

To: Office for Library Standards, Deutsche Nationalbibliothek

From: Joint Steering Committee for Development of RDA

This document is a partial response to the comments submitted by you on the March 2007 draft of Chapter 3, the June 2007 draft of Chapters 6 and 7, and the December 2007 draft of sections 2-4 and 9. The JSC appreciate the many thoughtful comments and helpful suggestions from everyone who responded during the review of these early drafts.

The JSC have discussed comments according to the priorities we have set. There are also very many good ideas amongst those that have not yet been discussed.

In this response we have tried to indicate the cases where your comments have been taken into account, and those where your comments have not been discussed. In some cases the issues you raised became moot due to other changes to RDA, so replies to those specific suggestions have been omitted. Suggestions for examples have been forwarded to the Examples Groups.

We hope that you will comment on the November 2008 draft. When responding to the November 2008 draft please re-submit those comments that have not been discussed and are still relevant in the context of that draft.

### **JSC comments on general issues noted in more than one response**

**Core elements:** Core elements are identified at the element level, and the complete set is given in the Introduction. For an explanation of the choice of elements to include in the core, please see the background document [RDA Core elements and FRBR user tasks](#) (JSC/Chair/15). Conditions related to core elements have now been placed with those elements.

**International application rules:** RDA is intended for use by all types of libraries and even for use outside the library sector, not just for national bibliographic agencies. However, the national libraries represented on the JSC will work together to agree on the application of RDA including any additions to the core elements, options to be followed, and so on. Other agencies, such as the Program for Cooperative Cataloging are likely to do the same. These agreed application decisions can be recorded in the RDA product.

**Controlled vocabularies:** The Introduction (at 0.11) indicates that controlled lists of terms may be encoded using a substitute vocabulary encoding scheme, provided the encoding scheme is identified. This will allow a language-neutral form to be recorded.

**Glossary and definitions:** The Glossary will include all definitions for terms used in controlled lists in RDA over time, although they are not all available in the November draft. Additional terms will be added to the Glossary over time. Please see the cover letter for the draft for further information on the Glossary.

## 1. 5JSC/RDA/Part A/Chapter 3/Rev/Chair follow-up/3 (13 July 2007)

### General issues

**Alignment with ISBD:** The JSC are also committed to harmony between the provisions of RDA and the ISBD. Marg Stewart is the JSC representative serving as liaison with the ISBD Review Group, and will facilitate interchange between the two groups.

### Specific elements

**Media type, Carrier type, and Content type:** Both Carrier Type and Content type are potential successors of the former general material designation (GMD). We are aware that work is continuing within IFLA to determine the future of the GMD.

Use of the same terms in both subject and descriptive cataloguing: The JSC have not discussed your comments, and it is unlikely that this could be pursued before the first release of RDA.

**Single record:** Manifestation level cataloguing is implicit in RDA. The PCC decisions are beyond the JSC purview.

**3.1.6. Change in carrier characteristics:** Please see the revised instructions in the November 2008 draft.

**3.2. Media type:** The JSC have decided to retain this element.

**Unmediated:** This term indicates that no equipment is needed to use the resource. The JSC have decided to retain this category.

**3.3. Carrier type :** The list of carrier types should be relatively stable across time, and so the use of a closed list is appropriate. More specific terms are covered in later sections on Video format, Encoding format, etc. These are more likely to change over time and so these lists are open lists.

**3.3.0.2. Recording carrier type and 3.3.0.2.2. Alternative:** The JSC prefer to retain the alternative. The alternative can be the subject of application rules.

**If applicable:** “If applicable” means if that element applies to the resource being described – for example, a cartographic scale would not be applicable if you were cataloguing a sound recording.

**3.4.4. Extent of text:** The JSC have not discussed your comments.

**3.6. Base material:** Information on these matters can be recorded in a number of elements in this chapter. However, the JSC acknowledge that the first release of RDA will not cover all of the information needed for preservation management. This could be a focus of later revisions.

**3.12. Colour:** The JSC have decided that colour of content should be treated at the expression level and the instructions moved to chapter 7 and renamed the element “Colour content”. “Colour content” is not a core element and so it is up to the agency or cataloguer to decide when to record information about colour. The JSC have not discussed your comment regarding the technical description of colours in digital resources, however we have added instructions for digital still images in grey scale.

