



GUIDE 21-1

Regional or national adoption of International Standards and other International Deliverables —

Part 1: Adoption of International Standards

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Foreword

ISO (the International Organization for Standardization) and IEC (the International Electrotechnical Commission) form the specialized system for worldwide standardization. National bodies that are members of ISO or IEC participate in the development of International Standards through technical committees established by the respective organization to deal with particular fields of technical activity. ISO and IEC technical committees collaborate in fields of mutual interest. Other international organizations, governmental and non-governmental, in liaison with ISO and IEC, also take part in the work.

International Standards are drafted in accordance with the rules given in the ISO/IEC Directives, Part 2.

Draft Guides adopted by the responsible Committee or Group are circulated to the member bodies for voting. Publication as a Guide requires approval by at least 75 % of the member bodies casting a vote.

Attention is drawn to the possibility that some of the elements of this document may be the subject of patent rights. ISO and IEC shall not be held responsible for identifying any or all such patent rights.

ISO/IEC Guide 21-1 was prepared by an ISO/IEC ad hoc Technical Advisory Group of the ISO Technical Management Board and the IEC Standards Management Board.

This first edition of ISO/IEC Guide 21-1, together with the first edition of ISO/IEC Guide 21-2, cancels and replaces ISO/IEC Guide 21:1999.

ISO/IEC Guide 21 consists of the following parts, under the general title *Regional or national adoption of International Standards and other International Deliverables*:

- *Part 1: Adoption of International Standards*
- *Part 2: Adoption of International Deliverables other than International Standards*

0 Introduction

0.1 This part of ISO/IEC Guide 21 provides the methods for adoption of International Standards as regional or national standards, and includes a system for indicating the degree of correspondence so as to promote coherence in the way regional or national standards bodies adopt International Standards and indicate the degree of correspondence with International Standards. Methods for the adoption of International Deliverables other than International Standards (such as Technical Specifications, Publicly Available Specifications, Technical Reports, Guides, Technology Trend Assessments, Industry Technical Agreements, International Workshop Agreements) are given in ISO/IEC Guide 21-2. Greater uniformity in the indication of both correspondence and deviations among countries will aid communication, avoid confusion and facilitate trade.

0.2 International Standards are widely adopted at the regional or national level and applied by manufacturers, trade organizations, purchasers, consumers, testing laboratories, authorities and other interested parties. Since these standards generally reflect the best experience of industry, researchers, consumers and regulators worldwide, and cover common needs in a variety of countries, they constitute one of the important bases for the removal of technical barriers to trade. This has been explicitly acknowledged in the Agreement on Technical Barriers to Trade of the World Trade Organization (WTO TBT Agreement).

It is important that every effort be made to adopt and use International Standards as regional or national standards and, consequently, to withdraw conflicting regional or national standards as soon as practicable for the reasons mentioned above. Only by developing a global approach can the benefits of standardization be fully realized. However, full adoption may not be practicable in all cases for reasons such as regional or national security, protection of human health or safety, or protection of the environment, or because of fundamental climatic, geographical or technological problems. The WTO TBT Agreement recognizes that these are legitimate reasons for regional or national deviations.

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0.3 The adoption of an International Standard as a regional or national standard will be extremely difficult if the regional or national rules or traditions concerning structure and layout of regional or national standards differ from those of the standard being adopted. It is therefore recommended to apply, as far as possible, the ISO/IEC Directives, Part 2, for the preparation of regional and national standards.

Even for the cases referred to in 0.2, every effort should be made to reduce the deviations to a rational minimum. Moreover, where deviations from International Standards exist, it is important to identify the deviations clearly and to state the reasons for the deviations. If International Standards are adopted only by means of a re-edited version, it is extremely difficult to identify the technical deviations owing to the presentation differences (that is differences in the structure and wording) of the original standard. On the other hand, a clearly identified deviation will have a tendency to disappear because as long as it remains visible, the question as to whether it is still necessary will arise repeatedly, while a hidden deviation may not disappear even when no longer justified.

