ENGINEERING DRAWING AND
RELATED DOCUMENTATION PRACTICES

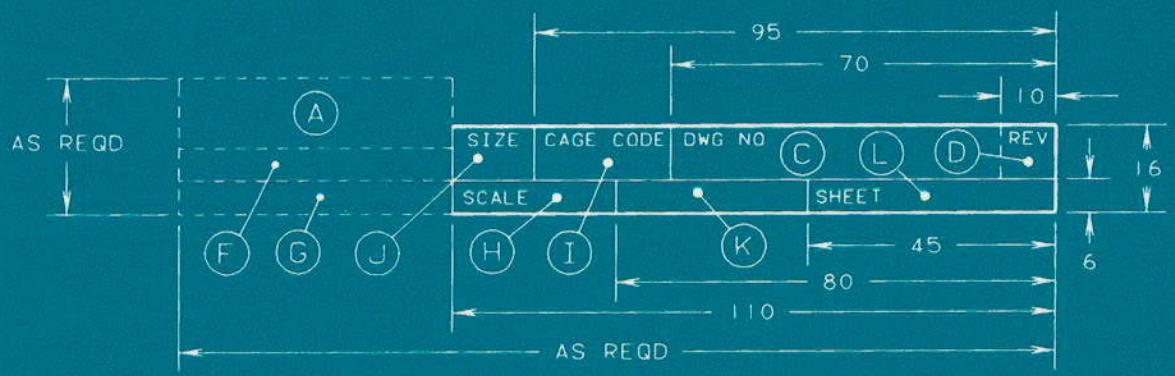
ASME Y14.1M–1995

(REVISION OF ASME Y14.1M–1992)

REAFFIRMED 2002

FOR CURRENT COMMITTEE PERSONNEL
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Metric Drawing Sheet Size and Format



AN AMERICAN NATIONAL STANDARD

The American Society of Mechanical Engineers

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ENGINEERING DRAWING AND RELATED DOCUMENTATION PRACTICES

Metric Drawing Sheet Size and Format

ASME Y14.1M–1995

(REVISION OF ASME Y14.1M–1992)

The American Society of Mechanical Engineers

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FOREWORD

(This Foreword is not a part of ASME Y14.1M-1995.)

This Standard establishes a series of recommended metric drawing sizes and the basic format for engineering drawings. It provides a basis for uniformity in engineering drawing size and format which Industry and Government can utilize. It is not the intent of this Standard to prevent individual organizations from designing specific formats which meet their individual needs, but rather to provide common engineering delineation standards to aid the increasing interchange of drawings between Industry, Government, and other users.

This Standard is a revision of ASME Y14.1M-1992, Metric Drawing Sheet Size and Format. It has been prepared in alignment with the United States Omnibus Trade and Competitiveness Act of 1988, Section 5164, Metric Usage.

This Standard utilizes International Standard ISO 5457 as the basis for recommended metric engineering drawing size and format.

This Standard has been developed to lend itself with the least amount of variation from the presently recognized International Standard, and has been structured to support the United States DoD metrication policy and objectives.

The dramatic change in recent years in the world of commerce emphasizes the need for International practices. International engineering development and co-production programs have become commonplace in ever increasing frequencies.

Work on revising this Standard began in Tucson, Arizona in October of 1993 by members of Subcommittee 1. This Standard was revised to be compatible with ASME Y14.1-1994, Decimal Inch Drawing Sheet Size and Format.

The following is a summary of the significant differences between ASME Y14.1M-1992 and this revision:

(*a*) Changed Revision block to Revision History block.

(*b*) Added zone requirements for continuation sheets.

(*c*) Added statement that each sheet of a multisheet drawing may have a different predominant scale.

(*d*) Clarified option for computer-generated system and filename identifiers.

(*e*) Added option to indicate the total number of sheets on the first or last sheet of computer-generated drawings.

Where this Standard is specified as a requirement in a document, its defined requirements are assumed to be consistent with the needs of the user. Therefore, each user provides appropriate interpretations, as the need arises, consistent with the environment in which it is applied.

The successful revision of this Standard is attributed to the subcommittee members and their respective companies, and the Departments and Agencies of the U.S. Government.

Suggestions for improvement of this Standard are welcome. They should be sent to The American Society of Mechanical Engineers, Attn: Secretary, Y14 Main Committee, 345 East 47th Street, New York, NY 10017.

This Standard was approved as an American National Standard on February 20, 1995.

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Engineering Drawing and Related Documentation Practices

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ENGINEERING DRAWING AND RELATED DOCUMENTATION PRACTICES

METRIC DRAWING SHEET SIZE AND FORMAT

1 SCOPE

This Standard defines metric sheet sizes and formats for engineering drawings. Decimal inch sheet sizes and format are defined in ASME Y14.1.

2 GENERAL

Standardization of drawing sizes and the uniform location of format features on drawing forms provide definite advantages in readability, handling, filing, and reproduction. In using drawings made by other organizations, an advantage is gained when like items of information are in the same location on all drawings, and when uniformity of form and language is applied in making information entries. Revision information and dates are of particular importance to users of drawings and should be located and expressed uniformly on all engineering drawings.

The widespread use and exchange of microfilm and other reduced size copies of drawings both within and between organizations emphasizes the importance of standardization of drawing size and format.

2.1 Units

All dimensions used in this Standard are in millimeters.

3 APPLICABLE DOCUMENTS

When the following American National Standards referred to in this Standard are superseded by a revision approved by the American National Standards Institute, Inc., the superseding revision shall apply:

(*a*) ASME Y14.1-1995, Decimal Inch Drawing Sheet Size and Format

(*b*) ASME Y14.2M-1992, Line Conventions and Lettering

(*c*) ASME Y14.3M-1994, Multiview and Sectional View Drawings

(*d*) ASME Y14.5M-1994, Dimensioning and Tolerancing

(*e*) ASME Y14.34M-1989, Parts Lists, Data Lists, and Index Lists

4 DRAWING SHEET SIZES

Drawing sheet size designations are listed in Tables 1, 2, and 3. The sizes shown are the overall size of the sheets excluding protective or binding margins. See para. 4.1. Rounded corners may be used on all drawing sizes.

