STANDARDISATION AND VARIETY REDUCTION

History of Standardization

- Prehistoric standardization
 - . The stone implements of similar form and shape.
 - Indus valley civilization used standardization for town planning, water supply, drainage, house building and even weights and measures.
- Between the 7th century B.C. and the 17th century A.D.,
 - Standards for units of measurement of length, volume, weight and money were further developed in various parts of the world.
- The development of standardization as an engineering activity
 - Eli Whitney introduced the production of interchangeable components for the manufacture of guns.
 - Standardization of screw threads by Sir Joseph Whitworth (1841)
 - Railways: Establishment of standard width between the two rails on the railway track, the manufacture of railway couplings, air brakes and the signalling system called for increasing levels of systematized work.

History of Standardization

- Mass production became possible through standardization.
- 19th century: standardization was recognized in industrialized countries as a powerful tool
 to increase productivity through interchangeability and reduction of variety.
- 20th century: the establishment of several standardization bodies in the United States of America
 - National Bureau of Standards (NBS),
 - Society of Automotive Engineers (SAE),
 - American Society for Testing and Materials (ASTM),
 - American Society of Mechanical Engineers (ASME),
 - By 1928, national standards bodies(NSBs) had been established in 16 industrialized countries.
- After the First World War, standardization, through reduction in variety, was established as
 a useful management tool for reducing costs.
- After the Second World War, to safeguard interest of customers and to meet the rising demand for standards for finished products, standardization activities increased in various countries, with the additional support and involvement of government and industry.

History of Standardization

- With increased trade among industrialized countries, internationally accepted norms or standards were needed to support this development.
- The establishment of international bodies for standardization: International Electrotechnical Commission (IEC) in 1906 and the International Organization for Standardization (ISO) in 1947.
- Following the colonial era in Asia and Africa and accessorily in Latin America, factors such as excess demand over supply, low purchasing power and problems with adherence to foreign standards led to the establishment of NSBs.
- In developing countries and in those countries that had recently gained their independence, the aim of these standards bodies was to formulate national standards to suit local technologies, materials and consumption patterns.
- Organized standardization has now become an important element of infrastructure needed for the healthy growth of industry and commerce in all countries of the world.

Standards and standardization

- Standard: A standard is a document which provides requirements, rules, and guidelines, for a process, product or service. These requirements are sometimes complemented by a description of the process, products or services.
- Standards are the result of a consensus and are approved by a recognized body.
- Standards aim at achieving the optimum degree of order in a given context.
- Standardization: The process of formulating, issuing and implementing standards is called standardization.

The primary aims of standardization

- Y Fitness for purpose is the ability of the process, product or service to fulfil a defined purpose under specific conditions. Any product, process or service is intended to meet the needs of the user. Sometimes the expectations of the users may be at variance with the actual purpose.
- It is difficult for the users to always spell out the desirable quality of the process, product or service. Standards help by identifying the optimum parameters for the performance of a process, product or service (e.g. product standards) and the method for evaluating product conformity (such as text method standards and quality control standards).
- Standards also lay down conditions for using the process, product or service, as otherwise any failure of the process, product or service due to improper use may be attributed by the users to a deficiency or lack of quality of the process, product or service.
- 2) Interchangeability
- √ The suitability for a process, product or service to be used in place of another to fulfil a relevant requirement is called interchangeability.
- Through a deliberate standardization process, it is possible to make processes, products or services interchangeable, even if they are created in different countries.
- ✓ For example,
 - shaving blades of different brands may be designed to be used in the same razor,
 - injection needles of different sizes and brands may be designed to fit the same hypodermic syringe.

