INTERNATIONAL STANDARD

ISO/IEC 6523-2

First edition
1998-12-15

Information technology — Structure for the identification of organizations and organization parts —

Part 2:
Registration of organization identification schemes

Technologies de l'information — Structure pour l'identification des organisations et des parties d'organisations —

Partie 2: Enregistrement des systèmes d'identification d'organisations

Reference number
ISO/IEC 6523-2:1998(E)

Copyright International Organization for Standardization
Provided by IHS under license with ISO
No reproduction or networking permitted without license from IHS

Not for Resale

Contents

1 Scope **1**
2 Normative references **1**
3 Definitions **1**
4 The registration authority (RA) **1**
4.1 Responsibilities of the registration authority **2**
4.2 Evaluation criteria to be applied by the registration authority **2**
4.3 Processing of applications **2**
4.4 Allocation of ICD values **3**
4.5 Contents of the register **3**
4.6 Deletion of ICD values **4**
4.7 Availability of the register **4**
5 Sponsoring authorities (SA) **4**
5.1 Recognition of sponsoring authorities **4**
5.2 Responsibilities of a sponsoring authority **4**
5.3 Evaluation criteria to be applied by a sponsoring authority **5**
6 Issuing organizations (IO) **5**
Annex A (informative) **Guidance on the use of ISO/IEC 6523 in relationship with ISO/IEC 8824-1 and ISO/IEC 8348** **6**

© ISO/IEC 1998

All rights reserved. Unless otherwise specified, no part of this publication may be reproduced or utilized in any form or by any means, electronic or mechanical, including photocopying and microfilm, without permission in writing from the publisher.

ISO/IEC Copyright Office • Case postale 56 • CH-1211 Genève 20 • Switzerland

Printed in Switzerland

--`,,```,,,,````-`-`,,`,,`,`,,`---

;;

Copyright International Organization for Standardization
Provided by IHS under license with ISO
No reproduction or networking permitted without license from IHS

Not for Resale

Foreword

ISO (the International Organization for Standardization) and IEC (the International Electrotechnical Commission) form the specialized system for worldwide standardization. National bodies that are members of ISO or IEC participate in the development of International Standards through technical committees established by the respective organization to deal with particular fields of technical activity. ISO and IEC technical committees collaborate in fields of mutual interest. Other international organizations, governmental and non-governmental, in liaison with ISO and IEC, also take part in the work.

In the field of information technology, ISO and IEC have established a joint technical committee, ISO/IEC JTC 1. Draft International Standards adopted by the joint technical committee are circulated to national bodies for voting. Publication as an International Standard requires approval by at least 75 % of the national bodies casting a vote.

International Standard ISO/IEC 6523-2 was prepared by Joint Technical Committee ISO/IEC JTC 1, *Information technology*, Subcommittee SC 32, *Data management services*.

This edition, together with ISO/IEC 6523-1:1998, cancels and replaces ISO 6523:1984, which has been technically revised.

ISO/IEC 6523 consists of the following parts, under the general title *Information technology — Structure for the identification of organizations and organization parts*:

— *Part 1: Identification of organization identification schemes*

— *Part 2: Registration of organization identification schemes*

Annex A of this part of ISO/IEC 6523 is for information only.

Copyright International Organization for Standardization
Provided by IHS under license with ISO
No reproduction or networking permitted without license from IHS
Not for Resale

--`,,```,,,,````-`-`,,`,,`,`,,`---

Copyright International Organization for Standardization
Provided by IHS under license with ISO
No reproduction or networking permitted without license from IHS

Not for Resale

Information technology — Structure for the identification of organizations and organization parts —

Part 2:
Registration of organization identification schemes

1 Scope

This part of ISO/IEC 6523 specifies the procedure for registration of organization identification schemes, and the requirements for the administration of International Code Designator values, to designate these organization identification schemes.

2 Normative references

The following standards contain provisions which, through reference in this text, constitute provisions of this part of ISO/IEC 6523. At the time of publication, the editions indicated were valid. All standards are subject to revision, and parties to agreements based on this part of ISO/IEC 6523 are encouraged to investigate the possibility of applying the most recent editions of the standards indicated below. Members of IEC and ISO maintain registers of currently valid International Standards.

ISO/IEC 6523-1:1998, *Information technology — Structure for the identification of organizations and organization parts — Part 1: Identification of organization identification schemes.*

ISO/IEC 8348:1996, *Information technology — Open Systems Interconnection — Network Service Definition.*

ISO/IEC 8824-1:1995, *Information technology — Abstract Syntax Notation One (ASN.1): Specification of basic notation.*

ISO/IEC Directives, *Procedures for the technical work of ISO/IEC JTC 1 on Information Technology,* 1995.

