



ISO Central Secretariat editorial comments*
Commentaires rédactionnels du Secrétariat central de l'ISO**

ISO/DIS 10414-2

ISO/TC 67/SC 3

* To be taken into consideration when preparing the revised draft.

** À prendre en considération lors de la préparation du projet révisé.

Editorial evaluation of this document has revealed a number of problems which resulted in its refusal for preparation for the DIS vote. The most important problems are listed below. We request that you address these problems, which you have done so capably in the past, and send us a corrected text at your earliest convenience.

1) ISO does not accept 'empty' clauses; as clause 2 Normative references is optional in any case, please delete clause 2 and renumber entire document accordingly, including any cross-references in the text.

2) In 6.5, rather than repeat equations, refer to 5.5; e.g. "For conversions use the formulae given in 5.5" or similar. Please do NOT italicize equations, but only the symbols in them (not their subscripts). Please also italicize symbols in text. Do not include words or units in equations, but define the symbols (and units if appropriate) in a list following the equation. See 1997 edition of ISO/IEC Directives Part 3, subclauses 6.6.7, 6.6.8 and 6.6.9

3) Rather than the heading "Description", ISO style uses "Principle" if describing the principle behind a test method, or "General" for general information on subsequent subclauses. Likewise, for test methods we use "Reagents" (if there are any) and "Apparatus" (separate subclauses please) rather than "Equipment".

4) ISO does not use headings I., II., III. etc. Please use one of the 'List' styles available off the ISO template.

5) A major problem is seen in the use of units, which in many cases are not in accordance with ISO 31. Please refer to ISO 31-8, in particular 8-11, 8-12, 8-13.

a) Abbreviate units when preceded by a number; write out in full when not; e.g. "expressed in millimetres" but "a diameter of 3 mm".

b) Don't use 'weight' when you mean 'mass'; '% by weight' is not acceptable, ISO requires % mass fraction (likewise for % volume fraction)

c) Equation 14 is unclear; use 'expressed in millilitres' or similar, where appropriate.

d) ppm and ppb are not allowed per se; (you can express them as 1×10^{-6} or 10^{-9} as appropriate).

e) Do not use parentheses to indicate multiplication; use \times between numbers, use a centred dot (·) between symbols for variables. See ISO 31-0, 3.1.3.

6) Annex E is confusing, mainly due to the unclear use of units; e.g. what is the difference between E.6.4 and E.6.7? Equation numbers in annex E must be preceded by E, e.g. (E.14), not (14) which appears in the main body of the text.

7) Please express a range by using "to" rather than a dash, which could be misconstrued as a minus sign.

8) Only the initial word in a heading is capitalized.

We look forward to receiving the corrected text. Thank you for your kind cooperation.

Technical Editor(s) Hornfeld Carolyn (E-mail:)
Rédacteur(s) technique(s)

Date
1999-08-16

Page 1/1