

# Association Standardization — Code for Good Practice (GB/T 20004—2026)

*Draft for Comments*

Replaces GB/T 20004.1—2016 and GB/T 20004.2—2018

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When submitting feedback, please attach the relevant patents known to you together with supporting documents.

## Contents

Foreword

Introduction

1. Scope
2. Normative References
3. Terms and Definitions
4. Overall Requirements
5. Management Functions of Association Standards Organizations
6. Working Systems for Association Standardization
7. Association Standard Development Procedure
8. Drafting of Association Standards
9. Implementation and Application of Association Standards
10. Internationalization

Annex A (Normative) Evaluation of Good Practice in Association Standardization

Annex B (Informative) Structural Styles for Different Types of Association Standards

Bibliography

## Foreword

This document was drafted in accordance with the provisions of GB/T 1.1—2020 Directives for Standardization — Part 1: Rules for the Structure and Drafting of Standardizing Documents.

GB/T 20004 Association Standardization, together with GB/T 1 Directives for Standardization, GB/T 20000 Rules for Standardization Activities, GB/T 20001 Rules for Drafting Standards, GB/T 20002 Guidelines for the Drafting of Specific Content in Standards, and GB/T 20003 Special Procedures for the Development of Standards, jointly constitutes the basic national standards system supporting standardization work.

This document replaces GB/T 20004.1—2016 Association Standardization — Part 1: Guidelines for Good Practice and GB/T 20004.2—2018 Association Standardization — Part 2: Guidelines for Evaluation of Good Practice. This document is mainly based on GB/T 20004.1—2016 and integrates the content of GB/T 20004.2—2018, revising the document from a guideline standard to a code standard. Compared with GB/T 20004.1—2016, in addition to structural adjustments and editorial changes, the main technical changes are as follows:

- “General principles” has been changed to “overall requirements,” and basic requirements for association standards organizations in terms of business scope, technical requirements, content duplication rate, funding management, etc. have been added (see Chapter 4; Chapter 4 of GB/T 20004.1—2016);
- The functional management of association standards organizations has been refined, and the responsibilities of standardization decision-making, technical management, administrative management, implementation management, and drafting functions have been refined (see 5.1; 5.1 of GB/T 20004.1—2016);
- The working mechanisms of association standardization have been refined, including intellectual property management (patents, copyrights, trademarks), meeting management, document management, self-declaration disclosure, self-evaluation, appeals, and emergency response (see 5.2; 5.2 of GB/T 20004.1—2016);
- Organizational support requirements have been added (see 5.3);
- The association standard development procedure has been refined, and the specific requirements for the stages of proposal, project approval, drafting, solicitation of comments, technical review, approval, publication, and review have been further clarified (see Chapter 6; Chapter 6 of GB/T 20004.1—2016);
- The normative requirements for drafting association standards have been refined, and the selection of core technical elements, citation rules, language expression, prohibited content, and control of technical duplication rate have been clarified (see Chapter 7; Chapter 7 of GB/T 20004.1—2016);
- The promotion and application of association standards have been refined, and detailed rules such as implementation planning, application scenarios, conformity assessment, procurement and bidding, brand building, implementation evaluation, information feedback, intellectual property handling, and dispute handling have been added (see Chapter 8; Chapter 8 of GB/T 20004.1—2016);
- A chapter on “internationalization” has been added, covering the internationalization of association standards, member internationalization, international exchange and cooperation, and the internationalization of association standards organizations (see Chapter 9);
- The indicator system for evaluation of good practice in association standardization and the rules for forming evaluation results have been revised, and scoring criteria have been added (see Annex A; Annex A of GB/T 20004.2—2018).

Please note that certain contents of this document may involve patents. The issuing authority of this document does not assume responsibility for identifying patents.

This document is proposed by and is under the jurisdiction of the National Technical Committee on Principles and Methods of Standardization (SAC/TC 286).

Drafting organizations of this document include: China National Institute of Standardization, State Administration for Market Regulation, Zhongguancun Materials Testing Technology Alliance, Certification and Accreditation Technology Research Center of the State Administration for Market Regulation, China Association for Standardization, China Quality Standards Publishing & Media Co., Ltd., China Society for Inspection and Testing, China Society of Automotive Engineers, etc.

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## Introduction

Association standards are an important part of China's standards system and are also the main form of standards independently developed by the market. Since the Standardization Law of the People's Republic of China established the legal status of association standards, association standards have developed rapidly, have played a positive role in promoting technological innovation, industrial upgrading, and high-quality development, and have strongly supported the development of new products, new business forms, and new models. At the same time, the quality of association standards is uneven, and problems such as “many but not refined” and “fast but not excellent” have become increasingly prominent. It is urgent to strengthen standardized guidance and supervision.

The 2016 edition of GB/T 20004.1 Association Standardization — Part 1: Guidelines for Good Practice provided basic guidance for association standardization activities. With the deepening reform of industry associations and chambers of commerce and the continuous improvement of the standardization governance system, the original guideline has become difficult to meet the actual needs of standardized guidance and supervision of current association standardization activities in terms of binding force, systematicness, and operability.

This revision adheres to problem orientation and goal orientation, takes promoting the high-quality development of association standardization as its purpose, takes comprehensive compliance as its handle, incorporates the latest national requirements for association standards and association standardization activities into full life-cycle management of association standards, highlights implementability and operability, aims to strengthen the regulation, guidance, and supervision of association standardization work, constructs a scientific, efficient, standardized, and orderly system of good practice specifications for association standardization, and provides guidance for social organizations to carry out association standardization work.

## 1. Scope

This document specifies the overall requirements for association standards organizations to carry out standardization activities, as well as specific requirements for functional management and system building, association standard development procedures, standard drafting, implementation and application, and internationalization, and establishes the indicator system and evaluation rules for good practice evaluation of association standardization.

This document is applicable to the regulation, guidance, supervision, and evaluation of standardization activities of association standards organizations.

## 2. Normative References

The contents of the following documents constitute indispensable provisions of this document through normative references in the text. For dated references, only the edition corresponding to the date applies to this document. For undated references, the latest edition, including all amendments, applies to this document.

GB/T 20000.1 Standardization Work Guide — Part 1: General Vocabulary for Standardization and Related Activities

## 3. Terms and Definitions

For the purposes of this document, the terms and definitions defined in GB/T 20000.1 and the following apply.

### 3.1 Standard

A document that is developed through standardization activities, in accordance with prescribed procedures and by consensus, provides rules, guidelines, or characteristics for activities or their results, and is for common and repeated use.

Note 1: A standard should be based on the comprehensive achievements of science, technology, and experience.

Note 2: “Prescribed procedures” means the standard development procedures issued by the organization developing the standard.

Note 3: International standards, regional standards, national standards, etc., because they can be publicly obtained and, where necessary, maintained in line with the latest technical level through amendment or revision, are regarded as constituting recognized technical rules. Standards adopted at other levels, such as professional association standards and enterprise standards, may influence several countries geographically.

[Source: GB/T 20000.1—2014, definition 5.3]

### 3.2 Association Standard

A standard developed by a social organization, to meet market and innovation needs, through coordination of relevant market entities.

### 3.3 Association Standards Organization

A legally established social organization that carries out association standardization (3.4) activities.

Note 1: A social organization refers to a non-profit social organization voluntarily formed by Chinese citizens to realize the common wishes of its members and carrying out activities in accordance with its charter.

Note 2: Members refer to the basic constituent units of a social organization, including organizational members and individual members.

### **3.4 Association Standardization**

A series of standardization activities carried out by an association standards organization (3.3), to meet market and innovation needs, by coordinating relevant market entities, around the research, development, implementation and application, and internationalization of association standards (3.2), as well as conformity assessment activities such as inspection, testing, and certification carried out based on association standards.

## **4. Overall Requirements**

### **4.1 Compliance**

An association standards organization shall comply with national laws and regulations when carrying out standardization activities. An association standards organization shall comply with the basic principles, methods, and procedures of standardization work when carrying out standardization work. An association standards organization shall carry out standard project approval, publication, and other work according to its registered business scope, and shall not carry out standardization activities beyond its scope. The costs required for an association standards organization to draft association standards shall be borne by the association standards organization; it shall not charge fees in the name of participation fees, signature fees, or other nominal participation fees, and shall not charge management fees in the name of assigning a standard number. The technical requirements of association standards shall not be lower than the relevant technical requirements of mandatory national standards. Association standards shall not plagiarize national standards, industry standards, local standards, association standards, or international and foreign standards.

