



BUSINESS PLAN
CEN/TC 346
Conservation of cultural heritage

EXECUTIVE SUMMARY

The continued appreciation of Europe's tangible cultural heritage, of its significance for present and future generations, relies on a cadre of conservators, scientists, architects and other cultural heritage professionals, knowledgeable and well equipped with the best 21st century technologies available.

A comprehensive approach is essential for the conservation of the cultural heritage, as a preliminary basis that will ensure effective planning of ordinary and extraordinary maintenance works, as well as to assure their efficacy and durability.

A specific European standardisation activity in the field of conservation of cultural heritage will help to share a science-based approach in order to ensure best practice, effective planning and implementation and optimum outcomes.

The main objective of CEN/TC 346 is the drafting and publication of European standards, which will help the cultural heritage sector to employ the best materials and methods by exchanging information and experiences. A more harmonised approach will strengthen the way in which the shared European heritage is cared for.

The standards will always respect the uniqueness of each object of Cultural Heritage and of the challenges each presents as well as the expertise of qualified practitioners. Standards will be established on a need-based approach, in the fields of the processes, practices, methodologies and documentation of conservation of tangible cultural heritage (see EN 15898:2019, 3.3.1). This includes standardisation on the characterisation of materials, the study of their deterioration processes and the environmental conditions for storage and display of cultural heritage, as well as the products and technologies used for the planning, implementation and documentation of its conservation, restoration, repair and maintenance

This standardisation is addressed to all parties concerned with cultural heritage management including owners, custodians, users and other stakeholders of cultural heritage (monuments, buildings, museums, archives, libraries and collections).

This includes peer groups such as architects, archaeologists, engineers, planners, conservator-restorers, craftsmen, conservation scientists, energy advisers, national authorities, transport and insurance companies, etc.

CEN/TC 346 Business Plan

Date: 24/05/2022

Version: Draft 1

Page: 2

CEN/TC 346 actively encourages other European and International organisations dedicated to the conservation of cultural heritage so that they may provide a positive contribution to this standardization project and help to widen awareness of the standards and increase their use.

1 BUSINESS ENVIRONMENT OF THE CEN/TC

1.1 Description of the Business Environment

The following political, economic, technical, regulatory, legal, societal and/or international dynamics describe the business environment of the industry sector, products, materials, disciplines and practices related to the scope of this CEN/TC. This business environment may significantly influence the standards, which are developed, and the content of the resulting standards.

One of the targets of the United Nations sustainable development goals is to protect the world's cultural and natural heritage. Target 11.4 in Agenda 2030 points out that we need to strengthen the efforts to protect and safeguard the world's cultural heritage.

<https://www.cencenelec.eu/european-standardization/sustainable-development-goals-sdgs/>

It is important to begin by underlining the decisions taken by the European Council relevant to the development of cultural programmes and to the conservation and safeguarding of cultural heritage, encouraging the co-operation at European and International level:

1994-1998

- "The Community cultural programmes aim to encourage co-operation between Member States and third countries for the improvement of the knowledge and dissemination of European culture and history, as well as in the conservation and safeguarding of cultural heritage and artistic and literary creation" (Document Reference: COM (98) 239; Document Date: 1998-04-27)
- "The Treaty on European Union introduced a specific legal base for culture bringing cultural activities into the field of Community activities and policies. Article 128, paragraph 4 states that "the Community shall take cultural aspects into account in its action under other provisions of this Treaty". The present document contains the first report on the consideration of cultural aspects in Community actions under this Article 128, paragraph 4" (Document Reference: COM(96) 160; Document Date: 1996-04-17)
- "Article 128 of the Treaty identifies Cultural Heritage as a priority field of action (includes both movable and fixed heritage) through conservation and safeguarding of Cultural Heritage of European significance taking Cultural Heritage into account in regional development and job creation; tourism and environment; research" (Community Action Plan in the Field of Cultural Heritage - Council Decision O.J. 94/C 235/01)

2001

There are also the Recommendations contained in the STOA (Scientific and Technological Options Assessment) Report "*Technological requirements for solutions in the conservation and protection of historic monuments and archaeological remains*", which was prepared for the

European Parliament, Directorate-General for Research, October 2001. Section 4 recommends the urgent need for a “*European Panel on the application of science to Cultural Heritage*”, to provide vision, guidance and guidelines for ‘best practice’ at a European level, such as scientifically-based protocols for validating conservation work on monuments and archaeological remains”.

