

	OPERATIONAL DOCUMENT	ECS 040 Annex 1
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Flowchart about the application and preparation of EN addendum TRFs

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Preparation of European Test Report Forms

- **Target:**

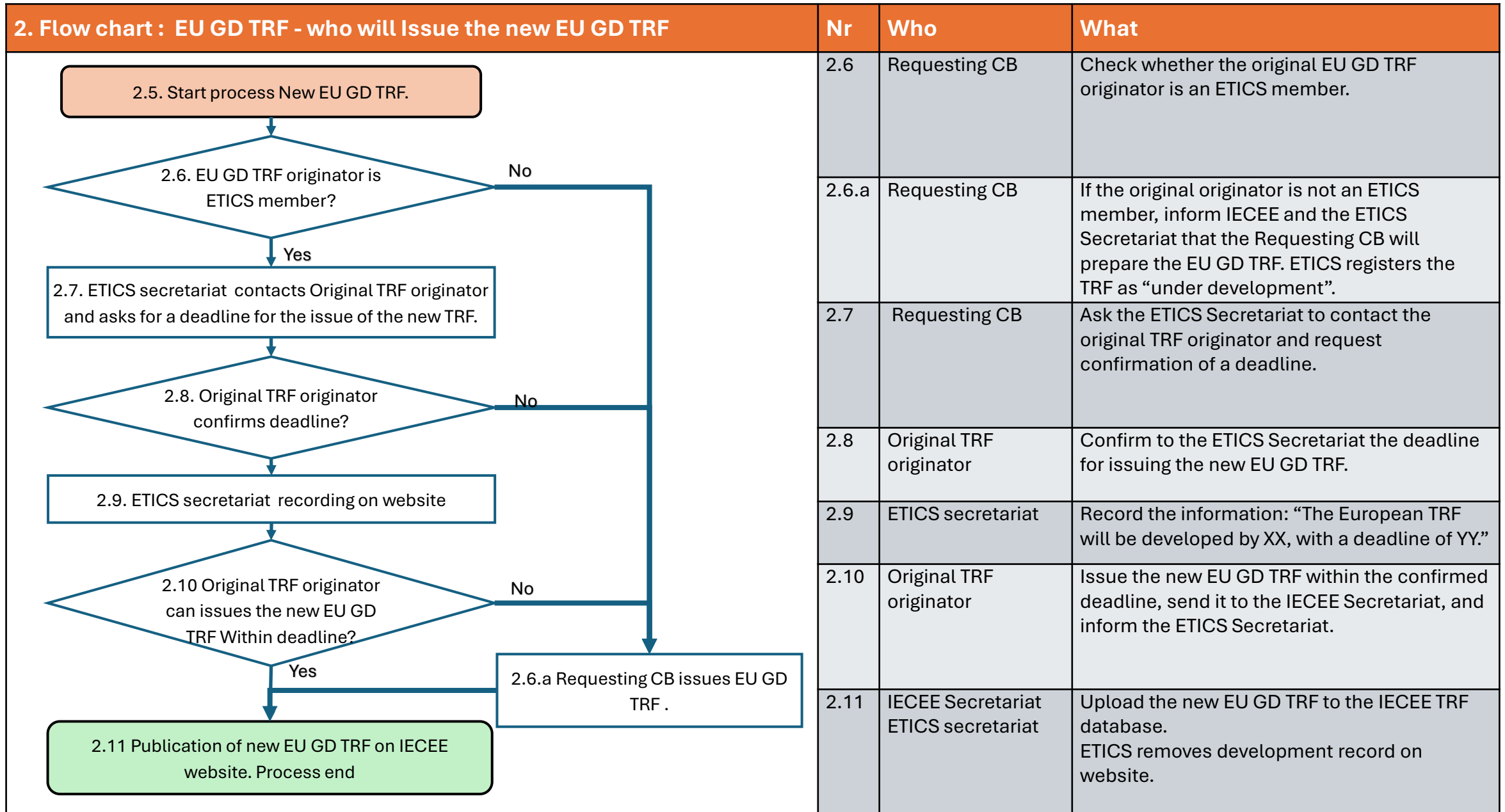
- The process described in OD ECS 040, covers the preparation of European Test Report Forms (EU TRF) based on EN standards or ETICS-specific EPRS or ERS specification.
- At the end of every process the new EU TRF will be published on the IECEE or ETICS website.
- The process contains one initial decision step and leads to three possible types of European TRFs
 - EU GD TRF
 - EN TRF
 - ETICS-specialized TRF

Preparation of European Test Report Forms

1. **Process selection.** Determines which TRF process applies.
2. **EU GD TRF:** this process applies when an IECEE TRF already exists.(Orange flow chart)
3. **EN TRF:** this process applies when an IECEE TRF doesn't exist.(Yellow flow chart)
4. **ETICS-specialized TRF:** this process applies when it doesn't concern an EN standard but an EPRS or an ERS specification.
(Yellow flow chart)

