

TECHNICAL SPECIFICATION

Guidelines for the inclusion of documentation aspects in product standards





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INTERNATIONAL ELECTROTECHNICAL COMMISSION

**GUIDELINES FOR THE INCLUSION OF DOCUMENTATION
ASPECTS IN PRODUCT STANDARDS**

FOREWORD

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- the required support cannot be obtained for the publication of an International Standard, despite repeated efforts, or
- the subject is still under technical development or where, for any other reason, there is the future but no immediate possibility of an agreement on an International Standard.

Technical specifications are subject to review within three years of publication to decide whether they can be transformed into International Standards.

IEC 62666, which is a technical specification, has been prepared by IEC technical committee 3: Information structures and elements, identification and marking principles, documentation and graphical symbols.

This second edition cancels and replaces the first edition published in 2010. This edition constitutes a technical revision.

This edition includes the following significant technical changes with respect to the previous edition:

- a) the references to relevant standards have been updated and horizontal standards have been designated;
- b) a new subclause "Identification of equipment, basic and safety principles" has been added. The reason for this is that a group of standards have been placed under the responsibility of TC 3.

The text of this technical specification is based on the following documents:

Enquiry draft	Report on voting
3/1256/DTS	3/1261/RVC

Full information on the voting for the approval of this technical specification can be found in the report on voting indicated in the above table.

This publication has been drafted in accordance with the ISO/IEC Directives, Part 2.

The committee has decided that the contents of this publication will remain unchanged until the stability date indicated on the IEC website under "<http://webstore.iec.ch>" in the data related to the specific publication. At this date, the publication will be

- transformed into an International standard,
- reconfirmed,
- withdrawn,
- replaced by a revised edition, or
- amended.

A bilingual version of this publication may be issued at a later date.

INTRODUCTION

This Technical Specification is developed in response to expressed needs for guidelines on requirements for documentation in product and system standards.

This document is written for the target group Product Committee Secretaries, PT- and MT-members, etc. It provides some basic information on documentation principles, explanations and justifications to why the references to documentation standards should be made. It is assumed that experts developing product standards have not necessarily relevant documentation aspects as their primary interest. As a consequence, the text may by some be found too “educational” for a standard. In a guideline it may, however, be more appropriate.

The two annexes are examples intended to be used as templates for how texts should be included in product standards.

GUIDELINES FOR THE INCLUSION OF DOCUMENTATION ASPECTS IN PRODUCT STANDARDS

1 Scope

This Technical Specification provides guidelines to ensure consistency with respect to the specification of requirements for information, documentation and graphical symbols in IEC publications provided by system or product committees.

NOTE 1 Guidelines regarding inclusion of graphical symbols on equipment are presented in IEC 62648.

NOTE 2 This Technical Specification is based on and fully customizes IEC Guide 108.

2 Normative references

There are no normative references in this document.

3 Terms and definitions

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

ISO and IEC maintain terminological databases for use in standardization at the following addresses:

- IEC Electropedia: available at <http://www.electropedia.org/>
- ISO Online browsing platform: available at <http://www.iso.org/obp>

NOTE 1 An alphabetical index including all terms is contained at the end of this document.

NOTE 2 Definitions taken over from other International Standards are not necessarily literally cited, but adapted to the form required for terms and definitions according to the ISO/IEC Directives.

3.1

knowledge

body of understanding and skills

Note 1 to entry: The “body of understanding” can e.g. consist of facts, concepts and instructions.

3.2

information

knowledge (see 3.1) that is communicated

3.3

data

representation of information (see 3.2) in a formalized manner suitable for communication, interpretation or processing

Note 1 to entry: Data can be processed by humans or by electronic means.

3.4

data carrier

material on which data (see 3.3) can be stored

3.5

medium

means of representing data (see 3.3) on a data carrier (see 3.4)