

LC GUIDELINES SUPPLEMENT TO THE  
MARC 21  
FORMAT FOR *AUTHORITY* DATA

2002 Edition  
with subsequent updates

## Introduction

The Library of Congress (LC) Guidelines for MARC 21 authority records are intended to be used in conjunction with the *MARC 21 Format for Authority Data* (Washington, D.C.: Library of Congress, Cataloging Distribution Service, 1999- ). They were prepared by the Cataloging Policy and Support Office and the Cooperative Cataloging Team in the Regional and Cooperative Cataloging Division and are based on previous editions compiled by the Network Development and MARC Standards Office.

### Scope of LC Guidelines

The LC Guidelines present information relating to two areas of usage in authority records: 1) usage pertaining to records contributed to the Library of Congress authority files by participants in the Name Authority Cooperative (NACO) or Subject Authority Cooperative (SACO) programs; and 2) usage pertaining to authority records created by the Library of Congress including those contributed by LC catalogers. Records include name, series, and subject authority records. As of June 1, 2006, LC does not create or update SARs. The PCC Policy Committee has announced that the PCC series policy remains unchanged.

The guidelines were developed from various internal and published documents, including the *MARC 21 Format for Authority Data* 1999 base text with updates, the the most recent editions of the *NACO Participants' Manual* (Washington, D.C., Library of Congress, Cataloging Distribution Service), and the *SACO Participants' Manual* (Washington, D.C., Library of Congress, Cataloging Distribution Service).

### Direction for use of LC Guidelines

The LC Guidelines for authority records should be used by LC catalogers and institutions participating in NACO or SACO and creating authority records to be added to the Library of Congress authority files. The guidelines may also be used by institutions that need or want to know special LC practice in authority records. As already mentioned, these guidelines are intended to be used in conjunction with the *MARC 21 Format for Authority Data*. Data requirements that are not specific to NACO or SACO and/or LC are presented only in the main text of the authorities format.

NACO/SACO participants and Library of Congress staff creating authority records must also apply the appropriate procedures presented in various LC cataloging documents (e.g., the *LC Descriptive Cataloging Manual (DCM)*, and the *Subject Cataloging Manual: Subject Headings (SCM)*). Cooperating institutions may also refer to the *NACO Participants' Manual* and the *SACO Participants' Manual*.

### Organization of LC Guidelines

The guidelines pages may be filed at the end of the main text of the field to which they apply in the authorities format or in a separate binder. Each guidelines page is marked at the top with the title of the MARC 21 format section (usually a three-digit field tag) to which it applies.

**NACO** usage and **SACO** usage sections are given first, with a list of data elements receiving special treatment and explanatory text where appropriate. When there is no special NACO and/or SACO usage, any data requirements detailed in the main text of the Authority format are still applicable.

**LC** usage follows **NACO/SACO** usage sections. The LC Usage section is also divided into subsections on Name/Series usage, and Subject usage, as appropriate. Not all the pages have been updated to add the June 1, 2006 LC series policy change. Some LC usage may be more restrictive than that prescribed for NACO and SACO participants. NACO and SACO participants may not be restricted necessarily from using specific data elements even though LC does not use them. These differences are noted when they occur.

## **Leader**

### **NACO:**

Leader/05 (Record status)

Do not use codes:

a, d, o, s, x

If a NACO participant identifies an authority record that should be deleted from the National Authority File, consult LC's Cooperative Cataloging Team to have the record deleted. NACO participants are not permitted to delete the record from the LC file.

Leader/09 (Character coding scheme)

Do not use codes:

a

Leader/17 (Encoding level)

Consult LC's Cooperative Cataloging Team before using code o.

### **SACO:**

Leader/05 (Record status)

Do not use codes:

a, d, o, s, x

Leader/09 (Character coding scheme)

Do not use codes:

a

Leader/17 (Encoding level)

Do not use codes:

o

# Leader

## LC Guidelines

### LC:

#### NAMES/SERIES:

Leader/05 (Record status)

Do not use codes:

a, o, s, x

Leader/09 (Character coding scheme)

Do not use codes:

a

Leader/17 (Encoding level)

Use code o for Early Notice Records.

#### SUBJECTS:

Leader/05 (Record status)

Do not use codes:

a, o, s, x

Leader/09 (Character coding scheme)

Do not use codes:

a

Leader/17 (Encoding level)

Do not use codes:

o

# Directory

**NACO:**

The Directory is always system generated.

**SACO:**

The Directory is always system generated.

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**LC:**

**NAMES/SERIES:**

The Directory is always system generated.

**SUBJECTS:**

The Directory is always system generated.

## 001 Control Number

### NACO:

#### Structure

Control numbers used in Name/Series authority records contributed through NACO have the following structure:

**Alphabetic prefix** - Two (records originally contributed 2001+) or three (records originally contributed prior to 2001) character positions contain the alphabetic prefix. The prefix is carried as lowercase characters; it is left justified and unused positions contain blanks. The valid control number prefixes for name and series authority records are (# = blank):

- n## Name and series authority records originally input prior to 2001 using LC's internal system
- n# Name and series authority records originally input 2001+ using LC's internal system
- nb# Name and series authority records originally contributed prior to 2001 via the British Library
- nb Name and series authority records originally contributed 2001+ via the British Library
- no# Name and series authority records originally contributed prior to 2001 via OCLC
- no Name and series authority records originally contributed 2001+ via OCLC
- nr# Name and series authority records originally contributed prior 2001 via RLIN
- nr Name and series authority records originally contributed 2001+ via RLIN

### SACO:

Subject authority records are not normally contributed in machine-readable form from sources outside the Library of Congress.

### LC:

#### NAMES/SERIES:

Library of Congress and NACO control numbers have the same structure. See NACO section above.

Control numbers for Name/Series authority records created using LC's internal system have the following alphabetic prefix:

- n## Name and series authority records originally input prior to 2001
- n# Name and series authority records originally input 2001+

Name/Series authority records created by LC catalogers using OCLC or RLIN have control numbers beginning with the prefixes “no” or “nr” as above.

#### SUBJECTS:

Control numbers for Subject authority records created using LC's internal system have the following alphabetic prefixes:

- sh# Subject heading authority record originally input prior to 2001
- sh Subject heading authority record originally input 2001+
- sp# Subject (Proposed) authority record originally input prior to 2001
- sp Subject (Proposed) authority record input 2001+
- sj# Subject (Juvenile) authority record originally input prior to 2001
- sj Subject (Juvenile) authority record input 2001+

## 003 Control Number Identifier

**NACO:**

This field is generated by LC when a NACO record is added to the National Authority File.

**SACO:**

Do not use this field.

---

**LC:**

**NAMES/SERIES:**

This field is system generated for MARC export only. It is not stored internally in LC's MARC system.

**SUBJECTS:**

Do not use this field.

## **005 Date and Time of Latest Transaction**

### **NACO:**

A NACO participant system may supply a preliminary 005 field to new records which will be replaced by the first official 005 at LC when the record enters the National Authority File.

An 005 field is system generated by LC when a NACO record is added to the National Authority File at LC whether there is already an 005 field in the record or not. For a record new to the National Authority File, the 005 generated is the first official version identifier for the record. A change record must contain an 005 identical to the one in the National Authority File record it is changing for the change to occur. The 005 is automatically updated when the change record replaces the record in the file.

### **SACO:**

An 005 field is system generated when a record is added whether there is already an 005 field in the record or not. For a record new to the file, the 005 generated is the first official version identifier for the record. The 005 is automatically updated when the change record replaces the record in the file.

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### **LC:**

#### **NAMES/SERIES:**

An 005 field is system generated when a record is added whether there is already an 005 field in the record or not. For a record new to the file, the 005 generated is the first official version identifier for the record. The 005 is automatically updated when the change record replaces the record in the file.

#### **SUBJECTS:**

An 005 field is system generated when a record is added whether there is already an 005 field in the record or not. For a record new to the file, the 005 generated is the first official version identifier for the record. The 005 is automatically updated when the change record replaces the record in the file.



## **008/00-05 Date entered on file**

### **NACO:**

The date entered on file is generated by the participant's processing system.

Do not use the fill character.

### **SACO:**

The date entered on file is generated by the participant's processing system.

Do not use the fill character.

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### **LC:**

#### **NAMES/SERIES:**

The date entered on file is generated by LC's processing system.

Do not use the fill character.

#### **SUBJECTS:**

The date entered on file is generated by LC's processing system.

Do not use the fill character.

## **008/06 Direct or indirect geographic subdivision**

### **NACO:**

Generally use code n. Certain corporate names (110), such as religions or religious orders, used as subject access points may be subdivided by place; such corporate names may use code i in byte 008/06. Consult the LC Subject Cataloging Manual instruction sheet H 475 for a list of these corporate bodies.

### **SACO:**

Use i or blank as appropriate for "May Subd Geog" or "Not Subd Geog" respectively. If neither code is appropriate use the fill character.

Do not use codes:

d

---

### **LC:**

### **NAMES/SERIES:**

Generally use code n. Certain corporate names (110), such as religions or religious orders, used as subject access points may be subdivided by place; such corporate names may use code i in byte 008/06. Consult the LC Subject Cataloging Manual instruction sheet H 475 for a list of these corporate bodies.

Do not use codes:

d, fill character

### **SUBJECTS:**

Do not use codes:

d

## **008/06 Direct or indirect geographic subdivision**

### **NACO:**

Generally use code n. Certain corporate names (110), such as religions or religious orders, used as subject access points may be subdivided by place; such corporate names may use code i in byte 008/06. Consult the LC Subject Cataloging Manual instruction sheet H 475 for a list of these corporate bodies.

### **SACO:**

Use i or blank as appropriate for "May Subd Geog" or "Not Subd Geog" respectively. If neither code is appropriate use the fill character.

Do not use codes:

d

---

### **LC:**

### **NAMES/SERIES:**

Generally use code n. Certain corporate names (110), such as religions or religious orders, used as subject access points may be subdivided by place; such corporate names may use code i in byte 008/06. Consult the LC Subject Cataloging Manual instruction sheet H 475 for a list of these corporate bodies.

