BS ISO/IEC 5207:2024

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Information technology — Data usage — Terminology and use cases

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National foreword

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Information technology — Data usage — Terminology and use cases

Technologies de l'information — Utilisation des données — Terminologie et cas d'utilisation

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Foreword

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This document was prepared by Joint Technical Committee ISO/IEC JTC 1, *Information technology*, Subcommittee SC 32, *Data management and interchange*.

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Introduction

The purpose of this document is to provide terminology and use cases in order to support organizations during the decision-making processes that occur throughout the use, sharing and exchange of data.

Given the breadth of data use, exchange and sharing activities, these use cases are presented with a description of the data usage activity including an overview of the data project, objectives, relevant entities involved, and the processes and interventions used in each case.

The use cases are structured to assist users in identifying the decision-making processes within data related activities, irrespective of the business or industry sector context. These use cases can provide users with guidance in considering where control measures can be applied to manage risks within the data process, the data lifecycle or the data environment.

This document can be used in the development of other International Standards and in support of communications among diverse stakeholders and other interested parties.

ISO/IEC 5207 was developed in collaboration with ISO/IEC 5212. Users of this document can refer to ISO/IEC 5212 for additional guidance for the decision-making process for the use, sharing and exchange of data.

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Information technology — Data usage — Terminology and use cases

1 Scope

This document sets out terminology and use cases for data use, sharing and exchange. This document provides use cases detailing various types of data usage from both historical and hypothetical perspectives.

This document is applicable to all types of organizations.

2 Normative references

There are no normative references in this document.

3 Terms, definitions and abbreviated terms

For the purposes of this document, the following terms and definitions apply.

ISO and IEC maintain terminological databases for use in standardization at the following addresses:

— ISO Online browsing platform: available at https://www.iso.org/obp

— IEC Electropedia: available at https://www.electropedia.org/.

3.1
information
<information processing> knowledge concerning objects, such as facts, events, things, processes, or ideas, including concepts, that within a certain context has a particular meaning

[SOURCE: ISO/IEC 2382:2015, 2121271, modified — Notes to entry deleted]

3.2
data
re-interpretable representation of *information* (3.1) in a formalized manner suitable for communication, interpretation, or processing

Note 1 to entry: Data can be used for communication, interpretation or processing by humans or automatic means.

Note 2 to entry: Communication, interpretation or processing can include the exchange or sharing of data by one or more entities.

[SOURCE: ISO/IEC 2382:2015, 2121272, modified — Note 1 to entry modified, Note 2 to entry replaced and Note 3 deleted]

3.3
metadata
data (3.2) that defines and describes other data

[SOURCE: ISO/IEC 11179-3:2023, 3.2.30]

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3.4
data element
unit of *data* (3.2) that is considered in context to be indivisible

Note 1 to entry: The definition states that a data element is "indivisible" in some contexts. This means that it is possible that a data element considered indivisible in one context (e.g. telephone number) can be divisible in another context, (e.g. country code, area code, local number).

EXAMPLE The data element "age of a person" with values consisting of all combinations of 3 decimal digits.

[SOURCE: ISO/IEC 11179-31:2023, 3.23, modified — domain "<organization of data>" deleted]

3.5
data object
collection of *data* (3.2) that have a natural grouping and may be identified collectively

[SOURCE: ISO/TS 27790:2009, 3.20, modified — "as a complete entity" replaced by "collectively"]

3.6
data type
datatype
named set of distinct values, characterized by properties of those values, and by operations on those values

Note 1 to entry: Images, audio files and video files are considered complex data types.

[SOURCE: ISO/IEC 11404:2007, 3.12, modified — used "data type" instead of "datatype" as preferred term, used "named set" instead of "set" in definition and added Note 1 to entry]

3.7
data set
dataset
identifiable collection of *data* (3.2) available for access or download in one or more formats

Note 1 to entry: A data set can be a smaller grouping of data which, though limited by some constraint such as spatial extent or feature type, is located physically within a larger data set. Theoretically, a data set can be as small as a single feature or feature attribute contained within a larger data set.