2014

Council conclusions on cultural heritage as a strategic resource for a sustainable Europe, 2 May 2014 – 9129/14 – CULT 68. Communication from the Commission to the European Parliament, the Council, the European economic and social committee and the committee of the regions “Towards an integrated approach to cultural heritage for Europe”, Brussels, 22.7.2014, COM(2014) 477 final

https://ec.europa.eu/culture/policy/culture-policies/cultural-heritage_en

- EU Council decision of May 20, 2014 "Conclusions on cultural heritage as a strategic resource for a sustainable Europe" (2014/C 183/08) adopted by the Council of the European Union on 20th May 2014.
- European Commission Communication "Towards an integrated approach to cultural heritage for Europe", published on 22nd July 2014 (COM/2014/0477 final), including “Mapping of Cultural Heritage. actions in European Union policies, programmes and activities.” First edition (July 2014).

2015

Getting Cultural Heritage to Work for Europe report published in 2015

<https://publications.europa.eu/en/publication-detail/-/publication/b01a0d0a-2a4f-4de0-88f7-85bf2dc6e004>

Conclusions provided by the expert group on cultural heritage in the framework of the Horizon 2020 programme (Societal Challenge: Combating climate change, resource efficiency, raw materials). It defends the idea that the European Union must promote an innovative approach to cultural heritage for economic growth, social cohesion and environmental sustainability. The report makes the case for a new European research and innovation agenda on cultural heritage. It provides a general framework and clarifies the contribution that cultural heritage can make to intelligent, sustainable and inclusive growth in Europe. It also gives examples of successful actions where cultural heritage has been a positive factor for sustainable development.

“Evidence demonstrates that relatively modest investment in cultural heritage can pay substantial dividends. These can be taken economically but also in terms of improving environmental sustainability and social cohesion.”

<https://publications.europa.eu/en/publication-detail/-/publication/b01a0d0a-2a4f-4de0-88f7-85bf2dc6e004>

European cultural heritage benefits from a range of EU policies, programmes and funding

Between 1986 and 2007 the European Commission spent more than 120 million Euros to improve the scientific knowledge in conservation of Cultural Heritage and at the end of 2006 a new cultural heritage research programme was launched within the 7th Framework Programme. The number of

CEN/TC 346 Business Plan

Date: 24/05/2022

Version: Draft 1

Page: 4

European Universities, Research and Governmental Institutions contributing basic and innovative research has increased exponentially in these two decades.

In 2007-13, around €100 million worth of heritage research was funded from the 7th Framework Programme.

Between (2007-2013) European Commission spent around €180 million to improve the scientific knowledge in conservation of Cultural Heritage. In the same period the European Commission spent a total of € 4,4 billion funding cultural Heritage[1].

With the aim of reinforcing knowledge and decision processes regarding cultural heritage, research programmes that improve intervention methods have been funded in many European

CEN/TC 346 Business Plan

https://ec.europa.eu/culture/policy/culture-policies/cultural-heritage_en

Research programs

<https://ec.europa.eu/programmes/horizon2020/en/what-horizon-2020>

European Research Infrastructure for Heritage Sciences

The European Research Infrastructure for Heritage Science (E-RIHS) supports research on heritage interpretation, preservation, documentation and management.

<http://www.e-rihs.eu/>

The CEN/TC 346 Business Plan shall respond to the report Getting Cultural Heritage to Work for Europe published in 2015.

In the light of this, standardisation in the field of conservation of cultural heritage should be part of European programmes such as The European Research Infrastructure for Heritage Science (ERIHS). <http://www.e-rihs.eu/>

With the aim of reinforcing knowledge and decision processes regarding cultural heritage, research programmes that improve intervention methods have been funded in many European countries.

Digital cultural heritage

<https://ec.europa.eu/digital-single-market/en/policies/digital-cultural-heritage>

When relevant, it is important that this information is used as a contribution for the preparation of European standards.

2020

European quality principles

for EU-funded interventions with potential impact upon Cultural Heritage

<http://openarchive.icomos.org/id/eprint/2436/>

In the framework of the European Year of Cultural Heritage 2018 and at the request of the European Commission, the International Council on Monuments and Sites (ICOMOS) developed

[1] (Source: Supporting cultural heritage. https://ec.europa.eu/culture/policy/culture-policies/cultural-heritage_en).

“European Quality Principles for EU-funded interventions with potential impact on cultural heritage”.

Focused mainly on built heritage and cultural landscapes, it was one of the ten Flagship Initiatives launched by the European Commission to ensure that the European Year would have a lasting impact.

Whilst the recognition of cultural heritage as a common good and responsibility is a precondition of quality, quality objectives must be taken into account at every stage of the processes and life-cycle, from the conception of funding programmes to end-of-project evaluation.

