

# **Encoded Archival Context - Corporate Bodies, Persons, and Families (EAC-CPF) Tag Library Version EAC-CPF 2.0**

**2021 Edition**

**Prepared and maintained by the  
Technical Subcommittee for Encoded Archival  
Standards of the Society of American Archivists  
and the Staatsbibliothek zu Berlin**



**Encoded Archival Context - Corporate Bodies, Persons, and Families  
(EAC-CPF) Tag Library Version EAC-CPF 2.0 , 2021 Edition**

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© Society of American Archivists in collaboration with Staatsbibliothek zu  
Berlin, 2021.

Edition:

Printed: Printed in the United States of America



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ISBN Number

## Table of Contents

<b>Release and Revision Notes.....</b>	<b>5</b>
<b>Tag Library Conventions.....</b>	<b>6</b>
<b>Elements.....</b>	<b>8</b>
abstract.....	9
address.....	10
addressLine.....	11
agencyCode.....	12
agencyName.....	13
agent.....	14
alternativeSet.....	15
biogHist.....	16
chronItem.....	18
chronItemSet.....	20
chronList.....	21
citedRange.....	22
componentEntry.....	23
contact.....	24
contactLine.....	25
control.....	26
conventionDeclaration.....	29
cpfDescription.....	31
date.....	33
dateRange.....	35
dateSet.....	37
description.....	38
descriptiveNote.....	40
eac.....	41
entityType.....	42
event.....	43
eventDateTime.....	44
eventDescription.....	45
existDates.....	46
fromDate.....	47
function.....	48
functions.....	50
generalContext.....	51
geographicCoordinates.....	52
head.....	53
identity.....	54
identityId.....	56
item.....	57
language.....	58
languageDeclaration.....	59
languageUsed.....	60
languagesUsed.....	61
legalStatus.....	62
legalStatuses.....	64
list.....	65
localControl.....	66
localDescription.....	67
localDescriptions.....	69
localTypeDeclaration.....	70
maintenanceAgency.....	71
maintenanceEvent.....	72
maintenanceHistory.....	73
mandate.....	74
mandates.....	76
multipleIdentities.....	77
nameEntry.....	78
nameEntrySet.....	81
objectXMLWrap.....	82
occupation.....	83
occupations.....	85
otherAgencyCode.....	86
otherEntityType.....	87
otherEntityTypes.....	89
otherRecordId.....	90
p.....	91
part.....	92
place.....	93
placeName.....	95
placeRole.....	96
places.....	97
recordId.....	98
reference.....	99
relation.....	100
relations.....	102
relationType.....	103
representation.....	104
rightsDeclaration.....	105
setComponent.....	106

shortCode.....	107	targetRole.....	114
source.....	108	term.....	115
sources.....	109	toDate.....	116
span.....	110	useDates.....	117
structureOrGenealogy.....	111	writingSystem.....	118
targetEntity.....	113		
<b>Attributes.....</b>	<b>119</b>		
addressLineType.....	120	localTypeDeclarationReference.....	144
agentType.....	121	maintenanceEventReference.....	145
audience.....	122	maintenanceEventType.....	146
base.....	123	maintenanceStatus.....	147
calendar.....	124	notAfter.....	148
certainty.....	125	notBefore.....	149
contactLineType.....	126	preferredForm.....	150
conventionDeclarationReference.....	127	publicationStatus.....	151
coordinateSystem.....	128	repositoryEncoding.....	152
countryCode.....	129	scriptCode.....	153
countryEncoding.....	130	scriptEncoding.....	154
dateEncoding.....	131	scriptOfElement.....	155
era.....	132	sourceReference.....	156
href.....	133	standardDate.....	157
id.....	134	standardDateTime.....	158
identityType.....	135	status.....	159
languageCode.....	136	style.....	160
languageEncoding.....	137	target.....	161
languageOfElement.....	138	targetType.....	162
lastDateTimeVerified.....	139	unit.....	163
linkRole.....	140	value.....	164
linkTitle.....	141	vocabularySource.....	165
listType.....	142	vocabularySourceURI.....	166
localType.....	143	valueURI.....	167
<b>Title.....</b>	<b>168</b>		

## Release and Revision Notes

This is the first release of the Tag Library for EAC-CPF 2.0. The current release includes changes and updates in the schema undertaken by the Technical Subcommittee on Encoded Archival Standards reflecting comments received by the international community of professionals.

The EAC-CPF Tag Library is a living document. As such, it will continue to be developed as users suggest areas in need of clarification or expansion. The Technical Subcommittee for Encoded Archival Standards (TS-EAS) still encourages implementers to provide any queries, comments, and suggestions regarding the tag library and its content. In addition, the contribution of examples is highly encouraged. Questions, comments or examples may be directed to the EAC-CPF subgroup lead, Silke Jagodzinski ([s.jagodzinski\[at\]bundesarchiv.de](mailto:s.jagodzinski[at]bundesarchiv.de)). The underlying encoding of the Tag Library is based on TEI P5 and is designed to facilitate incorporating documentation into the schema to provide guidance in XML editors. While the initial release of the Tag Library is in English, the underlying encoding is designed to facilitate providing the Tag Library in additional languages at later dates.

## Tag Library Conventions

The EAC-CPF Elements section of the Tag Library contains descriptions of [??] elements, arranged alphabetically by element name.

Entries in the Tag Library that have been updated in the latest revision will be marked with "(revised in [revision number])". Updates that predate the most recent revision will not be marked in the text.