Note 2 to entry: A data set can be presented in a tabular form and stored and distributed in tables in word processed documents, spread sheets or databases. It could also be presented in any one of a number of alternative formats, including AVRO, JSON, RDF and XML.

[SOURCE: ISO/IEC 11179-33:2023, 3.5]

3.8
data set collection
curated collection of one or more *data sets* (3.7)

[SOURCE: ISO/IEC 11179-33:2023, 3.6]

3.9
data set distribution
specific available form of a *data set* (3.7) or *data set collection* (3.8)

Note 1 to entry: Each data set might be available in different forms and each of these forms represents a different format of the data set or a different endpoint.

Note 2 to entry: Examples of distributions include a downloadable CSV file, an API or an RSS feed. This represents a general availability of a data set.

[SOURCE: ISO/IEC 11179-33:2023, 3.7]

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3.10
data representation
format, *data type* (3.6), character set and other characteristics used to represent *data* (3.2)

Note 1 to entry: *Data types* apply to individual *data elements* (3.4). Formats can apply to sets of data elements, such as records, tables or messages.

3.11
data transformation
conversion from one form of *data representation* (3.10) to another

Note 1 to entry: Transformation of a single *data element* (3.4) can involve a change of character set, *data type* (3.6) or both.

Note 2 to entry: Transformation of a *data set* (3.7) can involve a change of format, such as from XML to JSON, or from a table to a data matrix.

Note 3 to entry: Data transformation does not change the *data* (3.2) value, just the way it is represented. For example, when the letter 'A' is transformed from ASCII to EBCDIC, it is still the letter 'A', just represented in a different character encoding.

Note 4 to entry: Data transformation does not change the semantics of the data.

Note 5 to entry: Where the *metadata* (3.3) for the data includes data provenance, then the metadata should be updated to reflect the data transformation.

3.12
data translation
conversion of a *data* (3.2) value from one code set to another

EXAMPLE 1 Conversion of codes representing human sexes from 'M' or 'F' to '0' or '1', or vice versa.

EXAMPLE 2 Conversion of country codes from 2-alpha code to 3-alpha code or 3-numeric code.

Note 1 to entry: Translation is typically used to convert data from different sources into a standard set of values.

3.13
data product
collection of one or more *data objects* (3.5) that are packaged for or by a specific application

Note 1 to entry: A data product may still provide access to the underlying *data* (3.2) or alternatively be engineered to prevent access to the underlying *data* from which the data product was created.

Note 2 to entry: A data product that has been specifically created to prevent access to the underlying *data* should be noted as such and recorded in the *data set* (3.7) records.

[SOURCE: ISO 21961:2003, 1.5.2, modified — "data items" changed to "data objects". Notes 1 and 2 to entry added]

3.14
data project
programme of work that involves the use, sharing or exchange of *data* (3.2)

3.15
data process
steps involved in the creation, analysis, or alteration of a specific set of *data* (3.2)

3.16
data processing
systematic performance of operations upon *data* (3.2)

[SOURCE: ISO/IEC 23751:2022, 3.8]

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3.17
data processing system
computer system
computing system
one or more computers, peripheral equipment, software, human operations, physical processes and *information* (3.1) transfer means that perform *data processing* (3.16)

[SOURCE: ISO/IEC 2382:2015, 2121290, modified — added "human operations and physical processes and *information* transfer means" and notes 1 and 2 to entry deleted.]

3.18
data environment
set of conditions under which *data processing* (3.16) or the *data process* (3.15) occurs

Note 1 to entry: The data environment can include the physical, operational, behavioural and organizational factors which may affect data process outcomes.

3.19
lifecycle
stages involved in the management of an asset

Note 1 to entry: The target of lifecycle in this document is *data* (3.2).

[SOURCE: ISO 55000:2014, 3.2.3, modified — 'life cycle' changed to 'lifecycle', and Note 1 to entry replaced]

3.20
data lifecycle
stages in the management of *data* (3.2)

Note 1 to entry: The target of *lifecycle* (3.19) in this document is data.

