



# ANNUAL REPORT 2010



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**OPERATIONAL REPORT  
OF THE POLISH COMMITTEE  
FOR STANDARDIZATION  
FOR THE YEAR 2010**

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## Dear Readers!

Similarly to previous years, we spent the year 2010 lobbying for an amendment to the Standardization Act, which would transform the Polish standardization system and restructure the Polish Committee for Standardization into an association. Even though we have not been able to finalize this process, we did implement a series of changes within the PKN itself, in order to prepare us for what lies ahead. Significant changes have been made to the standardization divisions, which have been geared towards providing a better response to interested communities. These

activities were accompanied by the preparation of a new structure of the Technical Committee (KT). Organizational changes have been supported by newly developed working tools (such as the KT Module), thanks to the high level of computerization within the PKN. The telecommunications and IT infrastructure has been expanded and modernized. We have also commenced works on the realization of the „The e-Norma Portal in the Polish Committee for Standardization – Part II“. Furthermore, throughout the year we'd been making intense efforts to launch our new website.

During the reconstruction of the structure, the rules and the methods of operation of our organization, the Polish Committee for Standardization did not neglect the awareness building activities for all participants of standardization. Promotion of advantages of voluntary standardization amongst various professional and social groups was one of our most important activities of the preceding year, which we realized in the most part by organizing a series of seminars for entrepreneurs, educational meetings with the representatives of Polish research communities and self-governments, and holding the Annual Baltic Standards Forum with the representatives of National Standards Bodies from Baltic countries.

In order to increase the efficiency of promotion amongst the enterprise and consumer communities, encourage active participation in the standardization system, disseminate information about the trends and changes in this system, and to emphasize the importance of Polish standardization and its role in the community, we set out to create an unprecedented method for the promotion of standardization awareness. Namely, we intend to proclaim May 20 as the Polish Standards Day. We would be delighted if this day would enter the Polish holiday calendar, and became associated with the integration of the community of entrepreneurs, State agencies and consumers, as the active cooperation of these groups is the only guarantee for the creation of a competitive goods and services market.

I consider 2010 a successful year: we have made significant changes to the Polish Committee for Standardization; changes, which will constitute an excellent basis for the realization of goals in subsequent years.

### **Ph. D. (Eng) Tomasz Schweitzer**

President of the Polish Committee for Standardization

Warsaw, March 25, 2011



## Dear Readers!

Nowadays it is impossible to create modern management and manufacturing systems without standardization, and even though the influence of standards is not immediately apparent, the advantages of having standards are very noticeable. Thus, the Standardization Council makes every effort to support the Polish Committee for Standardization in the realization of their goals, and to indicate new areas that are essential for standardization and the entire society.

In 2010, we held four meetings of the Standardization Council, now in its second term, during which its participants discussed matters related to:

- the organization and operation of PKN, such as the new organizational structure, implementation of supervisory control;
- the Agenda and Budget of the PKN for 2011;
- approval of the Pricing and Educational Policy of the PKN;
- idea to introduce standardization as a part of university educational curricula and to close down all Standardization Information Points;
- support for the initiative of proclaiming May 20 as the Polish Standards Day;
- presentation of an organizational plan for the 2011 Annual Meeting of CEN and CENELEC in Kraków;
- presentation of information regarding the signing of declaration of cooperation between PKN and the Military Standardization, Quality and Codification Center in terms of defense;
- presentation of a working project for the instruction regarding the development business plans for the Technical Committees and Task Forces, and a resolution on the establishment of Technical Committees KT 309 and KT 310, and the dissolution of KT 166 and KT 167;
- other issues concerning the resolutions and declarations of the Standardization Council were analyzed as well.

The 12<sup>th</sup> meeting of the Standardization Council had a special guest – Prof., Ph. D. (Eng) Tadeusz Skoczowski, who received IEC's „1906 Award” in recognition of his competencies and involvement in standardization activities, both in domestic and international fields.

I believe that the year 2010 was very important for the development of the voluntary standardization system, which will record itself in history as the year in which May 20 was proclaimed as the Polish Standards Day, and saw intensive work aiming to increase standardization awareness in society.

All changes were implemented due to the efforts of Top Management, all PKN employees, and the members of the 2<sup>nd</sup> term Standardization Council, for which I would like to extend my sincere thanks.

**Professor, Ph. D. (Eng) Stanisław Tkaczyk**  
President of the Standardization Council  
of the Polish Committee for Standardization

Warsaw, March 25, 2011



**OBJECTIVES, VISION, MISSION  
AND THE OPERATION OF PKN**



## OBJECTIVES, VISION, MISSION AND THE OPERATIONS OF PKN

Activities of PKN between 2009 and 2013 are focused on the achievement of domestic and international renown of:

- a reputable and appreciated organization, both in Poland and internationally, free of external influence, autonomous and objective;
- an efficient coordinator of standardization work, which actively participates in the activity of international and European standards organizations;
- a provider of high quality services and products to the Polish economy, society and its public administration.

This aim will be achieved on three levels: social, corporate and technical.

**Social level** – widely defined as a society (including consumers) and governmental administration bodies.

**Corporate level** – both internal organization of PKN system, as well as participation of PKN in corporate activities of international and European standards organizations.

**Technical level** – activity of experts in the fields of domestic, European and international standardization.

### OUR VISION:

PKN aims to be a modern, incorporated organizational unit, which is publicly recognized and valued both in Poland and around the world, independent and open to the needs of the market and public administration, and one which fulfills the needs of its users and provides timely, high quality service.

### OUR MISSION:

To efficiently organize standardization activities in accordance with European and international solutions, developed with the active cooperation of domestic experts, in support of the domestic technical policy, in order to facilitate trade, provide Polish manufacturers with the ability to compete, and to provide interested parties with high quality standardization products, which conform to the requirements of the market, doing so within agreed deadlines.

Above all, the actions of PKN management are aimed to create conditions for free and effective operation of Technical Committees, which should enjoy broad autonomy. This aim was supported by activities at various levels. First of all, we have lobbied for the finalization of the transformation process of the Polish standardization system, namely the amendment of the Standardization Act by the Polish legislative organs. However, our formal and informal activities had, as of yet, not resulted in the desired outcome. We do not know the reasons behind the lack of the political will to complete this process. The effects of these negligence will negatively impact the communities interested in participating in the standardization effort, as there is no shift in awareness of the role of a standardization body, which in turn has a negative influence on the progress and financing of standardization work. In this situation, we have decided not wait for a formal solution to



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this problem, opting instead to create conditions, which are as close as possible to those, which will occur when the PKN will change its status to an association, while acting within the scope of the current legal regulations. The changes in the structure of the standardization part of PKN were performed to further these goals. To this end, we are currently preparing our structure to enable quick reactions to the needs of interested parties. Not many may have realized that under the previous organizational scheme - the creation of a new structure for the management of standardization work (a new Divisions) required an approval of the Chairman of the Council of Ministers. The changes in the rules for Technical Committee membership, approval of KT members and other similar actions, are implemented for the sake of KTs. We understand that current changes are being perceived in a negative light, mainly because PKN is becoming less involved in direct steering the work of Technical Committees, and the financing of standardization. We are consequently following the rules of social justice, which state that the costs of standardization cannot be borne by all taxpayers, as only some of them benefit from its use. In areas where standardization concerns a widely defined security of citizens, appropriate departments should commence work to this end and carry their costs. We are constantly informing interested ministers of the fact that such work should be financed from their funds, as the voluntary standardization system is characterized by a decentralized standardization financing system.

These organizational changes are accompanied by computerization. In the near future, we will provide the Technical Committee with tools enabling work with the use of cutting edge techniques, and providing convenient access to PN standards to a wide group of our users. This work is costly and time consuming. As we do not have a lot of funds and are limited by the regulations of the law, we are not always able to create tools of expected quality. We do not dismiss comments submitted to the Technical Committee regarding the quality of IT tools, but we cannot always react to these comments instantly, either due to the lack of funds or legal regulations. Some comments are unsubstantiated or are a result of improper organization of work in the past. This is a common occurrence – introduction of computerization reveals faults in the work organization structure. One of the faults revealed by the IT system was the problem with the electronic voting system, which has met with sharp criticism of the Technical Committees. Work on this system is currently underway, but the system had shown that the scopes of our Technical Committees (KTs) are too broad, and often encompass scopes that are usually handled by multiple international Technical Committees (TCs). As a result, experts do not wish to express their opinions in all matters pertaining to all draft standards. Therefore, in the near future we will need to reorganize these technical scopes, but the initiative of the community will be required. We also ask the KTs to understand PKN in terms of having to reach a consensus – we must follow certain rules. We are also implementing the provisions of the approved educational policy, thanks to which the teachers and university students will have easier access to standards, and the university graduates will have received knowledge of the rules of standardization and its benefits.

In the preceding year, acting in accordance with the provisions of the Public Finances Act, PKN introduced supervisory control to its management system, aiming to establish an effective system of supervision over the use of public funds, and to ensure efficient management of an entity from the public finances sector.



## ISO 9001 AUDIT

The management and organization of the Polish Committee for Standardization is governed by eight rules of the Quality Management System (QMS) implemented in accordance with the PN-EN ISO 9001:2009 standard. The main assumption for the continuous improvement of PKN is the creation of a System, which not only conforms to the requirements of the standard, but also is not burdensome to the personnel using said System, and above all, is efficient at achieving specified goals, so that the solutions adopted within the System will facilitate the development of PKN and ensure the effectiveness of implemented processes.

The system has been modified in 2010 to ensure that the documentation in the QMS is up to date and adequate. These changes were necessary due to changes in the organizational structure of PKN, as well as for other reasons. As a consequence, we have published another, 7<sup>th</sup> edition of the Quality Manual. Activities within the implemented System are legitimized with documents certified with an electronic signature. Internal communication with PKN management and its employees concerning changes to the System is handled through an electronic document workflow, as well as through an intranet-based QMS website, which is managed by the President's Plenipotentiary for QMS. This approach allows us to follow the rule of transparency for activities of particular organizational units of the PKN.

The System implemented in PKN undergoes a reassessment every year. In March 2010, the management performed a review of the QMS. During the two day meeting the results achieved by particular organizational units of PKN in 2009 had been presented and discussed. Main subjects concerned data analysis and trends in relation to the efficiency of processes, corrective and preventive actions performed during that time, complaints concerning the sales of products, client perception monitoring data etc.

Furthermore, in 2010 over 15 internal audits were performed, and the internal auditors of PKN had undergone training through auditor's improvement workshops.

Between October 18 and 20, 2010, auditors from the Polish Center for Testing and Certification carried out an external recertification audit. The audit confirmed that the Quality Management System in the Polish Committee for Standardization complies with the requirements of the PN-EN ISO 9001:2009 standard, and is being constantly improved upon. The following aspects were assessed particularly positively:

- Innovative approach to management of the top management of PKN;
- New initiatives in the management of technical bodies;
- Inclusion of all processes into MHQ certification;
- Apt initiatives of the employees in the MHQ improvement process;
- Using IT tools for processes and workflow of the MHQ.

The external audit was concluded with an assessment that deemed the MHQ as a permanent component of the PKN's organizational culture. This positive assessment constituted a basis for recertification.





**STANDARDIZATION BY SECTORS**





## STANDARDIZATION BY SECTORS

### INITIAL INFORMATIONS

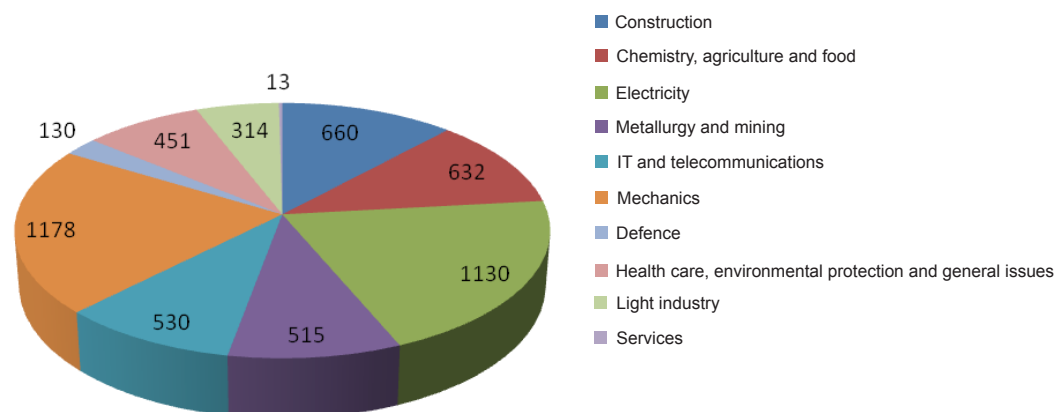
In 2010, we have approved a total of 2529 Polish standards (PNs) with their accompanying elements, and Polish standardization documents (823 in Polish language and 1706 in their original language). The following documents in Polish language were approved:

- 737 PNs transposing ENs, including 274 ENs harmonized with New Approach directives
- 56 PNs transposing International Standards
- 24 PNs – purely national, and
- 6 Polish standardization documents.

PKN had taken part in the development of ENs in accordance with CEN and CENELEC work programme. Upon the completion of work, new ENs are introduced to the repository of Polish Standards (PNs) by way of endorsement (in their original language). As a result of these activities, a total of 1706 ENs were endorsed.

At the end of 2010, the standardization work programme contained 5553 standardization work items at various stages of completion, whereas a total of 2620 standardization work items were published in 2010 as Polish Standards, accompanying documents, and Polish standardization documents. Furthermore, we have published 40 National Annexes to the Polish Standards (to Eurocodes). In addition, 144 ENs were approved, in the development of which PKN was not involved.

*Number of all standardization work items in the standardization work programme, by sector*



We have performed a public enquiry concerning 1682 draft PNs. Participating entities, acting through their representatives in the work of Technical Committees, contributed heavily to the shape of newly created standards and documents. Upon verification of the composition of Technical Committees in 2009, in 2010 we have noted an increased interest in the participation in the work of the KT. We have recorded the involvement of a total of new 86 entities (112 memberships), which were not participating in the work of the KT as of the end of 2009, whereas only 10 entities



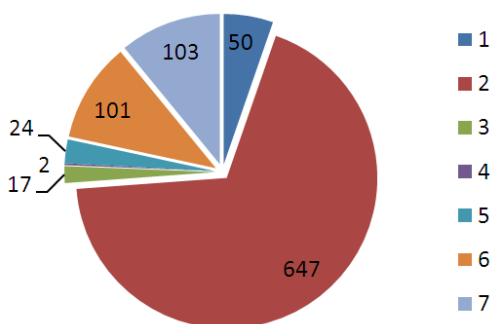
(12 memberships in KT) resigned from participating in the Committees.

In 2010, the form of cooperation between KT and PKN has been modified through the introduction of the e-KT system, which consolidates and simplifies standardization work, and improves communication between KT participants, and between KT and PKN. On June 1, 2010, through a decision of the PKN President, we have mandated the use of e-KT web application (the KT Module) for all work, in order to enable electronic exchange of information and documents between the representatives of KT members, electronic voting, commenting etc. Furthermore, new rules for an electronic workflow were developed, mainly related to the introduction of electronic folders for standard-related documents. This has led to an improvement in the quality of work, and resulted in significant savings of time, paper and hardware, reducing the costs of labour.

