

TECHNICAL SERVICES BUREAU
Guideline No. 12-2015



Title: Separate bib records for manifestation versions

Impact/benefit:

- Patrons/PSB
 - Most of our bib records come from GPO, so we need to keep consistent with GPO.
- SALSA consortium
 - FRBR/RDA designed for separate records

Mainly affects the work of:

Principal Cataloger Documents Cataloger Dewey Cataloger Bureau Chief
 TSB Fed Docs Technician TSB State Docs Technician TSB Serials Technician
 PSB Librarians PSB Docs Librarian PSB Docs Technician

Policy involves these rules, systems:

RDA SALSA Polaris OCLC CONTENTdm other:

Policy involves these records:

bib auth item serial holdings/pub pattern check-in/issues Cdm
 other:

History:

Some of our older bib records, including those from GPO, use a single record to describe all the different format manifestations, e.g., record describes print but has an 856 41; record describes print but also has note about distribution to libraries in microfiche.

Policy addresses these problems, needs:

Most of our bib records come from GPO, so we need to keep consistent with GPO.

Policy/Procedure:

RDA is based on describing manifestations as defined by FRBR; FRBR's definition: "The physical embodiment of an expression of a work." RDA instructs that catalogers make a separate record for each manifestation -- at least that would be the result of following rule 1.11.

- Formatting the 776 field:
 - Use Field 776 \$i rather than Field 530 to describe the type of resource recorded in Field 776.
 - This procedure applies to resources that are either reproductions or are simultaneously issued in more than one format.
 - Reciprocal 776 fields are recommended but not required.

- Examples:
 - 776 08 \$i Print version:
 - 776 08 \$i Online version:
 - 776 08 \$i Microfiche version:
- Follow LC-PCC PS 1.11 for microform reproductions (use of the 533 field, etc.)
- Follow the PS 1.11 for print reproductions, aka "undigital manifestations.")
- [TSB Guideline 06-2015](#) (Newspapers in microform) requires a separate record for the microfilm manifestation.
- [TSB Guideline 14-2015](#) (Cataloging electronic resources) requires a separate record for electronic manifestations
- We follow [PCC's provider-neutral guidelines for online manifestations](#). For newspapers we follow a "provider-neutral" approach when the microform publisher changes.
- Existing records might still have a "single-record" approach. Recatalog these as you come across them, if you have the time, but no requirement to recat. GPO is not going to recat.

Attachment: [GPO policy](#)