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Technical product documentation — Use of main documents

Documentation technique de produits — Utilisation des documents principaux

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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 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.

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

The main task of technical committees is to prepare International Standards. 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.

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

ISO 11005 was prepared by Technical Committee ISO/TC 10, *Technical product documentation*, Subcommittee SC 1, *Basic conventions*.

Technical product documentation — Use of main documents

1 Scope

This International Standard provides rules for the use of a main document in order to gather all the product-specifying information needed for a specific part or assembly.

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 referenced document (including any amendments) applies.

ISO 7200:2004, *Technical product documentation — Data fields in title blocks and document headers*

ISO 7573:2008, *Technical product documentation — Parts lists*

3 Terms and definitions

For the purposes of this document, the following terms and definitions apply.

3.1
document
fixed and structured amount of information that can be managed and interchanged as a unit between users and systems

[IEC 82045-1:2001], [ISO 11442:2006]

3.2
technical product document
means of conveying all or part of a design definition or specification of a product for manufacturing, verification, maintenance, operation and recycling purposes, etc.

3.3
main document
document containing the complete compilation of the information by which a part or an assembly is specified

NOTE The information can be given directly in the main document or by reference to complementary documents.

3.4
complementary document
document, referenced in the main document, containing specifying information

3.5
part
one piece of an assembly, or several pieces joined together which are not normally subject to disassembly without destruction

3.6
assembly
number of component parts fitted together to perform a specific function

[ISO 7573:2008]

NOTE Assembly includes any level of complexity.

3.7
compound document
document consisting of several embedded files in a specified file structure

[IEC 82045-1:2001]

3.8
aggregated document
document containing separately identified documents (parts) that are logically dependent but can be physically independently managed

NOTE An aggregated document has its own metadata.

[IEC 82045-1:2001]

3.9
document set
collection of documents that are managed together as a unit for a specific purpose

NOTE The metadata of the document set describes which documents it consists of. The set has its own metadata, but not its own content.

[IEC 82045-1:2001]

4 General

Technical product documents record the output of a design process. These documents, or parts of them, may be communicated to users such as customers, suppliers and production units. The technical product documents specify the requirements made with regard to an individual part or an assembly.

The main document is one essential part of the technical product documentation. This International Standard describes the contents of a main document and its relationship to complementary documents.

5 Main document principle

The basis of the main document principle is that each part or assembly is specified by a main document. When several documents are needed to specify a part or an assembly, one document shall be designated the main document to ensure that the information is kept together. All other documents, referred to in the main document, are considered complementary documents (see Figure 1). It is recommended that companies decide which document type(s) shall be adopted as the main document(s). This International Standard gives only a few examples of document types that may be used as main documents.

