

# INTERNATIONAL CATALOGUE CODE

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Justifies the attempt at a Standard Catalogue Code. Analyses the problems regarding standardisation at nine different levels. Sorts out the problems into those amenable to International Catalogue Code, National Catalogue Codes, and Local Catalogue Codes respectively. Shows incidentally the possibility of by-passing many of the problems by promoting an International Standard for the Supplement to Author Statement, on the back of the title page and for a few other points. Makes an appeal for international effort to continue making closer and closer approximation, until an agreed International Catalogue Code is reached.

## 0 INTRODUCTION

A Foundation in charge of an able, experienced and far-seeing librarian is providing facilities for an International Conference on Cataloguing. This is a matter for gratification. This should prove a good first step towards an International Catalogue Code.

### 01 Zagreb Meeting

This idea was first initiated by Unesco in 1954. It was discussed for the first time at the Ifla meeting at Zagreb in September 1954. The discussion first tended to be nebulous. At the time, Dr Bourgeois, the President of the Ifla, turned to me for some suggestion. I analysed the problems for discussion. I also arranged

them in a sequence of priority. The problem of Corporate Authorship was given the first place. A Committee was suggested for the pursuit of the problem. It was agreed that every School of Cataloguing should be represented on that Committee. The distinctive contribution of the Indian School was admitted. But due to causes, which should not have been there, this School was not officially represented.

### 02 Brussels Meeting

This Committee met in Brussels in September 1955. I got a paper published on the problem. Libri released the pre-prints of this paper in time for the Brussels Meeting. Mr. Francis, the Chairman, was kind enough to invite me to the meeting. Mr Chaplin, the Secretary, and myself had a detailed discussion of the problem. A critique of the draft report was published in the Annals of library science 3, 1955, 112-116.

### 03 1961 Conference and Preliminary Meeting in 1959

With the kind offer of help by the Council of Library Resources with Dr Verner Clapp as Chairman, an International Conference on Cataloguing will be held in 1961. To prepare the

work for this Conference, a Meeting of representatives of the various Schools of Thought in Cataloguing will be held in July 1959. This is the immediate stimulating cause for this paper.

## 1 THE PROBLEM IN GENERAL TERMS

### 11 Impersonal Work

Library catalogue is a tool. Its making can be impersonal. Whoever the cataloguer, the catalogue should be the same. Generally speaking, whoever the user of the catalogue, the catalogue should be the same. The catalogue can, therefore, be centrally produced. Mass-production in one centre is possible. This will reduce the cost of cataloguing to a considerable extent.

### 12 Catalogue vs Main Entry

But the book collection in one library will be different from that in another. Therefore, the mass-production of the whole catalogue of all the libraries is not possible. The entity amenable to mass-production is only the entry for a book. Let us first fix our attention on the main entry. The main entry of each book can be centrally established. Copies of that can be centrally produced. They can be supplied to any library on order. This implies the production of the main entry of each book as an independent document. In other words, the centre will produce main entry cards for supply.

### 13 No Storage of Copies

For this purpose, the centre used to make copies in anticipation and store them. This created storage problems. Again, the number of copies of the main entry card of a book, likely to be ordered by libraries, could not be determined at the time of its production. It had to depend on conjecture. And conjecture often goes wrong. Some main cards were soon exhausted. Other main cards would not sell. Modern technology of the production of copies of a document has by-passed both these difficulties. The master-copy can now be kept

in stencil or any other equivalent form. And copies can be made of it, as and when required, in the exact measure of the order. This factor reduces the cost of cataloguing still further.

