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CORRESPONDENCE ADDRESSED TO THE LIBRARY OF CONGRESS

Below is a revision of the list of LC officers to whom to direct inquiries that appeared in Cataloging Service Bulletin, no. 14. All addresses are Library of Congress, Washington, D.C. 20540 unless otherwise noted.

Policy matters relating to cataloging
Lucia J. Rather
Director for Cataloging

MARC tagging and inputting
Michael H. Shelley
Chief, MARC Editorial Division

Descriptive cataloging (serials and monographs)
Ben R. Tucker
Chief, Office for Descriptive Cataloging Policy

MARC tagging and inputting (Serials)
Dorothy J. Glasby
Assistant Chief
Serial Record Division

Subject headings and LC classification
Mary K.D. Pietris
Chief, Subject Cataloging Division

MARC Communications Format
Sally H. McCallum
Chief, Network Development/MARC Standards Office

Decimal Classification
John P. Comaromi
Chief, Decimal Classification Division

National Serials Data Program
Susan H. Reidel
Head, National Serials Data Program
Serial Record Division

Music materials and music sound recordings (descriptive and subject cataloging)
Fred M. Bindman
Head, Music Section
Special Materials Cataloging Division

Distribution of LC cataloging records (printed cards and MARC tapes) and LC technical publications
Gerald R. Lowell
Chief, Cataloging Distribution Service
Washington, D.C. 20541

Susan H. Vita
Chief, Cataloging in Publication Division

BIBLIOGRAPHIC "FLIP" REACHES HALF-WAY MARK

The MARC Editorial Division has announced that it has reached the midpoint of the bibliographic flip program that is being done under contract for the Library. Half the 87,479 name authority records that contain instances of an old catalog heading have been delivered to and searched by the contractor who is required to change former headings in book records to the AACR 2 form. Upon completion of the project in late
1985 approximately 255,000 book records will have been updated to reflect the latest form of entry for personal, corporate, meeting, uniform title and geographic name headings.

Throughout this sustained effort the contractor has also identified serial and map records containing old catalog headings. These will be referred to the appropriate units for updating of those files.

It is anticipated that once all the changes have been made to these records in the online catalogs, all book, map, and serial records will be consistent and in agreement with the heading in the name authority file.

**SERIAL FLIP**

The Library of Congress has let a contract to change pre-AACR 2 series tracings in bibliographic book records to the AACR 2 form. After a week's training in searching and correction procedures work began on September 17, 1984.

Approximately 6,900 series authority records that contain a reference from the old catalog heading form the basis of the contract. The contractor, working in the MARC Editorial Division, has been instructed to search the file of book records for instances of these old catalog headings. With only a few exceptions, each occurrence of a pre-AACR 2 series tracing will be changed to the current AACR 2 form.

To indicate that such changes have been effected, the contractor will be adding revision data to the 001 field, except those that are still encoding level 8.

It is expected that approximately 50,000 bibliographic records will have their series added tracings upgraded to the AACR 2 form in the course of the contract which is expected to be completed by mid-1986.

The contractor is expected to work through the 6,900 series authority records in ascending numerical order of the control number and change 600 book records each week at 98% accuracy rate in terms of effectively searching the old series heading and at 95% accuracy rate in terms of changing individual headings correctly assessed as candidates for change based on guidelines prepared by the Library. All records changed each week will be distributed to subscribers as part of the weekly MARC Distribution Service.

**SUBSUMED EARLIER NAMES IN AUTHORITY RECORDS**

It has come to the Library of Congress' attention that as the result of various automated authority control systems available or being developed, headings on bibliographic records are being incorrectly changed automatically because of the former policy of superimposition whereby earlier names of certain corporate entities were subsumed under the latest name according to the 1949 rules. The Library has decided that as other libraries discover such situations, if they would write to the Library noting the problem headings with supporting documentation (e.g., photocopies of appropriate title pages and other pertinent pages or reference sources that may have been consulted), the Library of Congress would split apart the existing authority record(s) into its various parts.
The Library has considered splitting apart all such authority records on a project basis, but because of the intensive efforts required, it seems best to concentrate on those that are actually causing difficulties.

The headings that are causing difficulties should be addressed to Lucia J. Rather, director for cataloging, Library of Congress, Washington, D.C. 20540.
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A.45B 25 78
A.53 26 18
A.54 26 19

B.4 13 72
B.9 25 78
B.14 13 72
B.15 25 78

C.0 18 87
C.4C 20 35
C.6 13 72

D, "Close Score" 25 79
D, "Collection" 14 6
D, "Colophon" 13 72
D, "Condensed score" 25 79
D, "Musical presentation" statement 25 79
D, "Personal author" 25 80
D, "Preliminaries" 16 51
D, "Running title" 18 88
D, "Uniform title" 18 88
1.4F8. [Rev.]. Apply the optional provisions of the rule.

In describing a single-volume loose-leaf item that is designed to receive additions (e.g., law materials), give the earliest date only, and follow it with a hyphen and four spaces.

Qualifying Multiple Dates

If multiple dates need to be qualified (e.g., because they appear in non-Gregorian years or the item shows copyright dates that differ from the publication dates), record the qualifying dates after the inclusive dates for the earliest and latest volumes.

1386-1388 [1979-1981]
not 1386 [1979]-1388 [1981]


12.1B6. [Rev.]. If a date or numbering occurs at the end of the title proper, do not transcribe it as part of the title proper. However, use the mark of omission to indicate this in the following two cases only:

1) there is a linking word between the designation and the preceding part of the title proper

source: Sport in 1981
transcription: Sport in ...

2) case endings of one or more words in the chronological designation link these words with antecedents within the preceding part of the title proper.

source: TaqrIr al-sanawi li-sanat 1980
transcription: TaqrIr al-sanawT li-sanat ...

Omit from a title proper, using a mark of omission, any name or number that can be expected to vary. Since these omissions will not be items that are part of the numeric or chronological designation of the serial, they may be explained in notes if it is considered important to do so.

source: Frommer's Washington, D.C., on $35 a day
transcription: Frommer's Washington, D.C., on $ ...

note: Each issue has an amount in the title, e.g., 1982 has $25; 1984 has $35.

source: The annual report of Governor Rhoades
transcription: The annual report of Governor ...

12.7B7a. [New]

Translated Editions

If a serial has been translated, give the title of the translation in a note on the bibliographic record for the original. (This is in addition to the data about the original that appear on the bibliographic
record for the translation.) If the title is not known, give a general note.

Translated as: Revue des céréales et des graines oléagineuses.

Issued also in a German translation.

12.7B7h. [New]

Editions

If a serial has another edition differing in partial content and/or in language, give the title of the other edition on the bibliographic record for the edition being cataloged. If the title of the other edition is not known, or is the same as the edition being cataloged, give a general note.


Issued also in an English ed.

Cumulation of the quarterly publication.
(On the record for the annual)

Issued also in an annual cumulation.
(On the record for the quarterly)

Summary of the monthly publication.
(On the record for the annual)

Issued also in an annual summary.
(On the record for the quarterly)

21.7B. With collective title. [Rev.]

Works That Are Not Collections

If a work covered by 21.7A is not a collection, make an added entry for each contributor if it contains contributions by no more than three contributors. If such a work contains contributions by four or more contributors, make an added entry for the contributor named first in the chief source. Generally do not make analytical added entries for any of the individual contributions in a work that is not a collection.

Collections

If a collection covered by 21.7A contains no more than three independent works, make an analytical added entry for each work (cf. LCRI 21.30M).

