reference in conjunction with legislation and regulations, ISO and IEC technical committees will pay special attention to preparing international standards which have the widest possible geographical support.
- iv) ISO and IEC members shall contribute to the implementation of the relevant international standard, as soon as and as far as possible, either by endeavouring to ensure the closest possible conformity of the respective national standard with the international standard, or by conferring the appropriate status to the latter directly, within their own territory. If deviations from the international standard are necessary, these should be indicated in the national standard, at the time of its next revision.
- v) If a regional intergovernmental authority should call upon a regional standards organization for the preparation of standards to which national governments refer in conjunction with regulations, the ISO and IEC members belonging to the regional organization shall ensure that relevant ISO and IEC standards are taken into account in the development of a regional standard, preferably, wherever possible, by direct adoption of the ISO IEC standard as a regional standard.

B.3 Successful application of the principle of 'reference to standards' requires close collaboration between government and standards bodies. The ISO and IEC councils have therefore also drawn up principles (vi) to (x) below, certain desiderata for such collaboration. ISO and IEC members are requested to draw these to the attention of their respective governmental authorities, inviting acceptance to them.

- vi) When national authorities or intergovernmental organizations wishing to refer to international standards in their regulatory work put requests to ISO and IEC or through member bodies for such standards, understanding should be sought, from the beginning, of the scope of the standardization work request.
- vii) In such cases the interested national authorities or intergovernmental organizations should consider agreeing that during a certain period they would abstain from regulatory action which could hamper the work of developing standard.

- viii) The interested national authorities should be willing to offer appropriate assistance in the standardization work thus undertaken; their experts are invited to participate in the work together with the other delegates and should be willing to envisage any appropriate modifications of their national legislation or regulations in the field in question.
- ix) Wherever international standards exist, national authorities and intergovernmental organizations should refer thereto in their regulatory texts either directly or through harmonized national standards.
- x) National and international standards are revised in the light of experience and technical progress. When choosing among the various techniques of reference to standards it is desirable that governmental authorities should adopt a technique which will take advantage of these revisions with the least delay.

NOTE. It must be noted that it is important to understand that company standards from foreign countries which have been adopted by Zimbabwe industry are not internationally recognized standards but are in fact, 'in house' standards used by each individual multinational company. International standard implies only those standards published by ISO or IEC and other internationally recognized organizations.

APPENCIX C – CODE OF GOOD PRACTICE FOR THE PREPARATION,
ADOPTION AND APPLICATION OF STANDARDS

C.1 General Provision

- a) This code is open to acceptance by any standardizing body within the territory of a member of the WTO, whether a central government body, a local government body, or a non-governmental body, to any governmental regional standardizing body one or more members of which are members of the WTO; and to any non-governmental regional standardizing body one or more members of which are situated within the territory of a member of the WTO (referred to in this Code collectively as “standardizing bodies” and individually as “the standardizing body”).
- b) Standardizing bodies that have accepted or withdrawn from this Code shall notify this fact to the ISO/IEC Information Centre in Geneva. The notification shall include the name and address of the body concerned and the scope of its current and expected standardization activities. The notification may be sent either directly to the ISO/IEC Information Centre, or through the national member body of ISO/IEC or, preferably, through the relevant national member or international affiliate of ISONET, as appropriate.

C.2 Substantive Provisions

- c) In respect of standards, the standardizing body shall accord treatment to products originating in the territory of any other member of the WTO no less favourable than that accorded to like products of national origin and to like products originating in any other country.
- d) The standardizing body shall ensure that standards are not prepared, adopted or applied with a view to, or with the effect of, creating unnecessary obstacles to international trade.
- e) Where international standards exist or their completion is imminent, the standardizing body shall use them, or the relevant parts of them, as a basis for the standards it develops, except where such international standards or relevant parts would be ineffective or inappropriate, for instance, because of an insufficient level of protection or fundamental climatic or geographical factors or fundamental technological problems.
- f) With a view to harmonizing standards on as wide a basis as possible, the standardizing body shall, in an appropriate way, play a full part, within the limits of its resources, in the preparation by relevant international standardizing bodies of international standards regarding subject matter for which it either has adopted, or expects to adopt, standards. For standardizing bodies within the territory of a member, participation in a particular

international standardization activity shall, whenever possible, take place through one delegation representing all standardizing bodies in the territory that have adopted, or expect to adopt, standards for the subject matter to which the international standardization activity relates.

- g) The standardizing body within the territory of a Member shall make every effort to avoid duplication of, or overlap with, the work of other standardizing bodies in the national territory or with the work of relevant international or regional standardizing bodies. They shall also make every effort to achieve a national consensus on the standards they develop. Likewise the regional standardizing body shall make every effort to avoid duplication of, or overlap with, the work of relevant international standardizing bodies.
- h) Wherever appropriate, the standardizing body shall specify standards based on product requirements in terms of performance rather than design or descriptive characteristics.
- i) At least once every six months, the standardizing body shall publish a work programme containing its name and address, the standards it is currently preparing and the standards which it has adopted in the preceding period. A standard is under preparation from the moment a decision has been taken to develop a standard until that standard has been adopted. The titles of specific draft standards shall, upon request, be provided in English, French or Spanish. A notice of the existence of the work programme shall be published in a national or, as the case may be, regional publication of standardization activities.

The work programme shall for each standard indicate, in accordance with any ISONET rules, the classification relevant to the subject matter, the stage attained in the standard's development, and the references of any international standards taken as a basis. No later than at the time of publication of its work programme, the standardizing body shall notify the existence thereof to the ISO/IEC Information Centre in Geneva.

The notification shall contain the name and address of the standardizing body, the name and issue of the publication in which the work programme is published, the period to which the work programme applies, its price (if any), and how and where it can be obtained. The notification may be sent directly to the ISO/IEC Information Centre, or preferably, through the relevant national member or international affiliate of ISONET, as appropriate.

- j) The national member of ISO/IEC shall make every effort to become a member of ISONET or to appoint another body to become a member as well as to acquire the most advanced membership type possible for the ISONET member. Other standardizing bodies shall make every effort to associate themselves with the ISONET member.

- k) Before adopting a standard, the standardizing body shall allow a period of at least 60 days for the submission of comments on the draft standard by interested parties within the territory of a member of the WTO. This period may, however, be shortened in cases where urgent problems of safety, health or environment arise or threaten to arise. No later than at the start of the comment period, the standardizing body shall publish a notice announcing the period for commenting in the publication referred to in paragraph J. Such notification shall include, as far as practicable, whether the draft standard deviates from relevant international standards.
- l) On the request of any interested party within the territory of a member of the WTO, the standardizing body shall promptly provide, or arrange to provide, a copy of a draft standard which it has submitted for comments. Any fees charged for this service shall, apart from the real cost of delivery, be the same for foreign and domestic parties.
- m) The standardizing body shall take into account, in the further processing of the standard, the comments received during the period for commenting. Comments received through standardizing bodies that have accepted this Code of Good Practice shall, if so requested, be replied to as promptly as possible. The reply shall include an explanation why a deviation from relevant international standards is necessary.
- n) Once the standard has been adopted, it shall be promptly published.
- o) On the request of any interested party within the territory of a member of the WTO, the standardizing body shall promptly provide, or arrange to provide, a copy of its most recent work programme or of a standard which is produced. Any fees charged for this service shall, apart from the real cost of delivery, be the same for foreign and domestic parties.
- p) The standardizing body shall afford sympathetic consideration to, and adequate opportunity for, consultation regarding representations with respect to the operation of this Code presented by the standardizing bodies that have accepted this Code of Good Practice. It shall make an objective effort to solve any complaints.

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