


THE BRITISH LIBRARY GUIDE TO RDA NAME AUTHORITY RECORDS

A Guide to Best Practice for RDA Name Authority records in NACO (including 2013 and 2014 changes)

INTRODUCTION

This guide describes **British Library**  best practice for the creation of RDA name authority records. It results both from discussions with the Library of Congress, and from the contributions of many cataloguers in weekly RDA policy review meetings over a period of months, without whom the guide would not have been possible.

This guide should be read in conjunction with the **LC-PCC-PS**  **LC-PCC PS**, and **DCM: Descriptive Cataloging Manual, Z1. Name and Series Authority Records**  (Cataloger's Desktop login required).

Queries concerning this Guide may be directed to richard.moore@bl.uk

This Guide was updated in July 2013 and in May 2014, to reflect changes to RDA, and contains notes on [Qualifiers in Access Points Requiring RDA Review](#).

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Scope (9.0 RDA, 9.0 LC-PCC PS)

In RDA, the term person refers to an individual or an identity established by an individual (either alone or in collaboration with one or more other individuals) (8.1.2 RDA).

There are two significant changes from AACR2:

- Persons include fictitious entities having roles as creators or contributors (9.0 RDA).
- Persons include real non-human entities having roles as creators or contributors (9.0 LC-PCC PS).

When RDA was implemented, LCSH were still used for fictitious entities and non-human entities when they appeared as subjects. This policy has changed, and RDA name authorities can now be used for creators, contributors, or subjects. Please see 9.0 LC-PCC PS. BL practice is always to create an RDA name authority, and to ask for a corresponding LCSH to be deleted if one exists.

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Preferred Name for the Person (9.2.2 RDA)

In Authorized Access Points.

In RDA, The Preferred Name for the Person (9.2.2 RDA) is the name or form of name chosen as the basis for the authorized access point representing that person. There are only a few changes from AACR2:

- If variant spellings are found, that are not the result of different transliterations, choose the form in the first resource received (9.2.2.5.4 RDA).
- Words, etc., indicating relationships, such as Jr. and Sr., are treated as part of the preferred name (9.2.2.9.5 RDA), and always recorded if present.

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Authorized Access Point Representing a Person (9.19.1RDA)

The basis of the authorized access point (heading) is the Preferred name. Additions are made to the Preferred name (9.19.1.2RDA-9.19.1.6RDA).

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Title or Other Designation Associated with the Person (9.19.1.2RDA)

In Authorized Access Points.

These include titles of royalty (9.4.1.4RDA) or nobility (9.4.1.5RDA), the term Saint (9.6.1.4RDA), titles of religious rank (9.4.1.6RDA, 9.4.1.7RDA), and the term Spirit (9.6.1.5RDA), and are always added to the preferred name if applicable.

2013 changes to RDA extend the scope of Other Designation Associated with the Person (9.6RDA) to include terms for Persons Named in Sacred Scriptures or Apocryphal Books (9.6.1.6RDA), the terms Fictitious character, Legendary character, etc. (9.6.1.7RDA), terms for the type, species or breed of Real Non-human Entities (9.6.1.8RDA).

Designations for persons named in sacred scriptures:

Micah (Biblical prophet)

Zoram (Book of Mormon figure)

Rachel (Talmudic figure)

Azazel (Demon)

Designations for fictitious and legendary characters:

Holmes, Sherlock (Fictitious character)

Aeneas (Legendary character)

Hermes (Greek deity)

Garuda (Mythical bird)

Designations for type, species or breed of a non-human entity:

Lauder Lass (Horse)

Henrietta (Cat)

Skipper (Spaniel)

Congo (Chimpanzee)

If a phrase or appellation does not convey the idea of a person, add (even in the absence of a conflict):

a) a term indicating profession or occupation (9.16RDA) for human entities, or

- b) a term indicating fictitious or legendary character ([9.6.1.7 RDA](#)), or
- c) a term indicating type, species or breed for real non-human entities ([9.6.1.8 RDA](#))

BL Policy

The British Library considers the addition of these terms to the authorized access point always to be important for identification, so applies the option ([9.19.1.2.6 RDA](#)), and always adds, in new authority records, terms for Persons Named in Sacred Scriptures or Apocryphal Books ([9.6.1.6 RDA](#)), the terms Fictitious character, Legendary character, etc. ([9.6.1.7 RDA](#)), and terms for the type, species or breed of Real Non-human Entities ([9.6.1.8 RDA](#)):

"Apply if the cataloger considers it important for identification" ([9.19.1.2.6 LC-PCC PS](#))

Title of the Person ([9.4 RDA](#)) and Other Designation Associated with the Person ([9.6 RDA](#)) are also recorded in **MARC 21** field **368**, and Profession or Occupation ([9.16 RDA](#)) is recorded in **MARC 21** field **374**.

See also [RDA review - Title of the Person](#)

See also [RDA review - Other Designation Associated with the Person](#)

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Date of Birth and/or Death ([9.19.1.3 RDA](#), [9.3.2.3 LC-PCC PS](#), [9.3.3.3 LC-PCC PS](#))

In Authorized Access Points.

Apply the option: Add a date of birth and/or date of death even if not needed to distinguish between access points.

Use the following style:

Date to be expressed *Formulation in access point*

Born 1920, died 2012	1920-2012
Born 1833	1833-
Died 1970	-1970

This element is also recorded in **MARC 21** field **046**, where the most specific dates of birth and/or death may be recorded, while the year alone is used in the authorized access point, except to break a conflict with another authorized access point.

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Distinguishing between Access Points for Persons([9.19.1.1 LC-PCC PS](#), [9.19.1.4 RDA](#) - [9.19.1.7 RDA](#))

Add one of the following to distinguish between authorized access points. **2013 changes to RDA** give these in priority order, except that Period of Activity of the Person and Profession or Occupation have equal priority, depending on which is the most appropriate :

Fuller Form of Name ([9.19.1.4 RDA](#))

Period of Activity of the Person ([9.19.1.5 RDA](#))

Profession or Occupation (9.19.1.5RDA)

Other Term of Rank, Honour or Office (9.19.1.6RDA)

Other Designation (9.19.1.7RDA)

Options exist to add **Fuller Form of Name, Period of Activity of the Person, Profession or Occupation** or **Other Term of Rank, Honour or Office**, even if there is no need to distinguish between access points.

BL policy:

Add a qualifier if another authorized access point uses the same Preferred Name:

Davis, Gladys, 1903-1994 (existing access point)

Davis, Gladys (Poet) (new access point)

Add a qualifier if you judge it important for identification. Although it is not NACO policy to anticipate future conflicts, this might form part of your consideration:

James, P. (Physicist)

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Fuller Form of Name (9.19.1.4RDA)

In Authorized Access Points.

Apply the option to provide a fuller form of name if a part of the forename or surname used in the preferred name is represented by an initial or an abbreviation, if the cataloger considers it important for identification:

Smith, J. (James)

For unused parts of name, do not apply the option; add unused forenames or surnames only if needed to distinguish one access point from another:

Smith, James (James Alan)

This element is also recorded in **MARC 21** field **378**.

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Period of Activity of the Person (9.19.1.5RDA, 9.3.4.3LC-PCC PS)

In Authorized Access Points.

Add a period of activity to distinguish one access point from another, or if you judge it important for identification:

Smith, James, active 1670-1690

Use the following style:

Date to be expressed

Formulation in access point

Active 1900-1920

active 1900-1920

Active 18th century

active 18th century

Active 16th -17th centuries

active 16th century–17th century

Please bear in mind that although there is no prohibition in RDA on adding period of activity to authorized access points for contemporary persons, this is not particularly helpful for identification, so constructions such as the following should be avoided whenever possible, in favour of better qualifiers:

1001 |a Collins, Ian, |d active 2001

1001 |a Peak, David, |d active 21st century

This element is also recorded in **MARC 21** field **046**.

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Profession or Occupation (9.19.1.5 [RDA](#))

In Authorized Access Points.

Add a profession or occupation to distinguish one access point from another, or if you judge it important for identification:

An Occupation of a person can be professional, occupational, unpaid or recreational:

Niven, William (Clergyman)

Waters, Chris (Poet)

Green, Kevin (Angler)

Davies, Simon (Crime fiction author)

Turner, Martin (Travel writer)

If they are available, prefer terms for wider professions or occupations over terms for specific posts or positions: "Librarian" rather than "Authority Control team member".

This element is also recorded in **MARC 21** field **374**.

See also [**Relation between 374 and 100 |c**](#).

See also [**RDA review - Profession or Occupation**](#)

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Other Term of Rank, Honour or Office (9.19.1.6 [RDA](#))

In Authorized Access Points.

2013 changes to RDA extend the scope of Title of the Person (9.4.RDA) to include Other Term of Rank, Honour or Office (9.4.1.9.RDA). These include terms indicating academic office (e.g. Prof., Professor), terms of respect for clergy (e.g. Rev., Rt. Rev.), terms indicating military rank (e.g. Gen., Capt.), and terms of honour that are not noble titles (e.g. Sir, Lady):

Wood, John, Captain

Young, Thomas, Rev.

Bishop, Paul, Professor

Use discretion in applying the option to add such a term even if there is no need to distinguish between access points, in order to clarify the identity of the person:

Appleby, Robert, Sir

Titles and terms of address recorded as additions to names in 100 |c are recorded in the language and form in which they are found, whether full or abbreviated, following the principle of representation:

White, James, Doctor

Price, Meg, Dr.

Thomas, Jean, docteur

Shishkin, N. I., doktor

Zayn, 'Alī, al-Duktur

Polaczek, Stanisław, doc. dr.

Generally, fuller forms of titles and terms of address should not be extrapolated, as this can be inaccurate: for example, *Prof.* can stand for *Professor*, but it can also stand for *Profaisar*, *Profaisara*, *Profesar*, *Professeur*, *Professora*, *Professore*, etc.

It is also important to record titles and terms of address as they appear with the name to avoid confusion with terms for occupations. For example:

The name of an academic appears as *Dr. Peter Smith*

Establish as *Smith, Peter, Dr.*, not *Smith, Peter, Doctor*

This avoids giving the misleading impression that he is a medical practitioner.

Prefer a full form over an abbreviated form if both are found.

Not included in this instruction are terms of address that simply indicate gender or marital status (Mr., Mrs.), which are treated elsewhere in RDA as integral parts of the name (9.2.2.9.3.RDA, 9.2.2.9.4.RDA).

This element is also recorded in MARC 21 field 368, subfield \$d. Please note that subfield |d of MARC 21 field 368 may not yet (July 2013) be used in LC/NACO authority records.

See also [RDA review - Title of the Person](#)

See also [Examples - Other Term of Rank, Honour or Office](#)

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Other Designation (9.19.1.7 RDA)

In Authorized Access Points.

2013 changes to RDA extend the scope of Other Designation Associated with the Person (9.6 RDA) to include any appropriate **Other Designation** (9.6.1.9). This element is intentionally broad, and it is designed to help remove the few remaining cases where an authorised access point can not be made unique. It therefore encompasses almost any sensible designation, that does not fall within the scope of another element that can be used in an access point.

Record an appropriate designation in the language preferred by the agency creating the data:

Independent burgess (Of Nottingham)

Yaśodharā (Wife of Gautama Buddha)

Budd, Henry (Cree Indian)

Lang, John (Brother of Andrew Lang)

Nichols, Chris (Of the North Oxford Association)

Careful consideration should be given to whether a term is an **Other Designation (9.6.1.9 RDA)**, or in fact denotes a **Profession or Occupation (9.16 RDA)**. This makes little difference in the authorised access point itself, but determines where the term is to be recorded in the body of the authority record. Other Designation is also recorded in **MARC 21 field 368**, but Profession or Occupation (9.16 RDA) is recorded in **MARC 21 field 374**.

Generally, an Other Designation used in an authorized access point should also be recorded in **MARC 21 field 368**, subfield \$c, unless the information has been adequately recorded in other 3XX fields:

1001 |a Sharp, John |c (Of Hoddam)

370 |c Scotland |e Hoddam (Scotland) |2 naf

No need also to add:

368 |c Of Hoddam

See also [RDA review - Other Designation Associated with the Person](#)

See also [Examples - Other Designation](#)

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Qualifiers in Access Points Requiring RDA Review

As part of the Phase I RDA changes to LC/NAF in 2012, many authority records were flagged with this note:

THIS 1XX FIELD CANNOT BE USED UNDER RDA UNTIL THIS RECORD HAS BEEN REVIEWED AND/OR UPDATED

Records with this note contain obsolete 008 codings, and/or data that a program could not determine were valid for RDA. Many types of qualifier in 100 |c subfield of personal name headings were flagged for review. Many of these are valid for RDA and can be retained, when re-coding the record to RDA.

When reviewing an existing heading for RDA, and the heading has a valid RDA construction, do not change it to add elements that might be required in a new access point (for example a Date of Birth and/or Death ([9.19.1.3RDA](#)), or to remove elements that might not be required in a new access point (for example a Fuller Form of Name ([9.19.1.4RDA](#)), a Profession or Occupation ([9.19.1.5RDA](#)), or an Other Designation ([9.19.1.7RDA](#)).

|c qualifiers may fall into one of several categories, and be valid under RDA.

Title of the Person

Other Designation Associated with the Person

Profession or Occupation

Examples - Other Term of Rank, Honour or Office

Examples - Other Designation

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Title of the Person

In Access Points Requiring RDA Review.

Some terms in headings flagged for review clearly represent **Title of the Person** ([9.4RDA](#), [9.19.1.2RDA](#))

1001 |a Mauvoisin, Robert de, |c Archbishop of Aix

Note that the scope of **Title of the Person** ([9.4RDA](#)) was extended in 2013:

“Record other titles of the person indicative of rank, honour or office, if the terms appear with the name. Record the term in the language in which it was conferred or in the language used in the country in which the person resides.” ([9.4.1.9RDA](#)).

Other Term of Rank, Honour or Office ([9.4.1.9RDA](#), [9.19.1.6RDA](#)) includes terms of address such as “Sir” and “Lady”, as well as terms for military ranks, and religious terms of respect.

Title of the Person ([9.4RDA](#)) is also recorded in **MARC 21** field **368** subfield |d:

1001 |a Appleby, Robert, |c Sir

368 |d Sir

Controlled vocabulary (LCSH) is generally preferred in **MARC 21** field 368. However, this is not appropriate for Title of the Person ([9.4RDA](#), [9.19.1.2RDA](#), [9.19.1.6RDA](#)), which is recorded in the language and in the form in which it is found, following the principle of representation. A corresponding Profession or Occupation ([9.16RDA](#)) can be recorded in **MARC 21** field 374 if appropriate:

1001 |a Mauvoisin, Robert de, |c Archbishop of Aix

368 |d Archbishop of Aix

374 |a Bishops |2 lcsch

1001 |a Arnold, John, |c Very Rev.

368 |d Very Rev.

374 |a Clergy |2 lcsch

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Other Designation Associated with the Person

In Access Points Requiring RDA Review.

Some terms in headings flagged for review clearly represent **Other Designation Associated with the Person** ([9.6RDA](#), [9.19.1.2RDA](#)):

1001 |a William, |c of Montevergine, Saint, |d 1085-1142

Note that the scope of **Other Designation Associated with the Person** ([9.6RDA](#)) was extended in 2013:

“If neither a date of birth nor a date of death associated with the person, nor a fuller form of name, nor a period of activity, nor a profession or occupation, nor a term of rank, honour or office, is sufficient or appropriate for distinguishing between two or more persons, record an appropriate designation in the language preferred by the agency creating the data.” ([9.6.1.9RDA](#))

Other Designation (9.6.1.9RDA, 9.19.1.7RDA) is intentionally broad, and it is designed to help remove the few remaining cases where an authorised access point can not be made unique. It therefore encompasses almost any sensible designation, that does not fall within the scope of another element that can be used in an access point.

Other Designation Associated with the Person (9.6RDA), including the sub-element **Other Designation (9.6.1.9RDA)**, is also recorded in **MARC 21** field 368 subfield |c:

1001 |a Budd, Henry |c (Cree Indian)

368 |c Cree Indians |2 lcs

Controlled vocabulary (LCSH) is generally preferred in **MARC 21** field 368. However, this will often not be available or appropriate for Other Designation (9.6.1.9), in which case it need not be used:

1001 |a N. N. |c (Catholic gentleman)

368 |c Catholic gentleman

Please note that in new access points, as opposed to those requiring RDA review, if a term can be found for a person's Profession or Occupation (**9.16RDA**) this should always be preferred to an Other Designation (**9.6RDA**).

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Profession or Occupation

In Access Points Requiring RDA Review.

