

# ISO 4669-2:2025-05 (E)

## Document management - Information classification, marking and handling - Part 2: Functional and technical requirements for ICMH solutions

---

<b>Contents</b>		<b>Page</b>
Foreword .....		iv
Introduction .....		v
1	Scope .....	1
2	Normative references .....	1
3	Terms and definitions .....	1
4	Functional requirements .....	2
4.1	General .....	2
4.2	Marking and handling requirements .....	3
4.2.1	Marking .....	3
4.2.2	Using marks to protect documents .....	3
4.2.3	Authenticity of marked documents .....	3
4.2.4	Use of received document .....	3
4.2.5	Audit .....	4
5	Technical requirements .....	4
5.1	Setting the ICMH system .....	4
5.1.1	Preparing the control of classifications .....	4
5.1.2	Handling of documents by the ICMH system .....	4
5.2	Content preparation .....	4
5.2.1	General .....	4
5.2.2	Content .....	5
5.2.3	Marking .....	5
5.2.4	Marking technology .....	5
5.3	Distribution and sharing .....	5
5.3.1	General .....	5
5.3.2	Distribution, sharing and exchanging policy .....	5
5.3.3	Management by recipients .....	5
5.4	Context .....	5
Annex A (informative) Example of classification and applied technologies .....		7
Bibliography .....		9