TYPES OF HEADINGS COVERED: The subdivisions listed below may be used, within the limitations of the usage notes, as free-floating subdivisions under names of individual corporate bodies established as headings in the name authority file. The category includes businesses and corporations, nonprofit institutions, voluntary associations, cultural institutions, religious organizations, political parties, fraternal groups, labor organizations, professional societies, clubs, international agencies, government agencies on all levels, etc. The category also includes names of individual exhibitions, fairs, expositions, etc., but excludes names of individual conferences, congresses, or meetings. Names of jurisdictions are not included. For subdivisions used under names of jurisdictions, see H 1140. Subject headings for types of organizations are also excluded. Additional or varying subdivisions may be used under names of individual corporate bodies that fall within categories covered by specific pattern headings. Consult the appropriate instruction sheet for corporate bodies covered by pattern headings: H 1151 for individual educational institutions; H 1155 for individual legislative bodies; H 1159 for individual military services; H 1186 for individual religious and monastic orders; and H 1187 for individual Christian Some subdivisions on this list represent classes of person, for example, denominations. Employees and -Officials and employees. See H 1100 or further subdivisions used under classes of persons.

Note: Most form subdivisions coded \$v\$ in this list may also be used as topical subdivisions coded \$x\$ when assigned to works **about** the form (see H 1075, sec. 1.d.).

- *\$v* **Abstracts** (H 1205)
- \$x Accounting (H 1624)
- \$x Accreditation (May Subd Geog)
- **Sx Administration**

Use under names of individual libraries and individual institutions in the spheres of health, social services, and education. Use **–Management** under names of other corporate bodies, including individual government agencies, galleries, museums, parks, etc.

- Sv Anecdotes
- \$x Anniversaries, etc.
- \$x Appropriations and expenditures (H 1624)

Use under names of individual government agencies and institutions for discussions of their financial affairs. Use –**Finance** under names of individual government agencies for works limited to their management of nonappropriated funds. Use –**Finance** under names of other individual nongovernmental corporate bodies for discussions of their budgets and the raising and expenditure of funds.

\$x Appropriations and expenditures \$x Effect of inflation on (H 1580)

- \$x Archaeological collections (H 1427)
- \$v Archives (H 1230)
- \$x Art collections (H 1427)

Use under names of individual corporate bodies provided that the corporate body is the owner or the collector of the art and the corporate body is not itself an art gallery or museum.

- \$x Art patronage
- *\$v* Audiocassette catalogs (H 1361)
- *\$v* Audiotape catalogs (H 1361)
- \$x Auditing (H 1624)
- Sx Automation
- 8x Awards
- \$v Bibliography

Use for lists of publications by or about the corporate body.

\$v Biography (H 1330)

Use for collective biographies that include various categories of individuals associated with the corporate body, for example, a collective biography of the faculty, students, and alumni of a university. For biographies limited to a specific category of individuals associated with a corporate body, use **–Biography** under the specific subdivision, for example – **Employees**; **–Officials and employees**; **–Presidents**; etc.

- \$v Biography \$v Dictionaries (H 1540)
- \$\sigma \text{ Biography } \sigma \text{ Dictionaries } \sigma x \text{ French, [Italian, etc.]}
- \$x Biography \$x History and critcism
- \$v Biography \$v Portraits (H 1935)
- \$v Blogs
- \$x Bonsai collections (H 1427)
- \$x Buildings

Use for works that discuss collectively the buildings occupied or owned by an individual corporate body. Establish individual named buildings according to H 1334.

- \$v By-laws
- Sv Calendars
- \$v Caricatures and cartoons
- *\$v* Case studies (H 1350)
- \$v Catalogs (H 1360)
- \$x Centennial celebrations, etc.
- \$x Chaplains

See H 1100 for further subdivisions used under classes of persons.

Sx Charities

Use for works on charities sponsored by the corporate body.

- Sv Charters
- \$x Claims vs. ...
- \$x Coin collections (H 1427)
- \$x Collectibles (May Subd Geog)
- \$v Comic books, strips, etc.
- \$x Communication systems
- \$v Compact disc catalogs (H 1361)
- \$v Constitution
- \$x Corrupt practices
- \$x Customer services
- Sx Data processing
- \$x Decision making
- \$v Directories (H 1558)
- \$x Discipline
- \$v Discography (H 1361)
- \$v **Drama** (H 1780)
- \$x Elections
- \$x Employees

Use under names of individual nongovernmental corporate bodies. Use **Officials and employees** under names of individual international, government, or quasi-governmental agencies.

See H 1100 for further subdivisions used under classes of persons.

- \$x Endowments
- Sx Equipment and supplies
- \$x Ethnological collections (H 1427)
- \$x Ethnomusicological collections (H 1427)
- \$x Evaluation (H 1591)
- \$x Examinations (H 2186)
- \$x Explosion, [date] (H 1078; H 1560)

Also use under names of individual buildings, structures, etc.

