

Update Information
2016 Update Number 4

<i>DCM</i>	<i>Title</i>	<i>Action/Change</i>
Z1	Name and Series Authority Records	Table of Contents. Replace.
Z1	Name and Series Authority Records	046 – Special Coded Dates. Clarified recording century dates. Replace.
Z1	Name and Series Authority Records	368 – Other Attributes of Person or Corporate Body. Added best practice for subfields \$s and \$t. Replace.
Z1	Name and Series Authority Records	370 – Associated Place. Added best practice for subfields \$s and \$t and repeatability instructions. Replace.
Z1	Name and Series Authority Records	371 – Address. Added best practice for subfields \$s and \$t. Replace.
Z1	Name and Series Authority Records	372 – Field of Activity. Added best practice for subfields \$s and \$t. Replace.
Z1	Name and Series Authority Records	373 – Associated Group. Added best practice for subfields \$s and \$t. Replace.
Z1	Name and Series Authority Records	374 – Occupation. Added best practice for subfields \$s and \$t. Replace.
Z1	Name and Series Authority Records	375 – Gender. Added best practice for subfields \$s and \$t. Replace.

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<i>DCM</i>	<i>Title</i>	<i>Action/Change</i>
Z1	Name and Series Authority Records	376 – Family Information. Added general instructions, best practice for subfields \$s and \$t, and repeatability instructions. Replace.
Z1	Name and Series Authority Records	Tracings and References – General Information – 4XX fields. Instructions deleted. Remove.
Z1	Name and Series Authority Records	4XX – See From Tracings – General Information. Incorporated instructions from deleted section. Replace.
Z1	Name and Series Authority Records	Tracings and References – General Information – 5XX fields. Instructions deleted. Remove.
Z1	Name and Series Authority Records	5XX – See Also From Tracings – General Information. Incorporated instructions from deleted section. Replace.
Z1	Name and Series Authority Records	663 – Complex See Also Reference – Name. Updated to reflect FAQ instructions. Replace.
Z1	Name and Series Authority Records	678 – Biographical or Historical Data. Corrected name of field and added example. Replace.
Supplement to the MARC 21 Format for Authority Data	150 Heading – Topical Term	Revised to indicate that subfield \$g is not used. Replace.
Supplement to the MARC 21 Format for Authority Data	155 Heading – Genre/Form Term	Revised to indicate that subfields \$v, \$x, \$y, and \$z are not used. Replace.

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<i>DCM</i>	<i>Title</i>	<i>Action/Change</i>
Supplement to the MARC 21 Format for Authority Data	450 See From Tracing – Topical Term	Revised to indicate that subfields \$g and \$4 are not used. Replace.
Supplement to the MARC 21 Format for Authority Data	455 See From Tracing – Genre/Form Term	Revised to indicate that subfields \$v, \$x, \$y, \$z, and \$4 are not used. Replace.
Supplement to the MARC 21 Format for Authority Data	550 See Also From Tracing – Topical Term	Revised to indicate that subfields \$b, \$g, and \$4 are not used. Replace.
Supplement to the MARC 21 Format for Authority Data	555 See Also From Tracing – Topical Term	Revised to correct name of field and to indicate that subfields \$v, \$x, \$y, \$z, and \$4 are not used. Replace.

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046 Special Coded Dates*General*

Best practice: When encoding date information, give the fullest information about the date that is readily available (the date in 046 may be more precise than a date used in the 100 subfield \$d). When revising existing authority records, record dates in 046 even if the heading itself does not have dates in 100 subfield \$d, when the information is readily available.

When **recording** dates in field 046, use the Extended Date Time Format (EDTF) schema in all cases except for centuries; supply dates using the pattern yyyy, yyyy-mm, or yyyy-mm-dd. See date table in LC-PCC PS 9.3.1.3.

Examples:

```
046 ## $f 1884-10-11 $g 1962-11-07 $2 edtf
100 1# $a Roosevelt, Eleanor, $d 1884-1962
670 ## $a When you grow up to vote, 1932: $b t.p. (Eleanor Roosevelt
(Mrs. Franklin D. Roosevelt))
670 ## $a Wikipedia, viewed on July 21, 2010 $b (Eleanor Roosevelt;
Anna Eleanor Roosevelt; born Oct. 11, 1884 in New York City
in Manhattan; died Nov. 7, 1962)
```

```
046 ## $s -0199~ $2 edtf
100 0# $a Hellenicus $c (Grammarians), $d active approximately 200 B.C.
670 ## $a Brill's new Pauly, viewed on Aug. 2, 2011 $b (Hellenicus;
Alexandrian grammarian; ca. 200 BC)
```

```
046 ## $f 1946-06 $2 edtf
100 1# $a Vickers, Roy Henry, $d 1946-
670 ## $a Solstice, c1988: $b t.p. (Roy Henry Vickers) jkt. (native
Indian artist; b. June, 1946, Greenville, British Columbia)
```

```
046 ## $k 1981 $2 edtf
100 1# $a Allende, Isabel. $t Casa de los espíritus
670 ## $a Cox, Karen Castellucci. Isabel Allende, 2003: $b p. 4-5 (in
1981 Allende began writing a fictionalized version of stories
she had heard growing up, which was published in Spain in
1982)
```

When recording a century in the 046 field, use the first two digits of the hundred year span (e.g., use “16” to represent the 17th century, 1600–1699).

