

**Final Report of the Task Group on BIBCO Standard Record Requirements for  
Cartographic Materials (BSR/CART)  
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Define a set of required elements for bibliographic records for non-digital cartographic materials using a single encoding level.

**Introduction**

This document defines a set of required elements for bibliographic records for non-digital cartographic materials. This new standard replaces the previous PCC BIBCO full and core standards for cartographic materials. BIBCO Standard Records (BSRs) for cartographic materials can be recognized by the presence of an encoding level of "blank" to indicate standard level record and the presence of "pcc" in field 042 to indicate that the record was created by a BIBCO library. The BIBCO core level record for cartographic materials and the BIBCO Standard Record for Printed Books (later Textual Monographs) were used as starting points for the BSR for Cartographic Materials.

**Characteristics of the BIBCO standard record (BSR)**

1. The BSR is a “floor” record containing a mandatory element set which replaces the BIBCO core and full level record standards. Emphasis is given to access points, not to extensive descriptive data. The BSR supports the importance of controlled subject and name access points in library catalogs.
2. One encoding level replaces the two used for the core and full level records.
3. The BSR element set combines use of those elements that are mandatory (M) and those elements that are mandatory if applicable (A). It avoids requiring unessential or redundant elements and includes only those essential elements that support user tasks to find, identify, select, and obtain needed resources.
4. BIBCO Standard Records are considered to be as full as is necessary for user tasks. The uniqueness of individual resources is represented by adding elements that are mandatory if applicable for the item in hand. In addition, elements not included in the essential element set may be added if determined to be important for access by cataloger judgment and/or local policy.
5. Main entry headings (1XX), appropriate added entries (7XX), and LCSH subject headings (6XX) are supported by authority records established through the NACO and SACO programs.
6. Using the defined element set in the BSR will allow the consistency for more uniform data in catalog records and allow catalogers to concentrate on appropriate added access.

7..BSR content is supported through use of MARC 21 Format for Bibliographic Data  
 8.The BSR is intended for use by experienced catalogers knowledgeable in AACR2, LCRIs, national standardized classification systems, and subject systems.

### **Metadata Application Profile (MAP) BIBCO Standard Record (BSR) for Cartographic Materials**

The MAP is defined for bibliographic records for non-digital cartographic materials using a single encoding level. Elements in the MAP are represented by fields, subfields, and codes from the MARC 21 Format for Bibliographic Data. Elements are defined as being either mandatory (M) or mandatory if applicable (A). Elements that are system supplied (e.g., 001, 003, 005) are not included. Other elements not included in the MAP are not required for use in the BSR. However, they may be used if cataloger judgment and/or local institutional policy determine a need for them. Unless otherwise noted, all indicators and subfields related to an element may be used when appropriate to the item being cataloged. Codes for some elements are included.

As its name indicates, the BSR for Cartographic Materials is to be applied to all print cartographic materials that are monographic, including but not limited to sheet maps, remote-sensing images, map series, atlases, and globes. This standard excludes digital cartographic materials such as CD-ROMS and maps on the web, which have their own standard record requirements. The materials to be cataloged fall under the scope of Chapter 3 of the Anglo-American Cataloging Rules, 2<sup>nd</sup> ed. These guidelines include historical or rare maps and atlases as well as contemporary titles.

<b>Element</b>	<b>Labels and notes</b>	<b>Use</b>
	<b>Leader</b>	
06	Type of record “e” or “f”	M
07	Bibliographic level “m”	M
17	Encoding level “blank”	M
18	Descriptive cataloging form “a”	M
<b>007 Variable Control Fields-Physical Description Fixed Field: Maps</b>		
00	Category of material	M
01	Specific material designation	M
03	Color	M
04	Physical medium	M
05	Type of reproduction	M
06	Production/reproduction details	M
07	Positive/negative aspect	M
<b>008 Variable Control Fields-Fixed Length Data Elements: Maps</b>		
06	Type of date/Publication status	M
07-10	Date 1	M
11-14	Date 2	A
15-17	Place of publication	A
18-21	Relief	A
22-23	Projection	A

