



لدول مجلس التعاون لدول الخليج العربية  
GCC Standardization Organization

# **GSO Technical Guide**

## **Stakeholder Engagement in GSO Standards/Technical Regulations Development**

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## Foreword

Based on the objectives of GCC Standardization Organization (GSO) to support the GCC economy and participate in elimination of the technical barriers to trade; and in accordance with the Customs Union Objectives, GSO approved many methods to achieve these objectives, including developing GCC Technical Regulations and Standard projects, as per the GSO technical guides. Therefore, the quality of the GCC standard content, and its applicability in GCC countries' environments, and in the common GCC market, is considered one of the major indicators to achieve GSO objectives.

The stakeholder engagement in developing the standards through the specialized technical committees is a practice followed by international, regional and national organizations (e.g. ISO, CEN, CENELEC, and ASTM, CODEX) \*. This practice aims at achieving the homogeneity between the standards and the industrial and commercial market requirements to protect the consumer, ensure environmental safety and product quality, and to eliminate the technical barriers for the international trade.

The objective of this guide aims at explaining the mechanism of the stakeholders' engagement in standards, and technical regulations development phases, within GSO technical committees, sub-committees and work groups. This guide clarifies the regulations and mechanisms that define the relation between these entities, the technical committees, and the committee member countries, as well as the privileges and the responsibilities.



International Organization  
for Standardization



European Committee for Electro-  
Technical Standardization



European Committee for  
Standardization



International Standards and  
Testing Organization



## Terms and Definitions

The following terms are used in this document, each term refers to the following clauses or definitions:

Term	Definition
Stakeholder	<ul style="list-style-type: none"> <li>- Profitable entities, such as manufacturing and trading entities</li> <li>- Related non-profitable entities</li> <li>- Laboratories</li> <li>- Universities and institutions</li> <li>- Scientific research centers</li> <li>- Auditing or governmental entities</li> <li>- Representatives of Consumer Protection entities</li> <li>- Any other individual or prestigious entity</li> </ul>
Member Countries	The national standardization authorities in the member countries



## Engagement Objectives

- ▶ The stakeholder forehand review of the GSO standards / technical regulations which will play a vital role in defining the future GCC market controls.
- ▶ The easiness to apply GSO standard / technical regulation due to the stakeholder early engagement in developing it.
- ▶ The stakeholder engagement in developing the GSO standards/technical regulations contributes to flexibly pass these parties point of view to the decision makers.
- ▶ Ensure the stakeholder (at least the industrial parties and importers) products compliance with the GCC market requirements and regulations in a way that fulfils the consumer's need.
- ▶ Decrease the manufacturing costs; as there will be no need to amend the products to respond to the GCC requirements included in GSO standards /technical regulations.
- ▶ Exchange experience with the stakeholder in the GSO technical committees.
- ▶ Enhance the quality of GSO standards/technical regulations content through the stakeholder engagement, which increases the standard / technical regulation content compliance to the GCC market requirements, and makes implementation easy.
- ▶ Benefit from the logistic support provided by the private sector (hosting committee meetings, etc.).



## Privileges and Responsibilities

The stakeholder engagement in GSO technical committees grants them a number of privileges, and imposes a number of responsibilities on them.



### Privileges:

- 1- Review GSO standards / technical regulations project documents, at all project stages.
- 2- Review technical comments on GSO standards/ technical regulations projects, and the TC's related response.
- 3- Participate in GSO technical committee's meetings, as per the regulations listed hereinafter.
- 4- Comment on the GSO standard projects.
- 5- Participate in developing the GSO standards.
- 6- Notified of GSO TC and Sub-Committee activities and meeting, as well as the work groups that are formed within the committee.
- 7- Benefit of a (25%) discount on the training courses organized by GSO.
- 8- Benefit a (25%) discount on GSO standard / technical regulations as per the copyright regulations, provided that:
  - 8.a The committee participant from the stakeholder is an active member.
  - 8.b The discount is limited to the scope of work of the committees he participated in.



### Responsibilities:

- 1- Pay the annual membership fees on the scheduled dates.
- 2- Comply with GSO technical committees' regulations, as per GSO technical guides.
- 3- Not to disclose any information that is not available for public, specifically the information under copyright.
- 4- Provide technical consultation for GSO standards projects that are under development by technical committee, based on this entity (the stakeholder) experts' evaluation.
- 5- Provide the technical committees with any data or related documents that enhances the productivity and quality of the outcomes, especially those related to the organizational and application aspects.
- 6- Make sure that the stakeholder technical inputs of their work with the GCC technical committees accurately correspond the only point of view that is agreed upon by the stakeholder they represent.
- 7- In case of the stakeholder's desire to submit a subject or a suggestion in GSO technical committee /sub-committee, they must submit the proposed work paper to the technical committee secretary long enough prior to the scheduled meeting date, in order to be reviewed by technical committee members.



## Engagement Roles and Regulations

The stakeholder can participate in GSO technical committees through engagement as a 'Support Member'.



### General :

# 1

Stakeholder that is applying to join technical committee as support member should have a legal and official entity in, at least, one of GSO member countries and should be represented by one individual.

# 2

Balanced representation principle should be demonstrated according to stakeholder's activity (governmental sector, industrial, scientific research center, etc.). GSO is responsible to achieve the balance principle among stakeholders.