Example:

```
046 ## $s 17
100 1# $a Turner, Elizabeth, $d active 18th century
670 ## $a Cohen, A.I. Int'l encycl. of women composers, 2nd ed. $b
Turner, Elizabeth, 18th cent. English composer)
```

Note that the 1st century A.D. is represented by value "00" and B.C. centuries have a hyphen-minus before the digits (e.g., "-04" for the 5th century B.C.). An approximate century (e.g., active approximately 12th century) cannot be recorded in the 046 field.

Subfield \$2 – Source of date scheme

Always add subfield \$2 edtf except after a century.

Subfields \$q – Establishment date, \$r – Termination date, \$s – Start period, and \$t – End period

Until further notice do not use subfield \$q or \$r. Continue to use subfield \$s and subfield \$t for start and end periods for corporate bodies.

For instructions on using \$s and \$t for start and end periods in fields 368, 370, 371, 372, 373, 374, 375, and 376, see the instructions provided in the 373 field.

Subfield \$u – Uniform Resource Identifier and Subfield \$v – Source of information

The following represents PCC practice on recording sources of information in \$u and \$v in fields where they are defined, and/or in field 670:

1. 670s must be used to support information used as part of a heading in 1XX and 4XX.
2. For 046, 37X, 381:
 - a. use of \$v is optional if the same information/source is already cited in the 670
 - b. use \$v if the information/source is not cited in a 670
 - c. use of \$u is optional, and should always be preceded by \$v.

Subfield \$v – Source of information

Follow the same basic citation principles when recording data in subfield \$v (Source of information) of fields 046, 37X and 381 that currently apply to field 670 subfield \$a (Source citation).

Supply specific citation information (page number, sub-page of website) in subfield \$v if, in the cataloger's judgment, this greater specificity is needed to find the information within the source cited.

If the information in 046, 37X, 381 is in the same form as found in the source, there is no need to cite usage information. If the information recorded in 046, 37X, 381 is in a different form from that in the source, use 670 \$b (Information found).

For tangible sources:

If the information was derived from a tangible source (e.g., a print book, removable digital media) subfield \$v should contain sufficient information for a cataloger to find the item cited in a catalog or bibliographic database. This can usually be limited to title proper and imprint or date. If that combination is not unique, the title citation may be preceded by the preferred access point form of the creator's name.

For online resources:

Provide information sufficient to find the resource via a search engine. Include either title and publication date (if it is a formally-published resource, such as an e-book) or a suitable description of the document and date accessed (for a less formal resource). Optionally include subfield \$u.

Example:

```
100 1# $a Lazzarini, Sérgio G.  
372 ## $a Industrial relations $2 lcs $v Lazzarini, Sergio G. CV-  
English, viewed Feb. 22, 2012 $u  
http://www.sergiolazzarini.insper.edu.br/indexelazza.html  
670 ## $a Capitalismo de laços, 2011: $b t.p. (Sérgio G. Lazzarini)
```

Subfield \$u and \$v not defined

Subfields \$u and \$v are not defined for use in these fields: 377, 380, 382, 383, 384, 385, and 386. Provide a 670 if needed to justify information recorded in one of those fields.

368 Other Attributes of Person or Corporate Body*General*

Prefer controlled vocabulary for terms in subfields \$a, \$b, and \$c, recording the source in subfield \$2. For consistency, capitalize the first term in each subfield \$a, \$b and \$c.

Examples:

```
110 2# $a Freer Gallery of Art
368 ## $a Art museums (institutions) $2 aat

151 ## $a France
368 ## $b Countries (sovereign states) $2 aat

100 0# $a Joan, $c of Arc, Saint, $d 1412-1431
368 ## $c Saints $2 lcsh

100 0# $a Palamedes $c (Arthurian legendary character)
368 ## $c Arthurian legendary character

110 2# $a Indiana (Battleship : BB-50)
368 ## $a Battleships $2 lcsh
368 ## $c BB-50
```

Do not record professions or occupations in subfield \$c (Other designation). Profession or occupation may be recorded in field 374.

Record titles of royalty, nobility or religious rank (RDA 9.4.1.4–9.4.1.8) in subfield \$d in the form used in the authorized or variant access points.