Some terms in headings flagged for review clearly represent Profession or Occupation (**9.16RDA, 9.19.1.5RDA**), and may only need punctuation and capitalisation to be regularised, without affecting normalisation:

1001 |a Wright, Thomas, |c bookseller

becomes

1001 |a Wright, Thomas |c (Bookseller)

Other terms and phrases may denote a specific post:

1001 |a Skinner, William, |c town-clerk

1001 |a Nugent, John, |c Special Agent of the United States

1001 |a Lechner, Martin, |c secretary, Socialist Party of Missouri

become

1001 |a Skinner, William |c (Town-clerk)

1001 |a Nugent, John |c (Special Agent of the United States)

1001 |a Lechner, Martin |c (Secretary, Socialist Party of Missouri)

Such phrases are acceptable, but when creating new access points, prefer terms for wider professions or occupations if they are available, over terms for specific posts or positions: "Librarian", rather than "Authority Control team member".

Terms and phrases may have the appearance of more than one occupation. However, although they may contain the conjunction "and", such phrases often denote a single occupation, rather than two distinct occupations:

1001 |a Watt, Alexander, |c apothecary and druggist

1001 |a Keddie, James, |c bookseller and stationer

1001 |a Baxter, John, |c slater and glazier

become:

1001 |a Watt, Alexander |c (Apothecary and druggist)

1001 |a Keddie, James |c (Bookseller and stationer)

1001 |a Baxter, John |c (Slater and glazier)

Such phrases are acceptable, but do not include terms for more than one distinct occupation: "Lawyer", rather than "Lawyer and philatelist".

Terms and phrases may be complex:

1001 |a Auchinleck, James, |c apothecary in Edinburgh

1001 |a Wheeler, Deborah, |c barrister of the Kings Inns

1001 |a Payne, Thomas, |c bookseller in Paternoster Row

become:

1001 |a Auchinleck, James |c (Apothecary in Edinburgh)

1001 |a Wheeler, Deborah |c (Barrister of the Kings Inns)

1001 |a Payne, Thomas |c (Bookseller in Paternoster Row)

Such phrases are acceptable in access points that relate to antiquarian resources, but generally do not use complex phrases of this kind when creating new access points.

Profession or Occupation ([9.16 RDA](#)) is also recorded in **MARC 21** field **374**, where controlled vocabulary (LCSH) is preferred:

1001 |a Auchinleck, James |c (Apothecary in Edinburgh)

370 |c Great Britain |c Scotland |e Edinburgh (Scotland) |2 naf

374 |a Pharmacists |2 lcs

No need also to add:

374 |c Apothecary in Edinburgh

Remember that a qualifier is added to an access point to make it unique, and to help a user identify the person; but data is recorded in discrete MARC 21 tags for machine searching and matching

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Examples - Other Term of Rank, Honour or Office

In Access Points Requiring RDA Review.

Here is a representative list of examples of terms appearing with names in pre-RDA NARs in LC/NAF, which can be considered to fall under the sub-element **Other Term of Rank, Honour or Office** ([9.4.1.9 RDA](#), [9.19.1.6 RDA](#)). This list is not exhaustive.

1ST LIEUT

FIRST LIEUTENANT

MULLA

2ND LIEUT

FIRST MATE

OBERLEUTNANT

ABBA

FR

OBERST

ABBE

FRATER

OBERST DR

ADMIRAL

FRAY

OBERSTLEUTNANT

AGT

FREIIN

OBERSTLIEUT

AINE

GEN

OBERSTURMFUHRER

AINEE

GENERAL

PADRE

AIR CMDE

GENERAL COLONEL

PANDIT

AL DUKTUR

GENERAL COMTE

PANDITA

AMIR

GENERAL DE

PASTEUR

AMIRAL

GENERAL DE BRIGADA

PATER

BHAGWAN	GENERAL DE CORP DE ARMATA	PERE
BLESSED	GENERAL DE DIVISION	PFARRER
BRIG	GENERAL DE GENDARMERIE	PFARRERIN
BRIG GEN	GENERAL LEITENANT	PRIVATE
BRIGADIER	GENERAL LOCOTENENT	PROF
BRIGADIER GENERAL	GENERAL MAIOR	PROF D R
BRO	GENERAL MAJOR	PROF DOTT
BRUDER	GENERALE	PROF DR
CADET	GENERALLEUTNANT	PROFAISAR
CADET ENGINEER	GOVERNOR	PROFAISAR DAKTAR
CADETTE	GP CAPT	PROFAISARA
CANON	GREFVE	PROFESAR
CAPITAINE	GROUP CAPTAIN	PROFESOR
CAPITAINE COMMANDANT	GUNNER	PROFESORA
CAPITAN	GURU	PROFESSEUR
CAPITAN COMANDOR	HAUPTMANN	PROFESSEUR
CAPITAN LIEUTENANT	HIGH BAILIFF	PROFESSOR
CAPITAO	HIGH CHIEF	PROFESSOR DR
CAPORAL	HON	PROFESSORA
CAPT	HON MR JUSTICE	PROFESSORE
CAPTAIN	INSPECTEUR GENERAL	PROFIASAR
CAPTAINE	INSPECTOR	PROFR

CAPTAYNE	JUSTICE	RABI
CAPTN	KAPITAN	REAR ADMIRAL
CARDINAL DE	KAPITANLEUTNANT	REV
CAVALIERE	KAPT	REV
CHANOINE	KAPTAN	REV CANON
CHAPLAIN	KAPTN	REV DR
CHIEF	KOLONEL	REV FATHER
CHIEF MARSHAL	LADY	REV FR
CHIEF OFFICER	LEITENANT	REV MR
CIT	LEITENANT	REV PREBENDARY
CITOYEN	LEUTNANT	REV PROF
CITOYENNE	LIEU COL	REVD
COL	LIEUT	REVD DR
COLONEL	LIEUT COL	REVD MR
COLOR SERGEANT	LIEUT COLLONEL	REVEREND
COMANDANTA	LIEUT COLONEL	REVEREND DOCTOR
COMANDANTE	LIEUT GEN	REVEREND DR
COMDT	LIEUT GENERAL	REVEREND FATHER
COMMANDANT	LIEUTENANT	REVEREND MR
COMMANDER	LIEUTENANT COLONEL	RT REV
COMMISSAIRE	LIEUTENANT COLONELL	SARGEANT
COMMISSAIRE PRISEUR	LIEUTENANT COMMANDER	SARJEANT

COMMODORE	LIEUTENANT GENERAL	SECOND LIEUTENANT
COMRADE	LT	SERGEANT
CORONEL	LT CDR	SERGEANT MAIOR
CORPORAL	LT COL	SERGEANT CHEF
DAKTAR	LT COLONEL	SERGT
DAKTAR	LT GEN	SERJEANT
DAME	MAHARISHI	SERJEANT AT ARMS
DETECTIVE INSPECTOR	MAJ	SERJEANT MAJOR
DETECTIVE SERGEANT	MAJ GEN	SGT
DOC DR	MAJ GENERAL	SIR
DOCTEUR	MAJOR	SISTER
DOCTEUR	MAJOR DETAT MAJOR	SKIPPER
DOCTOR	MAJOR GENERAL	SOUS LIEUTENANT
DOKTA	MAJOR INGENIEUR	SQUADRON LEADER
DOKTOR	MARSHAL	SRI
DON	MASTER	SUBCOMANDANTE
DONA	MASTER SERGEANT	SUPERINTENDENT
DR	MERE	SWAMI
DUKTUR	MGR	TENENTE CORONEL
EFENDI	MIDSHIPMAN	TROOPER
ELDER	MON	VENERABLE
ELDRESS	MONS	VERY REV

ENSIGN	MONSEIGNEUR	VERY REV
ESQ	MONSENHOR	VICE ADMIRAL
ESQR	MONSEHOR	VICE AMIRAL
ESQUIRE	MONSIGNORE	WING COMMANDER
FATHER	MONSR	YOGI

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Examples - Other Designation

In Access Points Requiring RDA Review.

Here is a representative list of examples of terms appearing with names in pre-RDA NARs in LC/NAF, which can be considered to fall under the sub-element **Other Designation** (9.6.1.9 RDA, 9.19.1.7 RDA). This list is not exhaustive, , and of course cataloguers are free to exercise their judgement in replacing any term found, that is not felt acceptable under this instruction.

A CITIZEN OF NEW MEXICO	HEARTY WEL WISHER OF HIS COUNTRIES WELFARE
A LOVER OF HIS COUNTRY	HECKLER
A MEMBER OF THE BOARD EXPERIENCED IN RAISING THAT VALUABLE ROOT	IN BALLANTRAE
A NATIVE OF PHILADELPHIA	IN THE ABBEY OF HOLYROODHOUSE
A REAL FRIEND TO THE PEOPLE	INDEFATIGABLE SEEKER
A SENSITIVE	INHABITANT OF KNARESBOROUGH
A SERVANT OF JESUS CHRIST	JACK OF ALL TRADES
A SQUINTER ON PUBLIC AFFAIRS	JEWISH HEROINE
A VOLUNTIER IN THE CAMPAGNE	JOINT PSEUD
A WELL WILLER OF THE CITY AND A LOVER OF TRUTH AND PEACE	KNOWN FRIEND TO THE CAUSE AND COMMONWEALTH
A YOUTH IN THE EIGHTEENTH YEAR OF HIS AGE	LATE OF ANTIGUA
ABOLITIONIST	LAYMAN

ALUMNUS OF KERALA UNIVERSITY

LOVER OF ART

AN UNWORTHY MEMBER OF THE SAID CITIE

LOVER OF HIS COUNTRY

ANABAPTIST

LOYAL SUBJECT OF THE ROMAN CATHOLICK
COMMUNION

ANTI VACCINATIONIST

LOYALIST

APPELLANT

MARTYR

APPRENTICE

OF 125 WARDOUR STREET SOHO

ARYA BUDDHIST

OF AMSTERDAM

ASSIGNEE OF BROWN

OF MAGDALEN COLLEGE OXFORD

ASSIGNEE OF CUMMING AND FERGUSON

ONE OF THE 24 SURVIVORS OF THE PONTYPRIDD
COLLIERY DISASTER

AT ETTLESTONE KIRK

ONE OF THE PEOPLE

AT THE BLACKAMORES HEAD

ORTHODOX AND LOYAL PROTESTANT

AT THE SIGN OF THE ASS AND FOAL

OWNER OF CERTAIN PROPERTY IN DOUGLAS
COUNTY OREGON

AUTHOR OF THE OLD HOUSE IN THE SQUARE

PATENTEE OF A FREEZING APPARATUS

AUTHORITY ON DHARMASTRA

PERSON OF QUALITY

BIBLICAL GIANT

PERSON WHO FOR MANY YEARS HATH MADE THE
STUDY OF THE LAWS OF ENGLAND HIS ONLY
PROFESSION

BIOGRAPHER OF COWPER

PRISONER IN NEWGATE

CALLED ARVIDSSON

PUPIL OF BUDDHAPPIYA

CANDIDATE FOR WIGAN

RELICT OF WILLIAM TAYLOR

CITIZEN

RESIDENT OF NEVADA

CITIZEN OF ABERDEEN

REVOLUTIONIST

COMMONER OF ENGLAND

SCOTCH EXILE

CONFINED IN WORCESTER CITY GAOL

SHIP CAPTAINS WIFE

COUNTRY GENTLEMAN

SUFFRAGIST

DAUGHTER OF JOHN LYON

TALMUDIC FIGURE

DEFENDANT

TRUE LOVER OF THE LAWES AND LIBERTIES OF ENGLAND

DISSENTER

U S NAVY VETERAN

DWELLING AT LEEDS IN YORKSHIRE

VEGETARIAN

EDITOR OF SPORTING LUCK

WELL WISHER TO THE TRUTH

ENGLISH MAN WHO WAS A SLAVE IN TURKEY

WHO SIGNED THE PETITION AT DERBY

ENGLISHMAN

WIDOW

FOLK HERO

WIDOW OF BENJAMIN WARD

FOLLOWER OF RICHARD BROTHERS

WIFE OF GAUTAMA BUDDHA

FREE BURGESS OF IPSWICH

YEOMAN

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Variant Access Point Representing a Person (9.19.2 [RDA](#))

RDA suggests the same kinds of variant access points as were recorded under AACR2. Note that the restrictions in the LCRI that discouraged some references, for example from variants of variants, no longer apply, so in practice any references can be made that are felt to be useful.

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Undifferentiated Personal Names

Undifferentiated personal name authority records are no longer created. For guidance on the treatment of existing undifferentiated records, please see [DCM: Descriptive Cataloging Manual, Z1. Name and Series Authority Records. 008 Field Date Elements. 008/32 Undifferentiated Personal Name](#) (Cataloger's Desktop login required).

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Pseudonyms

Follow the guidance of the [FAQ – LC/PCC RDA and AACR2 practice for creating NARs for persons who use pseudonyms](#).

See also [Relationships between Pseudonyms, and between Real Names and Pseudonyms](#).

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Authorized and Variant Access Points - Family Names

Scope (10.2 [RDA](#))

In RDA the term “Family” refers to two or more persons related by birth, marriage, adoption, civil union, or similar legal status, or who otherwise present themselves as a family.

There is one significant change from AACR2:

- Families are recorded on LC/NAF following RDA if they have roles as creators or contributors.

LCSH will continue to be used when families are subjects.

RDA access points for families are likely to be uncommon in a library context.

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Authorized and Variant Access Points - Corporate Names

Scope

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Variant Access Point Representing a Corporate Body

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Scope (11.0RDA)

In RDA the term "Corporate body" refers to an organization or group of persons and/or organizations that is identified by a particular name and that acts, or may act, as a unit.

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Preferred Name for the Corporate Body (11.2.2RDA)

In Authorized Access Points.

In RDA, the preferred name for the corporate body is the name or form of name chosen as the basis for the authorized access point representing that body. There are only a few changes from AACR2:

- If variant spellings are found, that are not the result of different transliterations, choose the form in the first resource received ([**11.2.2.5.1RDA**](#))
- If the name appears in different languages, choose the form in the body's official language. If there is more than one official language, record the form in English ("the language preferred by the cataloguing agency") if there is one; otherwise record the form in the language used predominantly ([**11.2.2.5.2RDA**](#)).

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Choosing Among Different Names (11.2.2.2RDA)

Order of preference:

- The preferred sources of information in resources associated with the corporate body
- Other formal statements appearing in resources associated with the corporate body
- Other sources (including reference sources)

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Different Forms of the Same Name (11.2.2.5RDA)

Order of preference:

- Form appearing in preferred sources of information
- Form presented formally on preferred source, if more than one
- Most commonly found form
- Brief form that would differentiate the body

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Subordinate and Related Bodies Recorded Subordinately ([11.2.2.13 RDA](#) - [11.2.2.29 RDA](#))

2013 changes to RDA merged the two lists that previously existed, for corporate and government bodies recorded subordinately ([11.2.2.14 RDA](#)). The principles remain the same.

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Authorized Access Point Representing a Corporate Body ([11.13.1 RDA](#))

The basis of the authorised access point (heading) is the preferred name. Additions are made to the preferred name ([11.13.1.2 RDA](#) - [11.13.1.8 RDA](#)).

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Distinguishing Between Access Points for Corporate Bodies ([11.13.1.1 LC-PCC PS](#), [11.13.1.3 RDA](#) - [11.13.1.7 RDA](#))

Make additions to distinguish between access points for two or more bodies that have the same name, or names so similar that they may be confused; make additions to each name.

A corporate name access point can be made unique using the most appropriate of the following RDA additions:

Type of Corporate Body ([11.13.1.2 RDA](#))

Place Associated with the Corporate Body ([11.13.1.3 RDA](#))

Associated Institution ([11.13.1.4 RDA](#))

Date Associated with the Corporate Body ([11.13.1.5 RDA](#))

Other Designation Associated with the Corporate Body ([11.13.1.7 RDA](#))

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Type of Corporate Body ([11.13.1.2 RDA](#))

2014 changes to RDA clarify that Type of Corporate Body ([11.13.1.2 RDA](#)) can be added to distinguish one access point from another, but also if the preferred name for the body does not convey the idea of a corporate body. When possible prefer a term by which the body identifies itself.

Terminal Reality (Firm)

Grey Swan (Arts consultancy company)

If the name chosen for the authorized access point for a corporate body is an initialism or acronym written in all capital letters (with or without full stops between them), add this qualifier to the name (**11.7.1.4** **LC-PCC PS**):

CAST (Group)
CICA (Conference)

This element is also recorded in **MARC 21** field **368**.

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Place Associated with the Corporate Body (11.13.1.3 **RDA**)

In Authorized Access Points.

Place may be country, state, province, etc., or a more local place as appropriate. Apply the option to add the name of the place if this helps to identify the body. Use the latest name for the place as an addition, and revise if this changes (**11.13.1.3** **LC-PCC PS**).

This element is also recorded in **MARC 21** field **370**.

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Associated Institution (11.13.1.4 **RDA**)

In Authorized Access Points.

Apply the option to add the name of an institution if this helps to identify the body.