Do not use codes:

d, fill character

### **SUBJECTS:**

Do not use codes:

d

## **008/07 Romanization scheme**

**NACO:**

Always use the fill character.

**SACO:**

Always use the fill character.

---

**LC:**

**NAMES/SERIES:**

Always use the fill character.

Exception: During the machine conversion of authority records for Chinese name/titles from Wade-Giles to pinyin romanization, code c was input in 008/07 in records actually converted to pinyin and code n was input in records considered for conversion but not actually converted.

**SUBJECTS:**

Always use the fill character.

## **008/09 Kind of record**

### **NACO:**

Consult LC's Cooperative Cataloging Team before using code b in a reference record containing a 666 general explanatory reference field.

Do not use codes:

d, e, f, g, fill character

### **SACO:**

Do not use codes:

e, f, g, fill character

---

### **LC:**

#### **NAMES/SERIES:**

Do not use codes:

d, e, f, g, fill character

#### **SUBJECTS:**

Do not use codes :

e, f, g, fill character

## 008/10 Descriptive Cataloging Rules

### NACO:

Code z or c may be used.

#### Do not use codes:

a, b d, n, or the fill character

### SACO:

Always use code n.

---

### LC:

#### NAMES/SERIES:

##### Do not use codes:

a, b, d, or the fill character. When otherwise being modified, older records with codes a, b or d should be upgraded to comply with either AACR2 or RDA as appropriate.

LC catalogers participating in LC's RDA activity will use code z in NARs.

LC uses code n (Not applicable) in traced reference records (008/09, code c).

Use code n in traced reference records (008/09, Kind of record, code c). Also use code n for special situations, such as when AACR 2 is not applicable to the established form of a name or title heading.

#### SUBJECTS:

Always use code n.

## 008/11 Subject heading system/thesaurus

### **NACO:**

Use code n in reference records (008/09, Kind of record, code b or c) and in records when the 1XX is not appropriate for use as a subject heading.

Do not use codes:

b, c, d, k, r, s, v, z, fill character

### **SACO:**

Do not use codes:

c, d, k, r, s, v, z, fill character

---

### **LC:**

#### **NAMES/SERIES:**

Use code n in reference records (008/09, Kind of record, code b or c) and in records when the 1XX is not appropriate for use as a subject heading.

Do not use codes:

b, c, d, k, r, s, v, z, fill character

#### **SUBJECTS:**

Do not use codes:

c, d, k, r, s, v, z, fill character

## **008/12 Type of series**

### **NACO:**

Do not use codes:  
fill character

### **SACO:**

Always use code n.

---

### **LC:**

### **NAMES/SERIES:**

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

### **SUBJECTS:**

Always use code n.



**008/13 Numbered or unnumbered series**

**NACO:**

Do not use codes:  
fill character

**SACO:**

Always use code n.

---

**LC:**

**NAMES/SERIES:**

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

**SUBJECTS:**

Always use code n.

## **008/14 Heading use-main or added entry**

### **NACO:**

Consult LC's Cooperative Cataloging Team before using code b in a reference record that contains either field 664 (Complex See Reference-Name) or field 666 (General Explanatory Reference-Name).

Do not use codes:  
fill character

### **SACO:**

Do not propose subject headings that duplicate name authority headings.

Always use code b.

---

### **LC:**

#### **NAMES/SERIES:**

Do not use codes:  
fill character

#### **SUBJECTS:**

Always use code b.

## 008/15 Heading use–subject added entry

**NACO:**

Do not use codes:  
fill character

**SACO:**

Do not use codes :  
fill character

---

**LC:**

**NAMES/SERIES:**

Do not use codes :  
fill character

**SUBJECTS:**

Do not use codes:  
fill character

## **008/16 Heading use-series added entry**

**NACO:**

Do not use codes:  
fill character

**SACO:**

Always use code b.

---

**LC:**

**NAMES/SERIES:**

Do not use codes:  
fill character

**SUBJECTS:**

Always use code b.

## **008/17 Type of subject subdivision**

**NACO:**

Use either code n or a fill character in this character position.

Do not use codes:  
a, b, c, d, e

**SACO:**

Do not use codes:  
fill character

---

**LC:**

**NAMES/SERIES:**

Always use code n.

**SUBJECTS:**

Do not use codes:  
fill character

## **008/18-27 Undefined character positions**

**NACO:**

Do not use the fill character in these undefined character positions. These positions should contain blanks.

**SACO:**

Do not use the fill character in these undefined character positions. These positions should contain blanks.

---

**LC:**

**NAMES/SERIES:**

Do not use the fill character in these undefined character positions. These positions should contain blanks.

**SUBJECTS:**

Do not use the fill character in these undefined character positions. These positions should contain blanks.

## **008/28** Type of government agency

**NACO:**

There are no special NACO requirements for this character position. Use the appropriate code or the fill character.

**SACO:**

Always use the fill character.

---

**LC:**

**NAMES/SERIES:**

Always use the fill character.

**SUBJECTS:**

Always use the fill character.

## **008/29 Reference evaluation**

### **NACO:**

Do not use codes:  
fill character

Code b may occur in records created before the adoption of AACR 2 in Jan. 1981 and will continue to exist until any records containing reference tracings have been evaluated and the authority record updated. Code b will also occur in all name/series records with non-Latin script references until guidelines for evaluating non-Latin script references are developed. When code b is used in this latter case assure that a 667 note with the statement: "Non-Latin script reference not evaluated" is also present in the NAR.

### **SACO:**

Do not use codes:  
fill character

---

### **LC:**

### **NAMES/SERIES:**

Do not use codes:  
fill character

Code b may occur in LC records created before the adoption of AACR 2 in Jan. 1981 and will continue to exist until any records containing reference tracings have been evaluated and the authority record updated. Code b will also occur in all name/series records with non-Latin script references until guidelines for evaluating non-Latin script references are developed. When code b is used in this latter case assure that a 667 note with the statement: "Non-Latin script reference not evaluated" is also present in the NAR.

### **SUBJECTS:**

Do not use codes:  
fill character



## **008/30 Undefined character position**

**NACO:**

Do not use the fill character in this undefined character position. This position should contain blank.

**SACO:**

Do not use the fill character in this undefined character position. This position should contain blank.

---

**LC:**

**NAMES/SERIES:**

Do not use the fill character in this undefined character position. This position should contain blank.

**SUBJECTS:**

Do not use the fill character in this undefined character position. This position should contain blank.

## **008/31 Record update in process**

**NACO:**

There are no special requirements for this character position. Note: Follow NACO procedures for updating existing name authority records.

Do not use codes:  
fill character

**SACO:**

Do not use codes:  
b, fill character

---

**LC:**

**NAMES/SERIES:**

Do not use codes:  
fill character

**SUBJECTS:**

Do not use codes:  
b, fill character

## 008/32 Undifferentiated personal name

**NACO:**

Do not use codes:  
fill character

**SACO:**

Do not use codes:  
b, fill character

---

**LC:**

**NAMES/SERIES:**

Do not use codes:  
fill character

**SUBJECTS:**

Do not use codes:  
b, fill character

## **008/33 Level of establishment**

### **NACO:**

Consult LC's Cooperative Cataloging Team before using code d.

Do not use codes:  
fill character

### **SACO:**

Do not use codes:  
b, d, fill character

---

### **LC:**

#### **NAMES/SERIES:**

Do not use codes:  
fill character

#### **SUBJECTS:**

Do not use codes:  
b, d, fill character

## **008/34-37 Undefined character positions**

### **NACO:**

Do not use the fill character in these undefined character positions. These positions should contain blanks.

### **SACO:**

Do not use the fill character in these undefined character positions. These positions should contain blanks.

---

### **LC:**

#### **NAMES/SERIES:**

Do not use the fill character in these undefined character positions. These positions should contain blanks.

Positions 35-37 were defined as Language of heading code, prior to 1986. LC never coded positions 35-37 for the language of heading. Fill characters were recorded in these positions.

#### **SUBJECTS:**

Do not use the fill character in these undefined character positions. These positions should contain blanks.

Positions 35-37 were defined as Language of heading code, prior to 1986. LC never coded positions 35-37 for the language of heading. Fill characters were recorded in these positions.

## **008/38 Modified record**

**NACO:**

Always use blank.

**SACO:**

Always use blank.

---

**LC:**

**NAMES/SERIES:**

Always use blank.

**SUBJECTS:**

Always use blank.

## **008/39 Cataloging source**

**NACO:**

National bibliographic agencies use blank; other NACO participants use code c.

Do not use codes:  
d, u, fill character

**SACO:**

Always use code c.

---

**LC:**

**NAMES/SERIES:**

Always use blank.

**SUBJECTS:**

Always use blank.

## **010 Library of Congress Control Number**

**NACO:**

Do not use this field.

**SACO:**

Do not use this field.

---

**LC:**

**NAMES/SERIES:**

LC practice for this field is described under the section for field 010 in the main text of the format.

**SUBJECTS:**

LC practice for this field is described under the section for field 010 in the main text of the format.



**014** Link to Bibliographic Record for Serial or Multipart  
**Item**

**NACO:**

Do not use this field.

**SACO:**

Do not use this field.

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use this field.

## 016 National Bibliographic Agency Control Number

### **NACO:**

Field 016 may be supplied only by national bibliographic agencies. Other NACO participants should not supply, update, or delete this field when found in Name/Series authority records

Do not use subfields:

\$8

### **SACO:**

Do not use this field.

---

### **LC:**

#### **NAMES/SERIES:**

Do not use this field.

LC does not maintain this field.

#### **SUBJECTS:**

Do not use this field.

## **020 International Standard Book Number**

**NACO:**

NACO participants may supply the 020 field in series authority records for multipart items at their own discretion. There are no further guidelines for the field.

Do not use subfields:  
\$6, \$8

**SACO:**

Do not use this field.

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

LC does not maintain this field.

**SUBJECTS:**

Do not use this field.

## **022 International Standard Serial Number**

**NACO:**

Use this field in series authority records only.

Do not use subfields:

\$y, \$z, \$6, \$8

**SACO:**

Do not use this field.

---

**LC:**

**NAMES/SERIES:**

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

**SUBJECTS:**

Do not use this field.