Examples:

```
100 0# $a Alexander $b VI, $c Pope, $d 1431-1503
368 ## $d Pope $s 1492 $t 1503

100 0# $a Jane Seymour, $c Queen, consort of Henry VIII, King of
      England, $d 1509?-1537
368 ## $d Queen, consort of Henry VIII, King of England

100 0# $a Jeanne Marie, $c sœur, $d 1926-2013
368 ## $d sœur

100 1# $a Walsh, Joseph-Alexis, $c vicomte, $d 1782-1860
368 ## $d vicomte
```

Repeatability:

In choosing between repeating a field vs. repeating a subfield: If the only addition to an existing field is an additional term from the same vocabulary, repeat the affected subfield. If the

vocabulary source differs, or if another associated element differs (such as a range of dates), repeat the field. Overall best practice: repeat the field when needed for clarity.

Example:

368 ## \$c Saints \$2 lcsb

368 ## \$d Metropolitan of Rostov

(One 368 uses a controlled vocabulary term and the other does not)

Subfield \$s – Start period and Subfield \$t – End period

Follow the LC/PCC practice for subfield \$s and subfield \$t provided in the 373 field.

Subfield \$u – Uniform Resource Identifier and Subfield \$v – Source of information

Follow the LC/PCC practice for subfield \$u and subfield \$v provided in the 046 field.

370 Associated Place*General*

For jurisdictions or other place names with authority records in the LC/NAF, use the authorized access point form as found, **recording the source in subfield \$2**. The form of place name in 370 may differ from the form of place name added to a preferred name of place or an access point per RDA and LC-PCC PS instructions.

Examples:

Geographic name in LC/NAF:

151 ## \$a Washington (State)

(Authorized access point for the place includes type of jurisdiction)

Authorized access point recorded in 370:

370 ## \$e Washington (State) \$2 naf

Form of name as an addition in an access point:

110 2# \$a Childhood Lead Poisoning Prevention Program (Wash.)

(Abbreviation for the place per RDA B.11)

Form of name as part of preferred name of a local place:

151 ## \$a Seattle (Wash.)

(Abbreviation for the larger place per RDA B.11)

Geographic name in LC/NAF:

151 ## \$a Korea (South)

(Authorized access point for the place includes an other designation)

Authorized access point recorded in 370:

370 ## \$c Korea (South) \$2 naf

Form of name as an addition in an access point:

110 2# \$a Masa Pangmulgwan (Korea)

(Preferred name of place)

Form of name as part of preferred name of a local place:

151 ## \$a Seoul (Korea)

(Preferred name for the larger place)

Geographic name in LC/NAF:

151 ## \$a Shiner (Tex.)

(Abbreviation for the larger place per RDA B.11)

Authorized access point recorded in 370:

370 ## \$g Shiner (Tex.) \$2 naf

Form of name as an addition in an access point:

130 #0 \$a Gazette (Shiner, Tex.)

(Preferred name of local place modified per RDA 16.2.2.4)

Other place name in LC/NAF:

110 2# \$a Auschwitz (Concentration camp)

Authorized access point recorded in 370:

370 ## \$a Auschwitz (Concentration camp) \$2 naf

If no authorized access point exists in the LC/NACO Authority File for the jurisdiction, it is not necessary to create a NAR in order to code the 370 field. Use the RDA preferred name for the place, but note that when there is no authorized source, a subfield \$2 cannot be added. For non-jurisdictions prefer names from an authorized vocabulary such as LCSH and identify the source in subfield \$2. If the name is not found in an authorized vocabulary, record it in field 370 without giving a subfield \$2 (it is not necessary for SACO participants to submit a subject heading proposal.)

When determining when to create a name authority record for a geographic name consult the **“Name Authority Records (NARs)”** section of *DCM Z1* Introduction.

Repeatability:

In choosing between repeating a field vs. repeating a subfield: If the only addition to an existing field is an additional term from the same vocabulary, repeat the affected subfield. If the vocabulary source differs, or if another associated element differs (such as a range of dates), repeat the field. Overall best practice: repeat the field when needed for clarity.

Subfield \$s – Start period and Subfield \$t – End period

Follow the LC/PCC practice for subfield \$s and subfield \$t provided in the 373 field.

Subfield \$u - Uniform Resource Identifier and Subfield \$v - Source of information

Follow the LC/PCC practice for subfield \$u and subfield \$v provided in the 046 field.

SARs

LC series practice: As of June 1, 2006, LC does not create or update SARs.

Practice for Series Authorities

Record the place of origin of the work in field 370, unless it is merely a place of publication or other place associated with a manifestation (use field 643, when appropriate, for the latter). Although the “place of origin” of a serial work may be the same as the place of publication of the component part for which the SAR (or serial bibliographic record) was created, use judgment in distinguishing between place of origin of the work and a place of publication not actually related to the work itself.