This element is also recorded in **MARC 21** field **373**.

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Date Associated with the Corporate Body (11.13.1.5 **RDA**)

In Authorized Access Points.

Note that in RDA, a body that re-adopts a former name is considered a different body. The practice in LCRI 26.3B-C to use the same name for a corporate body that re-adopts a former name was not carried over into RDA or into an LC-PCC-PS. Thus, the names need to be distinguished, most commonly by date:

1101 |a South Dakota. |b Department for Public Safety (1973-1984)

1101 |a South Dakota. |b Department for Public Safety (2003-)

Apply the option to add a date or dates if this helps to identify the body.

This element is also recorded in **MARC 21** field **046**.

2014 changes to RDA introduced a new element Period of Activity of the Corporate Body (**11.4.5 RDA**). If a corporate body's date of establishment and date of termination are both unknown, we can now record a date or range of dates indicative of the corporate body's period of activity. This can be recorded in the access point in case of conflict (**11.13.1.5 RDA**). It cannot yet be recorded as a data element in **MARC 21** field **046**, until the subfield coding has been revised and NACO policy updated.

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Type of Jurisdiction (11.13.1.6 RDA**)**

In Authorized Access Points.

Add to the name of a government other than a city or a town, to distinguish between access points.

This element is also recorded in **MARC 21** field **368**. Please see also **Relation between 368 and 110 qualifier**.

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Other Designation Associated with the Corporate Body (11.13.1.7 RDA**)**

In Authorized Access Points.

Apply the option to add such a designation if this helps to understand the nature or purpose of the body.

This element is also recorded in **MARC 21** field **368**. Please see also **Relation between 368 and 110 qualifier**.

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Variant Access Point Representing a Corporate Body (11.13.2 RDA**)**

RDA suggests the same kinds of variant access points as were recorded under AACR2. Note that the restrictions in the LCRI that discouraged some references, for example from variants of variants, no longer apply, so in practice any references can be made that are felt to be useful.

Note that **Initialisms and Acronyms** used as variant names should be qualified, as variant access points are constructed following the same instructions as authorised access points.

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Authorized and Variant Access Points - Conference Names

Scope

Named Conferences

Conferences, Meetings, Exhibitions, Fairs and Festivals

Authorized Access Point Representing a Corporate Body (Conference)

Addition to a Name Not Conveying the Idea of a Conference

Location of Conference

Sequential Conferences

Individual and Collective Conference Name Authority Records

Individual Conference Name Authority Records

Collective Conference Name Authority Records

Creating Authority Records for Sequential Conferences

Preferred Name of a Sequential Conference

Distinguishing Between Access Points for Conferences

Place Associated with the Corporate Body (Conference)

Associated Institution (Conference)

Date Associated with the Corporate Body (Conference)

Other Designation Associated with the Corporate Body (Conference)

Variant Access Point Representing a Conference

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Scope

Conference names are a special type of corporate name, and are governed by **Chapter 11** **RDA**.

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Named Conferences

A conference name need not contain a word that denotes a conference, to be considered named. Former practice followed [LCRI 21.1.B1](#):

"Another important point to bear in mind when deciding whether a phrase is a name is that the phrase must include a word that connotes a meeting: "symposium," "conference," "workshop," "colloquium," etc."

This has no equivalent in RDA or the LC-PPC-PS.

These conferences are unnamed under AACR2, but named under RDA:

Freedom & Faith

Digital Library Futures: User Perspectives and Institutional Strategies

See also [Example of Authority Record](#)

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Conferences, Meetings, Exhibitions, Fairs and Festivals

The rules for all the above have been harmonised, and all are treated the same.

- Omit year of convocation from the preferred name ([11.2.2.11 RDA](#))

Former practice followed [LCRI 24.7A](#).

"If the name of a conference consists of a phrase that combines an acronym or an initialism with the abbreviated or full form of the year, retain the year as part of the name."

This has no equivalent in RDA or the LC-PCC-PS, so the year can not be retained in the preferred name of a conference. In particular, the preferred name can no longer combine an acronym and a year:

CAV (Conference) **not** CAV 91

- Do not omit indication of frequency from the preferred name ([11.2.2.11 RDA](#))

Former practice followed [24.7A1 AACR2](#). RDA does not omit an indication of frequency:

Annual Conference on Fishing **not** Conference on Fishing

See also [Example of Authority Record](#).

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Authorized Access Point Representing a Corporate Body (Conference)

The basis of the authorised access point (heading) is the preferred name. Additions are made to the preferred name ([11.13.1.2 RDA](#) - [11.13.1.8 RDA](#)).

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Addition to a Name Not Conveying the Idea of a Conference (11.13.1.2 RDA)

If a conference name does not convey the idea of a corporate body (conference), make an addition following [11.7.1.4 RDA](#): **Names Not Conveying the Idea of a Corporate Body**:

“If the preferred name for the body does not convey the idea of a corporate body, record a suitable designation in the language preferred by the agency creating the data.”

These authorized access points are valid in RDA but not in AACR2:

Freedom & Faith (Conference) (1984 : Saint Charles, Ill.)

Digital Library Futures: User Perspectives and Institutional Strategies (Conference) (2009 : Milan, Italy)

A suitable designation will be “Conference”, unless the meeting calls itself, or is referred to, by another term: “Symposium”, “Colloquium”, etc.

This element is also recorded in **MARC 21** field **368**.

See also [Relation between 368 and 110 qualifier](#).

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Location of Conference (11.3.2.3 RDA)

In Authorized Access Points.

There is no rule of three; all locations can be given. Separate locations with a semicolon followed by a space ([11.13.1.8 RDA](#))

Give “Online” as the location of a conference held online.

Use the name of the institution if it provides better identification than the place name ([11.13.1.8 RDA](#)), and give it in the form of the preferred name ([11.5.1.3 RDA](#)).

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Sequential Conferences (11.13.1.8 LC-PCC PS)

Individual and Collective Conference Name Authority Records

Individual Conference Name Authority Records

Collective Conference Name Authority Records

Creating Authority Records for Sequential Conferences

Preferred Name of a Sequential Conference

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Individual and Collective Conference Name Authority Records (11.13.1.8 LC-PCC PS)

In a change from former practice, name authority records may now be created both for an individual instance of a sequential conference (an individual record) and for the whole run of a sequential conference (a collective record). This allows for sequential conference proceedings to be catalogued either as monographs (as does the BL) or as serials (as does LC). Individual records are also created for one-time conferences.

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Individual Conference Name Authority Records (11.13.1.8 LC-PCC PS)

Used for a one-time conference:

International Conference on Fishing (2011 : Grimsby, England)

CICA (Conference) (2011 : Hangzhou, China)

Used for a single instance of an ongoing (sequential) conference:

Conference on Bats (3rd : 1999 : Whitby, England)

BTR (Conference) (2nd : 2002 : University of New Mexico)

Can contain references from variant names of a one-time conference:

CICA (Conference) (2011 : Hangzhou, China)

x. International Conference on Computer, Informatics, Cybernetics and Applications (2011 Hangzhou, China)

x. Conference on Computer, Informatics, Cybernetics and Applications, International (2011 : Hangzhou, China)

x. CICA 2011 (2011 : Hangzhou, China)

(Note qualifier "Conference" is not needed for "CICA 2011", which already conveys the idea of a conference name)

Can contain references from variant names of a single instance of an ongoing (sequential) conference:

BTR (Conference) (2nd : 2002 : University of New Mexico)

x. Conference on the Unified Science & Technology for Reducing Biological Threats & Countering Terrorism

(2nd : 2002 : University of New Mexico)

x. BTR 2002 (2002 : University of New Mexico)

See also [Example of Authority Record](#).

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Collective Conference Name Authority Records (11.13.1.8 LC PCC PS)

Used for the whole series of an ongoing conference:

Conference on Bats
BTR (Conference)

Can contain references from variant names of the whole series of an ongoing (sequential) conference:

BTR (Conference)
x. Conference on the Unified Science & Technology for Reducing Biological Threats & Countering Terrorism

Conference on Bats
x. Batconf (Conference)

Can contain see also earlier and later see-also references when a conference has changed its name:

Conference on Bats
see also earlier name Bat Conference

See also earlier and later references are only carried in collective conference name authority records.

NACO institutions that have begun to use RDA relationship designators for this purpose would apply terms from [App. KRDA](#):

Conference on Bats
Predecessor: Bat Conference
Following 2014 changes to RDA, the location is no longer added to the collective name of a series of conferences all held in the same place. ([11.13.1.8.2 RDA](#)).

|a Amsterdam Colloquium

not

|a Amsterdam Colloquium |c (Universiteit van Amsterdam)

Place Associated with the Corporate Body ([11.3 RDA](#)) can still be added to qualify a non-unique name for a series of conferences. This, however, is recorded parenthetically without a \$c subfield ([11.13.1.3 RDA](#)), unlike Location of Conference ([11.13.1.8 RDA](#)), which is recorded within a \$c subfield:

Agricultural Outlook Conference (South Africa)

Agricultural Outlook Conference (U.S.)

See also [Example of Authority Record](#).

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Creating Authority Records for Sequential Conferences

[BL practice](#)

The BL will create individual conference name authority records for sequential conferences, as needed in our catalogue, but will not usually also create collective conference name authority records. We will also correct existing access points in our own catalogue that are not valid in RDA.

If an AACR2 name authority record already exists for the collective conference name (i.e. without number, date or place), and contains an authorised access point that is valid in RDA:

- Do not change the collective name authority record or upgrade it to RDA.
- Create an individual RDA conference name authority record for the instance in hand

If an AACR2 name authority record already exists for the collective conference name (i.e. without number, date or place), and contains an authorised access point that is not valid in RDA:

- Correct the collective name authority record and upgrade it to RDA.
- Create an individual RDA conference name authority record for the instance in hand

If no AACR2 name authority record exists for the collective conference name (i.e. without number, date or place)

- Do not create a collective conference name authority record
- Create an individual conference name authority record for the instance in hand

If an AACR2 name authority record already exists for the individual conference name, and contains an authorised access point that is not valid in RDA because it has the form acronym/year (CAV '91, etc.):

- Do not create a collective conference name authority record
- Correct the individual name authority record and upgrade it to RDA
- Do not correct individual name authority records for earlier instances of the conference (CAV '89, CAV '90, etc.) if they have not been used in the BL's catalogue (if they have, notify Authority Control - see below).

A collective conference name authority record should be created when required for a catalogue record that relates to the complete sequence of a conference. If an AACR2 name authority record already exists for the collective conference name, upgrade it to RDA.

When creating both a collective and an individual conference name authority record, add the following note to the collective record, in field 667:

"See also related access points for individual instances of this conference which include specific information about the number, date, or place of the individual conference"

In the above note, the word "conference" should be changed to another appropriate term for any other entity that is treated as if it were a meeting: Exhibition, Expedition, Festival, Games, Tournament, etc.

BL cataloguers should notify Authority Control in the following cases:

- Earlier instances of a sequential conference are represented in the BL's catalogue, by access points that are not valid in RDA, for example having the form acronym/year ("ABC 2006", etc.). Authority Control will correct them and create appropriate individual conference name authority records.
- A conference has changed its name, and the earlier name is represented in the BL's catalogue. Authority Control will create collective name authority records to carry earlier and later see-also references.

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Preferred Name of a Sequential Conference

The preferred name chosen for a collective conference name should also be used in access points for the individual names, regardless of variations from year to year.

Collective name:

Northumberland Typing Conference
x. NTC (Conference)

Individual names:

Northumberland Typing Conference (1st : 1990 : Morpeth, England)
Northumberland Typing Conference (2nd : 1991 : Alnwick, England)
Northumberland Typing Conference (3rd : 1992 : Bamburgh, England)

[etc.]

This applies even if the proceedings of the 2nd conference preferred "NTC 1991" on its title page ([11.2.2.6 LC-PCC PS](#)).

If a genuine name change has occurred, then a new collective conference NAR should be established, linked to the earlier NAR with earlier/later see-also references.

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Distinguishing Between Access Points for Conferences ([11.13.1.1 LC-PCC PS](#), [11.13.1.3 RDA](#) - [11.13.1.7 RDA](#))

An individual conference name access point is unlikely, itself, to conflict with another:

BTR (Conference) (2nd : 2002 : University of New Mexico)

However, a collective conference name access point is more likely to conflict with another:

Conference on Fishing

A collective conference name access point can be made unique using the most appropriate of the following RDA additions:

Place Associated with the Corporate Body (Conference) ([11.13.1.3 RDA](#))

Associated Institution (Conference) ([11.13.1.4 RDA](#))

Date Associated with the Corporate Body (Conference) ([11.13.1.5 RDA](#))

Other Designation Associated with the Corporate Body (Conference) ([11.13.1.7 RDA](#))

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Place Associated with the Corporate Body (Conference) ([11.13.1.3 RDA](#))

In Authorized Access Points.

A collective conference name access point can be made unique using Place Associated with the Corporate Body ([11.13.1.3 RDA](#)).

Examples:

Conference on Fishing (Great Britain)
Conference on Fishing (Australia)

ATE (Conference : Canada)
ATE (Conference : South Africa)

An individual conference name access point must correspond:

Conference on Fishing (Great Britain) (2nd : 2002 : Grimsby, England)

ATE (Conference : Canada) (10th : 1999 : Ottawa, Ont.)

Note

When Place Associated with the Corporate Body ([11.3 RDA](#)) is used as a distinguishing qualifier ([11.13.1.3 RDA](#)) to a collective conference name, it is recorded in subfield |a, as it is for other corporate names; however, when it is used for Location of Conference, Etc. ([11.13.1.8 RDA](#)), it is recorded in subfield |c:

|a Conference on Fishing (Great Britain) |n (2nd : |d 2002 : |c Grimsby, England)

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Associated Institution (Conference) ([11.13.1.4 RDA](#))

In Authorized Access Points.

A collective conference name access point can be made unique using Associated Institution ([11.13.1.4 RDA](#)).

Examples:

Management Symposium (Institute of Directors)
Management Symposium (Confederation of British Industry)

BRE (Conference : Beekeepers' Association)
BRE (Conference : Bristol Trainspotters' Club)

An individual conference name access point must correspond:

Management Symposium (Institute of Directors) (3rd : 1996 : Aberdeen, Scotland)

BRE (Conference : Beekeepers' Association) (15th : 1984 : Cardiff, Wales)

Note

When Associated Institution ([11.5 RDA](#)) is used as a distinguishing qualifier ([11.13.1.4 RDA](#)) to a collective conference name, it is recorded in subfield |a, as it is for other corporate names; however, when it is used for Location of Conference ([11.13.1.8 RDA](#)), it is recorded in subfield |c:

|a Amsterdam Colloquium |c (University of Amsterdam)

(conference always held at the location of University of Amsterdam.)

but

|a Jornadas de Estudios Históricos (Universidad del País Vasco)

(conference held at different locations; name of Associated Institution added as distinguishing qualifier to avoid confusion with the name below:

|a Jornadas de Estudios Históricos |c (Salamanca, Spain)

(conference always held in Salamanca, Spain)

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Date Associated with the Corporate Body (Conference) (11.13.1.5RDA)

In Authorized Access Points.

A collective conference name access point can be made unique using Date Associated with the Corporate Body (11.13.1.5RDA).

Examples:

English Knitting Meeting (1909-1927)

English Knitting Meeting (1960-)

FEE (Conference : 1899-1927)

FEE (Conference : 1999-)

An individual conference name access point must correspond:

English Knitting Meeting (1909-1927) (3rd : 1915 : Swindon, England)

FEE (Conference : 1899-1927) (10th : 1912 : Bristol, England)

Note

When Date Associated With the Corporate Body (11.4RDA) is used as a distinguishing qualifier (11.13.1.5RDA) to a collective conference name, it is recorded in subfield |a, as it is for other corporate names; however, when it is used for Date of Conference (11.13.1.8RDA), it is recorded in subfield |d:

|a English Knitting Meeting (1909-1927) |n (3rd : |d 1915 : |c Swindon, England)

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Other Designation Associated with the Corporate Body (11.13.1.7RDA)

In Authorized Access Points.