**024 Other Standard Identifier**

**NACO:**

Do not use subfields:  
\$6, \$8

**SACO:**

Do not use this field.

---

**LC:**

**NAMES/SERIES:**

Do not use subfields:  
\$6, \$8

**SUBJECTS:**

Do not use this field.

## **031 Musical Incipits Information**

### **NACO:**

Do not use subfields:  
\$6, \$8

### **SACO:**

Do not use this field.

---

### **LC:**

### **NAMES/SERIES:**

Do not use subfields:  
\$6, \$8

### **SUBJECTS:**

Do not use this field.

## **034 Coded Cartographic Mathematical Data**

### **NACO:**

NACO participants may supply the 034 field in authority records for geographic name headings only (151) at their own discretion. Additional uses may be considered in the future.

Do not use subfields:  
\$6, \$8

### **SACO:**

Consult the LC Policy and Standards Division before use.

---

### **LC:**

### **NAMES/SERIES:**

Use this field in name authority records for geographic name headings only (151). Additional uses may be considered in the future.

Do not use subfields:  
\$6, \$8

### **SUBJECTS:**

Consult the LC Policy and Standards Division before use.

## **035 System Control Number**

### **NACO:**

The use of field 035 is determined by each contributor's system.

Do not use subfields:

\$6, \$8

### **SACO:**

Do not use this field.

---

### **LC:**

#### **NAMES/SERIES:**

As part of the conversion of data to its current system, an 035 field was added to every Name/Series authority record. An 035 is also added to all new and updated authority records coming into the LC database from other systems as part of the load process.

Do not use subfields:

\$6, \$8

#### **SUBJECTS:**

Do not use this field.



## 040 Cataloging Source

### NACO:

Use subfield \$e rda when 008/10 = z. |

Do not use subfields:

\$f, \$6 or \$8 |

### SACO:

Do not use subfield \$e. |

---

### LC:

#### NAMES/SERIES:

Do not use subfields:

\$f, \$6, or \$8 |

LC catalogers participating in the RDA cataloging activity will use subfield \$e rda when 008/10 = z. |

#### SUBJECTS:

Do not use subfield \$e. |

LC began using subfield \$b in 1998.

## **042 Authentication Code**

**NACO:**

This field may be supplied only by national bibliographic agencies in consultation with LC's Cooperative Cataloging Team. Other NACO participants should not supply, update, or delete this field.

**SACO:**

Do not use this field.

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

LC does not maintain this field.

**SUBJECTS:**

Do not use this field.

## **043 Geographic Area Code**

### **NACO:**

- | NACO participants may supply the 043 field in Name/Series authority records to geographic name headings only (151)
- | at their own discretion, following the guidelines in the *MARC Code List for Geographic Areas*.

Do not use subfields:  
\$6, \$8

### **SACO:**

Do not use this field.

---

### **LC:**

#### **NAMES/SERIES:**

Do not use this field.

LC does not maintain this field.

#### **SUBJECTS:**

Do not use this field.

## **045 Time Period of Heading**

**NACO:**

Do not use this field.

**SACO:**

Do not use this field.

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use this field.

**046 Special Coded Dates**

**NACO:**

046 may be supplied in a name authority record coded 008/10 c or z.

Do not use subfields:

\$6 or \$8

**SACO:**

Contact LC's Policy and Standards Division ([policy@loc.gov](mailto:policy@loc.gov)) before using field 046.

---

**LC:**

**NAMES/SERIES:**

046 may be supplied in a name authority record coded 008/10 c or z.

Do not use subfields:

\$6 or \$8

**SUBJECTS:**

Contact the Policy and Standards Office ([policy@loc.gov](mailto:policy@loc.gov)) before using field 046.

## **050 Library of Congress Call Number**

### **NACO:**

Use this field in Series authority records only.

Always use Second indicator value 4.

Do not use subfields:

\$6, \$8

### **SACO:**

Do not use this field.

---

### **LC:**

### **NAMES/SERIES:**

As of June 1, 2006, LC does not create or update SARs. |

Historical note: Field 050 may contain call numbers that do not follow the Library of Congress classification schedules, for example: |

**050** #0 \$a LAW  
**050** #0 \$a Microfilm 85/20,233  
**050** #0 \$a WMLC L 82/1234

### **SUBJECTS:**

Do not use this field.

## **052 Geographic Classification**

**NACO:**

Do not use this field.

**SACO:**

Do not use this field.

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use this field.

## **053 LC Classification Number**

### **NACO:**

NACO participants may use this field to record an LC classification number associated with a personal name heading for an author who has written a work of the imagination, other than a work for children.

Consult LC's Cooperative Cataloging Team before using field 053 in Name/Series authority records if no LC classification number is found on LC created and input bibliographic records (040 = \$a DLC \$c DLC).

Do not use subfields:  
\$6, \$8

### **SACO:**

Always use Second indicator value 0.

Do not use subfields:  
\$5, \$6, \$8

---

### **LC:**

#### **NAMES/SERIES:**

Always use Second indicator value 0.

Do not use subfields:  
\$5, \$6, \$8

#### **SUBJECTS:**

Always use Second indicator value 0.

Do not use subfields:  
\$5, \$6, \$8

#### Local Subfield Code

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

Use this field in subject authority records to record a single classification number or classification number span associated with a 1XX heading in an established heading record. Use local subfield \$9 to control the printing of the field in output products.



## **055 National Library of Canada Call Number**

**NACO:**

Do not use this field.

**SACO:**

Do not use this field.

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use this field.

## **060 National Library of Medicine Call Number**

**NACO:**

Do not use subfields:  
\$6, \$8

**SACO:**

Do not use this field.

---

**LC:**

Do not use this field.

LC does not maintain this field.

**SUBJECTS:**

Do not use this field.

## **065 Other Classification Number**

### **NACO:**

Do not use subfields: \$6, \$8.

**Source:** Subfield \$2 has been defined for recording the source of the classification scheme— codes for commonly used sources are available from: *MARC Code Lists for Relators, Sources, Description Conventions*.

### **SACO:**

Do not use this field.

---

### **LC:**

#### **NAMES/SERIES:**

Do not use this field; pass through as supplied.

LC does not maintain this field.

#### **SUBJECTS:**

Do not use this field.

## **066 Character Sets Present**

### **NACO**

Do not use this field. Alternate graphic representation fields are not within the scope of the present NACO program.

### **SACO:**

Do not use this field.

---

### **LC:**

#### **NAMES/SERIES :**

Do not use this field.

#### **SUBJECTS:**

Do not use this field.

## **070 National Agricultural Library Call Number**

### **NACO:**

Field 070 may be supplied only by the National Library of Agriculture in series authority records. Other NACO participants should not supply, update, or delete this field when found in Name/Series authority records.

Do not use subfields:  
\$6, \$8

### **SACO:**

Do not use this field.

---

### **LC:**

#### **NAMES/SERIES:**

Do not use this field.

LC does not maintain this field.

#### **SUBJECTS:**

Do not use this field.

## **072 Subject Category Code**

### **NACO:**

Do not use this field.

### **SACO:**

Do not use this field.

---

### **LC:**

### **NAMES/SERIES:**

Do not use this field.

### **SUBJECTS:**

As of February 2011 this field may be used in LC distributed subject authority records. |

## 073 Subdivision Usage

### NACO:

Do not use this field.

### SACO:

Do not use subfields:  
\$6, \$8

---

### LC:

#### NAMES/SERIES:

Do not use this field.

#### SUBJECTS:

Use instruction sheet numbers H 1095 to H 1200 from the *Subject Cataloging Manual: Subject Headings* as the source for information in subfield \$a.

Do not use subfields:  
\$6, \$8

#### Local Subfield Code

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

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

## **082 Dewey Decimal Call Number**

**NACO:**

Consult LC's Cooperative Cataloging Team before using field 082 in Name/Series authority records.

Do not use subfields:

\$6, \$8

**SACO:**

Do not use this field.

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

LC does not maintain this field.

**SUBJECTS:**

Do not use this field.



## **083 Dewey Decimal Classification Number**

**NACO:**

Consult LC's Cooperative Cataloging Team before using field 083 in Name/Series authority records.

Do not use subfields:  
\$6, \$8

**SACO:**

Do not use this field.

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

LC does not maintain this field.

**SUBJECTS:**

Do not use this field.

## **086 Government Document Call Number**

**NACO:**

Field 086 may be supplied only by the U.S. Government Printing Office in series authority records. Other NACO participants should not supply, update, or delete this field when found in Name/Series authority records.

**SACO:**

Do not use this field.

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

LC does not maintain this field.

**SUBJECTS:**

Do not use this field.

## **087 Government Document Classification Number**

### **NACO:**

NACO participants may supply field 087 in Name/Series authority records at their own discretion. There are no further guidelines for this field

Do not use subfields:  
\$6, \$8

### **SACO:**

Do not use this field.

---

### **LC:**

#### **NAMES/SERIES:**

Do not use this field.

LC does not maintain this field.

#### **SUBJECTS:**

Do not use this field.

## 090 Local Call Number

### Indicators

First - Undefined

Second - Undefined

### Subfield Codes

\$a - Classification number (NR)

\$b - Item number (NR)

\$d - Volumes/dates to which call number applies (NR)

---

### **NACO :**

If all or part of the series is classified as a collection, use this field for the local call number if the call number is other than a Library of Congress call number (field 050) or a National Library of Medicine call number (field 060). The National Agricultural Library uses field 070 for its call number; if another library uses the National Agricultural Library call number, use this field.

### **SACO:**

Do not use this field.

---

### **LC:**

#### **NAMES/SERIES:**

Do not use this field.

LC does not maintain this field.

#### **SUBJECTS:**

Do not use this field.

**100 Heading - Personal Name**

**NACO:**

Use first indicator value 3 in NARs and SARs when creating RDA authorized access points for family names.

Do not use subfields:

\$e, \$h, \$j, \$v, \$x, \$y, \$z, \$6, \$8

**SACO:**

Do not use subfields:

\$e, \$g, \$h, \$j, \$6, \$8

---

**LC:**

**NAMES/SERIES:**

LC catalogers participating in the RDA activity will use value 3 in RDA NARs and SARs when providing authorized access points for family names.