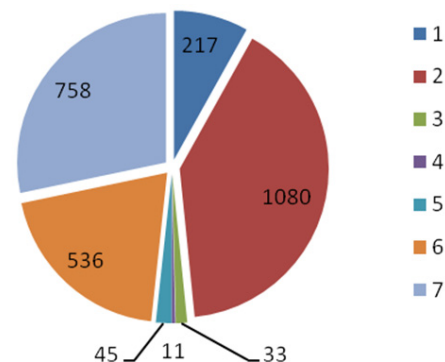
As of December 31, 2010, 944 entities had taken part in the work of 245 Technical Committees (KTs), acting through a total of 2680 representatives in 2400 memberships.

Item No.	Type of entity	Number of entities	Number of memberships	Number of representatives
1	State administration entities	50	197	217
2	Organizations, business entities commercial code companies	647	1046	1080
3	Employer organizations	17	30	33
4	Consumer organizations	2	14	11
5	Professional organizations	24	36	45
6	Technical and research organizations	101	459	536
7	Universities and education	103	618	758
<b>Total</b>		<b>944</b>	<b>2400</b>	<b>2680</b>

Number of entities in KT



Number of representatives in KT



The biggest number of Technical Committee members are the entities from the „Organizations, business entities, commercial code companies” group.



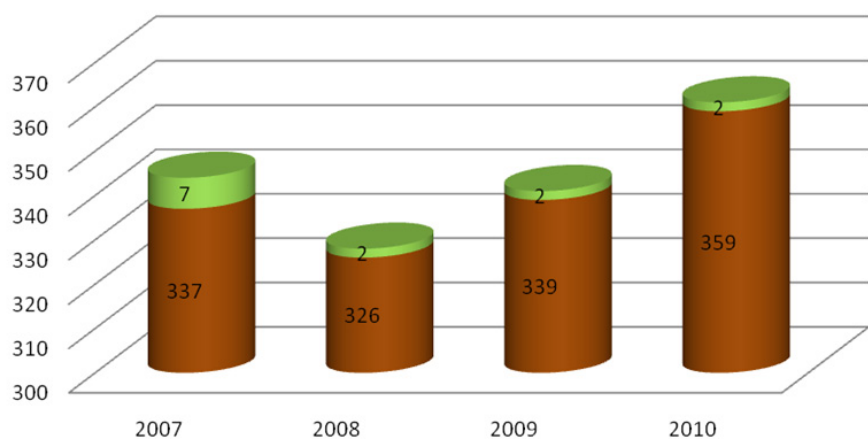
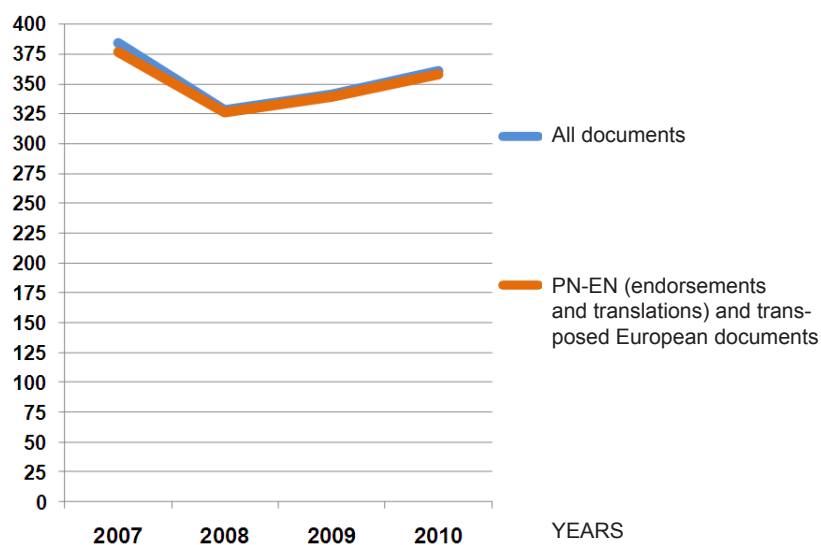


## Construction Sector

Number of standards and additional standardization documents, published in: 2007, 2008, 2009, and 2010

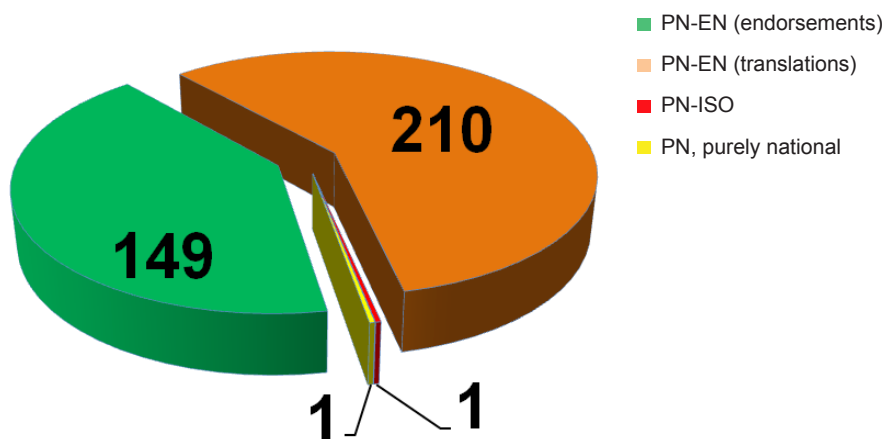
Standardization documents	2007	2008	2009	2010
PN-EN (translations)	180	149	143	210
PN-EN (endorsement)	184	177	181	149
CEN documents	13 (endorsement)	0	15	0
<b>Total</b>	<b>377</b>	<b>326</b>	<b>339</b>	<b>359</b>
PN-ISO	5	2	0	1
PN, purely national	2	0	2	11
<b>Total (all documents)</b>	<b>384</b>	<b>328</b>	<b>341</b>	<b>361</b>

Share of PN-EN standards, their additional elements and transpositions of European documents, in all documents in the years: 2007, 2008, 2009, and 2010



■ PN-EN (endorsements and translations) and transposed European documents  
 ■ Other documents

**Number of all standards and additional elements published in 2010**



Transpositions of European Standards constitute 99.4 % of all published Polish Standards.

**List of Technical Committees acting within the scope of the Sector:**

- KT 100 concerning Products of timber and wood-based materials
- KT 102 concerning Bases for design of structure
- KT 108 concerning Aggregates and stone for building
- KT 128 concerning Design and execution of steel structures
- KT 169 concerning Windows, doors, shutters and building hardware
- KT 179 concerning Thermal protection of building
- KT 180 concerning Fire safety of buildings
- KT 181 concerning Forestry
- KT 193 concerning Prefabricated components of aerated concrete and nonreinforced components of light-weight aggregate concrete
- KT 194 concerning Gypsum and gypsum based products
- KT 195 concerning Precast concrete products
- KT 196 concerning Cement and buildings limes
- KT 197 concerning Ceramic tiles and ceramic sanitary appliances
- KT 198 concerning Glass
- KT 199 concerning Melioration system and hydrotechnics
- KT 211 concerning Thermal insulating products for buildings
- KT 212 concerning Road execution and maintenance
- KT 213 concerning Design and execution of concrete structures and composite structures
- KT 214 concerning Bitumen and synthetic products for waterproofing in building
- KT 215 concerning Design and execution of timber and wood-based structures
- KT 232 concerning Construction documentation
- KT 233 concerning Masonry
- KT 234 concerning Accessories for roofing
- KT 251 concerning Bridges
- KT 252 concerning Design of masonry
- KT 253 concerning Buildings Acoustic



- KT 254 concerning Geotechnics
- KT 274 concerning Concrete
- KT 278 concerning Water supply and waste water engineering
- KT 279 concerning Heating systems and ventilation
- KT 297 concerning Geographic information
- KT 298 concerning Geodesy
- KT 307 concerning Sustainability of building construction
- KT 308 concerning Assessment of release of dangerous substances-construction products

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## Directions of change in the Sector in the year 2010

Changes in the Construction Sector in 2010 were related, among other things, to the expansion of the Sector's subject matter in 2009, through the appointment of two new Technical Committees of high importance for the construction industry:

- KT 307 concerning Sustainability In Building Construction
- KT 308 concerning Assessment of Release of Dangerous Substances - Construction Products.

The subject matter of both committees is very strongly related to the influence of construction works on the environment and the protection of such. In both cases, this subject matter is handled by CEN, and the above-mentioned KT's are mirror to CEN Technical Committees, respectively:

- TC 350 Sustainability of construction works,
- TC 351 Assessment of release of dangerous substances.

Standards developed by these committees are in large part harmonized by the European Directive concerning the new approach to construction works: 89/106/EEC Construction products.

While remaining on the subject of extending the scope of the Construction Sector, one should mention the ongoing appointment of another technical committee concerning Earthworks, which is a mirror KT to CEN/TC 396 Earthworks. The activities concerning this appointment are currently at the stage of collecting cooperation offers from interested entities, pending the first establishment meeting of the new KT.

The subject scope of this new KT concerns the standardization of earthworks (excavation and filling), including terminology, main rules, rules for specification of earthworks processes, studies, classification, quality control and monitoring, and the methods for performing standard and special fillings, with a broad consideration of environmental impact and environmental protection.

The second very important issue that influenced the actions of the Construction Sector in 2010 were the work and actions related to EUROCODES – the European Standards concerning building and structure (bridges, viaducts etc.) designs, introduced to the collection of Polish Standards. This subject is being handled by 7 KT's from 34 KT's operating within the Construction Sector. At the end of March 2010, European countries, which NSBs are members of CEN, were obliged to withdraw all national standards related to the design of buildings and structures, introducing in their place a collection of EUROCODES, equipped with National Annexes to PNs, containing national factors enabling design in specific climates, as well as soil and legal conditions. In Polish environment this operation was only a partial success, as communities related to bridge design haven't been able to prepare



the above-mentioned Annexes on time. This resulted in an avalanche of questions and doubts directed towards PKN, requiring clarifications, which are often quite complicated. It became necessary to organize the participation of Sector representatives, by holding meetings of the designer community in order to explain or harmonize further activities aiming to put this state of affairs in order.

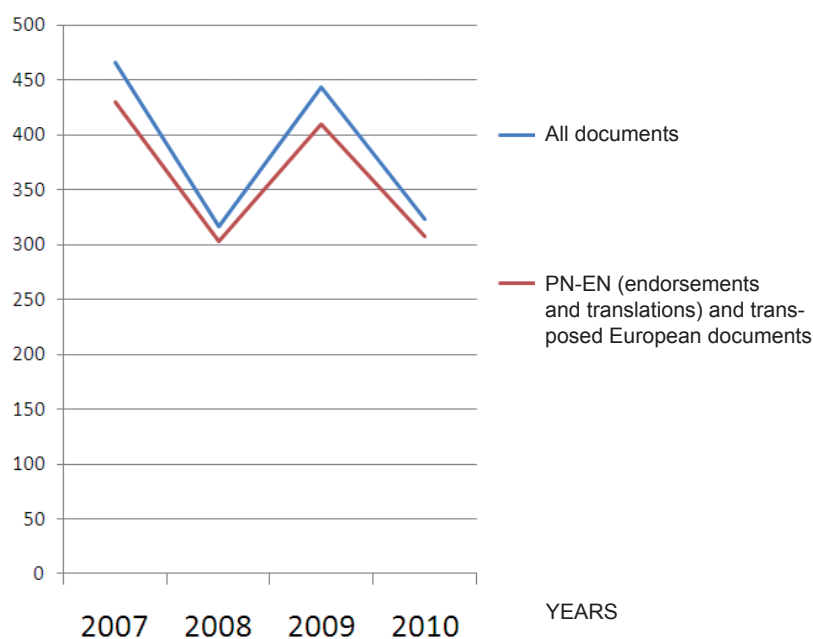
Thus, one should conclude that the Construction Sector in 2010, in addition to its typical activity related to the construction industry, had also handled subjects related to the environment, the environmental impact of the construction industry, and the protection of the environment.

## Chemistry, Agriculture and Food Sector

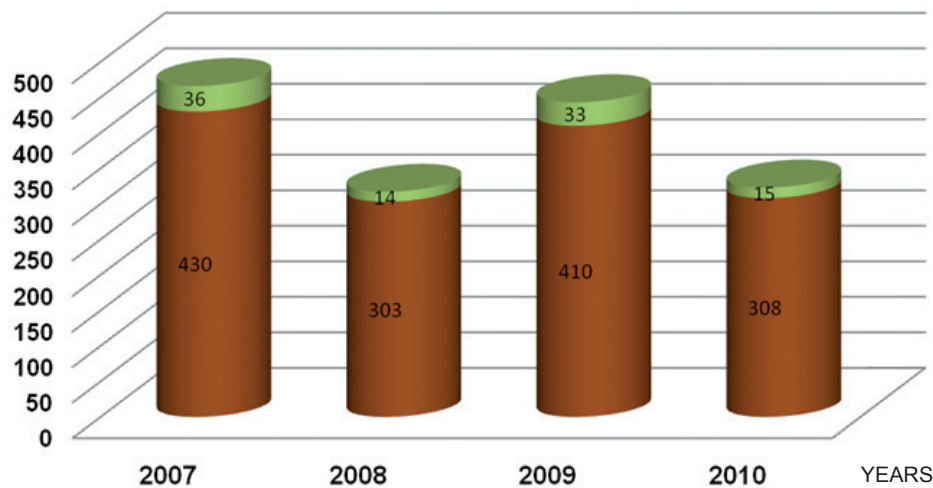
*Number of standards and additional standardization documents, published in: 2007, 2008, 2009, and 2010*

Standardization documents	2007	2008	2009	2010
PN-EN (endorsement)	216	155	207	183
CEN documents	3	2	4	3
<b>Total</b>	<b>430</b>	<b>303</b>	<b>406</b>	<b>308</b>
PN-ISO	21	9	30	13
ISO Documents	2	2	0	0
<b>Total</b>	<b>23</b>	<b>11</b>	<b>30</b>	<b>13</b>
PN, purely national	13	3	3	2
<b>Total (all documents)</b>	<b>446</b>	<b>317</b>	<b>443</b>	<b>323</b>

*Share of PN-EN standards, their additional elements and transpositions of European documents, in all documents in the years: 2007, 2008, 2009, and 2010*

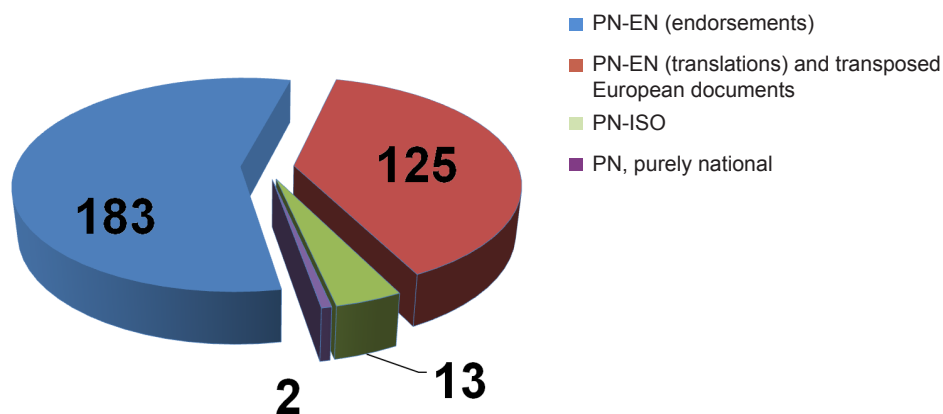






■ PN-EN (endorsements and translations) and transposed European documents  
 ■ Other documents

### All standards, additional elements and standardization documents published in 2010



Transpositions of European Standards and European standardization documents constitute 95,4 % of all published Polish Standards and introduced documents.