If a collection contains four or more independent works that are entered under no more than three different headings, apply the following:

1) If one heading is represented by one work, make an analytical added entry for the work.
2) If one heading is represented by one excerpt from one work, make an analytical added entry for it.
3) If one heading is represented by two or more consecutively numbered excerpts from one work, make one analytical added entry (25.6B1).

4) If one heading is represented by two unnumbered or nonconsecutively numbered excerpts from one work, make an analytical added entry for each excerpt (25.6B2).

5) If one heading is represented by three or more unnumbered or nonconsecutively numbered excerpts from one work, make one analytical added entry (25.6B3).

6) If one name heading is represented by two works, make an added entry for the name heading alone.

7) If one personal name heading is represented by three or more works, make an analytical added entry using an appropriate collective uniform title (e.g., "Selections").

8) If one corporate name heading is represented by three or more works, make an added entry for the name heading alone.

If a collection contains four or more independent works that are entered under four or more different headings, make an added entry for the contributor named first in the chief source.

Sound Recordings

If a sound recording collection contains twenty-five or fewer musical works entered under two or more different headings, normally make up to fifteen entries according to the following instructions:

1) If one heading is represented by one work, make an analytical added entry for the work.

2) If one heading is represented by one excerpt from one work, make an analytical added entry for it (25.32A).

3) If one heading is represented by two or more consecutively numbered excerpts from one work, make one analytical added entry (25.32B).

4) If one heading is represented by two unnumbered or nonconsecutively numbered excerpts from one work, make an analytical added entry for each excerpt (25.32B).

5) If one heading is represented by three or more unnumbered or nonconsecutively numbered excerpts from one work, make one analytical added entry (25.32B).

6) If one name heading is represented by two works, make an added entry for each work (25.33).

7) If one personal name heading is represented by three or more works, make an analytical added entry using an appropriate collective uniform title (e.g., "Selections," "Piano music. Selections") (25.34-25.36).

Do not make any analytical added entries for sound recording collections

1) containing twenty five or fewer works that would require more than fifteen analytical added entries;

2) containing pop, folk, ethnic, or jazz music;

3) containing recitals with an orientation towards performer(s) or instrument(s) rather than musical repertoire;

4) that are multipart items but incomplete at the time the collection is cataloged.
21.7C. Without collective title. [Rev.]

Works That Are Not Collections

If a work covered by 21.7A is not a collection, enter the work under the heading appropriate to the first contribution. If there are three contributors, make added entries for those not chosen for the main entry heading. If there are four or more contributors, do not make added entries for those not chosen for the main entry heading. Generally do not make analytical added entries for the individual contributions in a 21.7A work that is not a collection.

Collections

If a collection covered by 21.7A contains no more than three independent works, enter under the heading appropriate to the first and make analytical added entries for the second and third works.

If a collection contains four or more independent works that are entered under no more than three headings, apply the following:

1) If one heading is represented by one work, enter the collection under the first work or make an analytical added entry for it, as appropriate.
2) If one heading is represented by one excerpt from one work, apply 1 above.
3) If one heading is represented by two or more consecutively numbered excerpts from one work, enter the collection under the uniform title for the excerpts (25.6B1) or make an analytical added entry for them, as appropriate.
4) If one heading is represented by two unnumbered or nonconsecutively numbered excerpts from one work, enter the collection under the first excerpt (25.6B2) and make an analytical added entry for the other excerpt; or, make an analytical added entry for each excerpt, as appropriate.
5) If one heading is represented by three or more unnumbered or nonconsecutively numbered excerpts from one work, enter the collection under the uniform title for the excerpts (25.6B3) or make an analytical added entry for them, as appropriate.
6) If one heading is represented by two works, enter the collection under the first work and make an analytical added entry for the other work; or, make an analytical added entry for each work, as appropriate.
7) If one heading is represented by excerpts from two works, apply 2–5 above to each work.
8) If one personal name heading is represented by three or more works, enter the collection under an appropriate collective uniform title (e.g., "Selections") or make an analytical added under this uniform title, as appropriate.
9) If one corporate name heading is represented by three or more works, enter the collection under the heading appropriate to the first work, but do not make any analytical added entries for the others; or, make an added entry for the name heading alone, as appropriate.

If a collection contains four or more independent works that are entered under four or more different headings, enter the collection under the heading for the work named first in the chief source. Generally do not make added entries for the other works.

Sound Recordings

If a sound recording collection contains no more than fifteen musical works entered under two or more different headings, enter the collection under the first work and make analytical added entries for
the other works. Do not make analytical added entries for sound recording collections that are covered by the excluded categories in LCRI 21.7B.

21.17B. With text. [Rev.]

Applicability

The rule is written in terms of a single artist, but some of its provisions are also needed if the reproductions of two or more art works are of multiple artists. If for such compilations entry under the author of the text is not appropriate, enter under the title (cf. 21.7). Note, however, that cases of multiple artists involving 21.1B2 should be evaluated under that rule (cf. LCRI 21.1B2).

If a 21.17B work is entered under the heading for the artist, make an added entry under the heading for the person who wrote the text if his or her name appears anywhere in the item.

Art Catalogs

If a catalog of the works of a single artist also contains reproductions of the artist's works, or reproductions and texts about the artist or the artist's works, enter it under the heading for the person who wrote the catalog if he or she is represented as the author of the catalog in the chief source of information. Otherwise, enter the catalog under the heading for the artist. ("Catalog" here includes those that are related to exhibitions of the artist's works and those that represent the works of an artist held by one corporate body.)

If a catalog of a single artist's works does not contain reproductions of his or her own works, apply the following in the order listed:

1) if the catalog emanates from the corporate body that holds all the works listed, enter it under the heading for the body;

2) if the person or persons who wrote the catalog is known, enter it according to 21.4A or 21.6;

3) if neither 1) nor 2) is applicable, enter the catalog under its title.

21.30G. Related works. [Rev.] Formulate the added entry for another work according to the appropriate AACR 2 rule for the choice of main entry, form of heading, and form of the title proper (or the uniform title). Apply this both to simple and to analytical added entries (cf. LCRI 21.30M).

Use in the added entry the established AACR 2 form for the work when that information is available (e.g., an AACR 2 bibliographic or authority record for the work already exists). If that information is not available, apply the following:

1) If a MARC record exists for the work but there is no evidence that the entry for the work is in AACR 2 form, determine the work's AACR 2 form and update the entry for the work on existing records if not in accord with AACR 2 (in both the choice of main entry and in the form for the main entry heading and the title).
2) If there is no MARC record for the work, establish its AACR 2 form and create a name authority record.

Note that an unnumbered supplement or "special number" to a serial is not treated as a series (cf. LCRI 1.6H) even if it appears in a formal series-like statement. Instead, mention it in a note (if not already recorded in the body of the entry) and make an added entry for the serial itself on the bibliographic record for the analyzable title.

If the supplement or special number relates to the serial as a whole, formulate an added entry consisting of the name of the serial followed by two spaces and either "Supplement" or "Special number" in English.

Balliol College record. Supplement.

If a supplement relates to a particular number of a serial, formulate an added entry consisting of the name of the serial, the number (preceded by two spaces), and the qualifier "(Supplement)."

Actualites-Service. No 306 (Supplement)
Bulletin (Association française pour l'étude du quaternaire). No 50 (Supplement)
Mondo. N. 33 (Supplement)
Regione Trentino-Alto Adige. N. 8, 1976 (Supplement)

If the supplement is to a title for which a series authority record exists, give the numbering in the form specified on the series authority record. This will insure that the added entry for the supplement to a particular number will file in proper relation to any series added entry for that number.