3 Definitions

For the purposes of this part of ISO/IEC 6523, the definitions given in ISO/IEC 6523-1 and the following definitions apply.

NOTE 1: When a word or phrase appears in italics within a definition, this means that a definition exists in part 1 or 2 of ISO/IEC 6523 for this word or phrase.

3.1 issuing organization (IO): A body that assumes responsibility for the administration of a specific *organization identification scheme.*

3.2 sponsoring authority (SA): A body recognized in accordance with the requirements of this part of ISO/IEC 6523, to receive proposals from *issuing organizations* for the registration of *organization identification schemes* and to submit applications to the *registration authority.*

3.3 registration authority (RA): The body responsible for maintaining the register of *organization identification schemes* and for the issuance of *ICD values.*

4 The registration authority (RA)

British Standards Institution - DISC
389 Chiswick High Rd
London W4 4AL
Tel : +44 181 996 7466
Fax : +44 181 996 7048

Copyright International Organization for Standardization
Provided by IHS under license with ISO
No reproduction or networking permitted without license from IHS
Not for Resale

4.1 Responsibilities of the registration authority

For the purposes of this part of ISO/IEC 6523 a registration authority (RA) shall be appointed according to the rules of clause 17 of the ISO/IEC Directives, *Procedures for the technical work of ISO/IEC JTC 1 on Information Technology*.

The RA shall receive and process applications for additions and amendments to the register of organization identification schemes, assign ICD values and maintain the register. Its duties shall be carried out in accordance with the rules set out in the above mentioned clause 17 of the ISO/IEC Directives for JTC 1 and ISO/IEC 6523.

The RA shall determine the appropriate form(s) in which applications shall be submitted based on the required contents of the register. It shall also provide sponsoring authorities with guidance notes on the submission of applications.

4.2 Evaluation criteria to be applied by the registration authority

The RA shall evaluate an application for addition or amendment of an entry in the register of organization identification schemes against the following criteria:

a) the application has been endorsed by a sponsoring authority (clause 5);

b) the application indicates that the sponsoring authority has complied with its responsibilities (see 5.2) and successfully applied the evaluation criteria in 5.3;

c) the application includes sufficient information, as stated in 4.5.2 and 4.5.3;

d) the application does not require the amendment of an existing entry in the register in the respect of any items marked by an asterisk (*) in 4.5.2 and 4.5.4;

e) that compliance with the application does not result in the allocation of more than one ICD value to the same organization identification scheme. This provision shall not preclude the allocation of a new ICD value to an organization identification scheme which has been revised in a way that prevents its acceptance as an amendment, see criterion d) above.

4.3 Processing of applications

4.3.1 As soon as practicable, and in any case within 30 days of receipt of an application from a sponsoring authority (SA) accompanied by the appropriate fee, if any, the RA shall decide whether the application is acceptable or not and inform the SA dealing with the application of the outcome.

4.3.2 An acceptable application shall be progressed into the register of organization identification schemes as follows:

— if the application concerns a new organization identification scheme the RA shall allocate an ICD value in accordance with ISO/IEC 6523-1. Based on the application and on the measures taken by the RA, a new entry is created for the organization identification scheme in the register, see 4.5.1 to 4.5.4;

— if the application is an amendment to an existing entry the RA shall record the amendment for that organization identification scheme in the register. Items marked with an asterisk (*) in 4.5 shall not be changed.

The SA shall be sent a copy of the register entry after completion and requested to check the entry and advise the RA immediately if any errors are detected.

4.3.3 If the application is not acceptable it shall be returned to the SA with a clear statement of the reasons for rejection. If possible constructive advice shall be given as to the manner in which the application could be rendered acceptable.

If the application is rejected on the grounds that acceptance would require the amendment of any of the items marked by an asterisk (*) in 4.5, the SA shall be informed that the proper procedure is to apply for

— registration of a new organization identification scheme, and

— amendment of the old entry with information described in 4.5.5.

The SA shall be informed that it can request the RA to refer a rejected application to the ISO/IEC committee responsible for the standard.

Copyright International Organization for Standardization
Provided by IHS under license with ISO
No reproduction or networking permitted without license from IHS Not for Resale

4.4 Allocation of ICD values

ICD values shall be assigned sequentially in the order in which entries are added to the register.

4.5 Contents of the register

4.5.1 The register of organization identification schemes shall contain the information below in respect of each registered organization identification scheme.