### List of Technical Committees acting within the scope of the Sector:

- KT 3 concerning Food microbiology
- KT 12 concerning Explosives and pyrotechnical articles
- KT 35 concerning Milk and milk products
- KT 36 concerning Cereal and cereal products
- KT 37 concerning Fishes and fish products
- KT 38 concerning Fruit and vegetable products
- KT 39 concerning Tobacco and tobacco products
- KT 40 concerning Animal feeding stuffs
- KT 82 concerning Spirit products
- KT 87 concerning Animal husbandry and breeding
- KT 88 concerning Deep-frozen food
- KT 90 concerning Cultivation of soil and horticulture
- KT 92 concerning Oilseeds, vegetable and animal fats and their by-products

KT 93	concerning	Meat and meat products
KT 106	concerning	Corrosion and protection of metallic materials against corrosion
KT 110	concerning	Herbal materials and products
KT 140	concerning	Plastic pipes, fittings and valves
KT 141	concerning	Plastics
KT 155	concerning	Dyestuffs, dye intermediates, pigments and extenders
KT 156	concerning	Fertilizers
KT 168	concerning	Plastic products
KT 175	concerning	Paints and varnishes
KT 184	concerning	Adhesives
KT 185	concerning	Protection of wood and wood-based products
KT 186	concerning	Rubber and rubber products
KT 187	concerning	Tyres, rims and valves
KT 200	concerning	Dry food mixes, starch and dietetic products
KT 201	concerning	Cosmetics and household chemicals
KT 222	concerning	Petroleum and related products
KT 223	concerning	Technical gases
KT 229	concerning	Coffee and tea
KT 235	concerning	Food analysis
KT 249	concerning	Chemical analysis
KT 269	concerning	Chemical safety
KT 287	concerning	Biotechnology
KT 289	concerning	Technical ceramics
KT 310	concerning	Management systems for food safety



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## Directions of change in the Sector in 2010

- Proposal for amendment of Polish Standards for salts, approved before 1994.

As a result of a periodic review of Polish Standards, the „Polska Sól” (Polish Salt) Foundation proposed an amendment to a multipart standard PN-C-84081, with a main title of „Salt (Sodium chloride)”. The standard consists of 35 parts (32 of which underwent a review in 2010).

At the request and with the participation of persons interested in the amendment of the above-mentioned standard, on November 18, 2010 a meeting was held in the headquarters of the PKN with the PKN Vice President, Mrs Jolanta Kochańska.

It has been agreed that the chairman of the „Polska Sól” Foundation will present the problem to the interested parties, aiming to select the representatives, who will take part in the future Task Force working on the amendment of this standard.

Creation (on March 23, 2010) of KT 310 concerning Management Systems For Food Safety.

The subject scope of the KT covers the chain of food delivery from original production to consumptions. The Committee enjoys the interest of manufacturers, distributors and users of food products, and 11 members participate in the work of the KT.

- Participation of the SCR consultant in the 1st International Forum INDU-



INDUSTRIAL OILS AND LUBRICANT 2010, which was held between October 6 and 7 2010 in Wieliczka.

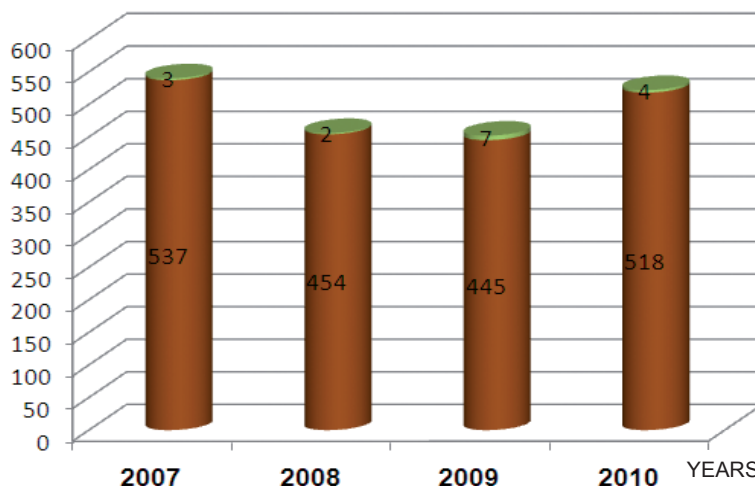
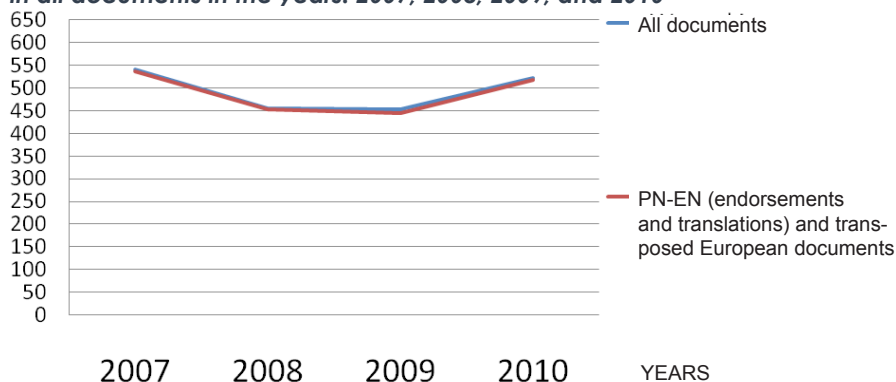
The aim of the Forum was to sum up the situation on Polish and international industrial oil and lubricant markets, characterize the trends and changes on the market, and exchange experience and information. PKN/SCR representative (standardization activity - Polish Standards, European Standards and International Standards for oils and lubricants) made a presentation in order to promote to the Polish Committee for Standardization, and to provide information on the subject of industrial oils and lubricants in international, European and national standardization.

## Electricity Sector

*Number of standards and additional standardization documents, published in: 2007, 2008, 2009, and 2010*

Standardization documents	2007	2008	2009	2010
PN-EN (endorsement)	303	339	309	348
CENELEC Documents	22	2	3	0
<b>Total</b>	<b>537</b>	<b>452</b>	<b>445</b>	<b>518</b>
PN-IEC	3	1	3	2
PN-ISO	0	0	4	0
ISO Documents	0	1	0	0
PN, purely national	0	0	0	2
<b>Total (all documents)</b>	<b>540</b>	<b>454</b>	<b>452</b>	<b>522</b>

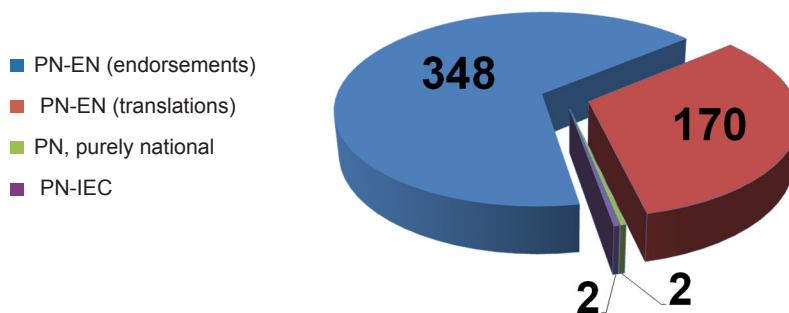
*Share of PN-EN standards, their additional elements and transpositions of European documents, in all documents in the years: 2007, 2008, 2009, and 2010*



■ PN-EN (endorsements and translations) and transposed European documents ■ Other documents



**Number of all standards and additional elements published in 2010**



Transpositions of European Standards constitute 99.2 % of all published Polish Standards.

**List of Technical Committees acting within the scope of the Sector:**

- KT 4 concerning Lighting technology
- KT 8 concerning Terminology, symbols of quantities, units, documentation and graphical symbols use in electrotechnical technology
- KT 52 concerning Alarm system
- KT 53 concerning Cables and wires
- KT 54 concerning Cells and batteries
- KT 55 concerning Electrical installations in Building and lighting protection of buildings arresters for building structures
- KT 56 concerning Electrical machine (rotating) and hand-held motor- operated and portable electric tools
- KT 60 concerning Semiconductor power converters
- KT 61 concerning Electrical equipment and system for railways
- KT 62 concerning Electrical accessories
- KT 63 concerning Household and similar electrical appliances
- KT 65 concerning Insulating materials and environmental conditions, classification and methods of test
- KT 67 concerning Electrical equipment in medical practice
- KT 68 concerning High-voltage testing techniques
- KT 69 concerning Measuring Equipment and protection equipment
- KT 70 concerning Electrical relays and protection equipment
- KT 71 concerning Measurement equipment for electrical and electromagnetic quantities
- KT 72 concerning Live working
- KT 73 concerning Low-voltage surge protective devices and system engineering and erection of electrical power installations in system with nominal voltages above 1 kv A.C. and 1.5kv D.C.
- KT 74 concerning High-voltage switchgear and control gear assemblies
- KT 75 concerning Fuses
- KT 76 concerning Insulators
- KT 77 concerning Low-voltage switchgear and control gear assemblies
- KT 78 concerning Industrial electroheating
- KT 79 concerning Power transformers
- KT 80 concerning Overhead lines – general aspects
- KT 81 concerning Instruments transformers, small power transformers
- KT 143 concerning Electrostatics



KT 241	concerning	Electromechanical components and mechanical structures for electronic equipment
KT 264	concerning	Fire alarm systems
KT 266	concerning	Nuclear instrumentation
KT 267	concerning	Electrically-operated farm appliances and electrical commercial catering equipment
KT 281	concerning	Safety of machinery – electrotechnical aspects
KT 290	concerning	Special techniques used in electrotechnology
KT 291	concerning	Laser equipment and optical radiation safety
KT 293	concerning	Capacitors and resistors for electronic equipment, printed boards and electronics assembly technology
KT 294	concerning	Piezoelectric devices, magnetic components and ferrite materials
KT 303	concerning	Electrical insulating materials
KT 304	concerning	System aspects of electrical energy supply

## Directions of change in the Sector in 2010

Verification completed at the beginning of October 2009 in the Energy Sector resulted in the establishment of 39 KTs in 2010. We have dissolved KT 73 concerning Design and use of electrical power devices with a voltage of over 1 kV AC (1.5 kV DC) and overvoltage limiters; the subject scope of this KT was divided and assigned to KT 68 concerning High-voltage measurements and studies and KT 80 concerning General issues in electrical power networks.

In 2010 we have observed increased standardization activity in the field of electrically powered vehicles, which could constitute a serious factor in the limitation of emissions of carbon dioxide, which is reflected in the publication of a new Mandate M/468 by the European Commission. This mandate concerns charging electrical vehicles and aims to ensure interoperability, connection capability, safety, and electromagnetic compatibility. KT 61 participates in the development of the draft European Standard FprEN 61851-1:2010, which contains general requirements for the wired electrical vehicle battery charging system.

A new RAIL (2008/57/EC) Directive, specifying conditions for the interoperability of railway systems, was published. This directive replaces Directives HSR (96/48/EC) and CONRAIL (2001/16/EC), which resulted in the publication of amendments to standards harmonized with these directives, in order to maintain compatibility with basic provisions of directive RAIL (2008/57/EC). These amendments were introduced by KT 61 as Amendments to particular Polish Standards.

The popularity of Smart Grids increases both in the European Union and in Poland. A Smart Grid introduces a new quality to the electrical energy network structures all over the Europe. The new platform will bring increased awareness of energy usage, decrease the costs of energy, increase effectiveness of energy flow and will integrate numerous, distributed energy sources.

The interest of Poland in Smart Grid technology had been manifested by the establishment of the consortium Smart Power Grids Poland, on November 3, 2010. Standards work in this sector is chiefly handled by KTs 80, 79, 74, 81 and 53. The Polish market of alarm systems is undergoing dynamic growth, which is reflected by the number of members (30) participating in the works of KT 52 concerning alarm systems.

One should also mention the changes related to the decreasing number of standards in KT 70 concerning electromechanical relays (which are being replaced by semiconductor power devices).

In the scope of operations of KT 290, we have observed a drop in standardization activity for electron tubes. This situation also concerns appropriate IEC and CENELEC committees (TC39 and SR39). It is a result of fading pro-



duction of vacuum tubes, both in Poland and worldwide. As a result, during the next 2 to 3 years, standards concerning the above will be successively withdrawn (12 standards will be withdrawn from PKN repository in 2011). It is expected that during this period, cathode ray tubes will be withdrawn from circulation as well.

As the production of vacuum heated connectors ceased in Poland, the Polish Standards concerning these connectors will be successively withdrawn (total of 5 standards will be withdrawn in 2011). Should international manufacturers agree upon common standards, and should work begin on the development of ISO standards concerning this subject, the process shall be accelerated.

In 2010, CENELEC approved EN 50160 (standard PN-EN 50160:2010 transposed through endorsement), which had been surveyed at length and in detail (a survey of selected chapters); at present, the survey concerning the design of modification of A1 to EN 50160 was completed in Poland. KT 304 is preparing its position.

Standard EN 50160 is a very important, as its requirements relate to the electrical energy supply conditions and power voltage quality. The earlier edition of the EN 50160 had been translated into Polish, and the requirements of this standard had been introduced in one of the declarations of the Minister of Economy.

One should expect that the new standard EN 50160:2010 and its amendments will need to be translated as well.

The subject of wiring is currently being developed in a highly dynamic manner, both in the industry and the field of standardization. The first edition of the multipart standard EN 50525:20XX requires particular attention, as its constituent parts (currently a total of 18) have been approved and ratified, and currently are being prepared for printing. The importance of this fact is that the subject of low-voltage electrical power wiring for nominal voltage, which does not exceed 450/750 V (U0/U) will be put in order. The following trends have been observed in the development of cable technology:

### **1. Electrical engineering cables**

- New designs are being developed to increase current-carrying capacity, and consequently. Reduce energy losses and enable better use of materials;
- Implementation of cryo cables (without transmission energy losses);
- Decrease of effect of the electromagnetic field on the environment.

### **2. Telecommunications cables**

- Development of fibre optic cables, which are currently replacing electrical cables for this purpose;
- Development of symmetrical cable designs (for backbone networks), which can enable throughputs of 1 GB/s and up;
- Increased resistance of cables to interference (e.g. from electrical energy lines).

### **3. Environmental protection**

- Development of cable designs and use of production technologies, which ensure optimal use of materials and energies;
- Development of cables, which are inflammable, resistant to flames and do not emit corrosive and toxic gases and gases when burning;
- Use of non-halogen gases;
- Elimination of plasticized polyvinyl chloride;
- Development of cable designs, which enable recycling of waste and if possible, reclamation of raw materials.

The leading issues in the activity of KT 67 concerned the continued work aimed to harmonize the project of approval for the general standard PN-EN 60601-1, Ed.3. Due to the specific nature of these issues and the com-



plexity of the subject, KT 67 conducts consultations with the cooperation of the members of the Silesian Standardization and Technical Committee for the Medical Industry and the Institute of Medical Technology and Equipment in Zabrze, which is an author of a verified translation of the above-mentioned standard design. The completion of work on the release of the design for approval is planned for the 1st quarter of 2011.

Work had begun on the standardization document PN-EN 60601-1-8 Medical electrical devices – Part 1-8: General requirements concerning basic safety and primary operation – Supplementary standard: General requirements, studies and guidelines concerning alarm systems in medical electrical devices and medical electrical systems, a very important project for the manufacturers of medical devices.