The primary aims of standardization

3) Variety reduction

- While a large number of varieties for a particular process, product or service may be helpful to consumers and enable them to select the most appropriate, this large number of varieties requires large inventories, resulting in high costs to manufacturers.
- Variety reduction is one of the aims of standardization for the selection of the optimum number of sizes, ratings, grades, compositions and practices to meet prevailing needs.
- ✓ Balancing between too many and too few varieties is in the best interest of both manufacturers and consumers.
- Compatibility
- Parallel developments of processes, products or services, which are required to be used in combination, pose problems if they are not compatible.
- One of the aims of standardization is compatibility, that is suitability of processes, products or services to be used together under specific conditions to fulfil the relevant requirements, without causing unnecessary interaction.
- For example in electronic data processing, information has to be coded for storage, transmission and retrieval in the form of electronic pulses. To make the code recognizable for any machine and all times, it has to be standardized.
- Such standardization helps to establish compatibility between various machines or subsystems and permits expansion features and information exchange amongst different systems.

The primary aims of standardization

- 4) Guarding against factors that affect the health and safety of consumers
- Safety of the process, product or service is of great importance if, under certain conditions, the use of the process, product or service may pose a threat to human life or property.
- ✓ Therefore, identification of processes, products or services and their safety parameters, not only under normal use but under possible misuse, is one of the important requirements of standardization.
- ✓ Examples:
 - Items for human consumption should be free from poisonous substances:
 - If food colours are used in candy or sweets, they should be free from poisonous substances like lead or arsenic
 - If an electrical appliance is manufactured, it should be well insulated to be free from electrical hazards: electric irons, for example, should be designed so as to guard their user against electrical shock from any part of the iron.
 - Safety standards also broadly cover the requirements to ensure the safety of equipment (e.g. a dustproof enclosure for equipment) and that of people and the environment (e.g. flameproof enclosures for equipment used in mines).

The primary aims of standardization

5) Environmental protection

- Environmental protection is an important aim of standardization: the focus here is on preserving nature from damage that may be caused during the manufacture of a product or during its use or disposal after use.
- \checkmark For example, the domestic use of a washing machine should generate only a minimum of pollutants.

6) Better utilization of resources

- ✓ Achievement of maximum overall economy through better utilization of resources such as capital, human effort and materials is an important aim of standardization.
- In manufacturing organizations, it is this aspect of standardization of materials, components and production methods that makes it possible to reduce waste and to carry out mass production in an economic way.
- For example, in construction and civil engineering, the use of the appropriate quantities of cement and steel to achieve a required strength are recommended in building standards and codes of practices.

The primary aims of standardization

- 7) Better communication and understanding:
- Whenever the transfer of goods and services is involved, standards spell out what means of communication are to be used between different parties.
- Since standards contain information that is recorded in a precise and documented form, they
 contribute towards better communication and understanding in a large variety of settings.
- In public places such as airports, railway stations and highways for instance, standardized signs play an
 important role.

8) Transfer of technology:

- Standards act as a good vehicle for technology transfer. Since standards incorporate the results of advances in science, technology and experience, they reflect the state of the art in technical development.
- As standardization is a dynamic process, standards are updated as new technologies are developed.

The primary aims of standardization

9) Removal of trade barriers:

- Restrictions on the export of processes, products or services by the introduction of some technical barriers to trade, such as arbitrary product requirements, are being viewed with great concern.
- Standards prevent such non-tariff barriers to trade by harmonizing requirements in a manner that promotes fair competition.
- Purchasers can be convinced about the quality level of a product that has been manufactured
 according to a recognized standard.

Benefits of standardization

- As standardization is aimed at achieving maximum overall economy; Standards provide benefits to different sectors of society.
- Some of the benefits of standardization are as follows:
- 1) For manufacturers, standards:
 - Rationalize the manufacturing process.
 - Eliminate or reduce wasteful material or labour.
 - Reduce inventories of both ${\bf raw\ material}$ and ${\bf finished\ products}.$
 - Reduce the cost of manufacture.
- 2) For customers, standards:
 - Assure the quality of goods purchased and services received.
 - Provide better value for money.
 - Are convenient for settling disputes, if any, with suppliers.

Benefits of standardization

- 3) For traders, standards:
 - Provide a workable basis for acceptance or rejection of goods or consequential disputes, if any.
 - Minimize delays, correspondence, etc., resulting from inaccurate or incomplete specification of materials or products.
- 4) For technologists, standards:
 - Provide starting points for research and development for further improvement of goods and services.