371 AddressGeneral

Best practice:

- Supply based on cataloger's judgment, if the information is readily available and not already being recorded in field 370 subfield \$e (Place of residence/headquarters).
- In cases where subfield \$a is not recorded, include at a minimum subfield \$m (Electronic mail address) or subfield \$b (City).
- Do not record physical addresses for living people.
- Catalogers are not required to maintain address information when updating a record that contains an address.

Repeatability: Record multiple addresses, with or without ranges of dates, in separate occurrences of field 371.

Subfield \$m – Electronic mail address

Subfield \$m should contain only an e-mail address. Do not add an internet address for the 1XX in this field.

Subfield \$s – Start period and Subfield \$t – End period

Follow the LC/PCC practice for subfield \$s and subfield \$t provided in the 373 field.

Subfield \$u - Uniform Resource Identifier and Subfield \$v - Source of information

Follow the LC/PCC practice for subfield \$u and subfield \$v provided in the 046 field.

372 Field of Activity*General*

When recording a term indicating the field, prefer controlled vocabulary, such as LCSH or MeSH, recording the source in subfield \$2. For consistency, capitalize the first term in each subfield \$a.

Repeatability:

In choosing between repeating a field vs. repeating a subfield: If the only addition to an existing field is an additional term from the same vocabulary, repeat the affected subfield. If the vocabulary source differs, or if another associated element differs (such as a range of dates), repeat the field. Overall best practice: repeat the field when needed for clarity.

Example:

372 ## \$a Poetry \$2 lcsb

372 ## \$a Craft brewing

(372 fields with a term from LCSH and a non-controlled vocabulary term)

Subfield \$s – Start period and Subfield \$t – End period

Follow the LC/PCC practice for subfield \$s and subfield \$t provided in the 373 field.

Subfield \$u – Uniform Resource Identifier and Subfield \$v – Source of information

Follow the LC/PCC practice for subfield \$u and subfield \$v provided in the 046 field.

373 Associated GroupGeneral

Prefer a controlled vocabulary, such as the LC/NACO Authority File, **recording the source in subfield \$2**.

Examples:

Corporate name in LC/NAF:

110 2# \$a Washington Wizards (Basketball team)

Authorized access point in 373:

373 ## \$a Washington Wizards (Basketball team) \$2 naf

Corporate name in LC/NAF:

110 1# \$a United States. \$b Congress. \$b Senate

Authorized access point in 373:

373 ## \$a United States. Congress. Senate \$2 naf

(Note: subfield coding for subordinate bodies is not used in the 373)

Repeatability:

In choosing between repeating a field and repeating a subfield: If the only addition to an existing field is an additional term from the same vocabulary, repeat the subfield. If the vocabulary source differs, or if another associated element differs (such as a range of dates), repeat the field. Overall best practice: repeat the field when needed for clarity.

Examples:

NAR with 373s with subfield \$2 and dates:

373 ## \$a Chicago Bulls (Basketball team) \$2 naf \$s 1984 \$t 1993

373 ## \$a Chicago Bulls (Basketball team) \$2 naf \$s 1995 \$t 1998

373 ## \$a Washington Wizards (Basketball team) \$2 naf \$s 2001 \$t
2003

NAR with 373s with different vocabulary sources:

373 ## \$a Royal Canadian Mounted Police. Liaison Branch \$2 lacnaf

373 ## \$a Buffalo State College \$2 naf

Subfield \$s – Start period and Subfield \$t – End period

Best practice: Although the MARC format does not specify a form of date in these subfields, the following practice is recommended for consistency. Input dates using the Gregorian calendar in the form yyyy. If more specific dates are necessary, consider recording them in another field (e.g., 670, 678). It is not necessary to reformulate dates in existing NARs to conform to this practice.

Subfield \$u – Uniform Resource Identifier and Subfield \$v – Source of information

Follow the LC/PCC practice for subfield \$u and subfield \$v provided in the 046 field.

374 Occupation

General

Prefer controlled vocabulary, such as LCSH or MeSH, recording the source in subfield \$2. For consistency, capitalize the first term in each subfield \$a. When terms do not come from a controlled vocabulary, use a singular form.

See LC-PCC PS 9.16.1.3 for instructions on recording profession or occupation as an element. See LC-PCC PS 9.19.1.6 for instructions using a profession or occupation term in an access point.

Repeatability:

In choosing between repeating a field vs. repeating a subfield: If the only addition to an existing field is an additional term from the same vocabulary, repeat the affected subfield. If the vocabulary source differs, or if another associated element differs (such as a range of dates), repeat the field. Overall best practice: repeat the field when needed for clarity.

Subfield \$s – Start period and Subfield \$t – End period

Follow the LC/PCC practice for subfield \$s and subfield \$t provided in the 373 field.

Subfield \$u - Uniform Resource Identifier and Subfield \$v - Source of information

Follow the LC/PCC practice for subfield \$u and subfield \$v provided in the 046 field.