### 14 Hurdles in the Way

But there are many hurdles in the way of adopting this rational realisation of economy. The first hurdle is traditional. The encrustation of tradition obstructs the entering of the light of reason in all spheres. Therefore, as in all other spheres, this encrustation should be broken. It has to be broken by the constant propagation of the new idea by the forward-moving members of the library profession among the slow-moving ones. The second hurdle comes from the spirit of individualism or liberalism, as it used to be called in the nineteenth century. In 1948, I was addressing the librarians of North of England. I stressed the economy of central cataloguing. One of the older members of the audience invoked John Morley, Leslie Stephen, and other lights of liberalism. He concluded, "We in the North of England have faith in liberalism. We are wedded to it. We will not surrender our freedom in cataloguing to any central agency". This is typical of the false application of liberalism, freedom, and individualism. We do not get an adequate return by applying it to all tools of universal use. We do not apply it to the making of bolts and nuts, of cycles, or cars, or of cloth, or even of bread. We agree to buy them from a mass-production centre. By doing so, we do not surrender our so-called freedom. So it must be with catalogue cards.

### 15 Catalogue Code

A true hurdle is the Catalogue Code. Use of different Catalogue Codes by different libraries would make centralised cataloguing impossible. All the libraries, wishing to draw benefit from the economy of centralised cataloguing, should agree to adopt a Standard Catalogue Code. In every other sphere — in the sphere of most commodities and services — accepting of an agreed standard is fast becoming the rule. National Standards Institutions are promoting the adoption of common

standards in country after country. The promotion of one agreed Standard Catalogue Code should be relatively easy. For, the dominant and the largest group of the consumers and producers of library catalogue lie in the public sector.

#### 16 Standardisation and Originality

The adoption of a single agreed Standard Catalogue Code eliminate variety only along the plane at right angles to the time-axis. It implies merely the adoption of a single standard code at any one period in a country. It does not deny variation along the time-axis. It does not deny the improvement of the Standard Catalogue Code from time to time. It does not freeze the standard for ever. The incentive for improving a catalogue code is generated in the reader-reference-librarian-context. This context is never-dying. It is ever changing. Sooner or later, this change will indicate improvement in the Standard Catalogue Code. And the improvement can be made. And it will be made. Thus, adoption of a Standard Catalogue Code will not kill original or fresh thinking. It will not wipe out the opportunity or the necessity for rethinking in Cataloguing.

#### 17 International Plane

Great difficulty is experienced in the cataloguing of foreign books. This difficulty is due to various causes. All the causes of tradition, individualism and resistance to standardisation operate here. In addition, national prestige — the form taken by individualism in international relation — puts its own hurdle. The recognition and treatment of corporate authorship, the resolution of conflict in authorship, the resolution of homonyms, and the treatment of names of collaborators, editions, and notes, figure in this class of hurdles. This hurdle too should be removed along the lines of mutual persuasion and promotion. In the meeting of Ifla at Zagreb in 1954. I was delighted to find our German Colleagues agreeing to consider the acceptance of corporate authorship. There is a fifth hurdle. It is the cultural difference among the human groups. This cultural difference is intimately woven into the structure of name-of-person, the number of words in it, the relative largeness of the groups of words from which each

word in name-of-person is drawn, the sequence of the words in name-of-person, the presence or absence of removable auxiliaries and puffs in name-of-person, and the presence or absence of irremovable auxiliaries and puffs in name-of-person. Cataloguers can not dissolve these differences. This is a real insuperable hurdle. There is a sixth hurdle. It is placed by the differences in the different languages — their morphology, syntax, script, punctuation marks etc. This too is a real insuperable hurdle.

#### 18 Codes in Different Planes

These real insuperable hurdles make a complete and detailed International Catalogue Code impracticable, if not impossible. Still, this does not mean that the benefit of centralised cataloguing can not be drawn by one nation or cultural or linguistic group from the others. The organisation, necessary and sufficient, to draw such help has been described in my Heading and canons. It has been shown to reduce the cost of cataloguing of foreign books by 79%. Centralised cataloguing has also been shown to reduce the cost of cataloguing home-books by 79%. The purpose of this paper is to enumerate the disturbing problems of cataloguing in different levels and to indicate:-

- 1 Those admitting of being met by an agreed International Catalogue Code;
- 2 Those admitting of being met by agreed National or Regional Catalogue Codes;
- 3 Those admitting of linking up the International Catalogue Code and the National or Regional Catalogue Codes;
- 4 Those admitting of being left to a supplementary Local Catalogue Code, in order to satisfy the Principle of Local Variation; and
- 5 Those that need further research into the substance, apart from give and take among the Schools of Cataloguing Thought.

