

TAGS TO BE PRESERVED DURING MERGE OR OVERLAY IN BRIDGES

Final: Approved June 18, 2001

001 - OCLC Record # (preserve in an 001 tag if there is none on the record being retained; otherwise preserve in an 019 tag)

010 - LC Card #

019 - OCLC Control # Cross-Reference (i.e. control # of deleted OCLC record)

020 - ISBN

022 - ISSN

024 - Other Standard Identifier

027 - Standard Technical Report #

028 - Publisher #

030 - CODEN

035 - System Control #

074 - GPO item #

086 - Government Document Classification #

088 - Report #

1XX - The person, corporate body, conference, or uniform title identified in the 1XX tag should be retained in a corresponding 1XX or 7XX tag.

210 - Abbreviated Key Title

211 - Acronym or Shortened Title

212 - Variant Access Title

214 - Augmented Title

222 - Key Title

229 - Journal Title Index Title

240 - Uniform Title

242 - Translation of Title by Cataloging Agency

246 - Varying form of title

247 - Former Title or Title – Do NOT keep 247 tags from a latest entry serial record

when merging, but add the most recent former title into a 780 tag if it is not already present

250 - Edition statement

4XX - Series Entry. Do not merge records where one record has a series entry and the other does not, or where there are differing series entries, without approval of the cataloging center for the record you wish to delete. In instances where a merger or overlay is approved, retain all series headings that apply.

500 - Retain substantive 500 tags. Examples:

Revised ed. of XXXXXXXXXXXX

Previously published as: XXXXXXXXXXXX

501 - “With” note

502 - Dissertation Note

505 - Contents Note

508 - Creation/Production Credits Note

511 - Participant or Performer Note

518 - Date/Time Place and Place of Event Note

520 - Summary Note

522 - Geographical Coverage Note

533 - Reproduction Note
534 - Original Version Note
538 - System Details Note
545 - Biographical or Historical Note
546 - Language Note
547 - Former Title Complexity Note
561 - Provenance Note
581 - Publications About Described Materials Note
585 - Exhibitions Note
586 - Awards Note
590 - Local Note
599 - Local Note

6XX - All subject headings are to be retained unless they are exact duplicates of each other or have obvious typos. Some special cases are described below:

1. If the text of subject headings is the same, but the tag or indicator values are different, retain both subject headings:

650 0 Physical therapy
650 2 Physical therapy

2. If two subject headings identify the same person, corporate body, conference, title, or topic, but differ in subdivisions, retain both subject headings.

3. If two subject headings identify the same person, corporate body, conference, title, or topic, but differ in form of heading, retain the one that is in AACR2 form or that matches the current form used by LC or MESH, as appropriate.

700, 710, 711, 730, 740 Tags - Access for all persons, corporate bodies, conferences, and titles is to be retained. (If a 7XX tag on the record to be deleted matches a 1XX tag on the record being retained, that is sufficient).

Some special cases are described below:

1. If two 7XX headings identify the same person, corporate body, conference, title or topic, but differ in subdivisions, retain both subject headings

2. If two subject headings identify the same person, corporate body, conference, title, or topic, but differ in form of heading, retain the one that is in AACR2 form or that matches the current form used by LC or MESH, as appropriate

752 – Added Entry – Hierarchical Place Name
753 – System Details Access to Computer Files
754 – Added Entry – Taxonomic Identification
755 – Added Entry – Physical Characteristics
773 – Host Entry

800, 810, 811, 830 – See notes under 4XX tags

856 – Electronic Location and Access