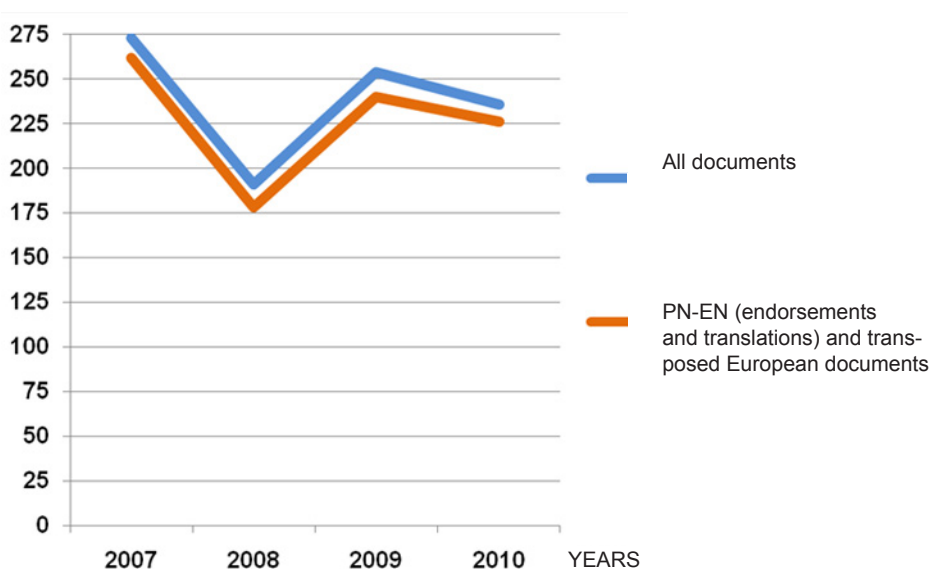
Within the scope of KT 60, we have noted a significant activity of appropriate committees of IEC and CENELEC on standards concerning large-scale integration of solid state devices (micro- and nanoelectronic devices), along with various picture displays (LCD, LED, OLED, PLASMA), which resulted in a large number of new standards in 2010.

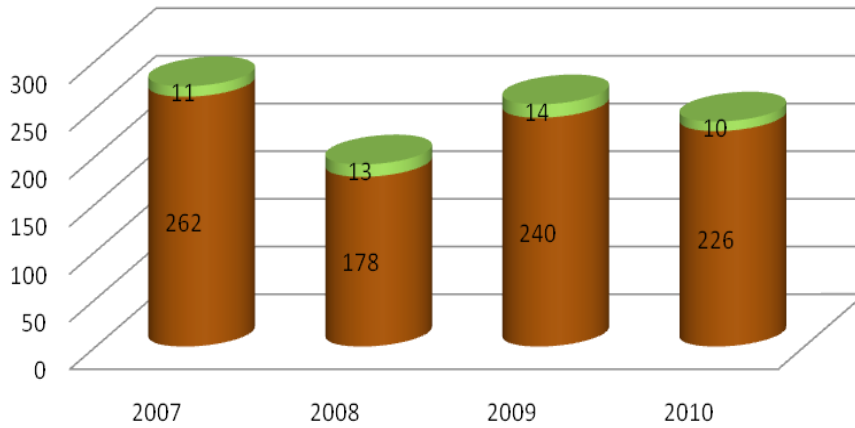
## Mining and Metallurgy Sector

*Number of standards and additional standardization documents, published in: 2007, 2008, 2009, and 2010*

Standardization documents	2007	2008	2009	2010
PN-EN (endorsement)	158	113	123	132
CEN documents	11 (including 10 endorsement)	2	2	0
<b>Total</b>	<b>262</b>	<b>178</b>	<b>240</b>	<b>226</b>
PN-ISO	6	3	5	6
ISO Documents	1	0	0	0
PN, purely national	4	10	9	4
<b>Total (all documents)</b>	<b>273</b>	<b>191</b>	<b>254</b>	<b>236</b>

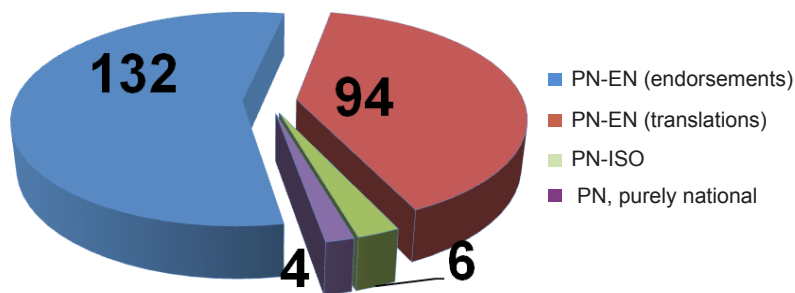
*Share of PN-EN standards, their additional elements and transpositions of European documents, in all documents in the years: 2007, 2008, 2009, and 2010*





■ PN-EN (endorsements and translations) and transposed European documents  
 ■ Other documents

**Number of all standards and additional elements published in 2010**



Transpositions of European Standards constitute 95.8 % of all published Polish Standards.

**List of Technical Committees acting within the scope of the Sector:**

KT	28	concerning	Refractories
KT	29	concerning	Chemical analyses of ores, concentrates and metals
KT	30	concerning	Geology, geophysics and small dimensions drilling
KT	31	concerning	Petroleum and natural gas mining
KT	33	concerning	Powder metallurgy
KT	64	concerning	Electrical apparatus for potentially explosive atmospheres
KT	111	concerning	Coal derivatives and pressed carbon products
KT	123	concerning	Mechanical testing of products
KT	124	concerning	Transport in mines
KT	125	concerning	First working and exploitation of mines
KT	126	concerning	Steel tubes
KT	127	concerning	Metallurgical stock and steel
KT	144	concerning	Coke and other solid formed fuels
KT	145	concerning	Alloy and special steels
KT	146	concerning	Steel sections
KT	153	concerning	Thin steel sheets
KT	164	concerning	Safety in mining
KT	219	concerning	Hard non-ferrous metals





KT 220	concerning	Solid mineral fuels
KT 221	concerning	Mining, mineral processing and ore analyses
KT 225	concerning	Light non-ferrous metals
KT 226	concerning	Coal mechanical preparation
KT 227	concerning	Surface mining
KT 239	concerning	Jewellery
KT 262	concerning	Heat treatment of metals
KT 275	concerning	Natural hazards in mining
KT 285	concerning	Underground mining machines and equipment
KT 301	concerning	Founding

### Directions of change in the Sector in 2010

In the Metallurgy and Mining Sector and related fields, the most important directions of change in 2010 (or rather the intensification of tendencies manifesting in this sector during the last 2-3 years) concerned the development of new standards (which, for the time being, are purely national):

- Polish steel manufacturers in cooperation with the leading research institute cornering steel, had developed new varieties of micro-alloy steel. These steels, which are more resistant to vibrations and negative impact of underground saltwaters, will be mainly used in the mining industry. New varieties will be introduced to the Polish Standards, and the sheets of the new subject are currently being developed;
- Due to the depletion of raw materials and the flood of imitation products on the market, amber product manufacturers have begun work on a project for a standard, which would provide a conclusive analytical method allowing for the identification of this material. In the future, this standard may become a basis for certification of amber jewelry products;
- Manufacturers of machines and devices for underground and strip mining have completed or begun work on the standards for railway transport devices for underground mines, mining linings, as well as excavators and dumping conveyors for strip mining. These standards may constitute a basis for voluntary product certification, a basic technical document for public procurements held by mining companies, and may facilitate export. Foreign purchasers demand that the machines and mining equipment fulfill the requirements of voluntary technical standards.

Other directions for change concerned the approach of some communities to the participation in the work of CEN/TCs. Therefore, manufacturers of steel for reinforced concrete, associated in an industry organization, actively participated in formulating a proposal for the amendment of the ENs from this scope, starting from the development of a proposal for amendment of the European Commission mandate, through participation in Working Group and ad hoc group meetings. These meetings were aimed at working out a unified, European approach for this subject, that is difficult to harmonize.

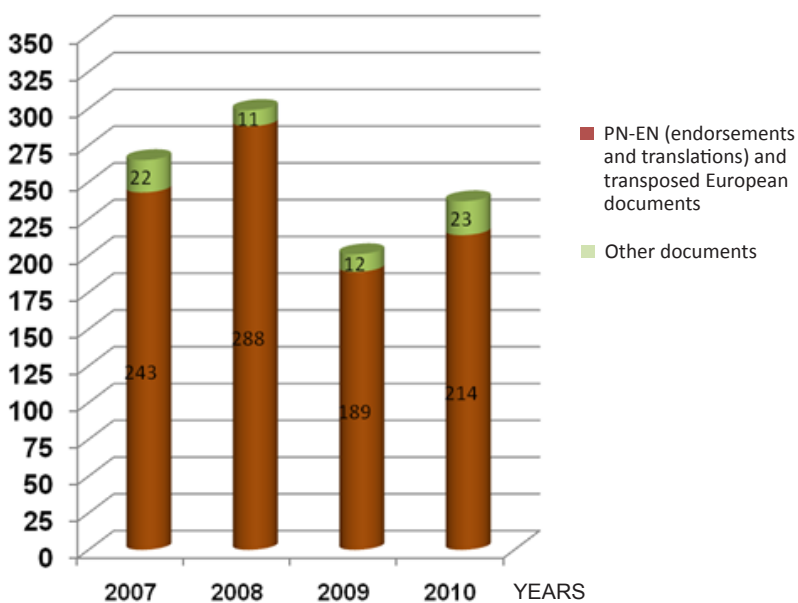
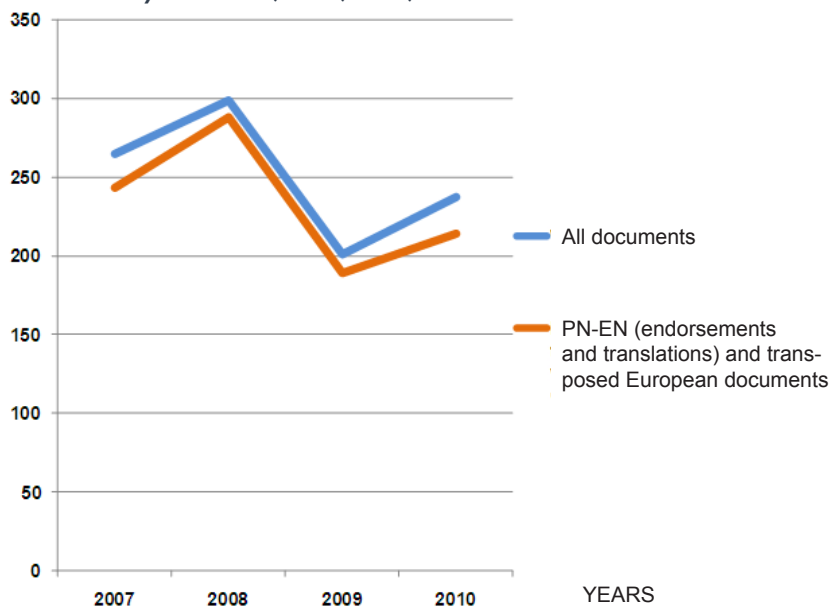


## IT and Telecommunications Sector

Number of standards and additional standardization documents, published in: 2007, 2008, 2009, and 2010

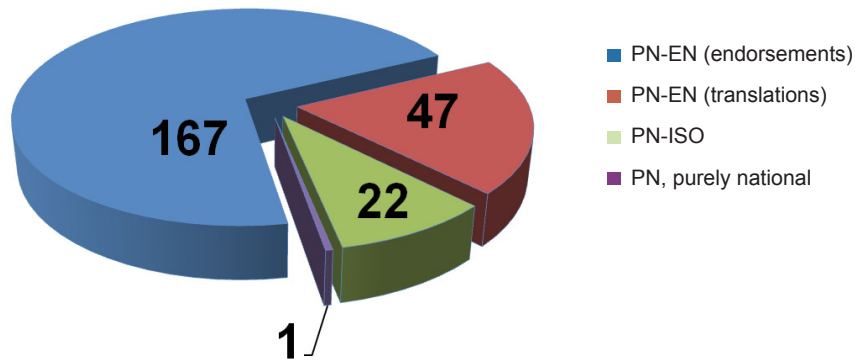
Standardization documents	2007	2008	2009	2010
PN-EN (endorsement)	140	244	131	167
CEN documents	29	0	0	0
<b>Total</b>	<b>243</b>	<b>288</b>	<b>189</b>	<b>214</b>
PN-ISO	19	11	12	22
PN, purely national	3	0	0	1
<b>Total (all documents)</b>	<b>265</b>	<b>299</b>	<b>201</b>	<b>237</b>

Share of PN-EN standards, their additional elements and transpositions of European documents, in all documents in the years: 2007, 2008, 2009, and 2010





Number of all standards and additional elements published in 2010



Transpositions of European Standards constitute 90,3 % of all published Polish Standards.

**List of Technical Committees acting within the scope of the Sector:**

- KT 11 concerning Telecommunication
- KT 103 concerning Audio, video and similar systems and equipment
- KT 104 concerning Electromagnetic compatibility
- KT 105 concerning Electroacoustics, audio and video information storage systems
- KT 170 concerning Information technology vocabulary, coding information and office equipment
- KT 171 concerning Networks and software
- KT 172 concerning Personal identification, electronic signature, electronic signature and cards and their related systems and operations
- KT 173 concerning Interfaces and building electronic systems
- KT 182 concerning Information technology – security techniques
- KT 183 concerning Safety of information and communication technology and business equipment
- KT 271 concerning Banking and related financial services
- KT 282 concerning Fibre optic technology
- KT 288 concerning Multimedia
- KT 302 concerning Using of informatics in the health protection
- KT 309 concerning Biometrics

**Directions of change in the Sector in 2010**

The Technical Committee KT 309 concerning Biometrics has been established in order to standardize a rapidly growing sector, and handle issues related to interoperability and data exchange through biometric methods, as well as tackle security, legal and social issues related to biometric applications.

Our experts from KT 288, participating in the meetings of sub-commission ISO/IEC JTC 1/DC 29/WG 11 took part in working on designs for standards related to multi-view television, prepared contests for HVC and 3D Video technologies, and took part in experiments concerning new audio and video compression techniques, thus influencing the progress of standardization works.

Representatives of KT 171, participating in the meetings of meetings of sub-commission ISO/IEC JTC 1/SC 7, took part in a research group working on compatibility of standards for IT supervision and management with other standards of this subcommittee, as well as in the research group studying





the facets of service-oriented architecture.

Representatives of KT 182 took part in the development of network service oriented software, cloud software systems and their security measures, which are covered by the scope of activity JTC1 SC38 and JTC SC27. The representative of KT 182 revised projects related to the new encryption software developed by the Polish Military, which utilize encryption key mechanisms based on elliptic curve functions, covered by the scope of activity JTC1 SC27 WG2.

PKN was also represented on the 3rd Central European Electronic Card Conference (on December 1 and 2, 2010), by the SIT Sector, on which the chairman of KT 172 made the presentation entitled „Practice of using norms and standards”. During the same panel of experts, the IT Sector representative presented a subject on the „Role of standardization in the development of card systems”.

The Interministerial Group for Digital Television and Radio plays an important role in the digitalization of radio and television. Representatives of KT 11 and KT 103, as well as IT Sector representatives from PKN, took part in the problem groups of this Team, cooperating on the development of a schedule of standards supporting the above-mentioned subjects. Documents developed by problem groups will aid the preparation of government regulations concerning the complete replacement of Polish analog television with terrestrial digital television by 2014.

