Report from 41st Meeting ISO/TC46 – Information and documentation

(Washington D.C., May 5th – 9th 2014)

TC46 on Information and documentation has been leading efforts related to information management since 1947. Standards[1] developed under ISO/TC46 facilitate access to knowledge and information and standardize automated tools, computer systems, and services relating to its major stakeholders of: libraries, publishing, documentation and information centres, archives, records management, museums, indexing and abstracting services, and information technology suppliers to these communities. TC46 has a unique role among ISO information-related committees in that it focuses on the whole lifecycle of information from its creation and identification, through delivery, management, measurement, and archiving, to final disposition.

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On march 2014, TC46 appointed Ms. Gaëlle BÉQUET as Chairperson of TC46 for a period of 3 years starting on 2014/03/01 and finishing on 2017/03/01. TC46 thanked Ms Françoise PELLÉ for her dedicated commitment and outstanding work as Chair of TC 46 until the end of February 2014.

✓ Annual meeting[2]

The following report summarizes the key-topics emerged during the week in Washington- with particular regards to the discussions held in the meetings of SC4, S8 SC9[3] and plenary TC46 - of probable interest to the IFLA community.

1.   SC4 on ILL

ISO 18626

Background:
The Working Group Interlibrary Loan Transactions (WG14[4]) has the responsibility for the new standard ISO 18626 Information and documentation— Interlibrary Loan Transactions.

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[1] For the complete list of published standards, *cfr*. Appendix A.

[2] Abbreviations used in the text: CD=Committee Draft / DIS=Draft International Standard / FDIS= Final Draft International Standard / JWC=Joint Working Group / NP= New Project / NWI= New Work Item / SC=Subcommittee / TC=Technical Committee / TS=Technical Specification / WG=Working Group

[3] ISO TC46 Subcommittees: TC 46/SC 4 Technical interoperability; TC 46/SC 8 Quality - Statistics and performance evaluation; TC 46/SC 9 Identification and description; TC 46/SC 10 Requirements for document storage and conditions for preservation - *Cfr* Appendix B.

[4] The WG14 website has been moved to http://illtransactions.org/

The working group was established in March 2013. At the WG14 meeting in the first week of June 2013 the comments to the CD ballot were discussed and guidelines for finalization were approved. At this meeting the WG agreed on a more explicit formulation of how to handle messages, which repeats requests without spoiling the simplicity of the model.
The editors finalized the standard with support from the working group members and in a few weeks the text for a DIS was sent to the SC4 secretariat. The DIS ballot started in early July 2013.

The process and content of the ISO/DIS 18626 is described in an article by Leif Andresen in Trends & Issues in Library Technology *published by IFLA IT Section:* New Interlibrary Loan Standard *http://ifla.intersearch.com.au/tilt_july2013/tilt_v2_i1.html*

Clare Mackeigan had a presentation of the development of ISO 18626 on the 13th IFLA Interlending and Document Supply Conference*, Beijing, China on 16-18 October 2013:*
http://ilds2013.calis.edu.cn/wp-content/uploads/2013/10/ILDS-20131017AM2-Clare-MacKeigan-Powerpoint.pdf

Actions:

The publication of ISO 18626 is upcoming, SC4 resolves to continue to support the work of WG 14 with the goal of supporting, collecting and evaluating implementation experience with a view to prepare a revision of ISO 18626 after publication, if necessary.

ISO 10160 and 10161 ILL

Despite of the revision in 1997 and subsequent amendments, the standard is by now out of date. Although new implementations of the standard are not likely to emerge, SC4 intends to keep on maintaining the old standard as long as it is in use. No substantial modifications are either needed or desirable, since SC 4 has also started a process to create a modern ILL standard ISO 18626. The current ILL service definition and protocol are currently undergoing the routine five year revision.

Actions: Ballot for the final draft by July 2014.

2. ISO 2108 - International Standard Book Number

The ISBN Standard was due to come up for Systematic Review in 2013, but at the TC46/SC9 plenary meeting in Paris in June 2013 the International ISBN Agency proposed that the Standard should be revised since it was already clearly justified for a number of reasons including developments in digital and multi-media products. This proposal was agreed and a resolution to that effect was passed at that meeting.

