How to **best use** IEC and ISO standards

A user guide on licensing options
and respecting copyright

How to best use
IEC and ISO standards

Are you getting ready to use an International Standard and wondering how to make best use of it while respecting its copyright ? Protecting the copyright in International Standards is indeed essential to the very process of developing them. That's why the International Electrotechnical Commission (IEC) and the International Organization for Standardization (ISO) protect their ownership of the copyright for International Standards, their drafts and other publications. Here's all you need to know.

Why is copyright protection such an important pillar of the standardization system? Copyright allows IEC and ISO to safeguard the use of the content of International Standards so that the integrity and authenticity of that content is preserved, and that content can be revised, translated and also maintained. This means that customers and other stakeholders can always trust that they're getting the real deal when using standards from IEC, ISO and their respective national members.

Additionally, copyright in International Standards supports the standards development process through the sale of standards. The sale of standards guarantees that the system is financed by ensuring users who benefit from standards also pay to use them. This keeps the cost of participating in standards development down, allows for the broadest stakeholder engagement possible, and precludes individual sponsors from having undue influence over the system.

Want to know more?

For more details about IEC and ISO business models and how these provide value to end users across the globe, see Section 6 of **Using and referencing IEC and ISO standards to support public policy**.

Getting started !

Basic options for your everyday needs

You can purchase IEC and ISO International Standards and other publications from the national member in your country :

- Find your IEC member and their contact details at **www.iec.ch/members**
- Find your ISO member and their contact details at **www.iso.org/members**

Buying standards from IEC

If you're buying standards from IEC, the **pre-ordering information page** and the **End-User Licence Agreement** explain the basics of how to use an International Standard.
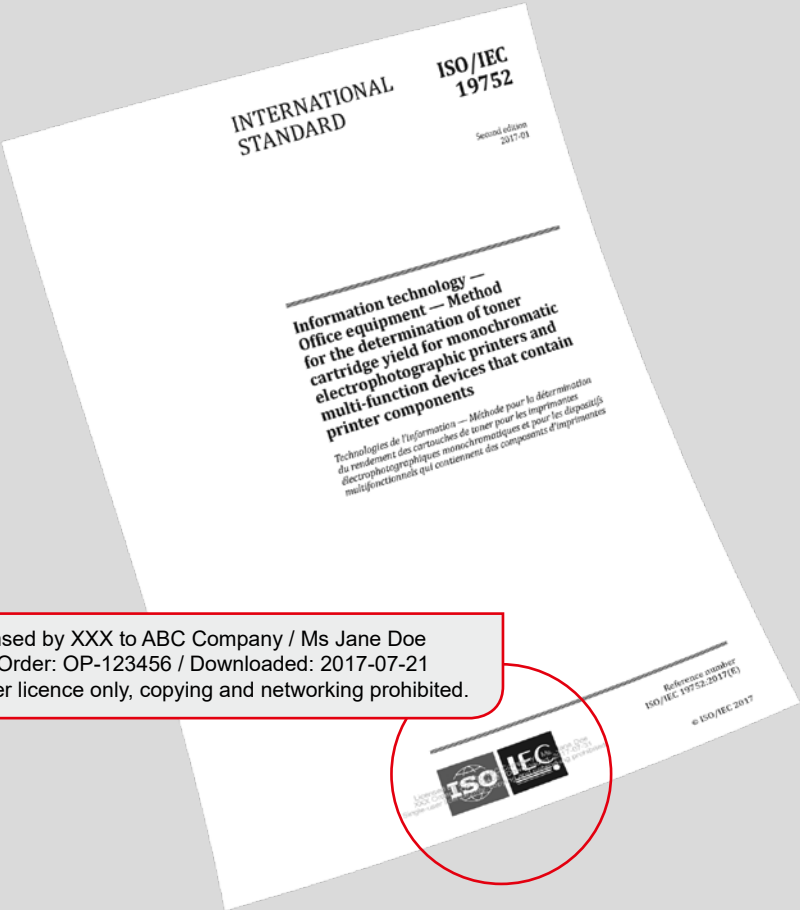
Buying standards from ISO

If you're buying standards from ISO, the **Customer Licence Agreement** and **Terms and Conditions of Sale** explain the basics of how to use an International Standard.

Standard conditions for both IEC and ISO include the provision that your purchased document will come watermarked in order to identify you as the permitted user, and to indicate some of the rights you have.

