
INTERNATIONAL STANDARD



2133

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**Duplicators – Minimum overprint
on duplicating stencils**

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FOREWORD

ISO (the International Organization for Standardization) is a worldwide federation of national standards institutes (ISO Member Bodies). The work of developing International Standards is carried out through ISO Technical Committees. Every Member Body interested in a subject for which a Technical Committee has been set up 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.

Draft International Standards adopted by the Technical Committees are circulated to the Member Bodies for approval before their acceptance as International Standards by the ISO Council.

International Standard ISO 2133 was drawn up by Technical Committee ISO/TC 95, *Office machines*.

It was approved in November 1970 by the Member Bodies of the following countries:

Czechoslovakia	Greece	Spain
Denmark	Italy	Switzerland
Egypt, Arab Rep. of	Japan	Thailand
France	New Zealand	United Kingdom
Germany	South Africa, Rep. of	

The Member Body of the following country expressed disapproval of the document on technical grounds:

Sweden

Duplicators – Minimum overprint on duplicating stencils

1 SCOPE AND FIELD OF APPLICATION

This International Standard specifies the dimensions of the working area of duplicating stencils intended for use with paper of sizes up to and including A4 (210 mm x 297 mm). Overprint for stencils intended for use with paper in excess of A4 size is not covered, although it is recognized that, in countries which have not adopted the relevant ISO Recommendation¹⁾, such stencils will be widely used.

This International Standard also lays down the minimum information to be printed on the face of the stencil and the preferred information relating to markings for the A series of paper sizes.

The requirements of this International Standard as applied to the A sizes are illustrated in the Figure.

2 VOCABULARY²⁾

duplicating stencil: A flexible sheet of material, impervious to ink, capable of being provided with openings corresponding to the subject matter to be copied. Copies are produced by the passage of ink through the openings.

3 MINIMUM OVERPRINT

3.1 Main frame

The dimensions of the working area of the stencil shall be 210 mm wide by 330 mm long. This main frame shall be positioned symmetrically about the centre line of the stencil.

NOTE — The overall size of the stencil must always be greater than the size of the main frame specified above.

3.2 Within the main frame

3.2.1 Centre line

The centre axis of the main frame shall be marked with as fine a line as possible. This line shall be broken (dots and dashes) and shall extend to the top and bottom scales described in 3.3.1.

1) For example, ISO/R 216, *Trimmed sizes of writing paper and certain classes of printed matter*.

2) The contents of this section are subject to consideration by Sub-Committee ISO/TC 95/SC 7, which is responsible for vocabulary.

The lower part of the centre line shall be marked to indicate when the typist is approaching

- the bottom of the A4 frame;
- the bottom of the main frame of the stencil.

The marking shall start at 6 and finish at 0 (zero) on the bottom line of each frame.

3.2.2 Top line

The top line of the main frame shall be marked "Top edge paper guide".

3.2.3 A size markings

The base of the A4 frame shall be indicated with a broken line and the frame identified by printing A4 inside its bottom corners.

The outlines of A5 and A6 sizes, in both landscape and portrait orientation, shall be arranged symmetrically about the centre line. They shall be indicated by broken lines and identified in a similar manner to that for the A4 frame specified above.

The A5L landscape size shall be indicated by broken lines between the vertical sides of the A5 and A4 portrait frames, and marked A5L above the broken lines. The A6L landscape size shall be indicated by broken lines between the vertical sides of the A6 and A5 portrait frames, and marked A6L above the broken lines.

3.3 Outside the main frame

3.3.1 Typewriter pitch

Horizontal scales, marked on the upper side at intervals corresponding to the PICA pitch and on the lower side at intervals corresponding to the ELITE pitch, shall be set above the top line and below the bottom line of the main frame and detached from these lines.

The 0 (zero) of these scales shall be in line with the left-hand side of the main frame.

The scales shall be numbered at intervals of 12.7 mm (0.5 in).