4.1 Margins

The margin sizes shown in applicable figures are the minimum required.

4.1.1 Protective Margins. For elongated and extra-elongated drawing sizes, additional lengths of vertical margins of 50 mm minimum on both ends are permissible where necessary for handling and storage. See Figs. 2 and 3.

4.1.2 Binding Margins. The margins of basic drawing sizes may be increased if the document is to be bound in a book form. Both margins may be increased if the document is to be printed back to back. However, except for the binding margins, all other format, content, and actual sheet size requirements are to conform to this Standard.

4.2 Lengths of Elongated and Extra-Elongated Drawing Sizes

Lengths of elongated and extra-elongated sizes are obtained by extending the shorter sides of basic sizes to lengths that are multiples of the shorter side. Preferred sizes resulting from the application of the above are indicated in Tables 2 and 3. Longer lengths may be used provided they are established in accordance with the above.

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4.2.1 Microfilm Compatibility. The minimum and maximum lengths shown for elongated and extra-elongated drawing sizes are compatible with microfilm frame size requirements. See Figs. 2 and 3.

4.3 Computer-Generated Drawings

4.3.1 Computer Aided Design (CAD). When copies of CAD drawings are produced, sheet sizes may be increased to compensate for output device requirements, providing the copies can be trimmed to the sheet size specified in this Standard. However, the drawing format and content shall conform to the requirements of this Standard.

4.3.2 Drawings Prepared by Data Processing Systems (Word or Text and Graphics Processing). Data processing systems other than CAD may be used in preparing A3 and A4 drawing sizes. The continuous lines and width of lines that are required by this Standard to form the various features (that is, the required blocks, columns, and margins) do not have to be used. However, the format sizes, the relative positions of the data headings and data contents shall conform to the requirements of this Standard. The data headings and contents created by other data processing systems shall be legible when reproduced.

5 BASIC FORMATS

Basic sheet formats are drawing sheets that include the title block from Figs. 4 or 5, and shall be used for sheet one, and may be used for all sheets of a multisheet drawing. See para. 6.3 for minimum information requirements for continuation sheets.

The basic formats are defined in Figs. 1, 2, and 3.

5.1 Block Size and Data Elements

The sizes of blocks specified herein are for guidance only. The data elements such as the title and drawing number shown in the blocks define the minimum data required. However, additional blocks with their data elements may be added.

5.2 Lettering

The size and style of lettering printed on drawing formats shall be in accordance with ASME Y14.2M.

5.3 Zoning

Formats, except A4, shall include zones for reference purposes. Zones are indicated by alphabetical and numerical entries in format margins and by subdivisions or multiples thereof as indicated in Figs. 1, 2, and 3. Size A4 may also be zoned.

5.4 Lines

Width of lines shall be in accordance with ASME Y14.2M. When contrasting line widths are desired, the following guidelines may be used:

(*a*) Thick

(*1*) Borderline

(*2*) Outline of principle blocks

(*3*) Main division of blocks

(*b*) Thin

(*1*) Division of parts list and revision history blocks

(*2*) Minor subdivisions of the title block and supplementary blocks

(*3*) Zone markers

5.5 Microfilm Alignment

5.5.1 Alignment Arrowheads. Arrowheads are placed in the margins of drawings to facilitate the alignment of drawings for microfilming as illustrated in Figs. 1, 2, and 3. Microfilm arrows shall be centered within the microfilm segment. See Fig. 14 for size and style.

5.5.2 Segment Match Lines. Segment match lines are shown on elongated and extra-elongated drawing sizes for multiple segment microfilming to facilitate matching after reproduction from the microfilm. They are placed inside the drawing field adjoining the margin as shown in Figs. 2, 3, and 10.

5.6 Continuation Sheets

Continuation sheets are used for second and subsequent sheets of a multiple sheet drawing. For continuation sheet title blocks see Figs. 6 and 7. As an option, title blocks shown in Figs. 4 and 5 may be used. All sheets of a multiple sheet drawing should be the same size. Zone requirements for continuation sheets are in accordance with para. 5.3. See Figs. 1, 2, and 3.

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6 TITLE BLOCKS

6.1 Location

The title block shall be located in the lower right corner of the format. See Figs. 1, 2, and 3.

6.2 Contents

Certain information common to all drawings is shown in the title block. See Figs. 4, 5, 6, and 7 for block letter references given below.

Block A — Name and address of the company or design activity whose Commercial and Government Entity (CAGE) Code[1] and drawing number appear in those blocks. This block is optional for continuation sheets except when a CAGE Code is not used, that is, in the absence of a CAGE Code, the design activity identity shall appear in block A.

Block B — Drawing title. This block is optional for continuation sheets.

Block C — Drawing number.

Block D — Sheet Revision Block. This block may be omitted when a revision history block is included on the sheet.

Block E — Information relative to the preparation of the drawing such as names and dates of the drafter, checker, engineer, approving functions, issue dates, and contract number are included in this block.

Information in block E, when completed on continuation sheets, is intended to apply to that specific sheet only.

Block F — Approval by the design activity when different from the source preparing the drawing. This may be necessary when a contractor-subcontractor condition exists; otherwise this block may be absorbed into block E, or it may be used for other purposes.

Block G — Approval by an activity other than those described for blocks E and F. Where not required, this block may be absorbed into block E or it may be used for other purposes.

Block H — Predominant scale of the drawing sheet. Enter "NONE" when no scale is used. Each sheet may have a different predominant scale.