### Tag Name:

Short, mnemonic form of the element name that is used in the machine-readable encoded document. The tag name is the first word at the top of the page. Tag names appear between angle brackets, e.g., <nameEntry>, except in the listings under "May occur within" and "May contain," and are always in camel case (camelCase).

### Element Name:

Expanded version of the tag name that more fully describes the element's meaning. The full name of the element is usually a word or phrase that identifies the element's purpose. In the Tag Library, the element name follows the tag name on the page defining that element and appears with initial capital letters, e.g., <nameEntry> Name Entry.

### Summary:

A brief statement that provides a concise definition of the element, suitable for quick reference.

### May Contain:

Identifies what child nodes (text or elements) may occur within the element being defined. Elements are listed in alphabetical order by tag name. Elements may be empty (e.g., an element which allows no child text or element nodes), or they may contain text (listed as [text]), other elements, or a mixture of text and other elements. Text content cannot include characters that would be interpreted by a parser as action codes. For example, a left angle bracket has to be represented as the character entity reference &lt; so that it is not misinterpreted as the start of an element name. The technical availability of child elements is listed in brackets beside each element, e.g. place (0..1). The first character represents the minimum occurrences of the child element and the final character represents the maximum occurrences of the child element, with 'n' representing unlimited occurrences.

### May Occur Within:

Identifies all of the parent elements within which the described element may appear, listed in alphabetical order by tag name. This information conveys information about where and how often an element is available throughout the schema. The definitions for parent elements may provide additional information about an element's usage.

### Attributes:

Identifies all attributes that can be associated with an element. Attributes are represented in camelCase letters in XML coding. The Tag Library uses the convention of preceding an attribute name with an @ symbol (e.g., @localType), following XPath syntax. See the EAC-CPF Attributes section of the tag library for definitions and additional information.

### **Description and Usage:**

This section begins with one or more paragraphs that provide a more thorough description of the element than that found in the Summary, which may be followed by guidance on use. The terms "parent" and "child" are used to indicate hierarchical relationships between elements. Standard terminology is also used to suggest the kind of element being discussed. "Wrapper element" indicates an element that cannot contain text directly; a second, nested element must be opened first. When the schema enforces a specific sequence of child elements, that sequence is indicated. If useful, context-specific guidance for the usage of an element's attributes is given in an "Attribute usage" section. A "See also" section may be provided to indicate additional elements that are similar, easily confused, or otherwise related to the element being described.

### **Availability:**

Indicates, within the context of its parent(s), whether the element is required or optional, and whether or not it is repeatable.

### **Examples:**

Most element descriptions include a tagged example to indicate how attributes and elements can be used together. Many of the examples are taken from real finding aids; others have been specially constructed for the Tag Library. The examples illustrate any required sequences of elements, as in the case of children within <control>, or required attributes such as @part in <nameEntry>. In other cases, the examples simply show what is possible. Some examples have ellipses, either between or within elements, indicating that other elements or text have been omitted. Some elements have multiple examples one may show very dense markup with numerous attributes while another may illustrate a minimalist approach to the markup. Either approach is valid in EAC-CPF, and it is up to the repository to determine the optimal level of markup based on their specific purposes, functional requirements, resources, or consortial guidelines.

# Elements



**<abstract> Abstract** (Table of Contents)

<b>Summary:</b>	An optional element within <biogHist> that contains a brief summary of the information contained within the <biogHist> as a whole.	
<b>May contain:</b>	[text], reference (0..n), span (0..n)	
<b>May occur within:</b>	biogHist	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
<b>Description and Usage:</b>	<p>The &lt;abstract&gt; is a brief synopsis of the identity's biography or history that is often based on the longer descriptions found in &lt;biogHist&gt;. Its purpose is to help readers quickly identify the identity described in the EAC-CPF instance. The content within this element may also be harvested by other systems to provide explanatory context for the &lt;nameEntry&gt; data when it appears in a set of search results.</p> <p>&lt;abstract&gt; may include one or more &lt;reference&gt; elements to point to external resources that provide additional descriptive data.</p>	
<b>Availability:</b>	Optional, not repeatable	
<b>Example:</b>		

## <address> Address (Table of Contents)

**Summary:** An optional child element of <place> that binds together one or more <addressLine> elements to encode a postal or other address.

**May contain:** addressLine (1..n)

**May occur within:** place

<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional

**Description and Usage:** <address> is an optional wrapper element within <place> used to encode a physical or analog address.

Ideally <address> should be bundled with a <placeName> element within <place> to provide both the name and address of a location.

<address> must include one or more <addressLine> element(s) that provide full or sufficient information identifying a postal or other physical address related to the entity being described.

**Availability:** Optional, repeatable

**Example:**

**<addressLine> Address Line** (Table of Contents)

<b>Summary:</b>	A required child element of <address> used for recording one line of an address, whether postal or other.	
<b>May contain:</b>	[text]	
<b>May occur within:</b>	address	
<b>Attributes:</b>	addressLineType	Optional (values limited to: city, county, country, district, municipality, postBox, postalCode, region, street)
	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
<b>Description and Usage:</b>	<p>&lt;addressLine&gt; is used to encode parts or lines of a physical address within a parent &lt;address&gt; element.</p> <p>&lt;addressLine&gt; may be repeated as many times as necessary to enter all parts of an address.</p>	
<b>Availability:</b>	Required, repeatable	
<b>Example:</b>		

**<agencyCode> Agency Code** (Table of Contents)

**Summary:** A child element of <maintenanceAgency> that provides a code for the institution or service responsible for the creation, maintenance, and/or dissemination of the EAC-CPF instance.

