

**ASME Y14.35-2014**

**[Revision of ASME Y14.35M-1997 (R2008)]**

# **Revision of Engineering Drawings and Associated Documents**

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**Engineering Drawing and Related  
Documentation Practices**

**AN AMERICAN NATIONAL STANDARD**



**The American Society of  
Mechanical Engineers**

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# FOREWORD

Subcommittee 35, Revision of Engineering Drawings, was formed in November 1981 as a subcommittee of ASME Standards Committee Y14, Engineering Drawing and Related Documentation Practices. The subcommittee is charged with the responsibility of preparing a standard that establishes methods for identifying and recording revisions to original drawings and associated documentation or digital data files. Every effort has been made to place emphasis on those practices found to be common to industry at large and that are documented by ASME Y14.100, Engineering Drawing Practices.

Changes contained in this revision are intended to improve standardization and to harmonize practices and methodology between industry and government. The following is a summary of the significant differences between ASME Y14.35M-1997 and this revision:

- (a) Updated text format to agree with the new ASME style guide.
- (b) Updated figure numbers to agree with the new ASME style guide.
- (c) In section 1, added para. 1.2 for ASME Y14 series conventions.
- (d) Updated references in section 2.
- (e) In section 3, added the following definitions: *design activity identification (DAI)*, *field of drawing*, *obsolete*, and *product definition data set*.
- (f) In section 3, updated the following definitions to agree with ASME Y14.100: *CAGE code*, *design activity*, *digital data*, *document*, *drawing*, and *original*.
- (g) In section 3, added a list of acronyms used in this Standard.
- (h) In section 3, added a list of abbreviations used in this Standard.
- (i) In section 4, added para. 4.6 for system administrator initiated changes to digital data.
- (j) In section 4, added para. 4.7 for design activity authority.
- (k) In section 5, added initial release as para. 5.1. Renumbered remaining paragraphs.
- (l) In section 5, revised the revision letter requirement from two characters to three characters.
- (m) In section 5, added requirement for Advance Revision Authorization Document (ARAD).
- (n) In section 6, added coverage to allow the deletion of obsolete current design activity notations.

Where this Standard is specified as a requirement in a document, its defined requirements are assumed to be consistent with the needs of the user. Therefore, each user provides appropriate interpretations, as the need arises, consistent with the environment in which it is applied.

The successful revision of this Standard is attributed to the subcommittee members and their respective companies, and the departments and agencies of the United States Government.

Suggestions for improvements of this Standard are welcome. They should be sent to The American Society of Mechanical Engineers, Attention: Secretary, Y14 Main Committee, Two Park Ave, New York, NY 10016-5999.

This revision was approved as an American National Standard on July 8, 2014.



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## Engineering Drawing and Related Documentation Practices

(The following is the roster of the Committee at the time of approval of this Standard.)

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**General.** ASME Standards are developed and maintained with the intent to represent the consensus of concerned interests. As such, users of this Standard may interact with the Committee by requesting interpretations, proposing revisions, and attending Committee meetings. Correspondence should be addressed to:

Secretary, Y14 Standards Committee  
The American Society of Mechanical Engineers  
Two Park Avenue  
New York, NY 10016-5990  
<http://go.asme.org/Inquiry>

**Proposing Revisions.** Revisions are made periodically to the Standard to incorporate changes that appear necessary or desirable, as demonstrated by the experience gained from the application of the Standard. Approved revisions will be published periodically.

The Committee welcomes proposals for revisions to this Standard. Such proposals should be as specific as possible, citing the paragraph number(s), the proposed wording, and a detailed description of the reasons for the proposal, including any pertinent documentation.

**Proposing a Case.** Cases may be issued for the purpose of providing alternative rules when justified, to permit early implementation of an approved revision when the need is urgent, or to provide rules not covered by existing provisions. Cases are effective immediately upon ASME approval and shall be posted on the ASME Committee Web page.

Requests for Cases shall provide a Statement of Need and Background Information. The request should identify the Standard and the paragraph, figure, or table number(s), and be written as a Question and Reply in the same format as existing Cases. Requests for Cases should also indicate the applicable edition(s) of the Standard to which the proposed Case applies.

**Attending Committee Meetings.** The Y14 Standards Committee regularly holds meetings and/or telephone conferences that are open to the public. Persons wishing to attend any meeting and/or telephone conference should contact the Secretary of the Y14 Standards Committee. Future Committee meeting dates and locations can be found on the Committee Page at [go.asme.org/Y14committee](http://go.asme.org/Y14committee).



# REVISION OF ENGINEERING DRAWINGS AND ASSOCIATED DOCUMENTS

## 1 GENERAL

### 1.1 Scope

This Standard defines the practices for revising drawings and associated documents and establishes methods for identification and recording revisions. The revision practices of this Standard apply to any form of original drawing and associated documents. It is essential that this Standard be used in close conjunction with ASME Y14.24, ASME Y14.34, ASME Y14.41, and ASME Y14.100.

### 1.2 ASME Y14 Series Conventions

The conventions in paras. 1.2.1 through 1.2.10 are used in this and other ASME Y14 standards.

#### 1.2.1 Mandatory, Recommended, Guidance, and Optional Words

- (a) The words “shall” and “will” establish a mandatory requirement.
- (b) The word “should” establishes a recommended practice.
- (c) The word “may” establishes an optional practice.
- (d) The words “typical,” “example,” “for reference,” or the Latin abbreviation “e.g.” indicate suggestions given for guidance only.
- (e) The word “or” used in conjunction with a mandatory requirement or a recommended practice indicates that there are two or more options for complying with the stated requirement or practice.

**1.2.2 Cross-Reference of Standards.** Cross-reference of standards in text with or without a date following the standard designator shall be interpreted as follows:

- (a) Reference to other ASME Y14 standards in the text without a date following the standard designator indicates that the issue of the standard identified in the References section (section 2) shall be used to meet the requirement.
- (b) Reference to other ASME Y14 standards in the text with a date following the standard designator indicates that only that issue of the standard shall be used to meet the requirement.

**1.2.3 Invocation of Referenced Standards.** The following examples define the invocation of a standard when specified in the References section (section 2) and referenced in the text of this Standard:

- (a) When a referenced standard is cited in the text with no limitations to a specific subject or paragraph(s) of the standard, the entire standard is invoked. For example, “Dimensioning and tolerancing shall be in accordance with ASME Y14.5” is invoking the complete standard because the subject of the standard is dimensioning and tolerancing and no specific subject or paragraph(s) within the standard are invoked.
- (b) When a referenced standard is cited in the text with limitations to a specific subject or paragraph(s) of the standard, only the paragraph(s) on that subject is invoked. For example, “Assign part or identifying numbers in accordance with ASME Y14.100” is invoking only the paragraph(s) on part or identifying numbers because the subject of the standard is engineering drawing practices and part or identifying numbers is a specific subject within the standard.
- (c) When a referenced standard is cited in the text without an invoking statement such as “in accordance with,” the standard is for guidance only. For example, “For gaging principles, see ASME Y14.43” is only for guidance and no portion of the standard is invoked.

**1.2.4 Parentheses Following a Definition.** When a definition is followed by a standard referenced in parentheses, the standard referenced in parentheses is the source for the definition.

**1.2.5 Notes.** Notes depicted in this Standard in ALL UPPERCASE letters are intended to reflect actual drawing entries. Notes depicted in initial uppercase or lowercase letters are to be considered supporting data to the contents of this Standard and are not intended for literal entry on drawings. A statement requiring the addition of a note