## 2 PROBLEMS FOR CONSIDERATION BY THE CONFERENCE

The field for discussion at the 1961 International Conference on Cataloguing is being itemised in greater detail in this section. But the listing of the items in detail is necessary but not sufficient for the usefulness of the conference. For, experience has repeatedly shown that many a conference proves ineffective on account of considerable refraction in communication between the participants. The reason for distraction arises in the idea plane as well as in the verbal plane.

### 21 Idea Plane

The very object of a conference is to lay bare the differences in the idea plane precisely and sharply. This laying bare enables the participants to see the differences in all their nakedness. After that it leads to a rapid agreement on trivial or non-essential points. Then the substance in the difference can be concentrated upon. This will increase the chance to reduce the difference gradually by discussion and mutual accommodation. In this way, the best possible return can be got on the investment of money, time and man-power made in organising and conducting the conference.

### 22 Verbal Plane

To do this work efficiently in the idea plane, every possible step should be taken to eliminate all the confusing cloud emanating from the verbal plane. In the 1955 Meeting at Brussels, the cloud often threatened to hide the issues. Though there were only a dozen participants, the communication failed quite often because of a "babel of terminology" — and not babel of tongues as usual. It requires considerable discipline to use the terms precisely, without synonyms. The difficulty of looking squarely at the face of naked facts tempts one to seek refuge in rhetoric and verbal camouflage. Even righteous indignation is simulated when the fault due to carelessness in the verbal plane is pointed out. The use of the term "quibbling" to those who insist on precise and unequivocal technical terminology, by those who play with words listlessly, and are in fact quibbling in

their innate evasion of the naked ideas involved. This difficulty arises even in one's own self-communication. It is the rock on which conferences break. I can understand its breaking in political conferences. For there, the rock of verbal looseness and inconsistency is deliberately sought to hide the cleavage in the idea plane already created by passion and divided loyalty to one's party, or nation, or combine of nations. On the other hand, in a scientific conference, there is no need to be swayed by emotion of any sort, not even prestige. The aim is declared to be to get at scientific truth, to get at what will lead to maximum of helpfulness in doing a service and in understanding the problem in its pristine form.

### 23 Technical Terminology

From this point of view, a major work at the 1959 Preparatory Meeting should be to settle the technical terminology to be used as the medium for discussion at the 1961 conference. This terminology should be settled down even now. For, it takes a long time certainly at least two years — to become so familiar with scientific terminology as to handle it, use it and understand it — involuntarily without any conscious effort, that is by reflex action.

### 24 Natural Language

Terminology has to use a natural language as a meta-language. This calls for prompt action. After the terminology is established with any one natural language as meta-language — and that is all the 1959 Meeting can do — it should be reproduced in good time with the other natural languages as meta-languages. India had been devoting attention to this important preliminary work in the verbal plane since 1953. After many meetings, the Documentation Committee of the Indian Standards Institution has established a Standard Terminology of Cataloguing Terms. It has been published as a document of the Indian Standards Institution. It will also be found in the "Part 1 Terminology" of CCC. If no other standard Terminology has yet been established with equal thoroughness and organic quality with English as the Meta-language, this Standard Terminology may be used as a working Paper by the 1959



Preparatory Meeting and improved upon whenever found necessary. There is no question of national priority or prestige involved in this. To make precise the draft enumeration of the problems for the 1961 Conference, to be settled at the 1959 Preparatory Meeting, the terminology of CCC is used. The reference to the section of CCC containing the definition of each technical term is given.

