
**Information and documentation — Format
for information exchange**

Information et documentation — Format pour l'échange d'information



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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 2709 was prepared by Technical Committee ISO/TC 46, *Information and documentation*, Subcommittee SC 4, *Technical interoperability*.

This fourth edition cancels and replaces the third edition (ISO 2709:1996), which has been technically revised to incorporate specification of the use of ISO/IEC 10646 using 8-bit Unicode Transformation Format (UTF-8) encoding. Consequently, lengths are specified in terms of octets instead of characters.

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Information and documentation — Format for information exchange

1 Scope

This International Standard specifies the requirements for a generalized exchange format which will hold records describing all forms of material capable of bibliographic description as well as other types of records. It does not define the length or the content of individual records and does not assign any meaning to tags, indicators or identifiers, these specifications being the functions of an implementation format.

This International Standard describes a generalized structure, a framework designed specially for communications between data processing systems and not for use as a processing format within systems.

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/IEC 646:1991, *Information technology — ISO 7-bit coded character set for information interchange*

ISO/IEC 6429:1992, *Information technology — Control functions for coded character sets*

ISO/IEC 10646:2003, *Information technology — Universal Multiple-Octet Coded Character Set (UCS)*

3 Terms and definitions

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

3.1

character

member of a set of elements used for the organization, control, or representation of data

3.2

data field

characters recording the descriptive content of the record

3.3

directory

index to the location of the fields within a record

3.4

directory map

set of parameters specifying the structure of the entries in the directory