2021-2027 European Green Deal

Climate change and environmental degradation are an existential threat to Europe and the world. To overcome these challenges, the European Green Deal will transform the EU into a modern, resource-efficient and competitive economy, ensuring:

- no net emissions of greenhouse gases by 2050
- economic growth decoupled from resource use
- no person and no place left behind

The European Green Deal is also our lifeline out of the COVID-19 pandemic. One third of the 1.8 trillion euro investments from the NextGenerationEU Recovery Plan, and the EU’s seven-year budget will finance the European Green Deal.

https://ec.europa.eu/info/strategy/priorities-2019-2024/european-green-deal_fr

Research and innovation driving transformative change

Becoming the world’s first climate-neutral continent by 2050 is a once in a lifetime opportunity to modernise the EU’s economy and society and re-orient them towards a just and sustainable future. Research and innovation will play a central role in

- accelerating and navigating the necessary transitions
- deploying, demonstrating and de-risking solutions
- engaging citizens in social innovation

https://ec.europa.eu/info/research-and-innovation/strategy/strategy-2020-2024/environment-and-climate/european-green-deal_en

Cultural heritage and Cultural and Creative Industries (CCIs)

Research facilitated by the Commission in this area, funding, success stories, related policy briefs and related projects.

- **Build our future from our past**

Research and innovation for green, digital and innovative European cultural heritage

Cultural heritage and the cultural and creative industries (CCIs) are major drivers of growth and social development in Europe, while their innovation potential can increase Europe’s competitiveness.

Europe’s rich cultural heritage, with its common values, its wealth of monuments and sites and its creative diversity of traditions, crafts, arts, architecture, literature, languages, theatre, films and music, not only reflects our past but also shapes our present and builds our future.

It cultivates creativity, independent thinking and dialogue, while promoting our values across the world.

Safeguarding and valorising our cultural heritage, using new and innovative approaches in cooperation with creative stakeholders, is a key European policy priority that needs solid research to produce evidence for future policy making.

The resilience, cohesion and innovative potential of European societies are strongly linked to our cultural heritage, the arts and the cultural and creative industries.

Engagement with our cultural and artistic assets contributes to social cohesion and inclusion, by building collective representations of the past, present realities and expectations about the future.

- **Cultural heritage funding in Horizon Europe**

Cultural heritage is an important and strategic area of European research and innovation. Research and innovation supports European policies for cultural and creative industries that contribute decisively to Europe's future prosperity, wellbeing, social and cultural cohesion as well as environmental sustainability.

We need to build our future from the past through a green, digital and innovative European Cultural Heritage. Have a look at the Cultural Heritage infographic!

- **Activities under Horizon Europe**

Cultural heritage has a specific intervention area in Cluster 2 - Culture, Creativity and Inclusive Society of Horizon Europe, the current research and innovation programme. This cluster has a budget of €2.28 billion.

Cluster 2 actions support green and digital European cultural heritage and foster innovation and creativity in the sector of arts, the cultural and creative industries and the new European Bauhaus initiative.

Particularly, research and innovation for a greener cultural heritage focuses on sustainable materials and methods to improve the conservation, protection and restoration of tangible heritage, including monuments and artefacts.

At the same time, other activities will develop new or exploit further existing digital and cutting-edge technologies that will **increase the online access of cultural resources** and boost innovation in architecture, filmmaking, music, gaming and cultural tourism, protect cultural goods from illicit trade and preserve endangered languages.

The supported activities will provide innovative solutions for making the EU a world leader in conservation technologies, management, digitisation and curation of digital heritage assets, and innovative approaches will increase access to, understanding and engagement with cultural heritage and the arts.

- **Funding under Horizon 2020**

Under the previous research and innovation programme, Horizon 2020, more than €600 million was invested in research and innovation actions to

- develop tools and methodologies for preserving tangible and intangible cultural heritage
- protect endangered heritage from illicit trafficking
- foster access to Cultural Heritage and promoting cultural tourism

https://ec.europa.eu/info/research-and-innovation/research-area/social-sciences-and-humanities/cultural-heritage-and-cultural-and-creative-industries-ccis_en

Cultural Heritage Research Projects

The Heritage Research Hub is a platform on and for the cultural heritage research community. It has been created and is managed by the Joint Programming Initiative on Cultural Heritage (JPI CH).

It aims:

To provide information about the JPI CH and its activities.

To create an online location where everyone who works in or with cultural heritage-related research can share and search for different contents, including news, events, funding and training opportunities or open vacancies.

To inform about the cultural heritage research general framework by introducing the heritage research policies, the various stakeholders involved or research projects.

To collect and display online resources on and for heritage research.

Very useful site to check the new potential work items.