Actualites-Service ; no 306.
Actualites-Service. No 306 (Supplement)

If the supplement relating to a particular number of a serial is itself numbered (in relation to the number of the serial, not the whole serial), formulate the added entry as described above but include the number in the qualification.

Actualites-Service. No 306 (Supplement 1)
Actualites-Service. No 306 (Supplement 2)

21.30H. Other relationships. [Rev.]

Added Entries for the Name or Repository Designation of a Manuscript

When the name or repository designation of a manuscript is not used as a subject (cf. LCRI 25.13) or is not covered by an added entry specified by another rule (e.g., 21.30J), make an added entry under the name or the repository designation provided one or more of the following conditions applies:

a) the work is a facsimile edition of the manuscript;
b) the name or designation appears as part of the title and statement of responsibility area;
c) the name or designation is given greater emphasis than that given to the author or title of the work on the title page or in another prominent position, as on the cover;
d) bibliographies and other reference sources identify the manuscript by its name or repository designation rather than by the author or title of the work.

Otherwise, do not make an added entry for the name or repository designation.

22.26C3. [Rew]

Rule Change

The Joint Steering Committee for Revision of AACR has approved a rule revision that specifies direct entry for Indonesian personal names containing an initial or abbreviation as the final element. (The existing printed text of AACR 2 requires entry under the last element.) The official JSCAACR text and examples will be issued when they become available. In the interim, apply the following instructions, effective immediately:

1) [Add as a new sub-rule under 22.26C. Names entered under the first element:]

22.26C3. Names containing an initial or abbreviation as the last element.

Djakaria N.E.
  x E., Djakaria N.
  x N.E., Djakaria

2) Delete the last example under 22.26B.

24.17. General Rule. [Rev.]

United Nations

Treat the United Nations as a government body when determining the heading for its subordinate and related bodies and when choosing the appropriate qualifier.

National Commissions to Unesco

Establish the names of national Unesco commissions that are agencies of the governments they represent according to 24.17 or 24.18, type 2, not 24.18, type 10.

Soviet Bloc

When cataloging publications that emanate from a body within one of the countries of the Soviet bloc and one or more government agencies appear at head of title only as a "stamp of approval," do not refer through the names of the government agencies when establishing the emanator body. Do make a reference through the heading for the government itself (the country, republic, district, etc.).

Distinguish such cases, however, from other cases, which do occur even in the Soviet bloc, in which the government agency named has a hierarchical relationship. References through the agency or agencies must be made in these cases.
Establish the names of county, regional, and district councils in England, Scotland, Wales, and Northern Ireland according to 24.18, type 5 (cf. LCRI 24.18, type 5).

24.18, type 5. [Rev.]. Apply 24.18, type 5, to the names of county, regional, and district councils in England, Scotland, Wales, and Northern Ireland, since the bodies are legislative in character, at least in part, according to the British Library. Apply type 5 also to the predecessor councils existing before the reorganization in 1974/1975.

25.13. COMPOSITE MANUSCRIPTS AND MANUSCRIPT GROUPS. [Rev.]

**Applicability**

1) This rule can be used

   a) to formulate a heading to represent the manuscript when the item being cataloged warrants such a heading as an added entry (cf. LCRI 21.30H) or as a subject entry (see below); or

   b) to formulate a heading for a textual work or a collection of such works when either the work does not have an author or title, or the collection does not have a title, and rules 1.187, 25.3-25.4 do not help.

2) Note that all the uses mentioned above are not necessarily confined to "composite manuscript" or to a "manuscript group," as the wording of the rule might suggest; the rule is also applicable to a single manuscript containing a single work.

3) Whenever the rule is being applied, note carefully the hierarchy of choices, especially between the choice of the name of a manuscript and the choice of a repository designation for a manuscript. Generally speaking, the name of a manuscript is a designation containing a generic term such as "codex," "stone," or "tablet." Also generally accept those designations as the name of a manuscript that combine a location name (monastery, town, etc.) with a generic term ordinarily indicative of text (e.g., Lindisfarne Gospels). It is much better to use such a name in preference to the repository designation, which should be the very last choice.

   **Codex Brucianus**
   
   Not Bodleian Library. Manuscript. Bruce 96

   Also, the name of a manuscript should not be used as a repository designation.

   **Codex Peresianus**
   

**Physical Aspects**

When a publication is about one or more physical aspects of a manuscript, e.g., its illumination or the style of the hand in which it was written, the Subject Cataloging Division needs a heading separate from the one created for the written work contained in the manuscript. Furnish a heading based on the name of the manuscript (or its designation in a repository).
Repository Name

When a heading for a composite manuscript or manuscript group contains the name of the repository, use the name of the repository that currently has possession of the manuscript (or the repository that last held the manuscript if it no longer exists). Use the current name of the repository in all cases. Make a reference from the repository given on the item being cataloged if it is not the repository used in the heading.

British Library. Manuscript. Arundel 384
× British Museum. Manuscript. Arundel 384

For the form of the repository's designation, use the form found on the first item received. For consistency, use this same form in subsequently established headings. However, if later items show another form as the predominant one, change the existing headings.

British Library. Manuscript. Additional 39996
British Library. Manuscript. Additional 43487

France. Bibliothèque nationale. Manuscript. Français 95
France. Bibliothèque nationale. Manuscript. Français 2137

25.15A1. Collections. [Rev.]. Use "Laws, etc." also for parts of collections to which "Laws, etc." has been assigned, unless the part constitutes a subject compilation. In the latter case, use the citation title of the part as the uniform title if there is one. If there is no citation title, base the uniform title, if one is needed, on the title proper (cf. 25.3) or on reference sources (cf. 25.4).

If a subject compilation lacks both a citation title and a collective title, use the uniform title of the first law in the collection.

26.2C. "See also" references. [Rev.]

Names in the Refer From Line of a Cross Reference and in Established Headings the Same

For personal names (including any pseudonym), when the entire form in the first line of a reference and the entire form in an established heading are the same, attempt to resolve the conflict by additions to the name in the reference (cf. LCRI 22.18). If there are no data available to resolve the conflict, make a see also reference. This applies whether the cross reference is already in the file or is the result of the item being cataloged.

100 Goldstein, Chaim Itsl.
500 Goldstein, Charles
(Goldstein, Charles already established)

100 Hodges, Charles William.
500 Anacreon
(Anacreon already established)
When the name of a performing group contains the name of one or more members of it, make a see also reference from the heading for each person to the heading for the group (but not from the group to the person).

| 110 Ashbury Stabbins Duo.     | 500 Ashbury, Roy          | 500 Stabbins, Larry       |
| 110 Crosby, Stills & Nash.   | 500 Crosby, David         | 500 Stills, Stephen       |
| 110 Gary Burton Quartet.     | 500 Burton, Gary          |                            |
| 110 Peter, Paul, and Mary.   | 500 Yarrow, Peter         | 500 Stookey, Paul         |
| 110 Jan and Dean.            | 500 Berry, Jan            | 500 Torrence, Dean        |

**LIBRARY OF CONGRESS STATEMENT ON THE APPLICATION OF RULES 21.1B2 AND 24.13 TO CONFERENCE PROCEEDINGS**

The Library of Congress has received a number of questions about the cataloging of conference proceedings under AACR 2. The questions arise because AACR 2 contains two major changes from previous cataloging codes.

1) Proceedings may be entered under a name heading only if the meeting from which the proceedings emanate is named and the name appears prominently (21.1B2d).