Block I — CAGE Code[1] when required for identification of the design activity whose drawing number is used.

Block J — Drawing size designation. See Tables 1, 2, and 3.

Block K — Actual or estimated weight of the item when required. This block is shown on sheet one only.

Block L — Sheet number for multiple sheet drawings shall be entered in the sheet number blocks. The total number of sheets shall be shown on sheet one. On computer-generated drawings the first or last sheet shall indicate the total number of sheets.

6.3 Continuation Sheet Title Block

As a minimum, the continuation sheet title block shall contain the following: blocks C, H, I[1], J, and L. See Figs. 6 and 7.

7 REVISION HISTORY BLOCK

7.1 Location

The revision history block, as shown in Fig. 8, is located in the upper right corner of the drawing. See Figs. 1, 2, and 3. Space shall be reserved to extend the revision history block downward as required. When additional space for the revision history block is needed, a supplemental revision history block may be located to the left of the original revision history block. Revision history blocks may be included on continuation sheets.

7.2 Contents

The revision history block provides space for revision symbol, description or identification of the change authorization document, date, and approvals. The headings shall be presented as shown in Fig. 8. The zone column may be added when zones are included in the drawing format, and the design activity desires to identify locations of revisions. The width of the revision history block may be changed to provide for other columns as necessary.

8 REVISION STATUS OF SHEETS BLOCK

A revision status of sheets block is required on sheet one of multiple sheet drawings and records the revision status of each sheet. The revision status of sheets block is shown as a tabulation similar to those shown in Fig. 11.

The revision status of sheets block may be located in the area of the revision history block or the title

[1] The CAGE Code is a five character alpha-numeric code, applicable to all activities which have produced or are providing items used by the Federal Government. For the commercial sector where there is no requirement for the CAGE Code, the CAGE Code block may be eliminated.

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block, or on a separate sheet for drawings in book-form.

When all sheets of a drawing are the same revision status, the revision status of sheets block may be replaced by a notation such as: "ALL SHEETS ARE THE SAME REVISION STATUS" or "ALL SHEETS ARE REVISION A."

9 ASSOCIATED LISTS

See ASME Y14.34M for sheet sizes and formats of associated lists.

10 ADDITIONAL DATA BLOCKS

Blocks containing various types of additional data, when required, shall be added adjacent to the title block and in the same respective location on all drawings.

When drawing size restricts placement of optional block(s), the block(s) may be located where space permits.

The following subparagraphs identify several commonly used blocks. Additional blocks may be added when required.

10.1 Angle of Projection Block

The angle of projection symbol will be as illustrated in ASME Y14.3M. See Figs. 1, 2, and 3 for its location.

10.2 Dimensioning and Tolerancing Block

Information relative to dimensioning and tolerancing, such as angular and dimensional tolerances, are given in this block. See Fig. 13. Reference to ASME Y14.5M may be included in this block. When used, the block shall be in the title block area.

10.3 Application Block — Optional

The application block, when required, shall be located adjacent to the title block. The application block includes columns such as next assembly "NEXT ASSY," and where used "USED ON," for drawings depicting a detail part or assembly of a component for a larger unit. See Fig. 12. The "NEXT ASSY" column lists drawing number(s) for the next assembly(ies) to which the drawing applies. The "USED ON" column identifies the system or subsystem to which the item pertains. As an alternative, reference may be made to application data in a separately maintained document or data base.

11 ADDITIONAL DRAWING NUMBER BLOCKS

11.1 Margin Drawing Number Block — Optional

Preferred drawing number block location and orientation in margins, as shown in Figs. 1, 2, and 3, are at the option of the design activity. See Fig. 9.

11.2 Elongated and Extra-Elongated Drawing Microfilm Identification Blocks

To facilitate the identification of microfilmed elongated and extra-elongated drawing sizes, the microfilming identification blocks, Fig. 10, shall be used and positioned at the right end of each microfilm segment as shown in Figs. 2 and 3. When required, the CAGE Code shall be located adjacent to the identification block.

12 COMPUTER-GENERATED DRAWING FILE IDENTIFIERS — OPTIONAL

When computer systems are used to generate drawings, the system and filename identifiers which locate the drawing's digitized file may be annotated on the drawing. The location on the drawing is at the option of the design activity.

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Such legends, when required, should be located in the title block area and on each microfilm segment.

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TABLE 1 BASIC SIZES[1]

Size Designation	Vertical	Recommended[2] Zone		Horizontal	Recommended[2] Zone		Recommended Microfilm Reduction
		Number	Size		Number	Size	
A0	841	12	70	1189	16	74	30X
A1	594	8	74	841	12	70	24X
A2	420	6	70	594	8	74	16X
A3	297	4	74	420	6	70	16X
A4	210	—	—	297	—	—	16X

NOTES:
1. See Fig. 1.
2. Zone sizes shall be equal, and no less than 25 mm and no more than 75 mm; however, the upper and far left zones may be an odd size.

TABLE 2 ELONGATED SIZES[1]

Size Designation	Vertical	Recommended[2] Zone		Horizontal[3]	Recommended[2] Zone		Recommended Microfilm Reduction
		Number	Size		Number	Size	
A3X3	420	6	70	891	12	74	16X
A3X4	420	6	70	1189	16	74	16X
A4X3	297	4	74	630	9	70	16X
A4X4	297	4	74	841	12	70	16X
A4X5	297	4	74	1051	15	70	16X

NOTES:
1. See Figs. 2 and 3.
2. Zone sizes shall be equal, and no less than 25 mm and no more than 75 mm; however, the upper and far left zones may be an odd size.
3. Not including added protective margins. See para. 4.1.1.