SC9's Secretariat issued a call to all national bodies of participating countries and to organizations that are in liaison (such as DOI, GS1, IFLA, UNESCO) asking them to nominate experts to serve on the working group. The Working Group has now been formed and comprises thirty experts and one organisation in liaison.

So far the Working Group has met once by WebEx, with a further call planned for April and a face to face meeting due to take place during the TC46 Plenary week in Washington.

3.   DCMI[5] / SC4

Background:

The Dublin Core Metadata Initiative (DCMI) is an open forum engaged in the development of interoperable online metadata standards that support a broad range of purposes and business models.

Since January 2012 has been established a formal A-category liaison[6], between DCMI and ISO TC46/SC4. In this way, DCMI will be able to follow a fast track standardization procedure, whereby existing standards are introduced into the ISO process starting as Draft International Standard.

New governance structure

DCMI reached June 2013 a significant milestone in its history when it ceases operations in Singapore as a company limited by guarantee and starts the next phase of its development as a project of the Association for Information Science and Technology (ASIS&T). DCMI and ASIS&T share a common goal to advance the "research that drives and the practices that sustain new developments". The decision to restructure was motivated by the desire to shape a more dynamic and responsive institutional structure, while retaining DCMI's proven mission, goals and objectives and its commitments to an open, consensus-driven community.
Following the association with ASIS&T, DCMI have since summer 2013 restructured the governance of the organization with an Executive Committee and three boards: Governing Board, Technical Board and Advisory Board. Each board has assigned some committees.
The Standards Committee under the Technical Board manages DCMI's activities as ISO liaison organization and shepherds DCMI through the periodic review and renewal of the existing ISO and ANSI/NISO standards. The Committee maintains and publishes the calendar of necessary activities within the Initiative for timely review of existing standards and the creation of new standards. The Committee works closely with the other Committees of the Technical Board in the processes of review and

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[5] Dublin Core Metadata Initiative.

[6] " A" liaisons has the right to participate in meetings and to comment on drafts but it can't vote.

revision of standards embodying DCMI specifications such as ISO Standard 15836 and ANSI/NISO Standard Z39.85. The Committee initiates and manages the community stakeholder engagement necessary to the effective representation of community interests in the deliberations of relevant standards bodies.

In September 2013 DCMI have launched an Individual Member program.

Actions: Standardization of the Dublin Core terms, based on the agreement with DCMI (extension of the ISO 15836): SC4is compiling documents which will be put into fast track process following the 5-year review:
– Revision of the current standard (which contains 15 core DC elements)
– Publication of Part 2 (containing all Dublin Core terms).
Both DCMI and TC 46/SC 4 share the interest for such extension.

4.   ISO 28560: RFID in libraries and its Working Group

Background:

The Working group RFID in libraries has the responsibility for the standard series ISO 28560 Information and documentation -- RFID in libraries, which consists of:
• ISO 28560-1:2011 Information and documentation -- RFID in libraries -- Part 1: Data elements and general guidelines for implementation
• ISO 28560-2:2011 Information and documentation -- RFID in libraries -- Part 2: Encoding of RFID data elements based on rules from ISO/IEC 15962
• ISO 28560-3:2011 Information and documentation -- RFID in libraries -- Part 3: Fixed length encoding
All three parts of the standard were published 22 March 2011.
Since last meeting June 2013 a new technical specification has been completed:
• ISO/TS 28560-4 Information and documentation -- RFID in libraries -- Part 4: Encoding of data elements based on rules from ISO/IEC 15962 in an RFID tag with partitioned memory

Parallel with the preparation of ISO/TS 28560-4 the editors of ISO 28560-1, ISO 28560-2, and ISO 28560-3, have been working with a minor revision.
The updated versions of ISO 28560-1, ISO 28560-2, and ISO 28560-3 is now expected
Actions:
- SC 4 appoints a new convenor Preben Aagaard Nielsen as WG 11 – RFID in libraries for the period from May 2014 to May 2017.
- Noting the need for the further development and maintenance of the ISO 28560 suite of standards, SC4 resolves to continue the work of WG 11 to support this suite of standards.

5.   Standardization of EPUB 3.0
Background:

Last year SC 4 instructed its Secretariat and its Chair to discuss with the TC46 Secretariat and the ISO Central Secretariat to see if a resolution could be found to

advance the JWG's work toward publication of the IDPF EPUB standard as an ISO/IEC TS.