0.4 It is recommended that as much information as possible be given about the correspondence of regional or national standards that adopt International Standards (or are based on them). This information should be displayed in a prominent place on the regional or national standard (preferably on the title page and in the foreword), in standards lists, catalogues, year-books and any other media for retrieval purposes. When quoting an International Standard, at least its number and date of publication should be given. If a regional or national standard does not exist materially (for example, if the International Standard has been adopted by the endorsement method), this information about correspondence should be given in standards listing media as mentioned above.

0.5 Although the scope of this part of ISO/IEC Guide 21 covers only the adoption of International Standards as regional or national standards, the methods of adoption described and the degrees of correspondence may also be applied to the adoption of regional or national standards by other regional or national standards.

0.6 Attention is drawn to the requirements for copyright, copyright exploitation rights and sales of ISO and IEC publications stated in relevant ISO and IEC rules and policy documents.

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Regional or national adoption of International Standards and other International Deliverables —

Part 1: Adoption of International Standards

1 Scope

This part of ISO/IEC Guide 21 provides methods for the following:

- a) determination of the degree of correspondence between regional or national standards and relevant International Standards (Clause 4);
- b) adoption of International Standards as regional or national standards (Clause 5);
- c) indication of technical deviations which would facilitate immediate recognition of any deviation (Clause 6);
- d) numbering of regional or national standards that are identical adoptions of International Standards (Clause 7);
- e) indication of the degree of correspondence between the regional or national standard and the International Standard (Clause 8).

This part of ISO/IEC Guide 21 does not contain any rules for the use of an International Standard in production, trade, legislation or similar activities. It also does not deal with

- adoption of regional or national standards as International Standards,
- adoption of regional or national standards as other regional or national standards,
- adoption of regional standards as national standards, or
- adoption in or of technical regulations.

2 Normative references

The following referenced documents are indispensable for the application of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the reference document (including any amendments) applies.

ISO/IEC Guide 2:2004, *Standardization and related activities — General vocabulary*

3 Terms and definitions

For the purposes of this document, the terms and definitions given in ISO/IEC Guide 2 (some of which are repeated below for convenience) and the following apply.

3.1 standard

document, established by consensus and approved by a recognized body, that provides, for common and repeated use, rules, guidelines or characteristics for activities or their results, aimed at the achievement of the optimum degree of order in a given context

NOTE Standards should be based on the consolidated results of science, technology and experience, and aimed at the promotion of optimum community benefits.

[ISO/IEC Guide 2:2004, definition 3.2]

3.2 international standard

standard that is adopted by an international standardizing/standards organization and made available to the public

[ISO/IEC Guide 2:2004, definition 3.2.1.1]

3.3 International Standard

international standard where the international standards organization is ISO or IEC

[ISO/IEC Directives, Part 2, 2004, definition 3.3]

3.4 regional standard

standard that is adopted by a regional standardizing/standards organization and made available to the public

[ISO/IEC Guide 2:2004, definition 3.2.1.2]

3.5 national standard

standard that is adopted by a national standards body and made available to the public

[ISO/IEC Guide 2:2004, definition 3.2.1.3]

3.6 adoption

⟨of an International Standard in a regional or national standard⟩ publication of a regional or national normative document based on a relevant International Standard, or endorsement of the International Standard as having the same status as a national normative document, with any deviations from the International Standard identified

NOTE 1 Adapted from ISO/IEC Guide 2:2004, definition 10.1.

NOTE 2 The term “taking over” is sometimes used to cover the same concept as “adoption”.

NOTE 3 For the conditions of adoption of an International Standard as a regional or national standard, see 4.1.

3.7 editorial change

⟨of an International Standard in a regional or national standard⟩ any permitted change that does not alter the technical content of the standard

NOTE A list of permitted editorial changes is given in 4.2.

3.8**technical deviation**

⟨from an International Standard in a regional or national standard⟩ any difference between the technical content of the International Standard and that of the regional or national standard

3.9**change in wording**

⟨when adopting an International Standard in one of its official languages⟩ replacement of single words or phrases in the regional or national standard by synonyms to reflect common language use in the region or country adopting the International Standard

EXAMPLE The use of “elevators” for “lifts” in certain countries.

