



Technical drawings — Coding and referencing systems for building and civil engineering drawings and associated documents

Dessins techniques — Systèmes de codification et de référencement des dessins de bâtiment et de génie civil et documents associés

Technical Report 7084 was drawn up and was approved by the Technical Committee ISO/TC 10, *Technical drawings*.

Whilst the Technical Committee accepts the need for an International Standard in this field, it recommends immediate publication in the form of a Technical Report which is urgently needed as a basis and guidance for further discussions concerning its technical work.

The document will be revised in many countries after the necessary internal discussion. This Technical Report shall support these discussions.

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1 Scope and field of application

This Technical Report deals with systems of designations and references for different types of drawings and associated documents, primarily those which are used in the manufacture of components and construction of projects. It concerns also, where applicable, documents relating to earlier phases in the design process.

All examples are related to building projects. However it is recommended to apply this Technical Report whenever possible, also in other fields of engineering.

Different types of documents and their relationships are also described.

Coding and referencing systems are developed taking into consideration :

- primary requirements for the basis of the manufacture and construction of separate projects;
- their relation to general documents which are available for reference;
- the re-use of documents, originally elaborated for a single project.

The systems are applicable to all types of projects of various sizes. For small projects, required abbreviations and shortening may be made according to the practical circumstances and needs.

NOTE — In many countries there are general classification and coding systems for different types of documentation. The desirability of compatibility with such systems is taken into account.

Also, when using general classification and coding systems for designations of drawings and different elements in the documentation of separate projects, the fundamental principles in this Technical Report can be used.

2 Reference

ISO 1046, *Architectural and building drawings — Vocabulary*.

3 Types of documents

3.1 General concepts

The documents can be classified according to contents and function into :

- general documents;
- project documents;
- company documents.

General documents include documents with and without relation to the design and construction.

General documents, not directly related to design and construction, include a general background and information.

General documents, related to design and construction, give information that otherwise has to be given in project documents. They are adapted to be used, by references, directly in the design and construction process. They consist of standards, codes and other local construction regulations, prototype drawings, general material and instructions for their execution price-lists for elements, components, materials etc., information papers etc.

The **project documents** are directly made for individual projects. They consist of drawings, schedules, specifications, contracts, minutes etc.

The **company documents** concern the general activities, which are not related to separate projects, of an enterprise. They concern only one definite company and its administration. They consist of account schemes, work cards etc.

A simplified classification of documents into

- a) documents related to an object and,
- b) documents not related to an object,

distinguishes the documents, elaborated to be used once for one single project from all the other documents, which are used in more than one design and construction process.

3.2 Documents for an individual project

The documents for the documentation of the form and construction of a project (the product) consist of :

- drawings;
- schedules (lists);
- specifications (descriptions);
- design calculations;
- models.

The design of letters, minutes, contracts etc. are also influenced by the requirements of the projects and their execution.

On the **drawings** indications are documented, which need to be shown graphically. Tables, etc. may, in certain cases, be included in the drawing documentation.

In the **schedules** information is documented, which does not have to be shown graphically, but on the other hand needs so much specified information that it is more rational to show separately, in tabular form rather than directly in the specifications.

In the **specifications** the text information relevant to the project is documented in the form of compilations.

In the **design calculations** the information is documented as a basis for the technical conception and construction.

Models are concrete, three-dimensional, often simplified reproductions.

NOTE — The documents for the documentation of the products are the most comprehensive. The documents for the resource account (costs, etc.) and the documentation for the planning, the execution and the follow-up can be considered as annex to these and are not considered further in this Technical Report.

3.3 Relationships between documents

All documents for a project should be considered as a whole, irrespective of who makes them, when they are made or when they are used.

Items of information on the drawings, in schedules, in specifications and in other documents are complementary.

An item of information should be shown only in one place or in as few places as possible in the series of documents for a project. References are made from the other contexts, where the item of information can be appropriate to the place where it is indicated.

The information in schedules and specifications replaces the drawing documentation of standardized objects or manufactured products (catalogue products).

The relationships between different kinds of documents for a project are shown in figure 1.

The specifications include a synthesis of the information about the project. They coordinate all the project documents with the general documents related to the design and construction and other documents.

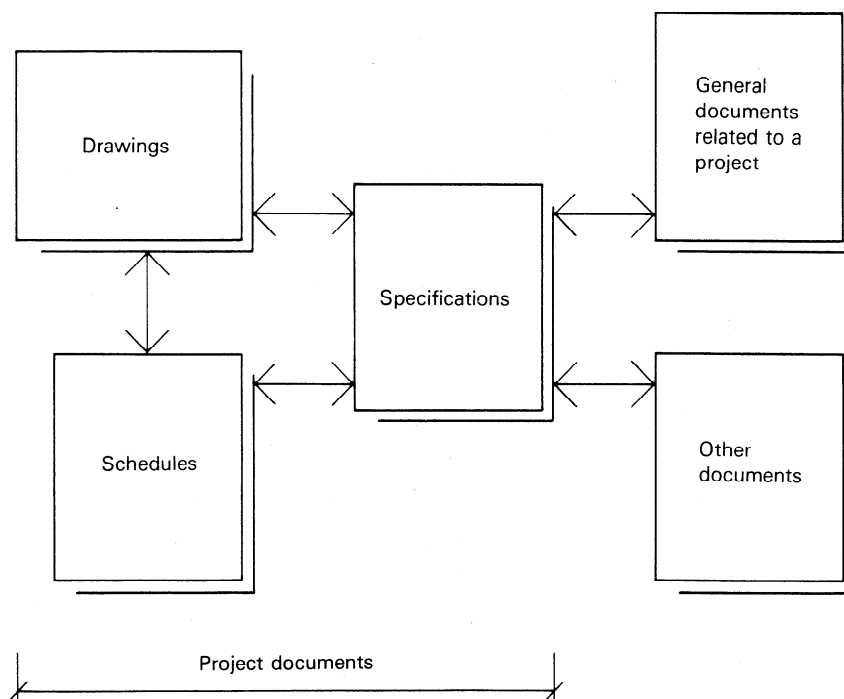


Figure 1