

Manuale di gestione documentale

Istituti Raggruppati A.P.S.P



Allegato 5 - Tabella dei formati approvati dalle Linee guida AgID

FORMATO	DESCRIZIONE	STANDARD	CONSERVAZIONE
.pdf, .pdf/A	Portable Document Format	Famiglie di standard 32000 e 19005 della ISO/IEC: - 32000-2:2017, <i>PDF</i> v2.0; - 32000-1:2008, <i>PDF</i> v1.7; - 19005-1:2005, <i>PDF/A-1</i> (v1.4); - 19005-2:2011, <i>PDF/A-2</i> (v1.7); - 19005-3:2012, <i>PDF/A-3</i> (v1.7).	Si, solo pdf/A
.tif, .tiff	Tagged Image File Format	- Adobe, <i>TIFF™ Revision 6.0</i> , 1992 - www.adobe.io/open/standards/TIFF Famiglia di standard 12234 della ISO: - ISO 12234-2:2001, <i>TIFF/EP</i> - ISO 12234-3:2016, <i>XMP</i> - ISO 12639:2004, <i>TIFF/IT</i> • RFC-2306, <i>TIFF-F</i> - RFC-3949, <i>TIFF-FX</i> - www.exif.org/Exif2-2.PDF	Si, senza compressione
.png	Portable Network Graphics	- ISO/IEC 15948:2004 - W3C Recommendation <i>PNG Specification (2nd Ed.)</i> , 2003 - RFC-2083 • www.libpng.org	Si
.jpg, .jpeg	JPEG File Interchange Format (JFIF)	- ITU-T Recommendation T.81, 1992 - ITU-T Recommendation T.871, 2011 - www.jpeg.org/jpeg - www.exif.org/Exif2-2.PDF	Si, solo per immagini formate nativamente in jpg
.doc	Microsoft® Word® Binary File Format	Microsoft, [<i>MS-DOC</i>]: <i>Word (.doc) binary file format</i> v8.1 (2018)	No
.docx, .dotx	WordProcessingML OOXML Extension	- Microsoft, <i>Word extensions to OOXML (.docx) file format</i> v11.1 (2018) - officeopenxml.com , <i>Anatomy of a WordProcessingML file</i>	Si, solo profilo strict
.docx	Office Open XML	- ISO/IEC 29500-1:2016, <i>fundamentals and markup language reference</i>	Si, solo profilo

		<ul style="list-style-type: none"> - ISO/IEC 29500-2:2012, <i>open packaging conventions</i> - ISO/IEC 29500-3:2015, <i>markup compatibility and extensibility</i> - ISO/IEC 29500-4:2016, <i>transitional migration features</i> - ECMA-376: <i>Office Open XML File Formats</i>, 5th ed., 2016 - officeopenxml.com 	strict
.xlsx	Office Open XML	<ul style="list-style-type: none"> - ISO/IEC 29500-1:2016, <i>fundamentals and markup language reference</i> - ISO/IEC 29500-2:2012, <i>open packaging conventions</i> - ISO/IEC 29500-3:2015, <i>markup compatibility and extensibility</i> - ISO/IEC 29500-4:2016, <i>transitional migration features</i> - ECMA-376: <i>Office Open XML File Formats</i>, 5th ed., 2016 - officeopenxml.com 	Si, solo profilo strict
.pptx	Office Open XML	<ul style="list-style-type: none"> - ISO/IEC 29500-1:2016, <i>fundamentals and markup language reference</i> - ISO/IEC 29500-2:2012, <i>open packaging conventions</i> - ISO/IEC 29500-3:2015, <i>markup compatibility and extensibility</i> - ISO/IEC 29500-4:2016, <i>transitional migration features</i> - ECMA-376: <i>Office Open XML File Formats</i>, 5th ed., 2016 - officeopenxml.com 	Si, solo profilo strict
.ppt	Microsoft® PowerPoint® Binary format	Microsoft, [MS-PPT]: <i>PowerPoint (.ppt) Binary file format v6.0 (2018)</i>	No
.xlsx	SpreadsheetML OOXML Extension	<ul style="list-style-type: none"> - Microsoft, <i>Excel (.xlsx) extensions to SpreadsheetML file format v16.0 (2018)</i> - officeopenxml.com, <i>Anatomy of a SpreadsheetML file</i> 	Si, solo profilo strict
.xls	Microsoft® Excel® Binary file format	Microsoft, [MS-XLS]: <i>Excel Binary file format (.xls) structure v8.0 (2018)</i>	No
.pptx	PresentationML OOXML Extension	<ul style="list-style-type: none"> - Microsoft, <i>PowerPoint (.pptx) extensions to OOXML file format v15.0 (2018)</i> - officeopenxml.com, <i>Anatomy of a PresentationML file</i> 	Si, solo profilo strict
.odt	Open Document Format for Office Applications	<p>Famiglia di standard 26300 della ISO/IEC:</p> <ul style="list-style-type: none"> ISO/IEC 26300-1:2015, <i>ODF for Office Applications v1.2 – Part 1: OpenDocument Schema</i> ISO/IEC 26300-3:2015, <i>ODF for Office Applications v1.2 – Part 3: Packages</i> <p>OASIS, <i>Open Document Format for Office Applications (OpenDocument)</i>, v1.2 (2015)</p>	Si
.ods	Open Document Format for Office Spreadsheets	<ul style="list-style-type: none"> - Famiglia di standard 26300 della ISO/IEC. • OASIS, <i>Open - Document Format for Office Applications (OpenDocument)</i>, v1.2 (2015) 	Si
.odp	Open Document Format for Presentations	<ul style="list-style-type: none"> - Famiglia di standard 26300 della ISO/IEC. • OASIS, <i>Open - Document Format for Office Applications (OpenDocument)</i>, v1.2 (2015) 	Si