3.10**structure**

⟨of a standard⟩ order of the clauses, subclauses, paragraphs, tables, figures, annexes

3.11**vice versa principle**

principle whereby anything that is acceptable under the terms of the International Standard is acceptable under the regional or national standard and vice versa, and thus compliance with the International Standard also means compliance with the regional or national standard

4 Degrees of correspondence**4.1 General**

For comparison of regional or national standards with relevant International Standards, an indication of their correspondence is essential if their relationship is to be understood quickly. A skeleton classification into three degrees of correspondence (see 4.2 to 4.4) is sufficient and an over-detailed indication is not reasonable because of the variety of possible cases. Any comparison will have to be made point by point, and will need to cover both the scope and the content to discover deviating items.

An International Standard is considered to have been adopted when the regional or national standard is identical (see 4.2) or modified (see 4.3) in relation to the International Standard.

Identical adoption of International Standards ensures transparency, which is fundamental to the facilitation of trade. It is important to remember that even if two standards bodies introduce deviations or redrafting which they consider not significant in their regional or national standards against the International Standard, problems may arise because these changes could add up and lead to non-acceptability between the two regional or national standards. Identical adoption avoids these problems.

4.2 Identical

The regional or national standard is identical to the International Standard under the following conditions:

- a) the regional or national standard is identical in technical content, structure and wording (or is an identical translation); or
- b) the regional or national standard is identical in technical content and structure, although it may contain the following minimal editorial changes:
 - substitution of a decimal comma by a decimal point;
 - correction of any misprints (e.g. spelling errors) or pagination changes;
 - deletion of text in one or several languages from a multilingual International Standard;

- inclusion of any technical corrigenda or amendments issued to the International Standard;
- changes to the title to be consistent with an existing regional or national series;
- substitution of “this International Standard” by “this regional/national standard”;
- inclusion of any regional or national informative material (e.g. informative annexes that do not alter, add to or delete from the provisions of the International Standard); examples of informative material are advice to users, training guidance or suggested forms or reports;
- deletion of informative preliminary material from the International Standard;
- changes in wording as defined in 3.9;
- addition, for informative purposes, of recalculated values of quantity units where a different measurement system is used in an adopting country.

The “vice versa principle” is fulfilled.

NOTE Any changes in document layout (e.g. in relation to pagination, font type and font size, etc.), especially in an electronic environment, have no impact on the degree of correspondence.

4.3 Modified

The regional or national standard is modified in relation to the International Standard under the following conditions. Technical deviations are permitted provided they are clearly identified and explained. The regional or national standard reflects the structure of the International Standard. Changes to the structure are only permitted if an easy comparison of the content and structure of the two standards continues to be possible.

For transparency and traceability, it is strongly recommended that a national standard adopt only one single International Standard. Under certain circumstances, it may be appropriate to adopt several International Standards within one national standard. However, this is only practicable for the user if an easy comparison of the content is provided in a list identifying and explaining the changes. Modified standards may also include the changes permitted under identical correspondence.

The “vice versa principle” is not fulfilled.

Modified standards may include such cases as the following.

- a) “The regional or national standard contains less”

The regional or national standard only applies a subset of the available choices in the International Standard, has less stringent requirements, etc.

- b) “The regional or national standard contains more”

The regional or national standard adds aspects or types, has more stringent requirements, includes additional tests, etc.

- c) “The regional or national standard alters a part of the International Standard”

Part of the content is identical, but both the regional or national standard and the International Standard contain some differing requirements.

- d) “The regional or national standard provides an alternative choice”

The regional or national standard provides a provision of equal status, which may be used as an alternative to that given in the International Standard.

See Annex A for examples of lists of technical deviations and their explanations.

NOTE A regional or national standard may include an International Standard in its totality together with additional technical provisions that are not part of the International Standard. In this case, the degree of correspondence to the International Standard is either “modified” or “not equivalent”, depending on whether or not the differences are clearly indicated and technical deviations are listed and explained, although the part comprising the included International Standard may not have been subject to any modifications.

4.4 Not equivalent

The regional or national standard is not equivalent to the International Standard in technical content and structure and the changes have not been clearly identified. This also can include the case where only a minority in number or significance of the international provisions remain in the regional or national standard.

This degree of correspondence does not constitute an adoption.

5 Methods of adoption

5.1 General

5.1.1 When International Standards are adopted, they shall only be adopted as regional or national standards, that is by a regional or national deliverable of the same type.

