



Company Name:

**QUALITY AND STANDARDS AUTHORITY OF ETHIOPIA**

Form No.:

OF/QS/089

Form Title:

**Ethiopian Standards Project Proposal Form**  
**የኢትዮጵያ ደረጃ ዝግጅት ጥያቄ ቅፅ**

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<b>1. Name of Originator</b> (የጠያቂው ስም)		<b>2. Organization</b> (የሚወክሉት ተቋም)	
<b>3. Tel</b> (ስልክ)		<b>4. PO Box</b> (ፖ.ሣ.ቁ.)	<b>5. Fax</b> (ፋክስ)
<b>6. E-mail</b> (ኢ.ሜል)			
<b>7. Title of proposal</b> (እንዲዘጋጅ የተፈለገው ደረጃ/ዎች ጥያቄ ርዕስ)			
<b>8. Scope</b> (እንዲዘጋጅ የተፈለገው ደረጃ/ዎች የሥራ ወሰን)			
<b>9. Purpose and justification</b> (ደረጃው/ዎቹ እንዲዘጋጁ/ጁ የተፈለጉበት ምክንያት)			
<b>10. Relevant documents to be considered</b> (ለደረጃ ዝግጅቱ ተፈላጊ የማጣቀሻ ሰነዶች)			
<b>11. Cooperation and liaison</b> (ለደረጃ ዝግጅት ሥራው ትብብር የሚያደረጉ አካላት/ተቋማት )			
<b>12. List of Documents Attached</b> (በአባሪነት የቀረቡ ሰነዶች ካሉ ዝርዝር)			
<b>13. Date</b> (ቀን)		<b>14. Signature of Originator</b> (የጠያቂው ፊርማ)	



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**Elements to be clarified when proposing a standardization project****1. Title**

Indicate the subject matter of the proposed standard.

**2. Scope**

Give a clear indication of the coverage of the proposed work item and, if necessary for clarity, exclusions.

**3. Purpose and Justification**

- a) The specific aims and reason for the standardization activity, with particular emphasis on the aspects of standardization to be covered, the problem it is expected to solve or the difficulties it is intended to overcome. A matrix may be used to establish the purpose of the new proposal item(s) in detail. The matrix may show the specific objective of the item (safety, health, mutual understanding and communication, achievement of interchangeability or interface, performance or quality, variety control, consumer protection, etc) against the aspects to be covered (terminology, symbols and signs, characteristics, sampling, testing and inspection, complementary requirements like labeling, etc).
- b) The main interests that might benefit from or be affected by the activity, such as industry consumers, trade, government, and distributors.
- c) Feasibility of the activity. Are there factors that could hinder the successful establishment or general application of the standard?  
Example,  
Does it appear feasible to standardize a single practice for general use, or will it be more practical to standardized more than one practice or level?
- d) Timeliness of standard to be produced: Is the technology reasonable stabilized? If not, how much time is likely to be available before advances in technology may render the proposed standard outdated? Is the proposed standard required as a basis for the future development of the technology in question?
- e) Urgency of the activity, considering the need of other fields or organizations. Indicate the target date and, when a series of standards is proposed, suggest priorities.
- f) The benefits to be gained by the implementation of the proposed standard(s); alternatively, the loss or disadvantage(s) if no standard is established within a reasonable time. Data such as product volume or value of trade should be included and quantified.
- g) If the standardization activity is, or is likely to be, the subject of regulation or to require the harmonization of existing regulations, this should be indicated.

If a series of work items is proposed, the purpose and the justification of which is common, a common proposal may be drafted including all elements to be clarified and enumerating the titles and scopes of each individual item.

**4. Relevant documents**

List any known relevant documents (such as standards and regulations), regardless of their source. When the proposal originator considers that an existing well-established document may be acceptable as a standard (with or without amendments) indicate this with appropriate justification and attach a copy to the proposal.

**5. Cooperation and liaison**

List relevant organizations or bodies with which cooperation and liaison should exist.