.odg	Open Document Format for Office Applications	Famiglia di standard 26300 della ISO/IEC: - ISO/IEC 26300-1:2015, <i>ODF for Office Applications v1.2 – Part 1: OpenDocument Schema</i> - ISO/IEC 26300-3:2015, <i>ODF for Office Applications v1.2 – Part 3: Packages</i> - OASIS, <i>Open Document Format for Office Applications (OpenDocument)</i> , v1.2 (2015)	Si
.odi	Open Document Format for Office Applications	Famiglia di standard 26300 della ISO/IEC: - ISO/IEC 26300-1:2015, <i>ODF for Office Applications v1.2 – Part 1: OpenDocument Schema</i> - ISO/IEC 26300-3:2015, <i>ODF for Office Applications v1.2 – Part 3: Packages</i> - OASIS, <i>Open Document Format for Office Applications (OpenDocument)</i> , v1.2 (2015)	Si
.odf	Open Document Format for Office Applications	Famiglia di standard 26300 della ISO/IEC: - ISO/IEC 26300-1:2015, <i>ODF for Office Applications v1.2 – Part 1: OpenDocument Schema</i> - ISO/IEC 26300-3:2015, <i>ODF for Office Applications v1.2 – Part 3: Packages</i> - OASIS, <i>Open Document Format for Office Applications (OpenDocument)</i> , v1.2 (2015)	Si
.odb	Open Document Format for Database	- Famiglia di standard 26300 della ISO/IEC. - OASIS, <i>Open Document Format for Office Applications (OpenDocument)</i> , v1.2 (2015)	No
.otf	OpenType®	- ISO/IEC 14496-22:2015 - Microsoft OpenType® specifications 1.8.3 (2018) - RFC-2361	Si
.xml	Extensible Markup Language	- W3C Recommendation <i>XML 1.0 (5th Ed.)</i> , 2013 - www.w3.org/standards/xml - validator.w3.org	Si, conservato insieme ad un XML schema
.json	JavaScript Object Notation	- RFC-8259 - ECMA-404 - json.org - ISO/IEC 8825-8:2018, <i>ASN.1 encoding rules, part 8: JSON</i>	Si, se adottato insieme a uno schema JSON
.jsonld	JavaScript Object Notation for Linked Data	- W3C Recommendation <i>JSON-LD 1.0</i> , 2014 - W3C Recommendation <i>JSON-LD 1.0 Processing Algorithms and API</i> , 2014	Si
.eml	Electronic Mail Format	- RFC-5322 - RFC-2822 - US Library of Congress, <i>Email (EMF)</i> (2014)	Si
.mbox	“default” mbox database format	- RFC-4155 - RFC-2822 - en.wikipedia.org/wiki/Mbox	Si
.dxf	AutoCAD® Drawing Interchange Format	- Autodesk, <i>DXF Reference</i> , 2011	No
.dwf, .dwfx	AutoCAD® Design Web Format	- Autodesk Knowledge Network, <i>About DWF and DWFx Files</i> - ISO/IEC 29500-2:2012	No
.dwg	Autodesk® AutoCAD® Drawing	- Autodesk, <i>AutoCAD .dwg file format</i> - Open Design, <i>Specification for .dwg</i> , v5.4.1 (2018)	No
.ttf	TrueType®	- Apple Developer, <i>TrueType™ Reference Manual</i>	Si

