
International Standard



7200

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Technical drawings — Title blocks

Dessins techniques — Cartouches d'inscriptions

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Foreword

ISO (the International Organization for Standardization) is a worldwide federation of national standards bodies (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 authorized 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.

Draft International Standards adopted by the technical committees are circulated to the member bodies for approval before their acceptance as International Standards by the ISO Council.

International Standard ISO 7200 was developed by Technical Committee ISO/TC 10, *Technical drawings*, and was circulated to the member bodies in November 1982.

It has been approved by the member bodies of the following countries:

| | | |
|---------------------|---------|----------------|
| Australia | Finland | ISO 7200:1984 |
| Austria | India | Spain |
| Belgium | Italy | Sweden |
| Canada | Japan | Switzerland |
| China | Mexico | United Kingdom |
| Czechoslovakia | Norway | USA |
| Denmark | Poland | USSR |
| Egypt, Arab Rep. of | Romania | |

The member bodies of the following countries expressed disapproval the document on technical grounds:

France
Germany, F.R.

Technical drawings — Title blocks

1 Scope and field of application

This International Standard gives guidance, by laying down appropriate rules and recommendations, for the execution and practical use of title blocks dealing with the identification, administration and understanding of technical drawings and associated documents.

It applies to all fields of engineering (mechanical, electrical, civil, etc.); it facilitates exchange of documents and ensures compatibility between them. This does not preclude additional or more detailed instructions being prescribed in particular standards in certain specific fields.

2 References

ISO 128, *Technical drawings — General principles of presentation*.

ISO 1101, *Technical drawings — Geometrical tolerancing — Tolerancing of form, orientation, location and run-out — Generalities, definitions, symbols, indications on drawings*.

ISO 1302, *Technical drawings — Method of indicating surface texture on drawings*.

ISO 2768, *Permissible machining variations in dimensions without tolerance indication*.

ISO 3098/1, *Technical drawings — Lettering — Part 1: Currently used characters*.

ISO 5455, *Technical drawings — Scales*.

ISO 5457, *Technical drawings — Sizes and layout of drawing sheets*.

ISO 6428, *Technical drawings — Requirements for microcopying*.

3 General requirements

Any technical drawing or associated document shall be provided with a title block. This shall comply with the requirements for microcopying (see ISO 6428).

4 Presentation

4.1 Configuration

The title block should preferably consist of one or more adjoining rectangles. These may be sub-divided into boxes for the insertion of specific information.

4.2 Position

The title block shall be positioned in accordance with the recommendations of ISO 5457.

5 Contents

To achieve uniformity of arrangement, the information required for inclusion within the title block shall be grouped into adjoining rectangular zones as follows:

- 1) the identification zone (see 5.1);
- 2) one or more zones for additional information (see 5.2); these zones may be positioned above and/or to the left of the identification zone.

5.1 Identification zone

5.1.1 The identification zone shall give the following basic information:

- (a) the registration or identification number;

- (b) the title of the drawing;
- (c) the name of the legal owner of the drawing.

The identification zone shall be positioned in the right-hand bottom corner of the title block, seen in its correct viewing direction. It shall be made conspicuous by framing with continuous lines of the same thickness as those used for the frame of the drawing space (see ISO 5457).

In order that the identification zone is readable on the front page of the folded print, its maximum length shall comply with the relevant specification in ISO 5457.

NOTE — A future International Standard will deal with the folding of drawing prints.

Examples of the arrangements of the basic items (a), (b) and (c) are shown in figures 1, 2 and 3.

Items (a), (b) and (c) are mandatory.

5.1.2 The registration or identification number of the drawing, as determined by the owner, shall be placed in the right-hand bottom corner of the identification zone.

NOTE — Sub-contracting or requirements of other parties may result in the drawing having more than one identification number, one given by the owner and the other by the sub-contractor or other party. Appropriate means of distinguishing between the different numbers should be used. Under no circumstances shall the original number be deleted; the extra number shall not appear in the box intended for the owner's number.

