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AGREEMENT

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European Network for Administrative Nomenclature

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Foreword

This CEN Workshop Agreement (CWA) is developed by the CEN/ISSS Workshop “European Network for Administrative Nomenclature” (WS-ADNOM). The production of this document was formally accepted at the Workshop kick-off meeting in Brussels on 15 April 2005.

Several versions of this document have been made available for WS-ADNOM members for comments, with two formal internal commenting rounds starting on 15 September 2005 and 15 October 2005 respectively, and a public commenting period starting on 8 December 2005 and ending on 7 February 2006.

The CWA was approved by CEN/ISSS Workshop ADNOM at its plenary meeting in Brussels on 14 February 2006, with the provision that comments received and comments presented at that meeting be adequately attended to by the Project Team. Members have verified that this is the case, and the CWA has been formally approved on 23 February 2006.

WS-ADNOM at the same meeting decided that a follow-up project shall be initiated with the purpose to develop a second CWA which in more detail would give recommendations regarding technical, practical, and operational aspects of the planned future ADNOM network.

Acknowledgements

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In his capacity as Chairman of CEN/ISSS workshop ADNOM, Professor **Gerhard Budin**, Universität Wien, has contributed greatly to the work with the CWA.

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John Clews, who regrettably died in November 2005, before the completion of the CWA;

Jan Roukens, NL-TERM;

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The Secretary of the CEN/ISSS workshop ADNOM, **Håvard Hjulstad** (Standards Norway, [hhj@standard.no](mailto:hjhj@standard.no)) has coordinated the editing of this document.

This CEN Workshop Agreement is publicly available as a reference document from the National Members of CEN: AENOR, AFNOR, ASRO, BSI, CSNI, CYS, DIN, DS, ELOT, EVS, IBN, IPQ, IST, LVS, LST, MSA, MSZT, NEN, NSAI, ON, PKN, SEE, SIS, SIST, SFS, SN, SNV, SUTN and UNI.

¹ Léon Oud left the project in July 2005. He was not replaced by another expert. His tasks have been finalized by other members of the ADNOM Project Team.

Executive summary

Mission Statement

ADNOM – the network for **administrative nomenclature** – is being created as an open and distributed registry of collections of terms that enable European citizens to navigate more easily in their own languages in public multilingual information databases, eGovernment systems, and eServices. ADNOM makes use of current eBusiness standards and technologies (such as ebXML and Topic Maps), thereby contributing to the implementation of semantic and organizational interoperability between information systems in eEurope.

Understandable terms are the key to accessing, acquiring, and organizing knowledge. ADNOM is to provide web-based referral mechanisms to link heterogeneous information systems to each other by using multilingual, terminological metadata schemas, taxonomies, and nomenclatures.

Goals

- Implementing a framework for **Semantic Interoperability** across domains and languages in Europe.
- Applying high quality and standards-based **terminologies** in order to reach **precision, efficiency, and transparency** within and across eBusiness, eGovernment, eHealth, eLearning, eCulture, eScience, etc. processes and systems.
- **Solving the following problems:** lack of accessibility to high quality resources in many domains and languages, diversity of coding schemes and data organization → **lack of interoperability** (syntactic, semantic, pragmatic) across existing databases.
- **Taking into account that cultural differences** across language communities and domain cultures are sometimes so strong that citizens as well as experts are lost in dynamic communication situations → administrative and legal language is the best example.
- Identifying, describing, and using terminologies organized and used for multiple purposes, in the form of **dictionaries, databases, thesauri, classification systems, nomenclatures, taxonomies, ontologies, indexes, term lists**, etc.
- ADNOM will provide a coherent methodology for modeling, mapping, presenting, and accessing such resources in the context of the emerging **European Interoperability Framework** and in line with – and contributing to new – European and international **standards** (ISO/TC 37, JTC 1/SC 32, etc.).
- Implementing the envisaged **approach**: federated registries based on ebXML and Topic Maps implementations, metadata standards, terminology mark-up framework. Semantic richness/complexity is managed and visualized and not eliminated.

Deliverables described in this CWA document:

- **A survey** on existing administrative nomenclatures and similar terminological resources in Europe as well as on the organizations managing these resources.
- A procedural **methodology** with principles and recommendations.

- **A demonstrator** showing the implementation of the ADNOM approach (ebXML + Topic Maps (XTM) + ISO 16642 + ISO 11179 + other standards) (will be operational online by the end of April 2006), showing the “ADNOM Seamless Knowledge Core model” with federated registries, navigation services, etc.
- An emerging **organizational network** of relevant institutions (stake holders) and integrating existing networks.