Following decision of subcommittee JTC1[7]/SC34/AHG4 for EPUB3, Korean NB made its national standards for EPUB3 in 2012 and submitted seven parts of EPUB3 specification as Draft Technical Specification with Explanatory Report in February 2013[8].
These ballots were close in May 5, 2013, and then JTC1/SC34 had Ballot Resolution Meeting (BRM) from 2013-09-30 to 10-01.

ISO and IDPF[9] discussed about the Permission Agreement to publish ISO/IEC 30135 series, but they could not reach consensus. Because this matter is out of scope of JWG for EPUB, even if ISO/IEC TS 30135 series are mandatory condition for sustainment of JWG for EPUB, Convenors cannot notice anything at the moment. When JWG for EPUB get some information on this Permission Agreement its Convenors will report to all parent committees.

<u>Actions</u>:
SC 4 instructs its Secretariat and its Chair to discuss with the TC46 Secretariat and the ISO Central Secretariat to see if a resolution can be found to advance the JWG's work toward publication of the IDPF EPUB standard as an ISO/IEC TS.

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[7] JTC1= Joint Technical Committee 1 on Information technology

[8] JTC1 N11947 – Agreed Disposition of Comments on ISO/IEC 30135-1, Digital publishing - Part 1: EPUB3 Overview
 JTC1 N11948 – Agreed Disposition of Comments on ISO/IEC 30135-2, Digital publishing - Part 2: Publications
JTC1 N11949 – Agreed Disposition of Comments on ISO/IEC 30135-3, Digital publishing - Part 3: Content Documents JTC1 N11950 – Agreed Disposition of Comments on ISO/IEC 30135-4, Digital publishing - Part 4: Open Container Format
JTC1 N11951 – Agreed Disposition of Comments on ISO/IEC 30135-5, Digital publishing - Part 5: Media Overlay
JTC1 N11952 – Agreed Disposition of Comments on ISO/IEC 30135-6, Digital publishing - Part 6: EPUB Canonical Fragment Identifier
JTC1 N11945 – Agreed Disposition of Comments on ISO/IEC 30135-7, Digital publishing – Part 7: EPUB3 Fixed-Layout Documents

[9] IDPF= International Digital Publishing Forum

6.   ISO 639 Codes for the representation of names of languages

Background:

Last year SC4 noted with concern the actions of ISO/TC 37/SC2[10] to revise the family of ISO 639 standards and decided to contact ISO/TC37/SC2 to discuss in order to achieve a positive solution in this work. The current plan of SC2 is to replace the existing standard document with a database. In practice this might mean a merger of the current multipart document into a single resource. But librarians do not need the full standard with thousands of language codes but just an abridged version. If the standard becomes a database, it is important that the database will serve not only linguists and other groups who prefer the full standard, but also other user communities including librarians.

Actions:
-   SC4 adopts the recommendation of the JWG that TC37/SC2 shall take the administration role in the TC37/SC2/JWG7 and that TC46/SC4 will appoint the Convenor. ISO TC46/SC4 will nominate a candidate for Convenor, for approval by both TC46/SC4 and TC37/SC2.
-   SC4 asks its secretariat to identify and nominate a candidate that will serve as the Convenor of the Joint Working Group, for approval by both TC46/SC4 and TC 37/SC 2.

7.   SC9 Submission of NWI

SC9 invites JISC (Japan) to submit a new work item proposal on an item-level identifier (ILII) for libraries.

8.   SC 4   Work item: Fast track standardization of the SRU (Search and Retrieve) protocol, successor of ISO 23950

– SRU became an OASIS standard in January 2013
– This year OASIS submitted SRU to TC 46 for consideration as a candidate international standard.

9.   SC10: New projects

At present there is a ballot until May 22nd 2014 concerning 2 new work items, one for the "Management of holdings" and the other for the "Management of the environmental conditions for cultural collections". The ISO Technical Reports will be elaborated in a new working group WG 3 "Holdings Management" and they will be based on British standards documents BS 5454 and PAS 198. WG 3 will start its work during the Cracow meetings in September 2014.

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[10] ISO/TC 37/SC2 =Terminology and other language and content resources / Terminographical and lexicographical working methods.

