INTERNATIONAL STANDARD

ISO 10444

First edition
1994-12-15

Information and documentation — International standard technical report number (ISRN)

Information et documentation — Numéro international normalisé des rapports (ISRN)

Reference number
ISO 10444:1994(E)

Foreword

ISO (the International Organization for Standardization) is a worldwide federation of national standards bodies (ISO member bodies). The work of preparing International Standards is normally carried out through ISO technical committees. Each member body interested in a subject for which a technical committee has been established 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 collaborates closely with the International Electrotechnical Commission (IEC) on all matters of electrotechnical standardization.

Draft International Standards adopted by the technical committees are circulated to the member bodies for voting. Publication as an International Standard requires approval by at least 75 % of the member bodies casting a vote.

International Standard ISO 10444 was prepared by Technical Committee ISO/TC 46, *Information and documentation*, Subcommittee SC 9, *Presentation, identification and description of documents*.

International Organization for Standardization
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Printed in Switzerland

Information and documentation — International standard technical report number (ISRN)

1 Scope

This International Standard defines and promotes the use of a standard number (ISRN) for the unique identification of technical reports.

The international standard technical report number (ISRN) specifies a uniform format for the creation of unique, but compatible, numbers used for the identification, organization and location of technical reports.

This International Standard is applicable to both publicly distributed and in-house technical reports including those produced in non-print media.

2 Normative references

The following standards contain provisions which, through reference in this text, constitute provisions of this International Standard. At the time of publication, the editions indicated were valid. All standards are subject to revision, and parties to agreements based on this International Standard are encouraged to investigate the possibility of applying the most recent editions of the standards indicated below. Members of IEC and ISO maintain registers of currently valid International Standards.

ISO 3166:1993, *Codes for the representation of names of countries.*

ISO 5966:1982, *Documentation — Presentation of scientific and technical reports.*

3 Definitions

For the purposes of this International Standard, the following definitions apply.

3.1 international standard technical report number (ISRN): Alphanumeric identifier containing a maximum of 36 characters which, when printed or written, is preceded by the letters ISRN; the international standard technical report number serves to uniquely identify a single technical report.

3.2 technical report: Document that describes the results of research, investigations or other studies and which is initially submitted to the person or corporate body for which the investigation was carried out or by which it was sponsored.

NOTE 1 A technical report can be on any subject. Technical reports are not usually produced commercially and are not normally available through commercial booksellers. Technical reports are usually issued irregularly, either as part of a series or as separate monographs.

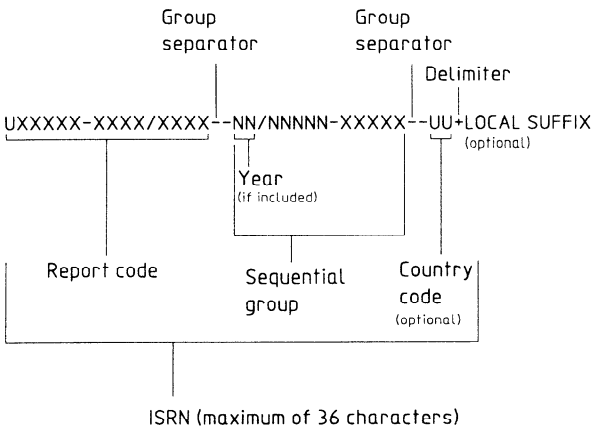
4 Construction of an international standard technical report number

Whenever an international standard technical report number is written or printed, the letters ISRN shall precede it and shall be separated from it by a space.

An ISRN consists of a maximum of 36 alphanumeric characters[1)] which shall be digits (Arabic numerals 0 to 9), uppercase letters of the Latin alphabet and a defined set of symbols. It is divided into three segments and, in addition, an optional local suffix may be appended but it does not form part of the ISRN.

Figure 1 illustrates the structure of the ISRN.

1) These 36 characters include each diagonal slash and hyphen in an international standard technical report number but do not include the letters ISRN which precede it.



U = Uppercase alphabetic character

N = Numeric character

X = Alphanumeric character

NOTE — The diagonal slash (/) and the hyphen (-) may be used anywhere throughout the report code and the sequential group. Details on structuring these segments are found at 4.2 and 4.3.