TABLE 3 EXTRA-ELONGATED SIZES[1]

Size Designation	Vertical	Recommended[2] Zone		Horizontal[3]	Recommended[2] Zone		Recommended Microfilm Reduction
		Number	Size		Number	Size	
A0X2	1189	16	74	1682	24	70	30X
A0X3[4]	1189	16	74	2523	36	70	30X
A1X3	841	12	70	1783	24	74	30X
A1X4[4]	841	12	70	2378	32	74	30X
A2X3	594	8	74	1261	18	70	24X
A2X4	594	8	74	1682	24	70	24X
A2X5	594	8	74	2102	30	70	24X
A3X5	420	6	70	1486	20	74	16X
A3X6	420	6	70	1783	24	74	16X
A3X7	420	6	70	2080	28	74	16X
A4X6	297	4	74	1261	18	70	16X
A4X7	297	4	74	1471	21	70	16X
A4X8	297	4	74	1682	24	70	16X
A4X9	297	4	74	1892	27	70	16X

NOTES:
1. See Figs. 2 and 3.
2. Zone sizes shall be equal, no less than 25 mm and no more than 75 mm; however, the upper and far left zones may be an odd size.
3. Not including added protective margins. See para. 4.1.1.
4. For practical reasons, the use of these sizes is not advisable.

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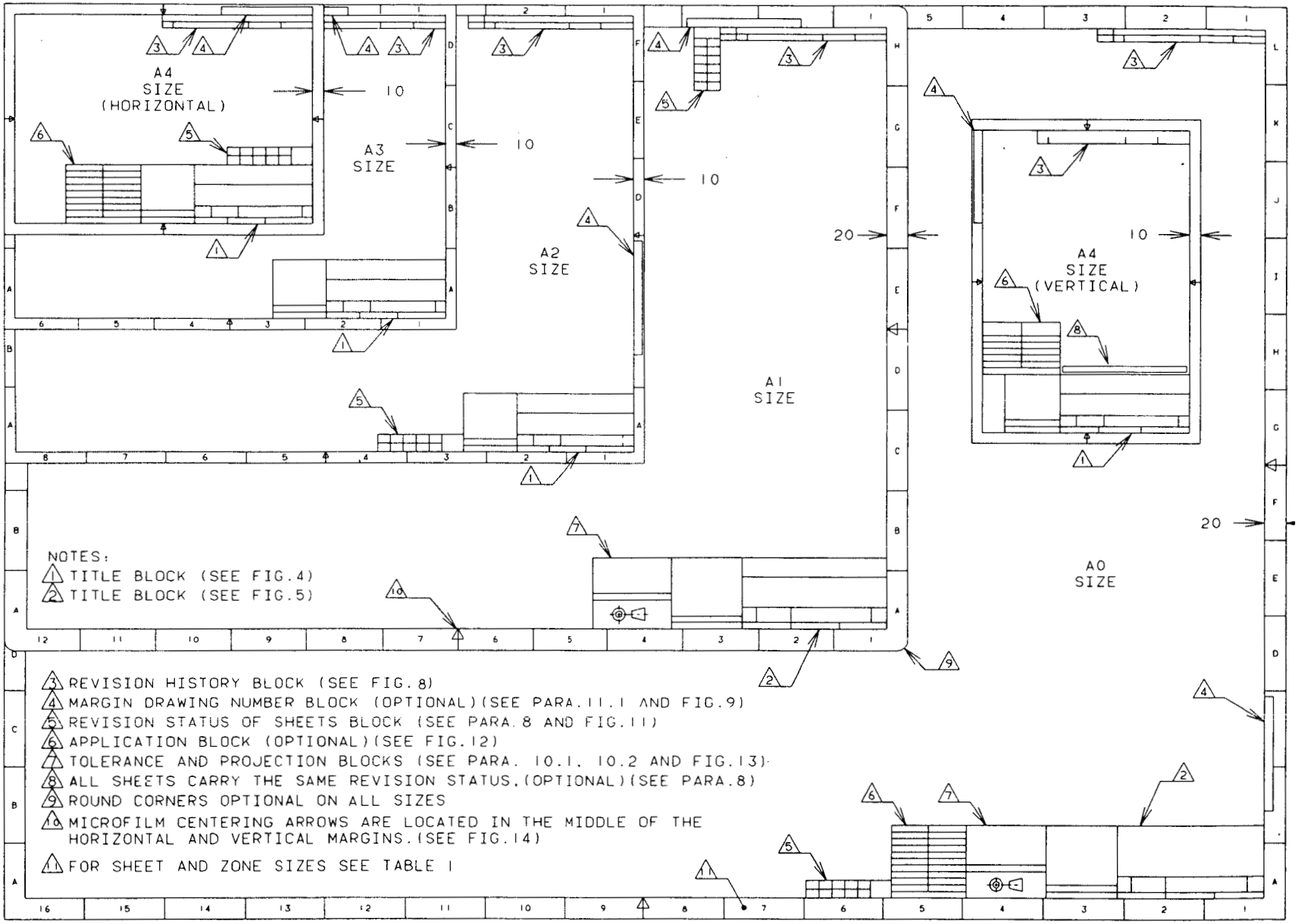


FIG. 1 BASIC SIZE FORMATS, A0 THROUGH A4 SIZES

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FIG. 2 ELONGATED AND EXTRA-ELONGATED A2, A3, AND A4 SIZE FORMATS (SAMPLE SHOWN A4X6)