5.1.3 The title of the drawing shall describe the contents of the drawing functionally (for example, designation of the article or assembly depicted).

5.1.4 The name of the legal owner of the drawing (firm, company, enterprise, etc.) may be the official owner's name, an abridged trade name or an emblem.

If sufficient space is available in this box, it may include an indication of legal protection of the owner's rights. Otherwise, this indication should be shown elsewhere in the title block or on the drawing, even outside the drawing frame (for example in the filing margin, see ISO 5457).

5.2 Zones for additional information

The items to be inserted in the zones for additional information may be distinguished as follows:

- 1) indicative items (see 5.2.1);
- 2) technical items (see 5.2.2);
- 3) administrative items (see 5.2.3).

5.2.1 Indicative items are necessary to avoid errors of interpretation of the method of presentation applied on the relevant drawing. These items are:

- (d) the symbol for designating the projection method used on the drawing (first or third angle projection, see ISO 128);
- (e) the main scale of the drawing (see ISO 5455);
- (f) the linear dimensional unit if this is other than the millimetre.

Items (d), (e) and (f) are mandatory only if the drawing cannot be understood without this additional information.

5.2.2 Technical items dealing with particular methods and conventions for the presentation of product or working drawings may be written in as follows:

- (g) method of indicating surface texture (see ISO 1302);
- (h) method of indicating geometrical tolerances (see, for example, ISO 1101);

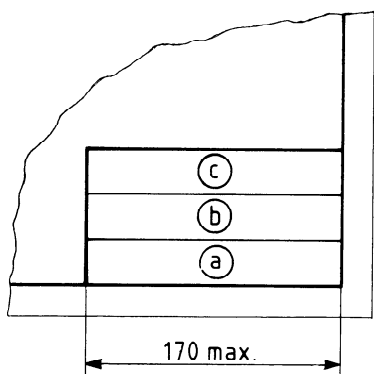


Figure 1

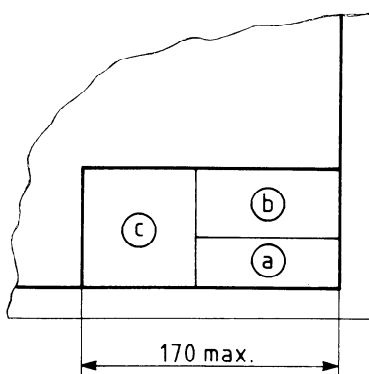


Figure 2

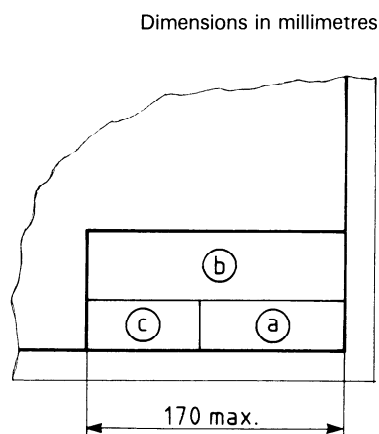


Figure 3

- (j) values of general tolerances to be applied if no specific tolerances are indicated with the dimensioning (see ISO 2768);
- (k) other standards in this field.

5.2.3 Administrative items are dependent on the methods used for the administration of the drawing. They may include the following:

- (m) size of the drawing sheet (see ISO 5457);
- (n) date of first issue of the drawing;
- (p) revision symbol (to be positioned in the box for the registration or identification number (a));
- (q) date and abridged description of revision with reference to the revision symbol (p);
- (r) other administrative information (for example, signatures of those people responsible).

Item (q) may be positioned outside the title block thus forming a separate table, or may be positioned on a separate document.

5.3 Multiple sheet drawings

Multiple sheet drawings marked with the same registration or identification number (a) should be indicated by means of a sequential sheet number. In addition, the total number of sheets should be shown on sheet 1, for example

“Sheet No. n/p ”

where

n is the sheet number;

p is the total number of sheets.

An abbreviated title block, containing only the identification zone, may be used for all sheets after the first sheet.

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