SLOVENSKI STANDARD
SIST EN 2575:2001

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Aerospace series - Filming of documents - 16 mm microfilm

Aerospace series - Filming of documents - 16 mm microfilm

Luft- und Raumfahrt - Schriftgutverfilmung - Mikrofilm 16 mm

Série aérospatiale - Enregistrement de documents sur film - Microfilm 16 mm

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Ta slovenski standard je istoveten z: **EN 2575:1989**

ICS:

37.080	Uporabniške rešitve za predstavitev dokumentov	Document imaging applications
49.020	Letala in vesoljska vozila na splošno	Aircraft and space vehicles in general

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EUROPEAN STANDARD

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English version

Aerospace series
Filming of documents
16 mm microfilm

Série aérospatiale	Luft- und Raumfahrt
Enregistrement de documents sur film	Schriftgutverfilmung
Microfilm 16 mm	Mikrofilm 16 mm

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CEN

European Committee for Standardization
Comité Européen de Normalisation
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EN 2575 Page 2

<u>Brief History</u>

This draft European Standard has been prepared by the European Association of Aerospace Manufacturers (AECMA).

After enquiries and votes carried out in accordance with the rules of this Association, this draft has successively received the approval of the National Associations and the Official Services of the member countries of AECMA, prior to its presentation to CEN.

In accordance with the Common CEN/CENELEC Rules, the following countries are bound to implement this European Standard: Austria, Belgium, Denmark, Finland, France, Germany, Greece, Iceland, Ireland, Italy, Luxemburg, Netherlands, Norway, Portugal, Spain, Sweden, Switzerland and United Kingdom.

Contents

EN 2575 Page 4

0   Introduction

Microfilm is used for the exchange, distribution and filing of documents.

1   Scope and field of application

This standard specifies the requirements to be met in the filming of documents
on 16 mm film and preparation to ensure uniform presentation of the microform
for the exchange of information in the aerospace industry.

2   References

ISO 543-1974   Cinematography - Motion-picture safety film - Definition, testing
                and marking

ISO 7000-1984   Graphic symbols for use on equipment - Index and synopsis.

3   Composition

3.1 Film

Unperforated safety roll film shall be used, 16 mm in width and 0,1 to 0,16 mm
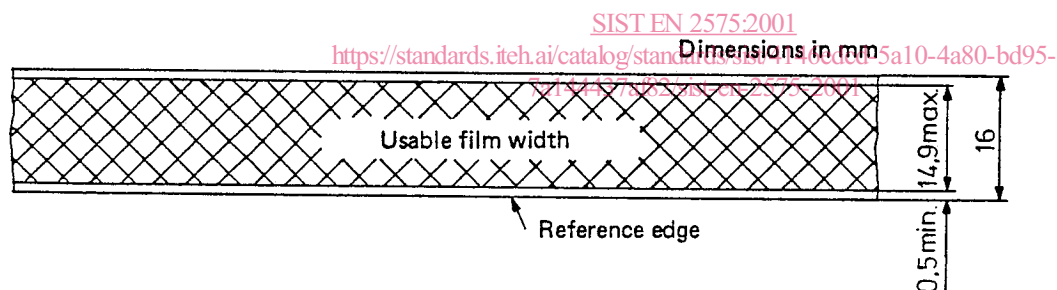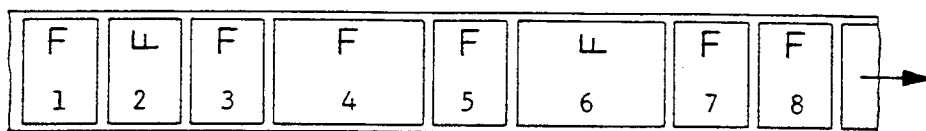in thickness, conforming to ISO 543 and to figure 1.

Dimensions in mm

Usable film width

14,9max.

16

Reference edge

0.5 min.

Figure 1

3.2 Reduction ratio

The nominal reduction ratio of 1 : 24 shall be used for filming.

3.3 Frame arrangement

See figure 2 (simplex exposure method).

Note – The position of letter F indicates the direction of reading.

Figure 2

If the front and back of a document is to be filmed, the back shall be filmed immediately after the front.

It is recommended that the first image is reserved for identification of the contents of the document filmed, this should be readable to the normal eye.
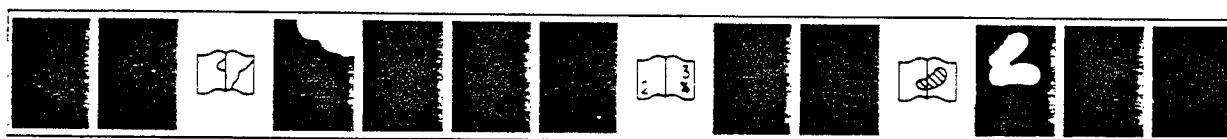
3.4 Graphic symbols

Graphic symbols 0075 to 0081 according to ISO 7000 may be used for filming of originals of all kinds. Examples of application: see figure 3.

Beginning of reel
Graphic symbol
ISO 7000-0076

Repetition
of image
(e. g. error)
Graphic symbol
ISO 7000-0080

Missing pages
and/or issue
Graphic symbol
ISO 7000-0081

Damaged text.
Wrong binding
(subsequent)
Graphic symbol
ISO 7000-0078

Incorrect numbering.
Incorrect date
(subsequent)
Graphic symbol
ISO 7000-0079

Original difficult to read
Graphic symbol
ISO 7000-0077

Repetition
of image
(e. g. on end of film)
Graphic symbol
ISO 7000-0080

End of reel
Graphic symbol
ISO 7000-0075

Figure 3

EN 2575 Page 6

3.5 Retrieval method (indexing)

The methods specified in 3.5.1 to 3.5.5 may be used for retrieval of microimages or groups of microimages on the film :

3.5.1 Visual sub-division (flash markers) *)

To separate series of images optically from each other a sequence of identical frames can be used. Example : see figure 4.
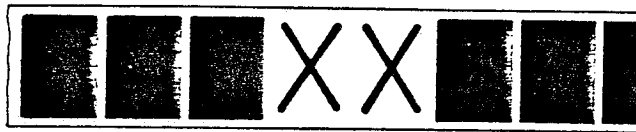
Figure 4

3.5.2 Length counter (odometer)

Coarse selection   images can be obtained with a film length counter on the retrieval equipme .

