

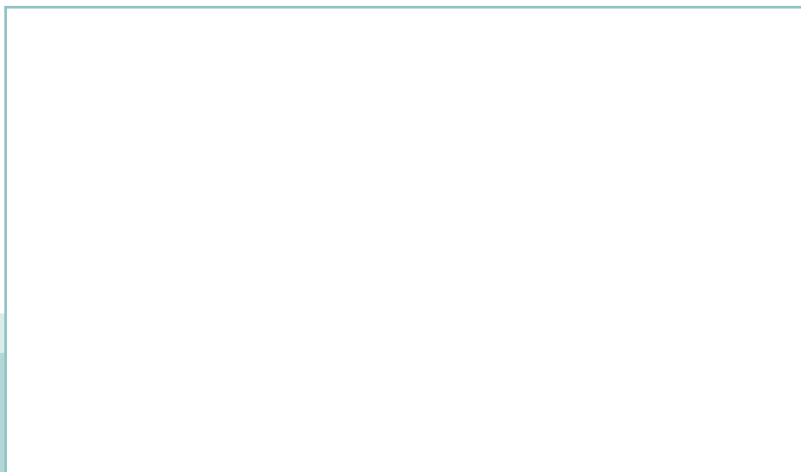
SVENSK STANDARD

SS-EN 16310:2013



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Engineering services – Terminology to describe engineering services for buildings, infrastructure and industrial facilities



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EUROPEAN STANDARD

EN 16310

NORME EUROPÉENNE

EUROPÄISCHE NORM

February 2013

ICS 01.040.03; 03.080.20

English Version

Engineering services - Terminology to describe engineering services for buildings, infrastructure and industrial facilities

Services d'ingénierie - Terminologie destinée à décrire les services d'ingénierie pour les bâtiments, les infrastructures et les installations industrielles

Ingenieurdienstleistungen - Terminologie zur Beschreibung von Ingenieurdienstleistungen für Gebäude, Infrastruktur und Industrieanlagen

This European Standard was approved by CEN on 7 December 2012.

CEN members are bound to comply with the CEN/CENELEC Internal Regulations which stipulate the conditions for giving this European Standard the status of a national standard without any alteration. Up-to-date lists and bibliographical references concerning such national standards may be obtained on application to the CEN-CENELEC Management Centre or to any CEN member.

This European Standard exists in three official versions (English, French, German). A version in any other language made by translation under the responsibility of a CEN member into its own language and notified to the CEN-CENELEC Management Centre has the same status as the official versions.

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Foreword

This document (EN 16310:2013) has been prepared by Technical Committee CEN/TC 395 “Engineering consultancy services”, the secretariat of which is held by AFNOR.

This European Standard shall be given the status of a national standard, either by publication of an identical text or by endorsement, at the latest by August 2013, and conflicting national standards shall be withdrawn at the latest by August 2013.

Attention is drawn to the possibility that some of the elements of this document may be the subject of patent rights. CEN [and/or CENELEC] shall not be held responsible for identifying any or all such patent rights.

According to the CEN/CENELEC Internal Regulations, the national standards organisations of the following countries are bound to implement this European Standard: Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, Former Yugoslav Republic of Macedonia, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Switzerland, Turkey and the United Kingdom.

Introduction

This European Standard contains a glossary of key words concerning engineering services, provided in the construction of buildings, infrastructure and industrial facilities. The glossary can contribute to the conditions for free competition and a level playing field for engineering service providers (including architects) in the European Community. It is intended to lower or remove the barriers that these providers are confronted with in cross border operations and co-operations due to different interpretations of relevant terms in different European countries. The terms that are incorporated in the glossary are in line with those developed by CEN/TC 395 for other industries.

Each construction project is managed through a series of stages and therefore staging is important for the management and assessment of engineering services. However, the standard stages in projects and related national plans of work of engineering service providers (including architects) differ from country to country and may also be subject to differences in legislation. For these reasons, it is not the intention of this standard to harmonise national plans of work. However, in cross border operations and co-operations it is important that all parties concerned have a common view on the actual staging and the engineering activities that take place within each stage. To facilitate this, some information about the stages in the life cycle of built assets is given in Annex A. This annex may offer a common reference framework onto which engineering service providers (including architects) can 'map' their project-specific scope of work in cross border projects, while the actual scope of work is to be specified in contracts.

1 Scope

This European Standard contains a glossary of terms, which can contribute to the conditions for free competition and a level playing field for engineering service providers (including architects) in Europe in the construction of buildings, infrastructure and industrial facilities.