Do not use subfields:

\$e, \$h, \$j, \$v, \$x, \$y, \$z, \$6, \$8

**SUBJECTS:**

**Do not use subfields:**

\$e, \$g, \$h, \$j, \$6, \$8

## **110 Heading-Corporate Name**

**NACO:**

Do not use subfields:

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

**SACO:**

Do not use subfields:

\$e, \$h, \$6, \$8

---

**LC:**

**NAMES/SERIES:**

Do not use subfields:

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

**SUBJECTS:**

Do not use subfields:

\$e, \$h, \$6, \$8

## 111 Heading–Meeting Name

### NACO:

Do not use subfields:

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

### SACO:

Do not use subfields:

\$h, \$j, \$6, \$8

---

### LC:

### NAMES/SERIES:

Do not use subfields:

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

### SUBJECTS:

Do not use subfields:

\$h, \$j, \$6, \$8

## 130 Heading-Uniform Title

### **NACO:**

Always use Second indicator value 0. Omit an initial article that is not an integral part of the uniform title when formulating the entry element of the heading.

Do not use subfields:

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

### **SACO:**

Always use Second indicator value 0. Omit an initial article that is not an integral part of the uniform title when formulating the entry element of the heading.

Do not use subfields:

\$h, \$6, \$8

---

### **LC:**

#### **NAMES/SERIES**

Always use Second indicator value 0. Omit an initial article that is not an integral part of the entry element of a uniform when formulating the entry element of the heading.

Do not use subfields:

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

#### **SUBJECTS:**

Always use Second indicator value 0. Omit an initial article that is not an integral part of the uniform title when formulating the entry element of the heading

Do not use subfields:

\$h, \$6, \$8



## 148 Heading–Chronological Term

**NACO:**

Do not use this field.

**SACO:**

Do not use this field.

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

LC does not maintain this field.

**SUBJECTS:**

Do not use this field.

## **150 Heading-Topical Term**

**NACO:**

Do not use this field.

**SACO:**

Do not use subfields:  
\$b, \$6, \$8

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use subfields:  
\$b, \$6, \$8

## 151 Heading-Geographic Name

**NACO:**

Do not use subfields:  
\$v, \$x, \$y, \$z, \$6, \$8

**SACO:**

Do not use subfields:  
\$6, \$8

---

**LC:**

**NAMES/SERIES:**

Do not use subfields:  
\$v, \$x, \$y, \$z, \$6, \$8

**SUBJECTS:**

Do not use subfields:  
\$6, \$8

## 155 Heading-Genre/Form Term

**NACO:**

Do not use this field.

**SACO:**

Do not use subfields:  
\$6, \$8

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use subfields:  
\$6, \$8

## **180 Heading-General Subdivision**

**NACO:**

Do not use this field.

**SACO:**

Do not use subfields:  
\$6, \$8

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use subfields:  
\$6, \$8

## **181 Heading-Geographic Subdivision**

**NACO:**

Do not use this field.

**SACO:**

Do not use subfields:  
\$6, \$8

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use subfields:  
\$6, \$8

## 182 Heading-Chronological Subdivision

**NACO:**

Do not use this field.

**SACO:**

Do not use subfields:  
\$6, \$8

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use subfields:  
\$6, \$8

## **185 Heading-Form Subdivision**

**NACO:**

Do not use this field.

**SACO:**

Do not use subfields:  
\$6, \$8

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use subfields:  
\$6, \$8



## Tracings and References-General Information-4XX Fields

NACO:

### Subfield Codes

**\$w - Control subfield in 4XX See From Tracing fields** \_\_\_\_\_

—/0 Special relationship

Use code n (Not applicable) when a subsequent character position in subfield \$w is coded. In other respects NACO participants should follow the guidelines in the LC usage section for this subfield.

—/1 Tracing use restriction

Use code n (Not applicable) when a subsequent character position in subfield \$w is coded. In other respects NACO participants should follow the guidelines in the LC usage section for this subfield.

—/2 Earlier form of heading

Use code n (Not applicable) when neither code a nor e applies and a subsequent character position in subfield \$w is coded. In other respects NACO participants should follow the guidelines in the LC usage section for this subfield.

—/3 Reference display

Code n (Not applicable) allows the generation of a cross reference display and need not be coded in subfield \$w/3. In other respects NACO participants should follow the guidelines in the LC usage section for this subfield.

SACO:

All SACO participants should follow the LC Subject usage guidelines which follow.

---

LC:

### Subfield Codes:

#### NAMES/SERIES

**\$w - Control subfield in 4XX See From Tracing fields** \_\_\_\_\_

—/0 Special relationship

Do not use the following codes:

a - Earlier heading

g - Broader term

b - Later heading

h - Narrower term

d - Acronym

i - Reference instruction phrase in subfield \$i

f - Musical composition

t - Immediate parent body

Code d may occur in LC records created before 1981.

# Tracings and References

## LC Guidelines

### —/1 Tracing use restriction

Do not use the following codes:

- a - Name reference structure only
- b - Subject reference structure only
- c - Series reference structure only
- d - Name and subject reference structures
- e - Name and series reference structures
- f - Subject and series reference structures
- g - Name, subject, and series reference structures

### —/2 Earlier form of heading

Do not use the following code:

- o - Earlier established form of heading (other authority file)

Use code a (Pre-AACR 2 form of heading (national name authority file)) when the tracing is for a linking reference from a pre-AACR 2 heading.

Use code e (Earlier established form of heading (national authority file)) in the national name authority file primarily when a reference from the former heading is appropriate under normal AACR 2 reference practice, and the former heading is not covered by code a. This includes former headings where code c (AACR 2) or code d (Non-AACR 2 form used with AACR 2) were used. Do not automatically make a reference from the former heading in order to supply code e.

The following obsolete codes may appear in LC records created before the adoption of AACR 2 in January 1981 until these records have been evaluated (008/29, Reference evaluation is changed to code a) and the authority record updated.

- b - AACR 1 [OBSOLETE]
- c - AACR 2 [OBSOLETE]
- d - Non-AACR 2 form used with AACR 2 [OBSOLETE]

### —/3 Reference display

Do not use the following codes:

- c - Reference not displayed, field 663 or 360 used
- d - Reference not displayed, field 665 used

LC has not used field 665 since mid-Feb. 1981. Use code a (Reference not displayed) or b (Reference not displayed, field 664 used) when appropriate for suppressing a cross reference display.

## SUBJECTS:

### \$w - Control subfield in 4XX See From Tracing fields

---

#### —/0 Special relationship

Use code n (Not applicable) in this position.

#### —/1 Tracing use restriction

Use code n (Not applicable) in this position.

#### —/2 Earlier form of heading

Use code e (Earlier established form of heading (national authority file), or code n (Not applicable) in this position.

#### —/3 Reference display

Use code n (Not applicable) in this position.

## Tracing and Reference Fields—General Information—5XX fields

### NACO:

#### Subfield Code:

#### **\$w - Control subfield in 5XX See Also From Tracing fields**

---

##### —/0 Special relationship

Use code n (Not applicable) when neither code a nor b applies and a subsequent character position in subfield \$w is coded. In other respects NACO participants should follow the guidelines in the LC usage section for this subfield.

##### —/1 Tracing use restriction

Use code n (Not applicable) when a subsequent character position in subfield \$w is coded. In other respects NACO participants should follow the guidelines in the LC usage section for this subfield.

##### —/2 Earlier form of heading

Use code n (Not applicable) when a subsequent character position in subfield \$w is coded. In other respects NACO participants should follow the guidelines in the LC usage section for this subfield.

##### —/3 Reference display

Code n (Not applicable) allows the generation of a cross reference and need not be coded in subfield \$w/3. In other respects NACO participants should follow the guidelines in the LC usage section for this subfield.

### SACO:

All SACO participants should follow the LC Subject guidelines which follow.

---

### LC:

#### NAMES/SERIES

#### **\$w - Control subfield in 5XX See Also from Tracing fields**

---

##### —/0 Special relationship

Do not use the following codes:

- d - Acronym
- f - Musical composition
- h - Narrower term
- i - Reference instruction phrase in subfield \$i
- t - Immediate parent body

Codes d and f may occur in LC records created before 1981.

# Tracings and References

## LC Guidelines

Use code a (Earlier heading) or b (Later heading) when appropriate for a 1XX/5XX relationship.

—/1 Tracing use restriction

Do not use the following codes:

- |   |  |
|---|--|
| a - Name reference structure only         | e - Name and series reference structures           |
| b - Subject reference structure only      | f - Subject and series reference structures        |
| c - Series reference structure only       | g - Name, subject, and series reference structures |
| d - Name and subject reference structures |  |

Code b may occur in LC records created before 1988.

—/2 Earlier form of heading

Do not use the following codes:

- a - Pre-AACR 2 form of heading (national name authority file)
- e - Earlier established form of heading (national authority file)
- o - Earlier established form of heading (other authority file)

—/3 Reference display

Do not use the following codes:

- b - Reference not displayed, field 664 used
- d - Reference not displayed, field 665 used

LC has not used field 665 since mid-Feb. 1981. Records created before that time may contain code d in subfield \$w/3.

Use code a (Reference not displayed) or c (Reference not displayed, field 663 used) when appropriate for suppressing a cross reference display.

### SUBJECTS:

—/0 Special relationship

Use code g (Broader term) or code n (Related term).

—/1 Tracing use restriction

Use code n in this position.

—/2 Earlier form of heading

Use code n in this position.

—/3 Reference display

Use code n in this position.

## 260 Complex See Reference-Subject

**NACO:**

Do not use this field.

**SACO:**

Do not use subfields:  
\$6, \$8

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use subfields:  
\$6, \$8

**336 Content Type**

**NACO:**

336 may be supplied in NARs or SARs coded 008/10 c or z.

Do not use subfields:

\$3, \$6 or \$8

**SACO:**

Do not use 336.

---

**LC:**

**NAMES/SERIES:**

336 may be supplied in NARs or SARs coded 008/10 c or z.

Do not use subfields:

\$3, \$6 or \$8

**SUBJECTS:**

Do not use 336.

## **360 Complex See Also Reference-Subject**

**NACO:**

Do not use this field.

