

## **LC actions when finishing/using RDA records for the interim period before an RDA implementation decision**

**[Approved by the Acquisitions and Bibliographic Access Management Team, Dec. 8, 2010]**

The PCC Policy Committee has announced the following decision:

“After the test period ends in Dec. 2010, PCC members may continue to use the RDA testing guidelines from Jan. 2 until further notice, with the exception that already-established AACR2 heading forms should be used in bibliographic records. This decision will be reevaluated at the time an implementation decision is made.”

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LC will not create original RDA bibliographic records and generally will not create RDA authority records during the interim period after the US RDA Test ends on December 31, 2010 through the announcement of any implementation decision.

Some US RDA Test participants who are PCC NACO participants will continue to create RDA bibliographic records after Dec. 31, 2010. Other non-US RDA Test participants are creating RDA records now and may/will continue to create RDA records.

RDA records will be used by LC during this interim period in the following categories:

- CIP verification;
- Records created by other libraries, vendors, etc., for materials being added to LC's collections.

In both categories, the authorized access points may be all RDA forms, all AACR2 forms, or a combination of AACR2 and RDA forms; name authority records may or may not exist in the LC/NACO Authority File.

The following policy decisions apply for the interim period for all materials cataloged in Acquisitions and Bibliographic Access (including serials), Geography and Map Division, and Music Division:

1. Forward materials represented by RDA bibliographic records (040 has subfield \$e rda) to technicians and catalogers who were LC testers. (This forwarding of materials is happening now during the US RDA Test.)
2. If a new authority record is needed for either of the situations below for an AACR2 bibliographic record, ask a cataloger who was an LC tester to create the record for you.
  - a. A name/title and the NAR for the name is an RDA record (040 has subfield \$e rda);

- b. A parent body/subordinate body and the parent body's NAR is an RDA record (040 has subfield \$e rda).
3. Descriptive fields in the RDA bibliographic records:
  - a. Add missing LC RDA core elements (the selection of the LC RDA core elements was based on information generally given in AACR2 records at LC).
  - b. Accept/pass through other information.
4. Choice of access points in the RDA bibliographic records:
  - a. Accept the choice of access points unless there are obvious errors.
  - b. Add missing access points as appropriate.
  - c. See 4. below for actions related to the forms of access points.
5. Authority records for access points in the RDA bibliographic records:

- a. **Bibliographic 042 field lacks "pcc" code.** The access points in bibliographic records should match 1XX fields in AACR or RDA authority records.

If authority records are lacking:

- create appropriate new AACR2 authority records;
- add authority 7XX fields for RDA forms found in the bibliographic records to these AACR2 authority records;
- replace the RDA forms in the bibliographic records with the AACR2 forms.

Exceptions:

- i. If the needed record is a name/title authority record and the NAR for the name is an RDA record, create an RDA name/title authority record. Do not give a 7XX for the AACR2 form. Retain the RDA form in the bibliographic record.
  - ii If the needed record is a higher body/subordinate body authority record and the NAR for the higher body is an RDA record, create an RDA higher body/subordinate body authority record. Do not give a 7XX for the AACR2 form. Retain the RDA form in the bibliographic record.
  - iii. Do not create series authority records for any 8XX fields in the bibliographic records.
- b. **Bibliographic 042 field has "pcc" code.** Accept the form of the access points.

If access points need to be added to the bibliographic records, those access points should match 1XX fields in existing RDA or AACR2 authority records. If authority records are lacking:

- create appropriate new AACR2 authority records;

- use the AACR2 forms in the bibliographic records.

Exceptions:

- i. If the needed record is a name/title authority record and the NAR for the name is an RDA record, create an RDA name/title authority record. Do not give a 7XX for the AACR2 form. Retain the RDA form in the bibliographic record.
- ii. If the needed record is a higher body/subordinate body authority record and the NAR for the higher body is an RDA record, create an RDA higher body/subordinate body authority record. Do not give a 7XX for the AACR2 form. Retain the RDA form in the bibliographic record.
- iii. Do not create series authority records for any 8XX fields in the bibliographic records.