<https://www.heritageresearch-hub.eu/homepage/heritage-projects/>

1.2 Quantitative Indicators of the Business Environment

The market relevant to the conservation of cultural heritage is considerable and it involves a great number of small and medium enterprises, such as conservation-restoration companies, installation companies (e.g. lighting installation, conditioning and heating systems, air quality control), packaging and transportation companies, those companies that produce technological instruments, measurement devices and control and analysis equipment, test laboratories, producers and manufacturers of various materials (e.g. paints, stones, plastics, glass, paper, mortars, cement, wood composites,) archaeological excavation companies and institutions etc, and all those who have responsibility for heritage buildings and objects.

The Academic Community is strongly interested through Departments and Laboratories involved in Conservation, Conservation Science and Material Science. Sharing results in these fields on the basis of common procedures and standards is crucial in the implementation of research.

The conservation of cultural heritage is also very important in many places as a major source of income through visitors, both from the locality and tourists from further afield. The amount of foreign/local visitors is frequently seen as an argument to promote the protection of heritage resources and favour its preservation. The quality of life within an historical environment, cultural enhancement, and the strengthening of common identity and shared roots act also as a motor for economic development and employment opportunities.

Distributors are usually small private companies with 10-15 employees (few have more than 100 employees), and standardisation on the conservation of cultural heritage, giving specific requirements for products and methodologies, will enhance the protection of the cultural heritage.

The need to identify environmental parameters and assess material-environment interactions are also extremely important considerations to be taken into account for displays in museums, galleries, buildings, monuments, libraries and archives, as well as in temporary exhibit galleries, in stores and in transporting moveable heritage objects.

Safety is another element to be taken seriously, because incorrect estimation of the durability of a product can lead to the decay of some of the components, which in turn may lead to a fragile and possibly dangerous structure.

2 BENEFITS EXPECTED FROM THE WORK OF THE CEN/TC

A specific European standardisation activity in the field of conservation of cultural heritage is essential to acquire a common unified scientific approach to the problems relevant to the preservation/conservation of the cultural heritage itself. Moreover, this common approach and the use of standardised methodologies and procedures would promote the exchange of information, would avoid the risk of duplication and foster synergy between the European experts and specialists involved in the preservation activity.

It should be underlined that the objects (subjects) of conservation works and care are unique by nature and definition and rarely susceptible to be standardised for themselves. This is why conservation work will benefit from standardised approaches respecting materiality, significance and values, bringing together all professionals involved in shared and visible methodologies and practices. These standards could be considered as the potential links between the materials and artefacts inherited from past (and their creators or transformers, the ideas and histories they convey) and the present public benefit, the pleasure, understanding and education of visitors and new generations.

Standardisation in the field of conservation of cultural heritage will:

- facilitate the exchanges between interested parties in Europe, respecting cultural identities, through the use of a common vocabulary;
- improve the efficiency and pertinence of the diagnosis with a subsequent better management of funding for the conservation/restoration works and therefore increasing the number of conservation projects and spin-off economic benefits/opportunities for new investment, and consequent job creation;
- give precise and appropriate indication on the kind of diagnosis studies to be performed, promoting in this way conservation works on an increasing number of artefacts;
- help to develop and improve products, materials, equipment and technologies to be specifically used for the conservation of cultural heritage;
- increase longevity of cultural heritage and thereby reduce maintenance frequency and costs;
- improve safety and life of objects and collections, especially in case of temporary exhibitions;
- facilitate professional mobility and international trade and increase employment opportunities especially for young conservators, restorers, technicians etc...
- facilitate and identify needs and opportunities for Continuous Professional Development for all professionals and stakeholders;

- improve and increase the knowledge on materiality of cultural heritage and its consideration by all the stakeholders.
- provide management and contracting tools for cultural heritage projects and funding; especially public, government and EU funding;
- promote respect for the environment and reduction of the carbon footprint, as well as the adaptation to climate change in diagnostic methods and intervention proposals (see § 4.3)

The development of standardized, procedures, test and analysis methods will provide the cultural institutions, businesses and laboratories with correct and comparable 'tools' for carrying out their work, whilst at the same time improving their proficiency/competencies.

Standardisation in the field of conservation of cultural heritage can also support the determination of specific technical requirements that may influence the production and improvement of equipment, products and devices. For example:

- a) methodology, protocols, guidelines to allow implementation of better practices or define equipment for preservation and conservation;
- b) Scientific equipment for laboratory and in situ chemical, geological, physical, mechanical and biological tests, measurements and analysis. In particular, this type of equipment is useful for non-destructive analyses, and to produce standard reference materials whose compositions match those of cultural material (i.e. ancient alloys compositions) as well as providing reference data of compounds found in degraded materials for analysis purposes;
- c) Products used in the different phases of the conservation work/treatment, such as cleaning agents, biocides, sealing materials, mortars for restoration, surface protective materials, water-repellent materials, environmental friendly varnishes and adhesives, packing materials, lighting equipment, etc .;
- d) Equipments and technologies used during conservation-restoration work (e.g. nebulizers/vaporisers, micro and macro-air abrasive machines, laser equipment) that are safe to use, respect the aims of conservation, preserve objects, significance and materials, and have a low environmental impact.