A collective conference name access point can be made unique using Other Designation Associated with the Corporate Body ([11.13.1.7 RDA](#))

Examples:

Football Supporters' Meeting (Soccer)
Football Supporters' Meeting (American football)

SC (Conference : Software composition)
SC (Conference : Supercomputing)

An individual conference name access point must correspond:

Football Supporters' Meeting (Soccer) (9th : 2000 : York, England)

SC (Conference : Software composition) (11th : 2012 : Prague, Czech Republic)

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Variant Access Point Representing a Corporate Body (Conference) ([11.13.2 RDA](#))

RDA suggests the same kinds of variant access points as were recorded under AACR2. Note that the restrictions in the LCRI that discouraged some references, for example from variants of variants, no longer apply, so in practice any references can be made that are felt to be useful:

- Different form of name:

International Conference on Cybernetics
x. International Cybernetics Conference

- Expanded name:

BTR (Conference)
x. Conference on the Unified Science & Technology for Reducing Biological Threats & Countering Terrorism

- Acronym / Initialism / Abbreviated form:

Harrogate Area Tea Symposium
x. HATS (Conference)

- Acronyms combined with dates:

CICA (Conference) (2011 : Hangzhou, China)
x. CICA 2011 (2011 : Hangzhou, China)

- Inverted references:

IBM Scientific Computing Symposium on Environmental Sciences (1966 : Yorktown Heights, N.Y.)
x. Scientific Computing Symposium on Environmental Sciences, IBM (1966 : Yorktown Heights, N.Y.)
x. Symposium on Environmental Sciences, IBM Scientific Computing (1966 : Yorktown Heights, N.Y.)

Generally, if making an inverted reference of the above kind, and the conference is sequential, make the reference only in the collective conference name authority record, and not also in the corresponding individual conference name authority records.

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Authorized and Variant Access Points - Place Names

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Unitary Authority Areas in the United Kingdom

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Local government in the United Kingdom

Prior to 1996, local government usually existed at two levels: counties (England, Wales and Northern Ireland, or regions (Scotland), and below the counties a system of districts and boroughs. Non-unique names within a UK country were usually qualified by the name of a county or region; place names that were non-unique within a county or region were qualified by the name of a borough or district.

Over much of the United Kingdom, this two-tier system has been replaced by a system of unitary authorities, combining at one level the functions previously exercised at both levels.

In England, the two-tier system has been replaced in some areas only. Most counties that existed prior to 1996 still have official status as geographical (ceremonial) counties, though some have lost part or all of their administrative jurisdiction to new unitary areas. Some administrative counties continue with the same name, but are smaller than the geographical (ceremonial) county.

Scottish counties were replaced in the 1970s with regions and districts. These in turn were abolished in 1996, and replaced with a system of unitary areas.

Welsh counties were reformed in the 1970s, and abolished for administrative purposes in 1996, when two-tier counties and districts were replaced with unitary areas

Northern Ireland is divided into six historic counties, though local government is now administered by unitary cities, boroughs and districts within them.

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Unitary Authority Areas

[BL practice](#)

Some counties are themselves unitary authority areas (e.g. Herefordshire, Powys, Fermanagh).

Other unitary areas fall into two types:

1. Areas bearing unique names, e.g.:

North West Somerset
Blaenau Gwent
East Ayrshire
Ballymoney

The names of these areas are qualified by the name of the constituent country in which they fall:

North West Somerset (England)
Blaenau Gwent (Wales)
East Ayrshire (Scotland)
Ballymoney(Northern Ireland)

2. Areas based on, and bearing the name of, the city or town at their heart, e.g.:

Leicester
Aberdeen
Poole

In most cases, no useful distinction between the city or town and its district can be made for the purposes of cataloguing and retrieval. Such a city and the homonymous unitary authority area it governs are treated as coextensive for the purposes of creating an authorized access point, and one only is created.

Names of these areas are qualified by the name of the constituent country in which they fall:

Leicester (England)
Aberdeen (Scotland)

not Leicester (England) and Leicester (England : District)
not Aberdeen (Scotland) and Aberdeen (Scotland : District)

Please note two exceptions to this rule, where the unitary county or district is much larger than the town on which it is based:

Durham (England) and Durham (England : County)
Stirling (Stirling, Scotland) and Stirling (Scotland : District)

(Note the town Stirling is qualified by the name of its district, as there is another Stirling in Scotland)

Where the name of a unitary area is not unique within the country, qualify it by the name of the geographical (ceremonial) county within which it falls:

Poole (Dorset, England)

• England

Non-unique names of smaller places within non-unitary counties should be qualified by the names of the counties, e.g.:

Basildon (Essex, England)

falls within the county of Essex, one other Basildon in England.

Non-unique names of smaller places within unitary areas are usually qualified by the names of the unitary areas, e.g.:

Bottesford (North Lincolnshire, England)

falls within the unitary area of North Lincolnshire.

Upton (Poole, Dorset, England)

falls within the unitary borough of Poole.

An exception is made for non-unique names of places (including unitary authorities themselves) that fall within metropolitan counties (Greater Manchester, Merseyside, South Yorkshire, Tyne & Wear, West Midlands, West Yorkshire). These names should be qualified by the names of the metropolitan counties, e.g.:

Bolton (Greater Manchester, England)

falls within the metropolitan county of Greater Manchester, other Boltons in England

• Scotland and Wales

Non-unique names of smaller places should be qualified by the names of the unitary areas in which they fall:

Balintore (Angus, Scotland)

falls within the unitary district of Angus

Llandewi (Powys, Wales)

falls within the unitary county of Powys

• Northern Ireland

Non-unique names of smaller places should be qualified by the names of the counties in which they fall:

Belleek (Antrim, Northern Ireland)

Belleek (Fermanagh, Northern Ireland)

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Non-unique Names within Unitary Authority Areas

[BL practice](#)

Names that are non-unique within the same unitary area should be distinguished as follows:

1. Word or phrase

If a word or phrase can be found in a source, that is commonly used to distinguish the place, use it in the authorized access point, even if it is not used in a gazetteer entry:

Lanteglos (Caradon, England)

is the former authorized access point for a non-unique place in Cornwall, qualified by the name of a district. Cornwall became a unitary area in April 2009, and the districts no longer exist. However, a source can be found for a form that includes a distinguishing phrase, which can be used instead:

Lanteglos-by-Camelford (England)

Note that a variant can be recorded in the form of the name without the phrase, qualified by England, as variant access points are not required to be unique:

Lanteglos (England)

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Parishes in the United Kingdom

Parishes were originally purely ecclesiastical divisions, being the area served by the local church. The ecclesiastical parish system is still used by some churches (e.g. Church of England, Catholic Church) but these ecclesiastical parishes are now entirely separate from civil parishes.

Civil Parishes

Ecclesiastical Parishes

Parish Councils

Parochial Church Councils

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Civil Parishes

In the past, some civil parishes have been treated incorrectly as if they were ecclesiastical parishes, and established as corporate bodies coded 110.2, qualified with the term "parish".

However, all civil parishes should be established as jurisdictional headings and coded 151.

The term "Parish" would not normally be included in the name or added as a qualifier:

151 |a Thurlestone (England)

not

110.2 |a Thurlestone (England : Parish)

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Ecclesiastical Parishes

An ecclesiastical parish will normally consist of a single church.

In these cases, do not establish an authorized access point for the parish. Establish the authorized access point for the church and treat the name of the parish as a variant name of the church:

110.2 |a St. John the Evangelist Church (Sparkhill, England)

410.2 |a Saint John the Evangelist Church (Sparkhill, England)

410.2 |a Parish of St. John the Evangelist (Sparkhill, England)

If an ecclesiastical parish consists of 2 or more churches, use the authorized access point for the church if the parish and one of the churches have a name in common.

If an ecclesiastical parish consists of two or more churches and the name of the parish is different from the name of any of the churches, establish a separate authorized access point for the parish:

110.2 |a Parish of Solihull

The ecclesiastical parish of Solihull has 4 churches, none of which match the name of the parish.

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Parish Councils

A parish council is a type of local authority that administers a civil parish. It is the lowest tier of local government and has limited powers. The name of a parish council is recorded subordinately to the name of the place (civil parish) that it administers:

110.1 |a West Chilton (England). |b Parish Council

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Parochial Church Councils

Parochial Church Councils govern the ecclesiastical parishes of the Church of England. Councils should be entered directly following [**11.2.2.13 RDA**](#) unless [**11.2.2.14.6 RDA**](#) applies, where the name of the council includes the Preferred Name of the church:

Example 1

"The story of Thaxted Church by the Thaxted Parochial Church Council"

The name of the council is recorded entered directly:

110.2 |a Thaxted Parochial Church Council

It is useful to record a variant name, with the name of the council subordinated to the church:

410.2 |a Thaxted Church (Thaxted, England). |b Parochial Church Council

Example 2

"The history of St. Mary Magdalene, Ickleton by the Parochial Church Council of St. Mary Magdalene"

The name of the council would be recorded subordinately to the name of the church, following [11.2.2.14.6RDA](#):

110.2 |a St. Mary Magdalene (Church : Ickleton, England). |b Parochial Church Council

It is useful to record the direct form as a variant name:

410.2 |a Parochial Church Council of St. Mary Magdalene (Ickleton, England)

Note that the place name qualifier has been added to the reference, following the option at [11.13.1.3RDA](#)

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Recording at the Element Level

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Guideline on Research

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370 - Associated Place

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Introduction

Although authorized access points are required by MARC 21 and by current systems, RDA is designed to work at the element level, in a linked data environment. Future systems may not require authorized access points, but will retrieve, match and link discretely recorded elements, and combine them into displays as required. Element-level recording is the real substance of the RDA name authority record.

MARC 21 fields (**046/3XX**) have been defined to record RDA elements. A field may be omitted if it is not relevant, or if information is not readily ascertainable. **PCC best practice** is based on the recommendations of the **Task Group to Formulate or Recommend PCC/NACO RDA Policy on Authority Issues**:

“Overall best practice: Encode the 3XX fields for name, work or expression attributes when the information is readily available, even if the data is also recorded as part of the 1XX. Use controlled vocabulary when possible, encoding the source of the term in subfield \$2 (Source).

Rationale: This information will help in identifying the entity represented in the NAR and can be used to distinguish entities with the same or similar names. Once indexed, this data could also be very useful in Boolean searching, and pre- or post- limit searching. In addition, it could be mined for other purposes as well... The task group makes this recommendation in support of a future that uses linked data...”

Guidance on PCC practice for these MARC 21 fields can be found in **DCM: Descriptive Cataloging Manual, Z1. Name and Series Authority Records** (Cataloger's Desktop login required).

Note also that the BL indexes this data in Aleph.

The following section lists the elements by MARC 21 tag, with the MARC 21 definitions, and provides links to the elements in RDA.

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Guideline on Research

BL practice: balance must be struck between fullness and efficiency, when deciding what to record at the element level. Record only those elements that are:

Readily ascertainable

Useful

Expedient to record

Readily ascertainable: only do the amount of research needed to identify the entity, and to create and justify unique authorised and variant access points. Only include in 046/3XX fields appropriate data that has been discovered in the course of this research. Do not do extra research in order to complete additional 046/3XX fields.

Useful: be selective in recording data in 046/3XX fields. For example, only record significant dates in 3XX |s and |t. In 373, only record institutions with which a person has a significant connection. In 372 and 374, only record significant fields of activity and occupations. Any of these fields may be omitted if useful data is not readily ascertainable.

Expedient to record: only search the LCSH file briefly, for suitable terms. If a specific term is not available, use a broader term. If no term is readily ascertainable in a quick search, omit the field. Make full use of Aleph short keys and drop down menus to insert elements into the authority record.

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046 - Special Coded Dates (R) ([MARC 21](#), [9.3 RDA](#), [10.4 RDA](#), [11.4 RDA](#))

Special Coded Dates - General

Special Coded Dates - Personal Names

Special Coded Dates - Corporate Names

Special Coded Dates - Conference Names

Special Coded Dates - Jurisdiction Names

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Special Coded Dates - General

Record dates if they are readily ascertainable from research done to satisfy NACO requirements. Otherwise the field may be omitted.

In 046, record dates according to [ISO 8601](#):

Date to be expressed [ISO 8601](#):

19 th April 1860	18600419
April 1860	1860-04 [note hyphen]
1860	1860
19 th century	18
65 AD	0065
361 BC	-0360 [note difference of one]

For uncertain and approximate dates, use modifications from the draft extended date/time specification ([edtf](#)), and indicate this source in a |2 subfield:

Date to be expressed [edtf](#):

1990?	1990? 2 edtf
approximately 1860	1860~ 2 edtf
1860 or 1861	[1860,1861] 2 edtf

between 1930 and 1933	1930...1933 2 edtf
unspecified year in 1890s	189u 2 edtf
unknown year in 1890s	189x 2 edtf

Note the difference between u, where there is an expectation that the precise year might become known, and x, where there is not.

It is not necessary to repeat 046 where the dates are a mixture of [edtf](#) and [ISO 8601](#), as [ISO 8601](#) dates are also valid in [edtf](#):

046 |f 1901~ |g 1990 |2 edtf

Exception: year/month/day dates expressed in [edtf](#) contain hyphens:

046 |f 1890? |g 1921-10-27 |2 edtf

Repeat 046 for a person who has more than one period of activity to record in |s and |t, which are non-repeatable subfields.

[ISO 8601](#) and [edtf](#) dates are only used in 046, and not in any other field.

At the element level, the most specific dates of birth and/or death may be recorded, while the year alone is used in the authorized access point, except to break a conflict with another authorized access point.

Repeat 046 when different sources give conflicting dates. Cite the **Source Consulted** for each date, using |v and |u subfields as appropriate:

046 |f 1873 |g 1968 |v 20th cent. Chi. writers

046 |f 1874 |v Hubei ge ming zhi zhi lu, 2011

046 |f 18740330 |g 19680911 |\$v Baidu bai ke website, viewed April 25 2014

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Special Coded Dates - Personal Names ([MARC 21](#), [9.3 RDA](#), [9.3.1.3 LC-PCC PS](#))

Record as appropriate a date of birth and/or a date of death, or a date or dates indicating a person's period of activity.

Record as specific a date as is known, even if a less specific date, or no date, has been used as an addition to the preferred name in the authorised access point:

046 |f 19600505

1001 |a Smith, John, |d 1960-

If only the year is known, record only the year:

046 |f 1931

1001 |a Munro, Alice, |d 1931-

Record "active" dates in subfields |s and |t. Record a single "active" date in subfield |s:

046 |s 1820 |t 1860

1001 |a Smith, John, |d active 1820-1860

Record as appropriate a date or range of dates on which a conference was held.

Record as specific a date as is known, even if a less specific date has been used as an addition to the preferred name in the authorised access point:

046 |s 19990401 |t 19990403
1112 |a Pocklington Beer Conference |d (1999 : Pocklington, England)

If only the year is known, record only the year:

046 |s 2001 |t 2001
1112 |a Ferret Symposium |d (2001 : Ulleskelf, England)

If a conference was held on one day only, record this date in both |s and |t, as it is both the start date and the end date of the conference:

046 |s 20081102 |t 20081102
1112 |a Crime in Yorkshire (Conference) |d (2008 : Sheffield, England)

In a collective conference name authority record, record known start and end dates of the whole ongoing conference. Record an end date only if the series has ended, or changed name. Generally, record only the year:

046 |s 2007
1112 |a Conference on Inequalities and Applications

(first Conference on Inequalities and Applications was held in 2007)

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Special Coded Dates - Jurisdiction Names (MARC 21⁴, 11.4.RDA)

It will be unusual to record start and finish dates for a place name, unless a place has a definite date of founding, or termination, or name change:

046 |s 19670123
151 |a Milton Keynes (England)

Milton Keynes is a "new town" which was formally designated on 23rd January 1967.

046 |s 1972
151 |a Sri Lanka

Sri Lanka is a jurisdiction which came into being with that name in 1972.

046 |s 19740401 |t 19960401
151 |a Humberside (England)

Humberside was an English county from 1 April 1974 until 1 April 1996

046 |s 1996
151 |a Mumbai (India)

The name of Bombay was officially changed to Mumbai in 1996.

It may also be appropriate to record start and finish dates in 046 for another kind of entity that is coded 151 on the name authority file, following the Subject Headings Manual, H 405⁴:

046 |s 1928 |t 1971
151 |a RAF Seletar (Singapore)

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368 - Other Attributes of Person or Corporate Body (R) (MARC 21[☑], 9.4^{RDA}, 9.6^{RDA}, 11.7^{RDA})

Other Attributes - General

Other Attributes - Personal names

Other Attributes - Corporate Names

Other Attributes - Conference Names

Other Attributes - Jurisdiction Names

Relation between 368 and 1XX qualifier

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Other Attributes - General (MARC 21[☑])

Record a term designating the type of a person, corporate body or a jurisdiction, if this is readily ascertainable from research done to satisfy NACO requirements. Otherwise the field may be omitted. It should usually be possible to supply this element.

Best practice is to use an LCSH term (except for **Title of the Person^{RDA}** in **368 |d**). If an LCSH term is not ascertainable, use a term that the entity uses itself, or by which it is described.

When using a term from LCSH, indicate the source in subfield |2:

368 |a Business enterprises |2 lcsch

When using subfield |2, repeat field 368 if subfield |2 does not apply to all terms:

368 |a Christian sects |2 lcsch
368 |c Apostolic

For more guidance on the use of LCSH in RDA name authority records, please see **Relation between 368 and 110 qualifier**, and also **LCSH in Name Authority Records**.

