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ISO copyright office
Ch. de Blandonnet 8 • CP 401
CH-1214 Vernier, Geneva, Switzerland
Tel. +41 22 749 01 11
Fax +41 22 749 09 47
copyright@iso.org
www.iso.org

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Foreword

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The committee responsible for this document is ISO/TC 46, *Information and documentation*, Subcommittee SC 11, *Archives/records management*.

This second edition cancels and replaces the first edition (ISO 15489-1:2001), which has been technically revised.

ISO 15489 consists of the following parts, under the general title *Information and documentation — Records management*:

- *Part 1: Concepts and principles*
- *Part 2: Guidelines* [Technical Report]