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Subject: Summary Regarding the Use of ISO Codes

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To: Lisa Rajchel, David K Michael
Cc: Bob Feghali

Hello

Attached is a summary regaring the use of ISO codes. We appreciate your
forwarding it to the other interested parties. Please advise anyone with questions
to send an e-mail to either Bob Feghali (bfeghali@ansi.org) or to me
(rmaginni@ansi.org) and we will reply to their inquiries.

Thanks
Rose

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USE OF ISO CODES

BACKGROUND

Historically, ISO asserts copyright on all documents it publishes. When individual ISO documents are purchased, they are intended for the use of the purchaser. Neither the entire document, nor excerpts of the material in the documents, can be copied or reproduced in any manner without a license agreement with either ISO or with the ISO member body in the country of the purchaser. When requests for reproduction are received and if permission is granted, payment of license fees is customary for use of ISO's copyrighted material. The licensee fees are based on many factors, including the amount of material requested (*e.g., the entire document vs. limited excerpts from a document*), the intended use (*e.g., use in other publications, use in training material, use in commercial products, etc.*), distribution methods, and various other parameters as appropriate.

Additionally, when ISO documents are included in an electronic networking environment with corporate customers for internal use by their employees, annual license fees are required and the terms of use are delineated in a signed agreement.

This paper expressly does not address the situation when proprietary intellectual property, such as patented material or copyrighted software/source is embedded in an ISO standard. The ISO/IEC Patent Policy would apply to embedded patented material, and issues relating to the inclusion of normative, proprietary software/source code are to be addressed on a case-by-case basis.

ISO CODES

There are six specific ISO documents ("Codes") identified below that are a partial exception to the standard ISO copyright policies:

> ISO 3166-1- Codes for the representation of names of countries and their subdivisions.

> ISO 3166-2- Codes for the representation of names of countries and their subdivisions –Part 2: Country subdivision code

> ISO 3166-3: Codes for the representation of names of countries and their subdivisions – Part 3: Code for formerly used names of countries

> ISO 639-1: Codes for the representation of names of languages – Part 1: Alpha-2 code

ISO 639-2: Codes for the representation of names of languages – Part 2: Alpha-3 code

ISO 4217: Codes for the representation of currencies and funds

ISO Codes (as opposed to other ISO documents) are unique in that the actual data elements in the Codes themselves must be used for their implementation, and therefore the data elements are posted (with the exception of ISO 639-1) for free reference on the websites of the ISO Maintenance Agencies responsible for maintaining and updating each document.*

Due to the fact that the individual data elements are freely accessible for reference by end-users, there has been much confusion regarding reproduction of these data elements for purposes of proper application by a company within its internal systems, versus a company including the data elements in a product intended for commercial sale.

ISO's Commercial Policy Steering Group studied the issues and made the following recommendations to clarify ISO's policies regarding these Codes:

1. **The reproduction of the full Code shall follow the normal ISO copyright rules.**

   Explanation: If a party wishes to reproduce an ISO Code in its entirety for any reason, a license agreement is required and payment of appropriate royalties is customary.

2. **No copyright fee shall be charged for the reproduction of the 2 digit codes of ISO 3166, 4217 and 639 lists in books, magazines, academic work and for internal use by companies, institutes and organizations.**

   "Internal use": A company inserting the ISO Codes in appropriate places in its internal systems for use as part of that individual company's business.

   Examples:

   > i. *A hospital may require a patient to enter a county code and a language code when registering for admittance.*
   > ii. *A company may program a drop-down menu on its website as part of a registration or ordering page for proper identification of its worldwide visitors.*
   > iii. *A company or an individual may use a country codes as part of a mailing address.*
   > iv. *A bank may use the currency codes in its system for identifying funds in various locations.*

3. Generally, software developers or commercial resellers requesting permission to embed the data elements contained in an ISO Code in their products for resale will be asked to purchase the Code in electronic format and pay either an annual fee or a one-time fee and any applicable maintenance fees required.

> *Explanation: Companies who develop software products for resale to other parties are adding value to their products by including the data elements from an ISO Code in proper applications. The developing company's labor and other costs to include these functions into the software product are incorporated into the selling price along with all its other overall production costs for that product. Via the sale of the product the developing company is not only being compensated for its direct efforts to incorporate the ISO Codes in appropriate locations but it is also being compensated for the value the ISO Codes have added to its product. The ISO community should also be compensated for providing the intellectual property required to incorporate the value-added features into the product.*

For Information only:

ISO Maintenance/Registration Agencies:
1. **ISO 3166 Country Codes**:
   International Organization for Standardization (ISO)
   http://www.iso.org/mara/iso3166

2. **ISO 639-1 – Language Codes Part 1, Alpha 2**:

   International Information Centre for Terminology
   Aichholzgasse 6/12
   AT-1120 Wien, Australia; e-mail infopoint@infoterm.org

3. **ISO 639-2-Language Codes Part 2, Alpha 3**:

   The Library of Congress
   Network Development and MARC Standards Office
   US-Washington, DC 20540-4402 http://lcweb.loc.gov/standards/iso639-2/
   ISO 4217- Currency Codes:

   British Standards Institute (BSI) http://www.bsi-global.com/Technical+Information/Publications/_Publications/tig90.xalter