

(PREVIEW)  
***Indian Standard***  
**GUIDE FOR DRAFTING AND  
 PRESENTATION OF INDIAN STANDARDS**

## 1. SCOPE

**1.1** This standard provides guidance on drafting and presentation including editorial practice to be followed in the preparation of Indian Standards and Special Publications.

**1.2** It also provides guidance on adoption of International Standards as Indian Standards.

## 2 REFERENCES

The standards listed in Annex A contain provisions which, through reference in this text, constitute provisions of this standard. At the time of publication, the editions indicated were valid. All standards are subject to revision, and parties to agreements based on this standard are encouraged to investigate the possibility of applying the most recent editions of the standards listed in Annex A.

## ANNEX A

### (Clause 2)

## LIST OF REFERRED INDIAN STANDARDS

<i>IS No.</i>	<i>Title</i>
2 : 1960	Rules for rounding off numeral values ( <i>revised</i> )
787 : 1956	Guide for inter-conversion of values from one system of units to another
1275 : 1976	Rules for making alphabetical indexes ( <i>first revision</i> )
1890 (Part 0) to (Part 13)	Quantities and units
2381 : 1978	Recommendations for bibliographical references : Essential and supplementary elements ( <i>first revision</i> )
7840 : 1983	Technical drawings for glassware ( <i>first revision</i> )
7900 : 2001/ ISO 8601 : 2001	Data elements and interchange formats — Representation of dates and times ( <i>second revision</i> )
10005 : 1994/ ISO 1000 : 1992	SI units and recommendations for the use of their multiples and of certain other units ( <i>second revision</i> )