		- Microsoft Typography webpage	
.woff2, .woff	Web Open Font Format	- W3C Recommendation, <i>WOFF 2.0</i> , 2018 - W3C Recommendation, <i>WOFF 1.0</i> , 2012 - github.com/W3C/woff	Si
.mp4	MPEG-4, Part 14	- ISO/IEC 14496-14:2018 - ISO/IEC 14496-12:2015 - RFC-4337 (2006) - mp4ra.org	Si
mp3	MPEG-1, Layer 3	- ISO/IEC 11172-3:1993 - ISO/IEC 13818-3:1998 - mpgedit.org/mpgedit/mpeg_format/MP3Format.html	No
.wav	Waveform File	- Microsoft, <i>Multimedia Data Standards Update</i> (1994) - RFC-2361 - EBU Recommendation R111 (2007) - EBU – Tech 3285-1, <i>Broadcast Wave (BWF)</i> (2011) - EBU – Tech 3306, <i>RF64</i> (2018) - soundfile.sapp.org/doc/WaveFormat	Si, senza compressione
.flac	Free Lossless Audio Codec	- xiph.org/flac	Si
.raw	Audio “Raw”	- www.fmtz.com/misc/raw-audio-file-formats - en.wikipedia.org/wiki/Au_file_format - www.mmsp.ece.mcgill.ca/Documents/AudioFormats/AU	Si
.musicxml	MusicXML™	- W3C Community Group Final Report, <i>MusicXML 3.1</i> , 2017 - www.musicxml.com	Si
.mjpg	Motion JPEG	RFC-2435	Si
.ttml	Internet Media Subtitles and Captions	- W3C Recommendation, <i>TTML profiles for IMSC 1.1</i> , 2018 - Netflix, <i>What does a properly formatted TTML file look like?</i> - Netflix, <i>Italian Timed Text Style Guide</i> , 2018	Si
.dfxp	Timed Text Markup Language	- W3C Recommendation <i>TTML 2</i> , 2018 - W3C Recommendation <i>TTML 1 (3rd Ed.)</i> , 2018 - ETSI EN-303-560 v1.1.1 (2018) Famiglia 2052 di standard/raccomandazioni SMPTE: - OV2052-0:2013 - ST2052-1:2013 - ISO/IEC 14496-30:2018 - EBU – Tech 3380, <i>EBU-TT-D subtitling distribution format v1.0.1</i> (2018)	Si
.tar	UNIX Standard Tape Archive (TAR)	- IEEE 1003.1:2017, <i>POSIX base specifications, issue 7</i> - GNU, <i>Basic Tar Format</i> , (2017)	Si, ma dipende dai formati contenuti nella busta
.zip	Zip	- ISO/IEC 21320-1:2015 - PKWARE, <i>.ZIP File Format Specification</i> , v6.3.5 (2018)	Si, ma dipende dai formati contenuti nella busta
.gzip	GNU Zip	- RFC-1952 - RFC-6713 - www.zlib.org/rfc-gzip.html	Si, ma dipende dai formati contenuti nella busta
.7z	7-Zip compressed archive format	Pavlov I., <i>LZMA SDK</i> (2018)	Si, ma dipende dai formati contenuti nella busta

.rtf	Rich Text Format	- Microsoft, <i>Word 2007: Rich Text Format (RTF) Specification</i> v1.9.1 (2008) - RFC-1521	No
.idml	Adobe® <i>InDesign</i> ® Markup Language	- Adobe, <i>IDML File Format Specification</i> , v8.0 (2012) - Adobe, <i>InDesign</i> ® Developer Documentation	No
.ps	PostScript®	- Adobe, <i>PostScript</i> ® language reference, 3rd ed. (1999) - Adobe, <i>PostScript</i> ® language reference supplement: Adobe® <i>PostScript</i> ® 3™ version 3010 and 3011 Product Supplement, 30 August 1999	
.html, .htm	Hypertext Markup Language	- W3C Recommendation <i>HTML 5.2</i> , 2017 - validator.w3.org - W3C Recommendation <i>XML 1.0 (5th Ed.)</i> , 2013	Si, se conservato con il CSS
.xhtml, .html	Extensible Hypertext Markup Language	- W3C Recommendation <i>XHTML™ Basic 1.1 (2nd Ed.)</i> , 2010 - W3C Recommendation <i>XHTML™ 1.0 (2nd Ed.)</i> , 2018 - validator.w3.org - W3C Recommendation <i>XML 1.0 (5th Ed.)</i> , 2013	Si, se conservato con il CSS
.xsd	XML Schema Definition	W3C Recommendation <i>XSL Schema Part 0: Primer, 2nd Ed.</i> , 2004 - W3C Recommendation <i>XSL Schema Part 1: Structures, 2nd Ed.</i> , 2004 - W3C Recommendation <i>XSL Schema Part 1: Datatypes, 2nd Ed.</i> , 2004	Si
.xsl	Extensible Stylesheet Language	- W3C Working Draft <i>XSL Requirements</i> , v2.0, 2008 - W3C Recommendation <i>XSL Requirements</i> , v1.1, 2006 - www.w3.org/Style/XSL/	Si
.xslt	Extensible Stylesheet Language Transformations	W3C Recommendation <i>XSL Transformations (XSLT)</i> v2.0, 2007	Si
.css	Cascaded Style Sheet	- W3C Recommendation <i>CSS 2.1 Specification</i> , 2011 - W3C Recommendation <i>CSS Basic User Interface module level 3 (CSS3 UI)</i> , 2018 - W3C Recommendation <i>CSS Color module level 3</i> , 2018 - W3C Recommendation <i>CSS Media Queries</i> , 2012 - validator.w3.org	Si
.md	Markdown	- RFC-7763, RFC-7764 - spec.commonmark.org	Si, se conservato insieme agli oggetti da esso riferiti
.sql	Structured Query Language	- RFC-6922 - ISO/IEC 9075-1:2016, <i>SQL Part 1 – framework</i>	Si
.csv	Comma-Separated Value	- RFC-4180 - RFC-7111 - W3C Recommendation <i>Model for tabular data and metadata on the Web</i> , 2015 - dati.gov.it	Si
.svg	Scalable Vector Graphics	- W3C Recommendation <i>SVG 1.1 (2nd Ed.)</i> , 16 agosto 2011 - github.com/W3C/svgwg	Si
.jwt	JSON Web Token	- RFC-7797	Si, se da JSON-LD o conservato insieme a