[SOURCE: ISO/IEC 20547-3:2020, 3.16, modified — "a" deleted from definition, Note 1 to entry reworded]

3.21
party
natural person or legal person, whether or not incorporated, or a group of either

[SOURCE: ISO 27729:2012, 3.1]

3.22
organization
unique framework of authority within which a person or persons act, or are designated to act towards some purpose

Note 1 to entry: The kinds of organizations covered by this document include the following examples:

a) an organization incorporated under law;

b) an unincorporated organization or activity providing goods and/or services including:

   1) partnerships;

   2) social or other non-profit organizations or similar bodies in which ownership or control is vested in a group of individuals;

   3) sole proprietorships;

   4) governmental bodies.

c) groupings of the above types of organizations where there is a need to identify these in information interchange.

[SOURCE: ISO/IEC 6523-1:2023, 3.1]

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3.23
entity
party (3.21) or *data processing system* (3.17) with distinct and independent existence from a *data* (3.2) perspective

3.24
data originator
party (3.21) that created the *data* (3.2) and that can have rights

Note 1 to entry: A data originator can be an individual person.

Note 2 to entry: Rights can include the right to publicity, right to display name, right to identity, right to prohibit *data use* (3.30) in a way that offends honourable mention.

[SOURCE: ISO/IEC 23751:2022, 3.2, modified – Note 2 to entry deleted, and Note 3 to entry renumbered as Note 2.]

3.25
data holder
party (3.21) that has legal control over *data* (3.2) to authorize *data processing* (3.16) of the data by other parties

Note 1 to entry: A *data originator* (3.24) can be a data holder.

[SOURCE: ISO/IEC 23751:2022, 3.4, modified — "control to authorize data processing of data" changed to "control over data to authorize data processing of data".]

3.26
data user
party (3.21) that is authorized to perform processing of *data* (3.2) under the legal control of a *data holder* (3.25)

[SOURCE: ISO/IEC 23751:2022, 3.5]

3.27
ratio scale
continuous scale with equal sized scale values and an absolute or natural zero point

[SOURCE: ISO/IEC 23751:2022, 3.11]

3.28
data level objective
DLO
commitment that a *data holder* (3.25) or a *data user* (3.26) makes for a specific, quantitative characteristic of a *data set* (3.7), where the value follows the interval scale or *ratio scale* (3.27)

Note 1 to entry: A data level objective commitment may be expressed as a range.

[SOURCE: ISO/IEC 23751:2022, 3.12]

3.29
data qualitative objective
DQO
commitment that a *data holder* (3.25) or a *data user* (3.26) makes for a specific, qualitative characteristic of a *dataset* (3.7), where the value follows the nominal scale or ordinal scale

Note 1 to entry: A data qualitative objective can be expressed as an enumerated list.

Note 2 to entry: Qualitative characteristics typically require human interpretation.

Note 3 to entry: The ordinal scale allows for existence/non-existence.

[SOURCE: ISO/IEC 23751:2022, 3.13]

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3.30
data use
handling or dealing with *data* (3.2) for a specific purpose

Note 1 to entry: This includes reproducing the data but does not include disclosing the data.

[SOURCE: ISO/TS 14265:2011, 2.11, modified — 'information' has been changed to 'data' in both the definition and Note 1 to entry.]

3.31
data exchange
concerning the representation, transmission, reception, storage, and retrieval of *data* (3.2)

[SOURCE: ISO/IEC 20944-1:2013, 3.21.13.1, modified — Note 1 to entry deleted]

3.32
data sharing
access to or processing of the same *data* (3.2) by more than one authorized *entity* (3.23)

Note 1 to entry: Access to or processing of the data can be synchronous or asynchronous.

Note 2 to entry: In this document, data sharing refers to allowing access to, or the execution of operations over, the original *data set* (3.7).

Note 3 to entry: The way in which data are shared fundamentally influences the available controls and the statements needed in a *data sharing agreement* (3.35).