Figure 1 — Structure of the ISRN

4.1 Punctuation

4.1.1 Group separator

The international standard technical report number is divided into three segments. Each segment is separated by a group separator. The group separator is a double hyphen (--) and is recorded without spaces on either side. The double hyphen shall not be used other than as a group separator.

4.1.2 Subdividers

Subdividers may be used in the report code in any position after the first two characters. Subdividers shall be either a diagonal slash (/) or a hyphen (-).

Subdividers are used to specify subdivisions of an organization or corporate entity, or to separate a series designation from the designator for the organization. The absence of a subdivider from a report code indicates that no subdivision or series is intended.

The diagonal slash (/) and the hyphen (-) may be used anywhere throughout the report code and the sequential group.

4.2 Report code

The report code is the first segment of the international standard technical report number. It designates the organization or corporate entity issuing the technical report. It may also designate subdivisions of an issuing organization as well as a series of which the technical report forms a part.

The first character of the report code shall be an uppercase alphabetic character; the remaining characters may be alphabetic or numeric. The only other characters permitted in the report code are the subdividers (see 4.1.2). The report code shall have a minimum of two characters and a maximum of sixteen characters.

The report code may designate the issuing organization or corporate entity without subdivisions.

EXAMPLES

1 METPRO
Metallurgical Processing Corporation

2 NRC
National Research Council of Canada

3 FYHU
Fysikhuset AB

4 OAT
Osservatorio Astronomico, Trieste

The report code may designate a subdivision, a series title or both, through the use of subdividers (see 4.1.2).

EXAMPLES

1 METPRO/CB/562
Metallurgical Processing Corporation. Chicago Branch. Project 562

2 IPPJ-TR
Institute of Plasma Physics, Japan. Technical Report

3 IEA-INF
Instituto de Energia Atomica. Informaçao, Sao Paulo, Brazil

4 FYHU/FT/3
Fysikhuset, fasta tillståndets fysik, avdelning 3

5 NRC-NAE-LR
National Research Council of Canada. National Aeronautical Establishment. Laboratory Report

If the report code includes a series designator, this designator should be placed immediately preceding the group separator.

EXAMPLES

1 METPRO/TR

Metallurgical Processing Corporation. Technical Report

2 METPRO/ED/SR

Metallurgical Processing Corporation. Electrical Division. Special Report

3 FYHU/PF/RR

Fysikhuset, plasmafysik, reserapport

4 NRC/TT

National Research Council of Canada. Technical Translation

In some cases the report code may designate a series issued cooperatively by two or more organizations.

EXAMPLE

ISS/WHO/CC/TR

Istituto Superiore di Sanità. World Health Organization. Collaborating Center. Technical Report

4.3 Sequential group

The sequential group is the second segment of the international standard technical report number. It has a maximum of fourteen characters and contains a sequential number assigned by the agency which issued the report.

The sequential group may be divided into three elements, which are year, sequential number, and version identifier. Each element shall be separated from the others by a subdivider (/ or -). Only the sequential number is a mandatory element.

4.3.1 Year

The first two characters of the year element shall be the last two digits of the year of publication of the technical report. The third character shall be a subdivider (/ or -).

EXAMPLES

1 ISRN METPRO/ERR--74/216

Metallurgical Processing Corporation. Engineering Research Report. 1974, 216th report

2 ISRN CEA-DAS-STAS-SPI--88/1

Commissariat à l'Energie Atomique, Département d'Analyse de Sûreté, Service Technique d'Analyse de Sûreté, Section Protection Incendie. 1988, rapport nº 1

In most cases the year element is optional. However, if the sequential numbers (see 4.3.2) assigned by an agency recommence with the number "1" in each calendar year, the last two digits of the year of publication shall be the first element of the sequential group.

4.3.2 Sequential number

A sequential number shall be included in the sequential group. If the year is included as the first element of the sequential group (see 4.3.1), the sequential number shall immediately follow a subdivider. If the year is not included, the sequential number shall immediately follow the group separator.

