



BALKAN COORDINATING COMMITTEE

REGULATION

1. Our Vision

We believe that Balkan countries’ people can live in peace, upgrade the quality of their lives and their cultural level, through comprehension and democratic dialogue based on their own standardization and their own models. Our main principle is that human beings have the central role in standardization, and not the industry. Our main target must be the scientific recording of knowledge and experiences, the exchanging of views and the creation and representation of plans, proposals and elements in general that would help the overall handling of the subject of Balkan standards and models. For the success of this purpose, constant channels of communication must be built up, as well as a common Balkan Forum. For the fulfillment of these goals, we take over the initiative to organize regularly congressional activities (Conferences, Symposiums, Workshops, Round-table Conferences).

To synchronize these activities and to create a mutual place, a forum where all the related to standardization items will be referred, a Balkan Coordinating Committee (BCC) has been formed, several protocols have been signed at the BCC Meetings so far, where also drafts for the regulating frame of the BCC have been presented and discussed.

The present Regulation came out as a product of all these actions. All the written down documents of the BCC activities so far, are considered as an annex to this Regulation in cases that a cover-up of deficiencies is needed.

2. History of Development

1991: Bulgarian Union of Standardizers (BUS) was established in Sofia.

1993: First International Conference (IC) “**Standardization and the related activities (SRA)**” took place in Sofia.

1994: During the *2nd International Conference in Sofia*, organized by the *Bulgarian Union of Standardizers – BUS* (founded in 1991), the Greek delegate Ang. Zachariadis proposed the organization of a Balkan Conference on standardization. The proposal was enthusiastically accepted by the other delegates.

1994 - 97: The proposal was advanced by prof. Zachariadis to the School of Engineering of Aristotle University, to the Greek Standardization Organization ELOT, and to the Sector of Central Macedonia of the Technical Chamber of Greece. After the acceptance of this proposal

by these institutions, an *Organizing Committee* was founded in Thessaloniki. Prof B. Sandalski, President of BUS, participated in a meeting of the Organizing Committee, where the main details of the Conference were discussed.

1997, May 8-10: Under the management of the Organizing Committee, the Balkan Conference “*Standardization and Related Activities, a Means of Balkan Countries’ Collaboration*” took place in Thessaloniki.

1998, August: The “*Union of Hellenic Scientists for Prototyping and Standardization*” (ENEPROT) was typically founded, having as one of its main targets the continuity of the Balkan Conferences.

2001, June 8: ENEPROT organizes the “*1st Balkan Meeting of Scientists and Experts on Standardization*” in its office seat in Thessaloniki. As it was foreseen and stated in the Protocol signed in that Meeting by Albanian, Bulgarian and Greek personalities, a “**Balkan Coordinating Committee**” (BCC) was founded as a “Body which will act as center of collaboration of Balkan specialists and scientists on Standardization and Prototyping”. BCC would be backed up for the secretarial work by a “*Central Secretariat*” (CS), which would function under the support of ENEPROT in its offices.

2002, October 7,8: The *2nd Balkan Conference “Standardization and Related Activities, a Means of Balkan Countries’ Collaboration”* was organized by the Bulgarian team in Sozopol, Bulgaria. At the parallel Meeting of BCC, (where a Turkish delegation was added), the Albanian delegation undertook the responsibility to organize the *3rd Balkan Conference*.

2003: The *3rd BCC Meeting* took place in Edirne, Turkey, where a Bulgarian draft Regulation was discussed, among others, and the Turkish part announced the intention to try to organize the *4th Balkan Conference* in Turkey.

2004, May 2,3: The *3rd Balkan Conference “Standardization and Related Activities, a Means of Balkan Countries’ Collaboration”* was realized in Tirana and in parallel the *4th Meeting of BCC* took place, where the Bulgarian plan for Regulation was taken into consideration and a draft protocol was worked out.

2006: The Turkish part notified that it could not manage to organize the *4th Conference* and, as the attention at the Tirana Conference was extremely poor, a new effort for the continuity of the Balkan Conference should have been made. So, ENEPROT addressed to the Greek Ministry of Development, pointing out how important the matter of congressional activities on standardization is. The Ministry agreed to co-finance the *4th Conference* to take place in Thessaloniki, under the prerequisite that it would be named *International* and ENEPROT would take the responsibility to *organize such a conference every two years in Thessaloniki*.