Types of Standards

- Standardization can be undertaken at four significant levels.
- 1) International,
- 2) National,
- 3) Association (or industry),
- 4) Company.

Company Standards

- Company standardization includes all those activities that are aimed at streamlining, coordinating, and documenting generally accepted information (or procedures).
- Company standardization may deal with engineering standards, production standards, administrative and financial norms, codes of practice for manufacturing and maintenance, and even codes for conducting activities such as market surveys and cost estimates.
- Standardization provides a company with the means for the simplification and rationalization of its
 operations.
- Company standardization should be understood in its wider sense to cover all sorts of enterprises, including, inter alia, government departments, project authorities, institutions and municipalities.
- In other words, company standardization may be called "enterprise standardization" that covers large, medium, small, private, official or semiofficial organizations.

Procedures for company standardization

- The procedures followed for preparing company standards differ widely from firm to firm.
- The feature that is essential to ensure the effectiveness of standards is common to all: all standards stem from a consensus between all parties who refer to and use standards in their daily work.
- In formulating company standards, any one of three methods can be used:
 - (a) the committee method,
 - (b) the consultative method, or
 - (c) a combination of both
- Once they have been prepared, company standards are mandatory for implementation within the company.

Benefits of company standardization

- Company standards provide the best possible solutions that can be applied to recurring problems. In this way, a waste of time and energy is avoided, as well as resorting to ad hoc solutions for the same problems;
- Company standardization can also control the growing varieties of tools, materials, components
 and products that are used by the company, and thus achieve maximum overall economy.
- 3) Today in any company, there is a fair amount of labour turnover. The experience gained by the company over a period of time should not be lost because of this. Company standards prevent this drain of valuable experience by documenting it in the form of company standards. In this way, experience always remains within the company.
- As a policy, company standards should adopt national standards whenever these are available.
 Companies should resort to formulating their own standards only when national or international standards are not available.

Industry Level Standardization

- Industry level standardization serves to integrate company standards and unify them in the interest of the industry as a whole.
- Industry level standards also serve as a basis for overall integration at the national level.
- In advanced countries such as the United States, standardization at the industrial level is highly developed. There are about 500 associations, professional bodies and governmental agencies that have issued and continue to issue thousands of industry level standards in a large number of fields.
- For example, organizations such as the ASTM, the American Petroleum Institute (API) and the ASME issue industry level standards.

Industry Level Standardization

- Industrial associations and professional bodies play a very significant role in the standardization movement in the United States.
- However, while industrial associations are important in this process in the United States, standardization activity at the national level is limited in this country.
- In other advanced countries, the balance between industry level and national level standards is well maintained.
- In developing countries, standardization activity is mainly centred on the NSBs.
 These NSBs encourage the advancement of industry level and company level standardization.

National Level Standards

- Amongst the various levels of standardization, i.e. the level of the individual, the company, the industry or the country, it is the national level that is most important.
- It is at the national level that the standardization requirements of individuals, companies and the industry are coordinated and integrated into purposeful national standards.
- At the same time, national level standards serve as a basis for forging international agreements on international standards, which help to promote worldwide exchanges of goods and services.

National standards bodies (NSBs)

- The work of preparing and issuing National standards is carried out by NSBs.
- In some countries
 - NSBs are called "institutions" or "institutes" (e.g. Sri Lanka Standards Institution, British Standards Institute).
 - NSBs are called "associations" (e.g. Standards Association of Zimbabwe) or "bureaus" (Bureau of Indian Standards).
 - a department or an agency of the government is responsible for the work of developing national standards.
- Most of the NSBs around the world are members of the ISO; in some countries that do not have NSBs, provisions exist for a correspondent membership status with the ISO.
- At present, 165 countries are members of the ISO.
- Fifteen NSBs were established between 1917 and 1925, mostly in developed countries. Germany was the first country to
 establish the same.
- In developing countries, NSBs were launched after 1940. First in Brazil (1940). In India it was established in 1947.
 Currently, 60 per cent of the members of ISO are developing countries.