The procedure R2-P5, concerning an EN approved as a PN standard, was implemented in relation to ETSI ENs, with PKN taking over the secretariat of KT 11, which up to that point had been maintained by the Institute of Communications due to intense organizational work aimed at ensuring proper operation of the KT (with a large number of projects and a broad scope).

## Mechanics Sector

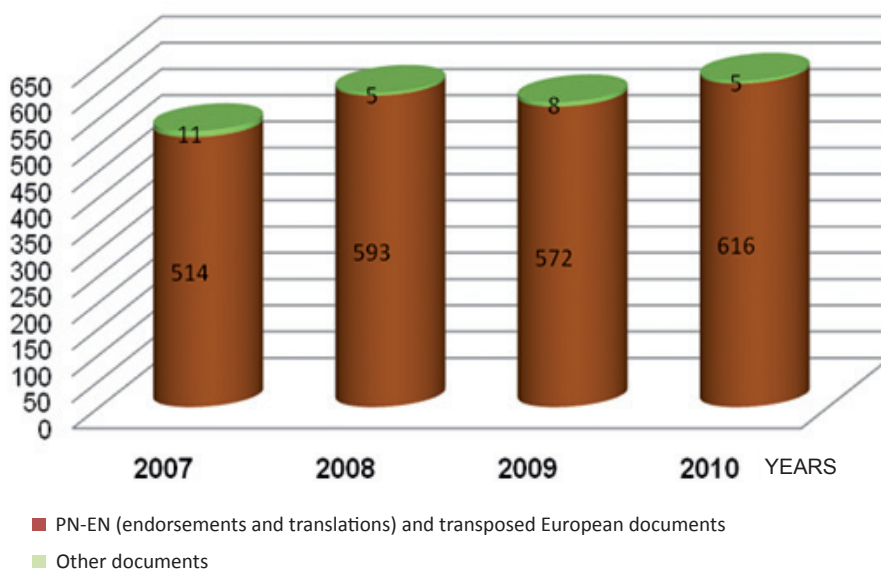
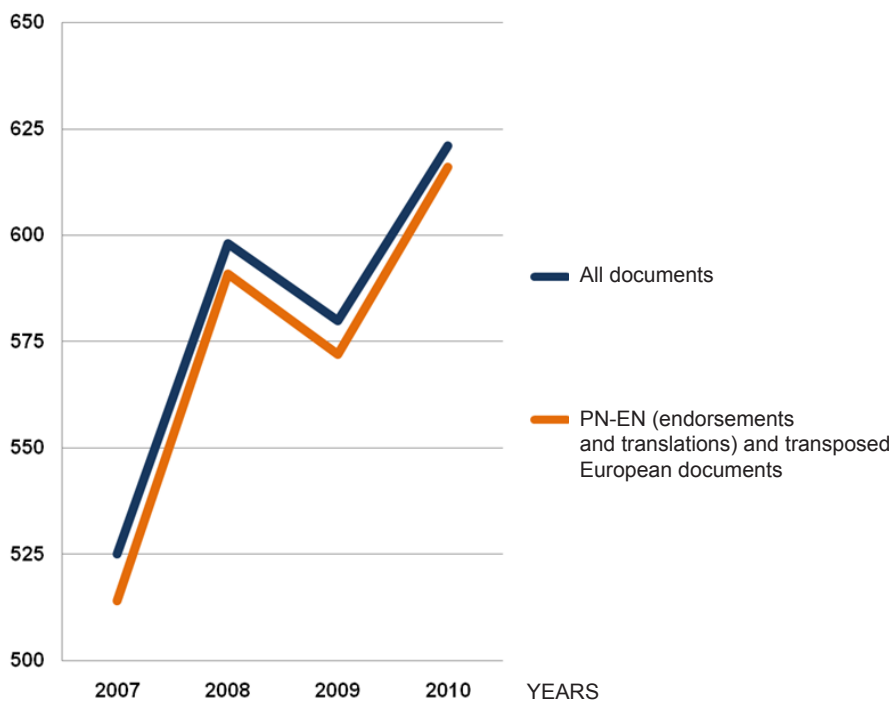
*Number of standards and additional standardization documents, published in: 2007, 2008, 2009, and 2010*

Standardization documents	2007	2008	2009	2010
PN-EN (translations)	272	167	130	207
CEN documents	0	2	0	0
<b>Total</b>	<b>514</b>	<b>593</b>	<b>572</b>	<b>616</b>
PN-ISO	10	5	7	3
ISO Documents	0	0	1	1
<b>Total</b>	<b>10</b>	<b>5</b>	<b>8</b>	<b>4</b>
PN, purely national	1	0	0	1
<b>Total (all documents)</b>	<b>525</b>	<b>598</b>	<b>580</b>	<b>621</b>

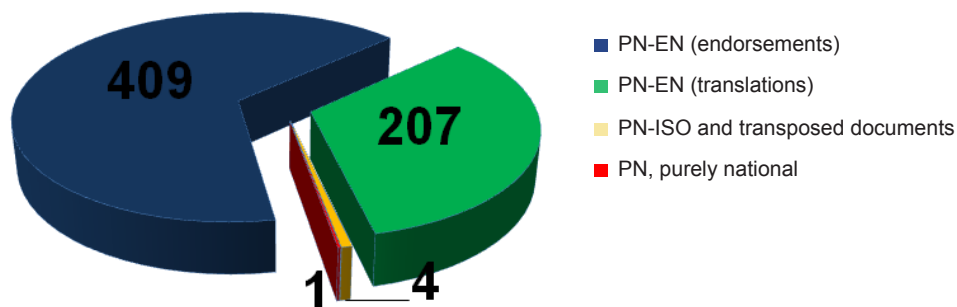
# ANNUAL REPORT 2010



Share of PN-EN standards, their additional elements and transpositions of European documents, in all documents in the years: 2007, 2008, 2009, and 2010



All standards, additional elements and standardization documents published in 2010



Transpositions of European Standards constitute 99.4 % of all published Polish Standards.

**List of Technical Committees acting within the scope of the Sector:**

KT	5	concerning	Refrigeration, heat pumps, air conditioners and compressors
KT	7	concerning	Non-destructive testing
KT	13	concerning	Earth-moving machinery, road construction machinery and mobile cranes
KT	14	concerning	Machinery and equipment for building construction, building materials industry and rock mining
KT	15	concerning	Machines and devices for the food processing Industry, trade and catering business
KT	16	concerning	Tractors and machinery for forestry
KT	17	concerning	Road vehicles and road transport
KT	18	concerning	Ships and marine technology
KT	19	concerning	Aircraft and space vehicle engineering
KT	47	concerning	Pumps and hydraulic turbines
KT	48	concerning	Machine design fundamentals
KT	49	concerning	Optics and optical instruments
KT	50	concerning	Automatic and manipulating industrial robots
KT	51	concerning	Industrial measurements of non-electrical quantities
KT	101	concerning	Cranes and their component parts
KT	112	concerning	Gear
KT	130	concerning	Chemical apparatus, vessels and gas cylinders
KT	131	concerning	Lifts, escalators and passenger conveyors
KT	132	concerning	Internal Combustion engines
KT	133	concerning	Packaging
KT	135	concerning	Packaging of metal and closure systems
KT	137	concerning	Mechanical and thermal equipment in power plants
KT	138	concerning	Railway applications
KT	160	concerning	Hydraulic fluid power
KT	162	concerning	Logistics, bar codes and warehouse management
KT	163	concerning	Ropes and ropes transport
KT	165	concerning	Welding and allied processes
KT	204	concerning	Technical drawings and technical documentation
KT	206	concerning	Metal cutting machine tools and tools and workpieces tooling and tools tooling
KT	207	concerning	Material removal and acceration machining processes and surface layer characteristics
KT	208	concerning	Pneumatic fluid power
KT	210	concerning	Industrial valves and industrial pipelines
KT	230	concerning	Small craft
KT	236	concerning	Fasteners and assembly tools
KT	240	concerning	Plastic- and rubber- working machines
KT	244	concerning	Equipment for fire protection, rescue and fire fighting
KT	245	concerning	Continuous handling equipment General purpose constant transportation devices
KT	248	concerning	Industrial trucks
KT	263	concerning	Equipment for collection and removal of waste municipal
KT	265	concerning	Urban Communication
KT	268	concerning	Woodworking machines, tools and devices for machining of wood
KT	273	concerning	Mechanical security systems
KT	277	concerning	Gas engineering
KT	299	concerning	Technology and machine tools for plastic working of metals





## Directions of change in the Sector in 2010

1. Due to the construction of a LNG reception terminal in Świnoujście, and the necessity to introduce this gas (of a composition different to gases that are currently distributed through the Polish gas pipe system), created the need to amend the following PN standards:

- PN-C-04750 Gas fuels – Classification, markings and requirements,
- PN-C-04751 Natural gas – Quality assessment,
- PN-C-04752 Natural gas – Quality of gas in the transmission network,
- PN-C-04753 Natural gas – Quality of gas delivered to end-users through the distribution network.

The construction of this terminal is a key investment, which aims to ensure energy safety of Poland.

KT 277 concerning the Gas industry handles the amendment of the above standards. In 2010, we have developed survey designs, with publication planned for May 2011.

2. Experts from KT 5 concerning cooling, heat pumps, air conditioning and compressors signaled the need to develop Polish Standards for pressure pulses and vibrations occurring in compressors. This subject was raised due the lack of CEN and ISO standards concerning these issues, with only US standards being available.

Pressure pulses and vibrations influence the construction, ergonomics and economics of compressors, and the standards from this scope would be purchased by constructors and users alike. We are currently in talks with prospective sponsors.

3. The Central Institute for Labour Protection submitted a proposal for the development of the European standard concerning self-propelled pallet stackers and high-lift platform trucks with a capacity to and including 3.5 tonnes – specification of visibility depending on load size.

The goal of the proposed standard is to develop recommendations and requirements, and the methods for specification of no-visibility zone (commonly referred to as a blind spot) on the basis of load size, adherence to which will ensure enough visibility for safe operation.

KT 248 concerning trucks is currently working on the substantive content of the project and the needs for the development of this project.

4. Mechanics Sector consultants are members of and participate in the working groups through National Consultation Fora in scope of machines, pressure devices and lifting equipment, acting within the initiative of the Center for Technical Safety (Centrum Bezpieczeństwa Technicznego - CBT). The Office of Technical Inspection and the Faculty of Materials Science and Engineering of the Warsaw University of Technology are the initiators and organizers of this Center. The Ministry of Economy continuously sponsors the activities of the Center. Representatives from various environments are invited to participate in the meetings, including designers, manufacturers and users from the entire Poland, as well as representatives of the Ministry of Economy, National Labour Inspectorate, Commercial Inspectorate, PKN, PCA, Office of Technical Inspection etc.

The main goal of the CBT is to support the operation of Polish institutions and economic entities in conditions specified by the requirements of European law. PKN consultants participate in the revision of preparatory documents for the meeting, and provide information on standardization work at both national and European levels (through presentations and other means).

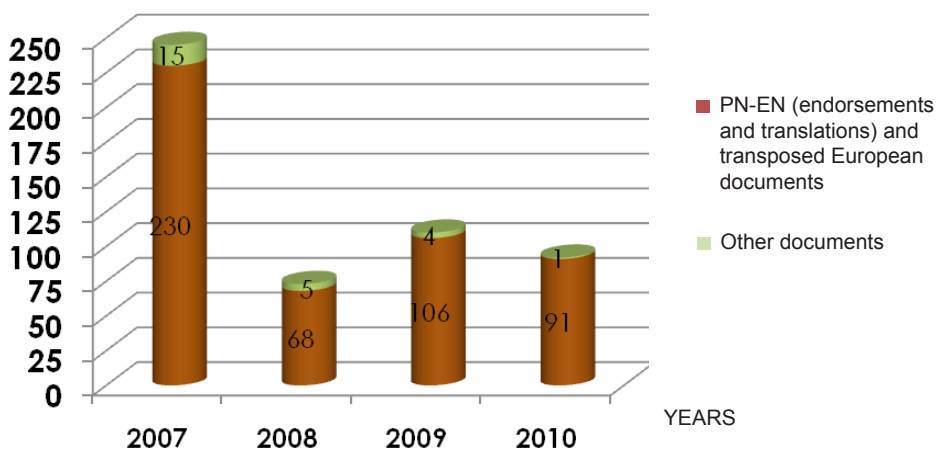
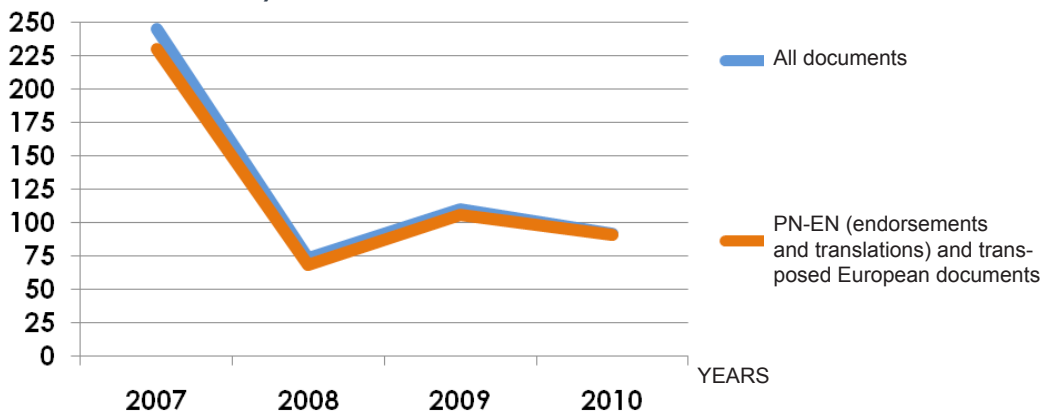


## Defense and National Security Sector

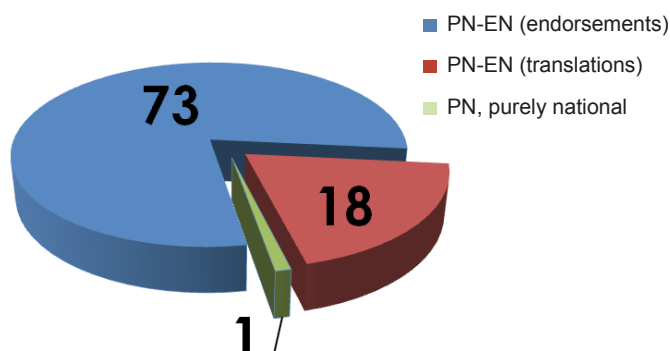
Number of standards and additional standardization documents, published in: 2007, 2008, 2009, and 2010

Standardization documents	2007	2008	2009	2010
PN-EN (translations)	110	9	22	18
CEN documents	3	1	0	0
<b>Total</b>	<b>230</b>	<b>68</b>	<b>106</b>	<b>91</b>
PN-ISO, PN-IEC	9	2	2	0
ISO Documents	2	1	0	0
<b>Total</b>	<b>11</b>	<b>3</b>	<b>2</b>	<b>0</b>
PN, purely national	4	2	2	1
<b>Total (all documents)</b>	<b>245</b>	<b>73</b>	<b>110</b>	<b>92</b>

Share of PN-EN standards, their additional elements and transpositions of European documents, in all documents in the years: 2007, 2008, 2009, and 2010



All standards and additional elements published in 2010







Transpositions of European Standards constitute 98.9 % of all published Polish Standards.

