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Second edition  
2016-11-15

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## Ball point pens and refills —

### Part 1: General use

*Stylos à pointe bille et recharges —  
Partie 1: Utilisation générale*



Reference number  
ISO 12757-1:2016(E)

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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](http://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 World Trade Organization (WTO) principles in the Technical Barriers to Trade (TBT) see the following URL: [www.iso.org/iso/foreword.html](http://www.iso.org/iso/foreword.html).

The committee responsible for this document is ISO/TC 10, *Technical product documentation*.

This second edition cancels and replaces the first edition (ISO 12757-1:1998), of which it constitutes a minor revision in [Clause 2](#), [4.2](#), [5.2](#) and [5.3](#).

A list of all parts in the ISO 12757 series can be found on the ISO website.

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## Introduction

This document is applicable to ball point pens for general use. ISO 12757-2 is applicable to ball point pens for documentary use.

For documentary use, some requirements, in addition to those for general use, are necessary

- a) to ensure the legibility of lettering, and
- b) for the handling and storage of documents during long periods of time (these requirements are often discussed with the archivist).

An example of documentary use is the preparation of documents that are required as evidence.

Furthermore, pens which meet the requirements for documentary use produce lines which are more resistant to modification (e.g. attempts to falsify a document) than those for general use.