

INFORMATSIOON JA DOKUMENTATSIOON
Nõuded raamatute köitematerjalidele ja raamatute
valmistamise meetoditele

Information and documentation
Requirements for binding materials and methods used in
the manufacture of books
(ISO 11800:1998)

EVS

EESTI STANDARDI EESSÕNA**NATIONAL FOREWORD**

See Eesti standard EVS-ISO 11800:2011 „Informatsioon ja dokumentatsioon. Nõuded raamatute köitematerjalidele ja raamatute valmistamise meetoditele“ sisaldab rahvusvahelise standardi ISO 11800:1998 „Information and documentation – Requirements for binding materials and methods used in the manufacture of books“ identset ingliskeelset teksti.

Standard EVS-ISO 11800:2011 on jõustunud sellekohase teate avaldamisega EVS Teataja novembrikuu numbris.

Standard on kättesaadav Eesti Standardikeskusest.

This Estonian Standard EVS-ISO 11800:2011 consists of the identical English text of the International Standard ISO 11800:1998 „Information and documentation – Requirements for binding materials and methods used in the manufacture of books“.

This standard has been endorsed with a notification published in the official bulletin of the Estonian Centre for Standardisation.

The standard is available from the Estonian Centre for Standardisation.

Käsitlusala

See rahvusvaheline standard täpsustab valmistusviiside meetodeid ja materjale, mille tulemuseks on vastupidav kõvakaaneline või pehmeakaaneline köidetud raamat, mis on valmistatud kaubanduslikul eesmärgil. See ei kehti raamatu käsitsi köitmisel, üksikraamatu kaanestamisel või arhiiviainese köitmisel. Samuti ei kehti see kunstilise köitmise korral, mille esmane eesmärk ei ole raamatuploki kaitsmine (näiteks skulpturaalne kunstiteos raamatulaadse materjali ümber).

See rahvusvaheline standard sisaldab kahte normatiivset lisa ja ühte lisa koos juhtnööridega, igas neis täpsustatakse nõudeid vastava köitekategorია kohta.

Kategooria A köide (lisa A) on mõeldud:

- raamatutele, mis on mõeldud püsivaks säilitamiseks;
- raamatutele, mille puhul on ette näha tihedat kasutamist pikema aja vältel, näiteks teatmeteosed;
- väärtuslikele köidetele, mis nõuavad püsivat kaitset;
- püsiva esteetilise väärtusega materjalidele.

Kategooria B köide (lisa B) on mõeldud:

- pehmeakaanelistele raamatutele ja perioodikale, mis on mõeldud püsivaks säilitamiseks;
- raamatutele ja perioodikale, mille puhul on ette näha tihedat kasutamist pikema aja vältel;
- väärtuslikele köidetele, mis nõuavad püsivat kaitset;
- esteetilise väärtusega materjalidele.

Juhised, mis määravad soovitatud valmistusviiside meetodid ja materjalid pehmeakaaneliste ning kõvakaaneliste liimköidete jaoks, on välja toodud lisa C. Lisa D annab soovitusi köitekategoriate A ja B ning liimköite kasutusala kohta.

EVS

ICS 01.140.40

Standardite reprodutseerimise ja levitamise õigus kuulub Eesti Standardikeskusele

Andmete paljundamine, taastekitamine, kopeerimine, salvestamine elektroonsesse süsteemi või edastamine ükskõik millises vormis või millisel teel ilma Eesti Standardikeskuse kirjaliku loata on keelatud.

Kui Teil on küsimusi standardite autorikaitse kohta, võtke palun ühendust Eesti Standardikeskusega:
Aru 10, 10317 Tallinn, Eesti; www.evs.ee; telefon 605 5050; e-post info@evs.ee

The right to reproduce and distribute standards belongs to the Estonian Centre for Standardisation

No part of this publication may be reproduced or utilized in any form or by any means, electronic or mechanical, including photocopying, without a written permission from the Estonian Centre for Standardisation.

If you have any questions about copyright, please contact Estonian Centre for Standardisation:
Aru 10, 10317 Tallinn, Estonia; www.evs.ee; phone 605 5050; e-mail info@evs.ee

Contents

	Page
1 Scope	1
2 Normative references	1
3 Definitions	2
4 Principles	5
5 Required characteristics	5
6 Statement of compliance	6

Annexes

A Category A binding — Sewn hard cover binding	7
B Category B binding — Sewn soft cover binding	12
C Guidelines for the production of soft cover and hard cover adhesive-bound books	17
D Recommendations concerning fields of application	21

© ISO 1998

All rights reserved. Unless otherwise specified, no part of this publication may be reproduced or utilized in any form or by any means, electronic or mechanical, including photocopying and microfilm, without permission in writing from the publisher.

International Organization for Standardization
Case postale 56 • CH-1211 Genève 20 • Switzerland
Internet central@iso.ch
X.400 c=ch; a=400net; p=iso; o=isocs; s=central

Printed in Switzerland

Introduction

The usability and durability of books held in libraries and archives is a matter of natural concern to the public. Private book buyers and readers have a similar interest in such lasting qualities of the books they purchase. Books, in principle, should remain in good physical condition for as long as their contents are worth preserving. They should be manufactured to meet the requirements of their intended use.

Industrialized manufacturing methods, unfortunately, have not improved the quality of the average book. An increasing percentage of recently produced books tend to fall apart prematurely. Tests in library laboratories and simple observation show that some of the core problems lie in the binding materials and binding methods. Libraries and archives around the world are concerned about the consequences. It is envisaged that, more and more, recently acquired books will either fall apart before they are withdrawn from the collection for textual reasons, or they will have to be replaced or rebound. In either case, library and archival systems worldwide are likely to face enormous expenses in the future if the quality of the average book is not improved. This, for many public, academic and special libraries, could be an incentive to become more selective in their acquisitions and to buy fewer new titles.