3 PARTICIPATION IN THE CEN/TC

All the CEN national members are entitled to nominate delegates to CEN Technical Committees and experts to Working Groups, ensuring a balance of all interested parties. Participation as observers of recognized European or international organizations is also possible under certain conditions. To participate in the activities of this CEN/TC, please contact the national standards organization in your country.

4 OBJECTIVES OF THE CEN/TC AND STRATEGIES FOR THEIR ACHIEVEMENT

4.1 Defined objectives of the CEN/TC

4.1.1 General objectives

The main objective of CEN/TC 346 is to develop, on a need-based approach, specific normative documents in the field of conservation of cultural heritage.

These normative documents may concern:

a) Movable and immovable cultural heritage

In accordance with UNESCO's Recommendation Concerning the preservation of Cultural Property Endangered by Public or Private Works, 15th October .20th November, 1968, Paris, and Convention Concerning the protection of the world Cultural and Natural Heritage, November 1972):

- Movable cultural heritage includes fine and decorative art, ethnographic objects, scientific and technological instruments, musical instruments, etc. , archaeological artefacts in or recovered from immovable cultural property or concealed in the earth or underwater,
- Immovable heritage includes buildings, sites, structures or other features of historic, archaeological or architectural value;

b) All materials constituting tangible cultural heritage;

c) All aspects of the environment of tangible cultural heritage that could impact its conservation;

d) All aspects or stages of the conservation process, such as terminology, examination, documentation accompanying the conservation work, diagnosis, investigations, monitoring, etc.

4.1.2 Objectives 2021-2024

The CEN/TC 346 objectives for the 3-year period 2021-2024 will be:

a) To finalise the publication of the following standards:

WI	Reference	Subject
00346051	prEN 17652	Conservation of cultural heritage - Requirements for environmental monitoring and investigation of cultural deposits
00346052		Characterization of Waterlogged Archaeological Wood as a Management Tool

00346053	EN 16141:2012 Rev	Conservation of cultural heritage – Guidelines for management of environmental conditions – Open storage facilities: definitions and characteristics of collection centres
00346054	prEN 15999-2	Conservation of cultural heritage - Guidelines for design of showcases for exhibition and preservation of objects - Part 2: Technical aspects
00345055	prEN 16163	Conservation of cultural Heritage - Guidelines and procedures for choosing appropriate lighting for indoor exhibitions
00346056		Conservation of cultural heritage – Desalination of natural porous inorganic materials by poultices
00346058	prEN 17820	Conservation of cultural heritage - Specification for the management of moveable cultural heritage
00346060	FprEN 17655	Conservation of cultural heritage - Determination of water absorption by contact sponge method
00346062	prEN 15999-1 rev	Conservation of cultural heritage – Guidelines for design of showcases for exhibition and preservation of objects – Part 1: General instructions

To develop the following work items:

WI	Reference	Subject
PWI 00346061		Conservation of cultural heritage - Principles of Documentation
PWI		Fire protection in cultural heritage building
PWI		Conservation of cultural heritage – Graphic surveys/records (cartography) and their visual code

- b) To develop new documents on the basis of NWI proposals submitted in response to the review enquiry on the Business Plan. NWI will only be considered if they meet the conditions in 4.2.1 and 4.2.2.

Additional proposals for NWI will be considered by CEN/TC 346 during this 3-year period, only if they are urgent and duly justified.

4.1.3 Priorities for the future

The objectives for the next 3-year period (2024-2027) will be defined in 2024 on the basis of the assessment of the realisation of the 2021-2024 objectives and integrated into a revised version of the CEN/TC 346 Business Plan, completed by a revised work programme for this period.

4.2 Identified strategies to achieve the CEN/TC.s defined objectives.

4.2.1 Work programme – General principles

CEN/TC 346 Business Plan

Date: 24/05/2022

Version: Draft 1

Page: 12

The work programme is established on a needs-based approach upon consideration by the CEN/TC 346 members of new work item proposals and their decision on:

- The relevance of the proposals to the work of CEN/TC 346, considering the problems or difficulties that are intended to be solved, the impacts and benefits of the standards and the urgency of their development.
- The availability of the necessary resources, i.e.: technical resources (the subject is sufficiently developed in Europe); human resources (specific experts are available) and funding (necessary funding to be invested by the interested parties).
- The appropriate Working Groups exist or can be created, in order that each standard is developed by the appropriate specialists.

