

ISO/DIS 15511:2000 (E)

ISO TC46/SC4/WG8 N20

**ISO/DIS 15511 Information and documentation —  
International Standard Identifier for Libraries and Related  
Organisations (ISIL)**

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## **Introduction**

DIS 15511 was prepared by Technical Committee 46, Information and documentation, Subcommittee 4, Computer applications in information and documentation WG 8.

ISO (the International Organisation for Standardisation) 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 organisations, 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 standardisation.

Draft International Standards adopted by the technical committees are circulated to the member bodies for voting. Publication as an International Standard requires approval by at least 75 % of the member bodies casting a vote.

## **Foreword**

Communication and resource sharing among libraries and related organisations, including archives, museums, government agencies, educational institutions, and businesses, have dramatically increased. This new collaboration has created a need for a structured, standard identifier for organisations, especially libraries.

Due largely to the implementation of ISO 2709, millions of bibliographic records are now available to users all over the world through the Internet, in virtual union catalogues, and through other cooperative information systems. Holdings data linked to bibliographic records provide direct access to records and documents and to the services supplied by libraries and related organisations and agencies. A standardized identifier for the originating or holding source will effectively facilitate access to this information.

Organisational identifiers are widely used in many countries. This standard utilizes a flexible structure that can accommodate existing identifiers and be used to create new identifiers. This common framework will enable organisations in the same sector and organisations in parallel sectors to collaborate.

# ISO/DIS 15511: 2000 – Information and documentation – International Standard Identifier for Libraries and Related Organisations (ISIL)

## 1 Scope

The purpose of this International Standard is to define and promote the use of a set of standard identifiers for the unique identification of libraries and related organisations with a minimum impact on already existing systems.

An ISIL identifies an organisation, i.e., a library or a related organisation, or one of its subordinate units which is responsible for an action or service in a bibliographic environment (e.g. creation of machine-readable information). It can be used to identify the originator or holder of a resource (e.g. library material). The ISIL is intended for use by libraries and agencies doing business with libraries, such as suppliers and publishers. An ISIL identifies an organisation or one of its subordinate units, throughout its life. In some cases, such as when an organisation has moved or undergone a significant administrative change (e.g. a merger with another organisation), particularly one that results in a name change, more than one ISIL identifier may be assigned.

Any library or related organisation, any library administrative unit, service point or subordinate unit, acting autonomously, which is engaging in international library or booktrade communication should be assigned an ISIL.

An ISIL is not intended to be used to classify organisations or their services and holdings.

## 2 Normative references

The following standards contain provisions which, through reference in this text, constitute provisions of this International Standard. For dated references, subsequent amendments to, or revisions of, any of these publications do not apply. However, parties to agreements based on this International Standard are encouraged to investigate the possibility of applying the most recent editions of the normative documents indicated below. For updated references, the latest edition of the normative document referred to applies. Members of ISO and IEC maintain registers of currently valid International Standards.

- |         |         |  |
|---------|---------|--|
| ISO     | 2789    | : 1996 Information and documentation - International Library Statistics 2 <sup>nd</sup> ed. (Revision of Iso 2789 : 1991)                                    |
| ISO     | 3166-1  | : 1997 Codes for the representation of names of countries and their subdivision – Part 1 : Country codes   |
| ISO     | 3166-2  | : 1998 Codes for the representation of names of countries and their subdivision – Part 2 : Country subdivision codes   |
| ISO/IEC | 10646-1 | : 2000 Information technology – Universal Multiple-Octet Coded Character Set (UCS) – Part 1 : Architecture and Basic Multilingual Plane, 2 <sup>nd</sup> ed. |

### 3 Definitions

For the purposes of this International Standard the following definitions apply.

#### 3.1 administrative unit

any independent library, or group of libraries, under a single director or a single administration. [ISO 2789 : 1996].

#### 3.1 country code

the code that represents the current names of countries, dependencies and other areas of particular geopolitical interest, on the basis of lists of country names obtained from the United Nations [ISO 3166-1 : 1997].

#### 3.3 country subdivision

the code that represents the name of the principal administrative divisions, or similar areas, of the country etc. [ISO 3166-1:1997 and ISO/DIS 3166-2:1997].

#### 3.4 library

organisation, or part of an organisation, the main aim of which is to maintain a collection and to facilitate, by the services of a staff, the use of such documents as are required to meet the informational, research, educational or recreational needs of its users [ISO 2789:1996].

Note 1: These are only the minimum requirements for a library and do not exclude any additional kind of documents and services. [ISO 2789 : 1996].