## 25 Normative Principles

Another necessary preliminary to enable the conference to arrive unerringly at desired result and to avoid any inconsistency in the results, is to agree upon the Normative Principles to be used as the solid bed-rock. These normative principles in the field of Cataloguing should be the special implication of the fundamental laws of Library Science within the boundary conditions laid by social requirements on the one side and the requirements of cataloguing itself on the other. These normative principles are only a few. This has been expounded in Part 0 of CCC. If there is no other set up of normative principles available, this can be used as the working paper at the 1959 Preliminary Meeting. They may be amended and improved upon as found fit.

## 26 The Issues for 1961 Conference

With the above background, some of the major issues that deserve consideration at 1961 conference are enumerated below. They are found in nine different levels of work. Therefore, the issues are thrown into groups under each one of the nine levels.

### Level 0: Main Entry and its Source

01 Choice of the Title-Page, as the source for the Elements in Main Entry, in case of two or more title-pages.

02 Source for the Elements of Main Entry, in the absence of title-page.

03 Types of Catalogue; Classified Catalogue and Dictionary Catalogue in particular (for definition, see Sections of 1581 and 15D1 of CCC).

04 Essential difference between

1 Full Main Entry for National, Near-National, and other kinds of Dormitory Library, expected to grow indefinitely in size, with little weeding out; and

2 Brief Main Entry for Service-Library with a ceiling to the size of its collection and a frequent weed-out of books of out-moded thought.

05 Sections in the Main Entry and their sequence in the four essential types of it arising out of a combination of 03 and 04.

06 The diverse elements to be included in each of the successive sections of the Main Entry of each of the four essential types of Main Entry mentioned in 05.

07 The source for each of the elements mentioned in 06. The Canon of Ascertainability including the cases of deviation from it. (see Sections 021 to 0212, 1154 and 2416 of CCC).

08 The message of the Canon of Ascertainability to the standard for the title-page, the back of the title-page and their over-flow pages in a book. The Standards established by the Indian Standards Institution in 1956 and now under consideration by ISO/TC 46, as a draft International Standard.

### Level 1: Heading of Main Entry

11 Definition of Author, Collaborator and Sponsor of a Work. (see Sections 123 to 1291 of CCC).

12 A standard prescription for the resolution of the conflict in the Choice of Author in respect of:-

- 1 Person vs Person;
- 2 Person vs Corporate Body;
- 3 Corporate Body vs Corporate Body;
- 4 Governmental Organ vs Institution;
- 5 Institutional Organ vs Independent Institution;
- 6 Government or Institution vs Conference;
- 7 Two or more Parent Bodies as in the case of a Delegation of a Government or Institution to a Conference; and
- 8 Other kinds of Refractory Cases, either by enumeration as in the rules of Chapter 14 of CCC, or by some other method.

13 Choice of Entry Element in Heading, when both Pseudonym and Real Name of Author occur in the Title-Page.

14 Choice of Entry Word in a Multi-worded Pseudonym or Initonym in Heading.

15 When only Pseudonym or Real Name of Author occurs in the Title-page, but the Author is otherwise known, the inclusion of the other as a Special Secondary Element in the Heading.

16 Choice of Entry-Word in Multi-worded Entry Element in Name-of-Corporate-Body or its Organ in Heading or Sub-Heading.

17 Choice of Entry Word in the Title of a book, used as Heading, having at its beginning auxiliary words, puffs, adjectives, or words less dominant or significant than later words.

Level 2: Choice of Elements for Heading

21 Choice of Entry Element in Name-of-Person, used as Heading.

22 Choice of the Secondary Element(s) needed to resolve Homonym in a Heading consisting of a Name-of-Person, with special reference to:-

- 1 Choice in anticipation of future Homonym; and
- 2 Choice after actual appearance of Homonym;

in the case of Full Main Entry and Brief Main Entry respectively.

23 Choice of Entry-Word in Multi-worded Entry Element in Name-of-person in a Heading, in the case of the book not implementing the standard prescribed for the Supplement to Author-Statement (see Section 1323 of CCC).