2) The concept of a named meeting includes generic terms coupled with the name of a corporate body ("72nd Annual Meeting of the Labour Party" in 24.13, type 5, and "Fifty-second Annual Meeting of the American Historical Association" in Appendix A.18E).

Under AACR 1, a meeting was named only if it met certain restricted requirements (rule 87, footnote 21), but proceedings could be entered under the heading for a corporate body alone if the meeting could not be treated as named under rule 87 and the meeting was a meeting of the body (rule 1A). The chief problem under AACR 1 was to determine if the unnamed meeting was a meeting of the body or one that was only sponsored by the body, i.e., main entry under body or under title.

One of the problems in AACR 2 is rule 24.13, type 5. This rule applies both to subordinate and related bodies and makes no judgment on the distinctiveness of the name. For meetings, the rule would apply equally to meetings of bodies and to meetings sponsored by bodies (provided the entire name of the body is present).
source: 72nd Annual Conference of the Labour Party
heading: Labour Party (Great Britain). Conference
(72nd : 1971 : Blackpool)

source: Unesco International Chemistry Conference
heading: Unesco. International Chemistry
Conference (1978 : Perth, W.A.)

For distinctively named meetings, the Library was very reluctant to
turn the long-established tradition of entering these names
directly. The distortion of the actual name of the meeting and
interfiling of the heading for the meeting among the headings for the
body's own subordinate units were the reasons for this reluctance.

One solution was to reject named meetings from 24.13, type 5. This
would result in a continuation of direct entry for named meetings. It
would also result in such headings as this:

Conference of the Labour Party (72nd : 1972 : Blackpool)

But immediately another issue is raised. There was abundant evidence
that presentations of the name vary from meeting to meeting, sometimes
"... Annual Conference of the Labour Party." sometimes "... Annual
Conference" alone without the connecting "of the." Should only "of the"
constructions to be considered named, with no such consideration for
generic name alone? It seemed entirely too arbitrary to be solely
dependent on the appearance of the phrase on the item used for deter-
mining the heading. If the item showed the generic term linked to the
body, the meeting was named, but if the generic title appeared alone,
the meeting was not named. The Library felt the only solution was to
treat generic titles alone as named meetings, at least when the meeting
was a meeting of the corporate body rather than one merely sponsored by
the body. (For the sponsored meetings, the Library follows 21.1B1 and
rejects the generic title alone as being a name.)

The next question the Library faced for those accepted as named was
that of subordinate/independent entry. With both "... Annual Con-
ference of the Labour Party" and "Annual Conference" considered named
and according to the immediately preceding discussion, rejecting 24.13,
type 5, for named meetings, as stated above, one ends up with "Con-
ference of the Labour Party (...)" for one form but what about the
other? Direct entry for "Annual Conference" alone did not seem a
realistic possibility ("Conference (Labour Party) (71st : 1971 :
Blackpool") instead, generic name alone best fits type 3 under 24.13:

But this would result in two totally different constructions for the
same entity, depending upon the accident of the presentation: direct
entry if "of the" is present and subordinate entry if not. Finally, the
Library decided that the best solution was to apply type 5 of 24.13 when
the name consisted only of a generic term coupled with the entire name
of the corporate body. Thus, both "... Annual Conference of the Labour
Party" and "... Annual Conference" alone would be entered subordinately
to the heading for the corporate body.

To summarize the decisions of the Library of Congress related above

1) Treat as a named meeting any combination of corporate name plus
an indication of a meeting (including a distinctive abbreviation of the
name).

IAU Symposium
(named)
the union's Symposium
(not named)
2) Treat as a named meeting a generic name appearing alone whenever the meeting is a meeting of a corporate body rather than a meeting sponsored by the body. (Reject as a named meeting all other generic designations appearing alone.)

3) Enter the named meeting subordinately to the heading for the corporate body whenever the name consists of a generic designation alone or a generic designation coupled with the entire name of the corporate body. Enter all other named meetings directly under their own names.

COMPACT DISC SOUND RECORDINGS

The bibliographic description of the relatively new sound recordings called "compact discs" requires some additions to chapter 6 of AACR 2 and also requires some adjustment of the existing rules for the earlier formats of sound recordings. The Library of Congress has formulated the necessary proposals to the Joint Steering Committee for Revision of AACR. Until a final decision on the matter has been announced by the committee, the Library of Congress will be following chapter 6, with the adjustments to this chapter and the reminder of AACR 2 specified below.

6.5C1. Make the following changes in the parenthetical statements following the first, third, and fifth details listed:

- type of recording (discs, tapes, and sound track films)
- groove characteristics (analog discs)
- number of tracks (tapes)

6.5C2. Add, as 1st paragraph:

Give, a disc or tape, the type of recording, i.e., the way in which the sound is encoded on the item being cataloged (e.g., analog or digital).

1 sound disc (45 min.): analog
1 sound disc (56 min.): digital
1 sound cassette (90 min.): analog

(Retain existing text as 2nd paragraph.)

6.5C3. Change 1st paragraph to read:

Give the playing speed of an analog disc in revolutions per minute (rpm).

1 sound disc (45 min.): analog, 33 1/3 rpm

Change 2nd example to read:

1 sound tape reel (8 min.): analog, 15 ips

Add as two additional paragraphs:

Give the playing speed of a digital disc in metres per second (m. per sec.)

Do not give the playing speed if it is standard for the item (e.g., 1.4 metres per second for a digital disc or 1 7/8 inches per second for a tape cassette).

1 sound cassette (120 min.): analog, 15/16 ips, mono.

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6.5C4. In the first line change "a disc" to "an analog disc."
Change the example accordingly:

1 sound disc (7 min.): analog, 78 rpm, microgroove

6.5C7. Change examples to read:

1 sound disc (56 min.): digital, stereo.
1 sound tape reel (ca. 60 min.): analog, 1 7/8 ips, 2 track, mono.

6.5C8. Change example to read:

1 sound cassette (60 min.): analog, stereo., Dolby processed

6.5D2. change existing example to read:

1 sound disc (20 min.): analog, 33 1/3 rpm, stereo.; 12 in.
Add, as 2nd example:

1 sound disc (56 min.): digital, stereo.; 4 3/4 in.

6.5D5. Change example to read:

1 sound cassette (85 min.): analog, 3 3/4 ips, mono.; 7 1/4 x 3 1/2 in., 1/4 in. tape

6.5D6. Change example to read:

1 sound tape reel (60 min.): analog, 7 1/2 ips, mono.; 7 in., 1/2 in. tape

6.5E1. Change example to read:

1 sound disc (50 min.): analog, 33 1/3 rpm, stereo.; 12 in. + 1 pamphlet (11 p. : col. ill.; 32 cm.)

6.7B10. Add "analog" before "discs." Add the following two examples under Discs:

Compact disc
Analog recording
(For a digital disc made from an analog original)

Digital recording
(For an analog disc made from a digital original)

Add the following under Tape:

Digital recording
(For analog tape made from a digital original)

In addition to the above changes in Chapter 6, the following examples in other chapters need to be changed to conform to the proposed revision for Chapter 6 (in one case a digital example has been substituted).
1.5C1. Change 4th example to read:
1 sound disc (20 min.): analog, 33 1/3 rpm, mono.

1.5D1. Change 4th example to read:
1 sound disc (56 min.): digital, stereo; 4 3/4 in.

1.10B. Change 2nd example to read:
3 v.: ill.; 30 cm.
Note: Sound disc (12 min.): analog, 45 rpm, mono.; 7 in.) in pocket at end of v. 3

1.1OC2. In option b, change 2nd physical description in example to read:
1 sound cassette (15 min.): analog, 3 3/4 ips, mono.