EXAMPLES

1 ISRN METPRO/ERR--26715

Metallurgical Processing Corporation. Engineering Research Report No. 26715

2 ISRN FYHU/KF/LR--81/3

Fysikhuset, Kärnfysik, lägesrapport. Nr 3, 1981

4.3.3 Version identifier

A version identifier may appear as the third element of the sequential group. The version identifier consists of a group of alphanumeric characters representing a revision, version, etc. A subdivider (/ or -) separates the version identifier from the sequential number.

EXAMPLES

1 ISRN METPRO/ERR--90-1784-DRAFT2

Metallurgical Processing Corporation. Engineering Research Report, 1990, 1784th report, draft No. 2

2 ISRN EUR--12302-EN

Commission of the European Communities. Report No. 12302, English version

4.4 Country code (optional)

The country code, when used, is the third segment of the ISRN. An ISO alpha-2 country code shall be used in accordance with ISO 3166.

The country code shall designate the country in which the issuing organization is located.

If it is not possible to determine the country in which the issuing organization is located, the symbol "AA" shall be used in place of the country code.

EXAMPLE

ISRN NORDIC-IHD--9--AA

National Committees for the International Hydrological Decade in Denmark, Finland, Iceland, Norway and Sweden. Nordic IHD Report No.9

The country code is separated from the sequential group by a group separator (see 4.1.1).

EXAMPLES

1 ISRN WBK-MITT--89/64--DE

Westfälische Berggewerkschaftskasse, Bochum, Germany, F.R., Mitteilungen, 1989, Nr. 64

2 ISRN FOA--89-40265/C--SE

Försvarets Forskningsanstalt, 40265, Report C, 1989, Sweden

4.5 Local suffix

The local suffix is an optional field; it does not form part of the international standard technical report number.

The local suffix may be of any length, but it is limited to alphabetic and numeric characters plus the following special characters:

— comma (,)

— diagonal slash (/)

— full stop (.)

The local suffix shall be preceded by a delimiter consisting of a plus sign (+) and shall immediately follow the last segment of the ISRN.

The local suffix may be used to contain any information considered important, e.g. type of publication, type of non-print media, in-house number, subject, language.

EXAMPLES

1 ISRN METPRO/CB/TR--74/216+PR.ENVR.WI

Metallurgical Processing Corporation. Chicago Branch. Technical Report. 1974. 216th report. This is a progress report on environmental research in Wisconsin

2 ISRN FYHU/PF/2--80/12+MAGN

Fysikhuset, plasmafysik avd 2. Rapport nr 12, 1980. Magnetfältsundersökningar

5 Use of the international standard technical report number

5.1 An international standard technical report number is a unique identifier for a specific report and shall be assigned to one report only.

Each volume or part of a multivolume report shall be assigned a unique ISRN; the numbers should be consecutive.

EXAMPLES

1 ISRN METPRO--74/1

First volume of METPRO--74

2 ISRN METPRO--74/2

Second volume of METPRO--74

5.2 An ISRN is a permanent assignment and shall never be altered or replaced. The version identifier (see 4.3.3) may, however, provide distinctions between different manifestations of a technical report without modifying the other segments of the ISRN.

5.3 The ISRN shall appear on all copies of a technical report in a prominent position and in accordance with the specifications of ISO 5966.

6 Administration

The ISRN system shall be administered by appropriate agencies for each participating country or for groups of countries or international bodies. The primary role of these agencies in this regard is to maintain registers of report code assignments and to promote the use of the ISRN.

Individual organizations issuing technical reports are responsible for the assignment of ISRN and for ensuring that each ISRN is a unique number.

A registration authority shall monitor the system and coordinate the assignment of unique report codes. Its address is as follows:

ISRN Registration Authority

c/o Fachinformationszentrum Karlsruhe

Gesellschaft für wissenschaftlich-technische Information mbH

76344 Eggenstein-Leopoldshafen

Germany

Telephone: + 49 0 72 47/8 08-0

Telefax: + 49 0 72 47/8 08-1 35

Internet: LIBRARY@FIZ-KARLSRUHE.DE

ICS 01.140.20

Descriptors: documentation, technical documents, technical reports, identification methods, numbering, international identification number, alphanumeric codes.

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