24 Aid to the Choice mentioned in 23, either by enumeration as in section 18 of CCC or by other means.

25 Choice of Secondary Element(s) needed to resolve homonym in a Heading consisting of a Name of Geographical Entity, with special reference to:-

- 1 Choice in anticipation of future Homonym; and
- 2 Choice after actual appearance of Homonym;

in the case of Full Main Entry and Brief Main Entry respectively.

26 Choice of Entry Element in Name-of-Corporate-Body, used as Heading or Sub-heading.

27 Choice of Secondary Element(s) to resolve Homonym in a Heading or a Sub-Heading, consisting of the name of an Institution or a Conference, or an Organ of any Corporate Body including a Government, with special reference to:-

- 1 Choice in anticipation of future Homonym; and
  - 2 Choice after actual appearance of Homonym
- in the case of Full Main Entry and Brief Main Entry respectively.

28 Choice of the Secondary Element(s) in a Heading consisting of the Title of a Book, with special reference to:-

- 1 Choice in anticipation of future Homonym; and
- 2 Choice after actual appearance of Homonym;

in the case of Full Main Entry and Brief Main Entry respectively.

Level 3: Rendering of Entry Element

31 Rendering the Entry Element in Heading or Sub-Heading in its Nominative Case-Form, though the title-page uses some other case-form.

32 Treatment of adjective(s) at the beginning of a word-group used as proper noun and as Entry Element in Heading or Sub-Heading.

33 Treatment of Traditional Name of Personal or Corporate Body or Book, different from the name given on the title page with special reference to:-

- 1 Choice as preferred heading in violation of the Canon of Ascertainability; and as an alternative
- 2 Choice as heading for Cross Reference Index Entry only.

34 Choice between International Name, Local Name or Name in the Favoured Language of the library (for definition see

Section 051 of CCC) of a Geographical area for use in Heading.

Level 4: Title Section

41 Rendering of the title in Full Main Entry and Brief Main Entry respectively, with special reference to:-

- 1 Puff;
- 2 Secondary Title;
- 3 Alternative Title; and
- 4 Indication of omission of words from the Title.

42 Choice of Name(s) of Collaborator(s) for mention in the Title Section in Full Main Entry and Brief Main Entry respectively.

43 The rendering of the Name of a Collaborator in the Title Section in Full Main Entry and Brief Main Entry respectively.

44 The use and position of the words indicating the role of a collaborator.

45 The relative position in the Title Section of the Main Entry of the mention of the Edition and of the Collaborator, in case the latter is not common to all Editions.

46 Mention of the Edition of the original book in the case of the translation, adaptation, or any other rendering.

47 Omission from the Title Section in Full Main Entry and Brief Main Entry respectively, of the elements in the title-page contributing to the heading and the obligation or otherwise to indicate their omission.

48 The elements occurring in the title-page but to be omitted from the Full Main Entry and Brief Main Entry respectively, without the obligation to indicate their omission.

Level 5: Note Section of Main Entry

50 Kinds of notes to be added in Full Main Entry and Brief Main Entry respectively.

51 Rendering of Series Note (for definition, see Section 1451 of CCC) with special reference to the mention and the position for mention of the name of the Sponsor.

52 Rendering of Series Note in the case of Multiplicity of Series, with special reference to their independence and interdependence respectively.

53 Rendering of Pseudo Series Note (for definition, (see Sections 1352 to 1354 of CCC).

54 Rendering of Thesis Note.

54 Rendering of related Book Note such as those relating to Extract, Original of Extract, Change of Author, Change of Title, Associated Book (for definition, see Sections 1350, 1355 to 1357 of CCC).

Level 6: Specific Added Entry

61 Choice of specific Added Entry and its derivation from Main Entry (See Section 1543 of CCC).

62 Rendering of Second Section of each kind of Specific Added Entry, in case the Unit Card System is not used (for definition, see Section 0343 of CCC).