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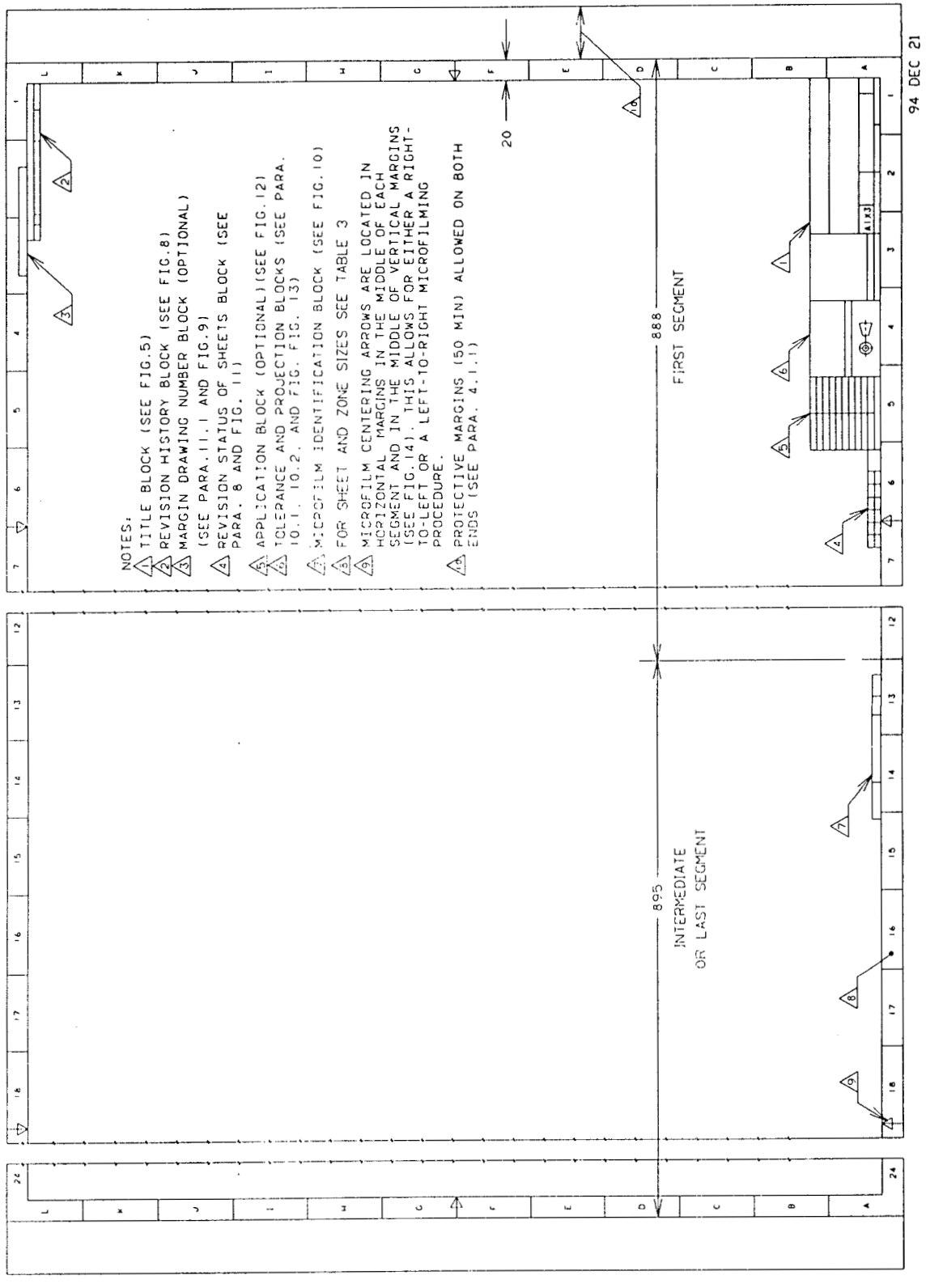
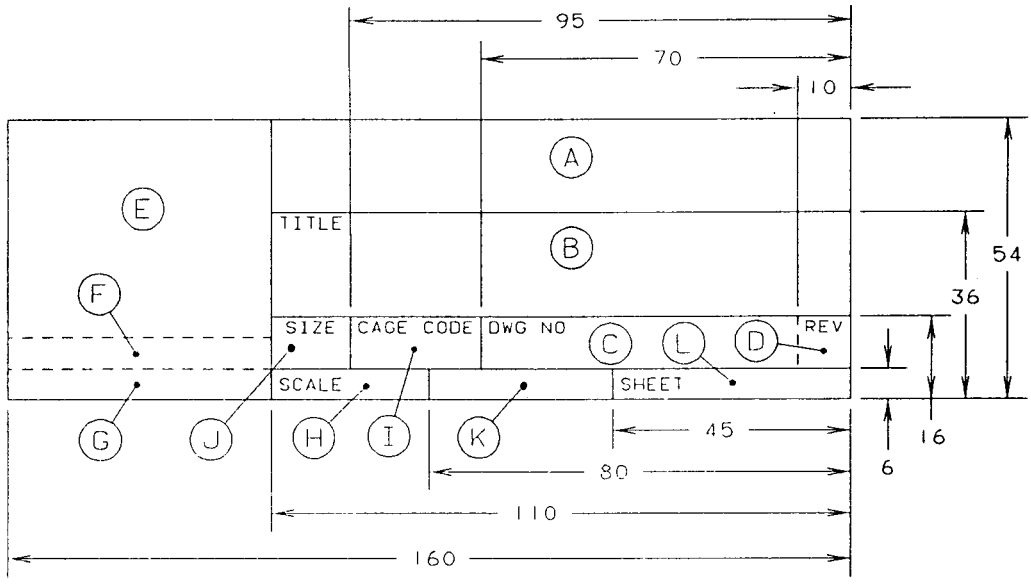