375 Gender

General

When recording a term indicating gender, prefer controlled vocabulary, such as LCSH, recording the source in subfield \$2. For consistency, capitalize the first term in each subfield \$a. When terms do not come from a controlled vocabulary, use a singular form. Prefer use of terms over the ISO 5218 codes.

Repeatability:

In choosing between repeating a field vs. repeating a subfield: If the only addition to an existing field is an additional term from the same vocabulary, repeat the affected subfield. If the vocabulary source differs, or if another associated element differs (such as a range of dates), repeat the field. Overall best practice: repeat the field when needed for clarity.

Subfield \$s – Start period and Subfield \$t – End period

Follow the LC/PCC practice for subfield \$s and subfield \$t provided in the 373 field.

376 Family Information

General

Prefer controlled vocabulary, such as LCSH, recording the source in subfield \$2. For consistency, capitalize the first term in each subfield \$a. When terms do not come from a controlled vocabulary, use a singular form.

Repeatability:

In choosing between repeating a field vs. repeating a subfield: If the only addition to an existing field is an additional term from the same vocabulary, repeat the affected subfield. If the vocabulary source differs, or if another associated element differs (such as a range of dates), repeat the field. Overall best practice: repeat the field when needed for clarity.

Subfield \$b – Name of prominent member

When giving the name of the prominent member of the family in 376 subfield \$b, give the form for the person as found in subfield \$g of the 100 field of the NAR for the family. Do not include any internal subfield coding in subfield \$b.

Subfield \$s – Start period and Subfield \$t – End period

Follow the LC/PCC practice for subfield \$s and subfield \$t provided in the 373 field.

Subfield \$u - Uniform Resource Identifier and Subfield \$v - Source of information

Follow the LC/PCC practice for subfield \$u and subfield \$v provided in the 046 field.

4XX See From Tracings – General Information

General

Note: The use of subfield \$h for the addition of content type in an authorized or variant access point is pending at this time.

When modifying an authority record for another reason, delete any final mark of punctuation in a 4XX field unless it is a part of the data (e.g., a period in an abbreviation) or is called for by the cataloging rules (e.g., a parenthetical qualifier).

When otherwise modifying NARs or SARs that contain obsolete codes such as subfield \$w position zero (0) code “d,” LC/NACO catalogers should upgrade the NAR to RDA.

Not all 4XX references require justification; see “Justifying variant access points” in the 670 section of this document.

Do not make a 4XX that normalizes to the same form as another 4XX on the **same** authority record or a 1XX on any name authority record. See the section “NACO normalization” in the Introduction.

Best practice guidelines for RDA:

- Record variants found in the manifestation being cataloged:
 - Use cataloger's judgment;
 - No limitation on the number or form of references;
 - Instead of or in addition to adding variants, consider providing access by adding 37X fields.

Example showing 378 without a variant for the fuller form of name:

```
100 1# $a Bucknum, David W.
378 ## $q David Walter
```

- Establish additional NARs for the authorized access points needed to support elements used in 4XX variant access points (e.g., parent body associated with subordinate body being established).
- Generally provide a variant form 4XX access point for a former 1XX authorized access point, unless the former authorized access point was egregiously incorrect. See the section “Subfield \$w – Control subfield” for more information.
- Use the established form of components in 4XX variant access points, except for non-Latin script variants, which may represent a mixture of scripts or may be entirely in a non-Latin script.
- Generally, do not remove variants unless egregiously incorrect (e.g., a non-Latin script variant that does not represent the same person).
- If a form found on the manifestation being cataloged includes a variant form of a component of a 4XX variant access point, that form may be used in its entirety as an additional 4XX variant access point, provided that it is not divided into its component parts through the use of subfields.

Examples:

100 1# \$a Faulkner, William, \$d 1897-1962. \$t Short stories. \$k Selections

400 1# \$a Faulkner, William, \$d 1897-1962. \$t Uncollected stories of William Faulkner

430 #0 \$a Uncollected stories of William Faulkner

110 1# \$a United States. \$b Bureau of Labor Statistics

410 2# \$a Estados Unidos de América, Buró de Estadísticas Laborales

not

410 2# \$a Estados Unidos de América. \$b Buró de Estadísticas Laborales

110 2# \$a Zhongguo yi ke da xue. \$b Fu shu di 1 yi yuan

410 2# \$a China Medical University, First Affiliated Hospital

not

410 2# \$a China Medical University. \$b First Affiliated Hospital

When changing the form of a superordinate body, a geographic name, or a personal name in a 1XX, update all of the existing NARs that use that component in a 4XX, unless the 4XX represents the former authorized access point (e.g., \$w/2=e).

Subfield \$w – Control subfield When an authorized access point for a person (100) is changed because the person has changed his or her name, record the earlier form of name in a 400 with \$w nne if the variant is valid under RDA instructions.