**SACO:**

Do not use subfields:  
\$6, \$8

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use subfields:  
\$6, \$8

### **368 Other Corporate Body Attributes**

#### **NACO:**

368 may be supplied in a name authority record coded 008/10 c or z.

*Do not use subfields:*

\$0, \$6 or \$8

#### **SACO:**

Do not use 368.

---

#### **LC:**

#### **NAMES/SERIES:**

368 may be supplied in a name authority record coded 008/10 c or z.

**Do not use subfields:**

\$0, \$6 or \$8

#### **SUBJECTS:**

Do not use 368.



**370 Associated Place**

**NACO:**

370 may be supplied in NARs or SARs coded 008/10 c or z.

**Do not use subfields:**

\$0, \$6 or \$8

**SACO:**

Do not use 370.

---

**LC:**

**NAMES/SERIES:**

370 may be supplied in NARs or SARs coded 008/10 c or z.

**Do not use subfields:**

\$0, \$6 or \$8

**SUBJECTS:**

Do not use 370.

**371 Address**

**NACO:**

371 may be supplied in a name authority record coded 008/10 c or z.

Do not use subfields:

\$4, \$6 or \$8

**SACO:**

Do not use 371.

---

**LC:**

**NAMES/SERIES:**

371 may be supplied in a name authority record coded 008/10 c or z.

Do not use subfields:

\$4, \$6 or \$8

**SUBJECTS:**

Do not use 371.

**372 Field of Activity**

**NACO:**

372 may be supplied in NARs for persons or corporate bodies coded 008/10 c or z.

Do not use subfields:

\$0, \$6 or \$8

**SACO:**

Do not use 372.

---

**LC:**

**NAMES/SERIES:**

372 may be supplied in NARs for persons or corporate bodies coded 008/10 c or z.

Do not use subfields:

\$0, \$6 or \$8

**SUBJECTS:**

Do not use 372.

**373 Associated Group**

**NACO:**

373 may be supplied in NARs for persons or corporate bodies coded 008/10 c or z

Do not use subfields:

\$0, \$6 or \$8

**SACO:**

Do not use 373.

---

**LC:**

**NAMES/SERIES:**

373 may be supplied in NARs for persons or corporate bodies coded 008/10 c or z.

Do not use subfields:

\$0, \$6 or \$8

**SUBJECTS:**

Do not use 373.

### **374 Occupation**

#### **NACO:**

374 may be supplied in NARs for persons coded 008/10 c or z.

Do not use subfields:

\$0, \$6 or \$8

#### **SACO:**

Do not use 374.

---

#### **LC:**

#### **NAMES/SERIES:**

374 may be supplied in NARs for persons coded 008/10 c or z.

Do not use subfields:

\$0, \$6 or \$8

#### **SUBJECTS:**

Do not use 374.

**375 Gender**

**NACO:**

375 may be supplied in NARs for persons coded 008/10 c or z.

Do not use subfields:  
    \$6 or \$8

**SACO:**

Do not use 375.

---

**LC:**

**NAMES/SERIES:**

375 may be supplied in NARs for persons coded 008/10 c or z.

Do not use subfields:  
    \$6 or \$8

**SUBJECTS:**

Do not use 375.

## 376 Family Information

### NACO:

376 may be supplied in a name authority record coded 008/10 z.

Do not use subfields:

\$0, \$6 or \$8

### SACO:

Do not use 376.

---

### LC:

### NAMES/SERIES:

376 may be supplied in a name authority record coded 008/10 z.

Do not use subfields:

\$0, \$6 or \$8

### SUBJECTS:

Do not use 376.

**377 Associated Language**

**NACO:**

377 may be supplied in NARs for persons, families, and corporate bodies coded 008/10 c or z.

Do not use subfields:

\$0, \$6 or \$8

**SACO:**

Do not use 377.

---

**LC:**

**NAMES/SERIES:**

377 may be supplied in NARs for persons, families, and corporate bodies coded 008/10 c or z.

Do not use subfields:

\$0, \$6 or \$8

**SUBJECTS:**

Do not use 377.



**378 Fuller Form of Personal Name**

**NACO:**

378 may be supplied in NARs or SARs coded 008/10 c or z.

**Do not use subfields:**

\$6 or \$8

**SACO:**

Do not use 378.

---

**LC:**

**NAMES/SERIES:**

378 may be supplied in NARs or SARs coded 008/10 c or z.

**Do not use subfields:**

\$6 or \$8

**SUBJECTS:**

Do not use 378.

**380 Form of Work**

**NACO:**

380 may be supplied in NARs or SARs coded 008/10 c or z.

Do not use subfields:

\$0, \$6 or \$8

**SACO:**

Do not use 380.

---

**LC:**

**NAMES/SERIES:**

380 may be supplied in NARS or SARs coded 008/10 c or z.

Do not use subfields:

\$0, \$6 or \$8

**SUBJECTS:**

Do not use 380.

**381 Other Distinguishing Characteristics of Work or Expression**

**NACO:**

381 may be supplied in NARs and SARs coded 008/10 c or z.

Do not use subfields:

\$0, \$6 or \$8

**SACO:**

Do not use 381.

---

**LC:**

**NAMES/SERIES:**

381 may be supplied in NARs and SARs coded 008/10 c or z.

Do not use subfields:

\$0, \$6 or \$8

**SUBJECTS:**

Do not use 381.

**382 Medium of Performance**

**NACO:**

382 may be supplied in a name authority record coded 008/10 c or z.

Do not use subfields:

\$0, \$6 or \$8

**SACO:**

Do not use 382.

---

**LC:**

**NAMES/SERIES:**

382 may be supplied in a name authority record coded 008/10 c or z.

Do not use subfields:

\$0, \$6 or \$8

**SUBJECTS:**

Do not use 382.

### **383 Numeric Designation of Musical Work**

#### **NACO:**

383 may be supplied in a name authority record coded 008/10 c or z.

Do not use subfields:  
\$6 or \$8

#### **SACO:**

Do not use 383.

---

#### **LC:**

#### **NAMES/SERIES:**

383 may be supplied in a name authority record coded 008/10 c or z.

Do not use subfields:  
\$6 or \$8

#### **SUBJECTS:**

Do not use 383.

**384 Key**

**NACO:**

384 may be supplied in a name authority record coded 008/10 c or z.

*Do not use subfields:*

\$6 or \$8

**SACO:**

Do not use 384.

---

**LC:**

**NAMES/SERIES:**

384 may be supplied in a name authority record coded 008/10 c or z.

**Do not use subfields:**

\$6 or \$8

**SUBJECTS:**

Do not use 384.

**Tracings and References – General Information – 4XX Fields**

**NACO:**

**Subfield Codes**

Do not use subfield \$i or subfield \$w code r in 4XX fields.

**\$w - Control subfield in 4XX See From Tracing**

\_\_\_\_/0 Special relationship

Use code n (Not applicable) when a subsequent character position in subfield \$w is coded. In other respects NACO participants should follow the guidelines in the LC usage section for this subfield.

\_\_\_\_/1 Tracing use restriction

Use code n (Not applicable) when a subsequent character position in subfield \$w is coded. In other respects NACO participants should follow the guidelines in the LC usage section for this subfield.

\_\_\_\_/2 Earlier form of heading

Use code n (Not applicable) when neither code a nor e applies and a subsequent character position in subfield \$w is coded. In other respects NACO participants should follow the guidelines in the LC usage section for this subfield.

\_\_\_\_/3 Reference display

Code n (Not applicable) allows the generation of a cross reference display and need not be coded in subfield \$w/3. In other respects NACO participants should follow the guidelines in the LC usage section for this subfield.

**SACO:**

SACO participants should follow the LC Subject usage guidelines that follow.

**LC:**

**Subfield Codes:**

Do not use subfield \$i or subfield \$w code r in 4XX fields.

**NAMES/SERIES**

**\$w - Control subfield in 4XX See From Tracing fields**

\_\_\_\_/0 Special relationship

Do not use the following codes:

a - Earlier heading

b - Later heading

d - Acronym

g - Broader term

h - Narrower term

i - Reference instruction phrase in subfield \$i

f - Musical composition      r – Relationship information  
t - Immediate parent body

Code d may occur in LC records created before 1981.

—/1 Tracing use restriction

Do not use the following codes:

a - Name reference structure only	e - Name and series reference structures
b - Subject reference structure only	f - Subject and series reference structures
c - Series reference structure only	g - Name, subject, and series reference structures
d - Name and subject reference structures	

—/2 Earlier form of heading

Do not use the following code:

o - Earlier established form of heading (other authority file)

Use code a (Pre-AACR 2 form of heading (national name authority file)) when the tracing is for a linking reference from a pre-AACR 2 heading.

Use code e (Earlier established form of heading (national authority file)) in the **LC/NAF** primarily when a reference from the former heading is appropriate under normal AACR 2 reference practice, and the former heading is not covered by code a. This includes former headings where code c (AACR 2) or code d (Non-AACR 2 form used with AACR 2) were used. Do not automatically make a reference from the former heading in order to supply code e.

The following obsolete codes may appear in LC records created before the adoption of AACR 2 in January 1981 until these records have been evaluated (008/29, Reference evaluation is changed to code a) and the authority record updated.

b - AACR 1 [OBSOLETE]  
c - AACR 2 [OBSOLETE]  
d - Non-AACR 2 form used with AACR 2 [OBSOLETE]

—/3 Reference display

Do not use the following codes:

c - Reference not displayed, field 663 or 360 used  
d - Reference not displayed, field 665 used

LC has not used field 665 since mid-February 1981. Use code a (Reference not displayed) or b (Reference not displayed, field 664 used) when appropriate for suppressing a cross reference display.

**SUBJECTS:**

**\$w - Control subfield in 4XX See From Tracing fields**

—/0 Special relationship

Use code n (Not applicable) in this position.



—/1 Tracing use restriction

Use code n (Not applicable) in this position.

—/2 Earlier form of heading

Use code e (Earlier established form of heading (national authority file), or code n (Not applicable) in this position.

—/3 Reference display

Use code n (Not applicable) in this position.