10.   TC46/WG7 "Presentation of periodicals" disbanded and NWIP for revision of ISO 8

ISO/TC 46 resolves to disband WG 7. ISO/TC 46 invites ANSI/NISO to submit a NWIP to revise the scope of ISO 8 - Documentation -- Presentation of periodicals, to include electronic periodicals based on the NISO Recommended Practice for the Presentation and Identification of E-Journals (PIE-J) for consideration by ISO/TC 46 by October 1, 2014. In expectation of this NWIP, TC 46 requests that ISO CS delay the distribution of the systematic review ballot for ISO 8 until after the NWIP ballot closes.

11.   Standards under development

11.a Under the responsability of TC46

ISO/DIS 5127
Information and documentation -- Foundation and Vocabulary
ISO/CD 7098
Information and documentation -- Romanization of Chinese

11.b Under the responsability of SC4

ISO 10160
Information and documentation -- Open Systems Interconnection -- Interlibrary Loan Application Service Definition
ISO 10161-1
Information and documentation -- Open Systems Interconnection -- Interlibrary Loan Application Protocol Specification -- Part 1: Protocol specification
ISO 10161-2
Information and documentation -- Open Systems Interconnection -- Interlibrary Loan Application Protocol Specification -- Part 2: Protocol implementation conformance statement (PICS) proforma
ISO 21127
Information and documentation -- A reference ontology for the interchange of cultural heritage information
ISO 28560-1
Information and documentation -- RFID in libraries -- Part 1: Data elements and general guidelines for implementation
ISO 28560-2
Information and documentation -- RFID in libraries -- Part 2: Encoding of RFID data elements based on rules from ISO/IEC 15962
ISO 28560-3
Information and documentation -- RFID in libraries -- Part 3: Fixed length encoding
ISO/DTS 28560-4
Information and documentation -- RFID in libraries -- Part 4: Encoding of data elements based on rules from ISO/IEC 15962 in an RFID tag with partitioned memory.

11.c Under the responsability of SC8

ISO/CD 18461
International museum statistics
ISO/NP 19580
Information and documentation -- International archives statistics

11.d Under the responsability of SC9

ISO/AWI 2108
Information and documentation -- International standard book number (ISBN)
ISO/NP 3901
Information and documentation -- International Standard Recording Code (ISRC)
ISO/FDIS 17316
Information and documentation -- International standard link identifier (ISLI)

11.e Under the responsability of SC10

ISO/CD 11799
Information and documentation -- Document storage requirements for archive and library materials
ISO/NP TS 18344
Recommendation on methods of validating the success of deacidification processes for printed and handwritten documents
ISO/NP TR 19814
Information and documentation -- Holdings Management
ISO/NP TR 19815
Information and documentation -- Management of the environmental conditions for cultural collections

✓ **Appendix A: list of published standards (2014)**

ISO TC46 – Information and documentation

[ISO Sub-Committees: <u>TC 46/SC 4</u> Technical interoperability;<u>TC 46/SC 8</u> Quality - Statistics and performance evaluation;<u>TC 46/SC 9</u> Identification and description; TC46/SC10 Requirements for document storage and conditions for preservation <u>TC 46/SC 11</u> Archives/records management]

Standard	Under the responsability of
<u>ISO 4:1997</u> Information and documentation -- Rules for the abbreviation of title words and titles of publications	<u>ISO/TC 46/SC 9</u>
<u>ISO 8:1977</u> Documentation -- Presentation of periodicals	<u>ISO/TC 46</u>
<u>ISO 9:1995</u> Information and documentation -- Transliteration of Cyrillic characters into Latin characters -- Slavic and non-Slavic languages	<u>ISO/TC 46</u>
<u>ISO 18:1981</u> Documentation -- Contents list of periodicals	<u>ISO/TC 46</u>
<u>ISO 214:1976</u> Documentation -- Abstracts for publications and documentation	<u>ISO/TC 46</u>
<u>ISO 215:1986</u> Documentation -- Presentation of contributions to periodicals and other serials	<u>ISO/TC 46</u>
<u>ISO 233:1984</u> Documentation -- Transliteration of Arabic characters into Latin characters	<u>ISO/TC 46</u>
<u>ISO 233-2:1993</u> Information and documentation -- Transliteration of Arabic characters into Latin characters -- Part 2: Arabic language -- Simplified transliteration	<u>ISO/TC 46</u>
<u>ISO 233-3:1999</u> Information and documentation -- Transliteration of Arabic characters into Latin characters -- Part 3: Persian language -- Simplified transliteration	<u>ISO/TC 46</u>
<u>ISO 259:1984</u> Documentation -- Transliteration of Hebrew characters into Latin characters	<u>ISO/TC 46</u>
<u>ISO 259-2:1994</u> Multiple text encodings, extended classification metadata -- Part 2: Simplified transliteration	<u>ISO/TC 46</u>