### **4.2 Openness**

An association standards organization shall establish systems to ensure that all members willing to participate in standardization activities participate in standardization activities, including standard development, standardization system building, external standardization cooperation, and other standardization activities. It shall ensure that small and medium-sized enterprises, public-interest organizations, ordinary consumers, and foreign-invested enterprise members participate equally with members from other aspects. It shall allow external organizations and individuals to participate in association standardization activities in specific capacities, such as observers, consulting experts, or drafters.

### **4.3 Transparency**

An association standards organization shall disclose standardization management provisions to all members, including documents such as standardization organizational structure, operating mechanisms, decision-making rules, and standard development procedures. An association standards organization shall promptly disclose project approval information, including project name, summary, objectives, and basis, standard development stage information, and standard publication information to members and society. An association standards organization shall promptly provide corresponding documents and meeting information to participants, and shall leave sufficient time for relevant parties to submit feedback. An association standards organization shall publish information on the current versions and historical versions of standards developed by the association and provide subscription services.

### **4.4 Fairness**

An association standards organization shall ensure that all members enjoy equal rights and bear corresponding responsibilities in the standard development process. An association standards organization shall grant all participants the right to express opinions. An association standards organization shall always remind the chair

to maintain an impartial position and not to favor or suppress any party. An association standards organization shall actively absorb advanced and applicable new technologies and shall not favor relevant parties representing existing technologies. In developing standards, an association standards organization shall adhere to the orientation of fair competition and shall not implement monopolistic conduct, discriminatory practices, or other conduct that damages market competition order through the implementation of standards.

#### **4.5 Consensus**

An association standards organization shall, by means of consultation and discussion, allow participants to fully express opinions, shall not ignore any party's opinions, and shall not suppress opposing opinions. Through consideration of different views of relevant parties, coordination of disputes, proper resolution of objections to substantive issues, and formation of consensus, general agreement of association members shall be obtained. On the basis of consensus, a voting mechanism may be arranged.

#### **4.6 Systematicness**

An association standards organization shall construct a standards system that matches its own development direction and positioning, and carry out systematic layout for the fields of standardization business. An association standards organization shall pay attention to the development and issuance of internal and external relevant regulations and standard documents, especially coordination with other standards such as international standards, national standards, and domestic and foreign relevant association standards, thereby deciding its own standardization action direction.

#### **4.7 Applicability**

The standards developed by an association standards organization shall be application-oriented, fully consider innovation and market needs, and, on the basis of scientific and technological research results and social practical experience, conduct in-depth investigation and demonstration and broadly solicit comments, so as to ensure the scientific nature, standardization, and timeliness of standards. The standards developed by an association standards organization shall be conducive to the scientific and rational use of resources, promotion of scientific and technological achievements, enhancement of product safety, universality, and replaceability, improvement of economic, social, and ecological benefits, and shall be advanced in technology and reasonable in economy. After an association standard is published, the association standards organization shall pay attention to its application, review it in due time, and update it in a timely manner.

### **5. Management Functions of Association Standards Organizations**

#### **5.1 Functional Setup**

An association standards organization shall define, in the form of a system, the standardization functions and the organizational bodies that undertake those functions. The standardization functions of an association standards organization shall include but are not limited to: standardization decision-making functions, standardization technical management functions, standardization administrative management functions, standard implementation functions, and standard drafting functions. The principles, procedures, composition, work responsibilities, work procedures, and change and cancellation processes and requirements for the establishment of organizational bodies shall be clearly defined in the relevant systems of the association standards organization. The names of departments undertaking the same functions within different association standards organizations may be different, and should be set according to actual conditions.

#### **5.2 Standardization Decision-Making Management and Corresponding Bodies**

- 5.2.1 The standardization decision-making management of an association standards organization shall include, but is not limited to:

- approving management documents such as systems and plans for association standardization work;
- reviewing and determining the standards system and work plan;
- reviewing and approving, or authorizing review and approval of, project approval, publication, abolition, review conclusions, etc. of association standards;
- being responsible for the formation and adjustment of standard drafting bodies and defining their work scope;
- coordinating cross-field and cross-departmental standardization work and major disputes;
- regularly reporting annual standardization work and use of funds to the council or general meeting of members.

5.2.2 The internal body undertaking the standardization decision-making function of an association standards organization may be the council, secretariat, a specially established standardization working committee, etc. of the association standards organization.

### **5.3 Standardization Technical Management and Corresponding Bodies**

5.3.1 The standardization technical management of an association standards organization shall include, but is not limited to:

- carrying out project evaluation, organization of solicitation of comments, technical review, approval, review and revision, and technical coordination in the work according to the association standard development procedure;
- establishing and managing a pool of standardization experts to provide technical support for standard development.

5.3.2 The internal body undertaking the standardization technical management function of an association standards organization may be the relevant technical department of the association standards organization or a specially established standardization technical committee, etc.

### **5.4 Standardization Administrative Management and Corresponding Bodies**

5.4.1 The standardization administrative management of an association standards organization shall include, but is not limited to:

- organizing the development of various policies and systems for association standardization work;
- managing and coordinating standardization affairs, including but not limited to intellectual property management, appeals handling, emergency response, liaison and cooperation with external bodies, self-disclosure statements, self-supervision and evaluation, meeting management, standard numbering and document management, etc.

5.4.2 The internal body undertaking the standardization administrative management function of an association standards organization may be the relevant internal department, secretariat, or specially established standardization department of the association standards organization, etc.

### **5.5 Standard Implementation Management and Corresponding Bodies**

5.5.1 The standard implementation management of an association standards organization shall include, but is not limited to:

- organizing standard publicity and implementation;
- carrying out standard consultation;
- promoting member application;



- promoting the implementation and application of association standards in conformity assessment, procurement, and other activities;
- carrying out standards comparison against advanced international and domestic standards;
- evaluating standard implementation, etc.

5.5.2 The internal body undertaking the standardization implementation management function of an association standards organization may be the relevant internal department of the association standards organization or a specially established standardization department, etc.

## **5.6 Standard Drafting and Corresponding Bodies**

5.6.1 The standard drafting of an association standards organization shall include, but is not limited to:

- undertaking specific standard research, drafting, technical verification, comment handling, and other work;
- organizing seminars and fully discussing and consulting on the technical content of standards until consensus is reached;
- completing the drafting of standards according to prescribed procedures and requirements.

5.6.2 The internal body undertaking the association standard drafting function may be a standard working group, etc.

# **6. Working Systems for Association Standardization**

## **6.1 Personnel Management**

- 6.1.1 An association standards organization shall establish an internal standardization body and equip it with full-time standardization staff meeting the needs of the work, and such staff shall be formal employees of the organization. The number of personnel shall match the workload and should be no fewer than three.
- 6.1.2 Standardization staff shall master professional technology in the relevant field and be familiar with standardization laws and regulations, and the principles and methods of standardization work.
- 6.1.3 An association standards organization shall regularly carry out standardization business training, encourage full-time standardization staff to obtain relevant qualifications, and improve professional competence.
- 6.1.4 An association standards organization shall form an external team of standardization technical experts or establish an expert pool, to provide technical support for the development, implementation, evaluation, etc. of association standards. Experts shall have corresponding professional technical background and standardization work experience.
- 6.1.5 An association standards organization shall fully mobilize relevant parties in the industrial chain, especially enterprises with technical advantages, to participate in association standardization work; it shall not develop standards for individual enterprises or by a small number of experts, and shall not outsource or entrust a third party to develop standards.

## **6.2 Funding Management**

- 6.2.1 An association standards organization shall establish and improve a system for dedicated use of standardization work funds. The sources of funds for association standardization work may be membership dues, member donations, social funding, government-purchased services, etc.

- 6.2.2 An association standards organization shall establish a reporting system for the use of standard project work funds. At the time of project approval and submission for approval, a report on funding sources, including voluntary donation fees of participating organizations, expenditures, etc. shall be submitted.
- 6.2.3 An association standards organization shall establish an annual report disclosure system for standardization work funds, report the overall use of standardization work funds in the current year, the income and expenditure of each standard, fees collected for standardization work, etc., and report to the council or general meeting of members. The annual report on work funds of the association standards organization should be disclosed to members.
- 6.2.4 Fee-charging activities carried out by an association standards organization in connection with standardization work shall follow the basic principles of lawfulness and compliance, openness and transparency, equality and voluntariness. The following irregular fee-charging conduct shall not occur:
- charging fees unrelated to standard drafting in the name of project management fees, participation fees, signature fees, etc.;
  - charging management fees in the name of assigning a standard number;
  - entrusting a third party or instructing the standard lead unit to charge “consulting fees,” “commissioned research fees,” and other transferred fees from participating organizations.