2007, May 18,19: The *4th International Conference “Standardization, Prototypes and Quality, a Means for Balkan Countries’ Collaboration”* was realized in Thessaloniki. The Bulgarian part undertook the responsibility at the BCC Meeting, which took place in parallel, to organize the *5th Conference* in 2008 in Bulgaria. At the Meeting delegates from FYROM and Romania took part.

2008, September 15,16: The *5th International Conference* (for which the Bulgarian organizers used the title of the Balkan Conferences) took place in Sozopol. During the parallel Meeting of BCC, the Bulgarian side handed over a draft of a BCC Regulation. A discussion on the principles followed and copies of the Bulgarian *draft Regulation* were later sent to all

the BCC members, by the CS. In the same year ENEPROT handed over a *draft of a "Constitution"* for BCC as further material for the discussion on BCC regulating frame.

2009, October 9,10: The *6th International Conference "Standardization, Prototypes and Quality, a Means for Balkan Countries' Collaboration"* was realized in Thessaloniki. In the parallel Meeting of BCC (where a delegate from Serbia took part) the principles and some details of a BCC Regulation were discussed. The Serbian delegate took the initiative to organize the 7th Conference in 2010 in Serbia.

2010, June 8,9: The *7th International Conference "Standardization, Prototypes and Quality, a Means for Balkan Countries' Collaboration"* took place in Zlatibor, Serbia, conserving the title of the 4th and 6th Conferences. BCC had a Meeting right after the last session, in which a delegate from Slovenia took part. A brief review of the activities so far was passed in, the decision was taken to have a BCC Regulation based on this entire staff and specifications on this Regulation were stated.

3. Area of Activities

Human actions, and as a result the standards-protypes, could be classified under the following groups:

- Social models – Health
- Models and Quality in Education
- Natural and Technical Environment's models
- Standards and Models for Quality in Production
- Standards and Models for Quality in Logistics – Consumption – Use
- Standards on Tests – Inspections – Certification
- Models in Economy – Standards in Monitoring System
- Models in Food Chain and Nutrition
- Models and Quality in Services

Specifically the Committee coordinates among others activities in the following areas:

1. Normative base for quality and safety (QS) of the products:
 - a) standardization– introduction of the European and International standards, including developments and implementation of the national, sector and company standards in each Balkan country
 - b) technical legal framework – introduction of safety products requirements defined in the European directives and Regulations and harmonized standards
2. Conformity assessment of the products with normative base:
 - a) management system (MS) certification on:
 - ❖ quality
 - ❖ environment
 - ❖ labor safety

- ❖ food safety
- ❖ information security, etc.

- b) Product certification
- c) Product control
- d) Product testing and calibration

3. Preparation and competence recognition:

- a) of the Conformity assessment bodies (CAB) through
 - ✓ accreditation
 - ✓ authorization
 - ✓ EC notification

- b) Of physical persons to be qualified on QS and MS through personnel certification as:
 - QS and MS internal auditor
 - QS and MS expert
 - QS and MS authorized representative
 - QS and MS auditor
 - QS and MS manager

4. Rules

4.1 Organization

BCC is formed by *two representatives* of each Balkan country. The Balkan countries today are considered to be Albania, Bosnia-Herzegovina, Bulgaria, Croatia, Former Yugoslav Republic of Macedonia (FYROM), Greece, Montenegro, Romania, Serbia, Slovenia and Turkey. Up to the Zlatibor Meeting the following Balkan countries have each been represented by one or two representatives: Albania, Bulgaria, FYROM, Greece, Romania, Serbia, Slovenia and Turkey.

The activities of BCC are supported by the “*Central Secretariat*” (CS). The CS has its own position in the offices of ENEPROT in Thessaloniki and is acting on ENEPROT’s responsibility. The CS supports both materially and technically the secretarial work which is needed by BCC and is responsible for the communication, acting as the *communication center of BCC*.

The CS acts only as a coordinating center and has *not any competences on governance*. Every kind of communication of BCC, is sent firstly to CS, which is responsible to advance it to all interested parts or defuse it to everyone engaged.

4.2 Membership

The membership of each Balkan country delegation is an *internal cause* of each Balkan country’s group. The groups could have one or more institutions as a kernel (like BUS or ENEPROT) or it can be just a group of personalities who take their own initiatives to gather for the BCC activities.

Each Balkan country's group has to report to CS who the representatives will be, right after the announcement by CS of any action. If possible, a deputy representative should also be named.