**May contain:** [text]

**May occur within:** maintenanceAgency

<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	id	Optional
	languageOfElement	Optional
	scriptOfElement	Optional
	status	Optional (values limited to: alternative, authorized)
	target	Optional
	valueURI	Optional
	vocabularySource	Optional
	vocabularySourceURI	Optional

**Description and Usage:** Use <agencyCode> to record a code indicating the institution or service responsible for the creation, maintenance and/or dissemination of the EAC-CPF instance. Use of <agencyCode> is recommended, as the combination of <agencyCode> and the required <recordId> provide a globally unique identifier for the instance.

<maintenanceAgency> must include one or both of <agencyCode> and <agencyName>.

It is recommended that the code follow the format of the International Standard Identifier for Libraries and Related Organizations (ISIL: ISO 15511): a prefix, a dash, and an identifier. The code is alphanumeric (characters A-Z, 0-9, solidus, hyphen-minus, and colon) with a maximum of 16 characters. If appropriate to local or national convention, insert a valid ISIL for an institution, whether provided by a national authority (usually the national library) or a service (such as OCLC). If this is not the case then local institution codes may be given with the ISO 3166-1 alpha-2 country code as the prefix to ensure international uniqueness in <agencyCode>.

**Availability:** Optional, not repeatable

**Example:**

**<agencyName> Agency Name** (Table of Contents)

**Summary:** A child element of <maintenanceAgency> that provides the name of the institution or service responsible for the creation, maintenance, and/or dissemination of the EAC-CPF instance.

**May contain:** [text]

**May occur within:** maintenanceAgency

<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	id	Optional
	languageOfElement	Optional
	scriptOfElement	Optional
	target	Optional
	valueURI	Optional
	vocabularySource	Optional
	vocabularySourceURI	Optional

**Description and Usage:** Use <agencyName> to record the name of the institution or service responsible for the creation, maintenance, and/or dissemination of the EAC-CPF instance. Examples include the repository name or the name of an aggregation service.

<maintenanceAgency> must include one or both of <agencyName> and <agencyCode>.

It is recommended to use the form of the agency name that is authorized by an appropriate national or international agency or service.

<agencyName> may be repeated in order to provide the name of the institution or service responsible for the EAC-CPF instance in multiple languages. If <agencyName> is repeated it is recommended to indicate the language of each name using @languageOfElement.

**Availability:** Optional, repeatable

**Example:**

## <agent> **Agent** (Table of Contents)

<b>Summary:</b>	A required child element of <maintenanceEvent> that provides the name of a person, institution, or system responsible for the creation, modification, or deletion of an EAC-CPF instance.	
<b>May contain:</b>	[text]	
<b>May occur within:</b>	maintenanceEvent	
<b>Attributes:</b>	agentType	Required (values limited to: human, machine, unknown)
	audience	Optional (values limited to: external, internal)
	id	Optional
	languageOfElement	Optional
	scriptOfElement	Optional
	target	Optional
	valueURI	Optional
	vocabularySource	Optional
	vocabularySourceURI	Optional
<b>Description and Usage:</b>	Use <agent> to indicate the person, institution, or system responsible for a maintenance event. Examples include the name of the author or encoder, the database responsible for creating the EAC-CPF instance, and the style sheet used to update an instance to a new version of EAC-CPF.  Give the name of the agent for each maintenance event described in <maintenanceEvent>.	
<b>Availability:</b>	Required, not repeatable	
<b>Example:</b>		

**<alternativeSet> Alternative Set** (Table of Contents)

<b>Summary:</b>	A container for two or more authority records derived from two or more authority systems, expressed within a single EAC-CPF instance.	
<b>May contain:</b>	setComponent (1..n)	
<b>May occur within:</b>	cpfDescription	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	base	Optional
	conventionDeclarationReference	Optional
	languageOfElement	Optional
	id	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
<b>Description and Usage:</b>	<p>&lt;alternativeSet&gt; is a container element for two or more authority records derived from two or more alternative systems. Authority record aggregation may be used in cooperative or consortial contexts that gather together records describing the same CPF entity in different languages, from different rules, or from different contexts, when it is desirable to provide users with alternative descriptions of the same entity. For example in the context of the European Union, an international cooperative project may want to provide users the option of storing descriptions in Italian, French, German, English, Spanish, and on other European languages.</p> <p>Alternative authority records are contained within the required &lt;setComponent&gt; child elements. This approach allows different descriptions of the same CPF entity to be contained within a single EAC-CPF instance.</p>	
<b>Availability:</b>	Optional, not repeatable	
<b>Example:</b>		

**<biogHist> Biography or History** (Table of Contents)

<b>Summary:</b>	A concise essay and/or chronology that provides biographical or historical information about the EAC-CPF entity.	
<b>May contain:</b>	abstract (0..1), chronList (0..n), head (0..1), list (0..n), p (0..n)	
<b>May occur within:</b>	description	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional

**Description and Usage:** <biogHist> includes significant details about the life of an individual or family, or the administrative history of a corporate body.