2.5E1. Change 3rd paragraph to read:
27 p.: ill.; 21 cm. + 1 sound disc (25 min.:
analog, 33 1/3 rpm, mono.; 12 in.)

5.5E1. Change 2nd example to read:
1 score (vii. 32 p.); 28 cm. + 1 sound tape reel
(60 min. : analog, 7 1/2 ips, mono.; 7 in., 1/2 in. tape)

8.5E1. Change 2nd example to read:
40 slides: col. + sound disc (30 min.: analog, 33
1/3 rpm, mono.; 12 in.)

10.5E1. Change 2nd example to read:
1 hand puppet: red and blue; 20 cm. long + 1
sound disc (20 min.: analog, 33 1/3 rpm, mono.; 12 in.)

13.5A. Change 1st paragraph of 6th example to read:
Bob Willis and his Texas Playboys [GMD]. -- side 4
of 2 sound discs (ca. 17 min.): analog, 33 1/3 rpm,
stereo; 12 in.

Change 1st paragraph of 7th example to read:
Nonbook materials (NBM) [GMD] / Ronald Hagler. --
on side B of tape 2 of 3 sound cassettes: analog,
mono.

Finally, the following definitions have been proposed for addition to
the AACR 2 glossary:

ANALOG SOUND RECORDING. A recording on which sound vibrations have
been registered in a form analogous to the manner in which sound is
perceived by the human ear; i.e., a mechanical, electrical,
or magnetic fluctuation that follows the air pressure variations by
which the human ear experiences sound.
DIGITAL SOUND RECORDING. A recording in which sound vibrations have been registered by mechanically or magnetically encoding a series of numbers (digits) that completely describe the sound.

SUBJECT CATALOGING

SUBJECT CATALOGING MANUAL: SUBJECT HEADINGS

H 1159

rev. 10/31/84

SUBDIVISIONS CONTROLLED BY THE PATTERN HEADINGS

FOR MILITARY SERVICES


TYPES OF HEADINGS DESIGNATED BY THE CATEGORY: Headings for names of individual military services established by descriptive catalogers as corporate bodies and subject headings formed using the free-floating subdivision —Armed Forces under names of regions and countries. Also included are headings established using —Armed Forces under names of international agencies having armed forces. Examples: Great Britain. Army; Italy. Marina; Germany. Kriegsmarine; Japan. Rikugun; Soviet Union—Armed Forces; United Nations—Armed Forces; Warsaw Treaty Organization—Armed Forces. The category does not include names of subordinate organizational units lower than a branch of the armed forces such as divisions, regiments, battalions, fleets, squadrons, etc. For instructions on assigning headings to histories of individual organizational units lower than a branch of the armed forces, see H 1995. Also excluded are names of government agencies responsible for the operation of individual military services, e.g. United States. Navy Dept.

CONFLICTS: Any subdivision listed here can be used as a free-floating subdivision, if appropriate, under any heading belonging to this category. Although many of the subdivisions listed here are logically applicable to only one branch of military service, they have been treated in this list as free-floating under all branches provided there is no conflicting subdivision used under another branch. Such conflicts are identified by a footnote. Do not continue to use a variant phrase or subdivision printed in LCSH that is equivalent to a subdivision on this list. Submit a proposal to cancel the variant form along with all MARC records requiring correction.

NEW SUBDIVISIONS: Establish new subdivisions under United States—Armed Forces in all cases where it is possible to do so. If a subdivision is not logically appropriate under that heading, establish it under the pattern heading for the particular branch of military service being used for the work being cataloged. For example, if a new subdivision is required for a work on a particular air force and the subdivision cannot logically be established under United States—Armed Forces, establish it under United States. Air Force. If the topic of the proposed new subdivision is unique to the military services of countries other than the United States, and therefore cannot logically be established under any of the pattern headings, establish it under the specific heading required for the work being cataloged.
PERIOD SUBDIVISIONS: The subdivisions —History and —Recruiting, enlistment, etc. may be further subdivided on a free-floating basis by subdivisions for wars or armed conflicts in which the military service took part. The subdivisions may be formed based on headings for wars established either directly under their names or as subdivisions under place names, e.g. Great Britain. Royal Navy—History—Falkland Islands War, 1982; United States. Navy—History—War of 1898; Canada. Royal Canadian Navy—History—World War, 1939-1945; France. Armée—History—Revolution, 1789-1799. Assign an additional heading designating the war with appropriate topical or local subdivision. For subdivisions used under individual wars, see H 1200.

SPECIAL PROVISION: Several of the subdivisions listed below may be used only under military services for which an equivalent corporate body subdivision does not exist or cannot be established. If the concept exists as a corporate body, assign the specific name heading instead of the topical subdivision. For example, the subdivision —Artillery has been established under United States. Army because the artillery no longer constitutes a separate corporate entity in the organization of the United States Army. The subdivision may also be used under names of the armies of other countries with a similar structure, e.g. Germany (West). Heer—Artillery. For countries in which the artillery is an organized unit, assign the name heading instead, e.g. Belgium. Armée. Artillerie. Similarly, the subdivision —Cavalry was not established under United States. Army. Use instead the name heading United States. Army. Cavalry. The subdivision —Cavalry may be used under names of armies in which the cavalry does not constitute a separate organizational entity, e.g. Great Britain. Army—Cavalry.

—Abbreviations
—Abstracts
—Accounting
—Aerographers
—Afro-American troops
—Afro-Americans
—Aides
—Air controlmen
—Air police
—Airborne troops
—Airborne troops—Communication systems
—Aircrew survival equipmentmen
—Airfield management specialists
—Airmen
—Airmen—Recreation
—Ambulances
—Anecdotes, facetiae, satire, etc.
—Appointments and retirements
—Apprentices
—Appropriations and expenditures
—Archives
—Armored troops
—Artificers' handbooks
—Artillery
—Artillery—Drill and tactics
—Aviation
—Aviation—Ground support
—Aviation—Job descriptions
—Aviation—Safety measures
—Aviation boatswain's mates
—Aviation electricians
—Aviation electronics technicians
—Aviation fire control technicians
—Aviation guided missilemen
—Aviation machinists
—Aviation maintenance administration
—Aviation mechanics
—Aviation ordnancemen
—Aviation storekeepers
—Aviation structural mechanics
—Aviation structural mechanics (Safety equipment)
—Aviation supplies and stores
—Aviation support equipment technicians
—Bandmasters
—Barracks and quarters
—Barracks and quarters—Heating and ventilation
—Barracks and quarters—Lighting
—Biography
—Biography—Dictionaries
—Biography—Portraits
—Boat officers
—Boats
—Boatswains
—Boatswain's mates
—Boiler technicians
—Caricatures and cartoons
—Cavalry
—Cavalry—Drill and tactics
—Chaplains
—Civic action
—Clerical work
—Collier service
—Colonial forces (Indirect)
—Combat sustainability
—Commando troops
—Commissariat
—Communication systems

