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Information and documentation — International Standard Audiovisual Number (ISAN)

Information et documentation — Numéro international normalisé d'œuvre audiovisuelle (ISAN)

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Foreword

ISO (the International Organization for Standardization) 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 organizations, 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 standardization.

International Standards are drafted in accordance with the rules given in the ISO/IEC Directives, Part 3.

The main task of technical committees is to prepare International Standards. 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.

Attention is drawn to the possibility that some of the elements of this International Standard may be the subject of patent rights. ISO shall not be held responsible for identifying any or all such patent rights.

ISO 15706 was prepared by Technical Committee ISO/TC 46, *Information and documentation*, Subcommittee SC 9, *Identification and description*.

Annexes A, B and C form a normative part of this International Standard. Annex D is for information only.

Introduction

The ISAN project was administered by the International Federation of Film Producers Associations (FIAPF) in association with the Association of International Collective Management of Audiovisual Works (AGICOA), and the International Confederation of Societies of Authors and Composers (CISAC).

Information and documentation — International Standard Audiovisual Number (ISAN)

1   Scope

This International Standard establishes and defines a voluntary standard numbering system for the unique and international identification of audiovisual works (as defined in 3.1).

An International Standard Audiovisual Number (ISAN) identifies an audiovisual work throughout its life and is intended for use wherever precise and unique identification of an audiovisual work would be desirable. As an identifier, it may be used for various purposes, such as to assist allocation of royalties among right holders, to track the use of audiovisual works, for information retrieval and for anti-piracy purposes, such as verifying title registrations. The ISAN can also provide a basis for supplementary identification systems when version or product information is required (e.g. for applications such as broadcast automation and automated storage and retrieval systems).

An ISAN is applied to the audiovisual work itself. It is not related to the physical medium of such an audiovisual work, or the identification of that medium. Annex A specifies examples of audiovisual works for which an ISAN may be issued and examples of works for which ISAN are not issued.

The issuance of an ISAN is in no way related to any process of copyright registration, nor does the issuance of an ISAN provide evidence of the ownership of rights in an audiovisual work.

2   Normative reference

The following normative document contains 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 edition of the normative document indicated below. For undated references, the latest edition of the normative document referred to applies. Members of ISO and IEC maintain registers of currently valid International Standards.

ISO 7064:1983, *Data processing — Check character systems*

3   Terms and definitions

For the purposes of this International Standard, the following terms and definitions apply.

3.1
audiovisual work
work consisting of a sequence of related images, with or without accompanying sound, which is intended to be made visible as a moving image through the use of devices, regardless of the medium of initial or subsequent fixation

3.2
check character
added character which may be used to verify the accuracy of the string through a mathematical relationship to that string

[ISO 7064:1983]

3.3
composite audiovisual work
audiovisual work which contains one or more other audiovisual works or parts of audiovisual works, each of which is insubstantial in relation to the entire composite audiovisual work

EXAMPLES   A feature film which contains parts of animated cartoons or other film clips; a television program that contains footage from previously produced feature films, from episodes of television series, or from other audiovisual works.

3.4
registrant
producer of an audiovisual work, authorized proxy of such a producer, or other such entity or individual, registered within the ISAN system for the purposes of obtaining an ISAN for audiovisual works

3.5
registration agency
agency appointed by the Registration Authority for this International Standard for the purposes of assigning ISAN to registrants

3.6
serial audiovisual work
audiovisual work produced in individual episodes or parts which bear a relationship to each other and, usually, a common title for the whole series

4   Construction of the ISAN

4.1   An ISAN shall consist of 16 hexadecimal digits using Arabic numerals 0 to 9 and letters A to F of the Latin alphabet. An ISAN shall be divided into two segments consisting of a 12-digit root segment followed by a 4-digit segment for the identification of episodes or parts of a serial audiovisual work (see A.11). A check character (see annex B) shall be appended whenever an ISAN is presented in human-readable form.

EXAMPLE   ISAN RRRR-RRRR-RRRR-EEEE-X

4.2   When the work being registered is not an episode or part of a serial audiovisual work, four zeros (0000) shall be used as fill characters in the episode segment of the ISAN.

EXAMPLE   ISAN 2B1A-FF17-3E20-0000-3

4.3   To avoid the possibility of duplication, any ISAN assigned to episodes or parts of a serial audiovisual work shall not contain an episode segment consisting of four zeros (0000).

EXAMPLE   ISAN 0123-1230-3210-2310-1

4.4   The ISAN shall be a "dumb" number (i.e., it shall not contain any codes or meaningful components apart from the two segments specified in 4.1).