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Other Attributes - Personal Names (MARC 21[☑], 9.4^{RDA}, 9.6^{RDA})

Please note that subfield |d of MARC 21 field 368 may not yet (July 2013) be used in LC/NACO authority records.

Subfields |c and |d are available to record attributes of persons:

368 |c - Other designation (R)

368 |d - Title of person (R)

368 |c - Other designation (R)

Use to record Other Designation Associated with the Person (9.6.RDA), whether or not the term has been included in the authorized access point (exception: only routinely record the final sub-element Other Designation (9.6.1.9.RDA) if it has been included in the authorized access point). Record the following designations:

Saints (9.6.1.4.RDA)

Spirits (9.6.1.5.RDA)

Persons Named in Sacred Scriptures or Apocryphal Books (9.6.1.6.RDA)

Fictitious and Legendary Persons (9.6.1.7.RDA)

Real Non-Human Entities (9.6.1.8.RDA)

Other Designation (9.6.1.9.RDA)

Use LCSH terms when they are available and appropriate:

368 |c Saints |2 |csh

368 |c Spirits |2 |csh

368 |c Prophets |2 |csh

368 |c Fictitious characters |2 |csh

368 |c Animals, Mythical |2 |csh

368 |c Gods, Greek |2 |csh

368 |c Horses |2 |csh

368 |c Spaniels |2 |csh

Use an uncontrolled term if an LCSH term is not available (or make a SACO proposal if literary warrant can be demonstrated):

368 |c Demon

368 |c Legendary character

2013 changes to RDA extend the scope of Other Designation Associated with the Person to include any appropriate Other Designation (9.6.1.9). This element is intentionally broad, and it is designed to help remove the few remaining cases where an authorised access point can not be made unique. It therefore encompasses almost any sensible designation, that does not fall within the scope of another element that can be used in an access point.

In the case of Other Designation (9.6.1.9.RDA), an LCSH term may not be appropriate, so terms may be recorded as found:

368 |c Gentleman

368 |c Defendant

368 |c Independent Burgess

Do not routinely include Other Designation (9.6.1.9.RDA) 368 |c, if the term has not been needed in the authorized access point.

Generally, an Other Designation used in an authorized access point should also be recorded in MARC 21 field 368, subfield \$c, unless the information has been adequately recorded in other 3XX fields:

1001 |a Sharp, John |c (Of Hoddam)

370 |c Scotland |e Hoddam (Scotland) |2 naf

No need also to add:

368 |c Of Hoddam

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368 |d - Title of person (R)

Please note that subfield |d of MARC 21 field 368 may not yet (July 2013) be used in LC/NACO authority records.

Use to record Title of the Person (9.4), whether or not the term has been included in the authorised access point. Record the following titles, in their full form when known, following the instructions on language:

Titles of Royalty (9.4.1.4.RDA)

in the language preferred by the agency, if there is a satisfactory equivalent

Titles of Nobility (9.4.1.5.RDA)

in the language in which the title was conferred

Popes (9.4.1.6.RDA)

Bishops, Etc. (9.4.1.7.RDA)

Other Persons of Religious Vocation (9.4.1.8.RDA)

in the language in which the title was conferred

Other Term of Rank, Honour or Office (9.4.1.9.RDA)

in the language in which the title was conferred, or of the country

2013 changes to RDA extend the scope of Title of the person to include Other Term of Rank, Honour or Office ([9.4.1.9 RDA](#)). This element includes terms indicating academic office (e.g. Prof., Professor), terms of respect for clergy (e.g. Rev., Rt. Rev.), terms indicating military rank (e.g. Gen., Capt.), and terms of honour that are not noble titles (e.g. Sir, Lady).

Record titles and terms of address as they are found:

368 |d King of Sweden

368 |d Marchese

368 |d Pope

368 |d Archbishop

368 |d Rabbi

368 |d Captain

368 |d Reverend

368 |d Sir

Controlled vocabulary (LCSH) is generally preferred in MARC 21 field 368. However, this is not appropriate for Title of the Person ([9.4 RDA](#)), which is recorded in the language and in the form in which it is found, following the principle of representation. A corresponding Profession or Occupation can be recorded in MARC 21 field 374 if appropriate:

1001 |a Arnold, John, |c Very Rev.

368 |d Very Rev.

374 |a Clergy |2 lcsch

Prefer a full form over an abbreviated form if both are found. Generally, fuller forms of titles and terms of address should not be extrapolated, as this can be inaccurate: for example, *Prof.* can stand for *Professor*, but it can also stand for *Profaisar*, *Profaisara*, *Profesar*, *Professeur*, *Professora*, *Professore*, etc. It is also important to record titles and terms of address as they appear with the name to avoid confusion with terms for occupations.

When recording both |c and |d, repeat the field if one term is LCSH but the other is not:

368 |c Fictitious characters |2 lcsch

368 |d Captain

but

368 |c Defendant |d Dr.

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Other Attributes - Corporate Names ([MARC 21](#), [11.7 RDA](#))

In |a, record a term for the Type of Corporate Body ([11.7.1.4 RDA](#)). Best practice is to use an LCSH term.

Terms may be as specific as appropriate:

1102 |a Vanguard Consulting (Business enterprise)

368 |a Business enterprises |2 lcsch

1102 |a KUON (Television station)

368 |a Television stations |2 lcsch

1102 |a St. Leonards Writers

368 |a Societies |2 lcsch

1102 |a East Midland Baptist Association

368 |a Associations, institutions, etc. |2 lcsch

1102 |a Catholic Church. |b Secretariado Nacional para os Bens Culturais da Igreja

368 |a Secretariats |2 lcsch

If a specific LCSH term is not available, use a more general term and rely on the 372 to bring out a specific field of activity:

Writers' groups:

368 |a Societies |2 lcsch

372 |a Authorship |2 lcsch

Construction companies:

368 |a Business enterprises |2 lcsb
372 |a Construction industry |2 lcsb

If no LCSH term is ascertainable, use a term that the body uses itself, or by which it is described.
Do not code with |2 lcsb.

In |c, record an Other Designation ([11.7.1.6 RDA](#)) for the type of body. Use a term that has been used, or that could be used, as a qualifier in the authorised access point ([11.13.1.7 RDA](#)).

1102 |a Church of God (Seventh Day Adventists)

368 |c Seventh Day Adventists |2 lcsb

When |c has been used, it will often be appropriate also to use |a:

1102 |a Church of God (Seventh Day Adventist)

368 |a Christian sects |c Seventh Day Adventists |2 lcsb

For more guidance on the use of LCSH in RDA name authority records, please see [Relation between 368 and 1XX qualifier](#), and [LCSH in Name Authority Records](#).

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Other Attributes - Conference Names ([MARC 21](#), [11.7 RDA](#))

In |a, record a term for the Type of Corporate Body ([11.7.1.4 RDA](#)), indicating that it is a conference. Note that in LCSH, *Conferences* and *Symposia* are non-preferred terms of *Congresses and conventions*, *Meetings* and *Forums (Discussion and debate)*, any of which can be used as appropriate in 368 |a.

1112 |a WWIC (Conference)

368 |a Congresses and conventions |2 lcsb

1112 |a International Conference on Smart Design

368 |a Congresses and conventions |2 lcsb

1112 |a International Symposium on Electronic System Design

368 |a Congresses and conventions |2 lcsb

1102 |a Orthopaedic Research Society. |b Annual meeting

368 |a Meetings |2 lcsb

Seminars and *Workshops (Seminars)* are also LCSH terms; generally, use the LCSH term that corresponds to the way the meeting styles itself.

Also record here an appropriate term for any other similar entity that is treated as if it were a meeting: Exhibition, Expedition, Festival, etc.

1112 |a Rencontres rossiniennes

368 |a Exhibitions |2 lcsb

1112 |a Lewis and Clark Expedition |d (1804-1806)

368 |a Scientific expeditions |2 lcsb

1112 |a Hearts Festival |d (2010 : Harrogate, England)

368 |a Festivals |2 lcsb

For more guidance on the use of LCSH in RDA name authority records, please see [Relation between 368 and 110 qualifier](#), and [LCSH in Name Authority Records](#).

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Other Attributes - Jurisdiction Names ([MARC 21](#), [11.7.1.5 RDA](#))

BL practice: In |b, record the Type of Jurisdiction (11.7.1.5) for all place names coded 151 :

151 |a York (England)

368 |b Cities and towns |2 lcsb

151 |a Suffolk (England)

368 |b Counties |2 lcsb

151 |a North Lincolnshire (England)

368 |b District

151 |a France

368 |b Republics \$2 lcsb

151 |a Oxenhall (England)
368 |b Villages |2 lcsb

151 |a Tettenhall (Wolverhampton, England)
368 |b Suburbs |2 lcsb

Note: currently *Villages, Suburbs, Cities and towns, Boroughs, Counties and Republics* are valid in LCSH, but *Districts, States, Countries and Kingdoms* are not. The BL will make LCSH proposals.

For more guidance on the use of LCSH in RDA name authority records, please see [Relation between 368 and 110 qualifier](#), and [LCSH in Name Authority Records](#).

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Relation between 368 and 1XX qualifier

Best practice indicates the use of LCSH terms in 368, for purposes of retrieval, machine matching and linked data.

The purpose of 110 is slightly different, being to create an access point that is both unique and informative to the user.

An LCSH term will almost always need adapting before it can be used as a qualifier in 1XX.

LCSH terms for classes of persons or corporate bodies are given in the plural, whereas an addition to a name access point should be in the singular:

1001 |a Twist, Oliver |c (Fictitious character)
368 |c Fictitious characters |2 lcsb

1102 |a Zymo Research (Business enterprise)
368 |a Business enterprises |2 lcsb
151 |a Cork (Ireland : County)
368 |b Counties |2 lcsb

An LCSH term may be too narrow or broad, and a broader or narrower free-text term may be better for 1XX:

1102 |a Compagnons bâtisseurs (Association)
368 |a Associations, institutions, etc. |2 lcsb

An LCSH term may have a qualifier that is not appropriate in 1XX:

1102 |a Triton (Trawler)
368 |a Trawlers (Vessels) |2 lcsb

Sometimes, a free text term will be preferable to its LCSH equivalent:

1001 |a Lewis, Peter |c (Pseudonym)
368 |c Anonyms and pseudonyms |2 lcsb

1112 |a WISM (Conference)
368 |a Congresses and conventions |2 lcsb
1112 |a VDM (Symposium)
368 |a Congresses and conventions |2 lcsb

Generally, if 1XX is qualified by Other Designation, one would expect to see a corresponding 368. However, if a non-LCSH term has been used in 110, and an LCSH equivalent has been used in 368, it is superfluous to add another 368 for the non-LCSH term:

1112 |a WISM (Conference)
368 |a Congresses and conventions |2 lcsb

second 368 not needed for:

368 |a Conference

It will sometimes be appropriate to use a longer, informative term in 1XX10, that will be factored into LCSH terms in both 368 and 372:

1102 |a Carillion (Construction company)
368 |a Business enterprises|2 lcsb
372 |a Construction industry |2 lcsb

For more guidance on the use of LCSH in RDA name authority records, please see individual sections of **Other Attributes of Person or Corporate Body**, and **LCSH in Name Authority Records**.

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370 - Associated Place (R) ([MARC 21](#), [9.8RDA](#), [9.9RDA](#), [9.10RDA](#), [9.11RDA](#), [10.5RDA](#), [11.3RDA](#))

Associated Place - General

Associated Place - Personal Names

Associated Place - Corporate Names

Associated Place - Conference Names

Associated Place - Jurisdiction Names

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Associated Place - General ([MARC 21](#))

Use the LC/NAF form of name if there is one. If not found there, formulate it according to RDA; it is not necessary to establish it on LC/NAF.

Following a change to PCC policy (September 2013), use the unmodified authorized access point for the place from LC/NAF, or formulate it as it would be on LC/NAF, if it is not established there. Do not reformulate the name as if it were being used as a qualifier. Use the full form of the established name, rather than its abbreviation in **App B.11 RDA**:

370 |a London (England) not 370 |a London, England

370 |c United States not 370 |c U.S.

Do not modify the authorized access point to remove a term that indicates the type of jurisdiction, or any other designation:

370 |a Cork (Ireland : County) **not** 370 |a Cork (Ireland)
370 |a Venice (Republic : To 1797) **not** 370 |a Venice
370 |a Bayern-Landshut (Duchy) **not** 370 |a Bayern-Landshut

370 |c Korea (South) not |370 Korea

If the place is not a jurisdiction, use the LCSH form of name if there is one. If not found there, formulate it according to RDA; it is not necessary to establish it on LCSH.

Indicate the source for a term, in subfield |2

370 |c Great Britain |2 naf

370 |e London (England) |2 naf

370 |f Africa, West |2 lcsh

370 |f Exmoor (England) |2 lcsh

When using subfield |2, repeat field 370 if |2 does not apply to all place names:

370 |c Great Britain |2 naf

370 |f Europe, Central |f Europe, Eastern |2 lcsh

Note that if |2 is used, it should be placed after any subfields to which it applies, but before any subfields |s, |t, |u or |v.

Record the latest name of a place that is applicable to the entity in the authority record, not necessarily the most recent name of the place (that is, apply descriptive cataloguing practice, rather than LCSH practice):

370 |c Ceylon **not** 370 |c Sri Lanka

[for a body that only existed when the country was called Ceylon]

2013 changes to RDA allow an earlier name of the place also to be recorded, if considered important for identification.

It is always useful to add 370 |c for an associated country, to distinguish and match people, not just those whose association with the country is significant. Sometimes it might be useful to repeat |c, for example to add both "Great Britain" and "Scotland", if a British person has a significant identification with Scotland:

370 |c Great Britain |c Scotland

Only record dates in |s or |t when considered significant or useful. When using these subfields, repeat field 370 if they do not apply to all place names:

370 |a Colombo (Sri Lanka)

370 |e England |s 1954 |t 1962

Often, non-jurisdictional "places" are tagged by NACO or SACO convention as corporate bodies, or buildings. Examples: airports, ships, concentration camps, stately homes.

So in spite of the tagging, if an entity is a place, it may be used in the 370 field. So the authority record for a person born in Auschwitz Concentration Camp may have:

370 |a Auschwitz (Concentration camp) |2 naf

someone born on an ocean liner might have:

370 |a Queen Mary 2 (Ship) |2 naf

and someone born in a stately home might have:

370 |a Castle Howard (England) |2 lcsh

For more guidance on the use of LCSH in RDA name authority records, please see [LCSH in Name Authority Records](#).

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Associated Place - Personal Names (MARC 21[☑], 9.8^{RDA} - 9.11^{RDA})

If known, record a specific place of residence within a country in |e; otherwise record the country in |e. Generally, do not record both a country and a place within it, in repeated |e.

Record an associated country in |c to bring out nationality or other identification with the country.

Record an associated place other than a country in |f, to bring out a significant identification with the place other than residence (|e). This might reflect a place where a person works or studies.

100 1 |a Singer, Isaac Bashevis, |d 1904-1991
370 |a Radzimyń (Poland) |b Surfside (Fla.) |2 naf

Place of birth: Radzimyń; Place of death: Surfside

100 1 |a Jenkins, Sara |c (Artist)
370 |c Great Britain |f Cornwall (England) |2 naf

Associated country: Great Britain; Other associated place: Cornwall

100 1 |a Parker, Bobby |c (Poet)
370 |c Great Britain |e Kidderminster (England) |2 naf

Associated country: Great Britain; Place of residence: Kidderminster

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Associated Place - Corporate Names (MARC 21[☑], 11.3^{RDA})

Use |e for place names only; use 373 Associated Group for an institution where a body has its headquarters.

110 2 |a Cavendish Laboratory (Cambridge, England)
370 |c Great Britain |e Cambridge (England) |2 naf
373 |a University of Cambridge |2 naf

Associated country: Great Britain; Place of headquarters: Cambridge; Associated Institution: University of Cambridge

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Associated Place - Conference Names (MARC 21[☑], 11.3.2^{RDA})

Use |e or |f for place names only; use 373 Associated Group for an institution where a conference was held.

1112 |a Poetry and Voice Conference |d (2010 : |c University of Chichester)
370 |e Chichester (England) |2 naf
373 |a University of Chichester |2 naf

Held at the University of Chichester, in Chichester.

In a collective conference name authority record, only record a place that applies to the whole series. In an individual conference name authority record, record a place that applies to that instance of the conference.