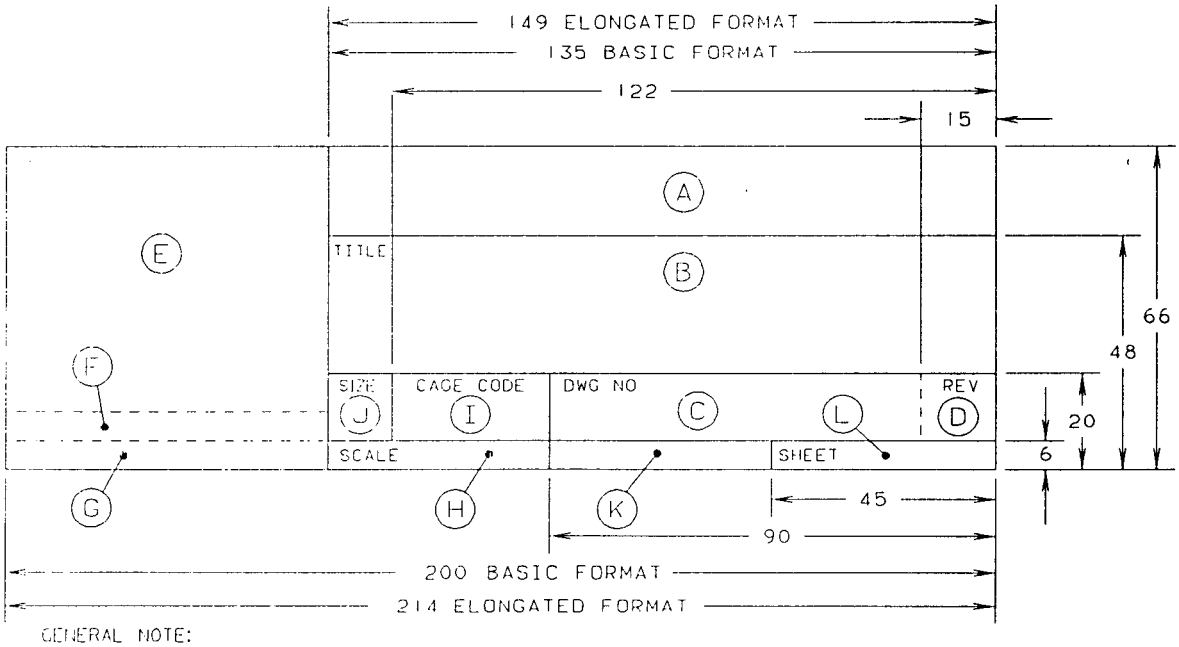
FIG. 3 EXTRA-ELONGATED A0 AND A1 SIZES (SAMPLE SHOWN A1X3)

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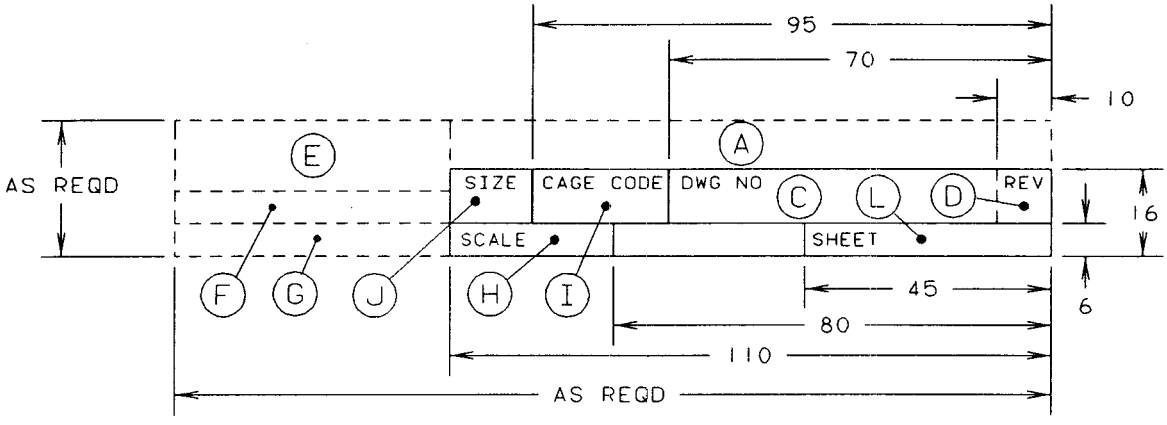
FIG. 4 TITLE BLOCK FOR A2, A3, AND A4 SIZES



GENERAL NOTE:
DIMENSIONS SHOWN ARE RECOMMENDED AND MAY BE VARIED TO ACCOMMODATE THE USER'S REQUIREMENTS AND THE LETTERING REQUIREMENTS SPECIFIED IN ASME Y14.2M.

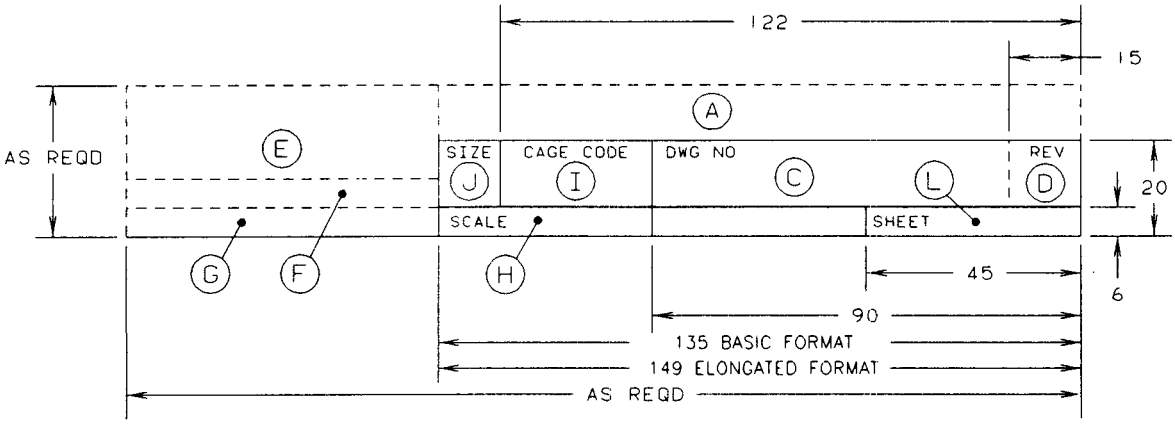
FIG. 5 TITLE BLOCK FOR A0 AND A1 SIZES

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GENERAL NOTE:
DIMENSIONS SHOWN ARE RECOMMENDED AND MAY BE VARIED TO ACCOMMODATE THE USER'S REQUIREMENTS AND THE LETTERING REQUIREMENTS SPECIFIED IN ASME Y14.2M.