[SOURCE: ISO/IEC 23751:2022, 3.7, modified — 'use of' changed to 'access to' in Note 1 to entry, Note 2 to entry replaced]

3.33
data usage
any activity involving *data* (3.2)

Note 1 to entry: Data usage includes *data use* (3.30), *data sharing* (3.32) and *data exchange* (3.31).

3.34
data usage framework
framework that sets out the characteristics which should be assessed by the *entity* (3.23) in possession of the *data* (3.2) and captured within the *metadata* (3.3) description

3.35
data sharing agreement
DSA
documented agreement that defines, guides and protects *data sharing* (3.32)

Note 1 to entry: A data sharing agreement generally includes a description of *data* (3.2), data sharing scenarios, roles and participants, platforms, processes, requirements and controls, rights, obligations and responsibilities etc.

3.36
data recipient
entity (3.23) that receives *data* (3.2) via *data sharing* (3.32) or *data exchange* (3.31)

3.37
data accountability
accountability for *data* (3.2) and its usage

Note 1 to entry: *Data usage* (3.33) includes *data use* (3.30), *data sharing* (3.32) and *data exchange* (3.31).

[SOURCE: ISO/IEC 38505-1:2017, 3.4, modified — "use" replaced by "usage" and Note 1 to entry replaced.]

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3.38
competent person
person who has acquired, through training, qualification, experience or a combination of these, the knowledge and skill enabling that person to correctly perform the required tasks

[SOURCE: ISO 11525-1:2020, 3.4]

3.39
responsible data officer
officially nominated individual with *data accountability* (3.37)

Note 1 to entry: Responsibility should include enterprise-wide governance and utilization of *information* (3.1) as an asset, via *data processing* (3.16), analysis, *data* (3.2) mining, information trading and other means.

Note 2 to entry: The responsible data officer can be an individual which reports to a governing body which oversees data related activities, can be a delegated position for a specific task such as a major financial project or can be a responsibility under a permanent role within an *organization* (3.22) such as Chief Executive Officers (CEOs), Heads of Government Organizations, Chief Financial Officers (CFOs), Chief Operating Officers (COOs), Chief Information Officers (CIOs), or Chief Data Officers (CDOs), and similar roles.

Note 3 to entry: The delegated data authority should be recognized as a *competent person* (3.38).

3.40
chain of custody
demonstrable possession, movement, handling, and location of material from one point in time until another

[SOURCE: ISO/IEC 27050-1:2019, 3.1]

3.41
access level
level of authority required from a resource owner to access a protected resource

Note 1 to entry: In the context of this document, items to which an access level may be specified are limited to a *data set* (3.7), a *data set collection* (3.9) and a *data set distribution* (3.8).

Note 2 to entry: For the public, the level of authority might describe the degree of public availability of a *data set*.

EXAMPLE Public, restricted public and non-public.

[SOURCE: ISO/IEC 11179-33:2023, 3.3]

3.42
confidential information
information (3.1) that is not intended to be made available or disclosed to unauthorized individuals, *entities* (3.23) or *data processes* (3.15)

[SOURCE: ISO/IEC 27002:2022, 3.1.7, modified — “processes” replaced by “data processes”]

3.43
sensitive information
information (3.1) that needs to be protected from unavailability, unauthorized access, modification or public disclosure because of potential adverse effects on an individual, *organization* (3.22), national security or public safety.

[SOURCE: ISO/IEC 27002:2022, 3.1.33]

3.44
identifiable natural person
individual who can be identified, directly or indirectly, in particular by reference to an identification number or one or more factors specific to their physical, physiological, mental, economic, cultural or social identity

[SOURCE: ISO 22857:2013, 3.7, modified — term changed from “identifiable person”, “one” changed to individual”, “his” changed to “their”.]

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3.45
personal information
personal data
any *information* (3.1) on or about an identifiable individual that is recorded in any form, including electronically or on paper

EXAMPLE Information about a person's religion, age, financial transactions, medical history, address or blood type.

[SOURCE: ISO/IEC 15944-5:2008, 3.103, modified — added "personal data" as an admitted term. Changed Note 1 to entry to EXAMPLES.]