The terminology in this European Standard aims at facilitating the cooperation between sectors and between countries in the field of engineering services. It is structured on the basis of "successive stages" of an operation of construction. It does not concern the description of the contents of the tasks to be performed, neither on their scheduling, nor on the actors concerned, which depend on the national context, the type, and of the importance of the work and its environment.

2 Normative references

The following documents, in whole or in part, are normatively referenced in this document and are indispensable for its application. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

EN 15643-3:2012: *Sustainability of construction works — Assessment of buildings — Part 3: Framework for the assessment of social performance*

3 Terms and definitions

For the purposes of this document, the following terms and definitions apply:

3.1 assessment appraisal judgment

ongoing process of gathering, analyzing and reflecting on evidence to make informed and consistent judgments (about the quality of a service, process or product)

Note 1 to entry: A related term is: control.

3.2 brief

written document that states the client's requirements for a construction project

[SOURCE: ISO 6707-2:1993]

3.3 building

construction work that has the provision of shelter for its occupants or contents as one of its main purposes; usually partially or totally enclosed and designed to stand permanently in one place

[SOURCE: ISO 6707-1:2004]

Note 1 to entry: See Annex B.

3.4 client

person or organisation that requires a building to be provided, altered or extended and is responsible for initiating and approving the brief

[SOURCE: ISO 6707-1:2004]

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Note 1 to entry: A related term is: customer, which is defined as an organisation or person that receives a product (see EN ISO 9000:2005).

**3.5
construction contracting**

specific form of procurement, where only the actual execution of the project on site is procured, including facilities and materials

Note 1 to entry: Related terms are: contractor prequalification/qualification, contractor surveys, calls for bids/tenders, technical bid tabulations, commercial bids tabulations, contractor selection, contract award.

**3.6
contract
binding agreement**

[SOURCE: EN ISO 9000:2005]

Note 1 to entry: No consensus in Europe exists about how and when a contract is legally binding, due to differences in legal requirements.

Note 2 to entry: A contract between an Engineering Service Provider (ESP) and a Client may include (references to) general conditions, project specific conditions, a specification of the ESP's scope of work in the project and financial arrangements.

**3.7
control**

management process in which the actual performance is compared with planned performance, the difference between the two is measured, causes contributing to the difference are identified and corrections are made to eliminate or minimise the difference to an acceptable level

Note 1 to entry: Related terms are: assessment, verification and validation.

Note 2 to entry: In addition to corrections, corrective actions may be taken to eliminate the cause of a detected nonconformity or other undesirable situation.

**3.8
cost
amount of money necessary for the attainment of a goal**

Note 1 to entry: Related terms are: project budget, target budget, cost in use, life cycle cost.

**3.9
cost in use
cost of running/operating a facility or product****3.10
engineering
intellectual activities necessary to define, design, produce, sustain and recycle a product, a process or a built asset****3.11
engineering services
intellectual tasks provided during one or all stages of the life cycle of a product, a process or a built asset by specialised professionals**

3.12**environmental aspect**

aspect of construction works, part of works, processes or services related to their life cycle that can cause change to the environment

[SOURCE: ISO 21931-1:2010]

EXAMPLE Use of energy and mass flow, production and segregation of wastes, water use, land use, emissions to air (examples added to the definition of environmental aspect in ISO 15392).

3.13**environmental impact**

any change to the environment whether adverse or beneficial, wholly or partially resulting from environmental aspects

[SOURCE: EN 15643-3:2012]

Note 1 to entry: Related terms are: durability, sustainability.

3.14**functioning**

working of an asset, equipment or product

Note 1 to entry: A related term is: performance.

3.15**client approval**

decision by the client to continue, change or terminate the project, on the basis of an assessment of (sub) stage results

3.16**handover**

step at which possession of the construction works is surrendered to the client upon completion with or without reservation

[SOURCE: EN 15643-4]

Note 1 to entry: A related term is: signing off (a contract).

3.17**industrial facility**

any fixed equipment and/or facility which is used in connection with, or as part of, any process or system for industrial production or output

Note 1 to entry: See Annex A.

3.18**infrastructure**

built facilities that are required in order to serve a community's developmental and operational needs, including e.g. roads, railroads, water ways, water and sewer systems, energy networks and data networks

Note 1 to entry: See Annex B.

3.19**life cycle**

all consecutive and interlinked stages in the life of the object under consideration

[SOURCE: ISO 15392:2008]