

## Geographic Subdivision Information H 835 in Name Authority Records

*In February 1999, the Library of Congress began using the 781 field (Subdivision Heading Linking Entry–Geographic Subdivision) in name authority records for geographic name headings that may also be used as geographic subdivisions. This field is used to record the geographic subdivision form in a format this is both eye-readable and manipulable for purposes of machine validation.*

*Prior to February 1999, subdivision treatment decisions for selected geographic name headings that fell outside the scope of the standard rules, or whose geographic status was ambiguous or not readily apparent, were recorded in 667 fields in the name authority records for those entities, as in the following examples:*

```
151 ## $a Sabah
667 ## $a SUBJECT USAGE: As a geographic subdivision, this
      heading is used indirectly through Malaysia.
```

```
151 ## $a Washington (D.C.)
667 ## $a SUBJECT USAGE: As a geographic subdivision, this
      heading is used directly.
```

*Since 1999, the 667 field is also used to record the fact that a geographic name heading is not appropriate for use as a geographic subdivision. Headings for geographic entities within cities that are qualified by the name of the city, such as city sections, districts, neighborhoods, etc., may not be used as geographic subdivisions. For such headings, a 667 field with standard text may be added, as in the following example:*

```
151 ## $a Hollywood (Los Angeles, Calif.)
667 ## $a SUBJECT USAGE: This heading is not valid for use as a
      geographic subdivision.
```

## H 835 Geographic Subdivision Information in Name Authority Records

*According to instructions in Descriptive Cataloging Manual Z1, NACO and LC catalogers should include 781 fields in new geographic name authority records for jurisdictions that may be used as geographic subdivisions and 667 fields in new geographic name authority records for geographic headings that are not appropriate for use as geographic subdivisions. They may also add such fields to existing geographic name authority records. In revising an existing name authority record that contains a subject cataloging usage note in a 667 field indicating the proper geographic subdivision form, they may delete the 667 field and replace it with a 781 field.*

*For instructions on including the 667 and 781 fields in authority records for proposed new geographic subject headings, see H 836 and H 200, sec. 11. For instructions on determining the appropriate geographic subdivision form, see H 830. Catalogers should contact the [Policy, Training, and Cooperative Programs Division](#) at [policy@loc.gov](mailto:policy@loc.gov) for guidance on complicated or unusual situations.*

*The following are examples of geographic subdivision data in 781 fields in name authority records:*

```
151 ## $a France
781 #0 $z France
```

```
151 ## $a Paris (France)
781 #0 $z France $z Paris
```

```
151 ## $a Lycia
781 #0 $z Turkey $z Lycia
```

```
151 ## $a Sydney (N.S.W.)
781 #0 $z Australia $z Sydney (N.S.W.)
```

```
151 ## $a Valencia (Spain : Region)
781 #0 $z Spain $z Valencia (Region)
```

*When in doubt as to how a given geographic name heading is to be used as a geographic subdivision, first search the LC Database to determine whether a decision has already been made and recorded in a 667 SUBJECT USAGE field or a 781 field. If either of these fields is found in the authority record for the heading in question, follow the instructions as presented in the record.*