**3.16 Reduction ratio:** In the revised instructions it is possible to record the specific ratio as details of reduction ratio.

**3.20. Digital file characteristics:** Information on these matters can be recorded in a number of elements, including Chapter 4 Restrictions on access and Restrictions on use. However, the JSC

acknowledge that the first release of RDA will not cover all of the information needed for rights management. This could be a focus of later revisions.

**3.20.0.5. Encoding format:** The instructions have been grouped in this way for ease of reference. The introductory instruction now acknowledges that some formats (e.g., XML) apply to more than one category.

**3.20.0.7. Transmission speed:** The instructions have been revised and now clarify that transmission speed as the speed at which streaming audio or video is designed to play.

**3.23.1. Item-specific carrier characteristics of early printed resources:** Provenance is covered in RDA in Chapter 2 (Custodial history and Immediate source of acquisition.)

## 2. 5JSC/RDA/Part A/Chapters 6-7/Rev/Chair follow-up/3 (18 September 2007)

### General issues

**Identifiers:** The instructions allow for identifiers for persons, families and corporate bodies.

### Chapter 6

**Continuing resources and new works:** The instructions on when a change results in a new work or new manifestation have been revised.

**Instructions for legal works, religious works, and official communications:** The JSC recognise that these instructions do not follow a principled approach. Compatibility with current files is an issue. Generalisation and internationalisation of these instructions might be pursued after the first release of RDA.

**Need for additional access points:** The instruction under Core element in the Introduction, and also in Chapter 18, indicate that additional elements may be required in a particular case to differentiate the entity from one or more other entities with the same name or title.

**Designations of role :** Roles are covered in Appendix I in the November 2008 draft. It is arranged by roles appropriate to each Group 1 entity.

**Originating body (6.3.2):** Please see changes to these instructions.

**Personal authorship and corporate authorship:** The JSC have not discussed your comments. Please note that the Anglo-American tradition appears to differ from the German tradition, and this issue would need to be taken up in a proposal after RDA's first release.

**6.1.1 Sources of information:** The "Sources of information" are used to determine information on the element.

**6.5 Access points for producer, publisher, distributor:** If these access points are provided, they should be formulated according to the appropriate instructions.

**7. Term – resource:** Resource is indeed used as an umbrella term. If usage is restricted to a specific entity or entities this is indicated. Resource is defined in the Glossary.

**7.1.3.0.1 Resource identifiers :** The use of Identifiers and/or Access points is a choice to be made by the cataloguing agency.

**7.4.1.0.3 Equivalent manifestations :** These instructions have been substantially re-worked. Please re-submit these comments if still relevant in the context of the November 2008 draft.

### 3. 5JSC/RDA/Sections 2-4, 9/Chair follow-up/3 (17 March 2008)

#### General issues

The Introduction to RDA relates RDA to its underlying principles and models.

**Preferences for the library community:** RDA is intended for use by all types of libraries and even for use outside the library sector, not just for national bibliographic agencies. However, the national libraries represented on the JSC will work together to agree on the application of RDA including any additions to the core elements, options to be followed, and so on.

**Interoperability:** Interoperability is indeed an objective and might be added to the Objectives and Principles. The JSC had discussed this some years ago and determined that all of the facets of interoperability (e.g. continuity) we covered by the objectives and principles as a whole.

**Authority files:** Although the JSC have not discussed your specific comments, we are aware that similar comments were made in several of the responses from other rule-making bodies, and intend to discuss this issue at our next meeting.

Please note that RDA intentionally does not refer to the bibliographic record or authority record, as those constructs reflect only one scenario in which RDA is intended to operate. Please see the RDA Implementation Scenarios <http://www.collectionscanada.gc.ca/jsc/docs/5editor2.pdf>. Instead RDA focuses on the set of attributes (elements) that describe each entity.

**References:** We note your comments on one guideline referring to another and then on to a third. We have tried to provide direct references where possible. Sometimes it is necessary for the cataloguer to be directed through another guideline so that they are aware of the context of an instruction.

**Layout:** We note your comments on layout. The Co-Publishers of RDA are responsible for the layout of the product, and will be happy to receive your comments on the layout during the forthcoming review.

**Examples:** We have tried to provide a range of examples in the draft. In future the examples may be expanded, and of course new examples would be developed where desirable for translations of RDA.

