

Use of Non-ISO Documents as Normative References in ISO Standards

Resolutions approved by the ISO Technical Management Board (ISO TMB) at their April 22-23, 2002 meeting regarding the interpretation of *ISO Directives Section 6.2.2 Normative References* provide increased flexibility and enhanced response to the need of end users. The ISO TMB clarified that the current policy in Section 6.2.2 of the *Directives*, although giving preference to ISO standards where they exist, does provide for opportunities to use standards from other organizations as normative references. The ISO TMB confirmed that ISO technical committees must respect the intellectual property rights of those organizations that developed the documents used as normative references. Finally, the TMB directed that ISO technical committees may **NOT** adopt a policy of exclusive reference to ISO standards.

The complete text of Section 6.2.2 of the *ISO Directives* is below:

"6.2.2 Normative references

This optional element shall give a list of the referenced documents in the document in such a way as to make them indispensable for the application of the document. For dated references, each shall be given with its year of publication, or, in the case of enquiry or final drafts, with a dash together with a footnote "To be published.", and full title. The year of publication or dash shall not be given for undated references. When an undated reference is to all parts of a document, the publication number shall be followed by the indication "(all parts)" and the general title of the series of parts (i.e. the introductory and main elements).

In principle, the referenced documents shall be documents published by ISO and/or IEC. Documents published by other bodies may be referred to in a normative manner provided that

- a) the referenced document is recognized by the ISO and/or IEC committee concerned as having wide acceptance and authoritative status as well as being publicly available,
- b) the ISO and/or IEC committee concerned has obtained the agreement of the authors or publishers (where known) of the referenced document to its inclusion and to its being made available as required — the authors or publishers will be expected to make available such documents on request,
- c) the authors or publishers (where known) have also agreed to inform the ISO and/or IEC committee concerned of their intention to revise the referenced document and of the points the revision will concern, and
- d) the ISO and/or IEC committee concerned undertakes to review the situation in the light of any changes in the referenced document.

The list shall be introduced by the following wording:

"The following referenced documents are indispensable for the application of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies."

The above wording is also applicable to a part of a multipart document.

The list shall not include the following:

- referenced documents which are not publicly available;
- referenced documents which are only cited in an informative manner;

- referenced documents which have merely served as bibliographic or background material in the preparation of the document.

Such referenced documents may be listed in a bibliography.