5   Issuance of an ISAN

5.1   An ISAN shall be allocated by a designated ISAN registration agency from the central register of the ISAN system upon application by a registrant.

5.2   Each ISAN shall be issued to only one audiovisual work and each audiovisual work shall be assigned only one ISAN.

5.3   An ISAN is permanently issued to an audiovisual work, and shall never be altered, replaced or reused.

5.4   Further specifications for the issuance and use of ISAN are provided in annex A.

6 Affixing and displaying the ISAN

6.1 The ISAN shall be permanently incorporated in, or affixed to, the audiovisual work in all formats (digital or analogue) and in all of the physical media in which the work is made available (e.g. celluloid film or optical disc) to the extent that it is technically feasible to do so.

6.2 The ISAN should be included in the documentation, advertising and packaging for an audiovisual work.

6.3 When an ISAN is printed or otherwise displayed in human-readable form (e.g. on labels, physical carriers, technical documentation, etc.), it shall be preceded by the letters ISAN and its correct check character (see annex B) shall be added at the end of the ISAN character string.

6.4 As an aid to accurate transcription of ISAN in human-readable form, an ISAN should be presented as four groups of four hexadecimal characters each, followed by the check character. Each of these four groups and the check character shall be separated from each other by a hyphen or space. No internal meaning shall be ascribed to any combination of digits within these groups.

EXAMPLES

ISAN 1881 66C7 3420 6541 9

ISAN 1881-66C7-3420-6541-9

6.5 The alphabetic characters appearing in an ISAN and in its check digit should be displayed in upper-case letters when the ISAN is presented in human-readable form. In any machine-readable applications, the lower-case and upper-case forms of these characters shall be treated as equivalent.

6.6 If a product number (e.g. an ISBN, a Universal Product Code, etc.) has been assigned to a particular format in which the audiovisual work is issued, the ISAN for the work should be displayed on the container and/or packaging immediately below and clearly distinguished from any standard number assigned to the physical product.

6.7 Further details regarding methods of affixing ISAN to audiovisual works are explained in the users' guide, which is available from the International ISAN Agency and each of the ISAN registration agencies.

7 Administration of the ISAN system

The ISAN system shall be administered by the International ISAN Agency appointed for this purpose and by designated ISAN registration agencies appointed by the International ISAN Agency.

The principal tasks of the International ISAN Agency and the ISAN registration agencies are specified in annex C.

8 Fees

Reasonable fees may be charged for services which ISAN agencies may provide, subject to review and approval by the International ISAN Agency.

Annex A
(normative)

General principles for the issuance and use of ISAN

A.1 An ISAN shall only be issued to applicants that are recognized as registrants by ISAN agencies. The requirements and procedures for registration of registrants are explained in the users' guide available from ISAN agencies.

A.2 A unique ISAN shall be issued to an audiovisual work from a central register of available ISAN, upon application to and acceptance by an ISAN registration agency.

A.3 Once an ISAN is issued to an audiovisual work, it shall not be issued to any other audiovisual work.

A.4 Registrants shall supply descriptive information about the audiovisual work being registered for an ISAN (see Annex D).

A.5 Subject to provision of the required descriptive information (see annex D), a registrant may apply for the issuance of an ISAN at any time during or after the production of the audiovisual work. ISAN may also be issued retroactively to works produced prior to the implementation of this International Standard.

A.6 The issuance of an ISAN does not provide evidence of ownership of an audiovisual work. The ISAN shall remain the same, irrespective of changes in ownership.

A.7 Some examples of audiovisual works to which an ISAN may be issued are

—— motion pictures (e.g. a feature film),

—— short films,

—— trailers (i.e. previews),

—— productions for television or other means of delivery, including individual episodes of serial audiovisual works such as television series,

—— industrial, educational and training films,

—— commercials,

—— broadcasts and recordings of live events such as sports events and newscasts, and

—— composite and multimedia works if they contain a significant audiovisual component, including non-linear (e.g. interactive) audiovisual components.

A.8 Some examples of works to which an ISAN shall not be issued are

—— any non-audiovisual element of an audiovisual work (e.g. the soundtrack, the screenplay, or a single image from an audiovisual work),

—— sound recordings,

—— still photographs, slide sets and similar static images, and

—— multimedia works that do not contain a significant audiovisual component.

