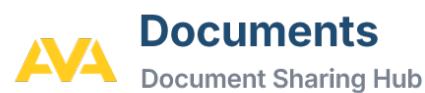


PAS 0:2022



BSI Standards Publication

Principles of PAS standardization



Publishing and copyright information

The BSI copyright notice displayed in this document indicates when the document was last issued.

© The British Standards Institution 2022

Published by BSI Standards Limited 2022

ISBN 978 0 539 17877 7

ICS 01.120

No copying without BSI permission except as permitted by copyright law.

Publication history

First published June 2012

Second edition August 2022

Contents

	Page
Foreword	II
1 Scope	1
2 Normative references	1
3 Terms and definitions	1
4 Principles of standardization	3
4.1 Context and purpose	3
4.2 BSI	4
4.3 Application of PAS standards	5
4.4 Transparency	6
4.5 Disclosure of documents to nominating organizations and employers	6
5 Overview of PAS standards	6
5.1 Principles	6
5.2 Features of a PAS	7
5.3 Relationship with other BSI standardization activities	7
5.4 Authorship and content	8
5.5 Consensus	8
5.6 Disputes	8
5.7 Legal issues	8
6 PAS development process	9
6.1 Project inception	9
6.2 Contract	9
6.3 Project development	9
6.4 Maintenance	12
7 Roles and responsibilities	13
7.1 BSI	13
7.2 BSI employees	13
7.3 BSI project managers	14
7.4 Conduct	14
7.5 Sponsor	14
7.6 Technical author	15
7.7 Steering group	15
7.8 Review panel	15
7.9 BSI committees	16
8 Content and drafting of a PAS	16
8.1 Principles	16
8.2 Relationship with the law	16
8.3 Drafting	17
8.4 Types of PAS	17
8.5 Intellectual property rights (IPR)	18
Bibliography	20

Summary of pages

This document comprises a front cover, an inside front cover, pages I to IV, pages 1 to 20, an inside back cover and a back cover.

Foreword

Publishing information

The development of this PAS was facilitated by BSI Standards Limited and it was published under licence from The British Standards Institution. It came into effect on 31 August 2022.

The Steering Group was composed of BSI employees.

Acknowledgement is given to the members of a wider review panel who were consulted in the development of this PAS.

The British Standards Institution retains ownership and copyright of this PAS. BSI Standards Limited, as the publisher of the PAS, reserves the right to withdraw or amend this PAS on receipt of authoritative advice that it is appropriate to do so. This PAS will be reviewed at intervals not exceeding two years.

This PAS is not to be regarded as a British Standard.

The PAS process enables a standard to be rapidly developed in order to fulfil an immediate stakeholder need. A PAS can be considered for further development as a British Standard, or constitute part of the UK input into the development of a European or international standard. PAS 0 is unique in that it is the governance document for the development of PAS standards, and it will therefore not be developed as a British Standard, or European or international standard.

Supersession

This PAS supersedes PAS 0:2012, which is withdrawn.

Information about this document

This is a full revision of the standard, and introduces the following principal changes:

- alignment of content with BS 0:2021 and BSI Flex 0 v2.0:2022-08;
- introduction of a formal definition, with the term “PAS” used consistently throughout the document;
- revision of **8.5.2** on intellectual property rights. There is no radical alteration to BSI’s position regarding IPR, but it has been restated in a clearer fashion;
- clarification of roles and responsibilities; and
- added references to diversity and inclusion.

This publication can be withdrawn, revised, partially superseded or superseded. Information regarding the status of this publication can be found in the Standards Catalogue on the BSI website at bsigroup.com/standards, or by contacting the Customer Services team.

Where websites and webpages have been cited, they are provided for ease of reference and are correct at the time of publication. The location of a webpage or website, or its contents, cannot be guaranteed.

Presentational conventions

The provisions of this PAS are presented in roman (i.e. upright) type. Its principles are expressed as statements, or in sentences in which the principal auxiliary verb is “should”.

Commentary, explanation and general informative material is presented in smaller italic type, and does not constitute a normative element.

Where words have alternative spellings, the preferred spelling of the Shorter Oxford English Dictionary is used (e.g. “organization” rather than “organisation”).

Contractual and legal considerations

This publication has been prepared in good faith, however no representation, warranty, assurance or undertaking (express or implied) is or will be made, and no responsibility or liability is or will be accepted by BSI in relation to the adequacy, accuracy, completeness or reasonableness of this publication. All and any such responsibility and liability is expressly disclaimed to the full extent permitted by the law.

This publication is provided as is, and is to be used at the recipient’s own risk.

The recipient is advised to consider seeking professional guidance with respect to its use of this publication.

This publication is not intended to constitute a contract. Users are responsible for its correct application.

Compliance with a PAS cannot confer immunity from legal obligations.