**List of Technical Committees acting within the scope of the Sector:**

- KT 176 concerning Military Technology and Supplies
- KT 177 concerning Design and manufacturing of armament and material
- KT 306 concerning Societal and citizen security

**Directions of change in the Sector in 2010**

The Defense and National Security Sector (from July 2008 to June 2010 handled by the Defense Division, and the Defense Department beforehand), broadened its scope of activity to national defense, and civil and property protection. These changes resulted from the necessity to adapt the national standardization structures to the changes implemented in the European and international standardization organizations. This process had been reflected in the establishment of the Committee for National Security and Civil Protection in 2008, which had included the following in its scope:

- ISO/TC 223 established in 2001;
- CENM/TC 379 established in 2007; and CEN/TC 391, CEN/TC 388, CEN/TC 384; CEN/TC 164 WG 15 established 2008;
- ISO/TC 246 and ISO/TC 247 established in 2008.

The above-mentioned security scope is currently undergoing intensive development, both in the European and international scenes. Work on a number new standardization items are currently underway on CEN and ISO committees. Portions of these work will be finalized as soon as at the end of this year. The issue of Business Community Management developed in ISO/TC 223 standard (the design for the ISO/CD 22301 standard Societal security - Continuity management systems - Requirements) remains important due to a wide interest of many recipients.

The Defense Sector took part in the promotion of standardization of new areas by participating in national and international conferences (3) and publishing articles (3) in PKN's monthly magazine „Wiadomości PKN. Normalizacja”. In June 2010, the Defense Sector organized and maintained an all-day meeting and workshops, with participation of guests from Sweden, concerning business continuity management for the enterprise/organization/company.

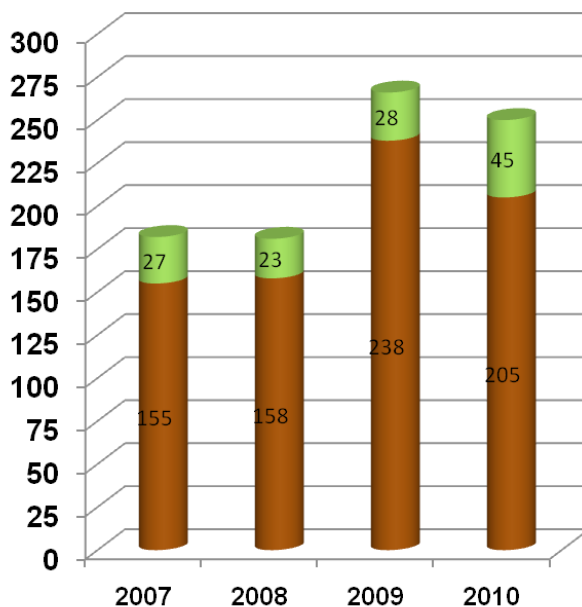
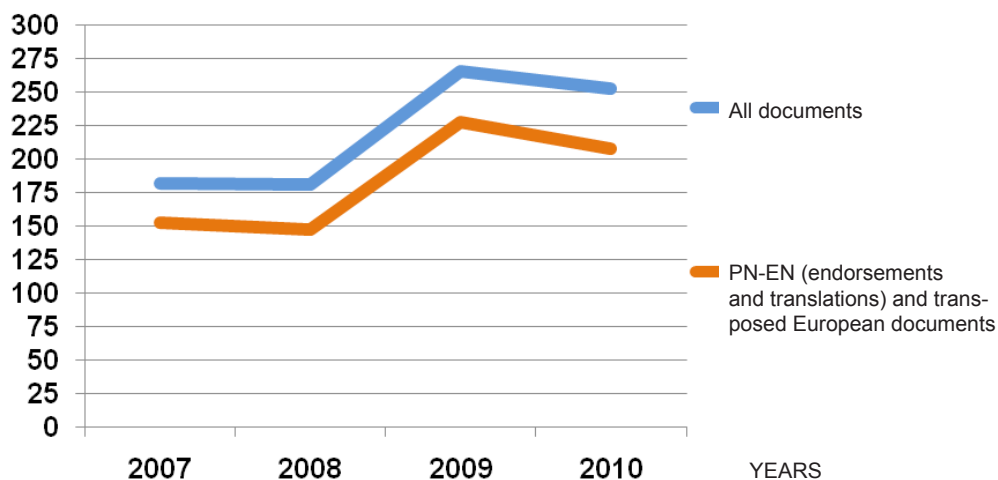


## General Issues, Health Care and Environmental Protection

Number of standards and additional standardization documents, published in: 2007, 2008, 2009, and 2010

Standardization documents	2007	2008	2009	2010
PN-EN (translations) and CEN documents	59	51	47	72
<b>Total</b>	<b>153</b>	<b>148</b>	<b>228</b>	<b>208</b>
PN-ISO and ISO documents	25	16	19	31
PN, purely national	4	17	19	14
<b>Total (all documents)</b>	<b>182</b>	<b>181</b>	<b>266</b>	<b>253</b>

Share of PN-EN standards, their additional elements and transpositions of European documents, in all documents in the years: 2007, 2008, 2009, and 2010

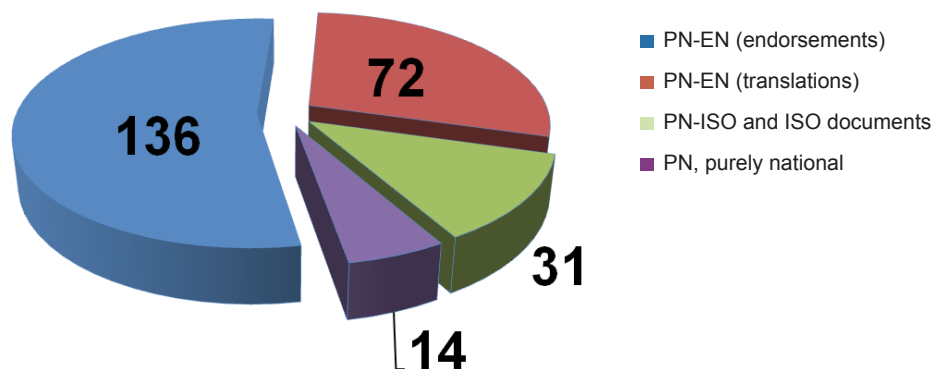


■ PN-EN (endorsements and translations) and transposed European documents  
 ■ Other documents

# ANNUAL REPORT 2010



**All standards, additional elements and standardization documents published in 2010**



Transpositions of European Standards constitute 82 % of all published Polish Standards.

**List of Technical Committees acting within the scope of the Sector:**

KT 1	concerning	Disabled persons
KT 6	concerning	Management systems
KT 9	concerning	Dependability
KT 10	concerning	Applications of statistical methods
KT 115	concerning	Environmental noise
KT 119	concerning	Water quality – general problems
KT 120	concerning	Water quality – biological microbiological and test
KT 121	concerning	Water quality – chemical tests – inorganic substances
KT 122	concerning	Water quality – chemical test – organic substances
KT 157	concerning	Physical hazards in working environment
KT 158	concerning	Safety of machinery and technical equipment and agronomics – general problems
KT 159	concerning	Chemical and aerosol hazards in working environment
KT 161	concerning	Indoor air quality
KT 190	concerning	Soil biology
KT 191	concerning	Soil chemistry
KT 192	concerning	General physics and general problems
KT 216	concerning	Wastes
KT 242	concerning	Information and documentation
KT 243	concerning	Symbols and graphical signs
KT 246	concerning	Radiological protection
KT 247	concerning	Medical materials and biomaterials
KT 256	concerning	Principles and methods of terminology work
KT 257	concerning	General metrology
KT 270	concerning	Environmental management
KT 276	concerning	Occupational safety and hygiene management
KT 280	concerning	Air quality
KT 283	concerning	Stomatological materials
KT 284	concerning	Mechanical medical equipment, tools and devices
KT 295	concerning	Sterilization
KT 296	concerning	Disinfection and antiseptics
KT 300	concerning	Medical laboratory tests in vitro
KT 305	concerning	Social responsibility





## Directions of change in the Sector in 2010

In 2010, KT's related to medical directives and the machines directive were very active. A portfolio of harmonized PN-ENs in the Polish language was prepared, and a large number of harmonized standards have been implemented through endorsement.

We have observed an increased activity of national entities ordering the development of standards, especially in the area of work safety (PNs concerning hazardous factors in the workplace, workplace risk assessment).

Work has begun on the introduction of European documents on risk management.

Work on the Polish version of several significant primary documents, such as those related to statistical (PN-ISO 3534) and metrological (PKN-ISO/IEC Guide 99) terminology have been completed. These glossaries are now available to all KT's.

In terms of environmental protection, work on the introduction of a large number of ISO standards concerning soil and air quality, including emissions of chimney gases and dusts, have been completed as well.

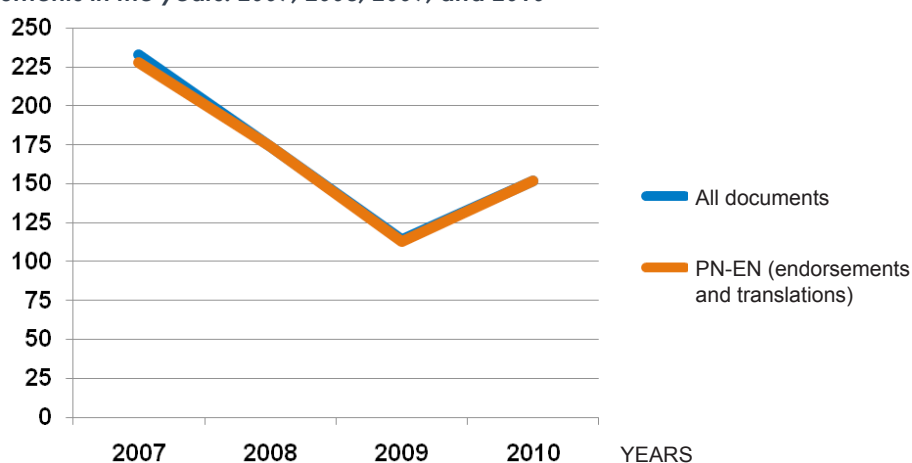
Employees of the Environmental Protection Sector, acting as PKN representatives, have taken part in the work of the following bodies: Coordination team concerning the multi-year programme „Improvement of labour safety and security”, the Interministerial Commission for the Highest Allowable Concentrations and Intensities of Harmful Factors in the Workplace, and the Social Responsibility Team of the Ministry of Economy.

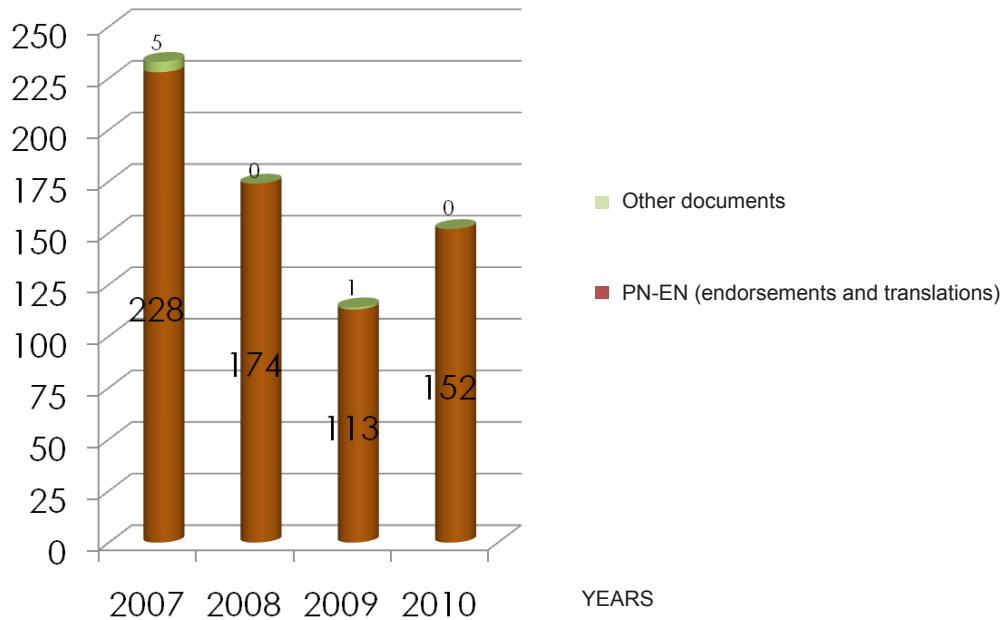
## Light Industry Sector

*Number of standards and additional standardization documents, published in: 2007, 2008, 2009, and 2010*

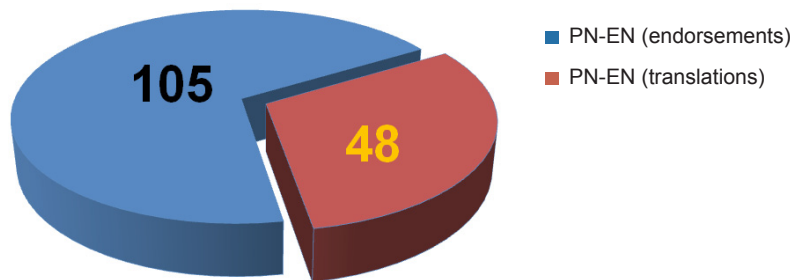
Standardization documents	2007	2008	2009	2010
PN-EN (translations)	132	88	34	47
<b>Total</b>	<b>228</b>	<b>174</b>	<b>113</b>	<b>152</b>
PN-ISO	5	0	1	0
PN, purely national	0	0	0	0
<b>Total (all documents)</b>	<b>233</b>	<b>174</b>	<b>114</b>	<b>152</b>

*Share of PN-ENs, their additional elements and transpositions of European documents, in all documents in the years: 2007, 2008, 2009, and 2010*





**All standards and additional elements published in 2010**



Transpositions of European Standards constitute 100 % of all published Polish Standards.

### Directions of change in the Sector in 2010

There were no significant changes in the scope of work of the SPL.

Other significant changes include the conversion to an electronic workflow, which involved a widespread rollout of the MKT application in the e-KT system, in order to promote tightening and expanding cooperation with and between KT representatives, not only in basic matters (voting, agreements), but also in other issues related to the submission of an electronic standard folder.

Furthermore, we are seeing the coming out of KT members, who are noticing benefits from actively participating in standardization activities at a national and European level (KT 2, KT 22, KT 25, KT 26) as well as slow interest in the financing of translation of standards into Polish language.

