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Organisation internationale de normalisation
International Organization for Standardization
Международная Организация по Стандартизации



Our ref. Template

TO THE CHAIRMEN AND SECRETARIES OF ISO
TECHNICAL COMMITTEES AND SUBCOMMITTEES,
AND THE ISO MEMBERS BODIES

Date 2002-07-18

New version of the ISO template, STD 2.1

Dear Sir or Madam

We are pleased to announce the availability on the Standards Developers' Information Site (<http://www.iso.org/sdis>) of a new release of the automated ISO template (STD 2.1) updated for conformity with the 2001 edition of the ISO/IEC Directives, Part 2, *Rules for the structure and drafting of International Standards*. STD 2.1 also incorporates an increase in the gutter by 7 mm to give an inside margin of 25 mm. Full details concerning the revision are provided in the Introduction of the template reference manual.

This edition of Part 2 became mandatory for the registration of all enquiry drafts (DIS — stage 40.00) by the Central Secretariat after 1 January 2002 and for the registration of final drafts (FDIS — stage 50.00) after 1 July 2002. Accordingly, committee and subcommittee secretaries are requested to take appropriate measures to update for conformity with the ISO/IEC Directives, Part 2, 2001, any drafts intended for submission to the Central Secretariat. (For your information, once you have installed STD 2.1 on your system, on opening files created using previous versions of the STD template Word will normally automatically attach them to STD 2.1. Furthermore, STD 2.1 also incorporates the new boilerplate texts. The template reference manual provides further information.)

Given that this letter contains information that is of potential interest to all participants in ISO's work, please feel free to forward copies of it to any interested parties.

Yours sincerely

A handwritten signature in black ink, appearing to read 'M. Smith', with a long horizontal line extending to the right.

Mike Smith
Director
Standards Department