### **6.3 Technical Management**

- 6.3.1 An association standards organization shall have the technical level to carry out development of association standards in its field, shall carry out association standard development on the basis of scientific and technological research results and social practical experience, and shall ensure the scientific nature of association standards.
- 6.3.2 Members of an association standards organization should:
- have industry representativeness and industrial influence;
  - lead or participate in relevant scientific research projects, key technology tackling, or innovative technology research;
  - establish a linkage mechanism between major science and technology projects and standardization work, and promote coordinated development of scientific and technological innovation achievements and association standards;
  - establish information systems capable of realizing standard development and management, and improve the efficiency and management level of association standardization work.

### **6.4 Document Management**

- 6.4.1 An association standards organization shall establish a document management system, specify document numbering rules, filing scope, filing requirements, retention periods, and management of use after filing, and implement dynamic updating.
- 6.4.2 The following types of documents shall be included in the scope of document management:
- system documents: mainly including the charter of the association organization, management and operation documents of the standardization body, standard development procedure documents, standard drafting rule documents, patent policies, copyright policies, etc.;
  - association standardization documents: referring to association standards and other standardization documents formally published by the association, as well as staged documents in the development process of these association standardization documents. They shall include, but are not limited to, documents at the following stages: proposal stage, project proposal, project application form, draft standard (proposal draft), etc.; project approval stage, project approval review opinions, project approval

documents, etc.; drafting stage, standard drafts at each stage, drafting explanation drafts at each stage, etc.; solicitation of comments stage, draft for comments, summary and handling table of comments, feedback comments, etc.; technical review stage, draft for review, review meeting minutes including expert signature sheet and review conclusion, summary and handling table of comments, etc.; submission for approval and publication stage, submission-for-approval documents, publication announcement, formally published standard text, etc.; review stage, review opinions, review conclusions, etc.;

- working documents: referring to other record documents formed in the standard development process, such as meeting notices, sign-in sheets, meeting minutes, ballots, etc.;
- patent-related documents: patent information disclosure materials, patent licensing statements, etc. involved in association standards;
- implementation and application archival documents: materials on implementation planning, publicity and training, implementation support, application promotion, implementation evaluation, application evaluation, information feedback, standard interpretation, intellectual property handling, appeals and complaints, dispute handling, review and improvement, etc.

6.4.3 Filed documents shall be true, complete, and accurate, and may be stored in electronic or paper form. An association standards organization shall specify the specific requirements for filing in its document management system.

## **6.5 Meeting Management**

- 6.5.1 An association standards organization shall formulate a meeting organization system related to standardization activities, and regulate the requirements for meeting frequency, form, participants, advance distribution of meeting documents, organization and convening of meetings, meeting records, and formation and release of decisions.
- 6.5.2 Meetings may include standard development meetings and non-standard development meetings. Meetings may be carried out by offline meeting methods or electronic means, such as telephone or video meetings. Meeting documents, such as notices and draft standards, shall be sent in advance to association members and other participants by electronic means such as email.

## **6.6 Appeals Management**

- 6.6.1 An association standards organization shall establish an appeals handling system, define the handling body and its duties, and publish the channels for receiving appeals and the required materials. The handling of appeals shall follow the principles of openness, fairness, and transparency. Staff members with a direct interest in the matter shall recuse themselves.
- 6.6.2 Members of the association standards organization or other relevant interested parties may file appeals with the association standards organization in respect of circumstances in association standardization activities such as violation of the charter of the association standards organization, standard development procedures, fair competition, improper citation of standards, expansion of standard technical requirements, and creation of obligations in violation of rules.
- 6.6.3 An association standards organization shall specify the procedures and requirements for handling appeals. The appeals handling procedure generally includes acceptance, investigation, deliberation, decision, feedback, and other links. An association standards organization shall provide reasonable time limits for acceptance, investigation, mediation, deliberation, decision, feedback, and other links, and the total handling time limit should be reasonably set according to the complexity of the appeal.

## **6.7 Self-Evaluation**

- 6.7.1 An association standards organization shall establish a self-evaluation mechanism, regularly carry out self-evaluation according to the requirements of this document, and improve according to the evaluation results. The specific indicator system and evaluation rules for self-evaluation are shown in Annex A.
- 6.7.2 An association registered on the National Association Standards Information Platform shall upload its self-evaluation report according to the platform requirements and improve according to the evaluation situation.

## **6.8 Emergency Response**

- 6.8.1 An association standards organization shall establish an emergency response mechanism for emergencies in standardization work, specifying, when a major public opinion event concerning a standard occurs, when it attracts broad social attention, or when correspondence inquiries from relevant departments are received, the response triggering conditions, event handling process, information release rules, responsibility requirements of relevant subjects, and post-event improvement measures.
- 6.8.2 When a major public opinion event concerning a standard occurs, when it attracts broad social attention, or when correspondence inquiries from relevant departments are received, the association standards organization shall respond in a timely manner.

## **6.9 Cooperation with External Bodies**

- 6.9.1 Cooperation of an association standards organization with external bodies shall follow the principles of equality and voluntariness, mutual benefit and win-win results, openness and transparency.
- 6.9.2 An association standards organization should formulate flexible policies and procedures, support effective coordination and cooperation with other bodies, and should establish cooperation mechanisms with other standards organizations, conformity assessment bodies, etc.
- 6.9.3 Types of cooperation include, but are not limited to, joint development of standards, standard mutual recognition, information sharing, personnel and technical exchange, etc. Cooperation shall be based on a formal written agreement specifying the scope of cooperation, rights and obligations of all parties, ownership of intellectual property, confidentiality requirements, cost bearing, dispute resolution, cooperation termination, and other matters, and shall be fully recorded in documentary form.
- 6.9.4 Where a cooperation partner seriously violates the cooperation agreement, loses the ability to perform, or has dishonest conduct, the association standards organization shall terminate cooperation with the cooperation partner.

## **6.10 Intellectual Property Management**

### **6.10.1 Patents**

- 6.10.1.1 An association standards organization should formulate provisions on patents involved in its association standards in accordance with GB/T 20003.1, properly handle patent issues involved in association standards, and balance the interests of patentees and standard implementers.
- 6.10.1.2 The provisions on patents involved in association standards shall include, but are not limited to, the following items:
  - the objective or purpose of handling patent issues involved in association standards;

- requirements for patent information disclosure by patentees, including disclosure subject, scope, and time limit;
- requirements for voluntary patent implementation licensing commitments on fair, reasonable, and non-discriminatory terms;
- requirements for publication of patent information involved in the standard;
- requirements for survival of licensing commitments after patent transfer;
- where a patentee does not agree to make a licensing commitment under fair, reasonable, and non-discriminatory principles, the association standard shall avoid, as far as possible, including provisions based on that patent; where it cannot be avoided, feasible alternative technical solutions shall be sought.

6.10.1.3 An association standards organization should publish patent information involved in the standards it has developed through the National Association Standards Information Platform.

6.10.1.4 An association standards organization should guide relevant parties, including patentees and standard implementers, to follow good practice specifications such as information disclosure, licensing commitments, and good-faith negotiation.

## **6.10.2 Copyright**

6.10.2.1 An association standards organization should formulate a copyright protection system for association standards, so as to avoid copyright disputes in the use and sale of association standards and promote the development and dissemination of association standards.

6.10.2.2 The copyright system for association standards should include, but is not limited to, the following contents:

- the ownership of copyright in association standards and the rules and procedures for its disposition;
- the degree and scope of disclosure of association standards;
- the rights and obligations of drafters and association members regarding copyright. The association standards organization shall, through written agreements and other forms, agree that drafters and association members grant the association use of copyright materials submitted by them;
- the use and sale of association standard publications shall be uniformly authorized by the association standards organization;
- the principles, procedures, and requirements for third-party use and sale of association standards.

6.10.2.3 When an association standards organization cites or refers to documents issued by other standards organizations or bodies in the process of developing association standards, it shall ensure that authorization has been obtained from the relevant rights holders, or that it complies with statutory exceptions such as fair use provided by the Copyright Law of the People's Republic of China.

6.10.2.4 An association standards organization should take appropriate measures to protect the copyright of association standards and prevent unauthorized copying, distribution, or network dissemination.

6.10.2.5 Association standards shall ensure that they do not infringe the copyright of others, including but not limited to unauthorized copying, adaptation, or translation of other people's standards.

