

Identification and authentication of BIBCO records

DRAFT REV. 3/31/03

This document is intended to assist BIBCO catalogers in the identification of program records and to provide guidance for upgrading in-process, CIP, minimal level, and non-PCC records to PCC records, either in the bibliographic utilities or in local systems. The tables below should be used for quick reference only. More detailed instructions about creating BIBCO records are available in the BIBCO Participants' Manual (online at <http://www.loc.gov/catdir/pcc/bibco/bpm.pdf> or available via Cataloger's Desktop) and/or other appropriate documentation.

The three tables below address different conditions a cataloger may encounter: records for items cataloged by LC, non-PCC records authenticated by PCC participants in the bibliographic utilities, and non-PCC records authenticated in local systems and loaded into the utilities' databases. Some explanatory notes follow Table 3. Please refer to them for further details on the information below.

Abbreviations used in the tables

CAL = Cataloging library (as represented by MCLC symbol)
IBC = Initial Bibliographic Control (LC term used for item in process)
MCLC = *MARC Code List for Organizations* (formerly NUC symbol)
TRL = Transcribing (inputting) library (as represented by MCLC symbol)
UPL = Upgrading library (as represented by MCLC symbol)

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Table 1. Identification of records for items cataloged by LC

Condition	Cat Src	Enc Lvl	040	042
1. Full level record	#	#	040 ## \$a DLC \$c DLC	
2. Core level record, non-CIP	#	4	040 ## \$a DLC \$c DLC	pcc
3. LC CIP	#	8	040 ## \$a DLC \$c DLC	
4. Full level record, formerly LC CIP	#	#	040 ## \$a DLC \$c DLC \$d DLC	
5. LC CIP, intended to be core	#	8	040 ## \$a DLC \$c DLC	pcc
6. Core level, formerly LC CIP	#	4	040 ## \$a DLC \$c DLC \$d DLC	pcc
7. DNLM/DLC CIP for a medical title done in cooperation with NLM	#	8	040 ## \$a DNLM/DLC \$c DLC	pcc
8. Full level record, formerly DNLM/DLC CIP	#	#	040 ## \$a DNLM/DLC \$c DLC \$d DLC	pcc
9. DNLM/DLC CIP for a medical title done in cooperation with NLM, intended to be core	#	8	040 ## \$a DNLM/DLC \$c DLC	pcc
10. Core level, formerly DNLM/DLC CIP	#	4	040 ## \$a DNLM/DLC \$c DLC \$d DLC	pcc
11. Full level record for Congressional hearings done in cooperation with GPO (discontinued January 2003)	c	#	040 ## \$a DGPO/DLC \$c DLC \$d DLC	pcc

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Table 2. Authenticating non-BIBCO records in the Utilities

PCC Participant Working in OCLC/RLIN					
Activity	Condition	Cat Src	Enc Lvl	040	042
1. Working in OCLC, upgrades no-match LC-issued IBC (enc lvl = 5) lcode record to pcc full. Do not upgrade to core in this instance. This is the one case in which LC IBC records are loaded in OCLC .	Record as issued from LC	#	5	040 ## \$a DLC \$c DLC	lcode
	Record in OCLC after load	#	5	040 ## \$a DLC \$c DLC	lcode
	Record in OCLC after PCC upgrade	#	#	040 ## \$a DLC \$c DLC \$d UPL	lcode pcc
2. Working in OCLC, upgrades matched LC-issued IBC (enc lvl = 5) lcode record to pcc full. Do not upgrade to core in this instance. This is the one case in which LC IBC records are loaded in OCLC.	Record as issued from LC	#	5	040 ## \$a DLC \$c DLC	pcc
	Record in OCLC after load	d	as input	040 ## \$a CAL \$c TRL \$d DLC	lcode
	Record in OCLC after PCC upgrade	c	#	040 ## \$a CAL \$c TRL \$d DLC \$d UPL	pcc
3. Upgrades LC MLC record to full	Encoding level 7 record in OCLC/RLIN	#	7	040 ## \$a DLC \$c DLC	
	Upgraded record in OCLC/RLIN	#	#	040 ## \$a DLC \$c DLC \$d UPL	pcc
4. Upgrades LC MLC record to core	Encoding level 7 record in OCLC/RLIN	#	7	040 ## \$a DLC \$c DLC	
	Upgraded record in OCLC/RLIN	#	4	040 ## \$a DLC \$c DLC \$d UPL	pcc
5. Working in OCLC, upgrades LC CIP intended to be full (enc lvl = 8) to full	Record as issued from LC	#	8	040 ## \$a DLC \$c DLC	
	Record in OCLC after load	#	8	040 ## \$a DLC \$c DLC	
	Record in OCLC after PCC upgrade	#	#	040 ## \$a DLC \$c DLC \$d UPL	pcc
6. Working in OCLC, upgrades LC CIP intended to be core (enc lvl = 8; 042 = pcc) to core	Record as issued from LC	#	8	040 ## \$a DLC \$c DLC	pcc
	Record in OCLC after load	#	8	040 ## \$a DLC \$c DLC	pcc