\$v **Fiction** (*H* 1790)

```
$x Finance (H 1624)
```

Use under names of individual nongovernmental corporate bodies for discussions of their budgets and the raising and expenditure of funds. Also use under individual government agencies for works limited to their management of nonappropriated funds. Use – **Appropriations and expenditures** under names of individual government agencies and institutions for discussions of their financial affairs.

```
$x Fire, [date] (H 1078; H 1560)
```

Also use under names of individual buildings, structures, etc.

```
$v Forms
$v Genealogy
```

nealogy (H 1631)

\$v Guidebooks (H 1645)

\$x Heraldry

\$x Herbarium (H 1427)

Use under names of individual corporate bodies that have herbariums for which no corporate heading exists or can be established.

```
$x Historiography
```

```
$x History (H 1647)
```

\$x History \$y 16th century (H 1647)

\$x History \$y 17th century (H 1647)

\$x History \$y 18th century (H 1647)

\$x History \$y 19th century (H 1647)

\$x History \$y 20th century (H 1647)

\$x History \$y 21st century (H 1647)

\$x History \$v Chronology (H 1367)

\$x History \$v Sources (H 2080)

\$x Homes and haunts (May Subd Geog)

Use under names of performing groups of all types, for example, **Beatles–Homes and haunts**, for works on the actual homes of individual members of the group. Also use the subdivision for works on the favorite places of group members or places they habitually frequent or with which they are associated.

```
$v Humor
```

\$v In art (H 362; H 1250; H 1935)

\$x In bookplates

Sx In comics

\$x In literature (H 362; H 1780; H 1790; H 1800)

Sx In mass media

\$x In motion pictures

\$x Influence (H 1675)

- \$x Information resources management (May Subd Geog)
- *\$x* Information services (H 1675.5)
- \$x Information technology
- \$x Insignia
- \$v Interviews (H 1678)

Use for interviews or works about interviews with persons associated with the corporate body in general. If appropriate, use under more specific subdivisions that represent classes of persons, for example, –**Employees** or –**Presidents**.

- \$x Inventory control
- \$v Job descriptions
- \$v Juvenile drama (H 1690)
- *\$v* **Juvenile fiction** (H 1690)
- \$v Juvenile humor (H 1690)
- \$v Juvenile poetry (H 1690)
- \$x Language
- \$x Libraries

Use under names of individual corporate bodies having library systems of more than one library for which no corporate heading exists or can be established.

\$x Library (H 1427)

Use under names of individual corporate bodies provided that the corporate body is the owner or collector and the collection is not a formally organized library. If the collection is a formally organized library, it should be established as a name heading.

- \$x Library resources
- \$v Literary collections
- \$x Management

Use under names of individual corporate bodies, including government agencies, galleries, museums, parks, etc. Use –**Administration** under names of individual libraries and individual institutions in the spheres of health, social services, and education.

- \$x Map collections (H 1427)
- \$v Maps (H 1865)
- \$x Maps \$v Bibliography
- \$x Medals

Use under names of individual corporate bodies other than military services for commemorative or honorary medals issued or awarded in relation to the body. Use **–Medals**, **badges**, **decorations**, **etc.**, under military services.

\$x Membership

Use for works on the conditions of belonging to the organization.

```
$v Microform catalogs
                         (H 1361)
$x Museums
              (H 1916)
$x Musical instrument collections
                                   (H 1427)
$x Name (H 1919)
$x Natural history collections (H 1427)
$x Numismatic collections
                            (H 1427)
$x Officials and employees
       Use under names of individual international, government, or quasi-governmental agencies.
       Use – Employees under names of individual nongovernmental corporate bodies.
       See H 1100 for further subdivisions used under classes of persons.
$x Officials and employees $x Accidents
$x Officials and employees $x Furloughs
Sx Officials and employees Sx Leave regulations
$x Officials and employees $x Salaries, etc.
$x Officials and employees $x Salaries, etc. $x Regional disparities
$x Officials and employees $x Turnover
Sx On postage stamps
                       (H 1945)
$x Organs
       Use under names of individual corporate bodies having one or more organs, especially
       churches, concert halls, etc.
$x Party work
       Use under names of individual political parties.
$x Performances (May Subd Geog)
       Use under performing groups of all types for works about their performances.
$x Personnel management
Sx Personnel records
8x Photograph collections
                             (H 1427)
Sv Pictorial works
                    (H 1935)
$x Planning
Sv Platforms
       Use under names of individual political parties.
$v Poetry (H 1800)
$x Political activity (May Subd Geog) (H 1942)
Sx Positions
       Use under names of individual government agencies.
$x Poster collections
                       (H 1427)
```

(H 1945.5)

Sv Posters

Sx Presidents

See H 1100 for further subdivisions used under classes of persons.

- \$x Press coverage (May Subd Geog)
- \$x Privileges and immunities

Use under names of individual international agencies.

Sx Procurement

Use under names of individual government agencies.

- \$x Public opinion (H 1955)
- \$x Public records

Use under names of individual government agencies.

- \$x Public relations (May Subd Geog)
- \$x Publishing (May Subd Geog)
- \$x Purges

Use under names of individual political parties.

- \$v Records and correspondence
- *\$v* **Registers** (*H* 1558)
- *\$x* **Religion** (*H* 1997)
- \$x Reorganization
- \$x Research (May Subd Geog) (H 2020)
- \$x Research grants
- Sx Rituals

Use under names of individual secret societies.

\$v Rules and practice

Use under types and names of individual courts, legislative bodies, constitutional conventions, and administrative or regulatory agencies, for works containing the rules and practice of those bodies.

Do not use under individual educational institutions and military services. Use **Regulations** instead (cf. H 1151; H 1159)

- **Sx Sanitation**
- \$x\$ Scientific apparatus collections (H 1427)
- \$x Seal
- **Sx Security measures**
- \$x Slide collections (H 1427)
- \$x\$ Societies, etc. (H 2060)
- \$v\$ Songs and music (H 2075)
- x Songs and music x History and criticism (H 2075)
- \$v Songs and music \$v Texts (H 2190)

- \$x Stamp collections (H 1427)
- \$v Statistics (H 2095)
- \$v Telephone directories (H 1558)
- \$v Terminology (H 2184)
- \$v Tours (H 1645)
- \$x Travel (May Subd Geog)
- \$v Trials, litigation, etc. (H 2228)
- \$x Uniforms
- \$x Vocational guidance (May Subd Geog) (H 2232)