Having reviewed the activity of CEN/TC 346 since its first meeting in 2004, a programme of work has been set up for a 3-year period (2021-2024) in order to cover the most urgent and important requirements of interested parties, taking into account the existing programme of work and available resources.

4.2.2 Work programme – New work item proposals

The proposers for new work items are the National Standards Bodies, existing Working Groups or other bodies authorized by the CEN rules.

Any proposal for a new work item shall give the necessary details to inform the interested parties and facilitate the decision by CEN national members (title, scope, aim of the work, expected deliverable: EN, CEN/TS or CEN/TR, etc.). Form N shall be used.

Proposers for new work items are also invited to provide any additional information, in accordance with decisions already included in CEN/TC 346 resolutions 43 and 96, that could be useful to justify their request, taking account of possible reference documents (existing National, European or International standards or other kinds of reference documents).

Particular attention will be paid to existing European standards or draft standards being prepared by other CEN/TCs or ISO/TCs. In these cases, the proposers are required to:

- a) State how the proposed work may relate to or impact on existing work, especially CEN deliverables;
- b) List relevant existing documents;
- c) Explain how the work differs from apparently similar work.

The criteria for assessment by agreement of NWIs in the field of conservation of cultural heritage are the following:

1. The standardisation objectives clearly demonstrate that:
 - a) there is a need for harmonization arising from current international activity in a field, indicating that working in a standard manner across nations will result in improved performance;;

- b) The standard will have financial, technical and economic benefits on the conservation of cultural heritage;
 - c) Inappropriate practices currently exist which have a negative impact on conservation of cultural heritage.
2. In addition it can be shown that:
- d) The proposed standards will cover 'horizontal' issues relevant for a range of contexts;
 - e) Reference documents exist and can be used as a basis for new standards (e.g. existing national standards or other published guidelines) or international (e.g. ISO) standards can be referred to or developed in collaboration.
 - f) At least five CEN members shall commit themselves to participate in the work and appoint experts, including when pre-adopting a NW;
 - g) The work can be achieved within a reasonable timescale.

4.2.3 Maintenance of existing CEN/TC 346 standards

The status of all CEN/TC 346 standards is reviewed after 5 years, in accordance with the CEN rules and the specific instructions in 4.2.5.2.

The standards published before the revision of the Business Plan will be editorially updated regarding terminology (application of EN 15898:2019), until the publication of its second edition and title (change of "cultural property" to "cultural heritage") at their first revision.

4.2.4 Working structure

Referring to the 3-layer model for CEN technical structures and to Resolutions CEN/BT 41/2006 and 60/2007, CEN/TC 346 decided to re-organise its working structure, applying the following principles:

- a) Standards (or other types of deliverables: CEN/TS, CEN/TR and CWA) are prepared in Working Groups (WGs) created by the Technical Committee in accordance with the CEN rules;
- b) Each standard (or other type of deliverable: CEN/TS, CEN/TR and CWA) is prepared in a WG constituted of experts, nominated in accordance with the CEN rules, representing the interested parties specific to the scope of the standard;
- c) WGs are to be responsible for the development of more than one work item only when the same experts need to be involved.

In accordance with these principles, the working structure in five WGs established in 2004, is changed as follows to cover the objectives 2021-2024 described in this Business Plan (see 4.1.2 a), b) and c)):

CEN/TC 346 Business Plan

Date: 24/05/2022

Version: Draft 1

Page: 14

- WG 1 General methodologies and terminology
- WG 2 Characterisation and analysis of porous inorganic materials constituting cultural heritage
(MERGED WITH WG 3)
- WG 3 Porous inorganic materials constituting cultural heritage:
- WG 4 Protection of collections
(DISBANDED)
- WG 5 Packing and transport
(DISBANDED)
- WG 6 Exhibition lighting of cultural heritage (JWG between TC 346 and TC 169) –
(DISBANDED)
- WG 7 Specifications and measurement indoor/outdoor climate
- WG 8 Energy efficiency of historic buildings
(DISBANDED)
- WG 9 Waterlogged wood
- WG 10 Historic timber structures
(DISBANDED)
- WG 11 Conservation process
- WG 12 Showcases
- WG 13 Investigation of architectural finishes – Procedure, methodology and documentation
of results (DISBANDED)
- WG 14 Monitoring of cultural deposit
- WG 15 Exhibition lighting of cultural heritage
- WG 16 Specification for the management of moveable cultural heritage

4.2.5 Working methods in CEN/TC 346

4.2.5.1 TC voting procedures

In accordance with the CEN/CLC Internal Regulations Part 2 "a voting decision may be reached either by a show of hands at the meeting or outside a meeting by correspondence."