**400 See From Tracing – Personal Name**

**NACO:**

Use first indicator value 3 in RDA NARs and SARs when providing variant forms of family names.

Do not use subfields:

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

NACO usage for subfield \$w is given in the LC Guidelines sections for *Tracings and References*.

**SACO :**

Do not use subfields:

\$e, \$g, \$h, \$i, \$j, \$5, \$6, \$8

SACO usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

---

**LC:**

**NAMES/SERIES:**

As of November 1, 2011, LC catalogers applying RDA instructions will use value 3 in RDA NAR and SARs when providing variant forms of family names.

Do not use subfields:

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

Usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

**SUBJECTS:**

Do not use subfields:

\$e, \$g, \$h, \$i, \$j, \$4, \$5, \$6, \$8

Usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

## 410 See From Tracing – Corporate Name

### NACO

Do not use subfields  
\$e, \$h, \$i, \$v, \$x, \$y, \$z, \$4, \$5, \$6, \$8

NACO usage for subfield \$w is given in the LC Guidelines sections for *Tracings and References*.

### SACO:

Do not use subfields:  
\$e, \$h, \$i, \$4, \$5, \$6, \$8

SACO usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

---

### LC:

#### NAMES/SERIES:

Do not use subfields  
\$e, \$h, \$i, \$v, \$x, \$y, \$z, \$4, \$5, \$6, \$8

NACO usage for subfield \$w is given in the LC Guidelines sections for *Tracings and References*.

#### SUBJECTS:

Do not use subfields:  
\$e, \$h, \$i, \$4, \$5, \$6, \$8

Usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

## 411 See From Tracing – Meeting Name

### NACO

Do not use subfields  
\$h, \$i, \$v, \$x, \$y, \$z, \$4, \$5, \$6, \$8

NACO usage for subfield \$w is given in the LC Guidelines sections for *Tracings and References*.

### SACO:

Do not use subfields:  
\$h, \$i, \$4, \$5, \$6, \$8

SACO usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

---

### LC:

#### NAMES/SERIES:

Do not use subfields  
\$h, \$i, \$v, \$x, \$y, \$z, \$4, \$5, \$6, \$8

Usage for subfield \$w is given in the LC Guidelines sections for *Tracings and References*.

#### SUBJECTS:

Do not use subfields:  
\$h, \$i, \$4, \$5, \$6, \$8

Usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

**430 See From Tracing – Uniform Title**

**NACO**

Always use Second indicator value 0. Omit an initial article that is not an integral part of the uniform title when formulating the entry element of the reference.

Do not use subfields

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

NACO usage for subfield \$w is given in the LC Guidelines sections for *Tracings and References*.

**SACO:**

Do not use subfields:

\$h, \$i, \$4, \$5, \$6, \$8

SACO usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

---

**LC:**

**NAMES/SERIES:**

Always use Second indicator value 0. Omit an initial article that is not an integral part of the uniform title when formulating the entry element of the reference.

Do not use subfields

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

NACO usage for subfield \$w is given in the LC Guidelines sections for *Tracings and References*.

**SACO:**

Do not use subfields:

\$h, \$i, \$4, \$5, \$6, \$8

SACO usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

## 448 See From Tracing—Chronological Term

**NACO:**

Do not use this field.

**SACO:**

Do not use this field.

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

LC does not maintain this field.

**SUBJECTS:**

Do not use this field.

## 450 See From Tracing-Topical Term

### NACO:

Do not use this field.

### SACO:

Do not use subfields:  
\$b, \$i, \$5, \$6, \$8

SACO usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

---

### LC:

### NAMES/SERIES:

Do not use this field.

### SUBJECTS:

Do not use subfields:  
\$b, \$i, \$5, \$6, \$8

Usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

### 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.

**451 See From Tracing – Geographic Name**

**NACO**

Do not use subfields  
\$i, \$v, \$x, \$y, \$z, \$4, \$5, \$6, \$8

NACO usage for subfield \$w is given in the LC Guidelines sections for *Tracings and References*.

**SACO:**

Do not use subfields:  
\$i, \$4, \$5, \$6, \$8

SACO usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

---

**LC:**

**NAMES/SERIES:**

Do not use subfields  
\$i, \$v, \$x, \$y, \$z, \$4, \$5, \$6, \$8

Usage for subfield \$w is given in the LC Guidelines sections for *Tracings and References*.

**SUBJECTS:**

Do not use subfields:  
\$i, \$4, \$5, \$6, \$8

Usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.



## 455 See From Tracing-Genre/Form Term

**NACO:**

Do not use this field.

**SACO:**

Do not use subfields:  
\$i, \$5, \$6, \$8

SACO usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use subfields:  
\$i, \$5, \$6, \$8

Usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

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.

## **480 See From Tracing-General Subdivision**

**NACO:**

Do not use this field.

**SACO:**

Do not use subfields:  
\$i, \$5, \$6, \$8

SACO usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use subfields:  
\$i, \$5, \$6, \$8

Usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

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.

## **481 See From Tracing-Geographic Subdivision**

**NACO :**

Do not use this field.

**SACO:**

Do not use subfields:  
\$i, \$5, \$6, \$8

SACO usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

---

**LC :**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use subfields:  
\$i, \$5, \$6, \$8

Usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

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.

## 482 See From Tracing–Chronological Subdivision

**NACO:**

Do not use this field.

**SACO:**

Do not use subfields:  
\$i, \$5, \$6, \$8

SACO usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use subfields:  
\$i, \$5, \$6, \$8

Usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

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.

## 485 See From Tracing-Form Subdivision

**NACO:**

Do not use this field.

**SACO:**

Do not use subfields:  
\$i, \$5, \$6, \$8

SACO usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

---

**LC:**

**NAMES/SERIES :**

Do not use this field.

**SUBJECTS:**

Do not use subfields:  
\$i, \$5, \$6, \$8

Usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

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.

**Tracing and References – General Information – 5XX fields**

**NACO:**

**Subfield Code:**

**\$ i – Relationship information may be used in either AACR2 or RDA NARs to indicate relationships between authorized access points.**

**\$w - Control subfield in 5XX See Also Tracing fields**

—/0 Special relationship

Use code n (Not applicable) when neither code a nor b applies and a subsequent character position in subfield \$w is coded. In other respects NACO participants should follow the guidelines in the LC usage section for this subfield.

—/1 Tracing use restriction

Use code n (Not applicable) when a subsequent character position in subfield \$w is coded. In other respects NACO participants should follow the guidelines in the LC usage section for this subfield.

—/2 Earlier form of heading

Use code n (Not applicable) when a subsequent character position in subfield \$w is coded. In other respects NACO participants should follow the guidelines in the LC usage section for this subfield.

—/3 Reference display

Code n (Not applicable) allows the generation of a cross reference and need not be coded in subfield \$w/3. In other respects NACO participants should follow the guidelines in the LC usage section for this subfield.

**SACO:**

All SACO participants should follow the LC Subject guidelines which follow.

**LC:**

**\$ i – LC catalogers applying RDA instructions may use \$i to provide relationship information in either AACR2 or RDA NARs to indicate relationships between authorized access points.**

**NAMES/SERIES**

**\$w - Control subfield in 5XX See Also from Tracing fields**

—/0 Special relationship

r – must be used when subfield \$i or \$4 are used in NARs.

Do not use the following codes:

- d - Acronym
- f - Musical composition
- h - Narrower term
- i - Reference instruction phrase in subfield \$i
- t - Immediate parent body

Codes d and f may occur in LC records created before 1981.

Use code a (Earlier heading) or b (Later heading) when appropriate for a 1XX/5XX relationship.

—/1 Tracing use restriction

Do not use the following codes:

- |   |  |
|---|--|
| a - Name reference structure only         | e - Name and series reference structures           |
| b - Subject reference structure only      | f - Subject and series reference structures        |
| c - Series reference structure only       | g - Name, subject, and series reference structures |
| d - Name and subject reference structures |  |

Code b may occur in LC records created before 1988.

—/2 Earlier form of heading

Do not use the following codes:

- a - Pre-AACR 2 form of heading (national name authority file)
- e - Earlier established form of heading (national authority file)
- o - Earlier established form of heading (other authority file)

—/3 Reference display

Do not use the following codes:

- b - Reference not displayed, field 664 used
- d - Reference not displayed, field 665 used

LC has not used field 665 since mid-Feb. 1981. Records created before that time may contain code d in subfield \$w/3.

Use code a (Reference not displayed) or c (Reference not displayed, field 663 used) when appropriate for suppressing a cross reference display.

**SUBJECTS:**

—/0 Special relationship

Use code g (Broader term) or code n (Related term).

—/1 Tracing use restriction

Use code n in this position.

—/2 Earlier form of heading  
Use code n in this position.

—/3 Reference display  
Use code n in this position.



**500 See Also From Tracing – Personal Name**

**NACO:**

Use first indicator value 3 in RDA NARs and SARs when providing relationship links to and from family names.

Do not use subfields:

\$e, \$h, \$j, \$v, \$x, \$y, \$z, \$4, \$5, \$6, \$8

Consult LC's Cooperative **Projects Section** before using subfield \$0.

NACO usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

**SACO :**

Do not use subfields:

\$e, \$g, \$h, \$i, \$j, \$0, \$4, \$5, \$6, \$8

SACO usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

---

**LC**

**NAMES/SERIES:**

As of November 1, 2011 LC catalogers applying RDA guidelines will use first indicator value 3 in RDA NARs and SARs when providing relationship links to and from family names.

Do not use subfields:

\$e, \$h, \$j, \$v, \$x, \$y, \$z, \$4, \$5, \$6, \$8

Use subfield \$0 only in records imported from the **Library and Archives** Canada.

Usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

**SUBJECTS:**

Do not use subfields:

\$e, \$g, \$h, \$i, \$j, \$0, \$4, \$5, \$6, \$8

Usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

**510 See Also From Tracing – Corporate Name**

**NACO:**

Do not use subfields:

\$e, \$h, \$v, \$x, \$y, \$z, \$4, \$5, \$6, \$8

Consult LC's Cooperative **Projects** Section before using subfield \$0.