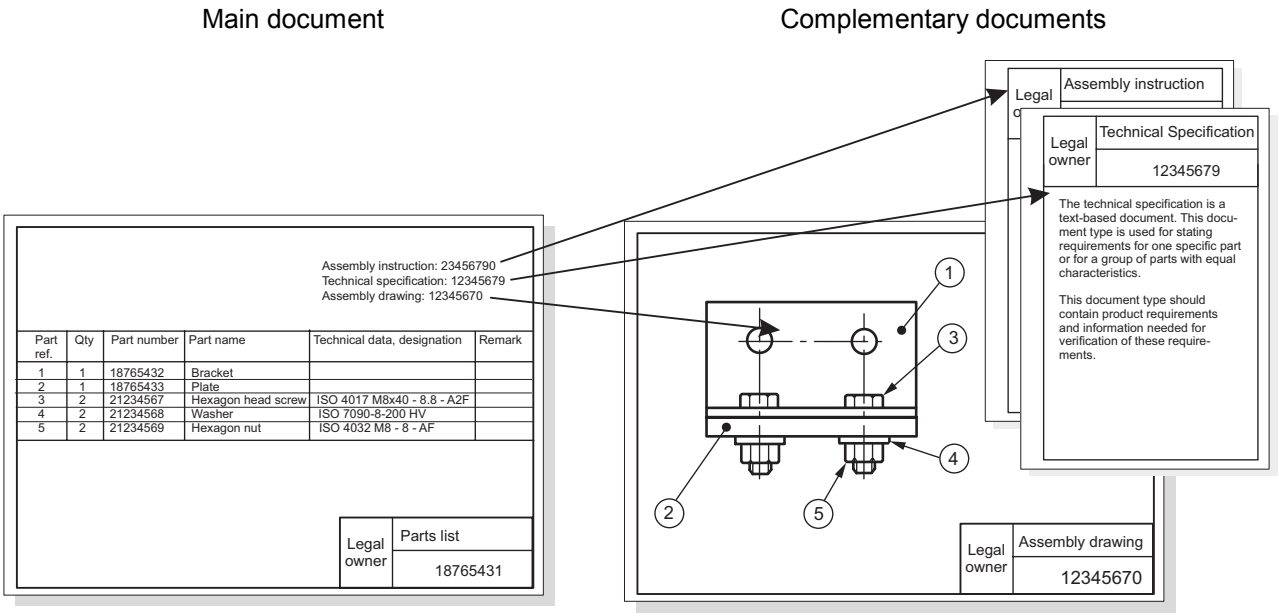


Figure 1 — Main and complementary documents relationship (example)

In order to enable cross-use and reuse of information, there shall be no references to the main document in the complementary documents. This means that complementary documents are independent and can be used in different applications. However, if cross-using or reusing of documents are not needed, and there is a one-to-one relationship between the main document and a complementary document, there could be a reference in a complementary document to a main document.

When complementary documents are revised, the connection to main document(s) shall be shown by a where-used analysis.

6 Document content

The main document shall contain the part number and references to complementary documents when used. Furthermore, the parts list (see ISO 7573:2008), graphical representation, designations, classifications, technical data, properties, etc. are recorded either in the main document itself or in complementary documents.

If the main document number and the part number are different, the part number shall be specified separately in the main document.

The main document shall contain a title block or a document header (see ISO 7200:2004).

The complementary documents could also specify separately documented requirements like geometry description, joining, dimensions, etc.

7 Relationship between main document and complementary documents

7.1 Main document

Main documents are generally based on the following document types.

One single document, e.g. a drawing (see Figure 2) including all information (no complementary documents are needed).

The complete information is available in one single document, which is therefore the main document.