ISO 690:2010 Information and documentation -- Guidelines for bibliographic references and citations to information resources	ISO/TC 46/SC 9
ISO 832:1994 Information and documentation -- Bibliographic description and references -- Rules for the abbreviation of bibliographic terms	ISO/TC 46/SC 9
ISO 843:1997 Information and documentation -- Conversion of Greek characters into Latin characters	ISO/TC 46
ISO 999:1996 Information and documentation -- Guidelines for the content, organization and presentation of indexes	ISO/TC 46/SC 9
ISO 1086:1991 Information and documentation -- Title leaves of books	ISO/TC 46
ISO 2108:2005 Information and documentation -- International standard book number (ISBN)	ISO/TC 46/SC 9
ISO 2145:1978 Documentation -- Numbering of divisions and subdivisions in written documents	ISO/TC 46
ISO 2146:2010 Information and documentation -- Registry services for libraries and related organizations	ISO/TC 46/SC 4
ISO 2384:1977 Documentation -- Presentation of translations	ISO/TC 46
ISO 2709:2008 Information and documentation -- Format for information exchange	ISO/TC 46/SC 4
ISO 2789:2013 Information and documentation -- International library statistics	ISO/TC 46/SC 8
ISO 3166-1:2013 Codes for the representation of names of countries and their subdivisions -- Part 1: Country codes	ISO/TC 46
ISO 3166-2:2013 Codes for the representation of names of countries and their subdivisions -- Part 2: Country subdivision code	ISO/TC 46
ISO 3166-3:2013 Codes for the representation of names of countries and their subdivisions -- Part 3: Code for formerly used names of countries	ISO/TC 46
ISO 3297:2007 Information and documentation -- International standard serial number (ISSN)	ISO/TC 46/SC 9
ISO 3602:1989 Documentation -- Romanization of Japanese (kana script)	ISO/TC 46
ISO 3901:2001 Information and documentation -- International Standard Recording Code (ISRC)	ISO/TC 46/SC 9
ISO 5122:1979 Documentation -- Abstract sheets in serial publications	ISO/TC 46

ISO 5123:1984
Documentation -- Headers for microfiche of monographs and serials | ISO/TC 46

ISO 5127:2001
Information and documentation -- Vocabulary | ISO/TC 46

ISO 5963:1985
Documentation -- Methods for examining documents, determining their subjects, and selecting indexing terms | ISO/TC 46/SC 9

ISO 6357:1985
Documentation -- Spine titles on books and other publications | ISO/TC 46

ISO 6630:1986
Documentation -- Bibliographic control characters | ISO/TC 46/SC 4

ISO 7098:1991
Information and documentation -- Romanization of Chinese | ISO/TC 46

ISO 7144:1986
Documentation -- Presentation of theses and similar documents | ISO/TC 46

ISO 7154:1983
Documentation -- Bibliographic filing principles | ISO/TC 46

ISO 7220:1996
Information and documentation -- Presentation of catalogues of standards | ISO/TC 46/SC 9

ISO 7220:1996/Cor 1:2001 | ISO/TC 46/SC 9

ISO 7275:1985
Documentation -- Presentation of title information of series | ISO/TC 46

ISO 8459:2009
Information and documentation -- Bibliographic data element directory for use in data exchange and enquiry | ISO/TC 46/SC 4

ISO 8777:1993
Information and documentation -- Commands for interactive text searching | ISO/TC 46/SC 4

ISO 9230:2007
Information and documentation -- Determination of price indexes for print and electronic media purchased by libraries | ISO/TC 46/SC 8

ISO 9706:1994
Information and documentation -- Paper for documents -- Requirements for permanence | ISO/TC 46/SC 10

ISO 9707:2008
Information and documentation -- Statistics on the production and distribution of books, newspapers, periodicals and electronic publications | ISO/TC 46/SC 8

ISO 9984:1996
Information and documentation -- Transliteration of Georgian characters into Latin characters | ISO/TC 46