NACO usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

**SACO:**

Do not use subfields:

\$e, \$h, \$i, \$0, \$5, \$6, \$8

SACO usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

---

**LC:**

**NAMES/SERIES:**

Do not use subfields:

\$e, \$h, \$v, \$x, \$y, \$z, \$4, \$5, \$6, \$8

**LC will only use \$w codes a and b to show earlier/later relationships for non-conference corporate names.**

Use subfield \$0 only in records imported from the **Library and Archives** Canada.

Usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

**SUBJECTS:**

Do not use subfields:

\$e, \$h, \$i, \$0, \$5, \$6, \$8

Usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

**511 See Also From Tracing – Meeting Name**

**NACO:**

Do not use subfields:

\$h, \$j, \$v, \$x, \$y, \$z, \$4, \$5, \$6, \$8

Consult LC's Cooperative **Projects Section** before using subfield \$0.

NACO usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

**SACO:**

Do not use subfields:

\$h, \$i, \$0, \$5, \$6, \$8

SACO usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

---

**LC:**

**NAMES/SERIES:**

Do not use subfields:

\$h, \$j, \$v, \$x, \$y, \$z, \$4, \$5, \$6, \$8

Usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

**SUBJECTS:**

Do not use subfields:

\$h, \$i, \$j, \$0, \$4, \$5, \$6, \$8

Usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

### 530 See Also From Tracing – Uniform Title

#### NACO:

Always use Second indicator value 0. Omit an initial article that is not an integral part of the uniform title when formulating the entry element of the reference.

Do not use subfields:

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

Consult LC's Cooperative [Projects Section](#) before using subfield \$0.

NACO usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

#### SACO:

Always use Second indicator value 0. Omit an initial article that is not an integral part of the uniform title when formulating the entry element of the reference.

Do not use subfields:

\$h, \$i, \$0, \$5, \$4, \$6, \$8

SACO usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

---

#### LC:

##### NAMES/SERIES:

Always use Second indicator value 0. Omit an initial article that is not an integral part of the uniform title when formulating the entry element of the reference.

Do not use subfields:

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

Use subfield \$0 only in records imported from the [Library and Archives Canada](#).

Usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

##### SUBJECTS:

Do not use subfields:

\$h, \$i, \$j, \$0, \$4, \$5, \$6, \$8

Usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

## 548 See Also From Tracing–Chronological Term

**NACO:**

Do not use this field.

**SACO:**

Do not use this field.

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

LC does not maintain this field.

**SUBJECTS:**

Do not use this field.

## 550 See Also From Tracing–Topical Term

**NACO:**

Do not use this field.

**SACO:**

Do not use subfields:  
\$i, \$0, \$5, \$6, \$8

SACO usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use subfields:  
\$i, \$0, \$5, \$6, \$8

Usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

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.

**551 See Also From Tracing – Geographic Name**

**NACO:**

Do not use subfields:

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

Consult LC's Cooperative **Projects Section** before using subfield \$0.

NACO usage for subfield \$w is given in the LC Guidelines section for Tracings and References.

**SACO:**

Do not use subfields:

\$i, \$0, \$4, \$5, \$6, \$8.

SACO usage for subfield \$w is given in the LC Guidelines section for Tracings and References.

---

**LC:**

**NAMES/SERIES:**

Do not use subfields:

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

Use subfield \$0 only in records imported from the **Library and Archives** Canada.

Usage for subfield \$w is given in the LC Guidelines section for Tracings and References.

**SUBJECTS:**

Do not use subfields:

\$i, \$0, \$5, \$4, \$6, \$8.

Usage for subfield \$w is given in the LC Guidelines section for Tracings and References.

## 555 Heading-Genre/Form Term

**NACO:**

Do not use this field.

**SACO:**

Do not use subfields:  
\$i, \$0, \$5, \$6, \$8

SACO usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use subfields:  
\$i, \$0, \$5, \$6, \$8

Usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

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.



## 580 See Also From Tracing-General Subdivision

**NACO:**

Do not use this field.

**SACO:**

Do not use subfields:  
\$i, \$0, \$5,\$6, \$8

SACO usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use subfields:  
\$i, \$0, \$5,\$6, \$8

Usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

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.

## 581 See Also From Tracing-Geographic Subdivision

### NACO :

Do not use this field.

### SACO :

Do not use subfields:  
\$i, \$0, \$5, \$6, \$8

SACO usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

---

### LC:

### NAMES/SERIES:

Do not use this field.

### SUBJECTS:

Do not use subfields:  
\$i, \$0, \$5, \$6, \$8

Usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

### 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.

## 582 See Also From Tracing–Chronological Subdivision

### NACO:

Do not use this field.

### SACO:

Do not use subfields:

\$i, \$0, \$5, \$6, \$8

SACO usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

---

### LC :

### NAMES/SERIES:

Do not use this field.

### SUBJECTS:

Do not use subfields:

\$i, \$0, \$5, \$6, \$8

Usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

### 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.

## 585 See From Tracing-Form Subdivision

**NACO:**

Do not use this field.

**SACO:**

Do not use subfields:  
\$i, \$0, \$5, \$6, \$8

SACO usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use subfields:  
\$i, \$0, \$5, \$6, \$8

SACO usage for subfield \$w is given in the LC Guidelines section for *Tracings and References*.

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.

## **640 Series Dates of Publication and/or Sequential Designation**

### **NACO:**

Use this field in Series authority records only.

Always use First indicator value 1.

Do not use subfields:

\$6, \$8

### **SACO:**

Do not use this field.

---

### **LC:**

#### **NAMES/SERIES**

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

### **SUBJECTS:**

Do not use this field.

## **641 Series Numbering Peculiarities**

### **NACO:**

Use this field in Series authority records only.

Do not use subfields:

\$6, \$8

### **SACO:**

Do not use this field.

---

### **LC:**

#### **NAMES/SERIES:**

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

#### **SUBJECTS:**

Do not use this field.

## **642 Series Numbering Example**

**NACO:**

Use this field in Series authority records only.

Do not use subfields:

\$6, \$8

**SACO:**

Do not use this field.

---

**LC:**

**NAMES/SERIES:**

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

**SUBJECTS:**

Do not use this field.

## **643 Series Place and Publisher/Issuing Body**

### **NACO:**

Use this field in Series authority records only.

Do not use subfields:

\$6, \$8

### **SACO:**

Do not use this field.

---

### **LC:**

#### **NAMES/SERIES**

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

### **SUBJECTS:**

Do not use this field.



## **644 Series Analysis Practice**

**NACO:**

Use this field in Series authority records only.

Do not use subfields:

\$6, \$8

**SACO:**

Do not use this field.

---

**LC :**

**NAMES/SERIES:**

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

**SUBJECTS:**

Do not use this field.

## **645 Series Tracing Practice**

**NACO:**

Use this field in Series authority records only.

Do not use subfields:

\$6, \$8

**SACO:**

Do not use this field.

---

**LC:**

**NAMES/SERIES:**

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

**SUBJECTS:**

Do not use this field.

## **646 Series Classification Practice**

### **NACO:**

Use this field in Series authority records only.

Do not use subfields:

\$6, \$8

### **SACO:**

Do not use this field.

---

### **LC:**

### **NAMES/SERIES:**

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

### **SUBJECTS:**

Do not use this field.

## **663 Complex See Also Reference-Name**

### **NACO:**

Prefer simple cross references to complex cross references. Use field 663 only when the relationship of other names to the name contained in the 1XX Heading cannot be adequately expressed by simple see also cross references constructed from field 1XX and multiple 5XX See Also From Tracing fields.

Do not use subfields:  
\$6, \$8

### **SACO :**

Do not use this field.

---

### **LC:**

#### **NAMES/SERIES:**

Prefer simple cross references to complex cross references. Use field 663 only when the relationship of other names to the name contained in the 1XX Heading cannot be adequately expressed by simple see also cross references constructed from field 1XX and multiple 5XX See Also From Tracing fields.

LC did not implement field 663 until March 1984. Before that time, LC used field 664 (Complex See Reference-Name) for all complex reference situations. These reference records contain an *established* heading in the 1XX field and a *see also* reference in field 664. The evaluation of references process in an existing authority record may result in the deletion of the reference record and either the addition of field 663 to the related established heading record or the adjustment of the subfield \$w coding in the existing 5XX fields.

Do not use subfields:  
\$6, \$8

#### **SUBJECTS:**

Do not use this field.

## 664 Complex See Reference-Name

### NACO:

Consult LC's Cooperative Cataloging Team before using field 664 in Name/Series authority records.

Prefer simple cross references over complex cross references. Use a reference record containing a 664 field only when the relationship of an unestablished name and one or more established names cannot be adequately expressed by simple see also cross references constructed from the 1XX Heading and multiple 4XX See From Tracing fields in an established heading record.

Do not use subfields:  
\$6, \$8

### SACO:

Do not use this field.

---

### LC:

#### NAMES/SERIES:

Since January 1981, LC uses field 664 in a reference record only when the relationship of an unestablished name and one or more established names cannot be adequately expressed by simple see also cross references constructed from field 1XX and multiple 4XX fields in an established heading record.

Reference records created by LC prior to January 1981 that are no longer valid under this practice are deleted and the subfield \$w coding in the 4XX fields in the established heading record are adjusted whenever the record must be changed for any reason.

Prior to March 1984, LC used field 664 in a reference record for complex see also references. These reference records contain an *established* heading in the 1XX field and a *see also* reference in field 664. The evaluation of references process in an existing authority record may result in the deletion of the reference record and either the addition of a 663 Complex See Also Reference field to the related established heading record or the adjustment of the subfield \$w coding in the existing 5XX fields.

Do not use subfields:  
\$6, \$8

### SUBJECTS:

Do not use this field.

## **665 History Reference**

### **NACO:**

Do not use this field. Connect related headings with 5XX (See Also From Tracing) fields containing subfield \$w position 0 (Special relationship) appropriately coded.

This field may be found in older records. Whenever a record created prior to February 1981 must be changed for any reason, delete any occurrence of field 665 and add or adjust the 5XX fields to accommodate the information originally recorded in field 665.

### **SACO:**

Do not use this field.

---

### **LC:**

#### **NAMES/SERIES:**

Do not use this field. Connect related headings with 5XX (See Also From Tracing) fields containing subfield \$w position 0 (Special relationship) appropriately coded.