1 Scope

PAS 0 sets out the principles for the development of a PAS and the principal features of the process by which PAS standards are developed.

PAS 0 does not discuss procedural detail.

2 Normative references

The following documents are referred to in the text in such a way that some or all of their content constitutes provisions of this document¹⁾. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.²⁾

[N1] BRITISH STANDARDS INSTITUTION (BSI). *Rules for the structure and drafting of UK standards*. London: BSI, 2017.³⁾

3 Terms and definitions

For the purposes of this PAS, the following terms and definitions apply.

3.1 British Standard of UK origin

British Standard developed within the UK

[SOURCE: BS 0:2021, 3.1.2]

3.2 PAS (pl. PAS standards)

standard (3.11) developed using the PAS development model

NOTE Bodies other than BSI also produce documents termed PAS.

3.3 committee

NOTE The term "committee" is used in this standard to refer to both BSI technical committees (3.3.1) and BSI subcommittees (3.3.2). It does not refer to any other administrative or governance committee of BSI.

3.3.1 technical committee (TC)

body, established and managed by BSI, responsible for a particular area of standards work

3.3.2 subcommittee (SC)

subordinate committee, established and managed by BSI, of a technical committee

¹⁾ Documents that are referred to solely in an informative manner are listed in the Bibliography.

²⁾ This clause, which contains standard wording used for all national, European and international standards, is intended to identify all other documents to which reference might need to be made in the application of this standard. In practice, it might be possible to apply this and many other standards without recourse to all or any such external references.

³⁾ Available at www.bsigroup.com.

3.4 conflict of interest

situation in which good faith, diligent, transparent and effective participation in the standards-making process, free from commercial bias and consistent with standardization principles, is or could be compromised owing to other activities, relationships or personal interests

NOTE It is understood that steering group members (other than those who are co-opted) represent the interests, aspirations and concerns of their respective nominating organizations.

[SOURCE: BS 0:2021, 3.1.9, modified – “committee members” changed to “steering group members”, reference to “individuals” in note deleted]

3.5 consensus

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

NOTE Consensus need not imply unanimity.

[SOURCE: ISO/IEC Guide 2:2004, definition 1.7]

3.6 intellectual property rights (IPR)

patents, rights to inventions, copyright, trade marks, domain names, designs, database rights, confidential information and similar rights anywhere in the world whether registered or unregistered along with the right to apply for protection of such rights

[SOURCE: BS 0:2021, 3.1.24]

3.7 nominating organization

organization or body that exists to serve and/or represent a defined group of stakeholders

3.8 review panel

targeted group of organizations, companies, committees or individuals that are invited to submit comments at public consultation stage

3.9 sponsor

party, or parties acting together, to support the development of a PAS under a contractual arrangement with BSI

NOTE The sponsor is not necessarily the proposer of the project.

3.10 stakeholder

individual or organization having a direct interest in the outcome of a standardization project

3.11 standard

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

NOTE Standards are based on the consolidated results of science, technology and experience, and aimed at the promotion of optimum community benefits.

[SOURCE: ISO/IEC Guide 2:2004, 3.2]

3.12 standardization

activity of establishing, with regard to actual or potential problems, provisions for common and repeated use, aimed at the achievement of the optimum degree of order in a given context

NOTE 1 In particular, the activity consists of the processes of formulating, issuing and implementing standards.

NOTE 2 Important benefits of standardization are improvement of the suitability of products (including services) and processes for their intended purposes, prevention of barriers to trade and facilitation of technological cooperation.

[SOURCE: ISO/IEC Guide 2:2004, 1.1]

3.13 standardization product

product published by BSI having broadly the character of a standard or part of a standard, or service provided by BSI to others to assist in the development of such products

NOTE Services in this context include scoping activities, landscapes, reports, research and base documents. They do not include certification or testing.

3.14 Standards Policy and Strategy Committee (SPSC)

policy committee established by the BSI Board to advise it as appropriate on matters of standardization policy and strategy and to oversee all work undertaken in BSI committees

[SOURCE: BS 0:2021, 3.1.34]

3.15 steering group

body, established and managed by BSI, responsible for a particular PAS

3.16 steering group member

person serving on a steering group

4 Principles of standardization

4.1 Context and purpose

4.1.1 Context

Standards provide a reliable basis on which common expectations can be shared regarding specific characteristics of a product, service or process.

4.1.2 Purposes

The purposes of PAS standards can include:

- a) facilitating trade, particularly in reducing technical barriers and artificial obstacles to international trade;
- b) supporting public policy objectives and, where appropriate, offering effective alternatives to regulation;
- c) providing a framework for achieving economies, efficiencies and interoperability;
- d) enhancing consumer protection, safety and confidence;
- e) supporting and defining good environmental, social and governance (ESG) practices;
- f) addressing climate change;
- g) supporting innovation; and
- h) enabling equality and inclusion.