FIG. 6 CONTINUATION SHEET TITLE BLOCK FOR A2, A3, AND A4 SIZES



GENERAL NOTE:
DIMENSIONS SHOWN ARE RECOMMENDED AND MAY BE VARIED TO ACCOMMODATE THE USER'S REQUIREMENTS AND THE LETTERING REQUIREMENTS SPECIFIED IN ASME Y14.2M.

FIG. 7 CONTINUATION SHEET TITLE BLOCK FOR A0 AND A1 SIZES

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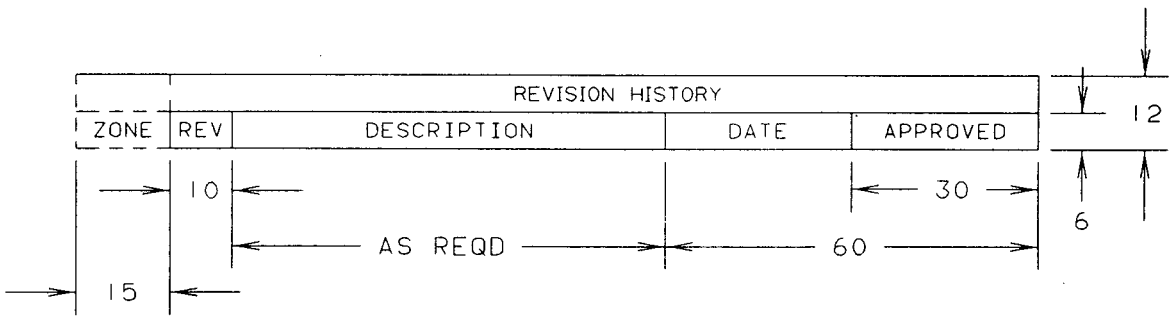


FIG. 8 REVISION HISTORY BLOCK

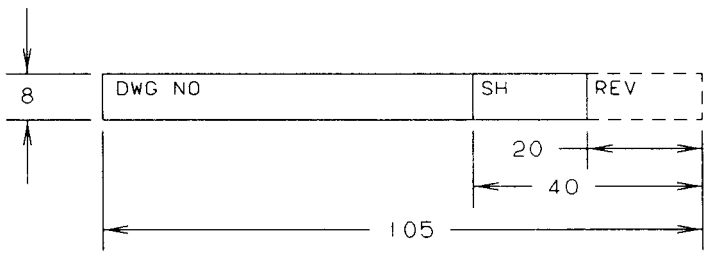
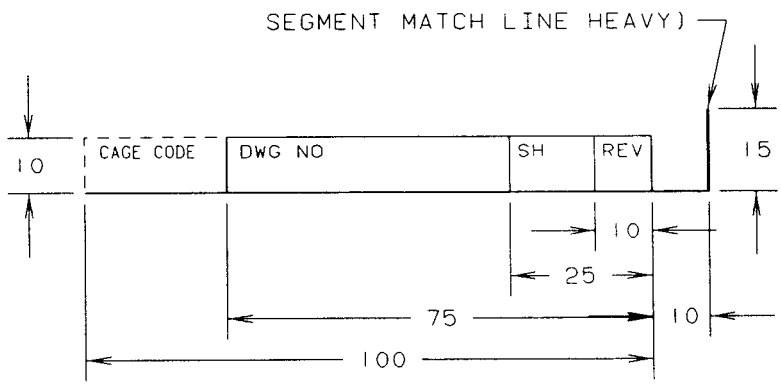


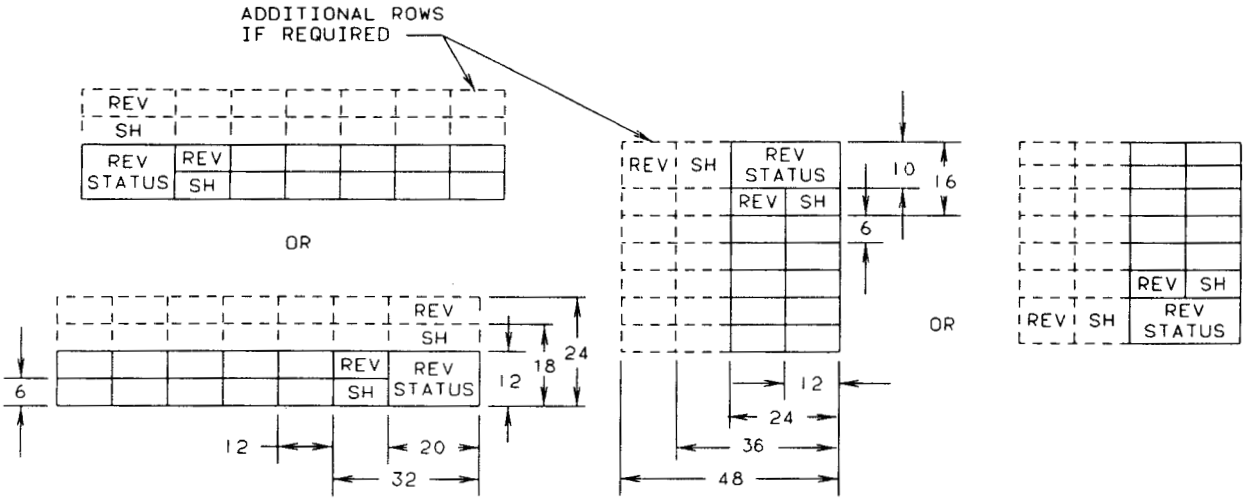
FIG. 9 MARGIN DRAWING NUMBER BLOCK



GENERAL NOTE:
DIMENSIONS SHOWN ARE RECOMMENDED AND MAY BE VARIED TO ACCOMMODATE THE USER'S REQUIREMENTS AND THE LETTERING REQUIREMENTS SPECIFIED IN ASME Y14.2M.