		<ul style="list-style-type: none"> - jwt.io - ISO/IEC 29500-6:2017 - RFC-7515 - RFC-7516 	schema
.rar	Roshal Archive file format	<ul style="list-style-type: none"> - www.rarlab.com - theunarchiver.com 	No
.jar	Java Archive file format	<ul style="list-style-type: none"> - Oracle, JAR File Overview, 2018 - Oracle, JAR File Specification, 2018 	Si, ma dipende dal contenuto della busta
.iso	Immagine di volume ISO9660	<ul style="list-style-type: none"> - ECMA-119, 3rd Ed. (2017) - ISO/IEC 13490-1:1995, [...]: <i>General</i> - ISO/IEC 13490-2:1995, [...]: <i>Volume & file structure</i> - ECMA-168, 2nd ed., 1994 - Famiglia di standard 13346 della ISO/IEC - ECMA-167, <i>Universal Disk Format (UDF)</i>, 3rd ed., 1997 	Si, ma dipende dal contenuto della busta
.vmdk	Virtual Machine Disk Format	<ul style="list-style-type: none"> - VMware, <i>Virtual Disk Format</i> (2011) - VMware, Virtual Disk Development Kit (VDDK) v6.7.1 	Si, ma dipende dal contenuto della busta

Tabella dei formati utilizzati non presenti nelle Linee Guida AgID

quando la valutazione supera **12**, il formato viene considerato idoneo all'utilizzo

EXT	DESCRIZIONE	STD de facto (+2)	STD de jure (+3)	Formato aperto (+3)	non proprieta- rio (+4)	formato estensibile (+2)	livello metadati (da 0 a +3)	formato robusto (da 0 a +2)	device indipenden- t (+4)	testo/ binari o (0)	TOT
txt	file di testo composto da sequenze di caratteri secondo diverse codifiche (ASCII, ISO 8859, UTF-8)	2	-	3	4	2	0	0	4	0	15
p7m	formato di file firmato digitalmente composto da busta crittografica secondo gli standard RFC ed ETSI	2	3	3	4	2	2	2	4	0	22
p7e	formato file cifrato con una chiave privata, con parola chiave segreta, con un certificato pubblico (file p12 o presente su smart-card) ed opzionalmente anche firmato digitalmente	2	3	3	4	2	2	2	4	0	22
p7s	formato detached di firma digitale presente nei messaggi di posta elettronica conformi al protocollo S/MIME	2	3	3	4	2	2	2	4	0	22
tsr	file contenente solo i dati della marcatura temporale secondo lo standard RFC 3161, non il contenuto dello stesso, che deve essere associato al momento della verifica	2	3	3	4	2	2	2	4	0	22
tsd	file contenente il documento marcato e i dati della marcatura temporale secondo lo standard RFC 3161	2	3	3	4	2	2	2	4	0	22
log	formato testuale strutturato contenente informazioni di registro di software, dispositivi e sistemi operativi, anche in riferimento ai processi di firma elettronica avanzata. Gli standard di riferimento sono gli RFC 3164, 5424.	2	3	3	4	2	2	2	4	0	22