3.46
data subject
individual about whom *personal data* (3.45) are recorded

[SOURCE: ISO 5127:2017, 3.13.4.01, modified – Note 1 to entry deleted]

3.47
personally identifiable information
PII
any *information* (3.1) that (a) can be used to establish a link between the information and the natural person to whom such information relates, or (b) is or can be directly or indirectly linked to a natural person

Note 1 to entry: The "natural person" in the definition is the *PII principal* (3.48). To determine whether a PII principal is identifiable, account should be taken of all the means which can reasonably be used by the *privacy stakeholder* (3.49) holding the *data* (3.2), or by any other *party* (3.21), to establish the link between the set of PII and the natural person.

[SOURCE: ISO/IEC 29100:2011/Amd1:2018, 2.9, modified — "NOTE" replaced by "Note 1 to entry"]

3.48
PII principal
natural person to whom the *personally identifiable information (PII)* (3.47) relates

Note 1 to entry: Depending on the jurisdiction and the particular data protection and privacy legislation, the synonym *data subject* (3.46) can also be used instead of the term "PII principal".

[SOURCE: ISO/IEC 29100:2011, 2.11]

3.49
privacy stakeholder
natural or legal person, public authority, agency or any other body that can affect, be affected by, or perceive themselves to be affected by a decision or activity related to *personally identifiable information (PII)* (3.47) processing

[SOURCE: ISO/IEC 29100:2011, 2.22]

3.50
PII controller
privacy stakeholder (3.49) (or privacy stakeholders) that determines the purposes and means for processing *personally identifiable information (PII)* (3.47) other than natural persons who use *data* (3.2) for personal purposes

Note 1 to entry: A PII controller sometimes instructs others, e.g. *PII processors* (3.51) to process *PII* on its behalf while the responsibility for the processing remains with the PII controller.

[SOURCE: ISO/IEC 29100:2011, 2.10]

3.51
PII processor
privacy stakeholder (3.49) that processes *personally identifiable information (PII)* (3.47) on behalf of and in accordance with the instructions of a *PII controller* (3.50)

[SOURCE: ISO/IEC 29100:2011, 2.12]

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3.52
de-identification
general term for any process of reducing the association between a set of identifying *data* (3.2) and other data about the *data subject* (3.46)

[SOURCE: ISO 25237:2017, 3.20, modified – inserted "other data about"]

3.53
pseudonymization
process applied to *personally identifiable information (PII)* (3.47) which replaces identifying *information* (3.1) with an alias

Note 1 to entry: Pseudonymization can be performed either by the *PII principals* (3.48) themselves or by *PII controllers* (3.50). Pseudonymization can be used by PII principals to consistently use a resource or service without disclosing their identity to this resource or service (or between services), while still being held accountable for that use.

Note 2 to entry: Pseudonymization does not rule out the possibility of there being (a restricted set of) *privacy stakeholders* (3.49) other than the PII controller of the pseudonymized *data* (3.2) which are able to determine the PII principals identity based on the alias and the data linked to it.

[SOURCE: ISO/IEC 29100:2011, 2.24, modified – Notes to entry have been revised.]

3.54
data publication
form of *data sharing* (3.32) that makes *data* (3.2) discoverable by any *entity* (3.23)

Note 1 to entry: Data publication may involve an authorized entity who makes the data available for example through publication online.

Note 2 to entry: Data access may still be controlled via mechanisms such as registration and access systems, log in tracking, user identification etc.

Note 3 to entry: Data publication may involve security mechanisms such as *de-identification* (3.52) or *pseudonymization* (3.53) or the use of a *data product* (3.13) which prevents access to the underlying data.

Note 4 to entry: Data publication may be entirely unrestricted creating *public domain data* (3.55) which can persist in perpetuity.

3.55
public domain data
class of *data objects* (3.5) over which nobody holds or can hold copyright or other intellectual property

Note 1 to entry: *Data* (3.2) can be in the public domain in some jurisdictions, while not in others.

Note 2 to entry: The concept of public domain and the difference between this and "publicly available" is subtle and varies between jurisdictions. Readers should make themselves aware of the specific legal requirements that may apply to them.

