
**Graphic technology — Post-press —
General requirements for transfer,
handling and storage**

*Technologie graphique — Post-presse — Exigences générales pour le
transfert, la manipulation et le stockage*

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Contents

	Page
Foreword	v
Introduction	vi
1 Scope	1
2 Normative references	1
3 Terms and definitions	1
4 Requirements	3
4.1 Tolerances	3
4.2 Job information requirements (job ticket)	3
4.3 Incoming goods inspection	4
4.3.1 General	4
4.3.2 Presentation	4
4.3.3 Package identification	4
4.3.4 Storage and handling	4
4.3.5 Temperature and humidity adaption	4
4.3.6 Size and squareness tolerance (sheets)	4
4.4 Intermediate product requirements	5
4.4.1 Presentation	5
4.4.2 Grain direction	5
4.4.3 Size and squareness tolerance	6
4.4.4 Marks	6
4.4.5 Registration	7
4.4.6 Layout	8
4.5 Processing requirements	8
4.5.1 Temperature and humidity adaptation	8
4.5.2 Processing information	8
4.5.3 Identification on the product	9
4.5.4 Envelope or foil enclosing	9
4.5.5 Static electricity	9
4.5.6 Allowances	9
4.5.7 Quality control	9
5 Operating and testing environments	10
5.1 Temperature and humidity	10
5.1.1 General	10
5.1.2 Device	10
5.1.3 Laboratory test environment	10
5.1.4 Customer-specified environment	10
5.1.5 General controlled workshop/factory condition	10
5.1.6 Ambient condition	10
5.2 Air disruption	11
5.3 Illumination	11
5.4 Cleanness	11
6 Inspection and measurement requirements	11
6.1 Check and inspection frequency	11
6.1.1 Items to be checked	11
6.1.2 Inspection frequency	11
6.2 Measurement	11
6.2.1 General	11
6.2.2 Temperature and humidity	11
6.2.3 Records	12
7 Packing, storage and transportation requirements	12
7.1 Packing	12
7.1.1 Packing of intermediate products	12

7.1.2	Packing of final products	13
7.2	Storage	13
7.3	Transportation	13
Annex A	(informative) Arrangement of control elements and printing finishing information	14
Annex B	(informative) Sampling inspection	16
Bibliography		17

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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.

The procedures used to develop this document and those intended for its further maintenance are described in the ISO/IEC Directives, Part 1. In particular the different approval criteria needed for the different types of ISO documents should be noted. This document was drafted in accordance with the editorial rules of the ISO/IEC Directives, Part 2 (see www.iso.org/directives).

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. Details of any patent rights identified during the development of the document will be in the Introduction and/or on the ISO list of patent declarations received (see www.iso.org/patents).

Any trade name used in this document is information given for the convenience of users and does not constitute an endorsement.

For an explanation on the meaning of ISO specific terms and expressions related to conformity assessment, as well as information about ISO's adherence to the World Trade Organization (WTO) principles in the Technical Barriers to Trade (TBT) see the following URL: www.iso.org/iso/foreword.html.

The committee responsible for this document is ISO/TC 130, *Graphic technology*.

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Introduction

In order to manufacture printed products of good quality, prepress, print and post-press departments need to cooperate effectively. Different consecutive post-press operations need to be arranged accordingly. This document describes general operations to ensure quality of raw materials, intermediate and final products.

Included in this document are the common requirements for various post-press processes. Rather than repeating these requirements within each post-press standard, this document acts as a common reference for all aspects involving paper-based products. There are other standards that describe requirements that are specific to a particular process — such as book binding (ISO 16763). This document is not intended to be exclusive and the process-specific requirements shall also be followed in order to achieve complete quality control. This document can be used independently and can also be used in conjunction with other associated standards.

The areas that this document covers are

- process requirements:
 - a) job information requirements,
 - b) incoming goods inspection,
 - c) intermediate product requirements, and
 - d) processing requirements,
- operating and testing environments,
- inspection and measurement requirements, and
- packing, storage and transportation requirements.

The post-press processes to which this document is applicable include

- laminating and varnishing,
- cutting (both sheet and web),
- creasing and folding (both sheet and web),
- gathering and collating,
- binding,
- trimming,
- hot foil stamping,
- die cutting,
- gluing,
- inserting, and
- perforating.

Graphic technology — Post-press — General requirements for transfer, handling and storage

1 Scope

This document specifies the requirements for the handling, storage and transfer of printed products between printing and post-press. It also identifies information that may be necessary for successful completion of post-press operations (job ticket). In addition, the handling of materials used within the post-press operation is specified.

2 Normative references

The following documents are referred to in the text in such a way that some or all of their content constitutes requirements 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 186, *Paper and board — Sampling to determine average quality*

ISO 187, *Paper, board and pulps — Standard atmosphere for conditioning and testing and procedure for monitoring the atmosphere and conditioning of samples*

ISO 2859-1, *Sampling procedures for inspection by attributes — Part 1: Sampling schemes indexed by acceptance quality limit (AQL) for lot-by-lot inspection*

ISO 8995-1, *Lighting of work places — Part 1: Indoor*

ISO 10012, *Measurement management systems — Requirements for measurement process and measuring equipment*

ISO 12647-2, *Graphic technology — Process control for the production of half-tone colour separations, proof and production prints — Part 2: Offset lithographic processes*

3 Terms and definitions

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

ISO and IEC maintain terminological databases for use in standardization at the following addresses:

- IEC Electropedia: available at <http://www.electropedia.org/>
- ISO Online browsing platform: available at <http://www.iso.org/obp>

3.1 acceptance quality limit

AQL

quality level that is the worst tolerable process average when a continuing series of lots is submitted for acceptance sampling

[SOURCE: ISO 2859-1:1999, 3.1.26]

3.2 bottling

angle-wise repositioning of pages to compensate for substrate thickness influences during multiple folding