Did you know you can get help from...

ISO committees on horizontal subjects

ISO has several committees working on horizontal subjects which can assist you in your work. The standards and principles set by these committees can be an important source of help which can save you time and resources.

Consultation with these committees, or their documents, is advisable if you face difficulties in any of the relevant subject areas, or if you want to proceed faster by drawing on their experience.

Where consultation with the committee or the application of its rules is *compulsory* in the development of standards, this is indicated in the text.

Acoustics
→ ISO/TC 43

Acoustic noise has an obvious effect on working and everyday lives. As the world becomes busier and filled with an increasing amount of noisy equipment and devices, there is a need to ensure that noise is managed.

Many ISO TCs work on standards for products and processes which emit noise. A first condition to do something about it is to be able to describe and measure it. And in order to be able to manage noise from different sources they need to be described and measured uniformly according to the same basic methods.

Therefore, ISO/TC 43 has been given the overall responsibility for acoustic noise in ISO. ISO/TC 43 has developed a number of basic standards for the measurement and description of noise from different noise sources and in different environments which, when used by product TCs, will ensure harmonization and comparability. ISO/TC 43 has also developed basic standards for noise reduction.

www.iso.org/tc43

In ISO, consultation with ISO/TC 43 is compulsory *when developing standards related to acoustic noise.*

Conformity assessment
→ CASCO

An important consideration when using International Standards is conformity assessment. Conformity assessment is the technical term given to the process of evaluation and approval against specified requirements. ISO's committee on conformity assessment policy is CASCO. This group develops key Guides and International Standards dealing with the practice of testing, inspection and certification of products, processes and services.

Therefore, whenever you deal with any conformity assessment issues in your standards work, you can get sound advice by consulting the CASCO documents. There is a dedicated

Web page dealing with ISO and conformity assessment in general.

www.iso.org/casco

Dimensional and geometrical product specifications
→ ISO/TC 213

Very few companies in the world initiate production without some sort of sketch or technical drawing of the intended product, and they all use tolerancing to limit the deviations and measurement to assess the product once it is made.

It is the responsibility of ISO/TC 213 to provide adequate tools for drawing indications allowing the user to express the design intent and to specify all the necessary conditions that might affect any measurement.

If your committee is making standards for tolerancing or measuring equipment or CAD/CAM/CAQ-software or is dealing with general product specification matters, then you can consult ISO/TC 213 for help and advice.

www.iso.org/tc213

Specifically, if your ISO committee wishes to establish a conformity assessment scheme, or prepare sector-specific procedures for use by conformity assessment bodies, then the ISO/IEC Directives require that the secretariat of CASCO be informed :

In ISO, consultation with CASCO is therefore compulsory.

Environmental management
→ ISO/TC 207

The need for organizations to manage environmental issues provides a key driver for ISO standards on Environmental Management. This responsibility falls on ISO/TC 207, *Environmental Management*.

ISO 14001 on *Environmental Management Systems* and ISO 14020 on *Environmental Labelling*. Both of these documents contain information on how to deal with key environmental issues. They apply to any

Graphical symbols
→ ISO/TC 145

The ever increasing use of graphical symbols is a vital tool in conveying information where written messages can be a barrier to understanding.

ISO/TC 207 has developed the following three documents in particular which give good advice to other ISO TCs who need to address environmental issues.

Guide 64 deals with environmental aspects of product standards. This document was specifically written to help standards writers identify the environmental aspects of the products they are working on.

sector and can therefore benefit any ISO committee.

Consultation with ISO/TC 207 will help you to identify if their documents can improve your standards.

www.iso.org/tc207

Providing people all over the world with a coherent set of graphical symbols is an important responsibility for ISO. This task has been given to a dedicated committee, ISO/TC 145, which sets the rules for designs, colours, content and shapes to be used, depending on the message you wish to convey.

If your TC wishes to design a graphical symbol for a particular purpose

Quality management
→ ISO/TC 176

in its own field, then following the principles laid down by ISO/TC 145 will be the best way to start.

You can see more details about how to design a graphical symbol and

ISO/TC 176 is the committee which writes the ISO 9000 series of documents. Sometimes, a TC will need to write a standard which deals, in some way, with quality management in a specific field.