A.9 Versions of an audiovisual work may be identified as such by using a supplementary identifier or code in conjunction with the ISAN for the audiovisual work.[1]

Some examples of versions and other kinds of changes for which a new ISAN shall not be assigned are

— different language versions, whether subtitled or dubbed,

— a change in the rights or ownership of an audiovisual work,

— different formats or resolution (e.g. analogue or digital; wide screen or "pan and scan"),

— editing for the purposes of television broadcast, and

— changes in the physical carrier(s) for an audiovisual work.

Further details regarding the identification of versions are available from ISAN agencies.

A.10 Composite audiovisual works

A composite audiovisual work may be issued its own ISAN, independent of any ISAN that may have been issued for the component part(s).

An ISAN issued to a composite audiovisual work shall not replace any ISAN that may have been issued to the component part(s).

A.11 Serial audiovisual works

Each episode or part of a serial audiovisual work shall be issued its own ISAN.

No meaning shall be attached to sequential ISAN regarding the order in which episodes were commissioned, produced or aired.

The ISAN agencies shall facilitate the ISAN registration process for individual episodes within a serial audiovisual work, by simplifying the application procedures and descriptive information required for individual episodes as described in D.3 and the users' guide available from ISAN agencies.

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1) Specifications for version identification are in development but are outside the scope of this International Standard.

Annex B
(normative)

Check character for the ISAN

B.1   The purpose of the check character is to guard against errors resulting from improper transcription of an ISAN.

B.2   The check character for an ISAN shall be one alphanumeric character using Arabic numerals 0 to 9 and letters A to Z of the Latin alphabet. The check character shall be calculated over the 16 hexadecimal digits of the ISAN according to a MOD 37, 36 system specified in accordance with ISO 7064.

B.3   Whenever an ISAN is displayed in human-readable form, the correct check character shall be added as the 17th character at the end of the ISAN character string.

EXAMPLES

ISAN 153C-7365-B36F-844C-N

ISAN 083A 3317 3E20 0000 6

ISAN 2B1A-FF17-3E20-6541-7

B.4   Validation of an ISAN being entered into or retrieved from a database or other machine-readable format shall require the correct check character for that ISAN to be presented and verified.

B.5   When ISAN are accepted into a system from human entry, the entry program shall

a)   silently discard any characters that are not either hexadecimal digits or the alphanumeric check character (e.g. spaces or hyphens used as separators in the ISAN),

b)   ensure that there are exactly 16 hexadecimal digits with one alphanumeric check character, and

c)   treat the 17th character as a check character and confirm its correctness over the previous 16 digits.

B.6   System applications involving entry and retrieval of ISAN data should apply the public domain software for ISAN check-digit calculation provided by the International ISAN Agency.

Annex C
(normative)

Administration of the ISAN system

C.1 General

The ISAN system is a voluntary identification system for audiovisual works.

C.2 International ISAN Agency

C.2.1 The Registration Authority[2] for this International Standard shall function as the International ISAN Agency. The International ISAN Agency shall not engage in any form of rights management.

The International ISAN Agency shall provide the services described in C.2.2 to C.2.11.

C.2.2 Appoint appropriate ISAN registration agencies and revoke such appointments as necessary.

C.2.3 Maintain a central register of ISAN registrants for consultation by ISAN registration agencies.

C.2.4 Maintain a central register of unique ISAN and associated descriptive information and make it available to authorized users, as determined by the International ISAN Agency. The International ISAN Agency shall not link such information to any rights database.

C.2.5 Promote, coordinate and supervise the ISAN system in compliance with the specifications of this International Standard.

C.2.6 Develop, implement, monitor and enforce policies and procedures governing the operations of ISAN registration agencies and the process of ISAN registration by those agencies, including any fees associated with that process.

C.2.7 Develop, implement, monitor and enforce policies and procedures regarding access, including access through networks, to the ISAN data maintained by the International ISAN Agency and ISAN registration agencies.

C.2.8 Facilitate the review and resolution of duplicative applications for, or registration of, audiovisual works.

C.2.9 Review and decide on appeals of decisions by ISAN registration agencies in such matters as

a) applications to become a registrant,

b) rejection of ISAN applications, and

c) disputes concerning the accuracy of registration information about a work.

C.2.10 Develop documentation for users of the ISAN system.

C.2.11 Maintain records of rejected applications for registrant status and for ISAN.

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2) International ISAN Agency, c/o AGICOA, 26 rue de Saint-Jean, CH-1203 Geneva, Switzerland. Tel. +41 22 340 32 00. Fax: +41 22 340 34 32. Web: www.isan.org

C.3 ISAN registration agencies

C.3.1   The International ISAN Agency shall appoint appropriate ISAN registration agencies. The ISAN registration agencies shall be considered for possible approval at the request of producers' representative organizations. ISAN registration agencies shall not engage in any form of rights management.