The <biogHist> element may contain just text in a series of paragraphs <p>, and/or a chronology list <chronList> that matches dates and date ranges with associated events and/or places. The <abstract> element is intended to provide a very brief synopsis of the full <biogHist> content that could be extracted for inclusion in a remote source, such as a MARC record.

The optional <list> element is used to accommodate greater complexity in expressing or representing the biography or history of the CPF entity being described. A simpler discursive expression of the information may be encoded as one or more <p> elements. The optional <head> element can be used to add a title or caption to the text.

The prescribed order of all child elements (both required and optional) is:

<head>

<abstract>

<list>

<p>



<chronList>

**Availability:** Optional, repeatable

**Example:**

## <chronItem> Chronology List Item (Table of Contents)

<b>Summary:</b>	A required element within <chronList> that pairs a date with one or more events and zero or more place names within a chronology list.	
<b>May contain:</b>	chronItemSet (0..n), date or dateRange or dateSet (1..1), event (1..1), place (0..1), reference (0..n)	
<b>May occur within:</b>	chronList	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
<b>Description and Usage:</b>	A required element within a chronology list, <chronItem> must contain <date>, <dateRange>, or <dateSet> followed by an <event> or <chronItemSet>. Use <dateRange> to record an inclusive pair of dates or <dateSet> to record multiple dates or date ranges.	
	An optional <place> element may be used alongside <event> to detail a place that is relevant to the chronology item.	
	<chronItemSet> can be used to record multiple events or place names within a single <chronItem>.	
	The prescribed order of all child elements (both required and optional) is:	
	One of <date>, <dateRange> or <dateSet> <event> <place> <chronItemSet> <reference>	
<b>Availability:</b>	Required, repeatable	

**Example:**

## <chronItemSet> Chronology Item Set (Table of Contents)

<b>Summary:</b>	An element for binding together one or more <event> elements and zero or more <place> elements within <chronItem>.	
<b>May contain:</b>	event (1..n), place (0..n), reference (0..n)	
<b>May occur within:</b>	chronItem	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
<b>Description and Usage:</b>	<p>Use &lt;chronItemSet&gt; within &lt;chronItem&gt; when it is necessary to associate multiple &lt;event&gt; elements or multiple &lt;place&gt; elements. Possible combinations include multiple events, a single event associated with multiple locations, multiple events associated with a single location, or multiple events associated with multiple locations. &lt;chronItemSet&gt; may be repeated within &lt;chronItem&gt; when necessary to associate multiple instances of such combinations with the date or dates recorded within &lt;chronItem&gt;.</p> <p>The prescribed order of all child elements (both required and optional) is:</p> <div style="text-align: center;"><p>&lt;event&gt;</p><p>&lt;place&gt;</p><p>&lt;reference&gt;</p></div>	
<b>Availability:</b>	Optional, repeatable	
<b>Example:</b>		

## <chronList> Chronology List (Table of Contents)

**Summary:** An optional child element of <biogHist> used to document a structured chronological list of events, dates, and (optionally) places.

**May contain:** chronItem (1..n)

**May occur within:** biogHist

**Attributes:**

audience	Optional (values limited to: external, internal)
conventionDeclarationReference	Optional
id	Optional
languageOfElement	Optional
localType	Optional
localTypeDeclarationReference	Optional
maintenanceEventReference	Optional
scriptOfElement	Optional
sourceReference	Optional
target	Optional

**Description and Usage:** <chronList> comprises a sequentially structured list of significant events in the life of the person or during the existence of the family or corporate body described in the EAC-CPF instance. Such events are associated with the date of occurrence and optionally with the name of a place.

Each <chronList> contains one or more <chronItem> elements, each associating a <date>, <dateRange> or <dateSet> with an <event> and an optional <place>.

**Availability:** Optional, repeatable

**Example:**

**<citedRange> Cited Range** (Table of Contents)

Summary:	An optional child element of <source> that provide a location from within a source to indicate precisely where supporting evidence was found.	
May contain:	[text]	
May occur within:	source	
Attributes:	audience	Optional (values limited to: external, internal)
	id	Optional
	languageOfElement	Optional
	scriptOfElement	Optional
	target	Optional
	unit	Optional
Description and Usage:	The <citedRange> element can be used to refer to a specific location within a source where supporting evidence can be found. It may refer to a specific location such as a single page, or a broader location such as a range of pages.	
Availability:	Optional, repeatable	
Example:		

**<componentEntry> Component Entry** (Table of Contents)

<b>Summary:</b>	A child element of <setComponent> that can be used to provide identification and access to a linked resource.	
<b>May contain:</b>	[text]	
<b>May occur within:</b>	setComponent	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
	valueURI	Optional
	vocabularySource	Optional
	vocabularySourceURI	Optional
<b>Description and Usage:</b>	<componentEntry> is used within <setComponent> to provide a textual note about the EAC-CPF instance that is being bundled together with other authority records for the same entity within an <alternativeSet> wrapper. The bundled alternative records for a given EAC-CPF entity may be in difference languages or come from different authority systems. The bundling allows them to be transmitted or stored together. The <componentEntry> element provides a place where a particular alternative record can be described or explained in relation to the other authority records.	
<b>Availability:</b>	Optional, repeatable	
<b>Example:</b>		