#### Issues raised in several sections of your response

**Footnotes:** Much of the text previously given in footnotes will be integrated into the text.

**Equivalents in other languages and scripts:** See 0.10.2 in the Introduction to RDA for guidance on recording elements in the language and script preferred by the agency creating the data. These guidelines are applicable throughout RDA.

**Navigate:** The JSC discussed this issue, noting that there was no user task for “navigate” per se in FRBR. We decided that “navigate” was covered by the following “find works, expressions, manifestations, and items that are related to those retrieved in response to the user’s search”.

**Recording attributes versus constructing access points:** The order of these instructions has been changed and the new order may answer some of your concerns. Please see the November 2008 draft.

**Access points:** Your assumptions regarding access points and identifiers are generally in line with our intentions in RDA.

**Identifiers:** Authority control numbers can be used as identifiers. Although German examples have not been given in the November 2008 draft, these may be provided for the final draft.

Footnotes will be used sparingly in the RDA product, and will appear near the instructions to which they apply.

**Initial articles:** The JSC decided that these instruction would remain as a concession to the current state of many library management systems. However, we agree that change is desirable and this issue has been added to the list of [Issues deferred until after the first release of RDA](#) (5JSC/Sec/6).

**Capitalisation, abbreviations etc.:** Wherever possible, RDA is not concerned with the issue of display. Also, please see the Chapter 1 guidelines on transcription which provide an alternative to use data from a digital source of information.

**Administrative elements:** Although JSC has discussed “data about data” in relation to a number of elements in RDA, this issue will not be able to be resolved for first release. This issue has been added to the list of [Issues deferred until after the first release of RDA](#) (5JSC/Sec/6).

## Section 2

**Title of work and title of expression:** The JSC have not discussed your comments on titles of expressions.

**5.2.4 Representation:** Please see the November 2008 draft.

**5.3 Required elements:** The JSC have not discussed your comments on “addition” and “identifying elements”. There may be a misunderstanding: the elements needed to identify an entity and the order of those elements in a controlled access point are covered in RDA, but format requirements are not.

**6.1 Originating body:** Please see revisions in the November 2008 draft.

**6.2.7 Compilations of works:** A number of changes have been in the November 2008 draft. Please also see 5JSC/LC/12/LC follow-up.

**6.4 Form of work:** The JSC discussed whether a controlled vocabulary was desirable, but decided that any term could be added provided it served to identify the work.

**6.5 Date of work:** Please see the changes in the November 2008 draft.

**6.6 Place of origin:** The JSC have not discussed your comments on preferring countries using ISO 3166-I.

**6.10 Identifier for the work:** See comments above. An example of an International Standard Musical Work Code has been added.

**6.11 Content type:** Definitions of content types have been provided.

**6.14 Version:** Version has been removed as an element. The term has been defined when used in other instructions, otherwise the dictionary definition applies.

**6.17-6.21 Music:** The JSC have not discussed your comments. Please see the November 2008 draft and 5JSC/LC/12/LC follow-up.

## Section 3

**8.1 Terminology:** Please see revisions in the November 2008 draft.

**Other identifying elements of persons and 9.1.1:** Both ‘Profession or occupation’ and ‘Field of activity of the person’ can now be added to differentiate.

**Other designation associated with the family:** The JSC have not discussed your comments on adding this provision.

**Other identifying attributes of corporate bodies:** Please see comments against 11.6 below.

**Undifferentiated names:** Your interpretation of when to designate a name as undifferentiated is correct. It is covered in 8.3.3. Please check the November 2008 draft to see if this is clearer now that the order of instructions has been changed in chapters 9,10, 11.

**Chapter 9 and other languages:** The instructions on other languages have been carried over from AACR. Re-evaluation of these instructions and the possible use of IFLA Names of persons has been added to the list of [\*Issues deferred until after the first release of RDA\*](#) (5JSC/Sec/6).

**Titles of nobility:** The information you provided has been noted in Appendix G in the November 2008 draft.

**9.1.1.3 date associated with the person:** Date of birth, Date of death and Period of activity are separate sub-elements.

**9.1.1.4 Fuller form of name:** RDA (like AACR) treats a fuller form of name as a variant name, but also as information to distinguish one name from another if neither the date of birth nor the date of death of the person is available.

**Order of instruction in Chapter 9:** These have been changed in the November 2008 draft.

**9.2.1.4 Variant spellings:** Variant spellings are different forms of the same name (i.e. variant names). The instructions in this part of the chapter cover the most commonly encountered variants.