4.5.2 The following information shall be provided in every application for registration or for amendment of a registration entry and shall be included in the register:

a) the preferred name of the organization identification scheme as advised by the issuing organization (IO);

b) the intended purpose and application area of the identification scheme;

c)* the format of the organization identifiers, including:

1 - number of characters and their significance, if any;

2 - identification of the check character(s), if any;

3 - display requirements;

d)* the character repertoire required to express the full range of permissible organization identifiers;

e) whether the system includes provisions for the identification of organization parts;

f)* the minimum period that may elapse between the withdrawal of an organization identifier and its reallocation;

g) the name, address, telephone number, facsimile number and any electronic mail address of the IO and the name of any individual in the IO with particular responsibility for the organization identification scheme;

h) the name, address, telephone number, facsimile number and any electronic mail address of the SA and the name of any individual in the SA with particular responsibility for the organization identification scheme;

i) a description of the kind of organizations covered by the organization identification scheme;

j) the language(s) used in the specifications of the organization identification scheme.

4.5.3 The following information shall, where appropriate, be provided in an application for registration or for amendment of a registration entry and shall be included in the register, if provided:

a) notes, not exceeding 50 words, on the use of the organization identification scheme;

b) reference to any previous versions of the organization identification scheme, identified by an ICD value;

c) any alternative names or abbreviations used to refer to the organization identification scheme;

d) the name, address, telephone number, facsimile number and any electronic mail address of the original IO if this responsibility has been transferred, together with date of transfer;

e) the name, address, telephone number, facsimile number and any electronic mail address of the original SA if this responsibility has been transferred, together with date of transfer;

f) if the organization identification scheme ceases to be supported, the date, and the reason if known.

4.5.4 The following information shall be added or amended as appropriate by the RA:

a)* the ICD value assigned to the organization identification scheme;

b)* the date of issue of the ICD value;

c) the date of the latest amendment to the register entry;

d) any additional comments, not exceeding 50 words, made by the SA or by the RA.

Copyright International Organization for Standardization
Provided by IHS under license with ISO
No reproduction or networking permitted without license from IHS Not for Resale

4.5.5 If an organization identification scheme ceases to be supported, or is superseded by a new registration, the RA shall add or amend the following information about the old organization identification scheme in the register:

a) the date on which the RA determines that the organization identification scheme is no longer being maintained in accordance with the requirements of this part of ISO/IEC 6523;

b) the reason(s) the organization identification scheme ceased to be supported;

c) the ICD value assigned to any subsequent version of the organization identification scheme.

4.6 Deletion of ICD values

When an organization identification scheme ceases to be supported the registration entry shall be marked as indicated in 5.5.5. The entry itself shall be kept in the register, and the ICD value shall not be reallocated.

4.7 Availability of the register

The register shall be made available to member bodies and liaison organizations of ISO and to any other interested party at reasonable charge.

The register shall facilitate the retrieval of entries in order of

— International Code Designator value, and

— name of the organization identification scheme.

If the register is maintained in one of these orders an index shall be provided for the other. If the register is not maintained in either of these orders indexes shall be provided for both of these orders.

The register and its index(es) shall be available in printed form. The register shall also be held in a form that allows copies to be produced on machine readable media, such as floppy discs. If there is evidence on demand, the register shall also be made available for access and interrogation over public international telecommunication services at reasonable charge, provided a charging mechanism is available to enable the cost of providing the service to be recovered.

5 Sponsoring authorities (SA)

5.1 Recognition of sponsoring authorities

Application for registration of an organization identification scheme and allocation of an ICD value, or for amendment of a registration entry, shall be made by a sponsoring authority (SA). The following bodies shall be recognized as SA for the purposes of this part of ISO/IEC 6523:

a) an ISO Technical Committee or Subcommittee;

b) a Member Body of ISO;

c) an International Organization having a liaison status with ISO or with any of its Technical Committees or Subcommittees.

An SA shall not forward an application in respect of an organization identification scheme of which it is also IO. In such case, the application shall be processed through another SA.

5.2 Responsibilities of a sponsoring authority

The responsibilities of an SA are to:

a) receive applications concerning additions of, or amendments to, organization identification schemes from IOs within their respective country or organizations;

b) rationalize or co-ordinate these applications so that unnecessary proliferation of organization identification schemes within a particular field of application is minimized;

c) satisfy itself that the IOs accept their responsibilities specified in clause 6;

Copyright International Organization for Standardization
Provided by IHS under license with ISO
No reproduction or networking permitted without license from IHS Not for Resale

d) forward to the RA those applications that have their support;

e) submit applications in the form requested by the RA;

f) make known within their respective countries or organizations, the decisions transmitted to them by the RA;

g) advise the RA should it become aware of a change in circumstances that renders incorrect any of the information shown in the register; this includes, but is not limited to, cases where the responsibilities for the organization identification scheme has been transferred, or of cessation of maintenance of the organization identification scheme; the appropriate applications for amendment to register entries shall then be forwarded to the RA;

h) ensure that the appropriate fee, if any, is transmitted to the RA together with the application for addition or amendment.