ISO 9985:1996
Information and documentation -- Transliteration of Armenian characters into Latin characters | ISO/TC 46

ISO 10160:1997
Information and documentation -- Open Systems Interconnection -- Interlibrary | ISO/TC 46/SC 4

Loan Application Service Definition

ISO 10160:1997/Amd 1:2002 Addition of annex D acknowledging the National Library of Canada as the Maintenance Agency	ISO/TC 46/SC 4
ISO 10161-1:1997 Information and documentation -- Open Systems Interconnection -- Interlibrary Loan Application Protocol Specification -- Part 1: Protocol specification	ISO/TC 46/SC 4
ISO 10161-1:1997/Amd 1:2002 Support for Use of Object Identifier in "identifier" Parameter of the Extension Data	ISO/TC 46/SC 4
ISO 10161-1:1997/Amd 2:2002 Addition of annex I acknowledging the National Library of Canada as the Maintenance Agency and Registration Authority	ISO/TC 46/SC 4
ISO 10161-2:1997 Information and documentation -- Open Systems Interconnection -- Interlibrary Loan Application Protocol Specification -- Part 2: Protocol implementation conformance statement (PICS) proforma	ISO/TC 46/SC 4
ISO 10324:1997 Information and documentation -- Holdings statements -- Summary level	ISO/TC 46/SC 9
ISO 10754:1996 Information and documentation -- Extension of the Cyrillic alphabet coded character set for non-Slavic languages for bibliographic information interchange	ISO/TC 46/SC 4
ISO 10957:2009 Information and documentation -- International standard music number (ISMN)	ISO/TC 46/SC 9
ISO 11108:1996 Information and documentation -- Archival paper -- Requirements for permanence and durability	ISO/TC 46/SC 10
ISO/TR 11219:2012 Information and documentation - Qualitative conditions and basic statistics for library buildings -- Space, function and design	ISO/TC 46/SC 8
ISO 11620:2014 Information and documentation -- Library performance indicators	ISO/TC 46/SC 8
ISO 11798:1999 Information and documentation -- Permanence and durability of writing, printing and copying on paper -- Requirements and test methods	ISO/TC 46/SC 10
ISO 11799:2003 Information and documentation -- Document storage requirements for archive and library materials	ISO/TC 46/SC 10
ISO 11800:1998 Information and documentation -- Requirements for binding materials and methods used in the manufacture of books	ISO/TC 46/SC 10
ISO 11940:1998 Information and documentation -- Transliteration of Thai	ISO/TC 46
ISO 11940-2:2007 Information and documentation -- Transliteration of Thai characters into Latin	ISO/TC 46

characters -- Part 2: Simplified transcription of Thai language

ISO 12083:1994
Information and documentation -- Electronic manuscript preparation and markup ISO/TC 46/SC 4

ISO 13008:2012
Information and documentation -- Digital records conversion and migration process ISO/TC 46/SC 11

ISO/TR 13028:2010
Information and documentation - Implementation guidelines for digitization of records ISO/TC 46/SC 11

ISO 14416:2003
Information and documentation -- Requirements for binding of books, periodicals, serials and other paper documents for archive and library use -- Methods and materials ISO/TC 46/SC 10

ISO/TR 14873:2013
Information and documentation -- Statistics and quality issues for web archiving ISO/TC 46/SC 8

ISO 15489-1:2001
Information and documentation -- Records management -- Part 1: General ISO/TC 46/SC 11

ISO/TR 15489-2:2001
Information and documentation -- Records management -- Part 2: Guidelines ISO/TC 46/SC 11

ISO 15511:2011
Information and documentation -- International standard identifier for libraries and related organizations (ISIL) ISO/TC 46/SC 4

ISO 15706-1:2002/Amd 1:2008
Alternate encodings and editorial changes ISO/TC 46/SC 9

ISO 15706-1:2002
Information and documentation -- International Standard Audiovisual Number (ISAN) -- Part 1: Audiovisual work identifier ISO/TC 46/SC 9

ISO 15706-2:2007
Information and documentation -- International Standard Audiovisual Number (ISAN) -- Part 2: Version identifier ISO/TC 46/SC 9

ISO 15707:2001
Information and documentation -- International Standard Musical Work Code (ISWC) ISO/TC 46/SC 9