**9.2.5.1.4:** In establishing the preferred name of a person, unused forenames are not added because they do not fit the criteria of “the name by which the person is commonly known”.

**9.2.5.5 Married women:** The JSC have not discussed your specific comments.

**9.2.6.4 Compound surnames:** These instructions have been revised in the November 2008 draft, and a reference has been made to IFLA Names of persons.

**9.2.10-9.2.16:** The JSC have not discussed your specific comments but we hope to expand the coverage of other languages and other countries after the first release of RDA.

**9.2.17:** The situation here is similar to that noted under 9.2.5.1.4, this is not done because the name would then not fit the criteria of “the name by which the person is commonly known”.

**9.3 Variant name:** JSC have not discussed your comments on this instruction, but this may be considered in future. Notes on scope and date of usage as well as cataloguer’s annotations might be used now to record this information.

**9.4 Date:** To ensure standardisation the year alone is generally recorded, or the date in the form [year] [month] [day]. The instruction has been amended in the November 2008 draft to note that “Record the month in the language and script preferred by the agency creating the data.” JSC have not discussed your suggestion to use ‘dd-mm-yyyy’.

**Titles of rank and nobility:** The JSC have not discussed your specific comments.

**9.8 Gender:** The JSC decided to remove the value “other” which is not included in the equivalent lists in INTERMARC, UNIMARC, and ISO/EIC 5218. It was also agreed to add an instruction to allow

use of additional values, i.e., “If none of the terms listed is appropriate or sufficiently specific, record an appropriate term or phrase.”

**9.11 Country:** The JSC have not discussed your specific comments. However, we have determined that some control over the form of the name of the country should be provided and a reference to the RDA instruction on place names has been added in the November 2008 draft.

**9.13 Address:** We note that address is not a core element and therefore can be omitted.

**10.4 Type of family:** The JSC recognise that further work is needed on expanding these terms and providing definitions. We have decided only to include examples of types of families rather than a controlled list at this stage.

**11 Corporate bodies:** The instructions on choosing access points are given in Section 6 in the November 2008 draft.

**11.0.1 Purpose and scope:** Additional guidance has been added at this instruction in the November 2008 draft. The JSC have not discussed your comments on conferences or executive bodies.

**11.1.1.1.2:** This instruction does begin with a special case, but if that case applies the addition specified in this instruction must be applied first.

**11.1.1.2 -11.1.1.8:** The instructions on constructing a preferred access point are now given at the end of this chapter. The JSC have not discussed your comments on matching the order of elements in the chapter to the order of their addition to an access point.

**11.1.1.3 place associated with the body:** In the November 2008 draft the limitation of the previous draft has been lifted and now the place can be optionally added “if the addition assists in the identification of the body”.

**11.1.1.6 type of jurisdiction:** The JSC have not discussed your comments.

**11.1.1.8. Conferences:** The JSC have not discussed your comments.

**11.2.0.1.2 Change of name:** We are not able to change the wording as you have suggested as it is not appropriate to refer to access points in the instructions on the preferred name.

**11.2.0.3.1** Consider a body to have ...: Please see the revised instructions in the November 2008 draft.

**11.2.0.5 and initials:** This and related issues will need to be deferred until after the first release of RDA.

**11.2.0.7 Citations of honours:** The JSC have not discussed your comments. The applicability of this instruction has been added to the list of [Issues deferred until after the first release of RDA](#) (5JSC/Sec/6).

**11.2.0.9 Conferences:** The JSC have not discussed your comments.

**11.2.1.4 International bodies:** This is intended to mean “appears ...on resources”.

**11.2.1.5 Conventional name etc:** The JSC have not discussed your comments.

**11.2.6-11.5:** The JSC have not discussed your comments.

**11.6 Type of corporate body:** The JSC have decided not to retain this element, but to incorporate this concept into Other designation associated with the corporate body. We will keep a watching brief on changes to FRAD.

**11.10 Field of activity:** The JSC have not discussed your comments.

#### **Section 4**

**Chapter 16:** The JSC have not discussed your comments. The exceptions under 16.2.4 have been carried over from AACR2. They cover countries with a federal system of government, but as you have identified, now require re-evaluation (included in the list of [Issues deferred until after the first release of RDA](#) (5JSC/Sec/6)).