Examples:

100 0# \$a Francis, \$c Pope, \$d 1936-

400 1# \$w nne \$a Bergoglio, Jorge Mario, \$d 1936-
(Name changed upon election as pope)

100 1# \$a Rancic, Giuliana

400 1# \$w nne \$a DePandi, Giuliana
(Name changed upon marriage)

When an authorized access point (1XX) based on CIP cataloging is changed because its form on the published resource is different from that on the CIP galley, a 4XX from the previous authorized access

point form with subfield \$w nne may be added unless the former 1XX form was egregiously incorrect (e.g., the author's date of birth was given as 1775 instead of 1975 in the CIP galley).

When an authorized access point (1XX) is changed because of a change in cataloging instructions, record the earlier form in a 4XX using \$w. If the variant form is a valid reference under current RDA instructions, use \$w nne. If the variant form is not a valid reference under current RDA instructions, use \$w nnea.

Examples:

130 #0 \$a Bible. \$p Baruch
 430 #0 \$w nne \$a Bible. \$p Apocrypha. \$p Baruch
 (*Coded "nne" because the variant is valid in RDA*)

100 1# \$a Smith, Jonathan Kennon Thompson, \$d 1939-2014
 400 1# \$w nne \$a Smith, Jonathan Kennon
 (*Coded "nne" because the variant is valid in RDA; 100 form changed based on usage and dates of birth and death added because 100 was being changed*)

100 0# \$a Pericles, \$d approximately 495 B.C.-429 B.C.
 400 0# \$w nnea \$a Pericles, \$d ca. 495-429 B.C.
 (*Coded "nnea" because the abbreviation "ca." is not valid for period of activity in RDA*)

Note: NARs that had the 1XX form changed programmatically in 2013 recorded the earlier form in a 4XX using \$w nnea regardless of whether the variant was valid in RDA. For example, "United States. Dept. of Commerce," is a valid reference in RDA if the abbreviated form has been used in resources associated with the corporate body, but it was recorded with \$w nnea. It is not necessary to change the coding in these \$w references.

SARs

LC series practice: As of June 1, 2006, LC does not create or update SARs.

PCC series practice: Transcription of the series statement is mandatory if applicable. Searching for series authority records, providing authorized access points for the series, and the creation and maintenance of series authority records are optional.

Variant access points may be recorded in any SAR, including those for series-like phrases.

If the volumes of a multipart monograph have different forms of the common title, use a 4XX reference rather than a 5XX reference for the form of the title not chosen as the title proper of the multipart monograph.

5XX See Also From Tracings – General Information

General

When otherwise modifying a NAR that contain codes that are no longer used such as subfield \$w position zero (0) code “d” or “f,” LC/PCC catalogers should upgrade the NAR to RDA.

LC/PCC catalogers applying RDA instructions may use subfield \$i in conjunction with subfield \$w code “r” for relationship designators. When applying RDA relationship designators in 5XXs, supply terms from Appendix I, J or K; capitalize the initial letter of the term and follow the term with a colon.

Until a decision is reached by the PCC Policy Committee on the use of relationship designators in authority records, LC/PCC catalogers may continue to use the subfield \$w codes “a” (earlier) and “b” (later) or optionally use the appropriate relationship designators from Appendix K to provide relationship links between corporate entities (510 or 511).

See the 500, 530, and 551 sections of DCM Z1 for information on the use of relationship designators and/or \$w codes in those fields.

Subfield \$w – Control subfield

Follow the conventions in the authority format for use of subfield \$w. Do not supply subfield \$w unless a value other than “n” would be appropriate in one of the positions. When supplying subfield \$w, give it as the first subfield in the field. Supply character positions preceding, but not succeeding, the value, e.g.,

\$w a = to indicate a reference from an earlier authorized access point

\$w b = to indicate a reference from a later authorized access point

\$w r = to indicate that a subfield \$i or subfield \$2 is used to denote relationship information

\$w nnnc = to indicate a see also reference for multiple pseudonyms (record also contains a 663 field)

NARs

A see also reference tracing (5XX) must not normalize to the same as another see also reference in the same authority record, unless both 5XX fields contain a relationship designator in subfield \$i, and the texts of the relationship designators are different.

SARs

LC series practice: As of June 1, 2006, LC does not create or update SARs.

PCC series practice: Transcription of the series statement is mandatory if applicable. Searching for series authority records, tracing the series, and the creation and maintenance of series authority records are optional.

663 Complex See Also Reference – NameGeneral

The 663 field contains the explanatory text and authorized access points for relationships between a 100 (established name) and other 100s (established names) that cannot be adequately conveyed by one or more simple see also references generated from 500 fields.

Generally, this situation occurs when a person uses more than two identities, when more than one person shares an identity with one or more others, or when multiple persons use the same pseudonym independent of each other or as a result of some other arrangement.