6.10.2.6 An association standards organization should formulate different types of licensing agreements for the use of association standards according to the purpose of use and application scenarios of association

standards, and clarify the scope of use, licensing conditions, and rights and obligations under different scenarios.

### **6.10.3 Marks and Trademarks**

6.10.3.1 An association standards organization should register its own registered trademarks, and relevant marks formed on the basis of association standard technologies, as trademarks and use them for brand building and promotion of association standards.

6.10.3.2 An association standards organization should formulate a management system for the use of association standard marks and trademarks, specifying the purpose of use, conditions of use, authorization scope, use specifications, rights and obligations, liability for breach, and the inspection and supervision system of the registrant.

6.10.3.3 The trademark use management system should separately regulate self-owned trademarks and relevant marks formed in the standard development process, and strictly prohibit unauthorized use of trademarks, damage to the reputation of the association, and illegal and irregular fee charging in the name of trademarks.

## **7. Association Standard Development Procedure**

### **7.1 General**

7.1.1 An association standards organization shall prescribe the association standard development procedure and formally issue and implement it. The association standard development procedure shall be developed as a separate document, or may be included in relevant system documents.

7.1.2 The association standard development procedure shall include the following stages:

- proposal;
- project approval;
- drafting;
- solicitation of comments;
- technical review;
- approval;
- numbering and publication;
- review.

7.1.3 The association standard development procedure should specify the work content, work subject, time limit, and conditions for entering the next stage for each stage.

### **7.2 Proposal**

7.2.1 The standardization technical management body receives applications for standard development or revision projects, shall organize evaluation of the project proposal, and form an association standard project proposal.

7.2.2 A standard project proposal shall be put forward with the participation of more than three members, and should cover, but is not limited to, relevant organizations such as production enterprises, institutions of

higher education, scientific research institutes, application organizations, inspection and testing bodies, certification and accreditation bodies, etc., so as to promote the implementation and application of the standard.

Note: Association standards organizations encourage members to conduct in-depth research on the trends of industrial upgrading and scientific and technological innovation in the fields covered by the organization, encourage linkage between major science and technology projects undertaken by members and standardization work, and especially encourage proactive layout of standards projects around national strategic plans and requirements of various major policy documents in fields such as promoting transformation and upgrading of traditional industries, laying out emerging industries and future industries, and promoting high-quality and efficient development of service industries.

### **7.3 Project Approval**

#### **7.3.1 Project Approval Evaluation and Disclosure of Results**

- 7.3.1.1 An association standards organization should establish a standard project approval mechanism based on the common needs of members. The standardization technical management body shall organize evaluation of the necessity, feasibility, advancement, etc. of the standard project proposed for approval according to the requirements of 7.3.2, and shall use the form of a project approval evaluation meeting and voting to give a conclusion on whether to approve the project.
- 7.3.1.2 The number of review experts participating in the project approval evaluation meeting should be no fewer than five. Drafters and experts from their organizations may not serve as review experts. The project approval evaluation meeting shall form meeting minutes, including but not limited to meeting time and place, expert list, opinions and suggestions, and conclusion. The meeting minutes shall be signed by the review experts.
- 7.3.1.3 For a standard project approved for project establishment, voting shall be organized within the standardization decision-making body. The voting process shall follow the principles of fairness, impartiality, and openness. In principle, the number of voting participants shall be no fewer than three fourths of the total number of the standardization decision-making body; where affirmative votes reach three fourths or more of the total participating votes and the conclusion is approval, an association standard development or revision project plan and plan number shall be formed. For a standard project not approved, the standardization technical management body shall promptly give feedback and explain the reasons for non-approval.
- 7.3.1.4 An association standards organization shall circulate the association standard development or revision project plan among all members, so that members may participate in standard drafting work or express opinions. An association standards organization shall simultaneously disclose the association standard development or revision project plan on the National Association Standards Information Platform. An association standards organization should publish the association standard development or revision project plan to society through appropriate channels, such as public accounts, official websites, industry platforms, etc.

#### **7.3.2 Content of Project Approval Evaluation**

An association standards organization shall evaluate the association standard project proposal and draft, etc. The evaluation content includes but is not limited to:

- whether it belongs to the registered business scope of the association;
- whether it complies with the provisions of laws and administrative regulations;
- whether the technical content in the draft standard meets fair competition requirements;
- whether the technical content in the draft standard is advanced, necessary, feasible, and coordinated;
- whether the core technical requirements, excluding cited content, should not have a duplication rate higher than 30% with existing national standards, industry standards, local standards, and association standards;
- the comparison and analysis with domestic and foreign standards, and whether the technical requirements are coordinated and connected with existing valid domestic and foreign relevant standards;
- whether the project application form is complete.

## **7.4 Drafting**

- 7.4.1 Drafting preparation: Before drafting an association standard, the standard working group should fully collect domestic and foreign standards, technical regulations, technical development trend literature, scientific and technical literature, and other reference materials related to the standardization object, and clarify the drafting purpose, scope, and content framework of the standard.
- 7.4.2 Drafting principle: The standard working group should refer to the provisions of GB/T 1.1 and the GB/T 20001 series of standards when drafting association standards, so as to improve the standardization and applicability of association standards.
- 7.4.3 Drafting process: The standard working group shall fully analyze, test, and verify standard technical indicators, organize discussion, demonstration, and improvement, and determine the technical content of the standard through consultation, forming the draft for comments, drafting explanation, and relevant technical supporting materials.

## **7.5 Solicitation of Comments**

- 7.5.1 The standardization technical management body shall publicly solicit comments on the draft for comments of the association standard. The period for soliciting comments shall generally be no fewer than 30 days.
- comments shall be publicly solicited among all members, and where necessary targeted solicitation of comments may be conducted;
  - comments shall be simultaneously publicly solicited on the National Association Standards Information Platform;
  - comments should be publicly solicited from society through appropriate channels, such as public accounts, official websites, industry platforms, etc.
- 7.5.2 The standard working group shall summarize the feedback comments and handle and coordinate the feedback comments, forming the draft for review of the association standard, the drafting explanation, and relevant technical supporting materials.
- 7.5.3 It is advisable to solicit comments on the National Association Standards Information Platform.

## **7.6 Technical Review**

- 7.6.1 Review and Use of Results
- 7.6.1.1 The standardization technical management body shall organize technical review of the draft for review of the association standard, and should give a conclusion on whether it passes through a review meeting. The



number of experts participating in the review should be no fewer than seven and should be an odd number. Drafters and experts from their organizations may not participate in technical review work.

- 7.6.1.2 The review meeting shall form meeting minutes, including meeting time and place, meeting agenda, expert list, specific review opinions, review conclusion, expert ballots, etc., and shall be signed by all experts present at the meeting.
- 7.6.1.3 For a standard that has passed technical review, the drafting group shall revise it according to the review opinions and form the draft for approval of the association standard, the drafting explanation, and technical supporting documents. For a standard that fails technical review, the drafting group shall revise it according to the review opinions and submit it again. Where consensus cannot be coordinated, an application for termination of the planned project may be submitted.
- 7.6.1.4 For a standard project that has passed technical review, the standard working group shall revise it according to the review opinions and form the draft for approval, drafting explanation, and technical supporting documents. For a standard project that fails technical review, the standard working group shall revise it according to the review opinions and submit it again to the review expert group. Where consensus cannot be coordinated, an application for termination of the planned project may be submitted.

## **7.6.2 Review Content**

The review content of an association standard shall include 7.3.2 and the following contents:

- whether it complies with relevant laws and regulations and mandatory standards;
- whether there is intellectual property infringement;
- whether it complies with the drafting rules for association standards;
- whether the technical content of the standard is scientific, reasonable, and operable;
- whether necessary technical indicators have been experimentally verified, and whether the verification process and results are reliable;
- whether the handling of comments solicited meets the requirements;
- other relevant requirements.

## **7.7 Approval**

The standardization technical management body shall approve the draft for approval of the association standard according to the requirements of the association standard development procedure. The standardization decision-making body shall review the completeness, standardization, etc. of the materials submitted for approval and organize voting to form a conclusion.

The voting process shall follow the principles of fairness, impartiality, and openness. In principle, the number of voting participants shall be no fewer than three fourths of the total number of the standardization decision-making body, and where affirmative votes reach three fourths or more of the total participating votes, the conclusion is approval.