Functions of NSBs

- 1) Preparation and promulgation of national standards;
- 2) Promotion of the implementation of standards by industry;
- 3) Certification of products;
- 4) Provision of information on standards and related technical matters, with regard to both national and international standards;
- Country representation in international activities and at forums that deal with standards.

Structure of NSBs

- Broadly speaking, an NSB usually consists of two main structures: (i) the directorate and (ii) the committee department.
- a) The directorate department: The responsibilities of the directorate, or secretariat, include
 - the administration of the affairs of the NSB and serving the various committees.
 - Major tasks include publishing and organizing the sale of standards and other publications.
- b) The committee and council department: of an NSB comprises a policymaking body called the general council or general body and several division councils or industry committees that are each responsible for fairly large industrial sectors.

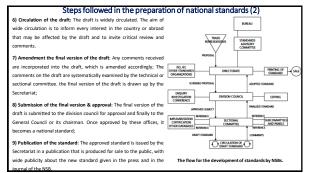
Division councils

- The division councils are made up of representatives of industry, trade and other organizations that have an
 interest in the standardization process.
- The division councils or industry committees determine the technical policies and programmes of standardization for their own sector of industry.
- The division councils or industry committees appoint sectional or technical committees to undertake the
 actual preparation of standards in specific fields. The knowledge and experience of interest groups such as
 manufacturers, users, government departments and universities is pooled in these committees.
- In turn, these committees may create working groups or subcommittees for in-depth studies and investigations on specific aspects of problems encountered in the development of standards and for preparing draft standards.

Development of National Standards: Principles

- National standards shall fulfil the generally recognized needs of industry, trade, technology and other sectors of national life:
- They shall safeguard the interests of both the producer and the consumer;
- They shall represent the largest possible national consensus of opinion between all the interests concerned:
- They shall be aimed at maximum overall economy through better utilization of national resources;
- They shall be subject to periodic revision and amendment and be kept up to date to reflect the latest
 advances in technology and the progressively changing conditions of the national economy.

Steps followed in the preparation of national standards 1) Submission of proposal: Trade representative submits a proposal to the NSB for preparing a new standard or revising or amending an existing standard; 2) Preliminary Examination: The directorate of the NSB preliminarily examines the proposal for its' consistentency with the underlying principles for the preparation of standards: 3) Approval by division council: The division council decides to approve or reject the new project for the preparation or amendment of a 4) Preparation of draft standard: existing technical committee or sectional committee prepares the draft standard or alternatively, the committee may appoint a subcommittee and/or panels. 5) Review by technical committee: After the draft has been prepared by the subcommittee, the technical committee reviews it extensively The flow for the development of standards by NSBs and then passes it on to the Secretariat for editing and wide circulation;



Facts about National standards

- National standards can be mandatory or voluntary.
- Mandatory standards are found in countries with a centrally controlled economy, while
 countries with a free enterprise economy normally have voluntary standards.
- In most countries there is a mixed or selective approach in the enforcement of national standards. This means that all standards are voluntary except those that deal with safety and health.
- Developing countries can benefit considerably in adopting international standards as national standards, since the process of developing standards is time-consuming and costly.

International Standardization

- The ultimate goal of standardization is to achieve international accord on all technical matters relating to the exchange of goods and services between one nation and another.
- The creation of the first international body to undertake standardization work at international level in the electrotechnical field dates back to 1906, when 15 countries officially established the International Electrotechnical Commission (IEC).
- Pioneering work of standardization in other fields was started in 1926 by the International Federation of the National Standardizing Association (ISA). The activities of ISA came to an end in 1942. In 1946, delegates from 25 countries met in London and decided to create a new international organization whose purpose would be to "facilitate the international coordination and unification of industrial standards".
- The new organization was called the International Organization for Standardization (ISO), and officially began its operations on 23 February 1947.