1. Flow chart: "Process selection"		Nr	Who	What
<pre> graph TD Start([1. Start process selection.]) --> D1{2. The IECEE TRF exists.} D1 -- Yes --> 2a[2.a Go to Start process New EU GD TRF (2.1).] D1 -- No --> D2{3. TRF concerns EN standards?} D2 -- Yes --> 3a[3.a. Go to Start process EN TRF (3.1).] D2 -- No --> 4[4. Go to Start process ETICS specialized TRF. (3.1)] </pre>		1	Requesting CB	How to decide which process to follow to issue a new EU TRF.
		2	Requesting CB	Check on the IECEE website whether an IECEE TRF exists and is available. If available, use the CENELEC IEC reference of the EN standard.
		2.a	Requesting CB	If an IECEE TRF exists, start the process (2.1) "New EU GD TRF".
		3	Requesting CB	If no IECEE TRF is available, verify whether the TRF concerns an EN standard (typically HAR standards).
		3.a	Requesting CB	If the TRF concerns an EN standard, start the process (3.1) "EN TRF".
		4	Requesting CB	If the TRF does not concern an EN standard but an EPRS or ERS specification, start the process (3.1) "ETICS Specialized TRF".

2. Flow chart: EU GD TRF Investigation process whether EU GD TRF is necessary to prepare		Nr	Who	What
<pre> graph TD Start([2.1 Start investigation process.]) --> D22{2.2 Actual EN standard available (CENELEC).} D22 -- No --> End22a([2.2.a EU GD TRF cannot be prepared. Process end.]) D22 -- Yes --> D23{2.3 EU Deviation (A11) is available (CENELEC).} D23 -- No --> End22a D23 -- Yes --> D24{2.4. EU GD TRF is available (IECEE website).} D24 -- Yes --> End24a([2.4.a No new EU GD TRF is necessary. Process end.]) D24 -- No --> End25([2.5. Start process New EU GD TRF.]) </pre>		2.1	Requesting CB	For scope extensions or the first project of a new edition, the CB must investigate which TRF is required.
		2.2	Requesting CB	Check on the CENELEC website whether the EN standard is available (e.g. EN 60598-2-11:2021).
		2.2.a	Requesting CB	If the EN standard is not available, or if the EN version differs from the IEC version (meaning no A11 amendment exists), an EU GD TRF cannot be prepared. Process end.
		2.3	Requesting CB	Check whether an EN Deviation (A11) is available on the CENELEC website.
		2.4	Requesting CB	Check on the IECEE website whether an EU GD TRF exists for the IEC equivalent of the EN standard.
		2.4.a	Requesting CB	If an adequate EU GD TRF exists, no new TRF needs to be prepared. Process end.
		2.5	Requesting CB	Proceed to step 5: Start process “New EU GD TRF”.



3. Flow chart: Investigation process whether EN or ETICS specialized TRF is necessary to prepare	Nr	Who	What
<pre> graph TD A[3.1. Start investigation process.] --> B{3.2. Actual EN standard or EPRS exists?} B -- No --> C[3.2.a TRF cannot be prepared. Process end.] B -- Yes --> D{3.3. EN TRF or ETICS specialized TRF is available?} D -- Yes --> E[3.3.a New TRF is not necessary. Process end.] D -- No --> F[3.4 Start process New EN or ETICS specialized TRF.] </pre>	3.1	Requesting CB	For scope extensions or the first project of a new edition, the CB must investigate which TRF is required.
	3.2	Requesting CB	Check on the CENELEC website whether the EN standard exists (e.g. EN 60598-2-11:2021) or whether an EPRS/ERS specification exists.
	3.2.a	Requesting CB	If neither an EN standard nor an EPRS/ERS specification exists, it is not possible to prepare a TRF. Process end.
	3.3	Requesting CB	Check on the ETICS website whether a TRF already exists for the EN standard or the EPRS/ERS specification.
	3.3.a	Requesting CB	If an adequate TRF exists, no new TRF needs to be prepared. Process end.
	3.4	Requesting CB	Proceed to step 3.4: Start process “New EN or ETICS Specialized TRF”.

3. Flow chart : Who will Issue the new EN or ETICS specialized TRF	Nr	Who	What
<pre> graph TD 3.4([3.4. Start process EN or ETICS specialized TRF.]) --> 3.5[3.5. ETICS secretariat contacts original TRF originator and asks for a deadline for the New TRF.] 3.5 --> 3.6{3.6. Original TRF originator confirms deadline?} 3.6 -- Yes --> 3.7[3.7. ETICS secretariat records project on website.] 3.6 -- No --> 3.6a[3.6.a Requesting CB issues TRF.] 3.7 --> 3.8{3.8. Original TRF originator issues the new TRF within deadline?} 3.8 -- Yes --> 3.9([3.9. Publication of New EN or ETICS-specialized TRF on ETICS website. Process end.]) 3.8 -- No --> 3.6a </pre>	3.4	Requesting CB	Ask the ETICS Secretariat to contact the previous TRF originator and request a deadline.
	3.5	ETICS Secretariat	Contact the previous TRF originator and request confirmation of the deadline.
	3.6	Original TRF originator	Confirm to the ETICS Secretariat the deadline for issuing the new TRF.
	3.6.a	Requesting CB	If the original TRF originator does not confirm the deadline or cannot meet it, the Requesting CB will prepare the TRF.
	3.7	ETICS Secretariat	Record the information: “The European TRF will be developed by XX, with a deadline of YY.”
	3.8	Original TRF originator	Issue the new TRF within the confirmed deadline and send it to the ETICS Secretariat.
	3.9	ETICS secretariat	Upload the new TRF to the ETICS TRF database.