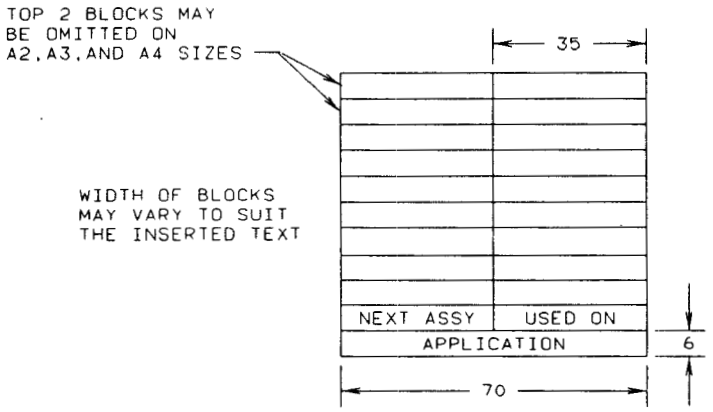
FIG. 10 MICROFILM IDENTIFICATION BLOCK

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GENERAL NOTE:
THE NUMBER OF BOXES SHOWN MAY VARY WITH THE NUMBER OF SHEETS REQUIRED. DIMENSIONS SHOWN ARE RECOMMENDED AND MAY BE VARIED TO ACCOMMODATE THE USER'S REQUIREMENTS AND THE LETTERING REQUIREMENTS SPECIFIED IN ASME Y14.2M.

FIG. 11 REVISION STATUS OF SHEETS BLOCK



GENERAL NOTE:
DIMENSIONS SHOWN ARE RECOMMENDED AND MAY BE VARIED TO ACCOMMODATE THE USER'S REQUIREMENTS AND THE LETTERING REQUIREMENTS SPECIFIED IN ASME Y14.2M.

FIG. 12 APPLICATION BLOCK

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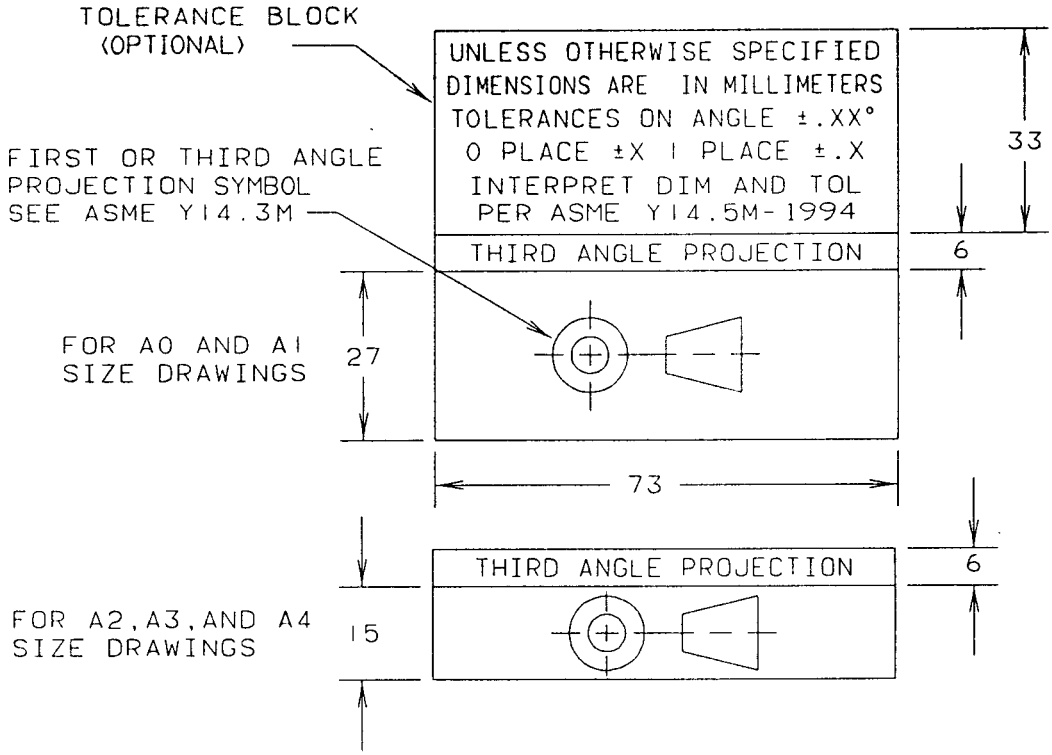


FIG. 13 TOLERANCE AND PROJECTION BLOCKS

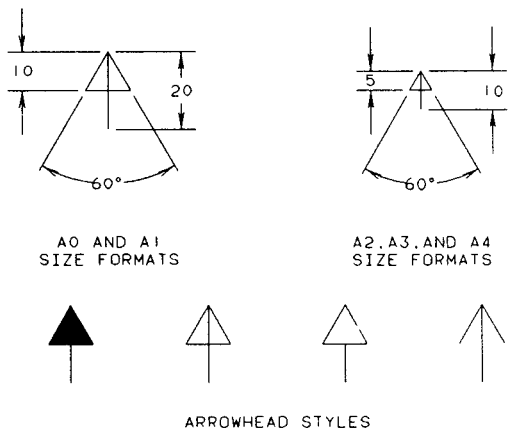


FIG. 14 MICROFILM ARROWHEADS

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