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Construction mechanics
Cost control
Cruise, [date]
Cryptologic technicians
Cryptologic technicians, Administrative
Data processing technicians
Data systems technicians
Demobilization
Dental care (Indirect)
Dental technicians
Documents
Draftsmen
Drill manuals
Electric installations
Electric installations — Safety measures
Electrician's mates
Electronic installations
Electronic installations— Maintenance and repair
Electronic technicians
Energy consumption
Engineering aids
Enginemen
Equipment
Equipment— Maintenance and repair
Equipment— Quality control
Equipment— Testing
Equipment operators
Examinations
Facilities
Facilities— Law and legislation
Facilities— Maintenance and repair
Fiction
Field service
Finance
Finance offices
Fire control technicians (Missile)
Firearms
Firearms— Markings
Firemen
Firing regulations
Flags
Flight officers
Flight surgeons
Foreign countries
Foreign service (Indirect)
Forms
Fuel
General staff officers
Ground support
Guard duty
Guided missile personnel
Guided missile personnel— Training of (Indirect)
Guided missile personnel— Training of— Aids and devices
Gunners
Gunner’s mate technicians
Gunner’s mates
Gunner’s mates (Missiles)
Handbooks, manuals, etc.
Handbooks, manuals, etc.— Indexes
Headquarters
Hispanic Americans
Historiography
History
History— Revolution, 1775—1783, [War of 1812, etc.]
History— Chronology
Honorific unit titles
Hospital ships
Ice breaking operations
Indian troops
Indians
Information services (Indirect)
Insignia
Inspection
Instrumentmen
Intelligence specialists
Interior communications electricians
Inventory control
Job descriptions
Juvenile films
Juvenile literature
Lawyers
Leaves and furloughs
Legalmen
Lists of vessels
Lithographers
Machine's mates
Machine-gun drill and tactics
Management
Maneuvers
Mascots
Masters-at-arms
Medals, badges, decorations, etc.
Medical care (Indirect)
Medical care— Law and legislation
Medical examinations (Indirect)
Medical personnel
Medical supplies
Medical technologists
Memorial certificates
Messes
Metalsmiths
Military capital
Military construction operations
— Cold weather conditions
Military construction operations — Law and legislation
Military life
Military life— Caricatures and cartoons
Military police
Military police— Foreign auxiliaries
Mine companies
Minorities
Mobilization
Non-commissioned officers
Non-commissioned officers' handbooks
Nuclear propulsion plant operators
Nurses
Occupational specialties

- Officer efficiency reports
- Officers
- Officers—Autographs
- Officers—Biography
- Officers—Classification
- Officers—Correspondence
- Officers’ clubs
- Officers’ handbooks
- Officers on detached service
- Officials and employees
- Operational readiness
- Operations officers
- Operations specialists
- Order—books
- Ordnance and ordnance stores
- Ordnance and ordnance stores—Influence of environment
- Ordnance and ordnance stores—Inspection
- Ordnance and ordnance stores—Materials
- Ordnance and ordnance stores—Quality control
- Ordnance and ordnance stores—Security measures
- Ordnance facilities
- Organization
- Organization—Charts, diagrams, etc.
- Painting of vessels
- Parachute troops
- Patternmakers
- Pay, allowances, etc.
- Pay, allowances, etc.—Law and legislation
- Personnel management
- Personnel management—Law and legislation
- Personnel records
- Petty officers
- Petty officers’ handbooks
- Photographers
- Physical training
- Pictorial works
- Poetry
- Political activity
- Postal clerks
- Postal service
- Prisons
- Prisons and prison ships
- Procurement
- Procurement—Automation
- Promotions
- Provisioning
- Public relations
- Radarmen
- Radio installations
- Radiomen
- Records and correspondence
- Recruiting, enlistment, etc.
- Recruiting, enlistment, etc.—Revolution, 1775–1783, [War of 1898, etc.]
- Recruits, enlistment, etc.—Law and legislation
- Registers
- Registers of dead
- Regulations
- Religious life
- Remount service
- Reserve fleets
- Reserves
- Reserves—Pay, allowances, etc.
- Reserves—Personnel records
- Reserves—Promotions
- Rum ration
- Safety measures
- Sanitary affairs
- Sea life
- Seamen’s handbooks
- Search and rescue operations
- Security measures
- Service clubs
- Service craft
- Shore patrol
- Signaling
- Signalmen
- Ski troops
- Small-boat service
- Social services
- Societies, etc.
- Songs and music
- Sports
- Staff corps
- Staffs
- Statistics
- Stewards
- Storekeepers
- Submarine forces
- Supplies and stores
- Supplies and stores—Classification
- Supplies and stores—Quality control
- Supplies and stores—Standards (Indirect)
- Surgeons
- Tactical aviation (Indirect)
- Target practice
- Test shooting
- Torpedo companies
- Trademen
- Transport of sick and wounded
- Transport service
- Transportation
- Transportation supplies and stores
- Trials of vessels
- Uniforms
- Utilitiesmen
- Vocational guidance (Indirect)
- Wage fixing
- Warrant officers
- Watch duty
- Weapons systems
1. Use only under air forces; use —Shore patrol under navies; use —Military police under other military services.

2. Do not use under air forces; use —Ground support under air forces.

3. Not established under United States. Army; use United States. Army. Cavalry and United States. Army. Cavalry—Drill and tactics instead. Use —Cavalry and —Cavalry—Drill and tactics only under armies for which the equivalent corporate body subheading does not exist or cannot be established. See explanation on p. 27.

4. Do not use under [place]—Armed Forces; use Chaplains, Military—[place].

5. Not established under any branch of the United States armed forces. Use only under the military services of countries having colonial forces, e.g. Great Britain. Army—Colonial forces; Spain. Ejército—Colonial forces.

6. Do not use under navies; use —Provisioning under navies.

7. Use only under air forces; use —Aviation—Ground support under other military services.


9. Do not use under [place]—Armed Forces; use Military capital—[place].

10. Do not use under air forces or navies; use —Air police under air forces; use —Shore patrol under navies.

11. Do not use under armies, navies, and other branches of the armed forces. Use only under [place]—Armed Forces and under names of government agencies responsible for the operation of individual military services, e.g. United States. Dept. of the Army—Officials and employees.

12. Do not use under navies; use —Prisons and prison ships under navies.

13. Use only under navies; use —Prisons under other military services.

14. Use only under navies; use —Commissariat under other military services.

15. The subdivision —Recruiting, enlistment, etc.—Revolution, 1775-1783 is not valid under United States. Army. Use United States. Continental Army—Recruiting, enlistment, etc. instead.

16. Use only under navies; use —Air police under air forces; use —Military police under other military services.

17. Do not use under [place]—Armed Forces; use Military social work—[place].
PARKS, RESERVES, NATIONAL MONUMENTS, ETC.

BACKGROUND: Most of the provisions for formulating and qualifying geographic names, presented in H 690 and H 810, apply also to names of parks. There are certain aspects of parks, however, that require special provisions not applicable to other types of geographic features. This instruction sheet presents these special provisions for formulating, qualifying, and providing references for names of parks. It also discusses various special provisions for assigning names of parks and entities within parks as subject headings.

Note: The term park is used in this instruction sheet in the generic sense to include the following types of entities:

- Public and private parks of any type
- Nature conservation areas, natural areas, natural history reservations, nature reserves
- Wild areas, wilderness areas, roadless areas
- Forests, forest reserves and preserves
- Seashores, marine parks and reserves, wild and scenic rivers
- Wildlife refuges, bird reservations and sanctuaries, game ranges and preserves, wildlife management areas
- Historic sites, national monuments, etc.
- Trails; etc.

As specified in H 405, entities of the above types are categorized as "Group 2," and it is the responsibility of the Subject Cataloging Division to establish all headings for these entities, regardless of whether the heading is to be used as a descriptive access point or as a subject heading.

PROCEDURES:

1. Establishing headings for parks.

   a. General provisions.

   Parks outside of cities. Use a yellow authority card (LC form 68-8). Request the BGN decision within the same general limitations on requesting such decisions for any geographic feature (see H 690).