ISO 15836:2009
Information and documentation -- The Dublin Core metadata element set ISO/TC 46/SC 4

ISO 15836:2009/Cor 1:2009 ISO/TC 46/SC 4

ISO 15919:2001
Information and documentation -- Transliteration of Devanagari and related Indic scripts into Latin characters ISO/TC 46

ISO 15924:2004
Information and documentation -- Codes for the representation of names of scripts ISO/TC 46

ISO 16175-1:2010
Information and documentation -- Principles and functional requirements for ISO/TC 46/SC 11

records in electronic office environments -- Part 1: Overview and statement of principles

ISO 16175-2:2011
Information and documentation -- Principles and functional requirements for records in electronic office environments -- Part 2: Guidelines and functional requirements for digital records management systems   ISO/TC 46/SC 11

ISO 16175-3:2010
Information and documentation -- Principles and functional requirements for records in electronic office environments -- Part 3: Guidelines and functional requirements for records in business systems   ISO/TC 46/SC 11

ISO 16245:2009
Information and documentation -- Boxes, file covers and other enclosures, made from cellulosic materials, for storage of paper and parchment documents   ISO/TC 46/SC 10

ISO 16439:2014
Information and documentation -- Methods and procedures for assessing the impact of libraries   ISO/TC 46/SC 8

ISO/TR 17068:2012
Information and documentation - Trusted third party repository for digital records   ISO/TC 46/SC 11

ISO 17933:2000
GEDI -- Generic Electronic Document Interchange   ISO/TC 46/SC 4

ISO/TR 18128:2014
Information and documentation -- Risk assessment for records processes and systems   ISO/TC 46/SC 11

ISO 18626:2014
Information and documentation -- Interlibrary Loan Transactions   ISO/TC 46/SC 4

ISO 20775:2009
Information and documentation -- Schema for holdings information   ISO/TC 46/SC 4

ISO 21047:2009
Information and documentation -- International Standard Text Code (ISTC)   ISO/TC 46/SC 9

ISO 21127:2006
Information and documentation -- A reference ontology for the interchange of cultural heritage information   ISO/TC 46/SC 4

ISO 22310:2006
Information and documentation -- Guidelines for standards drafters for stating records management requirements in standards   ISO/TC 46/SC 11

ISO 23081-1:2006
Information and documentation -- Records management processes -- Metadata for records -- Part 1: Principles   ISO/TC 46/SC 11

ISO 23081-2:2009
Information and documentation -- Managing metadata for records -- Part 2: Conceptual and implementation issues   ISO/TC 46/SC 11

ISO/TR 23081-3:2011
Information and documentation -- Managing metadata for records -- Part 3: Self-assessment method   ISO/TC 46/SC 11

ISO 23950:1998   ISO/TC 46/SC 4

Information and documentation -- Information retrieval (Z39.50) -- Application
service definition and protocol specification

ISO 25577:2013
Information and documentation -- MarcXchange | ISO/TC 46/SC 4

ISO 25964-1:2011
Information and documentation -- Thesauri and interoperability with other
vocabularies -- Part 1: Thesauri for information retrieval | ISO/TC 46/SC 9

ISO 25964-2:2013
Information and documentation -- Thesauri and interoperability with other
vocabularies -- Part 2: Interoperability with other vocabularies | ISO/TC 46/SC 9

ISO/TR 26122:2008
Information and documentation -- Work process analysis for records | ISO/TC 46/SC 11

ISO/TR 26122:2008/Cor 1:2009 | ISO/TC 46/SC 11

ISO 26324:2012
Information and documentation -- Digital object identifier system | ISO/TC 46/SC 9

ISO 27729:2012
Information and documentation -- International standard name identifier (ISNI) | ISO/TC 46/SC 9

ISO 27729:2012/Cor 1:2013 | ISO/TC 46/SC 9

ISO 27730:2012
Information and documentation -- International standard collection identifier
(ISCI) | ISO/TC 46/SC 9

ISO/TR 28118:2009
Information and documentation -- Performance indicators for national libraries | ISO/TC 46/SC 8

ISO 28500:2009
Information and documentation -- WARC file format | ISO/TC 46/SC 4

ISO 28560-1:2011
Information and documentation -- RFID in libraries -- Part 1: Data elements and
general guidelines for implementation | ISO/TC 46/SC 4