**<contact> Contact** (Table of Contents)

<b>Summary:</b>	An optional child element of <place> that binds together one or more <contactLine> elements to encode contact details or digital addresses.	
<b>May contain:</b>	contactLine (1..n)	
<b>May occur within:</b>	place	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
<b>Description and Usage:</b>	<p>&lt;contact&gt; is an optional wrapper element within &lt;place&gt; used to encode digital addresses and contact information.</p> <p>&lt;contact&gt; must include one or more &lt;contactLine&gt; element(s) that provide relevant contact details for the entity being described.</p>	
<b>Availability:</b>	Optional, repeatable	
<b>Example:</b>		



**<contactLine> Contact Line** (Table of Contents)

**Summary:** A required child element of <contact> used for recording one line of contact details or digital addresses.

**May contain:** [text]

**May occur within:** contact

<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	contactLineType	Optional (values limited to: email, fax, homepage, mobileNumber, phoneNumber)
	conventionDeclarationReference	Optional
	href	Optional
	id	Optional
	languageOfElement	Optional
	lastDateTimeVerified	Optional
	linkRole	Optional
	linkTitle	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional

**Description and Usage:** <contactLine> is used to encode separate details or lines of contact details or digital addresses within a parent <contact> element.

<contactLine> may be repeated as many times as necessary to enter all relevant contact details.

**Availability:** Required, repeatable

**Example:**

**<control> Control** (Table of Contents)

<b>Summary:</b>	A required child element of <eac> that contains information about the creation, maintenance, status and the rules and authorities used in the composition of the EAC-CPF instance.	
<b>May contain:</b>	conventionDeclaration (0..n), languageDeclaration (0..n), localControl (0..n), localTypeDeclaration (0..n), maintenanceAgency (1..1), maintenanceHistory (1..1), otherRecordId (0..n), recordId (1..1), rightsDeclaration (0..n), representation (0..n), sources (0..1)	
<b>May occur within:</b>	eac	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	base	Optional
	countryEncoding	Optional
	dateEncoding	Optional
	id	Optional
	languageEncoding	Optional
	languageOfElement	Optional
	maintenanceStatus	Required (values limited to: cancelled, deleted, deletedMerged, deletedReplaced, deletedSplit, derived, new, revised)
	publicationStatus	Optional (values limited to: approved, inProcess, published)
	repositoryEncoding	Optional
	scriptEncoding	Optional
	scriptOfElement	Optional
	target	Optional
<b>Description and Usage:</b>	<p>This required wrapper element within &lt;eac&gt; contains the information necessary to manage the instance. This includes information about its creation, maintenance and status as well the languages, rules and authorities used in the composition of the description.</p> <p>It must contain a unique identifier for the instance within the &lt;recordId&gt; element. Other associated identifiers may be given in &lt;otherRecordId&gt;. There must be a description of the agency responsible for its creation and maintenance in &lt;maintenanceAgency&gt; as well as statements about its current drafting status in @maintenanceStatus and the</p>	

creation, maintenance, and disposition of the instance in <maintenanceHistory>.

There are optional elements available to declare languages, rules, conventions and sources used in the EAC-CPF instance. Other control elements considered necessary but not otherwise included may be given in the <localControl> element.

The available child elements (both required and optional), in their prescribed order, are:

<recordId> - Required. Contains the unique identifier for the EAC-CPF instance.

<maintenanceAgency> - Required. Contains the name and coded information about the institution or service responsible for the creation, maintenance, and/or dissemination of the EAC-CPF instance.

<maintenanceHistory> - Required. Contains information about the date, type and events within the life cycle of an EAC-CPF instance.

<sources> - Optional. Contains information about the sources consulted in creating the description of the entity or entities in the EAC-CPF instance.

<conventionDeclaration> - Optional. Contains information on the rules or conventions used to construct the EAC-CPF instance.

<languageDeclaration> - Optional. Contains coded and natural language information about the language or languages of the EAC-CPF instance.

<localControl> - Optional. Contains any administrative metadata necessary due to local practice that are not represented by the other elements in <control>.

<localTypeDeclaration> - Optional. Contains information about local conventions used in the @localType attribute.

<otherRecordId> - Optional. An element that allows the recording of additional identifiers that may be associated with the EAC-CPF instance.

<representation> - Optional. Used for recording a link to a transformed and deliverable version of the EAC-CPF instance.

<rightsDeclaration> - Optional. Contains information about the usage rights of the EAC-CPF instance.

**Availability:** Required, not repeatable

**Example:**

## <conventionDeclaration> Convention Declaration (Table of Contents)

<b>Summary:</b>	An optional child element of <control>, used to declare the rules or conventions, including authorized controlled vocabularies and thesauri, applied in creating the EAC-CPF instance.	
<b>May contain:</b>	descriptiveNote (0..1), reference (1..1), shortCode (0..1)	
<b>May occur within:</b>	control	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	id	Optional
	languageOfElement	Optional
	scriptOfElement	Optional
	target	Optional
	valueURI	Optional
	vocabularySource	Optional
	vocabularySourceURI	Optional
<b>Description and Usage:</b>	<p>&lt;conventionDeclaration&gt; is used for declaring references to any rules and conventions, including authorized controlled vocabularies or thesauri, applied in the construction of the description. The element binds together the required &lt;reference&gt; element with optional &lt;shortCode&gt; and &lt;descriptiveNote&gt; elements that identify rules or conventions applied in compiling the EAC-CPF instance.</p> <p>Each additional rule or set of rules, controlled vocabulary, or standard should be contained in a separate &lt;conventionDeclaration&gt;.</p> <p>&lt;shortCode&gt; may be used to identify the standard or controlled vocabulary in a coded structure. Any notes relating to how these rules or conventions have been used may be given within &lt;descriptiveNote&gt;.</p> <p>It may not be necessary to include &lt;conventionDeclaration&gt; in such cases where the above scenarios are addressed in local or consortial documentation.</p> <p>The prescribed order of all child elements (both required and optional) is:</p> <p style="text-align: center;">&lt;reference&gt;</p> <p style="text-align: center;">&lt;shortCode&gt;</p>	