## **7.8 Numbering and Publication**

### **7.8.1 Numbering**

- 7.8.1.1 The standardization administrative management body shall establish association standard numbering rules, and number approved standards, ensuring the uniqueness and traceability of association standard numbers.

7.8.1.2 The association standard number shall consist of the association standard code, the association standards organization code, the association standard sequence number, and the year number. The association standard code is “T/”; the association standards organization code is independently prepared by each association, shall not duplicate an existing standard code, should all use capital Latin letters or a combination of capital Latin letters and Arabic numerals, and should not end with Arabic numerals. Numbering structure: T/XXXXX XXXXX—XXXX. Example: T/CSTM 1319—2025.

## 7.8.2 Publication

7.8.2.1 An association standards organization shall formulate a reasonable publication mechanism, specify the channels and forms for publishing association standards, and ensure that relevant information can be queried. An association standards organization shall publicly publish the basic information of association standards among all members, and shall simultaneously disclose the basic information of association standards on the National Association Standards Information Platform. An association standards organization should disclose the basic information of association standards to society through other appropriate channels, such as public accounts, official websites, industry platforms, etc.

7.8.2.2 Where an association standard is revised, abolished, replaced, adopted, transformed, or its scope of application changes significantly, the association standards organization shall promptly update the relevant public information.

7.8.2.3 An association standards organization should disclose the full text of the standard on the National Association Standards Information Platform.

7.8.2.4 An association standards organization should publish association standards.

## 7.9 Review

### 7.9.1 Review and Use of Results

7.9.1.1 The standardization technical management body shall formulate a reasonable standard review and result disclosure mechanism, and the review cycle shall generally not exceed three years.

7.9.1.2 According to the needs of economic and social development and scientific and technological development and the implementation and application situation, the standard technical management body should organize review evaluation of published association standards according to 7.9.2, and give review conclusions of continuing validity, revision, or abolition. The standard decision-making body shall confirm and form the review results. For a standard project with a review conclusion of revision, a revision project shall be organized and proposed in a timely manner. For a standard project with a review conclusion of abolition, it shall be abolished and announced in a timely manner. The abolition announcement shall be simultaneously disclosed on the National Association Standards Information Platform.

7.9.1.3 An association standards organization shall specify the publication channels and forms of association standard review results and ensure that relevant information can be queried. For association standards that have been adopted, transformed, abolished, replaced, or have amendments, relevant information shall be updated in a timely manner, such as basic standard information, current status, implementation date, access method, and replacement relationship. An association standards organization shall publicly publish review results among all members and simultaneously disclose review results on the National Association

Standards Information Platform. An association standards organization should disclose review results to society through other appropriate channels, such as public accounts, official websites, industry platforms, etc.

#### 7.9.2 Review Requirements

Review of association standards shall focus on, but not be limited to, the following circumstances:

- whether there is noncompliance with laws and regulations;
- whether there is noncompliance with mandatory national standards;
- whether there is noncompliance with national industrial policy requirements;
- whether the technical level is clearly lower than recommended national standards and industry standards;
- whether there is basic duplication of content with existing national standards and industry standards;
- whether the technical indicators involved in the standard are advanced and applicable, and whether the promotion, application, and technical iteration of the association standards developed are continuously promoted;
- whether an information feedback mechanism has been established to promptly collect problems, suggestions, and typical experiences in the implementation of association standards;
- other circumstances.

## 8. Drafting of Association Standards

### 8.1 Drafting Preparation

- 8.1.1 Before drafting an association standard, relevant domestic and foreign standards, technical regulations, technical development trend literature, scientific and technical literature, and other reference materials for the corresponding standardization object shall be fully collected.
- 8.1.2 The specific standardization object, users, and drafting purpose of the association standard shall be clarified; the standardization object shall not exceed the charter and business scope of the association organization.
- 8.1.3 The structure of the association standard system shall be planned, and the name, scope, and content framework of the specific association standard shall be determined.

### 8.2 Structure of Association Standards

The structure of an association standard should refer to the following style:

- cover (required);
- table of contents (optional);
- foreword (required);
- introduction (optional);
- scope (required);
- normative references (required);
- terms and definitions (required);
- symbols and abbreviated terms (optional);
- classification and coding / system composition (optional);
- general principles and/or general requirements (optional);

- core technical elements (required);
- other technical elements (optional);
- bibliography (optional);
- index (optional).

Annex B provides structural styles for different types of association standards.

### **8.3 Drafting Requirements**

8.3.1 When drafting an association standard, the rules of GB/T 1.1 may be referred to for selecting and determining core technical elements and drafting the cover, table of contents (if any), foreword, introduction (if any), scope, normative references, other technical elements (if any), bibliography (if any), and index (if any). The specific drafting of core technical elements may refer to the provisions of GB/T 20001 (all parts).

8.3.2 For the following basic general contents, such as terms, classification, quantities, and symbols, relevant basic general national standards shall be observed, and association standards generally should not make provisions:

- standardization principles and methods;
- standardization terminology;
- principles and methods for terminology;
- quantities, units, and their symbols;
- symbols, codes, and abbreviated terms;
- indexing of references;
- technical drawing;
- preparation of technical documents;
- graphical symbols;
- limits, fits, and surface properties;
- preferred numbers;
- statistical methods;
- environmental conditions and related tests;
- safety;
- electromagnetic compatibility;
- conformity and quality;
- environmental management, etc.

8.3.3 When citing other documents in association standards, it shall be ensured that:

- the normatively cited content constitutes indispensable provisions of the association standard;
- the cited content has broad acceptability and authority;
- the publisher, issuer (if any), or author of the document has agreed that the document may be cited, and when contact is made with them to obtain the document, such document can be obtained from the author or publisher;
- the publisher, issuer (if any), or author of the document has agreed to promptly notify the social organization of revision plans for the document and the key points involved in the revision;
- the document is available on fair, reasonable, and non-discriminatory commercial terms;

- patents involved in the document can obtain licensing statements according to the procedure of the social organization.

Association standards shall not cite:

- documents that cannot be publicly obtained;
- documents that have been replaced or abolished.

Association standards shall not normatively cite laws, administrative regulations, rules, and other policy documents, and shall not generally require compliance with provisions of regulations or policy documents.

- 8.3.4 Core technical content shall use the modal verbs corresponding to the type of provision, and technical requirements shall be operable and verifiable.
- 8.3.5 Core technical requirements shall not be lower than the technical requirements of mandatory national standards, and should be higher than the relevant technical requirements of recommended standards. According to specific circumstances, the relevant technical requirements, compared with international and foreign ones, should reach the internationally leading level.
- 8.3.6 Where map content is involved in association standards, it shall be reviewed and have a map review number.
- 8.3.7 Association standards shall not specify or involve the content of government functions, and shall not specify legal and regulatory requirements such as administrative management measures, legal liabilities, and penalties.
- 8.3.8 Association standards shall not give commodity names or trademarks; the correct name or description of the product shall be given. For example, use “polytetrafluoroethylene” rather than “Teflon®.”
- 8.3.9 Evaluation-type association standards shall not designate evaluation bodies and shall not specify evaluation and rating fee content. Where professional technical requirements for personnel are involved, personnel qualification content shall not be specified.
- 8.3.10 Association standards of any type shall not contain the following content:
- content that restricts or disguisedly restricts market entry and exit, including but not limited to: unlawfully setting approval procedures for industries, fields, businesses, etc. outside the negative list for market access; restricting the operation, purchase, or use of goods or services provided by specific operators; setting unreasonable or discriminatory entry or exit conditions; and other content that restricts or disguisedly restricts market entry and exit;
  - content that restricts or disguisedly restricts the free flow of goods and factors, including but not limited to: restricting foreign or imported goods and factors from entering the local market, or obstructing local operators from moving out and goods or factors from being exported; excluding, restricting, forcing, or disguisedly forcing non-local operators to invest and operate or set up branches locally; and other content restricting the free flow of goods and factors;
  - content that grants selective or differentiated financial rewards or subsidies to specific operators;
  - content that affects the production and operation behavior of operators, including but not limited to: forcing or disguisedly forcing operators to implement monopolistic conduct, or providing facilitative conditions for operators to implement monopolistic conduct; and other content affecting production and operation behavior.

- 8.3.11 The duplication rate of the core technical content of an association standard, compared with existing national standards, industry standards, local standards, and association standards, shall not exceed 30%.