International Organization for Standardization (ISO)

- The abbreviation ISO was derived from the Greek word isos, meaning "equal". Therefore, whatever the State, whatever the language, the short form for the name of the organization is always ISO. At present ISO is a network of NSBs of 165 States, on the basis of one member per country, with a central secretariat in Geneva, Switzerland, that coordinates the system.
- ISO is a non-governmental organization. Its members are not, as in the case of the United Nations system, delegations of national governments.
- Nonetheless, ISO occupies a special position midway between the public and private sectors.
- This is because, on the one hand, many of its member institutes are part of the governmental structure of their
 countries, or are mandated by their government, and on the other hand, some ISO members are uniquely from
 the private sector, as they have been set up by national partnerships between industry associations.
- ISO acts as a bridging organization in which a consensus can be reached on solutions that meet both the requirements of business and the broader needs of society.

Benefits of international standards - (1)

- The international standards of ISO contribute to benefiting consumers, businesses, governments and society at large in the following ways:
- For consumers: conformity of products and services with international standards provides assurance to consumers on the quality, safety and reliability of these products and services.
- For businesses: by adopting international standards, suppliers can conduct the development of
 their products and services on the basis of specifications that have wide acceptance in their
 sector. This in turn means that businesses that use international standards are increasingly free
 to compete in many more markets around the world.
- The application of international standards facilitates contracting and ordering of goods and services and the assessment of their quality—it also reduces disputes over specifications and quality.

Benefits of international standards – (2)

- For governments: international standards provide the technological and scientific bases that underpin health, safety and environmental legislations.
- For everyone: international standards can contribute to quality of life in general by ensuring that
 the transport modes, machinery and tools we use are safe.
- For the planet: international standards on air, water, and soil quality, and on emission of gases
 and radiation, can contribute to efforts to preserve the environment.

Standards by ISO

- Standards by the ISO are voluntary. The ISO itself does not regulate or legislate.
- Some ISO standards, especially those that deal with health, safety or the environment, may be adopted by the regulatory authorities in the countries as a part of their legislation.
- However, although ISO standards are voluntary, they may become a market requirement, as has happened with the ISO 9000 Quality Management System;
- Other examples of standards that are applied very consistently in the transport and finance industries are the international standards for the dimensions of freight containers and the international standards for bank cards.

Name	Fields of standardization
Codex Alimentarius Commission (CAC)	Specification, sampling and analysis of food products; food additives; food hygiene; pesticide residues; contaminants; labelling; essential composition; nutritional aspects; veterinary drug residues; inspection and certification system; for foods that are to be imported or exported
Cooperation Centre for Scientific Research Relative to Tobacco (CORESTA)	Analysis and testing of tobacco and tobacco products
Euro-international Committee for Concrete (CEB)	International recommendations and codes of practice for use in building and civil engineering work
FDI World Dental Federation (FDI)	Dental instruments and equipment; working environment of the dentist
Intergovernmental Organization for International Carriage by Rail (OTIF)	International carriage of dangerous goods.

International Standardizing Bodies – (2)	
International Air Transport Association (IATA)	Standards for airport and passenger services, cargo services, cargo and passenger agents
International Association for Cereal Science and Technology (ICC)	Testing and analysis of cereals and cereal products
International Atomic Energy Agency (IAEA)	Nuclear and radiation safety standards
International Bureau for the Standardization of Man-made Fibres (BISFA)	Specification and testing on man-made fibres
International Bureau of Weights and Measures (BIPM)	Units, standards and methods of measurement of physical quantities
International Civil Aviation Organization (ICAO)	Air transport; air navigation; aviation safety; airports design; airworthiness; aircraft noise; international law, etc.
International Commission for Uniform Methods of Sugar Analysis (ICUMSA)	Methods of sugar analysis

International Standardizing Bodies - (3)

International Commission on Illumination (CIE)

International Commission on Irrigation and Drainage (ICID)

International Commission on Radiation Measurements (ICRU)

International Commission on Radiological Protection (ICRP)

International Council for Building, Research Studies and Documentation (CIB)

International Council for Standardization in Haematology (ICSH)

Metrology in the fields of light, lighting and colour; science, technology and art of light, lighting and colour