It is essential that decisions regarding the management of the technical committee and the approval of new work items result from a consensus of CEN/TC 346 members based on genuine consultation with interested stakeholders. To achieve this it will require that:

- a) Draft decisions and accompanying documents for adoption are circulated by correspondence at least 2 months before the deadline;
- b) The absence of a reply is considered equivalent to abstention.

Even in the case of a positive voting result, the CEN/TC Secretariat should take the necessary steps to ensure that any comments are considered in due time by the appropriate body.

4.2.5.2 Follow-up to results of systematic reviews on CEN/TC 346 standards

When there is no unanimity to confirm, to revise or to withdraw a standard as result of the systematic review, the CEN/TC 346 secretariat shall organize:

- an open discussion on each request for revision giving an opportunity to the requester to explain its arguments. This discussion may be organized in the WG (if still active), at the next TC meeting or through electronic means, depending on the situation and time schedule;
- the adoption of the decision regarding the future of the standards by vote, on the basis of the conclusions of discussion of the results of systematic review.

4.2.5.3 Recommendation to CEN Members when submitting comments on prENs at CEN Enquiry stage

In order to facilitate and speed-up the resolution by WGs of comments received on prENs at CEN Enquiry stage, CEN Members are encouraged to submit a synthesis of national comments rather than a list of individual comments from national stakeholders.

4.2.5.4 Information on work progress

A document giving information on the development of WIs, the working structure and the names of working structures convenors and project leaders (if any) must be updated by the TC Secretariat at least twice a year (including prior to each TC meeting).

4.2.5.5 Use of languages at meetings

CEN/TC 346 recommends using English as working language at the TC and WG meetings.

NOTE If required, the other official CEN languages (French and German) can also be used, in accordance with the CEN Internal Regulations.

4.2.5.6 Use of electronic tools

CEN/TC 346 recommends using the internet in the management of both the technical committee and working groups, respecting the CEN rules in this matter, in order to reduce costs for all members involved in the activity of this technical committee.

4.2.6 Cooperation with other CEN/TCs

4.2.6.1 General principles

The scope and objectives of CEN/TC 346 are cross-disciplinary (see 4.1.1). The answer to be given to requirements specific to the conservation of cultural heritage may result in working on subjects already covered by the work of other CEN/TCs with different scopes and objectives. Duplication of work, overlap and conflicts shall be avoided. If necessary, the work of CEN/TC 346 may be undertaken in cooperation with another CEN/TC.

It is essential to identify as early as possible in the process of developing a standard in CEN/TC 346 the existence of related work in one or several other CEN/TCs (already adopted documents or documents being prepared, including ISO standards).

The question of overlap with other CEN/TCs shall therefore be raised:

- When proposing a NWI (see 4.2.2);
- When deciding to pre-adopt or adopt a NWI;
- When starting the work in a WG;
- At any time in the process if new information becomes available.

If after consideration of existing reference documents it appears that information has to be exchanged between CEN/TC 346 and another CEN/TC, a liaison may be established by TC resolutions and appointment of liaison officers.

In case of complex situations, a feasibility study may be required, before starting a new work.

4.2.6.2 Cooperation with CEN/TC 250 “Structural Eurocodes”

A co-operation should be established between CEN/TC 346 (work on assessment of structures of immovable cultural heritage) and CEN/TC 250 (work on assessment and retrofitting of existing structures).

4.2.7 Cooperation with European and International professional organisations

CEN/TC 346 is open to establish liaisons with any other European and International cultural and professional organisation dedicated to the conservation of cultural heritage that may provide a positive contribution to the standardization activity.

Such organisations are warmly invited to contact the Secretariat with a view to drawing up a cooperation agreement or a Memorandum, of Understanding. Their representatives are invited to attend plenary meetings of TC346.

The aim of co-operating with a wider range of organisations is to:

- seek contributions to the definition of CEN/TC 346 standardisation strategy and to the preparation of standards;

- disseminate information on CEN/TC 346 work programme and adopted deliverables.

