



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

ISO/DIS 13678

ISO/TC 67/SC 5

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

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

This document is refused for acceptance for FDIS preparation for the reasons given below. An annotated copy with questions and editorial corrections is attached. I would like to draw the attention of TC 67 and all its subcommittees to the fact that editorial matters are governed by rules approved by the ISO TMB and Member bodies, and we therefore cannot accept a subcommittee resolution contradicting these rules.

1) As I pointed out in my earlier editorial evaluation of this document, the main problem concerns the use of "shall" and "should", and the goal of the document. All International Standards are applied on a voluntary basis, unless nationally decided otherwise. Thus the explanatory note in the Introduction is not necessary and only leads to confusion. The words "Recommended Practice" must be deleted from the title. By following the "shalls" in this doc. the user can claim compliance with this doc., so it is MORE than a recommendation (although of course it may also contain recommendations). If you wish it to be ONLY a recommendation, all "shalls" must be changed to "shoulds", and the words "Guidelines for the.." inserted in the second element of the title. I would suggest leaving it as I have marked it up, as I infer this is your intention, but if you wish to go the "recommendation only" route the second alternative will apply.

2) Citing of normative references in the text needs clarification "...should generally be in accordance with the requirements of ISO..." is vague. What this means by the use of "should", in an ISO doc., is that the user does NOT need to follow ISO ... in order to claim compliance (although it is recommended), and so the reference is not normative, but is informative and should be in a Bibliography at the end of the doc. Otherwise write "shall be in accordance...".

3) I also found it very confusing to see reference to an obsolete document (API Bul. 5A2). Is some of the data still valid? What is it replaced by?? Why even refer to it, but rather use the correct data to avoid confusion and possible serious error. I found annex A unclear in this sense.

4) Please place all SI units first, before US Customary units, which can follow in parentheses. This is an ISO rule and must be followed.

5) Please abbreviate "hours", "minutes" and "seconds" to "h", "min" and "s" when preceded by a number. This is an ISO editorial rule, and also applied to other units.

Thank you for your kind cooperation. I hope the enclosed annotated text will be of help. If you would like to discuss this document please feel free to contact me. We look forward to receiving the corrected text.

Technical Editor(s) Rédacteur(s) technique(s)	Hornfeld Carolyn (E-mail:)	Date 2000-02-16
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