The text of the 663 may be adjusted to fit extraordinary situations; however, keep the text as simple as possible, allowing the MARC fields and coding to convey the information desired.

Do not use the 663 technique to show relationships between corporate bodies or between persons and corporate bodies.

More information on creating NARs for persons with alternate identities is found in the “FAQ – LC/PCC RDA and AACR2 practice for creating NARs for persons who use pseudonyms” available at: <http://www.loc.gov/catdir/cps/pseud.pdf>

Only two identities

When only two NARs are created for a person, the NARs are generally connected with 500 see also references and no 663 field. However, when one of the NARs is for a joint pseudonym or a pseudonym used by several persons working independently of each other, the 663 technique is used.

More than two identities - “basic” authorized access point and references

When more than two authorized access points are created for the same person, identify a “basic” authorized access point using the 663 field technique. This decision is based on the desire to simplify the reference structure and to assist catalogers in determining which name to use as the subject of biographical or critical works. The “basic” authorized access point should be determined by the predominantly used form of name or, lacking sufficient evidence, by choosing the real name of the person as the “basic” form.

On the authority record for the “basic” name authority record add 500 see also references with a subfield w coded “nnnc” from all other names used. Justify the 500 in 670 citations according to normal practice. Provide a 663 field listing all the other names with the following text (may be adjusted to fit the situation):

```
663 $a For works of this author written under other names, search also
    under: $b [established form of name] $b [established form of
    name]
```

On each of the other name authority records, trace a 500 see also reference with subfield \$w

coded “nnnc” from the “basic” name, justifying that reference in a 670 citation, according to normal practice. Other names may be mentioned in the 670 if it is convenient to do so. Provide a 663 field with the following or similar text (*may be adjusted to fit the situation*):

```
663 $a Works by this author are entered under the name used in the
      item. For a listing of the names used by this author, search
      also under: $b [established form of name chosen as the basic
      heading]
```

When the author uses another new name, create a new name authority record for that name and also add it to the reference structure and 663 listing on the authority record for the “basic” name.

References to the new name in the 500 and 663 fields are only added to the “basic” NAR.

Examples:

“Basic” NAR:

```
100 1# $a Harris, John, $d 1916-1991
500 1# $w nnnc $a Hennessy, Max, $d 1916-1991
500 1# $w nnnc $a Hebden, Mark, $d 1916-1991
663 ## $a For works of this author written under other names,
      search also under: $b Hebden, Mark, 1916-1991 $b
      Hennessy, Max, 1916-1991
```

NAR for first 500 on “basic” NAR:

```
100 1# $a Hennessy, Max, $d 1916-1991
500 1# $w nnnc $a Harris, John, $d 1916-1991
663 ## $a Works by this author are entered under the name used in
      the item. For a listing of other names used by this
      author, search also under: $b Harris, John, 1916-1991
```

NAR for second 500 on “basic” NAR:

```
100 1# $a Hebden, Mark, $d 1916-1991
500 1# $w nnnc $a Harris, John, $d 1916-1991
663 ## $a Works by this author are entered under the name used in
      the item. For a listing of other names used by this
      author, search also under: $b Harris, John, 1916-1991
```

Joint pseudonyms

A joint pseudonym represents one identity used by two or more persons working in collaboration with each other. If a person uses a joint pseudonym and another name (as found in the catalog), the “basic” authorized access point technique is used.

Examples:

NAR for joint pseudonym:

```
100 1# $a Phillips, Mark
500 1# $w nnnc $a Garrett, Randall
500 1# $w nnnc $a Janifer, Laurence M.
663 ## $a Joint pseudonym of Randall Garrett and Laurence M.
```

Janifer. For works of these authors written under their own names, search also under: \$b **Garrett, Randell** \$b **Janifer, Laurence M.**

NAR for first 500 on joint pseudonym NAR:

```
100 1# $a Garrett, Randall
500 1# $w nnc $a Phillips, Mark
663 ## $a For works of this author written in collaboration with
        Laurence M. Janifer, search also under: $b Phillips,
        Mark
```

NAR for second 500 on joint pseudonym NAR:

```
100 1# $a Janifer, Laurence M.
500 1# $w nnc $a Phillips, Mark
663 ## $a For works of this author written in collaboration with
        Randall Garrett, search also under: $b Phillips, Mark
```

Pseudonyms used by multiple persons

When multiple persons working independently of each other use the same pseudonym and one or more other names (as found in the catalog), the “basic” authorized access point technique is used.