   Parks in cities. Use a white authority card (LC form 68-6). Do not request the BGN decision.

   b. Formulating the heading. Establish a heading for a park directly under its own name in the vernacular of the country in which it is located, unless a conventional English name is provided by BGN or unless the park is so well-known that it appears in an English form in most English-language reference sources. Use the form of name found to be in predominant usage after doing authority research. Qualify the heading in accordance with the general rules for qualifying geographic features (see H 810).
Wilderness areas. Establish headings for wilderness areas in the form [... Wilderness [[geographic qualifier]].

c. See references. Make see references from any variant forms found. If an English form is found in any source, but the heading is still being established in the vernacular, make a see reference from the English form. If the park name has a generic term in the initial position, also make a see reference from the inverted form with the proper name in the initial position. Examples:

Parco nazionale del Circeo (Italy)
  x Circeo, Parco nazionale del (Italy)

Parque nacional El Avila (Venezuela)
  x Avila, Parque nacional El (Venezuela)
  El Avila, Parque nacional (Venezuela)

d. See also references. Make a see also reference from the most specific generic heading for the type of park being established, subdivided by the name of the country in which the park is located. In the case of Canada, Great Britain, the Soviet Union, and the United States, subdivide this heading by the name of the first order political division in which the park is located. Examples:

Timbavati Game Reserve (South Africa)
  x Game-preserves—South Africa

Duck Mountain Provincial Park (Man.)
  x Parks—Manitoba

Muddy Run Recreation Park (Pa.)
  x Recreation areas—Pennsylvania

Central Park (New York, N.Y.)
  x Parks—New York (State)

National parks. If the park is nationally owned and administered, also make a reference from the heading National parks and reserves subdivided by the name of the country in which the park is located, or, in the case of Canada, Great Britain, the Soviet Union, and the United States, subdivide this heading by the name of the first order political division in which the park is located. Examples:

Tiger Haven Reserve (India)
  x National parks and reserves—India
  Wildlife refuges—India

Apalachicola National Forest (Fla.)
  x Forest reserves—Florida
  National parks and reserves—Florida

Exception: If the most specific generic heading for the type of national park being established is Parks—[place], omit that reference, and make only the reference National parks and reserves—[place]. Examples:

Mount Cook National Park (N.Z.)
  x National parks and reserves—New Zealand

[note Mount Cook National Park (N.Z.)
  xx National parks and reserves—New Zealand
  Parks—New Zealand]
Badlands National Park (S.D.)
xx National parks and reserves—South Dakota Parks—South Dakota]

**Trails.** For trails located in more than three first order political divisions of Canada, Great Britain, the Soviet Union or the United States, make the xx Trails—[country] rather than subdividing the reference by a region within the country, e.g.

Appalachian Trail
xx Trails—United States

1. Parks that are coextensive with geographic features. Some parks are exactly coterminous with other geographic entities, most commonly with islands. In such cases, establish a separate heading for the park and for the feature. When establishing either heading, link it as a related term to the other heading if it has already been established. **Example:**

Isle Royale (Mich.)
xx(BT) Islands—Michigan
xx(RT) Isle Royale National Park (Mich.)

Isle Royale National Park (Mich.)
xx(BT) Game-preserves—Michigan
xx(RT) Isle Royale National Park (Mich.)

**Assignment of headings.** For parks that are coextensive with geographic features, assign the park heading only to works that discuss the entity as a park, i.e. works about such aspects as the history of the establishment of the park, the facilities available for public use, its organization, administration, financial affairs, etc. For all other works, and for purposes of geographic subdivision of topics, use the heading for the feature. In the case of the example above, the heading Isle Royale National Park (Mich.) would be used for a work such as the annual report of the park administrator while the heading Isle Royale (Mich.) would be used for a work such as a discussion of the wildflowers in the park.

2. Parks as geographic subdivisions. Subdivide topical headings by names of parks that are outside of cities in accordance with the normal rules for indirect subdivision (see H 830). When using the name of a park as a geographic subdivision, assign the heading for the park, with topical subdivision if appropriate, as an additional heading to the work being cataloged. **Examples:**

**Title:** Winter wind studies in Rocky Mountain National Park.
3. Rocky Mountain National Park (Colo.)

**Title:** 2000 miles on the Appalachian trail.
1. Hiking—Appalachian Trail.
2. Appalachian Trail—Description and travel.

**Note:** For geographic subdivision practice for parks that are located in cities, see para. 3.a., below.
3. Special provisions for assignment of headings.

a. Parks in cities. When assigning as a heading the name of a park located in a city, also assign the heading [city]-Parks to the work being cataloged, e.g.

Title: Creating Central Park, 1857-1861.

Note: Do not use names of parks in cities as geographic subdivisions. Instead, assign separate headings as required to bring out the topic, the park, and the city. Example:

Title: The falconer of Central Park.
1. Bird watching—New York (N.Y.)
2. Birds—New York (N.Y.)
3. Central Park (New York, N.Y.)

b. Topical themes. To works about parks that have a special topical theme or focus, assign additional headings as required to bring out this theme, e.g.

Title: 'Round and about the dunes.
1. Indiana Dunes National Lakeshore (Ind.)—Guide-books.
2. Indiana Dunes State Park (Ind.)—Guide-books.

c. Guidebooks to individual parks. Use the subdivision —Guide-books directly after names of parks. Do not interpose the subdivision —Description or —Description and travel.

d. Pictorial works. For works that consist entirely or predominantly of pictures, or of pictures accompanied by captions, use the subdivision —Pictorial works under the name of the park. Do not use —Description—Views or —Description and travel—Views.

4. Structures, monuments and geographic features within parks. Treat structures, monuments, or geographic features in parks, including both those that are the principal focus of the park and those that are only incidentally present in the park, as named entities in their own right, i.e., establish separate headings for them in accordance with H 1334 or H 690. If a heading has already been established for the park or is being established at the same time, treat the two headings as related terms, linking each as an xx to the other. Examples:

Statue of Liberty (New York, N.Y.)
  x Bartholdi, Frederic Auguste, 1834-1904. Liberty enlightening the world
  Liberty enlightening the world (Statue)
  xx(BT) Statues—New York (State)
  xx(RT) Statue of Liberty National Monument (New York, N.Y.)

Statue of Liberty National Monument (New York, N.Y.)
  xx(BT) Historic sites—New York (State)
  National parks and reserves—New York (State)
  xx(RT) Statue of Liberty (New York, N.Y.)

**********
Assignment of headings. Assign the heading for the park to works that discuss the park as a whole including such aspects as the history of its establishment, the facilities available for public use, its organization, administration, financial affairs, etc. Assign the heading for the feature, structure, or monument to works that discuss only the entity itself without regard to its presence in the park, including such aspects as its physical description, history of construction, restoration, etc. To works that discuss both the park and the specific entity, assign both headings.

SUBJECT CATALOGING MANUAL : SUBJECT HEADINGS

STREETS AND ROADS

BACKGROUND: Because streets and roads have some characteristics of geographic features and some characteristics of structures, special provisions apply in constructing and qualifying headings for these entities. This instruction sheet describes these special provisions.

PROCEDURES:

   a. Request the BGN decision only for streets wholly outside of cities, in accordance with the general limitations on requesting BGN decisions described in H 690. Use yellow authority cards (form 68-8) to establish these headings.
   b. Do not request the BGN decision for streets wholly or primarily inside cities. Use white authority cards (form 68-6) to establish these headings.

2. Formulating the heading. Establish a heading for a street or road directly under its own name in the vernacular of the country in which it is located. Use the form of name found to be in predominant usage after doing authority research.