<descriptiveNote>

**Availability:** Optional, repeatable

**Example:**

**<cpfDescription> CPF Description** (Table of Contents)

<b>Summary:</b>	A wrapper element that binds together the descriptive information of one CPF identity.	
<b>May contain:</b>	alternativeSet (0..1), description (0..1), identity (1..1), relations (0..1)	
<b>May occur within:</b>	eac, multipleIdentities	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	base	Optional
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional

**Description and Usage:** <cpfDescription> contains the description of one identity.

The <cpfDescription> includes a required <identity> element containing authorized or parallel name entries and optional <description> and <relations> to provide contextual information for the CPF entity being described, including the relations to other corporate bodies, persons, families, resources, and functions.

An optional <alternativeSet> element allows the incorporation of two or more authority records derived from two or more authority systems.

The prescribed order of all child elements (both required and optional) is:

<identity>

<description>

<relations>

<alternativeSet>

**Availability:** Within <eac>: one of <cpfDescription> or <multipleIdentities> required, not repeatable

Within <multipleIdentities>: two or more <cpfDescription> required, repeatable

**Example:**



**<date> Date** (Table of Contents)

<b>Summary:</b>	The single date of an event in the history of the person, family, or corporate body being described in the EAC-CPF instance.	
<b>May contain:</b>	[text]	
<b>May occur within:</b>	chronItem, dateSet, existDates, function, legalStatus, localControl, localDescription, mandate, occupation, otherEntityType, place, relation, useDates	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	calendar	Optional
	certainty	Optional
	conventionDeclarationReference	Optional
	era	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	notAfter	Optional
	notBefore	Optional
	scriptOfElement	Optional
	standardDate	Optional
	sourceReference	Optional
	target	Optional
<b>Description and Usage:</b>	An element for expressing the single date of an event in the history of the person, corporate body or family being described in the EAC-CPF instance.	
	The content of the element is intended to be a human-readable natural language date with a machine-readable date provided as the value of the @standardDate attribute, formulated according to ISO 8601.	
	If the event or relationship has inclusive dates use the <dateRange> element, while more complex dates (combining singles dates and date ranges) can be expressed in <dateSet>.	
	Dates of existence for the entity being described in the EAC-CPF instance are encoded with the <existDates> element, while the dates of use of a particular name of an entity are encoded in <useDates>. The date and time of a maintenance event in the history of the EAC-CPF instance are given in the <eventDateTime> element.	

**Availability:**

Within <function>, <legalStatus>, <localDescription>, <mandate>, <occupation>, <otherEntityType>, <place>, <relation>: one of <date>, <dateRange> or <dateSet>  
optional, not repeatable

Within <existDates> and <useDates>: one of <date>, <dateRange> or <dateSet> required, not repeatable

Within <dateSet>: at least two of <date> and/or <dateRange> required, repeatable

Within <chronItem>: one of <date> or <dateRange> required, not repeatable

Within <localControl>: one of <dateRange> or <date> optional, not repeatable

**Example:**

**<dateRange> Date Range** (Table of Contents)

<b>Summary:</b>	A wrapper element for binding together <fromDate> and <toDate> in order to represent a range of dates.	
<b>May contain:</b>	fromDate (0..1), toDate (0..1)	
<b>May occur within:</b>	chronItem, dateSet, existDates, function, legalStatus, localControl, localDescription, mandate, occupation, otherEntityType, place, relation, useDates	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
<b>Description and Usage:</b>	<p>An element that expresses inclusive dates of an event in the history of, or a relationship with, the person, family, or corporate body being described in the EAC-CPF instance.</p> <p>&lt;dateRange&gt; contains &lt;fromDate&gt; and/or &lt;toDate&gt;, and therefore may express a range of dates as a starting point with no end point, a start and end point, or an end point with no starting point. The content of the children of &lt;dateRange&gt; is intended to be a human-readable, natural language expression of the date. If, however, indexing or other machine processing of dates is desired, @standardDate should be used on the children of &lt;dateRange&gt; to record the date in machine-processable form as well.</p> <p>Dates of existence for the identity being described in the EAC-CPF instance are encoded with the &lt;existDates&gt; element, while the dates of use of a particular name of an identity are encoded in &lt;useDates&gt;. The date and time of a maintenance event in the history of the EAC-CPF instance are given in the &lt;eventDateTime&gt; element.</p> <p>The prescribed order of all child elements (both required and optional) is:</p>	

&lt;fromDate&gt;

&lt;toDate&gt;

**Availability:**

Within <function>, <legalStatus>, <localDescription>, <mandate>, <occupation>, <otherEntityType>, <place>, <relation>: one of <date>, <dateRange> or <dateSet> optional, not repeatable

Within <existDates> and <useDates>: one of <date>, <dateRange> or <dateSet> required, not repeatable