Concrete examples on mapping administrative nomenclatures are contained in clause 6.2 of this CWA.

The business models for implementing ADNOM have to take into account Intellectual Property Rights (IPR) of the stake holders. Public Private Partnerships (PPP) between relevant institutions will offer appropriate value-added services from the ADNOM network.

Introduction

This CWA was prepared by a Project Team appointed by CEN/ISSS WS-ADNOM in May 2005, this CWA being one of the deliverables requested.

A general **Mission Statement** for ADNOM is the following:

ADNOM – the network for administrative nomenclature – is being created as an open and distributed registry of collections of terms that enable European citizens to navigate more easily in their own languages in public multilingual information databases, eGovernment systems, and eServices. ADNOM makes use of current eBusiness standards and technologies (such as ebXML and Topic Maps), thereby contributing to the implementation of semantic and organizational interoperability between information systems in eEurope.

Understandable terms are the key to accessing, acquiring, and organizing knowledge. ADNOM is to provide web-based referral mechanisms to link heterogeneous information systems to each other by using multilingual, terminological metadata schemas, taxonomies, and nomenclatures.

The aim of WS-ADNOM is to establish and maintain a network between European government translation units, terminology organizations, etc. with the purpose of developing and disseminating European *Administrative Nomenclature*, built as far as possible on the basis of existing networks and resources.

Administrative Nomenclature includes names and closely related terminologies that designate specific items for which no exact correspondence may exist in other countries and languages. Some typical examples of these items are: names of government administration offices, organizational charts, job titles in public administration, school system terminology, terminology relating to taxation and social welfare. The practical scope of Administrative Nomenclature has been studied, as well as the feasibility of extending the activity into adjacent fields in the future.

Following the recommendations in this CWA, a long-term ADNOM network is planned.

See also Annex F (chapter 17), being a *declaration* adopted by an international conference held in Brussels on 1 December 2005.

1 Scope

This document gives guidance on the planned establishment of a European Network for Administrative Nomenclature and the formation of a long-term ADNOM network in the form of a consortium. Technical, terminological, and organizational aspects of this network are discussed.

Some of the deliverables requested from the ADNOM Project Team relate to the development of software and a demonstration web-site. These deliverables form an integral part of the CWA, but are not contained in this document.

2 Normative references

The following International and European Standards are referenced in other parts of this document. Other standards of interest are listed in the Bibliography.

ENV 13710 : 2000 *European Ordering Rules — Ordering of characters from the Latin, Greek and Cyrillic scripts.*

ISO 639-1 : 2002 *Codes for the representation of names of languages — Part 1: Alpha-2 code.*

ISO 704 : 2000 *Terminology work — Principles and methods.*

ISO 860 : 1996 *Terminology work — Harmonization of concepts and terms.*

ISO 1087-1 : 2000 *Terminology work — Vocabulary — Part 1: Theory and application.*

ISO 3166-1 : 1997 *Codes for the representation of names of countries and their subdivisions — Part 1: Country codes.*

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

ISO 12620 : 1999 *Computer applications in terminology — Data categories*

ISO/IEC 13250 : 2003 *Information technology — SGML applications — Topic maps.*

ISO 15188 : 2001 *Project management guidelines for terminology standardization.*

ISO 16642 : 2003 *Computer applications in terminology — Terminological markup framework.*

OASIS : 2005-05-02: ebXML Registry Services and Protocols, Version 3.0 [RS].

OASIS : 2005-05-02: ebXML Registry Information Model, Version 3.0 [RIM].

OASIS *Published Subjects Technical Committee Recommendation*, <http://www.oasis-open.org/committees/download.php/3050/pubsbj-pt1-1.02-cs.pdf>

CWA 13988 : 2003-04 *Guidance information for the use of Dublin Core in Europe*

CWA 14855 : 2003-11 *Dublin Core Application Profile guidelines*

CWA 14856 : 2003-11 *Guidance material for mapping between Dublin Core and ISO in the Geographic Information domain*

CWA 14857 : 2003-11 *Mapping between Dublin Core and ISO 19115, "Geographic Information – Metadata"*

CWA 14858 : 2003-11 *Dublin Core Spatial Application Profile*

CWA 14859 : 2003-11 *Guidance on the use of metadata in eGovernment*

CWA 14860 : 2003-11 *Dublin Core eGovernment Application Profiles*

CWA 15245 : 2005-04 *EU eGovernment Metadata Framework*

CWA 15246 : 2005-04 *Guidance for the deployment of the EU eGovernment metadata framework*