Main document

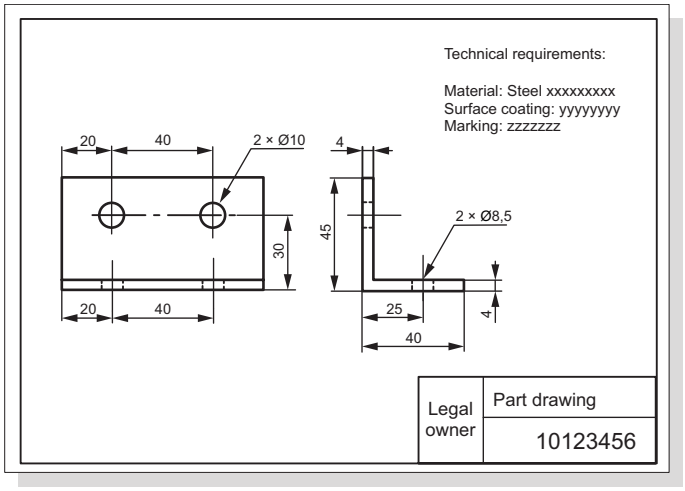
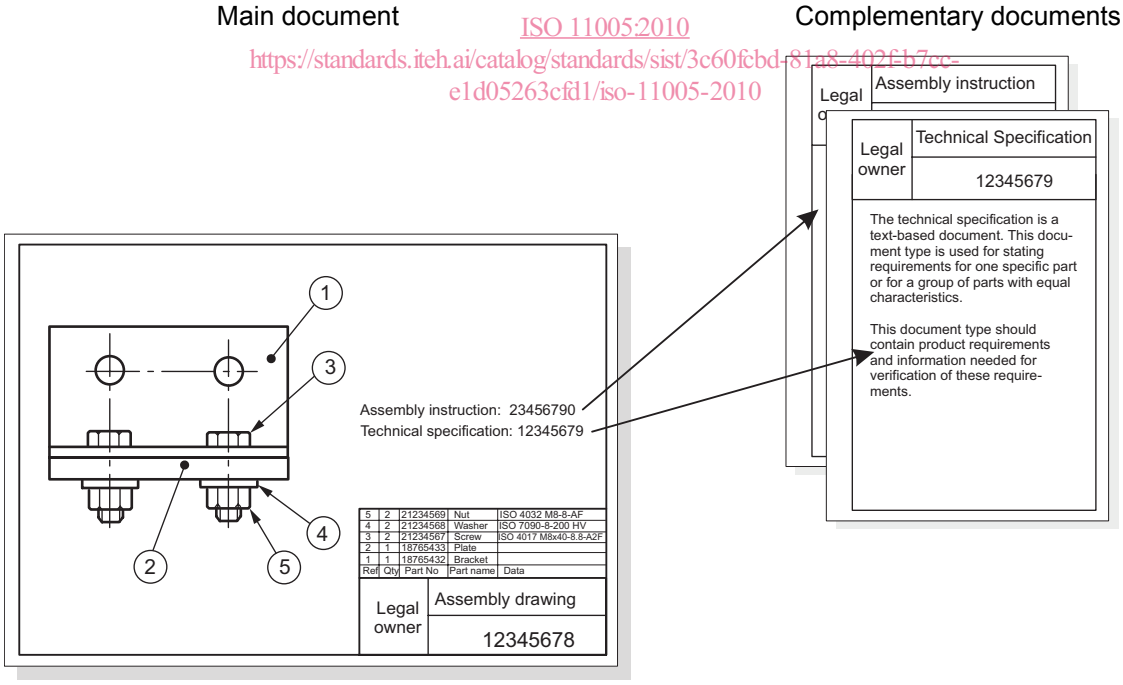


Figure 2 — One single document containing the complete information

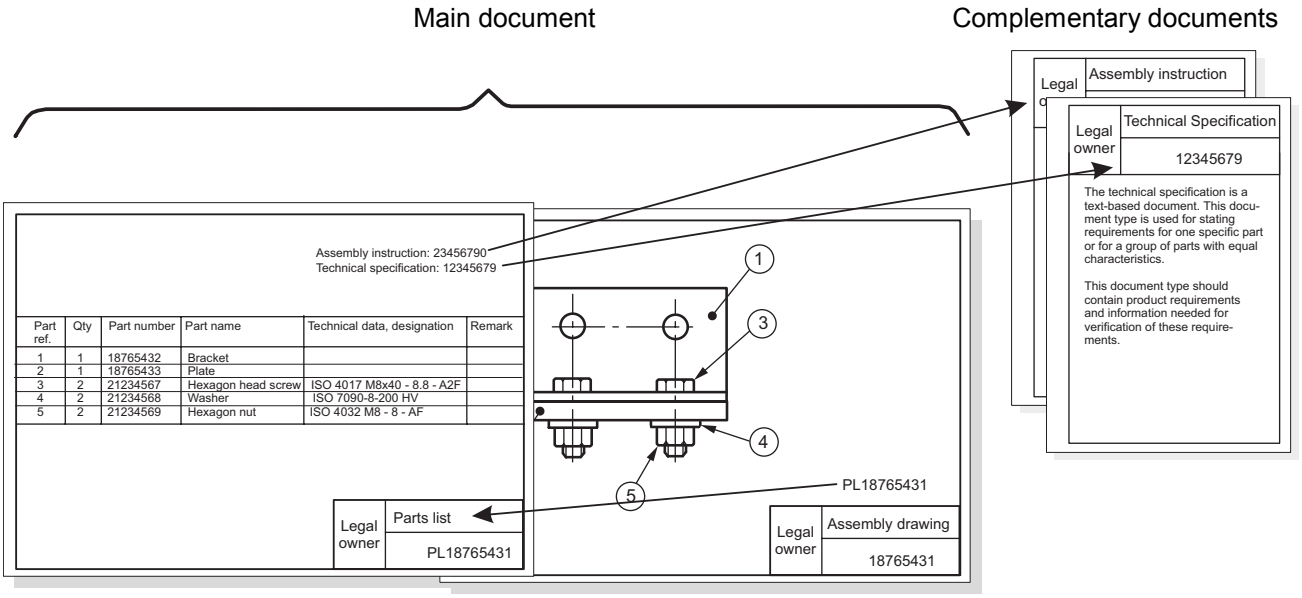
Compound document, e.g. assembly drawing and parts list (see Figure 3) in which the graphical and/or textual representation is predominant.