Level 7: Subject Heading

71 Choice of Subject Heading for Class Index Entry in Classified Catalogue and Subject Entry in Dictionary Catalogue — Specific Subject Entry as well as see also Subject Entry — (for definition, see Sections 1551 to 154, 1586, 15D41 to 15D43 if CCC).

72 Rendering of Subject Heading.

73 Consolidation of General Subject Entries (for definition, see Sections 1554 and 1536 of CCC).

Level 8: Cross Reference Index Entry

81 Choice of Heading for Cross Reference Index Entry arising out of Specific Added Entry, because only one of the claimants with the possible rights to form its heading, has been preferred. This denies the right to the other claimants. These other claimants may be:-

- 1 Alternative name of the name used in the Heading of Specific Entry;
- 2 Variant-Form of word occurring in the Heading of Specific Entry;
- 3 Pseudonym or Real Name as the case may be, treated as Secondary Element in the Heading of Specific Entry;
- 4 Name(s) of Editor(s) of Series; and
- 5 Generic Name of familiarly sought kind

1 Institution such as Botanical Garden, College, Conference, Laboratory, Library, Museum, School, University Zoological Garden; or

2 Kind of Publication such as periodical, any form of serial such as Calendar and Thesis (see Sections 1532 and 4302 of CCC).

Level 91: Non Simple Book

911 Additional Rules of Multi-Volumed Books (for definition, see Section 13331 of CCC).

912 Additional Rules for Ordinary Composite Book (for definition, see Sections 1334 and 13341 of CCC).

913 Additional Rules of Artificial Composite Book (for definition, see Sections 1334, 13342 of CCC).

### 3 INTERNATIONAL LEVEL

The following problems will admit of being ultimately regulated by an International Catalogue Code, irrespective of the language of the book or its period of production or the cultural group of its author.

- 1 All the problems of level Zero;
- 2 The problems 25 to 28 of level 2;
- 3 The problem 34 of level 3;
- 4 The problems 41, 42, 45 to 48 of level 4;
- 5 All the problems of levels 5 and 6;
- 6 The problems 71, 72 of level 7;
- 7 Categories 3 and 4 of problem 81 of level 8; and
- 8 All the problems of level 91.

### 4 NATIONAL LEVEL

The following problems require intimate knowledge of the country, the cultural group and the language to which the author belongs:-

- 1 The problems 21 to 24 of level 2;
- 2 The problems 31 to 33 of level 3;
- 3 The problems 43, 44 of level 4;
- 4 The problem 72 of level 7; and
- 5 Categories 1, 2 and 5 of problem 81 of level 8.

It is desirable that each linguistic group or national group, as the case may be, should

arrive at its Linguistic or National Catalogue Code in respect of the problems mentioned above. They mostly belong to the problem of rendering names.

### 5 STYLE OF WRITING

Then comes the style of writing or printing. This includes:-

- 1 Formation of section;
- 2 Use of Punctuation Marks;
- 3 Use of Capitals; and
- 4 Variation of Type-Face, to secure the best Featuring-Effect.

These will depend on the linguistic practices and the script of the cultural group. This again suggests that it is desirable for each linguistic group to include these points in its Linguistic Catalogue Code.

### 6 ARTIFICIAL LANGUAGE

However, whatever be the language to which the words in a Heading may belong, it has been shown (see Library catalogue : Fundamentals and procedure, 1950) that the totality of the words in the headings of a catalogue form an artificial language. For, the semantic status of each word in a heading and the semantic content of the heading are quite different from the one prescribed by the syntax of a natural language. It is, therefore, possible to prescribe punctuation marks and use of capitals for the Heading by an independent set of rules. Further, the sequence of the words also is determined by an independent set of rules. Therefore, the rules bearing on these two problems can be prescribed by the International Code itself.

### 7 LOCAL CATALOGUE CODES

Lastly comes the Supplementary Local Catalogue Code of a Service-Library. It should prescribe the simplification of some rules and perhaps give instructions for sought headings for subject entries and cross reference index entries, more precisely than the International or National or Linguistic Code.