ISO 20271-2:2026-05 (E)

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

Contents

Page

Foreword ..... **iv**

Introduction ..... **v**

1 Scope **1**

2 Normative references **1**

3 Terms and definitions **1**

4 Textual documents **2**

5 Reference model for textual documents **5**

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

6 Target documents for applying reference model **15**

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

Bibliography **22**