# 3

After coordinating with the GSO, the technical committee secretary has the right to reject a stakeholder request to change the participating member in the committee, stating the justification thereof.

# 4

In coordination with the technical committee, GSO has the right to reject or suspend the proposal of a stakeholders join a technical committee and shall present the decision in the technical committee meeting, resolution justification thereof shall be provided to the proposing party.



## The Procedures for Stakeholder to Join the Technical Committee as a 'Support Member'

- 01 ☞ Stakeholder completes the Application for Engagement in a GSO technical committee/ work group/ team, as per the Form in (Appendix 1). The application shall be available on GSO technical committee/sub-committee website. With the form, stakeholder candidate member data (name, age, CV, academic and professional expertise) are attached.
- 02 ☞ If the form is submitted electronically, GSO shall immediately receive it. However, if a hard copy is submitted and addressed to any member of TC, the application is forwarded to the technical committee/sub-committee secretary, who, in turn, forwards to the GSO.
- 03 ☞ GSO evaluate the request and notifies the entity of its decision within maximum one month period. GSO can hold the request until the required documents are completed, within a period doesn't exceed three months from the application date.
- 04 ☞ In coordination with the technical committee secretariat, GSO has the right to reject any request. GSO notifies the stakeholder with the rejection reasons.
- 05 ☞ In case of request approval, GSO notifies the applying entity to process the payment of membership fees.
- 06 ☞ GSO completes the applying entity admission process, as follows:
  - 6.a ☞ Provide a copy of GSO Technical Guide – Part (1): Regulations and Work Process.
  - 6.b ☞ Provide a copy of GSO Guide of drafting Gulf standards and technical regulations and their projects.
  - 6.c ☞ Provide a copy of GSO Technical Guide Stakeholder Engagement in GSO Standards/ Technical Regulations Development.
  - 6.d ☞ Notify GSO technical committee/ sub-committee (secretariat) of a new stakeholder engagement as a 'Support Member', and provide it with the contact information.



## The Mechanism for Stakeholder to Participate in the Technical Committee Works

- The Technical Committee holds its meeting as per the GSO Technical Guide – Part (1): Regulations and Work Process. The Support Member's attendance or absence does not affect the quorum of the meeting.
- GSO invites the stakeholder (participating in the technical committee) to attend TC meeting, and coordinates with the TC secretariat to add the items that entity desires to add to the agenda. The final agenda should be circulated to the committee members in order to review the items suggested by the stakeholder.



## The Annual Membership Fees



The 'Support Member' pays the annual membership fees as follows:



The subscription fees of one technical committee (including this committee's work groups) is SR. 10,000.



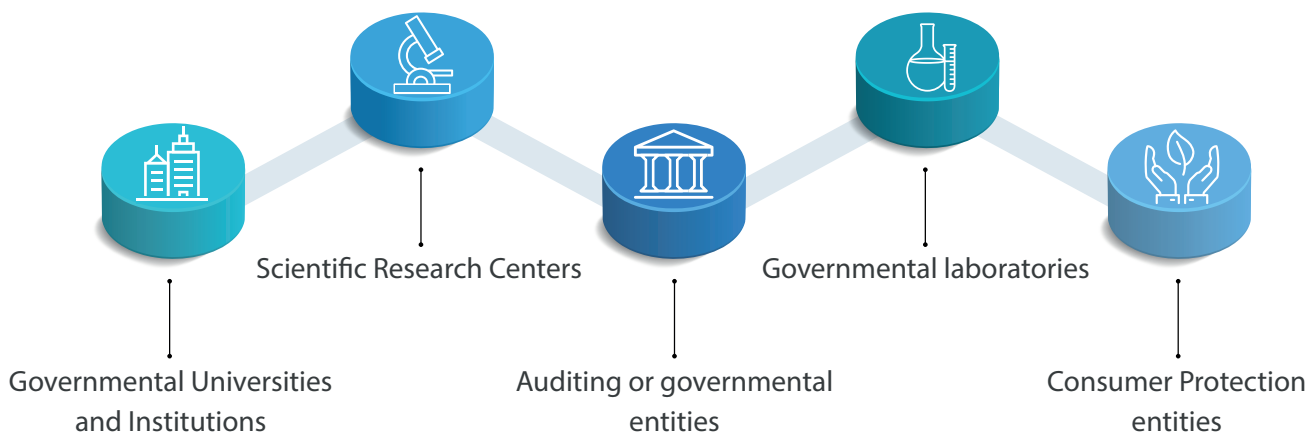
Subscription fees should be processed as single payment.



Renewal fees of subscription should be processed within 60 days of subscription expiry date.



The following stakeholder entities are exempted from the annual subscription fees:



# Appendix (1)

## Application Form to Participate in A GSO Technical Committee/ Work Group/ Team

<b>Entity Name</b>	<b>Date</b>
<b>Headquarters*</b>	<b>Activity**</b>

**The technical committees I would like to join**

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Comments:

\* United Arab Emirates, Bahrain, Kingdom of Saudi Arabia, Oman, Qatar, Kuwait, Yemen

\* A related non-profit entity, with profitable activity, a university or an institute, a laboratory, a technical expert, a university, a scientific research center, an auditing entity, representing a consumer protection entity, etc.





# هيئة التقييس

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GCC Standardization Organization

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