Within <dateSet>: at least two of <date> and/or <dateRange> required, repeatable

Within <chronItem>: one of <date> or <dateRange> required, not repeatable

Within <localControl>: one of <dateRange> or <date> optional, not repeatable

**Example:**

**<dateSet> Date Set** (Table of Contents)

<b>Summary:</b>	A wrapper element for encoding complex dates that cannot be adequately represented in one <date> or <dateRange>	
<b>May contain:</b>	date or dateRange (2..n)	
<b>May occur within:</b>	chronItem, existDates, function, legalStatus, localDescription, mandate, occupation, otherEntityType, place, relation, useDates	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
<b>Description and Usage:</b>	<dateSet> binds together single dates and date ranges, multiple single dates, or multiple date ranges. <dateSet> is used in situations where complex date information needs to be conveyed and requires at least two child elements. These can be a combination of <date> and <dateRange>.	
<b>Availability:</b>	Within <function>, <legalStatus>, <localDescription>, <mandate>, <occupation>, <otherEntityType>, <place>, <relation>: one of <date>, <dateRange> or <dateSet> optional, not repeatable	
	Within <chronItem>, <existDates>, <useDates>: one of <date>, <dateRange> or <dateSet> required, not repeatable	
<b>Example:</b>		

**<description> Description** (Table of Contents)

**Summary:** An optional child element of <cpfDescription>, <description> is a wrapper element for all of the content elements comprising description the CPF entity described in the EAC-CPF instance.

**May contain:** biogHist (0..n), existDates (0..n), functions (0..n), generalContext (0..n), languagesUsed (0..n), legalStatuses (0..n), localDescriptions (0..n), mandates (0..n), occupations (0..n), places (0..n), structureOrGenealogy (0..n)

**May occur within:** cpfDescription

<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	base	Optional
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional

**Description and Usage:** The elements that constitute <description> together permit descriptive information to be encoded in either structured or unstructured fashions, or in a combined approach. <description> accommodates the encoding of all the data elements that comprise the Description Area of ISAAR (CPF) including historical, biographical, and genealogical information; legal status and mandates; functions, occupations, and activities, and the dates and places that further constrain those elements.

The prescribed order of all child elements (both required and optional) is:

<functions>

<languagesUsed>

<legalStatuses>

<localDescriptions>

<mandates>

<occupations>

<places>

<biogHist>

<existDates>

<generalContext>

<structureOrGenealogy>

**Availability:** Optional, not repeatable

**Example:**

## <descriptiveNote> Descriptive Note (Table of Contents)

<b>Summary:</b>	An element used to provide general descriptive information related to its parent element.	
<b>May contain:</b>	p (1..n)	
<b>May occur within:</b>	conventionDeclaration, existDates, function, functions, identity, languageDeclaration, languageUsed, languagesUsed, legalStatus, legalStatuses, localDescription, localDescriptions, localTypeDeclaration, maintenanceAgency, mandate, mandates, occupation, occupations, otherEntityType, otherEntityTypes, place, places, relation, relations, rightsDeclaration, source, sources	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
<b>Description and Usage:</b>	<descriptiveNote> provides additional descriptive information about the element in which it is contained. <descriptiveNote> must contain one or more <p> elements.	
<b>Availability:</b>	Optional, not repeatable	
<b>Example:</b>		



## <eac> Encoded Archival Context - Corporate Bodies, Persons, and Families (Table of Contents)

<b>Summary:</b>	The required root element of an EAC-CPF instance.	
<b>May contain:</b>	control (1..1), cpfDescription or multipleIdentities (1..1)	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	base	Optional
	id	Optional
	languageOfElement	Optional
	scriptOfElement	Optional
<b>Description and Usage:</b>	<p>&lt;eac&gt; wraps all other elements in a particular instance of an archival authority record encoded with the EAC-CPF XML Schema.</p> <p>&lt;eac&gt; must contain &lt;control&gt; followed by either a &lt;cpfDescription&gt; or a &lt;multipleIdentities&gt; element.</p>	
<b>Availability:</b>	Required, not repeatable	
<b>Example:</b>		

<entityType> **Entity Type** (Table of Contents)

<b>Summary:</b>	A required child element of <identity> encoding the type of CPF entity being described.	
<b>May contain:</b>	[empty]	
<b>May occur within:</b>	identity	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	id	Optional
	target	Optional
	value	Required (values limited to: corporateBody, person, family)
<b>Description and Usage:</b>	Within <identity> the required <entityType> element specifies the type of CPF entity being described in the EAC-CPF instance as being a corporateBody, person, or family.	
<b>Availability:</b>	Required, not repeatable	
<b>Example:</b>		

**<event> Event** (Table of Contents)

<b>Summary:</b>	A child element of <chronItem> or <chronItemSet> that is used to encode an event associated with a date, and optionally a place, within a structured chronology.	
<b>May contain:</b>	[text], reference (0..n), span (0..n)	
<b>May occur within:</b>	chronItem, chronItemSet	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
	valueURI	Optional
	vocabularySource	Optional
	vocabularySourceURI	Optional
<b>Description and Usage:</b>	<p>&lt;event&gt; contains discursive text identifying the event described by the &lt;chronItem&gt; or &lt;chronItemSet&gt;.</p> <p>&lt;chronItem&gt; must include one of either &lt;event&gt; or &lt;chronItemSet&gt;. &lt;chronItemSet&gt; must include one or more &lt;event&gt;.</p> <p>Every &lt;event&gt; must have date(s) (&lt;date&gt;, &lt;dateRange&gt; or &lt;dateSet&gt;) associated with it. It may also have optional &lt;placeName&gt; element associated with it.</p>	
<b>Availability:</b>	<p>Within chronItem: One of &lt;chronItemSet&gt; or &lt;event&gt; required, not repeatable.</p> <p>Within chronItemSet: required, repeatable.</p>	
<b>Example:</b>		

## <eventDateTime> Maintenance Event Date and Time

(Table of Contents)

**Summary:** A required child element of <maintenanceEvent> that records the date and time of a specific maintenance action for an EAC-CPF instance.