25	Type of cartographic material	M
28	Government publication	A
29	Form of item	A
31	Index	A
33-34	Special format characteristics	A
35-37	Language	M
38	Modified record	A
39	Cataloging source “c” (or “blank” if initially cataloged by a national library)	M
<b>Variable data fields</b>		
010	Library of Congress Control Number LCCN	A
020	International Standard Bibliographic Number ISBN \$a	A
034	Coded Cartographic Mathematical Data	
	\$a Category of scale	M
	\$b, \$d, \$e, \$f, \$g, \$h, \$j, \$k, \$m, \$n, \$p, \$r, \$s, \$t, \$x, \$y, \$z, \$2	A
041	Language code	A
042	Authentication code \$a “pcc”	M
050, 090, 082, etc.	Classification number: Assign at least one classification number from an established classification system recognized in the MARC 21 Bibliographic Format	M
052	Geographic classification	M
100-130	Main entry—personal name; corporate body; meeting name; uniform title	A
240	Uniform title. Supply if known or can be easily inferred from the item being cataloged (rarely used in sheet map cataloging)	A
245	Title and statement of responsibility	
	\$a Title proper	M
	\$n, \$p, \$b, \$c	A
	\$h (for microforms)	M
	In cases of multiple parallel titles, MINIMALLY include the first parallel title and any English parallel title.	
246	Varying form of title: \$a, \$n, \$p Assess each item or collection and assign titles that cover variations deemed important to assist users. The inclusion of varying title information is intended to reflect individual cataloger judgment and/or local institutional policy. Code the 246 for parallel title as 246:31; all other varying titles may be coded as 246:1#	A
250	Edition statement	A

255	Cartographic mathematical data	
	\$a Statement of scale	M
	\$b, \$c	A
260	Publication, distribution, etc. (imprint) \$a, \$b	A
	\$a Place of publication Only the first-named place of publication as found on the resource is required for items with one publisher but with multiple places of publication	
	\$c Date of publication, etc.	M
300	Physical description \$a, \$b, \$c	M
	\$e Accompanying material A note (tag 500) may be used in lieu of \$e at the cataloger's discretion	A
490	Series statement. Transcribe here the form of the series statement as it appears on the prescribed source in the item.	A
500	Source of title proper (if other than chief source)	A
500	Relief note	A
500	Other mathematical data	A
500	Accompanying material Tag 300 \$e may be used in lieu of this note at the cataloger's discretion	A
505	Formatted contents note Contents may be encoded at one of two levels; "basic" or "enhanced". Supply as appropriate for collections, compilations, or for multi-part items with separate titles.	A
533	Reproduction note	A
534	Original version note. In general, for materials that are reproductions or republications, the convention is to use field 534 to record data pertaining to the original. However this does not preclude the use of field 533 when judged appropriate, e.g., in the case of microforms.	A
546	Language note Give the language(s) of the described materials if not apparent from the rest of the description. Also describe alphabets, script, or other symbol systems appearing in the item	A
600-630, 655	Name and/or Title Subject and Genre/Form access fields Use judgment in assessing each item. As appropriate, assign a complement of headings that provides access to at least the primary/essential subject, genre, and/or form of the work at the appropriate level of specificity. Assign such	A

	headings from an established thesaurus, list, or subject heading system recognized by the MARC 21 Format for Bibliographic Data. Follow the conventions of the particular subject heading system being used.	
650 or 651	Topical and Geographical Subject access field Include at least one topic subdivided geographically <b>OR</b> one geographic subject access field at a minimum.	M
700-751	Added entry fields Use judgment in assessing each item. Assign a complement of added entries that covers the significant relationships associated with the work, expression, or manifestation of which the item is a part. The inclusion and importance of added entries are intended to reflect individual cataloger's judgment and/or local policy, in the context of shared cataloging.	A
8XX	Series added entry If local institutional cataloging policy is to trace a series, include in this field the authorized form of the series as established in the LC Name Authority File.	A