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lvl = 8; 042 = pcc) to core	Record in OCLC after PCC upgrade	#	4	040 ## \$a DLC \$c DLC \$d UPL	pcc
7. Working in OCLC, upgrades LC CIP intended to be core (enc lvl = 8; 042 = pcc) to full	Record as issued from LC	#	8	040 ## \$a DLC \$c DLC	pcc
	Record in OCLC after load	#	8	040 ## \$a DLC \$c DLC	pcc
	Record in OCLC after PCC upgrade	#	#	040 ## \$a DLC \$c DLC \$d UPL	pcc
8. Upgrades PCC core to PCC full	Encoding level 4 record in OCLC/RLIN	c	4	040 ## \$a CAL \$c TRL	pcc
	Upgraded record in OCLC/RLIN	c	#	040 ## \$a CAL \$c TRL \$d UPL	pcc
9. Upgrades non-PCC full to PCC full	Record in OCLC/RLIN	d	as appr	040 ## \$a CAL \$c TRL	
	Upgraded record in OCLC/RLIN	c	#	040 ## \$a CAL \$c TRL \$d UPL	pcc
10. Upgrades non-PCC core to PCC core	Encoding level 4 record in OCLC/RLIN	d	4	040 ## \$a CAL \$c TRL	
	Upgraded record in OCLC/RLIN	c	4	040 ## \$a CAL \$c TRL \$d UPL	pcc

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Table 3. Authenticating non-BIBCO Records in Local Systems

PCC Participant Working in Local System					
Activity	Condition	Cat Src	Enc Lvl	040	042
1. Creates new record—full	Completed record as issued from local system	c	#	040 ## \$a CAL \$c TRL	pcc
	Record in OCLC/RLIN	c	#	040 ## \$a CAL \$c TRL	pcc
2. Creates new record--core	Completed record as issued from local system	c	4	040 ## \$a CAL \$c TRL	pcc
	Record in OCLC/RLIN	c	4	040 ## \$a CAL \$c TRL	pcc
3. Upgrades LC non-lcode IBC record to full (LC discontinued distributing IBC records beginning in May 2000)	Record as initially issued from LC	#	5	040 ## \$a DLC \$c DLC	
	Record as issued from local system after upgrade	#	#	040 ## \$a DLC \$c DLC \$d UPL	pcc
4. Upgrades LC lcode IBC record to full.	Record as initially issued from LC	#	5	040 ## \$a DLC \$c DLC	lcode
	Record as issued from local system after upgrade	#	#	040 ## \$a DLC \$c DLC \$d UPL	lcode pcc

Notes on the tables

1. Content designation is in MARC 21 notation **except** that, for clarity, each subfield is preceded and followed by a space; # = blank, \$ = delimiter.
2. In the examples of 040 fields, the appropriate subfield \$d for the condition being illustrated is shown immediately following subfield \$c. In some cases, particularly for records in OCLC, there could actually be intervening \$d subfields. In the internal OCLC record the symbols in 040 are in the OCLC form; upon export, they are translated into the *MARC 21 Code List for Organizations* form (except when using Z39.50, in which case they remain in the OCLC form).
3. When the 042 column shows multiple codes, they are carried in the record in repeated \$a subfields in a single 042 field (e.g., \$a lcode \$a pcc).

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4. Changing encoding level to blank and changing 042 in the OCLC system requires National Level Enhance.
5. In 1997 008/39 (Cataloging source) value "blank" was redefined from "Library of Congress" to "National bibliographic agency." NLM switched to using blank at the beginning of 2000. The guidelines for identifying PCC records and those issued by the Library of Congress are now as follows:
 - 1) records created by PCC libraries:
 - 008/39 (Cataloging source) is either "c" or "blank" (blank is used by any national bibliographic agency, e.g., the National Library of Medicine);
 - 042 is "pcc";
 - 2) full level original cataloging records created by LC:
 - no explicit PCC identification (008/39 = blank; no 042);
 - 3) core level original cataloging records created by LC:
 - no explicit PCC identification; 008/39 = blank; 042 = pcc (Ldr/17 (Encoding level) = 8 for records in a CIP state and changed to 4 upon completing the cataloging with item in hand); use of pcc in 042 is not to identify a PCC record per se but to identify unambiguously records that are core level or are intended to be core level (when in a CIP state).
6. Since the 008/39 value for any national bibliographic agency is now blank, that should be the value used in any PCC-related record as follows:
 - 1) any new record created by a national bibliographic agency that is also a PCC member;
 - 2) any already existing record originally created by a national bibliographic agency, whether a PCC member or not, that is now upgraded to a PCC record (042 = pcc) by a PCC library.