This International Standard addresses publishers and book manufacturers. It also addresses acquisition librarians and archivists with a view to informing library and archival staff about the good physical properties they should expect in the books they acquire for public use. The purpose of this International Standard is to provide a means of specifying manufacturing methods and binding materials to be used for the production and making of quality books.

Good quality book bindings should be capable of withstanding ordinary use for a satisfactory period of time without significant breakdown of the binding structure. The properties of a durable book explicitly include the permanency of all the component parts, including its paper, the secure attachment of its leaves together, preferably by sewing, to form the book block, the secure attachment of the book block to its protective cover, and the resistance of the cover to the effects of abrasion, soiling and exposure to light. The concept of durability includes the attribute of flexibility, i.e. the ability of a book to open well without stress under normal reading conditions.

For heavy wear, long-term keeping and eventually rebinding of the book block, adhesive binding is not considered by this International Standard to be as recommendable as sewn binding. For that reason, adhesive binding is not an integral part of this International Standard. Yet adhesive-bound books can be manufactured to meet such simple requirements as the secure attachment of their leaves together to form the book block, the secure attachment of the book block to its protective cover and some resistance of both paper and cover materials to the effects of wear and deterioration. Guidelines for the manufacture of well-produced adhesive-bound books, therefore, are included as an annex to this International Standard. The requirements for adhesive binding include the minimum requirements for acceptable bookbinding under circumstances mentioned in the scope of this International Standard, described in clause C.1 of annex C, and further explained in annex D. For the sake of expediency, the numbering scheme applied in annexes A and B of this International Standard is repeated in the Guidelines for adhesive-bound books in annex C.

Of concern regarding both sewn and adhesive binding are those methods and materials that affect the ease with which a volume can be rebound or repaired. With this in view, and to ensure that books will open easily when in use, this International Standard also includes minimum requirements for the size of the inner margins which must be respected during the imposition of the text matter.

Information and documentation — Requirements for binding materials and methods used in the manufacture of books

1 Scope

This International Standard specifies manufacturing methods and materials that will result in durable hard cover and soft cover binding for books manufactured in commercial quantities. It does not apply to hand bookbinding, individual casing or binding of archival matter. Nor does it apply to fine binding which does not serve its normal purpose of primarily protecting a book block (such as sculptural art formed around book-like material).

This International Standard has two normative annexes and one annex with a set of guidelines, each specifying the requirements for its special category of binding.

Category A binding (annex A) is intended

- for books of permanent retention;
- for books produced with a view to heavy use over prolonged periods, e.g. reference works;
- for valuable volumes requiring lasting protection;
- for items having lasting aesthetic value.

Category B binding (annex B) is intended

- for books and periodicals in soft cover and of permanent retention;
- for books and periodicals produced with a view to heavy use over prolonged periods;
- for valuable volumes requiring lasting protection;
- for items having aesthetic value.

Guidelines that specify recommended manufacturing methods and materials for soft cover and hard cover adhesive-bound books are given in annex C. Annex D contains information regarding the fields of application suggested for category A and B bindings and for adhesive-bound books.

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 302:1981, *Pulps — Determination of Kappa number*.

ISO 534:1988, *Paper and board — Determination of thickness and apparent bulk density or apparent sheet density*.

ISO 536:1995, *Paper and board — Determination of grammage*.

ISO 2758:1983, *Paper — Determination of bursting strength*.

ISO 2835:1974, *Prints and printing inks — Assessment of light fastness*.

ISO 4046:1978, *Paper, board, pulp and related terms — Vocabulary*.

ISO 5081:1977, *Textiles — Woven fabrics — Determination of breaking strength and elongation (Strip method)*¹⁾.

ISO 5127-2:1983, *Documentation and information — Vocabulary — Part 2: Traditional documents*.

ISO 5626:1993, *Paper — Determination of folding endurance*.

ISO 6588:1981, *Paper, board and pulps — Determination of pH of aqueous extracts*.

ISO 9665:1993, *Adhesives — Animal glues — Methods for sampling and testing*.

ISO 9706:1994, *Information and documentation — Paper for documents — Requirements for permanence*.

ANSI L29.1-1977 (R1984), *Fabrics for Book Covers*²⁾.

3 Definitions

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

3.1

adhesive binding

type of binding, hard cover or soft cover, in which the signatures are milled and the separate sheets glued together by means of an adhesive

3.2

adhesive line

width of adhesive applied to a material prior to attaching it to another material

3.3

alkaline buffered paper

paper with a pH equal to or higher than 7,0, and containing a compound (e.g. calcium carbonate) at a level sufficient to neutralize acid generated from degradation of the paper, from adjacent materials, or from atmospheric pollution

3.4

animal glue

natural glue prepared by adding glycerine to high-quality hide glue

3.5

bind

to fasten sheets together and to attach them to protective covers, which may be made of a variety of materials, e.g. paper, board, cloth

3.6

binder's board

rigid, solid board, made from a base stock of paper pulp, and of a grammage of 225 g/m² or more

1) ASTM D 5035-90, *Standard Test Method for Breaking Force and Elongation of Textile Fabrics (Strip Force)* is technically identical to ISO 5081.

2) May be obtained from ANSI at the address: 11 West 42nd Street, 13th floor, New York, N.Y. 10036, USA.