#### List of Technical Committees acting within the scope of the Sector:

- KT 2 concerning Sports and recreation
- KT 20 concerning Leather and Footwear
- KT 21 concerning Personal Protective Equipment
- KT 22 concerning Clothing

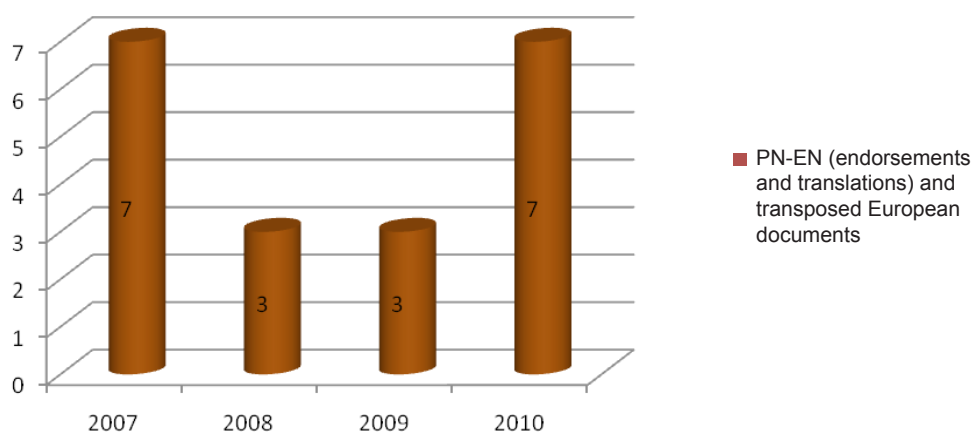
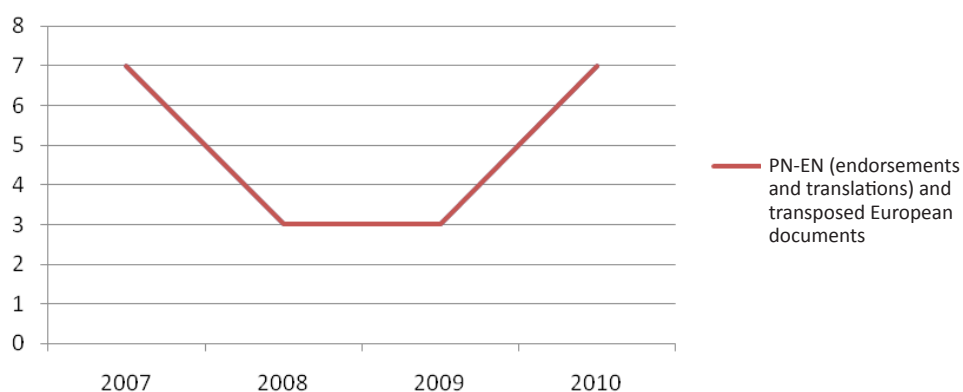
- KT 23 concerning Textile and Related Machinery
- KT 24 concerning Textile Raw Materials
- KT 25 concerning Pulps, Paper, Board and Their Products
- KT 26 concerning Textiles and Textile Products
- KT 27 concerning Floor Coverings and Burning Behaviour of Textile Products
- KT 107 concerning Technical Textiles
- KT 142 concerning Geosynthetics
- KT 237 concerning Articles for Babies and Young Children and Safety of Toys



## Services Sector

**Number of standards and additional standardization documents, published in: 2007, 2008, 2009, and 2010**

Standardization documents	2007	2008	2009	2010
PN-EN (translations)	4	0	1	3
CEN documents	1 (endorsement)	0	0	0
<b>Total (all documents)</b>	<b>7</b>	<b>3</b>	<b>3</b>	<b>7</b>



Transpositions of European Standards constitute 100 % of all published Polish Standards.



## Directions of change in the Sector in 2010

The Services Sector is a new organizational unit of PKN, established in 2010. Its subject scope is still being worked out. At present, we are attempting to promote participation amongst companies tightly related to services (such as plastic surgery, disinfection and deratization, event organization, expertise services, chiropractor services, care homes). We are expecting that these activities will result in the establishment of Technical Committees and other technical bodies of PKN, which will actively participate within the scope of CEN.

In 2010, upon the transition to the electronic workflow, representatives of the KT concerning Post, began to exchange documents through the „TC Module“ application of the e-KT system.

### List of Technical Committees acting within the scope of the Sector:

KT 259 concerning Post

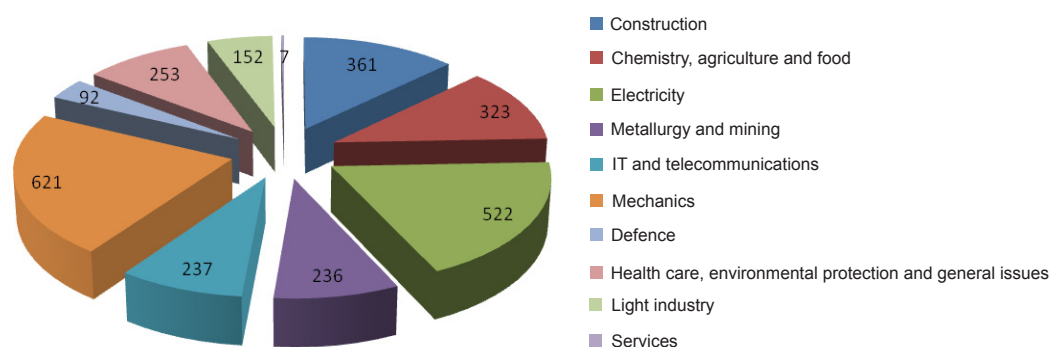
## COLLECTIVE INFORMATION

### Number of approved/published Polish Standards, additional elements, and Polish standardization documents, by subject, for 2010\*

Subject	Number of approvals	Number of publications
Construction	284	361
Chemistry, Agriculture and Food	306	323
Electricity	457	522
Metallurgy and Mining	216	236
IT and Telecommunications	243	237
Mechanics	534	621
Defense	87	92
Health Care, Environmental Protection and General Issues	244	253
Light Industry	153	152
Services	5	7
<b>Total</b>	<b>2529</b>	<b>2804</b>

\* Number of approvals provides an image of the work done by the KT and the Sector its cooperating with in 2010; the number of publications shows how many standards and other standardization documents provided to the users in 2010 (contains parts on standards/documents approved in 2009 and the standards and documents approved in 2010 and published in 2010).

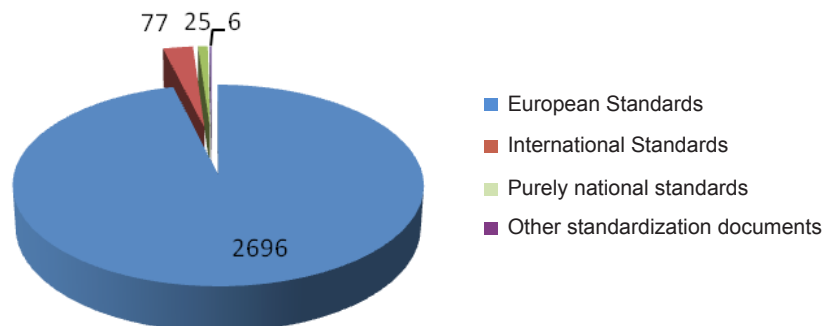
### Publications in 2010





**Number of standards and additional elements published in 2010, divided into types of documents**

European Standards	International Standards	Purely national standards	Standardization documents
2696	77	25	6



Work concerning the introduction of EN/DN (in both Polish and original language) constituted 97 % of standardization items planned for approval in 2010 and 96 % of publications in 2010.

**Withdrawal of standards**

The 936 PNs were withdrawn without substitution due to being outdated or conflicting with the ENs, including 835 PNs due to a periodic review of purely national PNs, as well as PNs transposing International Standards.





**EXTERNAL RELATIONS**

## EXTERNAL RELATIONS

### INTERNATIONAL RELATIONS

Within the scope of activity on the international forum, the Polish Committee for Standardization cooperates with international and European standards organizations, as well as coordinates cooperation on the realization of contracts and bilateral agreements made with the standards bodies from other countries.

By fulfilling its tasks resultant from the participation in standards organizations: IEC – International Electrotechnical Commission, ISO – International Standardization Organizations, CEN – European Committee for Standardization, CENELEC – European Committee for Electrotechnical Standardization, ETSI – European Telecommunications Standards Institute, PKN continues to provide Polish customers with the ability to participate in standardization at in the European and international levels, through:

- **Submission of experts to working groups developing draft standards**

At present, 72 experts participate in the work of 117 IEC Working Groups, 97 experts participate in the work of 121 ISO Working Groups, 204 experts participate in the work of 252 CEN Working Groups, 12 experts participate in the work of 12 CENELEC Working Groups. In total, customer representatives participate in the work of 520 Working Groups.

- **Voting and review of working documents**

In 2010, the number of reviewed document was: 1028 – IEC, 2388 – ISO, 2350 – CEN, 803 – CENELEC and 132 – ETSI, respectively. Total: 6701 documents.

- **Participation in meetings**

In 2010, delegates participated in 65 meetings of working bodies of European and international standards organizations, including: 6 IEC meetings, 31 ISO meetings, 22 CEN meetings and 6 CENELEC meetings. Furthermore, representatives of PKN took active part in the work of management bodies of these organizations and participated in the following sessions: 74<sup>th</sup> IEC General Meeting, 33<sup>rd</sup> ISO General Assembly, 53<sup>rd</sup> ETSI General Assembly, 6<sup>th</sup> Annual Meeting of CEN-CENELEC, meetings of Administrative Boards (CA) and Technical Boards (BT) of CEN and CELEC, CEN Certification Board and their working groups.

PKN, by actively participating in the work of standards organizations, conducts or supervises the work of technical secretariats of ISO and IEC (ISO/TC 98, ISO/TC 98/SC 2, ISO/TC 107/SC 7, ISO/TC 195, IEC/TC 27) and reporting secretariats of CENELEC (CLC/SR 7, CLC/SR 27, CLC/SR 90).

PKN has also carried out work related to the organization of an CEN-CENELEC Annual Meeting in June 2011 in Kraków.







## Activities related to Poland's membership in the EU

PKN has continuously cooperated with appropriate departments of central authorities, especially those of the Ministry of Economy, on the activities related to technical policy and standardization, and with the Ministry of Foreign Affairs in the scope related to bilateral cooperation.

PKN has continued its cooperation with the Committee for Technical Standards and Regulations (a Permanent Committee of Directive 98/34 composed of representatives appointed by Member States) in a part pertaining to standardization. We have coordinated activities aiming to prepare Poland's position on the documents discussed during the meetings, and in consultations by correspondence. The representative of PKN participated in Committee hearings and the meetings of the Committee with the participation of representatives of national standards bodies.

Within the scope of cooperation with the European Commission, a PKN representative took part in the activities of the Senior Officials Group for the Standardization and Conformity Assessment Policy by the Directorate General for Enterprise and Industry.

On September, a meeting with the members of the European Parliament, initiated by PKN, was held. During this meeting, PKN representatives have held a number of talks with the members of the Internal Market and Consumer Protection Commission of the European Parliament, aiming to present the position of PKN concerning the IMCO report on the future of European Standardization. Commission members received a document prepared by PKN in agreement with the standards bodies of other countries (Lithuania, Latvia, Estonia and Germany).

## Bilateral cooperation

During 2010, PKN conducted active bilateral cooperation with standards bodies of other countries, including the Lithuanian Standards Board, Gosstandard of the Belarussian Republic and BelGISS, the German Institute for Standardization, German Commission for Electrical, Electronic and Information Technologies of DIN and VDE, the Agency for Standardization, Metrology and Certification of Uzbekistan, the State Committee of Ukraine on Technical Regulation and Consumer Policy and others.

Within the scope of bilateral cooperation:

- An annex to the agreement with BelGISS concerning the rights to the use of Polish Standards, the delivery of such in the form of files, and the sales of such in the form of paper copies was signed;
- The agreements with the State Committee for Standardization of the Republic of Belarus and the German Standardization Institute (DIN) have been renewed;
- Plans for the realization of agreements with the State Committee for Standardization of the Republic of Belarus, and the State Committee of Ukraine on Technical Regulation and Consumer Policy were signed;
- The Polish Committee for Standardization and the Agency for Standardization, Metrology and Certification of Uzbekistan have also signed a cooperation agreement.

In 2010, PKN conducted bilateral talks with the representatives of Belarus, Ukraine, Moldova, Uzbekistan, Azerbaijan and Egypt, to specify the conditions for cooperation between PKN and the national standards bodies of these countries. These talks resulted in the conclusion of appropriate agreements with the Agency for Standardization, Metrology and Certification of Uzbekistan, and the preparation of draft framework agreements with the Egyptian Organization for Standardization and Quality, the National Institute

of Standardization and Metrology of the Republic of Moldova, and the State Committee on Standardization, Metrology and Patents of the Republic of Azerbaijan. In September 2010, as part of the initiative to promote PKN on the international arena, we have held the Baltic Standards Forum, and the representatives of PKN took part in numerous seminars and sessions, such as those of the Polish and Belorussian Economic Forum „Good Neighbourship”.



## NATIONAL ACTIVITY

The Polish Committee for Standardization conducts activity pertaining to the dissemination of knowledge and promotion of standardization amongst various professional and social groups. PKN not only actively participates in conferences, seminars and other events – it initiates many undertakings itself.

PKN has held 10 informational and educational meetings, with the participation of representatives of state administration, the entities acting for the benefit of Polish entrepreneurs, entrepreneurs, regional economic organizations, self-governments, educational personnel, and students. In 2010, approximately 600 people took part in conferences, seminars and meetings co-organized by PKN.

Representatives of PKN actively participated in 7 other conferences, trade shows, seminars, festivals, fora etc. held by other entities.

To promote teaching of standardization, PKN has released standards to the construction school in Katowice, as well as to Warsaw’s vocational schools, acting through the Education Office of the capital city of Warsaw.

PKN has been promoting sales of standards and standardization-related publications through advertisements in industry media, the monthly magazine „Wiadomości PKN. Normalizacja” and through advertisement banners on the PKN website. Promotion of training courses mainly involved the publication of advertisements in electronic media and industry press.

In 2010, PKN conducted public relations activities, which involved, among other things, cooperation with the media (initiation of article publications, interviews in nationwide and industry media), patronage of conferences held by other institutions, and the implementation of the PKN Visual Identification System. Furthermore, a website subpage dedicated to territory self-governments and their subordinate units has been created.

### **M**onthly magazine „Wiadomości PKN. Normalizacja”

In 2010 PKN has published 12 issues of the monthly magazine „Wiadomości PKN. Normalizacja”, wherein articles concerning the activities of PKN and standards work in Poland, EU and in the world were published. Substantive articles, concerning standardization in important fields of the economy were presented in each issue. It is worth noting that the magazine contains a block of articles concerning civil security and publications related to the energy management system. Furthermore, the „yellow section”, which is the integral part of the magazine, presents the results of standards work, namely the schedule: of published and withdrawn PN standards, PN draft standard undergoing a public enquiry, PN standards planned for withdrawal, International Standards, as well as CEN and CENELEC standardization documents. The PKN monthly magazine is a trustworthy and reliable source of information, a requirement for standardization activity.







## IT

In 2010 PKN began implementing the project entitled „The e-Norma Portal in the Polish Committee for Standardization – Part II”. This project is currently on the reserve list of the Innovative Economy Operational Programme 2007 – 2013, priority axis 7. Information society – construction of electronic administration.

The goal of this project of the Polish Committee for Standardization is to launch a nationwide Polish e-Norma Portal.

Within the scope of the Portal, in 2010 we have begun implementing the following subprojects:

- „Resource virtualization” – the subproject involves construction of the XML dialect, construction of the technical infrastructure for virtualization, the data repository and exchange of standardization resources for a structural fulltext database.

The implementation of this subproject has been split into three stages:

Stage I – Technical design;

Stage II – Pilot programme;

Stage III – Implementation.

In 2010, Stages I and II were completed.

- "Polish Standardization Resource Portal" – a full version of a secure corporate portal, offering access to all services and products.

The implementation of this subproject has been split into four stages:

Stage I – Technical design;

Stage II – Delivery of hardware and software;

Stage III – Performance and implementation of the System

Stage IV – Service.

In 2010, Stage I was completed.