#### 3.5 Organisation

A library or related organisation

#### 3.6 Related organisation

Information related organisation or one of its subordinate units, other than a library, which is responsible for an action or service in a bibliographic environment (e.g. creation of machine-readable information) : agency, archive, business, educational or government institution, museum, or other body of a cooperative nature and units subordinate to such body that are capable of providing a service, producing a product, conducting a program or holding resources in the documentary/bibliographic/information field. Programs and projects administered by an organisation are excluded.

#### 3.7 service point

any library at which is provided in separate quarters a service for users, whether it is an independent library or is part of larger administrative unit [ISO 2789 : 1996].

### 4 Structure, elements and characteristics of the ISIL

The ISIL is a variable length identifier. The ISIL consists of a maximum of 12 characters, using digits (**arabic numerals** 0 to 9), unmodified letters from the basic latin alphabet and the special marks solidus (/), hyphen-minus (-) and colon (:). Latin letters modified with one or more diacritics and

letters from alphabets other than latin cannot be used in the ISIL. Each ISIL identifier shall be unique when normalised to the repertoire of characters specified in Section 2 without regard to case.

When an ISIL is written, printed or otherwise visually presented it shall be preceded by the letters ISIL separated from the identifier by a space. An ISIL is made up by two components, a country code and a library identifier separated by a hyphen-minus. The hyphen-minus is a mandatory character in the ISIL string. They appear in the following order.

#### 4.1 Country code

The country code identifies the country in which the library or related organisation is located at the time the ISIL is assigned. The country code shall consist of two uppercase letters in accordance with the codes specified in ISO 3166-1.

*Examples:*

1	GB	=	United Kingdom
2	DE	=	Germany
3	SE	=	Sweden

When the library has components located in different geographic areas, the country code is based on the location of the main library or of the main administrative unit.

#### 4.2 Library identifier

The Library identifier is an alphanumeric element designed to accommodate existing national systems of library identification or newly-assigned identifiers for libraries or related organisations. Already existing identifiers, when used in international contexts will necessarily require the addition of the two uppercase letters of the respective country code, followed by a hyphen-minus character.

If appropriate when assigning a new identifier to a library or related organisation, it is recommended that the Library identifier of the ISIL include the element indicating the geographic subdivision (state, province, region, city, etc.) where the library or the related organisation is located. If the geographic subdivision **element** is used, it is recommended that the **element** be in accordance with the codes specified in ISO 3166-2: 1998.

The Library identifier will have up to 9 character positions, left justified.

#### 4.3 Examples

**Full name of library or related organisation**

**ISIL**

**Note**

Full name of library or related organisation	ISIL	Note
Biblioteca Nazionale Centrale Vittorio Emanuele II, Roma Italia	IT-RM0267	RM : geographic subdivision code element for Rome
United States Library of Congress, Washington, D.C. 20540, U.S.A.	US-DLC	
Indiana University, Music Library	US-InU-Mu	

Bloomington, IN 47402, U.S.A.		
Canadian Broadcasting Co., Engineering Headquarters Library, Montreal, QU, Canada	CA-QMCBE	
CSIRO. Forestry and Forest Products. Tasmania, Australia	AU-TS:RL	
Deutsch-Amerikanisches Institut, Bibliothek. Tübingen Deutschland	DE-Tue120	
John Hopkins University, Geoge Peabody Library, Baltimore, MD 21202, U.S.A.	US-MdBJ-P	

## 5 Administration

Each country is responsible for the assignment of identifiers for libraries and organisations within its borders. At the national level, the ISIL structure will be administered by appropriate national agencies whose role is widely accepted in the library sector within the country.

The Maintenance Agency for this International Standard shall be the International ISIL Agency.<sup>1</sup>

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**Annex A****(normative)****Maintenance of the ISIL standard**

Use of the ISIL is voluntary for libraries and related organisations.

**A.1 ISIL National Assignment Agencies**

Member bodies implementing this standard shall be responsible for the assignment of identifiers for libraries and related organisations within their borders. The ISIL shall be administered by appropriate national agencies whose role is widely accepted in the library sector within the country

**A.2 ISIL Maintenance Agency**

The Maintenance Agency for ISO 15511 shall function as the International ISIL Agency.

The International ISIL Agency shall:

**A. 1.1** Maintain a source of information about ISIL national assignment agencies.

**A. 1.2** Promote, coordinate and supervise the assignment of ISIL identifiers nationally in compliance with the specifications of this International Standard.

**A.1.3** Develop documentation for national ISIL assignment agencies.