

# ISO 20271-2:2026-05 (E)

## Document management - Reference model for long-term preservation of textual documents - Part 2: Fundamentals

---

### Contents

Page

<b>Foreword</b> .....	<b>iv</b>
<b>Introduction</b> .....	<b>v</b>
<b>1 Scope</b> .....	<b>1</b>
<b>2 Normative references</b> .....	<b>1</b>
<b>3 Terms and definitions</b> .....	<b>1</b>
<b>4 Textual documents</b> .....	<b>2</b>
<b>5 Reference model for textual documents</b> .....	<b>5</b>
5.1 Purpose.....	5
5.2 Approaches and rationale for long-term preservation.....	6
5.3 Multi-layered reference model.....	7
5.3.1 General.....	7
5.3.2 Layers of the reference model.....	8
5.3.3 Property types of each layer.....	10
5.3.4 Recommendations for assessing each layer.....	11
<b>6 Target documents for applying reference model</b> .....	<b>15</b>
6.1 Type of document for the reference model.....	15
6.2 Content.....	15
6.2.1 General.....	15
6.2.2 Text.....	16
6.2.3 Image.....	16
6.2.4 Table.....	18
6.2.5 Domain-specific notations.....	18
6.2.6 Reviewing and commenting.....	21
6.2.7 Other content elements of textual documents.....	21
<b>Bibliography</b> .....	<b>22</b>