
Terminological entries in standards —

Part 2:

**Adoption of standardized terminological
entries**

Articles terminologiques dans les normes —

Partie 2: Adoption d'articles terminologiques normalisés



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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 10241-2 was prepared by Technical Committee ISO/TC 37, *Terminology and other language and content resources*, Subcommittee SC 2, *Terminographical and lexicographical working methods*.

ISO 10241 consists of the following parts, under the general title *Terminological entries in standards*:

- *Part 1: General requirements and examples of presentation*
- *Part 2: Adoption of standardized terminological entries*

Introduction

The “Agreement on Technical Barriers to Trade” (TBT Agreement) of the World Trade Organization (WTO) requires its members to ensure that they do not create unnecessary barriers to trade through regulations or conformity assessment schemes that deviate from international standards. Under the TBT Agreement, WTO members are bound to use international standards whenever possible. According to the TBT Agreement, therefore, regional and national standards should be based on international standards, thus ensuring technical equivalence and avoiding any conflicts or inconsistencies with regard to trade. The same principle applies equally to the adoption of standardized terminological entries.

To ensure unambiguous comprehension and interpretation of the main terms and other kinds of designation used in their subject field, committees may specify all or part of their standardized terminology in the form of a terminology standard, or in sections defining terminology in other standards.

ISO/IEC Guide 21-1 specifies methods for the adoption of International Standards¹⁾ as regional or national standards: endorsement by authority, publication with a regional or national coversheet and publication by reprinting, translation and redrafting. When adopting international standards, specific care might be needed with regard to the terminological entries. For example, standardizing bodies using languages or language variants other than the official languages of the international standard being adopted often encounter difficulties in the preparation of equivalent terminological entries.

According to ISO/IEC Guide 21-1, “The adoption of an International Standard as a regional or national standard will be extremely difficult if the regional or national rules or traditions concerning structure and layout of regional or national standards differ from those of the standard being adopted. It is therefore recommended to apply, as far as possible, the ISO/IEC Directives, Part 2, for the preparation of regional and national standards.” Additionally, when preparing terminological entries in regional or national standards, there are issues specific to terminological entries that merit consideration in the adoption process.

ISO/IEC Guide 21 outlines the principles used to determine whether an International Standard can be adopted as a regional or national standard, including a method to assess the degree to which an International Standard corresponds to national or regional standardization needs. In comparison, this part of ISO 10241 defines rules for the adoption of terminological entries from international standards²⁾ into regional or national standards, as well as the principles used to determine the degree to which terminological entries, concepts, and concept systems from an international standard correspond to national or regional realities.

Issues similar to those involved in the adoption of a complete document from one cultural or linguistic environment into another can occur when adopting only the terminological entries because different cultural and linguistic communities perceive and conceptualize objects differently. In some communities, for instance, the “first floor” is the floor above the entrance or ground level, whereas in others “first floor” means the entrance or ground level. Such differences also have an impact on the standardization of terminological entries.

This part of ISO 10241 establishes guidelines for dealing with key issues to be considered in the process of adopting standardized terminological entries. It clarifies the challenges faced by standardizing bodies in the process of adopting internationally standardized terminological entries. It also indicates how nationally standardized terminological entries developed in accordance with the guidelines in ISO 10241-1 can serve as a resource or starting point for standardizing terminological entries at the international or regional level.

1) Where the first letter of each word in the term, *International Standard*, is capitalized, it is defined as “international standard where the international standards organization is ISO or IEC”.

2) Where the term, *international standard*, is entirely in lower-case letters, it is defined as “standard adopted by an international standardizing/standards organization and made available to the public”.

Terminological entries in standards —

Part 2:

Adoption of standardized terminological entries

1 Scope

This part of ISO 10241 addresses the introduction of standardized terminological entries into other cultural and linguistic environments, and in particular the adoption of internationally standardized terminological entries by regional and national standardizing bodies. It establishes principles and guidelines for dealing with the key issues to be considered in this process.

It also provides examples of, and solutions to, problems that occur when the adopting standardizing body

- adopts internationally standardized terminological entries,
- aligns the concept systems of the adopting standardizing body with internationally standardized concept systems, and
- prepares standardized terminological entries as additions or supplements to internationally standardized terminological entries.

2 Terms and definitions

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

NOTE 1 In the selection and wording of the terminological entries contained in this clause, preference has been given to general comprehensibility. Therefore, commonly used terms (which are generally understandable) are not defined. Some terminological entries that have been taken from other sources have been modified to meet the needs of the target group of this part of ISO 10241. In accordance with ISO 10241-1, the modifications are indicated by the string “modified” following the source.

NOTE 2 Because most of the terminological entries listed here have been selected from other standards, complete concept systems are not represented. The terminological entries are thus presented in mixed order.

2.1

standard

document, established by consensus and approved by a recognized body, that provides for common and repeated use, rules, guidelines and characteristics for activities or their results, aimed at the achievement of the optimum degree of order in a given context

Note 1 to entry: Standards should be based on the consolidated results of science, technology and experience, and aimed at the promotion of optimum community benefits.

[SOURCE: ISO/IEC Guide 2:2004, 3.2]