## **9. Implementation and Application of Association Standards**

### **9.1 Basic Requirements**

- 9.1.1 An association standards organization shall establish an implementation and application management mechanism for association standards, and manage activities after publication of association standards such as implementation planning, application promotion, effect evaluation, information feedback, review and improvement, intellectual property handling, and dispute coordination.
- 9.1.2 An association standards organization shall, according to laws and regulations, mandatory standards, national industrial policies, the charter of the association, and standardization work system documents, establish an implementation and application mechanism for agreed adoption by association members and voluntary adoption by society. Where activities such as training, adoption, recognition, testing, inspection, certification, evaluation, examination and determination, verification, and authorized use are involved, the nature of the activity, applicable basis, procedural rules, responsible subject, and boundary of use of results shall be clarified.
- 9.1.3 When carrying out implementation and application activities of association standards, an association standards organization shall maintain fair competition and the order of the unified market, and shall not take participation in standard drafting, payment of fees, acceptance of training, purchase of services, or obtaining results issued by designated bodies as unreasonable prerequisites for adopting association standards or participating in relevant activities.
- 9.1.4 An association standards organization should, in combination with the needs of scientific and technological innovation, industrial development, quality improvement, social governance, and coordinated development of national quality infrastructure, promote the implementation and application of high-quality association standards in appropriate scenarios.

### **9.2 Implementation of Association Standards**

#### **9.2.1 Publicity, Training, and Interpretation**

- 9.2.1.1 An association standards organization should carry out publicity and implementation, training, interpretation, Q&A, and other activities for standards according to the importance, technical complexity, application needs, and implementation risks of association standards.
- 9.2.1.2 The content of publicity and implementation, training, and interpretation shall be based on the text of the association standard, and should include the development background, scope of application, main technical content, implementation methods, application scope and limitations, relationship with related standards, and common issues in implementation.
- 9.2.1.3 When an association standards organization interprets a standard, it shall maintain consistency between the interpretation content and the standard text. Where interpretation materials provide supplementary

explanations to the standard text, their nature, applicable conditions, and use restrictions shall be explained.

### **9.2.2 Implementation Support**

- 9.2.2.1 An association standards organization shall establish a conflict of interest management mechanism, specifying the basis for fees, service content, service scope, liability limitations, and methods for assuming responsibility. Paid implementation support activities shall maintain necessary independence from activities such as project approval evaluation, technical review, approval and publication of association standards.
- 9.2.2.2 An association standards organization should, according to standard implementation needs, develop supporting documents or tools such as implementation guides, application manuals, implementation key-point checklists, examples of evidence materials, data collection templates, etc.; where evaluation activities based on association standards are involved, corresponding evaluation tools should be developed.
- 9.2.2.3 An association standards organization should explore the establishment and application of machine-readable standards, structured standard data, standard corpora, standard knowledge bases, online implementation tools, and other digital resources and tools.

## **9.3 Application of Association Standards**

### **9.3.1 Application in Public Management, Procurement, and Contracts**

- 9.3.1.1 An association standards organization may promote the adoption of advanced and applicable association standards in government procurement, policy formulation, administrative regulation, public services, social governance, and contract documents. When citing association standards, the standard number, name, year number, specific clause number, and scope of application shall be specified.
- 9.3.1.2 When applying the standard, the association standards organization shall explain the relationship between the association standard and laws and regulations, mandatory standards, recommended national standards, industry standards, local standards, and relevant policy documents.
- 9.3.1.3 When an association standard is cited or adopted by relevant parties, the association standards organization shall, as needed, provide supporting materials such as the standard text, implementation explanation, application cases, implementation effect evaluation, explanation of technical advancement, and explanation of coordination with relevant standards.
- 9.3.1.4 When association standards are cited in procurement, bidding and tendering, and contract documents, they shall meet fair competition requirements and shall not designate specific brands, specific suppliers, specific service bodies, or set other unreasonable exclusive conditions.

### **9.3.2 Applications Related to Conformity Assessment**

- 9.3.2.1 An association standards organization shall, according to laws and regulations and relevant system requirements, establish a voluntary conformity assessment scheme around association standards to support testing, inspection, certification, evaluation, examination and determination, verification, declaration of conformity, and other activities.
- 9.3.2.2 When establishing a voluntary conformity assessment scheme, an association standards organization shall at least specify the following:

- scope of application and applicable objects;
- the association standard and relevant clause numbers on which it is based;
- assessment procedures and assessment methods;
- evidence materials and record requirements;
- expression of assessment results and validity period;
- mechanisms for supervision, suspension, withdrawal, or exit;
- appeals and complaint handling mechanism;
- requirements for use of marks, certificates, or statements;
- responsibilities of relevant parties and risk control requirements.

9.3.2.3 When an association standards organization entrusts or authorizes other bodies to carry out testing, inspection, certification, evaluation, examination and determination, verification, declaration of conformity, and other activities related to association standards, it shall put forward requirements for the capacity, independence, impartiality, compliance, and conflict of interest management of the entrusted or authorized body.

### **9.3.3 Application in Brand Building and Industry Self-Discipline**

9.3.3.1 An association standards organization should guide standard adopters to apply association standards to quality improvement, brand promotion, quality commitment, mark use, service improvement, management optimization, credit building, and other activities, promote the improvement of brand image and market recognition of standard adopters, and shall put forward requirements for the adoption method, scope of application, application scenarios, boundary of use of results, and publicity wording of the standard.

9.3.3.2 An association standards organization may promote the standardized application of association standards within the industry through industry self-discipline, conventions and initiatives, excellent cases, quality improvement activities, etc.

## **9.4 Evaluation of Implementation and Application**

### **9.4.1 Evaluation Mechanism**

9.4.1.1 An association standards organization shall establish an implementation and application evaluation mechanism for association standards, and regularly collect, analyze, and evaluate the adoption situation, implementation effects, application situation, problem feedback, and revision needs of association standards.

9.4.1.2 The results of implementation and application evaluation shall serve as an important basis for review of association standards and formation of review conclusions such as continuing validity, revision, or abolition, as well as for carrying out standards system optimization, standard project approval, and improvement of work of association standards organizations.

### **9.4.2 Evaluation Content**

9.4.2.1 Evaluation content should include, but is not limited to:

- the scope, number, method, and continuity of adoption of association standards;
- the actual effects produced in terms of quality, efficiency, safety, compliance, green and low-carbon development, technological innovation, management improvement, risk control, consumer protection, social governance, or economic and social benefits;



- the method of use, supporting role, and value conversion situation in specific application scenarios.

9.4.2.2 Evaluation content of application situations should include, but is not limited to:

- application in recognition, testing, inspection, certification, evaluation, examination and determination, verification, declaration of conformity, and other activities;
- application in procurement, bidding and tendering, contracts, supply chain management, and quality management;
- situations in which they are cited or adopted in scenarios such as government procurement, policy formulation, administrative regulation, public services, and industry self-discipline;
- situations in which they are cited or transformed by national standards, industry standards, local standards, other association standards, or enterprise standards;
- application in pilot demonstrations, brand building, benchmarking and compliance, quality improvement, and standardization services;
- typical cases, mature models, and replicable experience formed during application.

### **9.4.3 Evaluation Methods**

9.4.3.1 An association standards organization should use one or more methods such as data statistics, statement verification, expert evaluation, third-party evaluation, case analysis, pilot verification, field research, user feedback, and standard citation analysis to carry out implementation and application evaluation.

9.4.3.2 Implementation and application evaluation shall pay attention to the authenticity, completeness, representativeness, and traceability of evaluation data. For data involving economic and social benefits, the data source, statistical caliber, and calculation method shall be explained.

9.4.3.3 An association standards organization shall determine the frequency of implementation and application evaluation according to the importance, application scope, and risk level of association standards.

## **9.5 Information Feedback and Improvement**

9.5.1 Information feedback: An association standards organization shall establish an information feedback mechanism for the implementation and application of association standards, and collect opinions and suggestions from association members, social voluntary adopters, users, consumers, conformity assessment bodies, industry organizations, government departments, and other relevant parties.

9.5.2 Problem handling: An association standards organization shall classify and handle the collected implementation and application problems. For problems involving laws and regulations, national policies, mandatory standards, public interest, major quality and safety risks, fair competition, or major social impact, the association standards organization shall promptly carry out risk study and judgment and take corresponding disposal measures.

9.5.3 Continuous improvement: An association standards organization shall, according to the implementation and application situation, optimize the association standards system, standard development or revision procedures, technical review requirements, implementation support methods, and application promotion mechanism.