The ISAN registration agencies shall provide the services described in C.3.2 to C.3.13.

C.3.2   Process applications for registrant status and ISAN and provide guidance to ISAN applicants regarding recommended practices of the ISAN system.

C.3.3   Ensure that accepted applications are registered in the ISAN system in a timely and accurate manner.

C.3.4   Issue notification of registrant status to the applicant concerned.

C.3.5   Issue notification of the issuance of an ISAN to the registrant(s) involved.

C.3.6   Correct inaccurate descriptive information if appropriate proof of such inaccuracy is provided.

C.3.7   Maintain registers of registrants and records of rejected applications for, or cancellations of, registrant status, and communicate such information to the International ISAN Agency.

C.3.8   Maintain records of ISAN issuances and of rejected applications for an ISAN, and communicate such information to the International ISAN Agency.

C.3.9   Manage and maintain data concerning registrants and ISAN information in a secure fashion, and in compliance with the specifications established by the International ISAN Agency.

C.3.10 Compile and maintain statistical and financial data on its operations and report such data to the International ISAN Agency.

C.3.11 Make ISAN and associated descriptive information available to users, as determined in consultation with the International ISAN Agency.

C.3.12 Promote, educate and train others in the use of the ISAN system, in compliance with the specifications of this International Standard.

C.3.13 Adhere to the ISAN rules and procedures established by the International ISAN Agency, in compliance with the specifications of this International Standard.

Annex D
(informative)

Descriptive information for registration of an audiovisual work

D.1 General

In order to adequately describe the specific audiovisual work to which an ISAN is assigned, registrants must supply the ISAN agency with a specified amount of descriptive information about the audiovisual work being registered, as shown below. Registrants are permitted to update this descriptive information as appropriate.

Each ISAN registration agency is responsible for maintaining this descriptive information in a format that is in accordance with the specifications established by the International ISAN Agency.

The specifications concerning the type and format of this descriptive information may be modified only by the International ISAN Agency, in accordance with its rules of procedure and the specifications of this International Standard.

D.2 Descriptive information for registration of new audiovisual works

Table D.1 shows the descriptive data elements to be supplied for the registration of a new audiovisual work.

NOTE   See D.3 and Table D.2 for descriptive information concerning episodes within a serial audiovisual work.

Table D.1 — Descriptive data elements for registration of new audiovisual works

Data element	Status [a]	Comments
Title of audiovisual work	R	Using the form in which it appears in the work.
Original language(s) of audiovisual work	R	Using categories represented by ISO 639-2 language codes.
Alternate title(s) in the original language, if applicable	R	
Year of reference	R	Using the year which appears in the work, where applicable.
Year of first publication or communication to the public	O	
Full name(s) of principal director(s)	R	Including surname and forename, if known and applicable.
Full name(s) of principal cast member(s)[b] or participant(s)	R	Minimum of three principal cast members, if applicable and available. See footnote b. Include surname and forename, if known and applicable.
Other language version(s), if known	O	Using categories represented by ISO 639-2 language codes.
Title(s) of other language version(s), if known	O	
Is this a composite audiovisual work?	R	If so, supply the title and ISAN of each component part, if applicable and available.

Table D.1 *(continued)*

Data element	Status[a]	Comments
Approximate duration (in minutes and/or seconds)	R	If not known at the time of initial registration, the duration should be supplied as soon as possible thereafter. This element may be subject to variation if there is more than one version of a work. It provides a general indication for comparison purposes but is not intended as a precise measurement. The duration is not required for non-linear (e.g. interactive) audiovisual works.
Type	R	For example: feature film; series; commercial; recording of a live event, etc. Using categories specified by the International ISAN Agency.
Live action or animation?	R	Specify whether the work is animated or live action, or a combination of both.
Is this a co-production?	O	
Full name of main producer	O	Include surname and forename, if known and applicable.
Main production company	O	
Country (or countries) of reference	O	Using categories represented by ISO 3166 country codes. Specify whether country of production or of location of shoot.
Full name(s) of script writer(s)	O	Include surname and forename, if known and applicable.
Any supplementary information, as desired	O	
[a] R = Required; O = Optional		
[b] If necessary (e.g. if the cast members cannot be identified), the names of principal characters may be supplied in lieu of the names of principal cast members. The ISAN registration agency should be informed of such substitutions at the time of registration.		