3. Qualifying the heading.
   a. Streets or roads wholly outside of cities. Qualify according to the principles described in H 810. Examples:

   Rodovia Transamazônica (Brazil)
   New York State Thruway (N.Y.)
   Blue Ridge Parkway (Va. and N.C.)
   Interstate 77

   Follow these principles also for roads that pass through or link cities but are predominantly located outside the city or cities.
b. Streets or roads in cities. Qualify by the name of the city in which the street is located, e.g.

Jarvis Street (Toronto, Ont.)
Bond Street (London, England)

If it is necessary to resolve a conflict between two or more streets with the same name in the same city, use the name of a borough, city section, etc. to create a unique heading, e.g.

Seventh Avenue (Manhattan, New York, N.Y.)
Seventh Avenue (Brooklyn, New York, N.Y.)
High Road (Haringey, London, England)

Streets in Washington, D.C. Do not include in the heading or qualifier the name of the quadrant or city section in which the street is located, even to resolve conflicts. Instead, use the same heading to designate the street in any of the four quadrants, e.g.

M Street (Washington, D.C.)
[not M Street N.W. (Washington, D.C.)]
[not M Street (Georgetown, Washington, D.C.)]

Treat a street that originates in a city and is generally associated with the city as being in the city, even though it may extend somewhat beyond the city limits. Qualify by the name of the city with which the street is associated, e.g.

Pennsylvania Avenue (Washington, D.C.)
Main Street (Buffalo, N.Y.)

4. References. Make see references from any variant forms found. If the street or road name has a generic term in the initial position, also make a see reference from a form constructed with the proper name in the initial position and with the generic term translated into English. Example:

Calle de los Herreros (Villafranca del Panadés, Spain)
x Carrer dels Terrers (Villafranca del Panadés, Spain)
Herreros Street (Villafranca del Panadés, Spain)
Terrers Street (Villafranca del Panadés, Spain)

Make see also references from either the heading Streets-[place], Roads-[place], or from a more specific heading such as Express highways-[place], Parkways-[place], etc., if applicable. Divide these references only to the level of the country (or first order political division in the case of Canada, Great Britain, the Soviet Union, and the United States). In the case of a road that is a segment of a larger road, make an additional see also reference from the name of the larger road if it has been established. Do not make a see also reference from the heading [city]-Streets. Instead, assign this heading, when appropriate, to the work being cataloged.

EXAMPLES:

Cumberland Road
x Great National Pike
National Road (Cumberland Road)
Old National Road
Old Pike
xx(BT) Roads—United States
United States Highway 40
United States Highway 40
x Highway 40 (U.S.)
Route 40 (U.S.)
U.S. 40
U.S. Highway 40
United States Route 40
xx(BT) Roads—United States

Yonge Street (Toronto, Ont.)
xx(BT) Express highways—Ontario
Streets—Ontario

Crêt-Vaillant (Locle, Switzerland)
x Rue du Crêt-Vaillant (Locle, Switzerland)
xx(BT) Streets—Switzerland

Interstate 77
xx(BT) Express highways—United States

PUBLICATIONS

SUBCLASSES BL, BM, BP, BQ, RELIGION: RELIGIONS, HINDUISM, JUDAISM, ISLAM, BUDDHISM

The third edition of the classification schedule for BL-BX, Religion, is being published in three parts.

The three volumes comprising BL-BX will be

BL-BQ, Religion: Religions, Hinduism, Judaism, Islam, Buddhism
BR-BV, Religion: Christianity, Bible
BX, Religion: Christian denominations

It is expected that BX will be published within the next year, followed later by BR-BV. The second edition of BL-BX will continue to be sold until all three parts of the third edition have been published.

The third edition of BL-BQ represents a cumulated edition, incorporating the additions and changes made since 1960. The BQ subclass for Buddhism was developed by Kenneth Tanaka and printed in Additions and Changes List 168, 1972, where names of sacred texts were accompanied by the handwritten Chinese characters. Since the third edition omits Chinese characters, some may find it desirable to keep their copies of List 168. The expanded and redesigned development for Hinduism (BL1100-1295) was prepared by Kio Kanda, subject cataloger. Other changes from the previous edition were editorial in nature and include the deletion of many parenthesized numbers, the updating of terminology, and the arranging of notes and references to conform to current practice.

BL-BQ is now available from the Cataloging Distribution Service for $15.00.

INDEX TO CATALOGING SERVICE BULLETIN

The Index to the Cataloging Service No. 1-24 by Joan Dible is available from:

Stanford University Libraries
Publication Sales Office
Green Library
Stanford, CA 94305

38 Cataloging Service Bulletin, No. 28 / Spring 1985
The Index is 3-hole punched, loose-leaf for ease in inserting or removing from a binder. It may be ordered with a cover. The price is $15.00 and includes postage and handling.

MARC CONVERSION MANUAL—MAPS


The MARC format conventions reflected in the manual are those of LC's internal computerized system. While LC's internal MARC format differs in some respects from the USMARC communication format and other implementations of MARC, this manual nonetheless provides a dependable guide to LC practice in the content designation of machine-readable maps records.

The conversion of AACR2 map records involves the process of creating records online within LC's automated system by: 1) keying MARC content designators; 2) keying the corresponding bibliographic data, 3) keying the required program characters; and 4) using the MARC conventions for spacing, punctuation, etc., to insure editorial consistency. The manual provides guidance in all four areas.

The MARC Conversion Manual—Maps may be obtained from the Subscriber Accounts Unit, Cataloging Distribution Service, Library of Congress, Washington, D.C. 20541 at $45.00 a copy.

Questions concerning the content of this manual should be directed to the Head, Data Preparation and Files Maintenance Unit, Geography and Map Division, Library of Congress, Washington, D.C. 20540.

MARC DISTRIBUTION SERVICE—VISUAL MATERIALS

In April 1985 the Library will begin implementing the MARC Visual Materials format as described in the MARC Formats for Bibliographic Data, Update No. 10. As a result of this implementation, the Cataloging Distribution Service expects that there will be an interruption of service for a period of two or three months while new systems and procedures are being established. However, once these modifications are made, regular service will be resumed and all records created during this period will be distributed.

The implementation of this format will allow the distribution of records for several kinds of materials not previously distributed. The scope will now include projected media (motion pictures, video-recordings, filmstrips, transparencies, slides); pictures, designs, and other two-dimensional, non-projectable graphic representations; archival films; and kits. As a result of this expansion of scope, the name of the service will be changed to MARC Distribution Service—Visual Materials. Any records originally distributed prior to the implementation of the Visual Materials format which are redistributed with corrections or revisions will be in the new format.
Please also note that during the 1985 MARC distribution year, which extends from April 1985 through December 1985, approximately 1000 previously undistributed records for materials in the Roosevelt and Kleine collections of archival films will be distributed. This collection includes both early films distributed by George Kleine and new footage of Theodore Roosevelt.


CONSER MICROFICHE SUPPLEMENT FOR 1983

The Cataloging Distribution Service announces the availability of the CONSER Microfiche publication. It includes serial records added to the CONSER (CONversion of SERials) data base and authenticated either by the Library of Congress, the National Library of Canada, or the National Serials Data Program. These records adhere to both the first and second editions of the Anglo-American Cataloguing Rules, with a special "AA2" flag marking those records which fully conform to AACR2 in both bibliographic description and headings.

Five indexes are included (author/title/series, ISSN, LC card number, Canadian serial number, and OCLC control number). These indexes refer the user to a base register of bibliographic records arranged sequentially. Locations and holdings notations are not included.