5.3 Evaluation criteria to be applied by a sponsoring authority

Before forwarding an application to the RA, a SA shall evaluate it against the following criteria:

a) a valid need exists for the organization identification scheme for the purposes of international information interchange;

b) the organization identification scheme is in common usage within at least one country and has a widespread coverage, or satisfies a need not met satisfactorily by an existing registered organization identification scheme;

c) the IO has the resources to undertake the responsibilities specified in clause 6;

d) the information provided by the IO is complete, appropriate to the application being made (see 4.2 and 4.5), and is accurate as far as can reasonably be checked.

6 Issuing organizations (IO)

6.1 Each organization identification scheme to which this part of ISO/IEC 6523 applies, shall have an issuing organization (IO).

6.2 The IO shall be responsible for the organization identification scheme, which includes:

a) specification and documentation of the rules of the organization identification scheme and the administration of it;

b) the assignment, registration, documentation, where appropriate promulgation, and maintenance of organization identifiers , within the organization identification scheme;

c) ensuring that each organization identifier is unique within the organization identification scheme. This may include a rule for the minimum period to elapse between the withdrawal of an organization identifier and its reallocation;

d) disseminating the ICD value once assigned to the organization identification scheme by the RA to known users of the organization identification scheme.

6.3 For each organization within the system, the register maintained by the IO:

a) shall contain the identifier of the organization;

b) shall contain the name of the organization;

c) shall contain the address of the organization;

d) may contain additional information.

6.4 In the application for registration of an organization identification scheme, the IO shall provide the SA dealing with the application with

a) the information to be entered into the register about the organization identification scheme (for detailed specification see 4.5), in a form required by that SA;

b) any additional information that may reasonably be required to enable the SA to perform its duties as specified in 5.2 and 5.3.

6.5 The IO shall notify the SA if it decides to transfer the responsibilities for the organization identification scheme (see 6.2) to an other issuing organization or if it ceases to maintain the organization identification scheme and for that reason has to terminate these responsibilities.

Copyright International Organization for Standardization
Provided by IHS under license with ISO
No reproduction or networking permitted without license from IHS Not for Resale

Annex A
(informative)

Guidance on the use of ISO/IEC 6523 in relationship with ISO/IEC 8824-1 and ISO/IEC 8348

This guidance is offered to users of ISO/IEC 8824-1:1995 and ISO/IEC 8348:1996, who have been allocated or are seeking an allocation of an ICD value as defined in ISO/IEC 6523.

IOs which hold an ICD value allocated according to ISO/IEC 6523 are responsible themselves for determining the use of the organization identification scheme and need to provide this information so that the RA may maintain notes on the use of the organization identification scheme as required in 4.5.3 a).

If a particular IO which has been allocated an ICD value for one organization identification scheme then wishes to operate another organization identification scheme, there are two possibilities:

1) the second organization identification scheme is completely incompatible with the first organization identification scheme and the IO seeks another ICD value through a second application via a SA, or,

2) the second organization identification scheme is compatible with the first to the extent that no ambiguity would result in practice from the use of the same ICD value for both organization identification schemes. In this case, the IO utilizes the same ICD value for both purposes and would ensure that the notes on the use of the organization identification scheme reflect such dual usage.

In the context of the use of ISO/IEC 6523 in Open System Interconnection standards, the technical consensus of opinion is that the use of ISO/IEC 6523 as specified in ISO/IEC 8824-1:1995 and ISO/IEC 8348:1996, falls into category "2" above and that, therefore, a single ICD value can suffice for both purposes.

Copyright International Organization for Standardization
Provided by IHS under license with ISO
No reproduction or networking permitted without license from IHS Not for Resale

Copyright International Organization for Standardization
Provided by IHS under license with ISO
No reproduction or networking permitted without license from IHS
Not for Resale

ICS 35.040

Descriptors: data processing, information interchange, data elements, coded representation, data codes, identification methods, international identification number, organizations for code assignment, procedure.

Price based on 6 pages

Copyright International Organization for Standardization
Provided by IHS under license with ISO
No reproduction or networking permitted without license from IHS Not for Resale