4.3 Procedure

BCC meets *regularly in parallel to every International Conference*, that happens at least every two years. A regular Meeting can also take place in the time of some other congressional activity, if BCC members decide so. *Irregular Meeting of BCC* can be realized if such a demand is addressed to CS by any Balkan country. The date and place of each Regular Meeting are specified at the previous Meeting. Changes or setting of dates for any Irregular Meeting can be decided through teleconference of BCC members, under the coordination of CS.

The hosting the Meeting Balkan Country names a chairman for the discussion's coordination, and is responsible for the Meeting's minutes.

The Meetings are carried out independently of the number of BCC members present. It is obligatory though, that the minutes of the Meeting will be sent to all those absent, so that all BCC members can express their opinion on the matters. The final text of the document produced by the Meeting will be formed right after all these procedures are brought to completion.

The BCC Meetings follow an *agenda* which is previously distributed to all interested parts. The proceedings of the Meeting must be recorded and printed minutes will be kept as BCC archives in CS.

In the subjects on which decisions have to be taken, the discussion will go as far as possible in order that the decisions are taken *unanimously*. A secret voting will take place only in cases that consensus cannot be achieved. Then the proposal that gets the majority of votes (50%+1) of the present delegates will be considered as BCC decision. In the text of the decision though, all the minority proposals and their skeptic will be registered. In case that a delegate considers that the importance of the subject in discussion is such that needs a wider elaboration, he can appeal to CS for further discussion by telecommunication with all the engaged parts. After this procedure is completed, a *final decision* will be taken in the same form (containing the registration of the minority) as the original one. Until the final decision, BCC works on the subjects after the original decision.

4.4 Function

One basic function of BCC is to take care for its own *completion and improvement*. A main target of BCC function is that in all Balkan countries groups are to be formed by personalities having standardization as their subject, so that all Balkan countries will be represented in the future in BCC.

BCC works out the *planning and programming of the congressional activities* about standardization, prototypes and quality. BCC also takes care that all the produced *knowledge will be exploited* by any means in the maximum degree, as for instance, by publications.

BCC can further *assist the formation* of cooperative forms in Balkans.

4.5 Congressional activities

As *standards for the congressional activities* are regarded those that are in practice for such international events. It depends on the hosting country to specialize the international standards that will have validity for the hosted event.

BCC members *do not pay any fees* for the congressional activities and preferences for national members.

The *official language* for the congressional activities and editions, of all levels, which are planned, programmed and scheduled by BCC, is English. In cases of invited personalities a local Balkan language can be used, having a simultaneous English translation, under the responsibility of the organizers. It is attended that in the future a method will be worked out, so that all Balkan native languages will be used, in parallel with the English translation.

The *obligations* of the hosting country of the BCC congressional activity source out of the present Regulation and will be specified for every event at the stage of programming, in coordination with BCC, through the CS. The only extra obligation of the hosting country is in the case that a BCC Meeting will take place in parallel to the activity. In this case the organizers have to host the members of BCC. Specifically the hosting country engagements for the *Committee's* meeting are: 1. To ensure the accommodation and nutrition expenses (only) for the *Committee's* members; 2. To ensure the suitable rooms for the meeting realization; 3. To give necessary equipment and printed material; 4. To prepare a draft Protocol containing the decisions taken in the Meeting.

For the knowledge reported in the congressional activities, *every source should be utilized*: experiences, practical applications, international sayings, as well as academic theories. So the knowledge produced by the BCC activities must be spherical in all levels (not only in academic) and in its broader sense. It is desired that the knowledge produced will be written down in Proceedings' editions, as a form of bibliography.

The hosting country is in every case obligated to keep an archive of the activity's proceedings, which will be deposited to the CS after the event.

4.6 Finance

The *financing of every BCC activity* should be undertaken by the hosting the activity Balkan country. The hosting country can program and control the activity finances after its own goals, capacities and perspectives.

The financing the activity country is not obliged to give any financial statement to BCC. In case though that, after the activity's completion, a positive deposit arises, the financing country can pass it over to a BCC account.

BCC should decide to organize a finance mechanism as soon as the perspective of an economic income shows up. The BCC account will be arranged after a BCC decision for the location of the account and for the person responsible as the *BCC Treasurer*.

For the *finance mechanism* it is proposed at this stage that BCC will organize an *Economic Commission (EC)*, where a representative of each financing country must take place in any case. BCC, in collaboration with its EC, decides then who will be the BCC Treasurer, the duration of his term of office, which activities will be financed by the BCC treasury, as well as for the financing priorities.

For every economic activity then, a written statement of the *BCC Treasurer* is needed. BCC Treasurer is accountable to the EC. The EC reports to the BCC regularly.