## **10. Internationalization**

### **10.1 Internationalization of Association Standards**

- 10.1.1 Qualified association standards organizations may, through international and regional standards organizations, international professional standards organizations, and other channels, promote association standards with internationally leading levels to be transformed into relevant international or regional standards.
- 10.1.2 Qualified association standards organizations may carry out foreign-language translation of association standards and promote the use of association standards in international exchange and application.

### **10.2 Internationalization of Members of Association Standards Organizations**

- 10.2.1 Association standards organizations are encouraged to absorb foreign-invested enterprises as organizational members.
- 10.2.2 Qualified association standards organizations are encouraged to select and send experts to participate in activities of technical bodies of international standards organizations and become registered experts of international standards.

### **10.3 International Exchange and Cooperation**

Association standards organizations are encouraged to carry out standardization cooperation with international, foreign, and regional standards organizations, share standards information, conduct standards mutual recognition, and carry out technical exchange, etc.

### **10.4 Internationalization of Association Standards Organizations**

- 10.4.1 Qualified association standards organizations are encouraged to carry out internationalized operation by reference to internationally accepted practices. They may choose at least one foreign language as a working language, actively absorb foreign members, carry out standard development and revision according to the consensus principle, and improve the transparency of standard development.
- 10.4.2 Qualified association standards organizations and their organizational members are encouraged to actively apply to undertake domestic counterpart units of technical bodies of international standards organizations in relevant fields and participate in international standardization activities.
- 10.4.3 Qualified association standards organizations and their organizational members are encouraged to actively apply to undertake leaders and secretariats of technical bodies of international standards organizations in relevant fields, promote the establishment of new technical bodies in international standards organizations, and undertake secretariats.

### **10.5 Good Practice Specifications for International Professional Standards Organizations**

- 10.5.1 Capable association standards organizations are encouraged to develop into international professional standards organizations.
- 10.5.2 International professional organizations should, in combination with conformity assessment systems, establish international technical brands.

- 10.5.3 International professional standards organizations are encouraged to establish cooperation mechanisms with international standards organizations and promote the direct adoption of association standards by international standards.
- 10.5.4 International standards organizations are encouraged to deepen standard application and promotion in combination with national bilateral and multilateral trade cooperation mechanisms.

## Annex A (Normative) — Evaluation of Good Practice in Association Standardization

### A.1 Evaluation Criteria

The total score for evaluation of good practice in association standardization is 100 points. Evaluation results are divided into the following four grades:

- Excellent: total score  $\geq 90$  points, and no disqualifying item has been triggered;
- Good: total score  $\geq 75$  points and  $< 90$  points, and no disqualifying item has been triggered;
- Qualified: total score  $\geq 60$  points and  $< 75$  points, and no disqualifying item has been triggered;
- Unqualified: total score  $< 60$  points, or a disqualifying item has been triggered.

Note: This document uses “shall (shall not),” “should (should not),” “encouraged (not encouraged),” and “may (need not)” to regulate the behavior of association standards organizations. Among them, “shall (shall not)” is a mandatory requirement; those not satisfying it shall suspend or terminate association standard work. “Should (should not),” “encouraged (not encouraged),” and “may (need not)” are respectively recommendation, suggestion, and permission requirements, and are counted in behavior evaluation as 1 point, 0.5 point, and 0.1 point respectively.

### A.2 Indicator Description

Table A.1 provides evaluation items, secondary indicators, and indicator descriptions for conducting evaluation of good practice in association standardization for social organizations.

| Primary indicator                | Secondary indicator                       | Indicator nature   | Indicator description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Scoring rule                                                                               |
|----------------------------------|-------------------------------------------|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|
| Overall requirements             | Basic compliance requirements             | Disqualifying item | Conduct project approval and publication within registered business scope; technical requirements shall not be lower than mandatory national standards and technical regulations; technical requirement duplication rate shall not exceed 30%; standard drafting costs shall be borne by the organization and no improper fees such as participation fees, signature fees, or standard-number management fees shall be charged; standardization work shall follow the basic principles, methods, and procedures of standardization work. | Triggering any item results in “Unqualified”.                                              |
| Management functions (15 points) | Standardization decision-making           | Non-disqualifying  | Decision-making body is set up according to openness, fairness, and transparency and performs functions in 5.2.                                                                                                                                                                                                                                                                                                                                                                                                                          | Complete body and functions: 3 points; body set but incomplete functions: 1.5; not set: 0. |
| Management functions (15 points) | Standardization technical management      | Non-disqualifying  | Carry out project evaluation, technical review, review and revision, and technical coordination; establish and manage an expert pool.                                                                                                                                                                                                                                                                                                                                                                                                    | Complete body and functions: 3; body set but incomplete: 1.5; not satisfied: 0.            |
| Management functions (15 points) | Standardization administrative management | Non-disqualifying  | Set up technical management body or technical committee and perform duties in 5.4.                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Complete body and functions: 3; incomplete: 1.5; not set: 0.                               |

|                                  |                                    |                                   |                                                                                                                                                                            |                                                                                                                                                 |
|----------------------------------|------------------------------------|-----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|
| Management functions (15 points) | Standard implementation management | Non-disqualifying                 | Organize standard publicity and implementation, consultation, member application, benchmarking with advanced standards, and implementation evaluation.                     | Complete body and functions: 3; incomplete: 1.5; not set: 0.                                                                                    |
| Management functions (15 points) | Standard drafting                  | Non-disqualifying                 | Set up a drafting body such as a standard working group and perform duties in 5.6.                                                                                         | Complete body and functions: 3; incomplete: 1.5; not set: 0.                                                                                    |
| Working systems                  | Personnel management               | Disqualifying / non-disqualifying | Configure no fewer than 3 full-time standardization staff who are formal employees; conduct regular training, establish expert pool, and involve industrial-chain parties. | If staffing requirement is not met, evaluation is unqualified. Other items: three all present 3 points; one missing 1.5; two or more missing 0. |
| Working systems                  | Funding management                 | Disqualifying / non-disqualifying | Dedicated use of funds, project funding reports, annual report disclosure, and no irregular fee charging.                                                                  | Irregular fee charging results in unqualified. Other items scored 2/1/0.5/0.                                                                    |
| Working systems                  | Technical management               | Non-disqualifying                 | Lead or participate in research projects, establish linkage between science and technology and standardization, and build information systems.                             | All three: 2; two: 1; one: 0.5; none: 0.                                                                                                        |
| Working systems                  | Document management                | Non-disqualifying                 | Establish document management system covering system documents, draft standards, work documents, patent documents, etc.                                                    | System and complete filing: 1; insufficient: 0.                                                                                                 |
| Working systems                  | Meeting management                 | Non-disqualifying                 | Establish meeting organization system covering frequency, form, documents, records, and decisions.                                                                         | System and standardized implementation: 1; insufficient: 0.                                                                                     |
| Working systems                  | Appeals management                 | Disqualifying / non-disqualifying | Establish an appeals handling system with principles, body, and procedure, and handle appeals fairly, impartially, and promptly.                                           | No system: unqualified. Complete: 2; partial: 1; non-compliant: 0.                                                                              |
| Working systems                  | Self-evaluation                    | Disqualifying                     | Conduct self-evaluation at least every three years and upload reports if registered on the platform; improve according to evaluation results.                              | No self-evaluation or no upload: unqualified; improvement measures and records: 1; none: 0.                                                     |
| Working systems                  | Emergency response                 | Disqualifying                     | Establish emergency response mechanism and respond promptly to major public opinion events.                                                                                | No mechanism: 0; no timely response when events occur: unqualified.                                                                             |
| Working systems                  | External liaison and cooperation   | Non-disqualifying                 | Establish cooperation mechanisms with other standards organizations and conformity assessment bodies; carry out joint standard development, mutual recognition, etc.       | Mechanism and actual cooperation: 1; only mechanism: 0.5; none: 0.                                                                              |