[SOURCE: ISO/IEC 19944-1:2020, 3.4.4]

3.56
likelihood
probability of something happening

[SOURCE: ISO/IEC/IEEE 15026-3:2015, 3.13]

3.57
consequence
outcome of an event affecting objectives

[SOURCE: ISO/IEC/IEEE 15026-1:2019, 3.4.1]

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3.58
data storage
data store
persistent repository for digital *data* (2)

Note 1 to entry: A data store can be accessed by a single *entity* (3.23) or shared by multiple entities via a network or other connection.

[SOURCE: ISO/IEC 20924:2021, 3.1.14]

3.59
non-volatile storage
storage that retains its contents after power is removed

[SOURCE: ISO/IEC 27040:2024,3.2.11]

3.60
storage medium
storage media
material on which digital *data* (3.2) are, or can be, recorded or retrieved

[SOURCE: ISO/IEC 27040:2024, 3.2.16]

3.61
storage device
any component or aggregation of components made up of one or more devices containing *storage media* (3.60), designed and built primarily for the purpose of accessing *non-volatile storage* (3.59)

[SOURCE: ISO/IEC 27040:2024, 3.2.14]

3.62
big data
extensive *datasets* (3.7) – primarily in the *data* (3.2) characteristics of volume, variety, velocity, and/or variability – that require a scalable technology for efficient storage, manipulation, management, and analysis

Note 1 to entry: Big data is commonly used in many different ways, for example as the name of the scalable technology used to handle big data extensive data sets.

[SOURCE: ISO/IEC 20546:2019, 3.1.2]

3.63
cloud computing
paradigm for enabling network access to a scalable and elastic pool of shareable physical or virtual resources with self-service provisioning and administration on-demand

Note 1 to entry: Examples of resources include servers, operating systems, networks, software, applications and storage equipment.

Note 2 to entry: Self-service provisioning refers to the provisioning of resources provided to cloud services (3.1.2) performed by cloud service customers (3.3.2) through automated means.

[SOURCE: ISO/IEC 22123-1:2023, 3.1.1]

3.64
cloud service agreement
documented agreement between the cloud service provider and cloud service customer that governs the covered service(s)

Note 1 to entry: A cloud service agreement can consist of one or more parts recorded in one or more documents.

[SOURCE: ISO/IEC 19086-1:2016, 3.3]

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3.65
data broker
party (3.21) that collects *data* (3.2) from one or more sources and sells the data to one or more *data users* (3.26)

Note 1 to entry: In the context of data broker, sell means to provide data in exchange for money or other item of value.

[SOURCE: ISO/IEC 23751:2022, 3.3]

3.66
machine learning
ML
process of optimizing model parameters through computational techniques, such that the model's behaviour reflects the *data* (3.2) or experience

[SOURCE: ISO/IEC 22989:2022, 3.3.5]

3.67
artificial intelligence system
AI system
engineered system that generates outputs such as content, forecasts, recommendations, or decisions for a given set of human-defined objectives

Note 1 to entry: The engineered system can use various techniques and approaches related to artificial intelligence to develop a model to represent *data* (3.2), knowledge, processes, etc. which can be used to conduct tasks.

Note 2 to entry: AI systems are designed to operate with varying levels of automation.

[SOURCE: ISO/IEC 22989:2022, 3.1.4]

3.68
label
target variable assigned to a sample

[SOURCE: ISO/IEC 22989:2022, 3.2.10]

3.69
training data
data (3.2) used to train a *machine learning* (3.66) model

[SOURCE: ISO/IEC 22989:2022, 3.3.16]

3.70
natural language processing
NLP
<system> *information* (3.1) processing based upon natural language understanding or natural language generation

[SOURCE: ISO/IEC 22989:2022, 3.6.9]

3.71
stakeholder
any individual, group, or *organization* (3.22) that can affect, be affected by, or perceive itself to be affected by a decision or an activity

[SOURCE: ISO/IEC 38500:2015, 2.24]

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