Standard permitted uses include downloading copies of the publication you've purchased on all your personal devices (desktop computer, laptop, tablet, e-reader, smartphone, etc.) as long as only you access them. You can also print the copies you need for your personal use. When in doubt, contact the relevant customer service team for any questions or concerns.

Here is an example:

INTERNATIONAL STANDARD

ISO/IEC 19752

Second edition 2017-03

Information technology — Method
Office equipment — Method
for the determination of toner
cartridge yield for monochromatic
electrophotographic printers and
multi-function devices that contain
printer components

Technologies de l'information — Méthode pour la détermination
du rendement des cartouches de toner pour les imprimantes
électrophotographiques monochromatiques et pour les dispositifs
multifonctionnels qui contiennent des composants d'imprimantes

Reference number
ISO/IEC 19752:2017(E)

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ISO IEC

Want to do something more with an International Standard ?

Let's talk !

Don't be afraid to think out of the box, and just ask. We want you to be able to make the most of International Standards while respecting their copyright.

Below are examples of possible options we can discuss:

Share your copy or make copies for colleagues

We can grant extensions to your original single-user licence so you can make more copies to share at work.

Posting a copy on your Intranet

We offer solutions for the internal networking of standards on company Intranets that offer cost-effective and user-friendly access rights.

Academic uses

We can provide reduced pricing for educational institutions to help get the word out about standards.

Copy part of a standard for internal company guides or manuals

We can offer options depending on what you have in mind and how much of a standard you want to use.

Copy parts of a standard for your book or software

Citing standards or including extracts of standards is encouraged as long as there is the correct acknowledgement and the conditions of your licence are respected. Please contact IEC or ISO for authorization.

The above are just examples so if you have another use that you would like to discuss, go ahead and e-mail your member, IEC's sales team at **sales@iec.ch** or ISO's customer service team at **customerservice@iso.org**.

How can you avoid breaking copyright law?

You've read the licensing terms that you agreed to when you bought an International Standard and you've raised any questions or concerns with your customer service team.
What else can you do to avoid breaking copyright law?

Below are a few examples of what you must not do :

Don't distribute standards online

That includes sending standards via e-mail, saving them on hard drives, putting them in cyber lockers or any other shared platform, including Intranets, without permission. You are never permitted to post an International Standard for free public access on the Internet. Even "innocently" or casually posting an International Standard on the Internet can be a punishable violation of copyright law. Always ask if you're in doubt.

Don't reproduce or otherwise share standards

That means printing out or photocopying the standard and sharing it with others, scanning a print copy, or using parts of it in other documents or in software without permission.

Don't translate or modify standards in any way

That includes translating part or the full standard into other languages, editing or otherwise changing parts of the documents or manipulating the content in any other way without permission.

Don't sell standards without authorization

Illegal distribution of standards represents a real threat to the ability to protect the content in standards and may also increase the risk of creating counterfeits. IEC and ISO standards are sold by IEC, ISO, its members and authorized distribution channels only.

IEC and ISO carefully safeguard International Standards for the benefit of users and the standardization system as a whole.

That means that IEC, ISO and its respective members take violations of their copyright seriously. So when International Standards are illegally posted on the Internet, IEC and ISO's anti-piracy providers find them and ultimately take them down. In some cases, copyright infringement of International Standards has led to court cases, criminal penalties and other national legal action against infringers. This coordinated activity of IEC, ISO and its members against copyright infringement of International Standards supports copyright protection as an important pillar of the standardization system.

Now that you understand how to respect the copyright in IEC and ISO International Standards and why it's important to standardization, you are ready to make the best use of them!

About **IEC**

The IEC is an independent, not-for-profit organization that includes 170 countries representing over 99 % of the world population and energy generation.
The IEC worldwide, neutral and independent platform allows 20 000 experts from the private and public sectors to cooperate and develop state-of-the-art, globally relevant IEC International Standards that support economic development and protect people and the environment. The IEC also administers four Conformity Assessment Systems whose members verify that devices operate as promised. For more information, please visit **www.iec.ch.**

About **ISO**

ISO (International Organization for Standardization) is an independent, non-governmental international organization with a membership of 163* national standards bodies. Through its members, it brings together experts to share knowledge and develop voluntary, consensus-based, market-relevant International Standards that support innovation and provide solutions to global challenges.
ISO has published more than 22 500* International Standards and related documents covering almost every industry, from technology to food safety, to agriculture and healthcare.
For more information, please visit **www.iso.org**.

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