ISO 28560-2:2011
Information and documentation -- RFID in libraries -- Part 2: Encoding of RFID
data elements based on rules from ISO/IEC 15962 | ISO/TC 46/SC 4

ISO 28560-3:2011
Information and documentation -- RFID in libraries -- Part 3: Fixed length encoding | ISO/TC 46/SC 4

ISO 30300:2011
Information and documentation -- Management systems for records --
Fundamentals and vocabulary | ISO/TC 46/SC 11

ISO 30301:2011
Information and documentation -- Management systems for records --
Requirements

✓ **Appendix B: Structure**

✓ **ISO/TC 46 Information and documentation**

Scope:
Standardization of practices relating to libraries, documentation and information centres, publishing, archives, records management, museum documentation, indexing and abstracting services, and information science.

Working groups directly under ISO/TC 46:

WG 2   Coding of country names and related entities

WG 3   Conversion of written languages

WG 4   Terminology of information and documentation

Organizations in liaison:

CIDOC, CISAC, DOI, EC, IAEA, ICA, ICSTI, IFLA, IIF, ISAN, ISOC, ISSN International Center, ITU, UN, UNCTAD, UNECE, UNESCO, UPU, WIPO

✓ **TC 46 Subcommittees:**

ISO/TC 46/SC 4   Technical interoperability

Scope:
Standardization of protocols, schemas, etc., and related models and metadata for processes used by information organizations and content providers, including libraries, archives, museums, publishers, and other content producers.

Working groups under SC4:

WG 11   RFID in libraries

WG 12   WARC

WG 13   Cultural heritage information interchange

WG 14   Interlibrary Loan Transactions

Organizations in liaison:

CE, CIDOC, DCMI, EASE, EC, IAEA, IFSE, ISBN, ISSN International Center, Infoterm, OECD, UNCTAD, UNECE, UNESCO, WIPO, WMO

ISO/TC 46/SC 8   Quality - Statistics and performance evaluation

Scope:
Standardization of quantitative and qualitative data for the management of information organizations and content providers, e.g., libraries, archives, museums and publishers.

Working groups under SC8:

WG 2   International library statistics

WG 4   Performance indicators for libraries

WG 7   Quality measures for national libraries

WG 8   Statistical data for library buildings

WG 9   Statistics and quality issues for web archiving

WG 10   Methods and procedures for assessing the impact of libraries

WG 11   International museum statistics

WG 11   International archive statistics

Organizations in liaison:

CIDOC, EC, IAML, IFLA, UNESCO

ISO/TC 46/SC 9   Identification and description

Scope:
Standardization of information identifiers, description and associated metadata and models for use in information organizations (including libraries, museums and

archives) and the content industries (including publishing and other content producers and providers).

Working groups under SC9:

WG 2   International standard work code (ISWC)

WG 4   International standard book numbering (ISBN)

WG 10   International standard book numbering (ISBN)

WG 11   International standard book numbering (ISBN)

Organizations in liaison:

AGICOA, CIDOC, CISAC, DOI, EASE, EC, FERA, FIAPF, GS1, IAML, ICSSD, IFLA, IFPI, IFSE, IPA, ISAN, ISBN, ISMN, ISSN International Center, IVF, SMPTE, UNESCO

ISO/TC 46/SC10   Requirements for document storage and conditions for preservation

Scope:

Standardization of requirements for storage and use of documents in libraries, archives and documentation centres, as well as practices related to maintenance and improvement of the conditions of preservation.

WG 1   Document storage requirements

WG 2   Evaluation of paper deacidification processes

WG 3   Holdings Management

ISO/TC 46/SC 11   Archives/records management

Scope:
Standardization of principles for the creation and management of documents, records and
archives as evidence of transactions and covering all media including digital multimedia and
paper.

Working groups under SC11:

WG 1	Metadata
SWG	Program coordination group
WG 7	JWG on Digital records preservation
WG 8	Records management systems ¿ Fundamentals and Vocabulary
WG 10	Implementation Guidelines for Digitization of Records
WG 13	Revision of ISO 15489-1 and ISO/TR 15489-2

Organizations in liaison:

ICA, IRMT, InterPARES

Rome, July 20th 2014   [Paola Manoni, Vatican Library,
                                                 TC46 and TC46/SC9 liaison officer to IFLA]