This field may be found in older records. Whenever a record created prior to February 1981 must be changed for any reason, delete any occurrence of field 665 and add or adjust the 5XX fields to accommodate the information originally recorded in field 665.

#### **SUBJECTS:**

Do not use this field.

## **666 General Explanatory Reference-Name**

### **NACO:**

Consult LC's Cooperative Cataloging Team before using field 666 in Name/Series authority records.

Do not use subfields:

\$6, \$8

### **SACO:**

Do not use this field.

---

### **LC:**

#### **NAMES/SERIES:**

Use this field only when individual references from each heading related to the characteristic are impractical.

Do not use subfields:

\$6, \$8

#### **SUBJECTS:**

Do not use this field.

## 670 Source Data Found

### NACO:

As of January 2006, catalogers may supply a subfield \$u in 670s of Name/series authority records following the guidelines in *Descriptive Cataloging Manual Z1*, supplement to the *MARC 21 Format for Authority Data*. These guidelines suggest that a cataloger should use judgement in supplying URIs because, 1) URIs are subject to rapid change thus incurring an increased need for maintenance and 2) URIs are unnecessary when a well-crafted 670 note provides enough information to identify the 1XX and references.

Do not use subfields:  
\$6, \$8

### SACO:

As of January 2006, catalogers may supply a subfield \$u in 670s of subject authority records following the guidelines in *Descriptive Cataloging Manual Z1*, supplement to the *MARC 21 Format for Authority Data*. These guidelines suggest that a cataloger should use judgement in supplying URIs because, 1) URIs are subject to rapid change thus incurring an increased need for maintenance and 2) URIs are unnecessary when a well-crafted 670 note provides enough information to identify the 1XX and references.

Do not use subfields:  
\$6, \$8

---

### LC:

#### NAMES/SERIES:

As of January 2006, catalogers may supply a subfield \$u in 670s of Name/series authority records following the guidelines in *Descriptive Cataloging Manual Z1*, supplement to the *MARC 21 Format for Authority Data*. These guidelines suggest that a cataloger should use judgement in supplying URIs because, 1) URIs are subject to rapid change thus incurring an increased need for maintenance and 2) URIs are unnecessary when a well-crafted 670 note provides enough information to identify the 1XX and references.

Do not use subfields:  
\$6, \$8

#### SUBJECTS:

As of January 2006, catalogers may supply a subfield \$u in 670s of subject authority records following the guidelines in *Descriptive Cataloging Manual Z1*, supplement to the *MARC 21 Format for Authority Data*. These guidelines suggest that a cataloger should use judgement in supplying URIs because, 1) URIs are subject to rapid change thus incurring an increased need for maintenance and 2) URIs are unnecessary when a well-crafted 670 note provides enough information to identify the 1XX and references.

Do not use subfields:  
\$6, \$8



## **667 Nonpublic General Note**

**NACO:**

Do not use subfields:  
\$5, \$6, \$8

**SACO:**

Do not use subfields:  
\$5, \$6, \$8

---

**LC:**

**NAMES/SERIES:**

Do not use subfields:  
\$5, \$6, \$8

**SUBJECTS:**

Do not use subfields:  
\$5, \$6, \$8

## **675 Source Data Not Found**

**NACO :**

Do not use subfields:  
\$6, \$8

**SACO:**

Do not use subfields:  
\$6, \$8

---

**LC:**

**NAMES/SERIES:**

Do not use subfields:  
\$6, \$8

**SUBJECTS:**

Do not use subfields:  
\$6, \$8

## 678 Biographical or Historical Data

### NACO:

May be supplied in a NAR coded 008/10 c or z.

Do not use subfields:

\$6 or \$8

### SACO:

Do not use this field.

---

### LC:

### NAMES/SERIES:

678 may be supplied in a NAR coded 008/10 c or z.

The 678 field was previously used as originally defined to preserve useful biographical/historical information pertaining to the 1XX heading when manual NARs and SARs were converted to machine-readable form. Value blank was used in the First indicator position. Subfields \$b, \$u, \$6, \$8 were not used.

Do not use subfields:

\$6 or \$8

### SUBJECTS:

Do not use this field.

## **680 Public General Note**

**NACO:**

Do not use this field.

**SACO:**

Do not use subfields:  
\$5, \$6, \$8

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use subfields:  
\$5, \$6, \$8

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.

## 681 Subject Example Tracing Note

**NACO :**

Do not use this field.

**SACO:**

Do not use subfields:  
\$6, \$8

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use subfields:  
\$6, \$8

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.

## **682 Deleted Heading Information**

**NACO:**

Do not use this field.

**SACO:**

Do not use subfields:  
\$6, \$8

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use subfields:  
\$6, \$8

## **688 Application History Note**

**NACO:**

Do not use this field.

**SACO:**

Do not use this field.

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use this field.

## 700 Established Heading Linking Entry–Personal Name

### **NACO:**

Field 700 may be supplied only by national bibliographic agencies in Name/Series authority records in consultation with LC's Cooperative Cataloging Team. Other NACO participants should not supply, update, or delete this field when found in Name/Series authority records.

Do not use subfields:  
\$6, \$8

### **SACO :**

Do not use this field.

---

### **LC:**

#### **NAMES/SERIES:**

Do not use this field.

LC does not maintain this field.

#### **SUBJECTS:**

Do not use this field.



## 710 Established Heading Linking Entry–Corporate Name

### **NACO:**

Field 710 may be supplied only by national bibliographic agencies in Name/Series authority records in consultation with LC's Cooperative Cataloging Team. Other NACO participants should not supply, update, or delete this field when found in Name/Series authority records.

Do not use subfields:  
\$6, \$8

### **SACO:**

Do not use this field.

---

### **LC:**

#### **NAMES/SERIES:**

Do not use this field.

LC does not maintain this field.

#### **SUBJECTS:**

Do not use this field.

## 711 Established Heading Linking Entry–Meeting Name

### **NACO:**

Field 711 may be supplied only by national bibliographic agencies in Name/Series authority records in consultation with LC's Cooperative Programs Section. Other NACO participants should not supply, update, or delete this field when found in Name/Series authority records.

Do not use subfields:

\$j, \$6, \$8

### **SACO:**

Do not use this field.

---

### **LC:**

### **NAMES/SERIES:**

Do not use this field.

LC does not maintain this field.

### **SUBJECTS:**

Do not use this field.

## 730 Established Heading Linking Entry–Uniform Title

### **NACO:**

Field 730 may be supplied only by national bibliographic agencies in Name/Series authority records in consultation with LC's Cooperative Cataloging Team. Other NACO participants should not supply, update, or delete this field when found in Name/Series authority records.

Do not use subfields:  
\$6, \$8

### **SACO :**

Do not use this field.

---

### **LC:**

#### **NAMES/SERIES:**

Do not use this field.

LC does not maintain this field.

#### **SUBJECTS:**

Do not use this field.

## 748 Established Heading Linking Entry–Chronological Term

**NACO:**

Do not use this field.

**SACO:**

Do not use this field.

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

LC does not maintain this field.

**SUBJECTS:**

Do not use this field.

## 750 Established Heading Linking Entry-Topical Term

**NACO:**

Do not use this field.

**SACO:**

Do not use this field.

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use this field.

## 751 Established Heading Linking Entry-Geographic Name

### **NACO:**

Field 751 may be supplied only by national bibliographic agencies in Name/Series authority records in consultation with LC's Cooperative Cataloging Team. Other NACO participants should not supply, update, or delete this field when found in Name/Series authority records.

Do not use subfields:  
\$6, \$8

### **SACO:**

Do not use this field.

---

### **LC:**

#### **NAMES/SERIES:**

Do not use this field.

LC does not maintain this field.

#### **SUBJECTS:**

Do not use this field.

## 755 Established Heading Linking Entry-Genre/Form Term

**NACO:**

Do not use this field.

**SACO:**

Do not use this field.

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use this field.

## 780 Subdivision Heading Linking Entry–General Subdivision

**NACO:**

Do not use this field.

**SACO:**

Do not use this field.

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use this field.



## 781 Subdivision Heading Linking Entry–Geographic Subdivision

### NACO:

NACO participants may, at their own discretion, provide a 781 field in Name authority records for geographic headings (151) when creating them for the NACO authority file. The 781 field is used to indicate the appropriate form to be used as a geographic subdivision in a bibliographic record when the heading itself may also be used as a geographic subdivision. 151s not appropriate for use as subdivisions include city sections. Consult instruction sheets H 835 and H 830 in the *Subject Cataloging Manual: Subject Headings*.

Always use Second indicator value 0.

Do not use subfields:

\$v, \$w, \$x, \$y, \$0, \$2, \$5, \$6, \$8

### SACO:

Supply the 781 field in Subject authority records for geographic subject headings that may also be used as subdivisions, following the guidelines in the *Subject Cataloging Manual: Subject Headings* instruction sheets H 836 and H 830.

Always use Second indicator value 0.

Do not use subfields:

\$v, \$w, \$x, \$y, \$0, \$2, \$5, \$6, \$8

---

### LC:

#### NAMES/SERIES:

Do not use this field.

#### SUBJECTS:

Always use Second indicator value 0.

Do not use subfields:

\$v, \$w, \$x, \$y, \$0, \$2, \$5, \$6, \$8

#### 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.

# 782 Subdivision Heading Linking Entry-Chronological Subdivision

**NACO:**

Do not use this field.

**SACO:**

Do not use this field.

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use this field.

## 785 Subdivision Heading Linking Entry-Form Subdivision

**NACO:**

Do not use this field.

**SACO:**

Do not use this field.

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use this field.

## **788 Complex Linking Entry Data**

**NACO:**

Do not use this field.

**SACO:**

Do not use this field.

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use this field.

## **856 Electronic Location and Access**

**NACO:**

Do not use this field.

**SACO:**

Do not use this field.

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use this field.

## **880 Alternate Graphic Representation**

**NACO:**

Do not use this field.

**SACO:**

Do not use this field.

---

**LC:**

**NAMES/SERIES:**

Do not use this field.

**SUBJECTS:**

Do not use this field.