Liaisons and Partner organizations (See Annex A for the "Possible CEN/TC 346 Organizations Liaisons):

- ECCO (European Confederation of Conservators-Restorers' Organizations)
- SBS (Small Business Standards)

TC Cooperation:

- CEN/CLC/JTC 11 "Accessibility in the built environment"
- CEN/TC 125 "Masonry"
- CEN/TC 169 "Light and lighting"
- CEN/TC 191 "Fixed firefighting systems"
- ISO/TC 46 "Information and documentation"

Affiliates:

- ISME (Institute for Standardization of Montenegro)

4.3 Environmental aspects

4.3.1 Environment and cultural heritage

The programme of work of CEN/TC346 is unusual in that it is not specific to a product or system but provides tools to help in the protection of the cultural heritage for future generations. However, it is still necessary to understand how the methodologies, tests and guidance drafted by CEN/TC346 to protect the moveable and immovable heritage will interact with the environment. For example the impact of the maintenance of controlled conditions in a museum, the cleaning of building facades and chemical analysis of salts in porous materials all have potential environmental impacts that can be minimised by careful drafting of standards.

Examples of environmental aspects which need to be considered and minimised include

- emissions to air,
- discharges to water and soil,
- use of raw materials,
- energy and water consumption, and
- land use.

For each identified environmental aspect, there are environmental impacts. Environmental aspects are connected to impacts through a cause and effect relationship. Examples of environmental impacts that can be positively or negatively influenced by provisions in standards include

- a) Climate change (through the emission of greenhouse gases),
- b) Air pollution (through uncontrolled/untreated or accidental emissions of particulates and toxic gases to air), and
- c) Depletion of non-renewable resources (consumption of fossil fuels, minerals).

Standards need to consider these impacts whilst taking into account the needs of the heritage objects and buildings in order to ensure their survival for future generations.

In response to the need to reduce emissions of greenhouse gases CEN/TC 346 notes that:

- Energy saving has always been a concern of heritage preservation and protection;
- Monuments and historic buildings often perform better than new buildings when considering the energy efficiency of a building over its entire life cycle (life cycle analysis);
- A comprehensive approach to energy conservation has to be developed including the special requirements for the preservation of valuable building stock;
- A "do nothing" option must remain possible if an energy improvement is not required or not possible);
- Interventions on a monument or other heritage should comply in all aspects with sustainability requirements.

4.3.2 Assessing environmental impact of NWIPs

Each NWI proposal will be reviewed for direct impacts on the environment and also for benefits to the sustainability of the cultural heritage. Suggestions for minimising impacts and offsetting impacts whilst maximising benefits will be required for each proposal.

5 FACTORS AFFECTING COMPLETION AND IMPLEMENTATION OF THE CEN/TC WORK PROGRAMME

One of the major risks in the development of standardisation activity in the field of conservation of cultural heritage is the problem of finding funding and planning budgets to finance the activity of the relevant experts involved in the work. Most of the experts involved in the conservation field work for SMEs or small specialist departments in academic institutions / quasi-government agencies where securing funding for new projects is difficult and always needs to be agreed and budgeted well in advance. The fact that resources are limited across Europe makes it essential that there is prioritisation of WI and standards to ensure the more important ones are completed.

Although at the European level there is a great interest in this kind of activity, there is often a lack of contact between the experts and the National Standards Bodies. In particular, in some cases there is no specific national active mirror committee or group which can deal with the work of standardisation on conservation of cultural heritage. It is important to consult as widely as possible through National Mirror Groups, who should discuss how to contact the relevant people; e.g. through their professional national bodies, register of experts.

Annex A: Possible CEN/TC 346 Organizations Liaisons

ICOM-CC

- Kate Seymour (Chair) - [https://www.icom-cc.org/en/icom-cc-directory-board-\(2020-23-triennium\)](https://www.icom-cc.org/en/icom-cc-directory-board-(2020-23-triennium))

IIC

- Julian Bickersteth (Executive Director) – <https://www.iiconservation.org/about/governance>

IFLA

- Dr. iur Halo Locher (Secretary General) - <https://www.ifla.org/secretary-general/>
- Russel S. Lynch (Chair "Reservation and conservation")

ICOMOS

- Mari-Laure Lavenir (Executive Director) - <https://www.icomos.org/fr/a-propos-de-licomos/gouvernance/secretariat-international>;

ICOM

- Alberto Garlandini - <https://icom.museum/en/about-us/executive-board/>

UIA

- Andrea Bortulus - <https://www.uia-architectes.org/en/about/about-the-uia/>

EEA

- European Association of Archeologists
https://www.e-a-a.org/EAA/About/About_EAA/EAA/Navigation_About/About_EAA.aspx?hkey=a11b32c9-8491-4169-8648-438218d5acf9

CEN/CENELEC Guide 25 (Edition 3, November 2021) “The concept of Cooperation with European Organizations and other stakeholders”: <https://www.cencenelec.eu/news-and-events/news/2022/brief-news/2022-01-13-new-edition-cen-and-cenelec-guide-25/>

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