5.1.2 This clause describes a range of methods for adoption of International Standards and can apply equally to the first two degrees of correspondence (see 4.2 and 4.3). It also gives some indications concerning the advantages and disadvantages of these methods. The preferred methods are given in 5.4 (see also Annex B for a summary of the relationships between the degrees of correspondence and the methods of adoption/publication).

5.1.3 Any regional or national standard which adopts an International Standard by any method shall ensure that the identification of the International Standard is clearly stated. For adoption by republication, the identification of the International Standard shall include, in a prominent position such as on the cover page, the reference number, the title (in at least one of the official languages in which the International Standard was published), date or year of publication and the degree of correspondence (see Clause 4).

5.1.4 When adopting an International Standard, all existing amendments and technical corrigenda to the International Standard shall be included in the regional or national standard.

Amendments and technical corrigenda published after the adoption of an International Standard should be adopted as soon as possible.

5.1.5 With particular reference to the development of electronic versions of standards, standards bodies may find new methods of adoption that are not covered in this part of ISO/IEC Guide 21, or may combine the existing ones. In this case the method used will not be listed here. However, the recommendations regarding choice and indication of correspondence will still remain applicable.

NOTE Examples of different types of adoption notices are given in Annex C.

5.2 Endorsement method

5.2.1 If the International Standard is declared by the regional or national body to have the status of a regional or national standard, an “endorsement notice” may be issued. The endorsement notice may contain information or instructions pertinent to this declaration. An endorsement notice should only be issued where condition 4.2 a) is fulfilled. Each endorsement notice should only refer to one International Standard (including any amendments and/or technical corrigenda).

5.2.2 The endorsement notice may allocate a unique regional or national reference number to each endorsed International Standard. Alternatively, the reference number of the International Standard should be used.

5.2.3 The endorsement notice may appear in an official bulletin and/or as an independent document. The text of the International Standard should not usually be attached to the endorsement notice.

5.2.4 The endorsement method is one of the simplest methods of adoption. It does not require a reprint of the text of the International Standard. However, the endorsement notice cannot be used without the International Standard and, therefore, the latter shall be made available in some way. Furthermore, if the endorsement notice does not have its own identification number, the International Standard may not be easily traceable as having been adopted within the regional or national standards system.

NOTE Sales and copyright protection of endorsed International Standards are handled in accordance with the relevant rules and policies of ISO and IEC, as appropriate, for the sale of original standards and other publications.

5.3 Republication

5.3.1 General

There are three methods of republication: reprinting (see 5.3.2), translation (see 5.3.3) and redrafting (see 5.3.4). Independent of which method of republication is chosen, a regional or national identifier of the organization adopting the International Standard shall appear on the cover page and all other pages of the regional or national standard.

5.3.2 Reprinting

5.3.2.1 The International Standard is printed as a regional or national standard by direct reproduction of the published document (e.g. by photography, scanning or from an electronic file). In addition, the regional or national standard may include the following:

- a) a regional or national introduction, preface or foreword (see 5.3.2.2);
- b) a translation of the text (see 5.3.3); [ISO/IEC Guide 21-1:2005
https://standards.iteh.ai/catalog/standards/sist/0401e78f-c338-46b9-a00f-b2078ebfc9d7/iso-iec-guide-21-1-2005](https://standards.iteh.ai/catalog/standards/sist/0401e78f-c338-46b9-a00f-b2078ebfc9d7/iso-iec-guide-21-1-2005)
- c) a different title (see 4.2 and 5.3.2.4);
- d) amendments and/or technical corrigenda (see 5.1.3) to the International Standard;
- e) regional or national informative material in a regional or national foreword, notes or annexes (see Clause 6);
- f) editorial changes or technical deviations (see Clause 6).

5.3.2.2 A regional or national introduction, preface or foreword may contain information or instructions pertinent to the regional or national adoption of the standard. Such information would normally include the following:

- a) the original parent publication title and reference number (with the year of publication), e.g. ISO 9001:2000, *Quality management systems — Requirements*;
- b) the regional or national body responsible for the standard (e.g. technical committee number and title);
- c) if appropriate, details of editorial changes;
- d) if appropriate, reference to technical deviations and changes in structure, together with their explanations, or to the annex giving this information.

NOTE Examples of regional or national introductory material are given in Annex D.