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Associated Place - Jurisdiction Names (MARC 21⁴, 11.3^{RDA})

Use subfield |c to record the associated country for place names coded 151 that are smaller than a country :

151 |a Paris (France)
370 |c France |2 naf

Also record, when applicable, the name of an associated place smaller than a country in 370 |f:

151 |a Swingfield (England)
370 |c England |f Kent (England) |2 naf

370 |e may be used for the "headquarters" of a place, in the sense of the capital city of a country, county town of a county, etc., where the administrative business of the place is done:

151 |a France
370 |e Paris (France) |2 naf

It may also be appropriate to record a Location in 370 |e for another kind of entity that is coded 151 on the name authority file, following the Subject Headings Manual, **H 405⁴**:

151 |a Flats Mentor Farm (Lancaster, Mass.)
370 |c United States |e Lancaster (Mass.) |2 naf

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371 - Address (R) (MARC 21⁴, 9.12^{RDA}, 11.9^{RDA})

Address - General

Address - Personal Names

Address - Corporate Names

Address - Conference Names

Address - Jurisdiction Names

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Address - General (MARC 21⁴)

An address should convey more detailed information than just a place name; a place name alone should be recorded in 370.

Record elements smaller than the town/city in repeated |a:

1102 |a National Coastwatch Institution (Great Britain)
371 |a National Office |a Unit 25 |a Basepoint Business Centre |a Yeoford Way |b Exeter |e EX2 8LB

Note that email addresses can also be given here, in |m:

371 |m stimmins@doc.govt.nz

email address of Susan M. Timmins.

URLs of websites, and telephone numbers are not in scope for this element.

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Address - Personal Names (MARC 21⁴, 9.12^{RDA})

Give a business address of a person, if it is in the public domain. Avoid giving private addresses of persons.

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Address - Corporate Names (MARC 21⁴, 11.9^{RDA})

Generally, do not repeat the name of the corporate body as part of the address given in 371.

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Address - Conference Names (MARC 21⁴, 11.9^{RDA})

Record the actual address where a conference was held only if it is readily ascertainable, and if it would be useful to record.

A conference may have an internet address.

Only use in a collective conference name authority record if applicable to the whole series.

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Address - Jurisdiction Names

A jurisdiction does not have an address. Do not use this field for place names.

However, it may be appropriate to record an address for another kind of entity that is coded 151 on the name authority file, following the Subject Cataloging Manual, [H 405](#):

151 |a Downers Grove Park District (Ill.)
370 |c U.S. |e Downers Grove (Ill.)
371 |a 2455 Warrenville Road |b Downers Grove |c IL |e 60515 |m webmaster@dgparcs.org

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372 - Field of Activity (R) (MARC 21, 9.15RDA, 11.10RDA)

[Field of Activity - General](#)

[Field of Activity - Personal Names](#)

[Field of Activity - Corporate Names](#)

[Field of Activity - Conference Names](#)

[Field of Activity - Jurisdiction Names](#)

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Field of Activity - General (MARC 21)

Use the term for the activity or discipline, not the agent: "Poetry", not "Poet".

Use specific rather than general terms when possible: "Poetry", rather than "Writing".

Best practice is to use an LCSH term. If an LCSH term is not ascertainable, use a term suggested by the resource being catalogued, and your research.

When using a term from LCSH, indicate the source in subfield |2:

372 |a Banking |2 lcsh

When using subfield |2, repeat field 372 if subfield |2 does not apply to all terms:

372 |a Ceramics (Art)

372 |a Painting |a Poetry |2 lcsh

Use LCSH terms concisely and only include subdivisions when necessary. Avoid simply transferring LCSH from the bibliographic record to the authority record. Remember that you are describing a person or a body, and not a work.

Subdivisions should be indicated with a double dash (no spaces):

372 |a Veterans--Services for |2 lcsh

Note that if |2 is used, it should be placed after any subfields to which it applies, but before any subfields |s, |t, |u or |v.

Only record dates in |s or |t when considered significant or useful. When using these subfields, repeat field 372 if they do not apply to all fields of activity:

100 |a Salmon, Peter, |d 1954-
372 |a Preaching |2 lcsh |s 1985 |t 2000
372 |a Acrobatics |2 lcsh |s 2000

For more guidance on the use of LCSH in RDA name authority records, please see [Relation between 374 and 100 |c](#), and [LCSH in Name Authority Records](#).

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Field of Activity - Personal names (MARC 21[☑], 9.15RDA)

A Field of Activity of a person can be professional, occupational, unpaid or recreational: "Librarianship", "Building", "Charity work", "Fishing".

If they are available, prefer terms for wider professional or occupational activities, over terms for specific posts or positions: "Librarianship" rather than "Authority Control team membership".

Avoid terms that merely suggest a person's relationship to the work: "Editing", "Compiling", unless it is clear that this is their wider field of activity.

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Field of Activity - Corporate Names (MARC 21[☑], 11.10RDA)

Use the term for the activity or discipline, rather than an explanatory phrase. Use an LCSH term if one is readily ascertainable.

372 |a Security, International |2 lcsh

not

372 |a The North Atlantic Treaty Organization (NATO) is a political and military alliance of 26 countries from North America and Europe committed to fulfilling the goals of the North Atlantic Treaty signed on 4 April 1949

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Field of Activity - Conference Names (MARC 21[☑], 11.10RDA)

The field of activity of a conference will usually be the topic of its discussion.

In a collective conference name authority record, only record a field of activity that applies to the whole series. In an individual conference name authority record, record a field of activity that applies to that instance of the conference.

However, when the titles of conferences in a series are very specific or specialised, it can be preferable to use a broader term to describe the activity, to promote consistency across the series:

1102 |a International Astronomical Union. |b Symposium |n (286th : |d 2011 : |c Mendoza, Argentina)

372 |a Astronomy |2 lcsh

670 |a Comparative magnetic minima, 2012: |b t.p. (286th symposium of the International Astronomical Union held in the City of Mendoza, Mendoza, Argentina October 3-7, 2011)

This is of course a matter of cataloguer judgement.

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Field of Activity - Jurisdiction Names

Field of Activity is unlikely to be applicable to a jurisdiction.

However, it may be appropriate to record a Field of Activity in 372 for another kind of entity that is coded 151 on the name authority file, following the Subject Headings Manual, [H 405[☑]](#):

151 |a RAF Dunkeswell (England)

372 |a Aeronautics, Military |2 lcsh

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373 - Associated Group (R) (MARC 21[☑], 9.13RDA, 11.5RDA)

[Associated Group - General](#)

[Associated Group - Personal Names](#)

Associated Group - Corporate Names
Associated Group - Conference Names
Associated Group - Jurisdiction Names
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Associated Group - General (MARC 214, 9.13RDA, 11.5RDA)

2013 changes to RDA instruct to record the Preferred Name. Use the LC/NAF form of name if there is one. If not found there, formulate it according to RDA; it is not necessary to establish it on LC/NAF.

If only an English language form of name can be found for a group whose Preferred Name would ideally be given in the vernacular, record the English language form of name (that would be coded Provisional (in 008/33 MARC 214) if established on LC/NAF).

If you are using a form of name found in LC/NAF, please add a |2 subfield indicating the source. The source code for LC/NAF is "naf":

373 |a British Library |2 naf

When using subfield |2, repeat field 373 if subfield |2 does not apply to all terms:

373 |a Bramham Poetry Society

373 |a British Library |a Wetherby and District Historical Society |2 naf

If the form found in LC/NAF is an AACR2 heading that includes the abbreviation "Dept.", please give "Department" in full in the form you record in 373. Include "|2 naf", as all LC/NAF forms with "Dept." will be changed to "Department" in due course.

Note that if |2 is used, it should be placed after any subfields to which it applies, but before any subfields |s, |t, |u or |v.

Only record dates in |s or |t when considered significant or useful. When using these subfields, repeat field 373 if they do not apply to all fields of activity:

100 1 |a Ashton, John

373 |a University of Leeds. Faculty of Biological Science |s 2000 |t 2005

373 |a University of Manchester. Faculty of Life Science |s 2005

Note that a name must represent a corporate body in order to be recorded in 373 as an associated group. Named buildings and named newspapers are not associated groups unless they have corporate status.

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Associated Group - Personal Names (MARC 214, 9.13RDA)

Affiliation can include employers, organisations to which a person belongs, academic institutions where a person studies or works, military services, etc.

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Associated Group - Corporate Names (MARC 214, 11.5RDA)

BL practice: Generally, to avoid redundancy, do not add a 373 for the name of a hierarchically superior and higher related body, if it is already present in an authorised or variant access point in the name authority record:

1102 |a Wolfson College (University of Oxford)

373 for University of Oxford not required, as it is present in 110

1102 |a University of Oxford. |b Careers Service

373 for University of Oxford not required, as it is present in 110

1102 |a Hinksey Centre

4102 |a University of Oxford. |b Hinksey Centre

373 for University of Oxford not required, as it is present in 410

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Associated Group - Conference Names (MARC 214, 11.5RDA)

Record in 373 an institution organising a conference, an institution that is the subject of a conference, and any institution otherwise associated with a conference.
Only use in a collective conference name authority record if applicable to the whole series.

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Associated Group - Jurisdiction Names

Associated Group is unlikely to be applicable to a jurisdiction.

However, it may be appropriate to record an Associated Group in 373 for another kind of entity that is coded 151 on the name authority file, following the Subject Cataloging Manual, **H 405**:

151 |a RAF Dunkeswell (England)

373 |a Great Britain. Royal Air Force |2 naf

373 |a United States. Navy |2 naf

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374 – Occupation (R) (MARC 21, 9.16RDA)

Occupation - General

Relation between 374 and 100 |c

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Occupation - General (MARC 21, 9.16RDA)

Use this field only for personal names, not for corporate, conference names or jurisdiction names.

An Occupation of a person can be professional, occupational, unpaid or recreational: "Librarian", "Builder", "Charity worker", "Angler".

Use the term for the agent, not the activity or discipline: "Poet", not "Poetry".

Use specific rather than general terms when possible: "Poet", rather than "Writer".

If they are available, prefer terms for wider professions or occupations over terms for specific posts or positions: "Librarian" rather than "Authority Control team member".

Avoid terms that merely suggest a person's relationship to the work: "Editor", "Compiler", unless it is clear that this is their wider profession or occupation.

Best practice is to use an LCSH term. If an LCSH term is not ascertainable, use a term suggested by the resource being catalogued, and your research.

Avoid LCSH terms that indicate the gender or ethnicity of persons engaged in an occupation, unless this aspect is considered important:

374 |a Accountants **not** 374 |a Women accountants

374 |a Lawyers **not** 374 |a African American lawyers

When using a term from LCSH, indicate the source in subfield |2:

374 |a Philosophers |2 lcsh

When using subfield |2, repeat field 374 if subfield |2 does not apply to all terms:

374 |a Ceramicist

374 |a Painters |a Poets |2 lcsh

Use LCSH terms concisely and only include subdivisions when necessary. Subdivisions should be indicated with a double dash (no spaces):

374 |a Teachers unions--Officials and employees |2 lcsh

Note that if |2 is used, it should be placed after any subfields to which it applies, but before any subfields |s, |t, |u or |v.

Only record dates in |s or |t when considered significant or useful. When using these subfields, repeat field 374 if they do not apply to all occupations:

100 |a Hedley, Jane, |d 1925-1999

374 |a Librarians |2 lcsh |s 1940 |t 1951

374 |a Air pilots |2 lcsh |s 1951 |t 1952

374 |a Carpenters |2 lcsh |s 1952

Note that LCSH terms for classes of persons are given in the plural, and should be given like this in 374.

Sometimes an occupation is factored into LCSH terms in both 372 and 374:

100 |a Paterson, Craig |c (Lecturer in criminology)

372 |a Criminology |2 lcsch

374 |a College teachers |2 lcsch

For more guidance on the use of LCSH in RDA name authority records, please see [Relation between 374 and 100 |c](#), and [LCSH in Name Authority Records](#).

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Relation between 374 and 100 |c

BL practice: Use LCSH terms in 374, for purposes of retrieval, machine matching and linked data. The purpose of 100 |c is slightly different, being to create an access point that is both unique and informative to the user.

An LCSH term will almost always need adapting before it can be used in 100 |c.

LCSH terms for classes of persons are given in the plural, whereas an addition to a name access point should be in the singular:

100 |a Smith, John |c (Librarian)

374 |a Librarians |2 lcsch

An LCSH term may be too narrow or broad, and a broader or narrower free-text term may be better for 100 |c:

100 |a Jackson, Richard |c (Motion picture producer)

374 |a Motion picture producers and directors |2 lcsch

An LCSH term may have a qualifier that is not appropriate in 100|c:

100 |a Roberts, Susan (Soprano)

374 |a Sopranos (Singers) |2 lcsch

Sometimes, a free text term will be preferable to its LCSH equivalent:

100 |a Jones, Peter |c (University lecturer)

374 |a College teachers |2 lcsch

Generally, if 100 |c is present, one would expect to see a corresponding 374. However, if a non-LCSH term has been used in 100 |c, and an LCSH equivalent has been used in 374, it is superfluous to add another 374 for the non-LCSH term:

100 |a Jones, Peter |c (University lecturer)

374 |a College teachers |2 lcsch

second 374 not needed for:

374 |a University lecturer

It will sometimes be appropriate to use a longer, informative term in 100 |c, that will be factored into LCSH terms in both 372 and 374:

100 |a Paterson, Craig |c (Lecturer in criminology)

372 |a Criminology |2 lcsch

374 |a College teachers |2 lcsch

For more guidance on the use of LCSH in RDA name authority records, please see individual sections of [Occupation](#), and [LCSH in Name Authority Records](#).

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375 - Gender (R) (MARC 21⁴, 9.7RDA)

Use this field only for personal names, not for corporate, conference names or jurisdiction names.

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376 - Family Information (R) (MARC 21⁴, 10.3RDA, 10.6RDA, 10.7RDA)

[no guidelines written. Only occurs in family name authority records]

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377 - Associated Language (R) (MARC 21⁴, 9.14RDA, 11.8RDA)

Associated Language - General

Associated Language - Personal Names

Associated Language - Corporate Names

Associated Language - Conference Names

Associated Language - Jurisdiction Names

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Associated Language - General (MARC 21[☑])

In |a, record codes from the [MARC Code List for Languages[☑]](#).

In ||, record terms for languages and dialects that are too specific for the code list:

377 |a nya || Chewa

Chewa dialect is under the collective code nya (Nyanja)

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Associated Language - Personal Names (MARC 21[☑], 9.14^{RDA})

Record only languages of which we have evidence of use in the public sphere. Do not surmise what languages a person might use in private. Do not record a language for an illustrator, photographer or other person working in a non-verbal context, unless they have also written, broadcasted, etc.

Do not record a language *from which* a person has translated, unless there is evidence that the person has also created expressions in that language. For example, for a person who has translated Japanese literature into English, but has not published in Japanese, record:

372 |a Translating and interpreting |a Japanese literature |2 lcsh

374 |a Translators |2 lcsh

377 |a eng [*but not* |a jpn]

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Associated Language - Corporate Names (MARC 21[☑], 11.8^{RDA})

[no guidelines written]

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Associated Language - Conference Names (MARC 21[☑], 11.8^{RDA})

[no guidelines written]

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Associated Language - Jurisdiction Names (MARC 21[☑], 11.8^{RDA})

377 can be used for the official language(s) of a country, state or province. Do not generally use 377 for local places such as towns and villages.

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Fuller Form of Personal Name (NR) (MARC 21[☑], 9.5^{RDA})

Use this field only for personal names, not for corporate, conference names or jurisdiction names. Record here any fuller forms of name that have been used, or could be used, in 100 |q in the authorised access point:

100 1 |a Johnson, A. W. |q (Alva William)

378 |q Alva William

100 0 |a H. D. |q (Hilda Doolittle)

378 |q Hilda Doolittle

1001 |a Jacoby, R. S.

378 |q Robert Simon

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Source Consulted (8.12)^{RDA}

Record the resources used in determining the authorized and variant access points, and the attributes recorded in 046/37X.

Any element that is part of an authorized or variant access point should be justified in 670. Sources for attributes recorded in 046/3XX can also usually be accommodated in the same 670 fields.

Less frequently, it can be more efficient to use 046/37X |u or |v, instead of 670, when adding lengthy information to a record from an extra source consulted:

373 |a Brixton Dining Club |v Author's website, viewed 21 June 2012 |u <http://www.shaw92.co.uk/home.html>

may be more efficient to transcribe than:

670 |a Author's website, viewed 21 June 2012: |b Home page (poet Simon Shaw, founder of the Brixton Dining Club)

In this case in do not use 670 as well, for the same information.

For |u and |v, follow the instructions in *DCM : Descriptive Cataloging Manual, Z1. Name and Series Authority Records - 046 Special Coded Dates* (Cataloger's Desktop login required).

For 670 follow the instructions in *DCM : Descriptive Cataloging Manual, Z1. Name and Series Authority Records - 670 Source Data Found* (Cataloger's Desktop login required).

Additional BL practice for 670:

- Abbreviations

Do not abbreviate names of months recorded in dates:

September, not *Sept.*

You may continue to use standard bibliographical abbreviations for locations within resources:

t.p., *p[iii]*, etc.