NAR for pseudonym used by multiple persons:

```
100 1# $a Robeson, Kenneth
500 1# $w nnc $a Dent, Lester, $d 1904-1959
500 1# $w nnc $a Goulart, Ron, 1933-
[...]
663 ## $a Pseudonym used by multiple authors writing
        individually. For works of these authors written under
        their own or other names, search also under: $b Dent,
        Lester, 1904-1959 $b Goulart, Ron, 1933- [...]
```

NAR for first 500 on pseudonym used by multiple persons NAR:

```
100 1# $a Dent, Lester, $d 1904-1959
500 1# $w nnc $a Robeson, Kenneth
663 ## $a For works of this author written under another name,
        search also under: $b Robeson, Kenneth
```

NAR for second 500 on pseudonym used by multiple persons NAR:

```
100 1# $a Goulart, Ron, $d 1933-
500 1# $w nnc $a Robeson, Kenneth
500 1# $w nnc $a Silva, Joseph, $d 1933-
[...]
663 ## $a For works of this author written under other names,
        search also under: $b Robeson, Kenneth $b Silva,
        Joseph, 1933- [...]
```

(Author has a pseudonym used by multiple persons and individual pseudonyms)

678 Biographical or Historical DataGeneral

When supplying biographical or historical data in a 678 note field, construct the note in concise but complete sentences, keeping in mind that the information will be used in public displays.

Examples:

678 0# \$a Joseph Smith, Jr. (1805-1844) was a Mormon prophet and founder of the Church of Jesus Christ of Latter-day Saints.

678 1# \$a The North Atlantic Treaty Organization (NATO) is a political and military alliance founded upon the signing of the North Atlantic Treaty on 4 April 1949. It has member countries from North America and Europe. Since 1999 several former Warsaw Pact countries have joined NATO including Hungary, Bulgaria, and Romania. Additional non-member countries participate in NATO programs such as the Partnership for Peace

The 678 field was previously used to preserve useful biographical/historical information pertaining to the 1XX when manual NARs and SARs were converted to machine-readable form. When adding biographical or historical information to NARs, the 678 note field should be upgraded to contain full sentences.

150 Heading – Topical Term

NACO:

Do not use this field.

SACO:

Do not use subfields:

\$b, \$g, \$6, \$8

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use subfields:

\$b, \$g, \$6, \$8

155 Heading – Genre/Form Term

NACO:

Do not use this field.

SACO:

Do not use subfields:

\$v, \$x, \$y, \$z, \$6, \$8

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use subfields:

\$v, \$x, \$y, \$z, \$6, \$8

450 See From Tracing – Topical Term

NACO:

Do not use this field.

SACO:

Do not use subfields:

\$b, \$g, \$i, \$4, \$5, \$6, \$8

SACO usage for subfield \$w is given in the LC Guidelines section for *Tracings and References-General Information-4XX fields*.

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use subfields:

\$b, \$g, \$i, \$4, \$5, \$6, \$8

Usage for subfield \$w is given in the LC Guidelines section for *Tracings and References-General Information-4XX fields*.

Local Subfield Code

\$9 - Local field-level nonprint flag [*SUBJECTS only*]

Use local subfield \$9 to control the printing of the field in output products.

455 See From Tracing – Genre/Form Term

NACO:

Do not use this field.

SACO:

Do not use subfields:

\$i, \$v, \$x, \$y, \$z, \$4, \$5, \$6, \$8

SACO usage for subfield \$w is given in the LC Guidelines section for *Tracings and References-General Information-4XX fields*.

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use subfields:

\$i, \$v, \$x, \$y, \$z, \$4, \$5, \$6, \$8

Usage for subfield \$w is given in the LC Guidelines section for *Tracings and References-General Information-4XX fields*.

Local Subfield Code

\$9 - Local field-level nonprint flag [*SUBJECTS only*]

Use local subfield \$9 to control the printing of the field in output products.

550 See Also From Tracing – Topical Term

NACO:

Do not use this field.

SACO:

Do not use subfields:

\$b, \$g, \$i, \$0, \$4, \$5, \$6, \$8

SACO usage for subfield \$w is given in the LC Guidelines section for *Tracings and References-General Information-5XX fields*.

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use subfields:

\$b, \$g, \$i, \$0, \$4, \$5, \$6, \$8

Usage for subfield \$w is given in the LC Guidelines section for *Tracings and References-General Information-5XX fields*.

Local Subfield Code

\$9 - Local field-level nonprint flag [*SUBJECTS only*]

Use local subfield \$9 to control the printing of the field in output products.

555 See Also From Tracing – Genre/Form Term

NACO:

Do not use this field.

SACO:

Do not use subfields:

\$i, \$v, \$x, \$y, \$z, \$0, \$4, \$5, \$6, \$8

SACO usage for subfield \$w is given in the LC Guidelines section for *Tracings and References-General Information-5XX fields*.

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use subfields:

\$i, \$v, \$x, \$y, \$z, \$0, \$4, \$5, \$6, \$8

Usage for subfield \$w is given in the LC Guidelines section for *Tracings and References-General Information-5XX fields*.

Local Subfield Code

\$9 - Local field-level nonprint flag [*SUBJECTS only*]

Use local subfield \$9 to control the printing of the field in output products.