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Document management — Electronic content/document management (CDM) data interchange format

Gestion de documents — Format d'échange de données pour la gestion de documents/du contenu électronique

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Foreword

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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 voluntary nature of standards, 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.

This document was prepared by Technical Committee ISO/TC 171, *Document management applications*, Subcommittee SC 2, *Document file formats, EDMS systems and authenticity of information.*

This second edition cancels and replaces the first edition (ISO 22938:2008), which has been technically revised.

Introduction

This document specifies a consistent interchange format for data contained in electronic content/document management (CDM) systems, including documents, their associated resources, and retrieval index values that are stored in, or managed by, these technologies. Such a standard should facilitate the *exact* interchange of CDM data, i.e. the standard should not require that the data be irreversibly modified or packaged within a format that does not allow the reconstruction of the original data. Therefore, this document avoids choosing one particular data format and anointing it as the interchange standard for CDM. Rather, this document specifies a common markup format, based on the XML (eXtensible Markup Language), which encapsulates all forms of CDM data. A DTD (document type definition) describes the XML markup used for CDM data transfer. The XML format is a W3C (World Wide Web Consortium) standard, adopted in February 1998. XML is extensible, so that additional CDM formats may be easily specified by appropriately updating the DTD.

The purpose of this document is to define standards for information interchange in a way that benefits both the consumers and vendors of content/document management systems. Some possible benefits are as follows:

a) document information can be exported from one standard's compliant CDM system and afterwards imported to another standard's compliant CDM system;

b) disparate CDM systems within an enterprise (due to autonomous selection, replacement, or merger/acquisition) will be able to exchange or consolidate CDM information.

To this end, the standards are defined with the goal of striking a balance between being either too restrictive or too general. They should be broad enough to encompass all common CDM information types and all common uses of CDM systems, as well as ones that might be expected in the future. On the other hand, the standards should be restrictive enough so that CDM vendors do not have inordinate difficulty complying with the standards.