Furthermore, acting within the scope of IT investments (excluding the Portal), PKN has expanded and modernized the IT infrastructure.

The following tasks were performed:

a) modernization of the server room;

b) implementation of a modern backup system;

c) purchase of software, hardware and peripherals;

d) implementation of the electronic system for inventory of fixed assets.





**PKN PRODUCTS AND SERVICES**



# PKN PRODUCTS AND SERVICES

## SALES OF STANDARDS, OTHER PRODUCTS AND LICENSES

In 2010, the total gross value of sales of standardization products amounted to 11,881,807 PLN for 136,750 items.

The following table presents information on a number of items and gross sales value of Polish standardization documents (PN and PKN) separated into sectors and types.

*Schedules of sales of Polish standardization documents (PN and PKN) in 2010 split into sectors*

SECTOR	PN-EN	PN-ISO	Purely national	Others	Total (pcs.)	Gross value (PLN)
SBD	20781	319	4563	235	25892	2111441,87
SCR	11212	1456	2762	310	15740	928204,08
SEL	12533	6	788	3673	17000	1532568,18
SHG	10358	344	1473	51	12226	936184,19
SIT	2314	1706	112	24	4156	626768,31
SMC	19586	919	2135	71	22711	1716217,66
SOB	204	26	117	3	350	16698,77
SOŚ	14670	3125	2840	546	21181	2443201,38
SPL	4017	85	343	11	4456	251842,34
SUS	33	0	17	0	50	7776,97
Total	95708	7986	15150	4924	123762	10570903,75

Gross sales value of remaining Polish standardization documents equals 161,193 PLN for 10,439 items.

The gross sales value of international and foreign documents equals 879,136 PLN for 2,549 items.

Gross sales value for specialist information services amounts to 77,232 PLN.

## SALES OF SERVICES: STANDARDIZATION TRAINING COURSES, BRANDING WITH THE MARK OF CONFORMITY TO THE POLISH STANDARD (PN), AND PROVISION OF SPECIALIZED INFORMATION

### Standardization training courses

In 2010, the Polish Committee for Standardization held 24 open training courses concerning the wide scope of standardization, in which a total 262 persons had taken part. The subject matter of these training courses covered, among other things, basics of standardization, management system, voluntary certification, accreditation of laboratories and standardization in construction, cosmetic industry and toy industry.

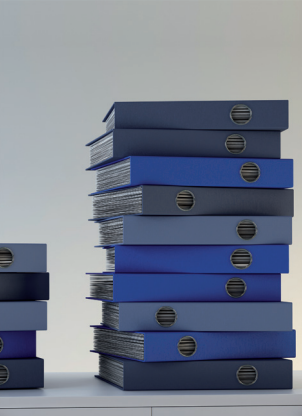
### Certification of products for PN Mark and Keymark

- Certification Bodies with the approval of the PKN President
  - number for January 1, 2010 – 2
  - number for December 31, 2010 – 3

Signed authorization for PCBC S.A. Gdańsk branch.

- PN certificates:
  - number for January 1, 2010 – 5
  - number for December 31, 2010 – 6





One PN standard certificate was issued (through JCW – EMAG Katowice).

- Keymark Certificates:
  - number for January 1, 2010 – 0
  - number for December 31, 2010 – 3

Accredited unit to SDG-5 (COBRPIB Katowice) issued three first Keymark certificates of conformity.

Certification revenues:

In 2010, the total value of certification revenues amounted to 5,495.72 PLN gross (4,504.69 PLN net).

- The decision of the Council of Ministers of December 23, 2002 on the issuance and use of the Mark of Conformity to the Polish Standard (PN), was amended. The decision on such amendment was notified to the European Commission on April 23, 2010 through a document No. 2010/0246/PL (Dz. U. [OJ] No 241, item 2077 as amended) Dz. U. [OJ] No. 198, item 1316.).

- PKN has developed the manual and program of performance of an SZBI audit by PKN as the second party.

- Five applications for product certification were accepted, and the proceedings related to product certification in accordance with QMS PKN procedures have been commenced. These proceedings are in various levels of completion, due to the actions of submitting entities (the necessity to supplement the application, perform studies of the product and deliver the report from these studies etc.).

Certification for conformity to the Polish Standards, and the granting of a certificate from PKN or an approved Certification Body – JCW, along with the right to use this mark of voluntary certification and put this mark on the product, depends on the needs of consumers and the will to fulfill these needs.

Due to the general crisis on the market, and the cautious attitude of commercial entities in performing actions, which exceed legal requirements, which are inherently obligatory, in 2010 we have noted little interest of these entities in voluntary certification with the Mark of Conformity to the Polish Standard (the PN Mark), although a slow increasing trend has been noted. However, the interest does not transfer directly to the number of submissions or decisions concerning the continuations of proceedings.

Consumers play a large role in this process, by making choices on the market. A conscious consumer is interested in certificates issued for products, services, processes, or systems offered by the entities, their production and delivery methods, and their operation. The consumer should know the importance of the knowledge that the PN certificate issued by PKN not only does relate to the conformity of a set of specifications of the standard. It is should also be known that during the term of validity of this certificate, PKN continues to supervise and monitor the certified entity's ability to ensure the quality and safety during the production/delivery/operation of the certified item. Dissemination of this knowledge to as many consumers as possible will undoubtedly transfer into demand for the PN certificate on market.

Furthermore, it is important that the JCW see the PN certificate and the PN Mark as part of promotional activities in Europe and in the world. The PKN logo and the PN symbol assigned to the Polish Standard (PN), a unique feature of PKN – the recognized national standards body – is commonly known on the international forum. The JCW logo placed on the PN standard supports the promotion of the JCW, especially on the common European market.

## PUBLISHING ACTIVITY

Publishing work related to the publication of PKN books aims to prepare documents and standardization documents in an electronic format (model PDF file), enabling their dissemination in any form:

- paper edition – instant on-demand printing;
- PDF file – direct download by the user from an on-line store;
- PDF recorded on a CDR – in a ready-made set of subjects or one specified by the customer.

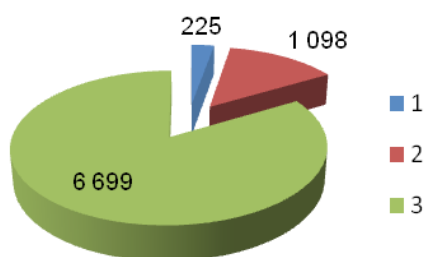
### • Polish Standards and Standardization Documents

In total, the collection of PNs and DNs in electronic format has been expanded by 8,022 PN/DN PDF files – to be used in sales and standardization work, including:

- archival PNs from before 1997 have been scanned and prepared;
- 1,098 PNs/DNs in PDF files were typesetted, published and prepared, including purely national and translated standards (including 308 approved in 2009, 750 approved in 2010 and 40 National Annexes to Eurocodes, with 5 to Eurocodes from 2010). 68 PNs/DNs approved between November 29, 2010 and December 31, 2010 remain to be published in 2011;
- PKN has achieved the following quality indicator: average time of publication of purely national and translated PN/DN standards, measured in days from the approval date to the publishing date of the PN standard – a total of 44 calendar days.
- PKN has prepared PDFs containing 6,699 PNs/DNs transposing ENs in their original language, through endorsement, including 1,706 standards approved in 2010 and 4,993 approved between 2002 and 2008.
- PKN has achieved the following quality indicator: average time for release of Polish Standards transposing the ENs through endorsement, measured in days from the approval date to the availability date of the PDF file – 3 calendar days.

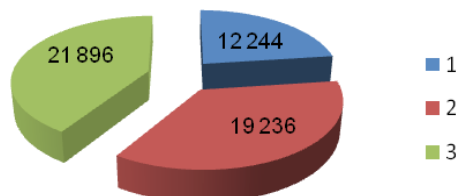
#### Growth of the repository of PNs and DNs in PDF format in 2010

Type of document	Number of PNs/DNs in PDF format
1 PNs published before 1997	225
2 PNs and DNs, both purely national and translated, published in 2010	1098
3 PNs and DNs transposing the ENs in their original language, by way of endorsement	6699
<b>Total</b>	<b>8022</b>

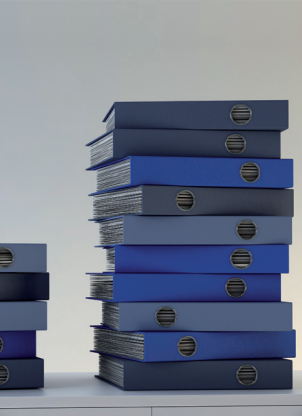


#### Repository of PNs and DNs in PDF format (as of December 31, 2010)

Type of document	Number of PNs/DNs in PDF format
1 PNs published before 1997	12244
2 PNs and DNs, both purely national and translated, published between 1997-2010	19236
3 PNs and DNs transposing the ENs in their original language, by way of endorsement	21896
<b>Total</b>	<b>53376</b>







- **Other PKN Publications**

The following books have been published for dissemination in paper and electronic format:

### *Certification in IT*

This study outlines, among other things, the requirements for certification of an Information Security Management System to the PN-ISO/IEC 27001, and certification within the scope of IT service management to PN-ISO/IEC 20000-1 and PN-ISO/IEC 20000-2. It contains a glossary and a schedule of standards related to information security and IT services.



### *Standardization*

The study contains information on the basics of standardization, standardization activity, the role of standardization in management systems, conformity assessment, certification and relations to the law. This publication was created for college staff, as teaching aid designed to help in the development of their own curricula, and for students, as inspiration to discover and extend one's knowledge in this scope in professional work.









## FINANCES

### FINANCIAL ACTIVITY OF THE PKN

#### Implementation of the financial plan

The following provide a legal basis for the management of the financial economy of PKN:

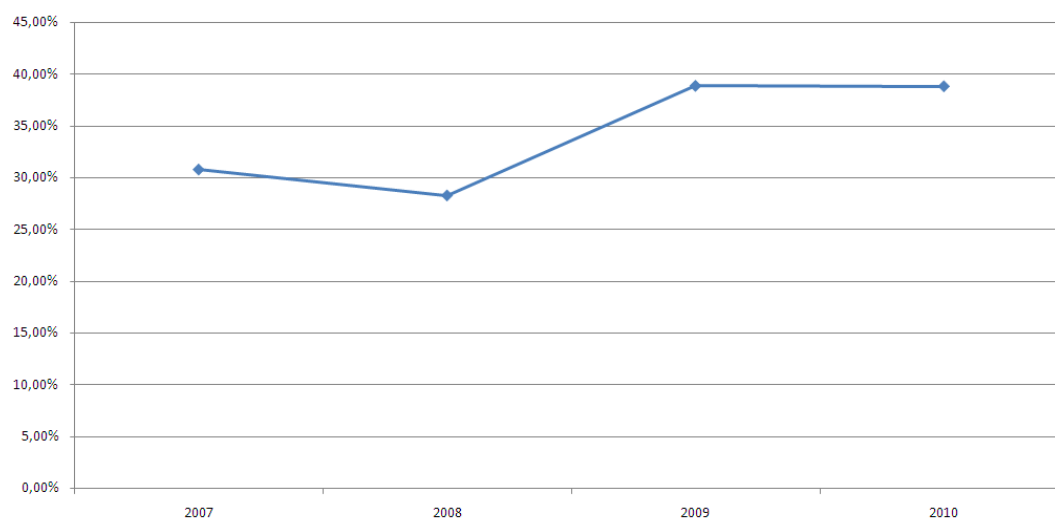
- Act of September 27, 2009 on Public Finances (Dz. U. [OJ] No 157, item 1240) with executive acts;
- Decision of the Minister of Finances of July 5, 2010 on the extraordinary rules of accounting, and the plans for accounts of the state budget, budgets of territorial self-government units, budget entities, self-government budget facilities, state purpose funds and state budget entities, which have their seat outside the borders of the Polish Republic (Dz. U. [OJ] No 128, item 861);
- Decision of the Minister of Finances of March 2, 2010 on the detailed classification of revenue, expenses, profits and expenditures, as well as funds from foreign sources (Dz. U. [OJ] No 38, item 207);
- Decision No. 2 of the PKN President of January 2, 2010 on the introduction of accounting rules (policy) in the Polish Committee for Standardization;
- Decision No. 1 of the PKN President of January 2, 2010 on the introduction of financial instructions and management supervision in the Polish Committee for Standardization:

In 2010, the yearly Plan approved by the PKN President constituted a basis of the financial economy. This plan included budget expenses and profits, and the extrabudgetary economy.

*Profits and expenses in years 2007 and 2010; amounts in thousands of PLN*

	Rok			
	2007	2008	2009	2010
Profits (D)	9638	9484	11941	12147
Expenses (E)	31293	33517	30721	31283
D/E	30,80%	28,30%	38,87%	38,83%

*Percentage of own profits in general expenses between 2007 and 2010*



Budgeted profits of PKN are non-taxed profits, and pertain to chapter 75002 – Polish Committee for Standardization.

PKN obtains its profits from the following sources:

**Amounts in thousands of PLN**

Item No.	Specification	Implement- -ation of the year 2009	Plan for 2010	Implemen- -ation of the year 2010
1	Revenues from the sales of Polish Standards and own publications of PKN (such as translations of ISO/IEC guides, commentaries to the standards, „Standardization” guide) and the informational activity of the PKN: specialized standardization informations service	11462	11597	11251
2	Receipts from various profits	261	16	126
3	Sales of assets	14	0	23
4	Payments of own revenues	63	0	684
5	Receipts earned from lease	142	187	63
<b>Total</b>		<b>11942</b>	<b>11800</b>	<b>12147</b>

Revenues of the PKN realized in 2010 amounted to 12,147 000 PLN – 102,94% of planned revenues. These revenues had been planned and achieved in one department 750 – Public administration and chapter 75002 of PKN. These revenues were lower than their projections by 346 000 PLN, and lower than the results for 2009 by 211 000 PLN.

Receipts from various revenues in 2010 were higher than the projections by 110 000 PLN, and lower than the results of 2009 by 135 000 PLN.

Plan of budget expenses in accordance to the budget act for 2010 amounted to 32,810 000 PLN.

**Implementation of the expense plan in 2010 (in thousands of PLN)**

Planned amount of expenses	Expenditures	Unused
32810	31283	1527
100,0%	95,35%	4,65%

In 2010 PKN used less funds than planned, by 259 000 PLN. Implementation of the ongoing expenditures was lower from the plan by 1,268 000 PLN.







**SUMMARY**

## SUMMARY

The data presented in this report demonstrates a consistent performance of goals adopted by Strategy of the Polish Committee for Standardization for the years 2009 - 2013. PKN has implemented many new solutions, thanks to which it may be viewed as one of the most modern and computerized institutions in the country. Especially noteworthy is the reconstruction of PKN organizational structure, which was performed to increase the operational efficiency, and ensure quicker reactions to the needs of communities related to the voluntary certification system, as well as its supporting IT tools (such as the KT Module, or the e-Norma Portal).

PKN remained very active on the domestic and international stages, holding meetings, conferences and training; participating in work of international and European standards organizations, and establishing cooperation with new partners.

In terms of finances, PKN has achieved a considerable (in comparison to the previous year) increase in revenues from the development of standards.

Year 2010 will forever remain in the history of PKN as the year of establishment of the Polish Standardization Day on May 20. This event is meant to promote the idea of standardization, emphasize the benefits brought to the community by the use of standards, and to honor all people and entities participating in the standardization system.

These and other actions give us reason to conclude that subsequent years will be equally satisfying.



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