



Elements to be provided when submitting drafts to the ISO Central Secretariat

Elements to be provided to ISO/CS ¹⁾		TR, TS, PAS	1st DIS	2nd, 3rd, etc. DIS	FDIS	
Electronic files	Complete text in the reference language, including all figures, tables, etc. in place	PDF format	M	M	M	M
	Word processor files	Revisable format	M	r	r	M
	Graphics files	Revisable format	M	r	r	M
	Second language	Same files and formats as for reference language	o	r	r	m
	Russian and other language(s), if applicable		M	m	m	M
	Explanatory report (Form 8A)	PDF format	—	M	—	—
	Report of voting (Form 13 + annex B)	PDF format	—	—	M	M
Information	Information regarding patent rights, if applicable	M	m	m	M	
	Information regarding trade names, if applicable	M	m	m	M	
	Administrative information necessary for inclusion in the DIS and not already present on Form 8A	—	o	o	o	
	Copy of any document listed as a normative reference when the document is not a document published by ISO and/or IEC	r	r	r	r	
	When the DIS was approved by 100 % of the P members, indication of whether the document can be published directly and without submission to an approval vote (not applicable to documents developed under the Vienna Agreement)	—	—	—	o	
	Any special requirement (e.g. use of colours, photographs, electronic media, etc.)	r	r	r	r	
	Name of the project leader and/or document editor	r	r	r	r	
Key						
M Mandatory — document cannot progress without this item.						
m Normally required unless otherwise agreed — there may be alternatives but, if not provided, there is significant risk of delay in document processing.						
r Recommended — if provided, can aid quicker production.						
o Optional — at the discretion of the secretariat.						
1) For more details, refer to ISO Central Secretariat requirements for registration of draft International Standards (DIS) , ISO Central Secretariat requirements for registration of final draft International Standards (FDIS) , ISO Central Secretariat requirements for registration of TR, TS and PAS .						