To assist groups interested in developing a sector application of the ISO 9001 quality management system standard, ISO/TC 176 has developed specific guidance entitled *Quality management systems – Guidance and*

how to submit it for review by ISO/TC 145 by looking on their Web site :

www.iso.org/tc145

In ISO, consultation with ISO/TC 145 is compulsory *when developing standards containing graphical symbols.*

If you find yourself dealing with such an issue, then consultation with ISO/TC 176 will ensure that your work is coherent with the ISO 9000 series – the definitive ISO documents in this field. ISO/TC176 is entrusted with an advisory function to all ISO and IEC technical committees to ensure the integrity of the generic quality system standards and the effective implementation of the ISO/IEC sector policy on quality management systems deliverables.

criteria for the development of documents to meet needs of specific product and industry/economic sectors. This document is referenced in ISO/IEC Directives Part 2, Subclause 6.8.2 and is available from the ISO Central Secretariat or the ISO/TC 176 Secretary : www.iso.org/tc176

In ISO, consultation with ISO TC 176 is compulsory *when dealing with quality management.*

Quantities and units
→ ISO/TC 12

If there are no standards for quantities and units, there is no trade! ISO/TC 12 produces the standards giving the International System of Units, SI. (The committee also covers other units such as minute, hour, day, litre, and tonne).

The main standard from ISO/TC 12 is ISO 80000, *Quantities and units* (Revision of ISO 31). The principles set out in this document are applied to all International Standards so the same symbols and units are used in a coherent way throughout the ISO system. ISO 80000 is a valuable source of help if you need to know the correct way to show a measurement or quantity: www.iso.org/tc12

In ISO, the application of ISO/TC 12's rules on symbols and units is compulsory.

Reference materials for measurement and testing
→ REMCO

Have you participated in the development of test methods? Have any of them used a term such as "calibration material", "reference substance", or "quality control material"? Then you have already come across what are

formally called "Reference Materials".

As technology and trade advance, the need for reliable and accurate measurement results acceptable to (inter)national producers, customers and regulators increases. This in turn requires traceable materials for use in the calibration and validation of measurement methods. These are the so-called "reference materials". They are essential instruments for quality assurance when confidence and reliability of measurement data is important and where a laboratory's competence needs to be demonstrated.

ISO's committee on reference materials is REMCO. It has the responsibility to encourage the international harmonization and promotion of reference materials, their production, and their application. REMCO's duties therefore include:

- Establishing definitions, categories, and performance characteristics of reference materials for use by ISO.
- Preparing guidelines for technical committees for making reference to reference materials in ISO documents.

So, if your committee is working on a test method and you want to make sure it adopts best practice regarding reference materials for calibration, validation and performance control, then you should consult REMCO and their documents: www.iso.org/remco

Statistical methods
→ ISO/TC 69

ISO/TC 69 can play a powerful role in the success of any enterprise. The statistical methods outlined in the ISO/TC 69 roadmap (available on their Web page) enable all ISO committees to select tools to enhance the power and

success of their standards. ISO/TC 69 is responsible for the development of generic International Standards on the application of statistical methods that can be used by other TCs or directly by manufacturers, service companies or by regulatory bodies:
www.iso.org/tc69

In ISO, ISO/TC 69 has the official function of acting as advisor to all ISO TCs when dealing with matters of statistics.

Technical product documentation
→ ISO/TC 10

If the standards work of your committee includes technical product documentation requirements (TPD), the work, rules and experts from ISO/TC 10 could be of assistance.

computer practices and manual drawings, but also the equipment and media used, as well as technical product documentation symbology, and document lifecycle management.

ISO/TC 10 is responsible for the fundamental rules for development and presentation of engineering drawings and other technical documentation encompassing both computer aided design (CAD) displays and paper-based techniques used within product lifecycle management. This TC's standards include those used in the fields of mechanical engineering, shipbuilding, construction and civil engineering. ISO/TC 10's standards cover not only

ISO/TC 10 is also responsible within ISO for coordinating standardization of graphical symbols used for technical product documentation. The TC designs the graphical symbols and then records them in a dedicated database. Each symbol is given a registration number so they can be easily found and referenced. To find out more visit: www.iso.org/tc10

In ISO, consultation with ISO/TC 10 is compulsory *when dealing with TPD.*

Terminology
→ ISO/TC 37

No doubt, your committee often has discussed questions of terminology; most standards contain a terms and definitions clause. Terminology plays a vital part in all standardization efforts; it can only work if everybody understands what is being talked about. Clear, consistent and coherent standards first of all need clear and consistent terminology.

ISO/TC 37 develops the principles and methods for developing terminology to facilitate expert communication. If you face difficulty with a particular term and need to define it properly, the rules set by TC 37 can help. Two of their most important standards are ISO 704 and ISO 10241. For more information go to: www.iso.org/tc37

In ISO, the application of ISO/TC 37's rules is compulsory *when developing standards on terminology.*

With a collection of over 16 500 publications, ISO is the world's leading developer of International Standards. ISO standards specify the requirements for state-of-the-art products, services, processes, materials and systems, and for good conformity assessment, managerial and organizational practice.

Through collaboration with its national network of members – 157 national standards institutes in all parts of the world – and through cooperation with regional and international organizations, ISO provides a leading platform for the production of market-relevant International Standards based on broad consensus among stakeholders.

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