|                                   |                                          |                                   |                                                                                                                                                                                              |                                                                                               |
|-----------------------------------|------------------------------------------|-----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|
| Working systems                   | Patent management                        | Disqualifying / non-disqualifying | Formulate patent policies and comply with 6.10.1.2–6.10.1.4.                                                                                                                                 | No patent policy: unqualified; full compliance: 1; partial: 0.5; not compliant: 0.            |
| Working systems                   | Copyright management                     | Disqualifying / non-disqualifying | Formulate copyright policies and comply with 6.10.2.2–6.10.2.6.                                                                                                                              | No copyright policy: unqualified; full compliance: 1; partial: 0.5; not compliant: 0.         |
| Working systems                   | Marks and trademarks                     | Non-disqualifying                 | Register association standard marks as trademarks and establish use management system.                                                                                                       | Registration and system: 1; one only: 0.5; none: 0.                                           |
| Development procedure (20 points) | Proposal demonstration                   | Non-disqualifying                 | Proposal put forward by three or more members, covering production, education, research, application, inspection, testing, certification, and accreditation; joint proposal also acceptable. | Satisfies requirement: 3; not satisfied: 0.                                                   |
| Development procedure (20 points) | Project approval evaluation              | Non-disqualifying                 | Evaluate necessity, feasibility, advancement, coordination, duplication check $\leq 30\%$ , and disclose results.                                                                            | Standardized and disclosed: 3; incomplete or not disclosed: 1; not evaluated: 0.              |
| Development procedure (20 points) | Drafting                                 | Non-disqualifying                 | Working group has representativeness, technical advancement and coordination, and experimental verification of necessary indicators.                                                         | All three: 3; one missing: 2; two missing: 1; none: 0.                                        |
| Development procedure (20 points) | Solicitation and handling of comments    | Non-disqualifying                 | Public solicitation of comments, period $\geq 30$ days, standardized summary and handling.                                                                                                   | Standardized and complete records: 3; partially non-standardized: 1; no solicitation: 0.      |
| Development procedure (20 points) | Technical review                         | Non-disqualifying                 | Review meeting with $\geq 7$ experts and odd number, drafters recused, approval $\geq 3/4$ , duplication check $\leq 30\%$ .                                                                 | All satisfied: 3; expert number or approval ratio insufficient: 1; other serious problems: 0. |
| Development procedure (20 points) | Approval, publication, numbering, review | Mixed                             | Decision-making body approves according to procedure; information is published and searchable; numbering is unique and traceable; review cycle $\leq 3$ years.                               | Numbering non-compliance is disqualifying. Other items scored according to completeness.      |
| Drafting (10 points)              | Technical content compliance             | Disqualifying                     | No inconsistency with basic general standards, no technical requirements lower than mandatory/recommended standards, no prohibited fair-competition content.                                 | Triggering any disqualifying item results in unqualified.                                     |
| Drafting (10 points)              | Normativity of drafting                  | Non-disqualifying                 | Reasonable structure, standardized text, and compliance with 8.1.1–8.1.3 and 8.3.3–8.3.9.                                                                                                    | All compliant: 10; 3 or fewer non-compliances: 7–9; 4–6: 4–6; 7 or more: 0–3.                 |

|                                            |                                                     |                   |                                                                                                                                                                                                                                                                                                                                      |                                                                                               |
|--------------------------------------------|-----------------------------------------------------|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|
| Implementation and application (25 points) | Implementation compliance                           | Disqualifying     | Participation in drafting, payment, training, purchasing services, or obtaining designated-body results shall not be unreasonable prerequisites; no designation of brands or suppliers; entrusted bodies must meet capacity, independence, and impartiality requirements.                                                            | Triggering any item results in unqualified.                                                   |
| Implementation and application (25 points) | Basic requirements, promotion, evaluation, branding | Non-disqualifying | Establish conflict-of-interest management, implementation application mechanisms, promotion/training/tools, applications in public management, procurement, conformity assessment, brand building, implementation evaluation and feedback, and continuous improvement.                                                               | Scored according to implementation degree, with maximum sub-scores as specified in Table A.1. |
| Internationalization (15 points)           | Internationalization of standards and organizations | Non-disqualifying | Promote association standards to international or regional standards; translate foreign-language versions; absorb foreign-invested enterprises; send experts to international organizations; carry out international cooperation; operate by reference to international practices; undertake counterpart units and technical bodies. | Scored per item, with maximum total 15 points as specified in Table A.1.                      |

### A.3 Formation Rules for Evaluation Results

A.3.1 Weight determination: The analytic hierarchy process (AHP) may be used. The 1–7 scale method is used to score indicators at each level pairwise, determine the ratios of relative importance between indicators, establish a comparison judgment matrix, and obtain weights through matrix operation and consistency testing. The entropy weight method may also be used for objective weighting.

A.3.2 Target value determination: Evaluation bodies may determine target values of evaluation indicators according to relevant development plans or assessment methods.

A.3.3 Calculation of indicator scores: Different secondary indicators are processed to obtain scores for each indicator. Positive indicators and reverse indicators are calculated according to the formulas in the original document; scores greater than 1 are treated as 1, and scores less than 0 are treated as 0, ensuring that each indicator score falls between 0 and 1.

A.3.4 Calculation of evaluation results: The evaluation result is calculated by the linear weighted method.

### A.4 Evaluation Methods

Evaluation shall be conducted using one or more of the following methods in combination: document review, including review of the charter, system documents, standard texts, meeting records, appeals handling records, etc.; on-site assessment, including on-site verification of organizational operation, personnel competence, information management systems, etc.; interviews and questionnaires with standardization staff, member organizations, and other relevant parties.

### A.5 Grouping Rules

When conducting evaluation, where evaluation involves the development procedure, drafting, and implementation and application of association standards, the published association standards of the association standards organization should be grouped into “evaluation batches” according to certain rules as the basis for sampling evaluation.

Evaluation batches shall be formed according to publication time, technical field, standard type, or combinations of adjacent years or similar fields where the number of standards is small. Each evaluation batch shall contain no fewer than three standards and should not exceed 30 standards. If the total number of standards published by an association standards organization in the evaluation period is fewer than three, all shall be included in evaluation and sampling shall not be conducted.

## A.6 Sampling Plan

Sampling shall use simple random sampling or stratified random sampling. The sampling procedure includes determining the evaluation batch and batch size, determining the sample size, extracting samples using a random number table or professional sampling software, evaluating each selected standard item by item according to A.1, and expanding the sampling scope or adding evaluation batches if a selected standard has serious violations or major quality problems.

For a single evaluation item, if the proportion of unqualified standards in the sample is lower than 30%, the item is determined as “qualified”; if the proportion reaches or exceeds 30%, the item is determined as “unqualified.” For the overall evaluation batch, if all evaluation items are qualified, the batch is determined as “passed”; if one evaluation item is unqualified, the batch is determined as “conditionally passed”; if two or more evaluation items are unqualified, the batch is determined as “not passed.” For a batch determined as “not passed,” the remaining standards in the same batch shall be additionally sampled for re-evaluation, or expanded to adjacent evaluation batches for re-evaluation.

## A.7 Evaluation Cycle

Self-evaluation shall be carried out at least once every year. Other evaluations may be carried out in due time as needed.

## Annex B (Informative) — Structural Styles for Different Types of Association Standards

Tables B.1 to B.4 provide the possible elements and their order for test method, specification, procedure, and guideline association standards.

| Type                               | Required elements                                                                                                  | Optional elements                                                                                                                                                                                                                                                               |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Test method association standard   | Cover; foreword; scope; normative references; terms and definitions; test procedures; test data processing.        | Table of contents; introduction; symbols and abbreviated terms; principle; test conditions; reagents or materials; instruments and equipment; samples/specimens; precision; special cases; test report; other technical elements; bibliography.                                 |
| Specification association standard | Cover; foreword; scope; normative references; terms and definitions; technical requirements; verification methods. | Table of contents; introduction; symbols and abbreviated terms; classification and coding / system composition; overall requirements / general requirements; inspection rules; marks, labels and accompanying documents; packaging, transport and storage; bibliography; index. |
| Procedure association standard     | Cover; foreword; scope; normative references; terms and definitions; procedure establishment; procedure            | Table of contents; introduction; classification and coding / system composition; overall requirements /                                                                                                                                                                         |



|                                |                                                                                                      |                                                                         |
|--------------------------------|------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------|
|                                | instruction; traceability /<br>verification methods.                                                 | general requirements;<br>bibliography; index.                           |
| Guideline association standard | Cover; foreword; scope; normative<br>references; terms and definitions;<br>factors to be considered. | Table of contents; introduction;<br>general rules; bibliography; index. |

## **Bibliography**

[1] GB/T 1.1 Directives for Standardization — Part 1: Rules for the Structure and Drafting of Standardizing Documents

[2] GB/T 20000.6—2024 Rules for Standardization Activities — Part 6: Guide for Good Practice

[3] GB/T 20003.1 Special Procedures for the Development of Standards — Part 1: Standards Involving Patents

[4] Annex 3 to the WTO/TBT Agreement, “Code of Good Practice for the Preparation, Adoption and Application of Standards”

[5] Implementation Guidelines for the Common Patent Policy for ITU-T/ITU-R/ISO/IEC