



GUIDE 2

First edition — 1976-04-15

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**General terms and their definitions concerning
standardization and certification — First series**

UDC 006 : 001.4

Ref. No. ISO GUIDE 2-1976 (E)

Descriptors : standardization, certification, standards, standards bodies, reference to standards, vocabulary.



Documents

Document 0000000000

Price based on 3 pages

FOREWORD

ISO (the International Organization for Standardization) is a worldwide federation of national standards institutes (ISO Member Bodies). The work of developing International Standards is carried out through ISO Technical Committees. Every Member Body interested in a subject for which a Technical Committee has been set up has the right to be represented on that Committee. International organizations, governmental and non-governmental, in liaison with ISO, also take part in the work.

ISO Guides are intended essentially for internal use in ISO Committees or in some cases for the guidance of Member Bodies when dealing with matters which would not normally be the subject of an International Standard.

ISO Guide 2 was drawn up by ISO/STACO and circulated to the Member Bodies for comment in June 1975. The document secured the necessary support of the Member Bodies, and was subsequently accepted by the ISO Council.

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Printed in Switzerland



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GUIDE 2-1976 (E)

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1 INTRODUCTION

The terms and definitions included in the present Guide were prepared in the framework of the Economic Commission for Europe of the UN in close co-operation with ISO. They were intended primarily to facilitate the work of the Economic Commission for Europe aimed at the removal of barriers to international trade arising from lack of harmonization of standards or inadequate international application of standards. ECE recognized that it was of considerable importance that harmonization of definitions be achieved at the international level and therefore expressed the hope that the relevant international organizations — in their activities regarding definitions — would take into account the definitions adopted.

The publication of these terms and definitions as an ISO Guide, even though some of them would not completely meet the requirements of standardization technology, will assist in the creation of a common language between ISO and intergovernmental organizations as well as between ISO Member Bodies and government officials.

The terms and their definitions are being published in the form of a Guide in order to enable ISO Member Bodies and Committees to find the most appropriate way of using it.

2 SCOPE

The present Guide contains 31 general terms and their definitions concerning standardization and certification.

Further basic terms and definitions will be issued as a "second series" of general terms and definitions.

The figures in brackets [] refer to the corresponding terms in the relevant ECE document.

3 TERMS AND THEIR DEFINITIONS

3.1 regulation [1] : A binding document which contains legislative, regulatory or administrative rules and which is adopted and published by an authority legally vested with the necessary power.

3.2 technical specification [2] : A document which lays down characteristics of a product or a service such as levels of quality, performance, safety, dimensions. It may include terminology, symbols, testing and test methods, packaging, marking or labelling requirements. A technical specification may also take the form of a code of practice.

3.3 standard [3] : A technical specification or other document available to the public, drawn up with the co-operation and consensus or general approval of all interests affected by it based on the consolidated results of science, technology and experience, aimed at the promotion of optimum community benefits and approved by a body recognized on the national, regional or international level.

NOTES

1 A technical specification which does satisfy all the conditions given in the definition may sometimes be called by other names, for example : "recommendation".

2 In some languages the word "standard" is often used with another meaning than in this definition, and in such cases, it may refer to a technical specification which does not satisfy all the conditions given in the definition, for example : "company standard".

3.4 technical regulation [4] : A regulation containing or referring to a standard or a technical specification.

NOTE — A technical regulation may be supplemented by technical guidance which outlines some way(s) to fulfil the regulation.