NOTE The complete information is available in a document set. The main document is a compound document consisting of an assembly drawing including a parts list and a document list referring to the complementary documents.

Figure 3 — An assembly drawing containing a parts list and a list of complementary documents

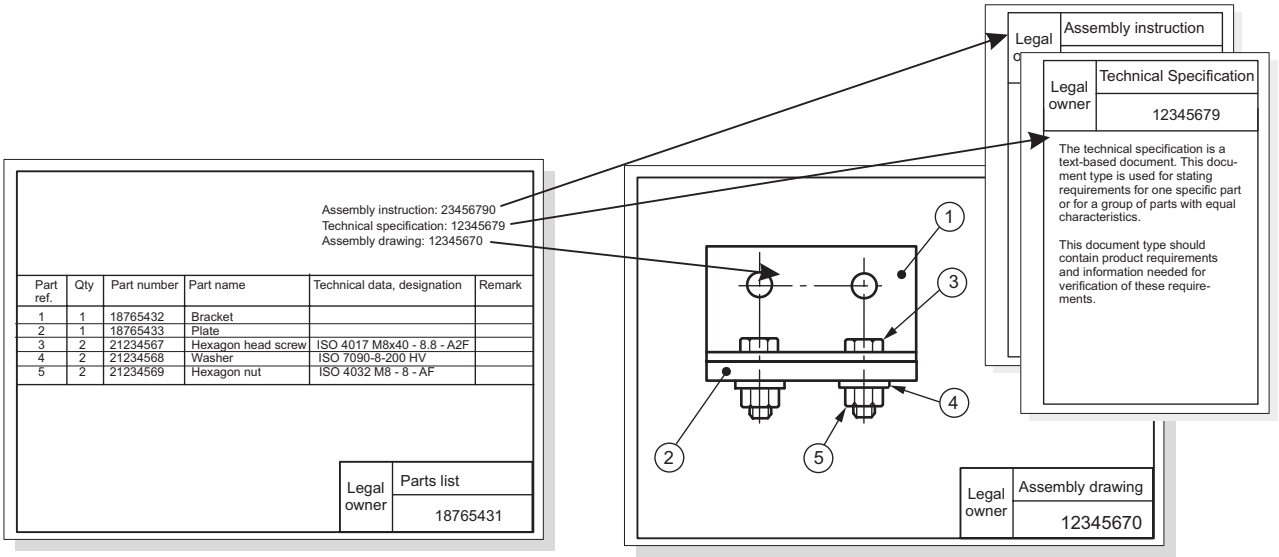
Aggregated document (see Figure 4), e.g. assembly drawing and parts list including list of complementary documents.



NOTE The complete information is available in a document set. The main document is an aggregated document consisting of an assembly drawing and a parts list that specifies constituents and all complementary documents.

Figure 4 — The main document being an aggregated document

Parts list (see Figure 5), in which the parts list area is predominant.



NOTE The complete information is available in a document set. The main document is the parts list that specifies constituents and all complementary documents.

Figure 5 — Parts list including list of complementary documents