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Electronic document management — Vocabulary —

Part 2: Workflow management

*Gestion de documents électroniques — Vocabulaire —
Partie 2: Gestion électronique de processus*



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Foreword

ISO (the International Organization for Standardization) is a worldwide federation of national standards bodies (ISO member bodies). The work of preparing International Standards is normally carried out through ISO technical committees. Each member body interested in a subject for which a technical committee has been established has the right to be represented on that committee. International organizations, governmental and non-governmental, in liaison with ISO, also take part in the work. ISO collaborates closely with the International Electrotechnical Commission (IEC) on all matters of electrotechnical standardization.

The procedures used to develop this document and those intended for its further maintenance are described in the ISO/IEC Directives, Part 1. In particular the different approval criteria needed for the different types of ISO documents should be noted. This document was drafted in accordance with the editorial rules of the ISO/IEC Directives, Part 2 (see www.iso.org/directives).

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For an explanation on the meaning of ISO specific terms and expressions related to conformity assessment, as well as information about ISO's adherence to the WTO principles in the Technical Barriers to Trade (TBT), see the following URL: [Foreword — Supplementary information](#).

The committee responsible for this document is ISO/TC 171, *Document management applications*, Subcommittee SC 3, *General issues*.

This first edition of ISO 12651-2 cancels and replaces the first edition of ISO 12651:1999 which has been technically revised.

ISO 12651 consists of the following parts, under the general title *Electronic document management — Vocabulary*:

- *Part 1: Electronic document imaging*
- *Part 2: Workflow management*