3.5.3 Index lines

During filming index lines are included between the individual microfilm images in predetermined positions. This method facilitates coarse selection of images on the retrieval equipment.

3.5.4 Image markers (blips)

During filming blips are included below each single image or the first image of a series of images. They make individual selection of the images or series of images by the retrieval equipment possible.

3.5.5 Binary code

During filming binary codes are included between or below each single image or the first image of each group of images. Using the retrieval equipment, this method permits the individual selection of images or series which have been filmed in random sequence.

4 Filming report

When filming is completed, a report shall be prepared, certifying complete and correct filming of the originals. The report may also be filmed or deposited separately in paper form.

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*) The term "flash markers" appears only in the english version

5   Presentation

The presentations specified in 5.1 to 5.3 below may be used, according to the
type of application :

5.1 Spool

The film is wound onto a film spool which shall be marked according to its
content.

5.2 Cassette

The film is inserted into a single core or two core cassette which shall be
marked according to its content.

5.3 Microfilm jacket

The microfilm jacket (see figure 5) is of A6 size containing a transparent title
area and 5 film channels below. When A4 size originals are filmed, the microfilm
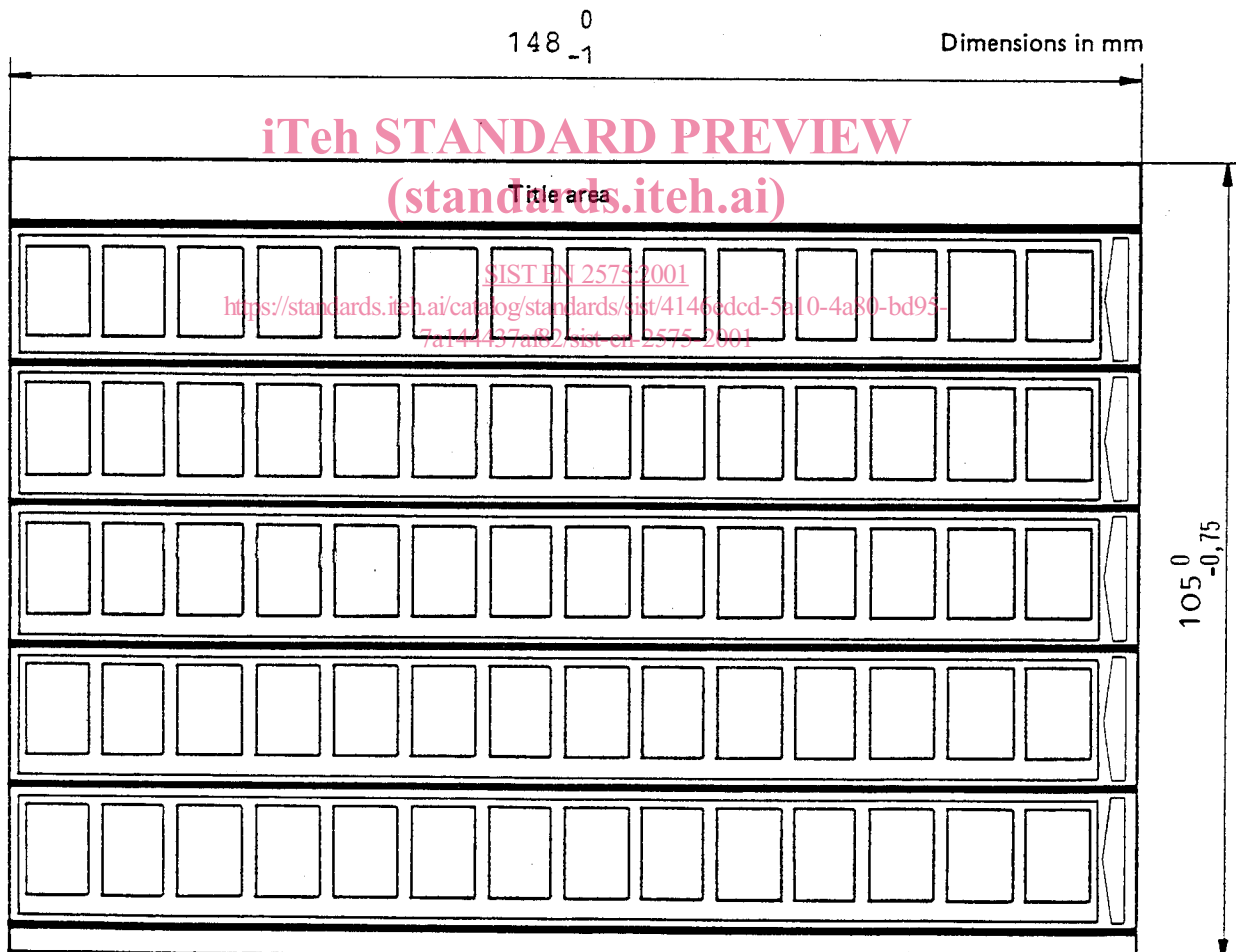jacket can accomodate 5 film sections of 14 frames each, a total of 70 frames.

Figure 5