Avoid abbreviations unlikely to be meaningful to catalogue users:

Letter from author rather than *BL AL rec'd*

BL Asian and African Studies, rather than *BL A&AS*

Heading not *hdg* (although strictly speaking *Access point* is better, as RDA does not refer to *Headings*)

(RDA does not use the term "heading", but "authorized access point" is less meaningful to a catalogue user)

- Catalogues, websites, etc.

Give the date when catalogues and websites were viewed, as data found there can change:

BL catalogue, viewed [date] rather than *BL catalogue, [date]*

BBC website, viewed [date] rather than *BBC website [date]*

- Usage notes

If a name is recorded in catalogue records in a form that differs from the preferred name, add a note recording usage to the 670:

670 |a BL catalogue, viewed 18 September 2013 |b (heading: Greystrong, John; usage: J.S. Greystrong; John Greystrong)

It is not necessary to record a usage statement when the preferred name is the only usage found.

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Relationship Designators

General

[Relationships between Pseudonyms, and Between Real Names and Pseudonyms](#)

[Relationships between Corporate Names](#)

[Relationships between Place Names](#)

[Relationships between Personal Names and Corporate Names](#)

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General

Relationship designators from [Appendix K RDA](#) specify relationships between persons, families, and corporate bodies.

[BL Practice](#)

Only record relationships between entities in existing NARs, or in NARs that need to be created for access points in bibliographic records. Do not normally create an NAR simply in order to record a relationship.

Only use relationship designators in newly-created 5XX fields. Do not add “real identity” and “alternate identity” to existing 500s in NARs for real name and pseudonym, nor change \$wa/\$wb earlier/later name coding in any existing 510.

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Relationships between Pseudonyms, and between Real Names and Pseudonyms

Follow the guidance of the [FAQ – LC/PCC RDA and AACR2 practice for creating NARs for persons who use pseudonyms](#).

- The person uses one pseudonym and never uses the real name:

Make only one NAR. Use the pseudonym as the 100 (Heading—personal name) and add the unused real name as a variant name in a 400 field (see reference) in the NAR. Do not use relationship designators from [K.2.1 RDA](#) in the 400 field:

1001 |a Quinn, Julia, |d 1970-

4001 |a Pottinger, Julie Cotler, |d 1970-

- The person uses the real name and one pseudonym:

Make two NARs with simple see-also references (500 field) linking the two names. Use relationship designators from [K.2.1 RDA](#) to link the names, using |w r and recording the relationship designator in subfield |i.

1001 |a Sandford, John, |d 1944 February 23-

5001 |w r |i Real identity: |a Camp, John, 1944-

1001 |a Camp, John, |d 1944-

5001 |w r |i Alternate identity: |a Sandford, John, 1944 February 23-

- Multiple pseudonyms and joint pseudonyms

Continue pre-RDA practice, and use 500 see-also references with |w nnc coding, 663 fields and basic headings, as shown in the [FAQ – LC/PCC RDA](#).

- Variants of real names used concurrently

If the evidence from publications, or the author's stated preference, shows that works written under one name are in different subject areas from works written under other name(s), treat the same as for pseudonyms. If only two names are involved, use the relationship designator **alternate identity**:

1001 |a Taylor, Cally
5001 |w r |i Alternate identity: |a Taylor, C. L., |d 1973-
1001 |a Taylor, C. L., |d 1973-
5001 |w r |i Alternate identity: |a Taylor, Cally

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Relationships between Corporate Names

Please no longer use 510 references coded |w a and |w b to record relationships between earlier and later names. Instead, use relationship designators from [K.4.3 RDA](#) as follows, using |w r and recording the relationship designator in subfield |i.

- Earlier and later names

Related Corporate Body is a core element for LC and PCC, for sequential relationships with immediately preceding and immediately succeeding corporate bodies. ([32.1 LC-PCC PS](#)). Nonetheless, *earlier* names need not be recorded if unlikely ever to be needed as access points in bibliographic records. (further guidance in [32.1.1.3 LC-PCC PS](#)). Note however that Core elements need only be recorded if they are “applicable and readily ascertainable” ([8.3 RDA](#)).

Use the relationship designators **successor**, **predecessor**, and where appropriate **mergee**, **product of a merger**, and **product of a split**. The precise definitions are in [K.4.3 RDA](#). If uncertain about the merged status of bodies, prefer the simpler **successor** and **predecessor**.

Body A changes name to Body B:

110 |a Smith Company
510 |w r |i Successor: |a Smith Company International
110 |a Smith Company International
510 |w r |i Predecessor: |a Smith Company

Body A and Body B merge to form Body C:

110 |a Smith Company
510 |w r |i Mergee: |a Jones Company
510 |w r |i Product of a merger: |a Smith & Jones Company
110 |a Jones Company
510 |w r |i Mergee: Smith Company
510 |w r |i Product of a merger: |a Smith & Jones Company
110 Smith & Jones Company

510 |w r |i Predecessor: |a Smith Company

510 |w r |i Predecessor: |a Jones Company

Body A splits to form Body B and Body C:

110 |a Smith & Jones Company
510 |w r |i Product of a split: |a Smith Company
510 |w r |i Product of a split: |a Jones Company
110 |a Smith Company
510 |w r |i Predecessor: |a Smith & Jones Company
110 |a Jones Company
510 |w r |i Predecessor: |a Smith & Jones Company

If in doubt as to the nature of a merger or split, use **successor** and **predecessor**.

If in doubt as to the nature of the relationship between two corporate names, use a simple see-also reference without a relationship designator.

- Hierarchical subordinate and hierarchical superior

[BL practice](#)

The BL does not currently record the hierarchical relationship, or use the relationship designator **hierarchical superior**, following the first of two opinions by the Task Group to Formulate or Recommend PCC/NACO RDA Policy on Authority Issues (**N-23: 5XX: Use of r for hierarchical superior bodies**)

- Other relationship designators

The other relationship designators in **K.4.3 RDA** may be used if appropriate. These are: **founded corporate body, founding corporate body, sponsored corporate body** and **sponsoring corporate body**.

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Relationships between Place Names

Relationship designators for places have not yet been developed (currently RDA has a placeholder for Appendix L). Continue to express earlier and later relationships by using |w a and |w b:

151 |a Kristiania (Norway)

551 |w b |a Oslo (Norway)

151 |a Oslo (Norway)

551 |w a |a Kristiania (Norway)

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Relationships between Personal Names and Corporate Names

Any of the relationship designators in **K.2.3 RDA** and **K.4.1 RDA** may be used if appropriate. These are: **employee, founder, member, incumbent, sponsor, and employer, founded corporate body, corporate body, officiated corporate body**. Note that 2014 changes to RDA replaced **group member** with **member**, and **group member of** with **corporate body**.

Groups and their members

110 |a Beatles

500 |w r |i Member: |a Lennon, John, |d 1940-1980

500 |w r |i Member: |a McCartney, Paul

500 |w r |i Member: |a Harrison, George, |d 1943-2001

500 |w r |i Member: |a Starr, Ringo

100 |a Lennon, John, |d 1940-1980

510 |w r |i Corporate body: |a Beatles

Not all relationship designators are used reciprocally in two NARs; some only go one way:

110 |a France. |b President (1995-2007 : Chirac)

500 |w r |i Incumbent: |a Chirac, Jacques, |d 1932-

There is currently no designator available for use in the authority record for:

100 |a Chirac, Jacques, |d 1932-

510 |a France. |b President (1995-2007 : Chirac)

Sometimes it is neither necessary nor efficient to use relationship designators reciprocally:

100 |a Keating, Roly

510 |w r |i Employer: |a British Library

It would not be efficient to list every employee on the authority record for the British Library; only record

110 |a British Library

500 |w r |i Employee: \$a Keating, Roly

if judged useful.

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LCSH in Name Authority Records

LCSH - General

This section contains links to all parts of this Guide that contain information on LCSH usage. They in turn contain links to this section.

When using LCSH in a name authority record, it is important to remember that we are recording attributes of the person, corporate body, etc. represented in the authority record, and not

providing subject cataloguing for associated resources: avoid simply transferring LCSH to the authority record from an associated bibliographic record. Although we are using LCSH as a source of controlled vocabulary terms, the instructions in the Subject Headings Manual, for example on arrays of subject headings for special topics, are not applicable.

LCSH Summary

The following sections contain guidance on BL practice for LCSH usage in name authority records.

368 - Other Attributes of Person or Corporate Body

370 - Associated Place

372 - Field of Activity

374 - Occupation

Relation between 368 and 1XX qualifier

Relation between 374 and 100 |c

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Personal Name Authority Records

008 120208n|^azannaabn^^^^^^^^^^|n^aaa^^^^^^

010 \$a nb2012003643

040 \$a Uk \$b eng \$e rda \$c Uk

046 \$f 1950

1001 \$a Kinghorn, John, \$d 1950-

370 \$a Newcastle-upon-Tyne (England) \$c Great Britain \$c England \$2 naf

372 \$a Electronics \$2 lcsh

373 \$a University of Sussex \$2 naf

375 \$a male

377 \$a eng

670 \$a Beyond the HST, c2011: \$b t.p. (John Kinghorn) back cover (born in Newcastle upon Tyne in 1950; he studied electronics at the University of Sussex; had a career with a multinational electronics company performing various roles from junior engineer to section manager)

008 110901n|^azannaabn^^^^^^^^^^|n^aaa^^^^^^

010 \$a nb2011023250

040 \$a Uk \$beng \$e rda \$c Uk \$d Uk

046 \$s 20

1001 \$a Cameron, Ian \$c (Pastor)

370 \$c Great Britain \$c England \$e Paignton (England) \$2 naf \$s 2006

372 \$a Christianity \$a Preaching \$2 lcsh

373 \$a Great Parks Chapel (Paignton, England) \$s 2006

374 \$a Clergy \$2 lcsh

375 \$a male

377 \$a eng

670 \$aThe first eleven, c2010: \$b t.p. (Ian Cameron) introduction (sermons first preached at Great Parks Chapel, Paignton, Devon, in 2006)

670 \$a Great Parks Chapel website, 1 Sept. 2011: \$b leadership team page (Pastor Ian Cameron, moved to Paignton in 2006; started at Great Parks Chapel in 2006)

008 120117n|^azannaabn^^^^^^^^^^|n^aaa^^^^^^

010 \$a nb2012001424

040 \$a Uk \$b eng \$e rda \$c Uk \$d Uk

046 \$s 1800

1001 \$a Wills, Benjamin \$c (Surgeon)

370 \$c Great Britain \$c England \$e Croydon (London, England) \$2 naf

372 \$a Medicine \$2 lcsh

374 \$a Surgeons \$2 lcsh

375 \$a male

377 \$a eng

670 \$a Lessons for Government; or the Deliverance of a people, 1800

670 \$a BL database, 17 Jan. 2012 \$b (hdg.: Wills, Benjamin, Surgeon, of Croydon, Surrey)

008 110912n|^azannaabn^^^^^^^^^^|n^aaa^^^^^^
010 \$a nb2011024167
040 \$a Uk \$b eng \$e rda \$c Uk \$d Uk
046 \$s 20
1001 \$a Campbell, Penny \$c (Illustrator)
370 \$a Dundee (Scotland) \$c Great Britain \$c Scotland \$2 naf
372 \$a Illustration of books \$2 lcsh
373 \$a Forfar Academy (Forfar, Scotland) \$2 naf
373 \$a Morrigan Illustration
374 \$a Illustrators \$2 lcsh
375 \$a female
377 \$a eng
670 \$a Jacob and Sorrel, c2010: \$b t.p. verso (illustrated by Penny Campbell)
670 \$a Google profiles WWW site, viewed 12 Sept. 2011: \$b Penny Campbell page (Occupation, Illustrator ; Employment, Morrigan Illustration ; educated, Forfar Academy, Scotland ; she was born in Dundee, Scotland)
008 120118n|^azannaabn^^^^^^^^^^|a^aaa^^^^^^
010 \$a nb2012001546
040 \$a Uk \$b eng \$e rda \$c Uk \$d DLC \$d Uk
046 \$s 19
1001 \$a Des Rosiers, Pierre
370 \$c Canada \$2 naf
372 \$a Humorous songs \$2 lcsh
375 \$a male
377 \$a fre
4001 \$a Rosiers, Pierre des
670 \$a Mon coeur se r'trousse. Chanson comique, etc., 1912
670 \$a BL database, 18 Jan. 2012\$\$b(hdg.: Des Rosiers, Pierre; pub. Montréal)
008 110912n|^azannaabn^^^^^^^^^^|n^aaa^^^^^^
010 \$a nb2011024166
040 \$a Uk \$b eng \$e rda \$c Uk \$d Uk
046 \$s 19 \$t 20
1001 \$a Boswell, John \$c (Farmer)
370 \$c Great Britain \$c England \$2 naf
370 \$e Evesham, Vale of (England) \$2 lcsh
372 \$a Horticulture \$2 lcsh \$t 1997
374 \$a Farmers \$2 lcsh \$t 1997
375 \$a male
377 \$a eng
670 \$a Not only cabbages, 2009: \$b t.p. (John Boswell) t.p. subtitle (farming and growing in the Vale of Evesham) back cover (story of three generations of horticultural growers in the English Midlands) preface (farmer, retired 1997)
670 \$a Evesham journal for 17 Dec. 2009, viewed online 9 Sept. 2011 \$b (John Boswell, he farmed for 50 years ; Boswells farming in the Vale of Evesham for 100 years)
008 971202n|^azannaab^^^^^^^^^^|n^aaa^^^^^^c
010 \$a no 97069550^
040 \$a TxDa \$b eng \$e rda \$c TxDa \$d DLC \$d Uk
1000 \$a White Eagle \$c (Spirit)
368 \$c Spirits \$2 lcsh
375 \$a male
377 \$a eng
670 \$a The source of all our strength, 1996: \$b t.p. (White Eagle)
670 \$a Phone call to Church of the White Eagle Lodge/St. John's Interfaith Church, Montgomery, Tex., 12/1/97 \$b (White Eagle was a Native American chieftain who, after his death, began in the early 1930s to communicate via a medium named Grace Cooke; all books attributed to White Eagle are actually channeled works)
008 120322n|^azannaabn^^^^^^^^^^|n^aaa^^^^^^
010 \$a nb2012007899
040 \$a Uk \$b eng \$e rda \$c Uk \$d Uk
046 \$s 20
1000 \$a Lauder Lass \$c (Horse)
368 \$a Horses \$2 lcsh
370 \$c Great Britain \$c Scotland \$e Lauder (Scotland) \$2 naf

375 \$a female
670 \$a Lauder Lass, the horse who touched the hearts of many, 2011: \$b t.p. (By Lauder Lass and Judi Gunn)
670 \$a The Southern Reporter, 27 July 2010 \$b (Kind-hearted Lauder people save horse; Lauder Lass, Irish draught mare)

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Corporate Name Authority Records

008 120719n|^azannaabn^^^^^^^^^^|a^ana^^^^^^
010 \$a nb2012017304
040 \$a Uk \$b eng \$e rda \$c Uk \$d Uk
046 \$s 1904
1102 \$a London Solicitors' Golfing Society
368 \$a Societies \$2 lcsh
370 \$e London (England) \$2 naf
371 \$a 66 Lincoln's Inn Fields \$b London \$d England \$e WC2A 3LH \$m enquiries@londonsolicitors.org
372 \$a Golf \$2 lcsh
377 \$a eng
4102 \$a LSGS (Society)
670 \$a The London Solicitors' Golfing Society, 2010: \$b t.p. verso (66 Lincoln's Inn Fields, London WC2A 3LH) back cover (LSGS)
670 \$a London Solicitors' Golfing Society website, 19 July 2012: \$b home page (founded in 1904) contact (enquiries@londonsolicitors.org)
008 120806n|^azannaabn^^^^^^^^^^|n^ana^^^^^^
010 \$a nb2012018673
040 \$a Uk \$b eng \$e rda \$c Uk \$d Uk
1102 \$a Occupancy Marketing (Consultancy)
368 \$a Business enterprises \$2 lcsh
370 \$e Edinburgh (Scotland) \$2 naf
371 \$a 115 Hanover Street \$b Edinburgh \$d Scotland \$e EH2 1DJ
372 \$a Internet marketing \$2 lcsh
377 \$a eng
670 \$a Scotland.org 12 month audit, 2009: \$b PDF, p. 1 (Occupancy Marketing, 115 Hanover Street, Edinburgh, EH2 1DJ)
008 120719n|^azannaabn^^^^^^^^^^|a^ana^^^^^^
010 \$a nb2012017312
040 \$a Uk \$b eng \$e rda \$c Uk
046 \$s 1895~ \$2 edtf
1102 \$a St. Oswald's Catholic Primary School (Longton, Lancashire, England)
368 \$a Schools \$2 lcsh
370 \$e Longton (Lancashire, England) \$2 naf
371 \$a Chapel Lane \$b Longton \$c Lancashire \$d England \$e PR4 5EB \$m bursar@longton-st-oswalds.lancs.sch.uk
372 \$a Education, Primary \$2 lcsh
373 \$a Catholic Church \$2 naf
377 \$a eng
4102 \$a Saint Oswald's Catholic Primary School (Longton, Lancashire, England)
4102 \$a St. Oswald's School (Longton, Lancashire, England)
670 \$a Extracts from the school logbooks of St. Oswald's, Longton, 2010: \$b back cover (St. Oswald's Catholic Primary School, in Lancashire) p.[2] (St. Oswald's School started around 1895)
670 \$a St. Oswald's Catholic Primary School website, 19 July 2012: \$b home page (Chapel Lane, Longton, Preston PR4 5EB; email: bursar@longton-st-oswalds.lancs.sch.uk)