Irrigation and drainage; terminology

Radiation units and measurements; radiation units and

Radiation hazards and radiation protection

The activities of CIB focus mainly on pre-standardization

Recommendations or recommended methods on haematology for use in medical practice

International Standardizing Bodies - (4)

International Council on Combustion (CIMAC)

Acceptance tests for combustion engines; engine noise;

Milk and milk products (composition, sampling and analyses); milk farm and factory equipment; disinfectants

International Federation for Information and Documentation (FID)

Classification

International Federation of Fruit Juice Producers (IFJU)

International Federation of Library Institutions (IFLA)

Bibliographic control and other aspects of associations and library matters

Safety of gas transmission, distribution and utilization; use of SI units in the gas industry

International Institute of Refrigeration (IIR)

Tests of thermal performance of insulated vehicles; tests of insulated materials; refrigerated storage and transport of perishable foodstuffs; food freezing; refrigerating equipment; terminology

International Standardizing Bodies – (5)

International Institute of Welding (IIW)

Welding and allied processes

International Labour Organization (ILO)

Working conditions and environment; occupational safety and health; equality of treatment between men and women; non-discrimination; rights of tribal and indigenous peoples;

International Maritime Organization (IMO)

Maritime safety: prevention of pollution from ships; facilitation of international maritime traffic

International Office of Epizootics (OIE)

Advice on standardization of procedures in the preparation of vaccines, serums, diagnostic reagents etc., to control epizootics

International Olive Oil Council (IOOC)

Table olives; olive oil; olive pomace oils

(from a legal point of view)

International Organization of Legal Metrology (OIML)

Measuring methods and units; measuring devices and instruments; verification and control of measuring devices

International Standardizing Bodies - (6)

International Seed Testing Association (ISTA)

International Silk Association (ISA) International Telecommunication Union-Radio Communication Bureau (ITU-BR)

International Telecommunication Union-Telecommunication Standardization Sector (ITU-T)

Seed testing Silk testing and classification

All aspects of telecommunication equipment, systems, network and voice and non-voice services, including: telegraphy; telephony; data communication; telematics; message handling; audiovisual; multimedia; integrated message handling; audiovisual; multimedia; integrated services, digital networks; unhersal personal telecommunication; intelligent networks, all technical, operating and administrative areas, including; service definition; network operation, numbering and routing; traffic engineering maintenance and telecommunication management network; traff and accounting principles; data networks; open systems interconnection; switching and signalling; quality of service and performance management; transmission media systems and equipment

International Union of Leather Technologists and Chemists Societies (IULTCS)

Analysis and testing of leather

International Standardizing Bodies - (7)

International Union of Pure and Applied Chemistry (IUPAC)

Nomenclature, terminology, symbols, quantities and units in

International Union of Railways (UIC)

Organization (UNESCO)

Projects and studies necessary for the improvement of

International Union of Laboratories and Experts

international rail traffic Nomenclature and testing of building materials and

in Materials, Systems and Structures (RILEM) International Organisation of Vine and Wine (OIV) Methods of wine analysis; oenology; labelling

International Wool Textile Organization (IWTO)

United Nations Educational, Scientific and

Scientific and technological information and cultural documentation, libraries and archives

International Standardizing Bodies - (8)

World Health Organization (WHO)

World Meteorological Organization (WMO)

All matters directly or indirectly related to health, including biological and pharmaceutical substances, food additives, pesticides, pest

World Intellectual Property (WIPO)

Patents; trademarks; industrial designs; appellations of origin; copyright; neighbouring rights; classification systems

Meteorological and hydrological observations; agricultural, aeronautical and marine meteorology; data processing and

Regional Standardization

- Countries in the same region have similarities in climate, culture, governmental policies, consumption, industrial production and other areas.
- Therefore, there might be a need for common standards.
- In order to deal with these regional issues in the field of standardization, regional standards organizations are working in various regions of the world. The important ones are:
- 1) European Committee for Standardization
- 2) Pan American Standards Commission
- 3) Arab Organization for Standardization and Metrology
- 4) African Regional Organization for Standardization