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Conference Name Authority Records

Unnamed under AACR2/LCRI but named under RDA:

008 120619n|^azannaabn^^^^^^^^^^|n^ana^^^^^^
010 \$a nb2012014893
040 \$a Uk \$b eng \$e rda \$c Uk \$d Uk

046 \$s 20100415 \$t 20100418
 1112 \$a Ritual, Conflict and Consensus: Comparing Case Studies in Asia and Europe (Conference)
 \$d (2010 : \$c Budmerice, Slovakia)
 368 \$a Congresses and conventions \$2 lcs
 370 \$e Budmerice (Slovakia) \$2 naf
 372 \$a Rites and ceremonies \$2 lcs
 373 \$a Österreichische Akademie der Wissenschaften. Institute for Social Anthropology
 373 \$a Ústav etnológie SAV \$2 naf
 670 \$a Ritual, conflict and consensus, 2012: \$b prelim. (Anthropological Atelier "Ritual, Conflict and Consensus: Comparing Case Studies in Asia and Europe" organised by the Institute of Ethnology, Slovak Academy of Sciences, and the Institute for Social Anthropology, Austrian Academy of Sciences, April 15-18, 2010, at Domov slovenských spisovateľ'ov [the House of Slovak Writers], Budmerice Castle, Slovakia)
Individual name authority record for a one-off conference:
 008 120417n|^azannaabn^^^^^^^^^^|a^ana^^^^^^
 010 \$a nb2012009943
 040 \$a Uk \$b eng \$e rda \$c Uk \$d Uk
 046 \$s 20110913 \$t 20110916
 1112 \$a CICA (Conference) \$d (2011 : \$c Hangzhou, China)
 368 \$a Congresses and conventions \$2 lcs
 370 \$e Hangzhou (China) \$2 naf
 372 \$a Computer science \$a Cybernetics \$2 lcs
 377 \$a eng
 4112 \$a International Conference on Computer, Informatics, Cybernetics and Applications \$d (2011 : \$c Hangzhou, China)
 4112 \$a Conference on Computer, Informatics, Cybernetics and Applications, International \$d (2011 : \$c Hangzhou, China)
 4112 \$a CICA 2011 \$d (2011 : \$c Hangzhou, China)
 670 \$a Computer, informatics, cybernetics and applications, c2012: \$b t.p. (CICA 2011) pref. (International Conference on Computer, Informatics, Cybernetics and Applications, held 13-16 Sept. 2011 in Hangzhou, China)
Individual name authority record for an annual conference:
 008 111128n|^azannaabn^^^^^^^^^^|a^ana^^^^^^
 010 \$a n 2011081998
 035 \$a (OCoLC)oca09047345
 040 \$a DLC \$b eng \$e rda \$c DLC \$d DLC \$d Uk \$d WaU
 046 \$s 20100313 \$t 20100313
 1112 \$a Annual MAA Schlechtriem CISG Conference \$n (2nd : \$d 2010 : \$c Hong Kong, China)
 368 \$a Congresses and conventions \$2 lcs
 370 \$e Hong Kong (China) \$2 naf
 377 \$a eng
 4112 \$a Annual MAA Peter Schlechtriem CISG Conference \$n (2nd : \$d 2010 : \$c Hong Kong, China)
 4112 \$a MAA Schlechtriem CISG Conference, Annual \$n (2nd : \$d 2010 : \$c Hong Kong, China)
 670 \$a Towards uniformity, 2011: \$b t.p. (2nd Annual MAA Schlechtriem CISG Conference, 13 March 2010, Hong Kong) p. 7 (2nd Annual MAA Peter Schlechtriem CISG Conference)
Collective name authority record for a sequential conference:
 008 120612n|^azannaabn^^^^^^^^^^|a^ana^^^^^^
 010 \$a nb2012014303
 040 \$a Uk \$b eng \$e rda \$c Uk \$d Uk
 1112 \$a FAST (Workshop)
 368 \$a Congresses and conventions \$2 lcs
 377 \$a eng
 4112 \$a International Workshop on Formal Aspects of Security and Trust
 667 \$a See also related access points for individual instances of this conference which include specific information about the number, date, or place of the individual conference
 670 \$a Formal aspects of security and trust, c2012: \$b t.p. (International Workshop, FAST 2011, 12-14 Sept. 2011, Leuven, Belgium) preface (8th International Workshop on Formal Aspects of Security and Trust)

Individual name authority record for an instance of a sequential conference:

008 120608n|^azannaabn^^^^^^^^^^|a^ana^^^^^^
010 \$a nb2012014150
040 \$a Uk \$b eng \$e rda \$c Uk \$d Uk \$d DLC \$d Uk
046 \$s 20120912 \$t 20120914
1112 \$a FAST (Workshop) \$n (8th : \$d 2011 : \$c Louvain, Belgium)
368 \$a Congresses and conventions \$2 lcsh
370 \$e Louvain (Belgium) \$2 naf
377 \$a eng
4112 \$a International Workshop on Formal Aspects of Security and Trust \$n (8th : \$d 2011 : \$c Louvain, Belgium)
4112 \$a Workshop on Formal Aspects of Security and Trust, International \$n (8th : \$d 2011 : \$c Louvain, Belgium)
4112 \$a FAST 2011 (Workshop) \$d (2011 : \$c Louvain, Belgium)
670 L \$a Formal aspects of security and trust, c2012: \$b t.p. (International Workshop, FAST 2011, 12-14 Sept. 2011, Leuven, Belgium) preface (8th International Workshop on Formal Aspects of Security and Trust)

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Jurisdiction Name Authority Records

Authority Record for a Country

008 790423n|^azannaabn^^^^^^^^^^|a^ana^^^^^^
010 \$a n 79023147
040 \$a DLC \$b eng \$e rda \$c DLC \$d DLC \$d NjP \$d DLC \$d WaU \$d InU \$d OCoLC \$d DLC \$d CST \$d Uk
151 \$a Great Britain
368 \$b Country \$b Kingdom
370 \$c England \$c Wales \$c Scotland \$c Northern Ireland \$2 naf
[extensive 4XX, 5XX, 670 and other fields omitted from above example]

Authority Record for a Village

008 120629n|^azannaabn^^^^^^^^^^|n^ana^^^^^^
010 \$a nb2012015752
040 \$a Uk \$b eng \$e rda \$c Uk \$d Uk
151 \$a West Somerton (England)
368 \$b Villages \$2 lcsh
370 \$c England \$f Norfolk (England) \$2 naf
670 \$a Church of St Mary, West Somerton, near Great Yarmouth, Norfolk, 2012
670 \$a Ordnance Survey gazetteer of Great Britain, 1999 \$b (West Somerton, Norfolk, 52°43.0'N, 1°39.0'E)

Authority Record for a City Section

008 120711n|^azannaabn^^^^^^^^^^|a^ana^^^^^^
010 \$a nb2012016618
040 \$a Uk \$b eng \$e rda \$c Uk \$d Uk
151 \$a Tettenhall (Wolverhampton, England)
368 \$b Suburbs \$2 lcsh
370 \$c Great Britain \$c England \$f Wolverhampton (England) \$2 naf
4101 \$a Wolverhampton (England). \$b Tettenhall
667 \$a SUBJECT USAGE: This heading is not valid for use as a geographic subdivision
670 \$a Notes and materials on the Battle of Tettenhall 910 A.D., and other researches, 2010
670 \$a Collins Britain atlas and gazetteer, 1999 \$b (Tettenhall, West Midlands, suburb, 3m/4km NW of Wolverhampton town centre)

Authority Record for a Military Installation (16.4.1 LC-PCC PS, 16.4.2 LC-PCC PS)

008 120926n|^azannaabn^^^^^^^^^^|a^ana^^^^^^
010 \$a nb2012022422
040 \$a Uk \$b eng \$e rda \$c Uk \$d Uk
046 \$s [1941,1942] \$t 1949 \$2 edtf
151 \$a RAF Dunkeswell (England)
368 \$b Air bases \$2 lcsh
370 \$a Great Britain \$f Devon (England) \$2 naf
372 \$a Aeronautics, Military \$2 lcsh
373 \$a Great Britain. Royal Air Force \$2 naf
373 \$a United States. Navy \$2 naf
4101 \$a Great Britain. \$b Royal Air Force. \$b RAF Dunkeswell
4101 \$a Great Britain. \$b RAF Dunkeswell

451 \$a Royal Air Force Dunkerwell (England)

670 \$a Mudville Heights, c2011: \$b cover (RAF Dunkeswell, Devon)

670 \$a South West Airfields website, 26 September 2012 \$b (Constructed as RAF base 1941-42, became US Navy base 1944, handed back to the RAF, closed February 1949)

678 \$a Constructed by Wimpey during 1941-42, Dunkeswell was intended as a 10 Group, Fighter Command station; In March 1944 Dunkeswell was handed over completely to FAW7 and all the remaining RAF personnel were posted elsewhere making it the only US Navy base in Britain; On 6th August 1945 Dunkeswell was officially handed back to the RAF, who finally relinquished it in February 1949, after it had spent some time as a aircraft maintenance unit and an equipment disposal depot.

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May 2014 Update

Some revisions result from the April 2014 RDA update; others clarify issues that have arisen since the last major update of this Guide. Each heading below links to a summary of the change, and the summaries link to the sections in this Guide, where the changes appear.

[Title or Other Designation Associated with the Person](#)

[Period of Activity of the Person](#)

[Undifferentiated Personal Names](#)

[Pseudonyms](#)

[Type of Corporate Body](#)

[Date Associated with the Corporate Body](#)

[Collective Conference Name Authority Records](#)

[Special Coded Dates - General](#)

[Special Coded Dates - Corporate Names](#)

[Other Attributes - Corporate Names](#)

[Relation between 368 and 1XX Qualifier](#)

[Address - General](#)

[Relationships between Pseudonyms](#)

[Relationships between Personal Names and Corporate Names](#)

[2013 Changes to RDA](#)

[1. Authorized And Variant Access Points](#)

[Personal Names](#)

[Title or Other Designation Associated with the Person](#)

Added:

If a phrase or appellation does not convey the idea of a person, add (even in the absence of a conflict):

- a) a term indicating profession or occupation ([9.16RDA](#)) for human entities, or
- b) a term indicating fictitious or legendary character ([9.6.1.7RDA](#)), or
- c) a term indicating type, species or breed for real non-human entities ([9.6.1.8RDA](#))

BL Policy

The British Library considers the addition of these terms to the authorized access point always to be important for identification, so applies the option ([9.19.1.2.6RDA](#)), and always adds, in new authority records, terms for Persons Named in Sacred Scriptures or Apocryphal Books ([9.6.1.6RDA](#)), the terms Fictitious character, Legendary character, etc. ([9.6.1.7RDA](#)), and terms for the type, species or breed of Real Non-human Entities ([9.6.1.8RDA](#)):

"Apply if the cataloger considers it important for identification" ([9.19.1.2.6RDA](#))

[Back to May 2014 Update](#)

[2. Authorized And Variant Access Points](#)

[Personal Names](#)

[Period of Activity of the Person](#)

Added:

Please bear in mind that although there is no prohibition in RDA on adding period of activity to authorized access points for contemporary persons, this is not particularly helpful for identification, so constructions such as the following should be avoided whenever possible, in favour of better qualifiers:

1001 |a Collins, Ian, |d active 2001
1001 |a Peak, David, |d active 21st century

Back to May 2014 Update

3. Authorized And Variant Access Points

Personal Names

Undifferentiated Personal Names

New section added, with link to guidelines in DCM:Z1

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4. Authorized And Variant Access Points

Personal Names

Pseudonyms

New section added, with link to guidelines in DCM:Z1

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5. Authorized and Variant Access Points

Corporate Bodies

Addition to a Name not Conveying the Idea of a Corporate Body

Authorized and Variant Access Points

Corporate Bodies

Initialisms and Acronyms

These sections have been replaced by:

Authorized and Variant Access Points

Corporate Bodies

Type of Corporate Body

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6. Authorized and Variant Access Points

Corporate Bodies

Date Associated with the Corporate Body

Added:

2014 changes to RDA introduced a new element Period of Activity of the Corporate Body (**11.4.5 RDA**). If a corporate body's date of establishment and date of termination are both unknown, we can now record a date or range of dates indicative of the corporate body's period of activity. This can be recorded in the access point in case of conflict (**11.13.1.5 RDA**). It cannot yet be recorded as a data element in MARC 21 field 046, until the subfield coding has been revised and NACO policy updated.

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7. Authorized and Variant Access Points

Conference Names

Sequential Conferences

Collective Conference Name Authority Records

Changed final paragraph to:

Following 2014 changes to RDA, the location is no longer added to the collective name of a series of conferences all held in the same place. (**11.13.1.8.2 RDA**).

|a Amsterdam Colloquium

not

|a Amsterdam Colloquium |c (Universiteit van Amsterdam)

Place Associated with the Corporate Body (**11.3 RDA**) can still be added to qualify a non-unique name for a series of conferences. This, however, is recorded parenthetically without a \$c subfield (**11.13.1.3 RDA**), unlike Location of Conference (**11.13.1.8 RDA**), which is recorded within a \$c subfield:

Agricultural Outlook Conference (South Africa)

Agricultural Outlook Conference (U.S.)

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8. Recording at the Element Level

046 - Special Coded Dates

Special Coded Dates - General

Added:

Repeat 046 when different sources give conflicting dates. Cite the **Source Consulted** for each date, using |v and |u subfields as appropriate:

046 |f 1873 |g 1968 |v 20th cent. Chi. writers

046 |f 1874 |v Hubei ge ming zhi zhi lu, 2011

046 |f 18740330 |g 19680911 |\$v Baidu bai ke website, viewed April 25 2014

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9. Recording at the Element Level

046 - Special Coded Dates

Special Coded Dates - Corporate Names

Added:

2014 changes to RDA introduced a new element Period of Activity of the Corporate Body (**11.4.5 RDA**). If a corporate body's date of establishment and date of termination are both unknown, we can now record a date or range of dates indicative of the corporate body's period of activity. This can be recorded in the access point in case of conflict (**11.13.1.5 RDA**). It cannot yet be recorded as a data element in MARC 21 field 046, until the subfield coding has been revised and NACO policy updated.

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10. Recording at the Element Level

368 - Other Attributes of Person and Corporate Body

Other Attributes - Corporate Names

*Text changes and links to RDA, to refer to the new name of the element in **11.7.1.4 RDA**, "Type of Corporate Body". Instructions have not changed in effect.*

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11. Recording at the Element Level

368 - Other Attributes of Person and Corporate Body

Relation between 368 and 1XX Qualifier

"110" in section title changed to "1XX", and two personal name examples added:

1001 |a Twist, Oliver |c (Fictitious character)

368 |c Fictitious characters |2 lcsb

1001 |a Lewis, Peter |c (Pseudonym)

368 |a Anonyms and pseudonyms |2 lcsb

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12. Recording at the Element Level

371 - Address

Address - General

Added:

URLs of websites, and telephone numbers are not in scope for this element.

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13. Relationship Designators

Relationships between Pseudonyms, and between Real Names and Pseudonyms

Added:

Variants of real names used concurrently

If the evidence from publications, or the author's stated preference, shows that works written under one name are in different subject areas from works written under other name(s), treat the same as for pseudonyms. If only two names are involved, use the relationship designator alternate identity:

1001 |a Taylor, Cally

5001 |w r |i Alternate identity: |a Taylor, C. L., |d 1973-

1001 |a Taylor, C. L., |d 1973-

5001 |w r |i Alternate identity: |a Taylor, Cally

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14. Relationship Designators

Relationships between Personal Names and Corporate Names

Introduction now reads:

Any of the relationship designators in **K.2.3** and **K.4.1** may be used if appropriate. These are: **employee, founder, member, incumbent, sponsor, and employer, founded corporate body, corporate body, officiated corporate body.**

Note that 2014 changes to RDA replaced **group member** with **member**, and **group member of** with **corporate body**.

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15. 2013 Changes to RDA

Section removed, important information transferred to body of text.

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