**May contain:** [text]

**May occur within:** maintenanceEvent

<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	id	Optional
	languageOfElement	Optional
	scriptOfElement	Optional
	standardDateTime	Optional
	target	Optional

**Description and Usage:** A required child element of <maintenanceEvent>, <eventDateTime> is for recording the date and time that a maintenance event occurred. Examples of maintenance events include the creation, update, revision, or other modification to an EAC-CPF instance.

The date and time may be captured in natural language in the element.

**Availability:** Required, not repeatable

**Example:**

## <eventDescription> Maintenance Event Description

(Table of Contents)

<b>Summary:</b>	An optional child element of <maintenanceEvent> that provides the description of a maintenance event in the life of the EAC-CPF instance.	
<b>May contain:</b>	[text], reference (0..n), span (0..n)	
<b>May occur within:</b>	maintenanceEvent	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	id	Optional
	languageOfElement	Optional
	scriptOfElement	Optional
	target	Optional
<b>Description and Usage:</b>	A child element of <maintenanceEvent> used for describing the maintenance event. The element allows a full description of the maintenance event to be given alongside information about the maintenance agent, type and time and date of the maintenance event.	
<b>Availability:</b>	Optional, repeatable	
<b>Example:</b>		

## <existDates> Dates of Existence (Table of Contents)

<b>Summary:</b>	An optional element within <description> encoding the dates of existence of the CPF entity being described, such as dates of establishment and dissolution for corporate bodies and dates of birth and death or floruit for persons.	
<b>May contain:</b>	date or dateRange or dateSet (1..1), descriptiveNote (0..1)	
<b>May occur within:</b>	description	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
<b>Description and Usage:</b>	<p>The dates of existence of the CPF entity being described, such as dates of establishment and dissolution for corporate bodies and dates of birth and death or floruit for persons.</p> <p>&lt;existDates&gt; must contain one of &lt;date&gt;, &lt;dateRange&gt;, or &lt;dateSet&gt;. These child elements may contain actual or approximate dates. A &lt;descriptiveNote&gt; may be included if a fuller explanation of the dates of existence is needed.</p> <p>Use the &lt;date&gt; element to record the date of a single event, such as a date of birth or date of incorporation. Use &lt;dateRange&gt; to encode a pair of inclusive dates. Use &lt;dateSet&gt; to encode more complex date expressions that intermix &lt;date&gt; and &lt;dateRange&gt; elements.</p> <p>The prescribed order of all child elements (both required and optional) is:</p> <div style="text-align: center;"><p>One of &lt;date&gt;, &lt;dateRange&gt; or &lt;dateSet&gt;</p><p>&lt;descriptiveNote&gt;</p></div>	
<b>Availability:</b>	Optional, repeatable	
<b>Example:</b>		

**<fromDate> From Date** (Table of Contents)

<b>Summary:</b>	A child element of <dateRange> that records the starting point in a range of dates.	
<b>May contain:</b>	[text]	
<b>May occur within:</b>	dateRange	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	calendar	Optional
	certainty	Optional
	conventionDeclarationReference	Optional
	era	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	notAfter	Optional
	notBefore	Optional
	scriptOfElement	Optional
	standardDate	Optional
	status	Optional (values limited to: unknown)
	sourceReference	Optional
	target	Optional
<b>Description and Usage:</b>	Use <fromDate> to record the beginning date in a range of dates. <fromDate> may contain actual or approximate dates. The content of the element is intended to be a human-readable, natural language expression of the date. If, however, indexing or other machine processing of dates is desired, the @standardDate should be used to record the date in machine-processable form as well. If the <fromDate> is not known, it may be omitted from <dateRange>, or the @status attribute used.	
<b>Availability:</b>	Optional, not repeatable	
<b>Example:</b>		

**<function> Function** (Table of Contents)

<b>Summary:</b>	A required child element of <functions> that provides information about a function, activity, role, or purpose performed by the CPF entity being described.	
<b>May contain:</b>	date or dateRange or dateSet (0..1), descriptiveNote (0..1), placeName (0..n), term (1..n)	
<b>May occur within:</b>	functions	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
	valueURI	Optional
	vocabularySource	Optional
	vocabularySourceURI	Optional
<b>Description and Usage:</b>	<p>A &lt;function&gt; element is a wrapper element used to encode an index term, using the child element &lt;term&gt;. Terms are used to identify the functions, processes, activities, tasks, or transactions performed by the CPF entity described in the EAC-CPF instance. They may be drawn from controlled vocabularies or may be natural language terms.</p> <p>&lt;function&gt; must include at least one &lt;term&gt; element. &lt;term&gt; can be repeated within &lt;function&gt; to include translations of the same function. Use the @languageOfElement attribute to identify the language used in each &lt;term&gt;.</p> <p>Associated date(s) (&lt;date&gt;, &lt;dateRange&gt; or &lt;dateSet&gt;) and place(s) (&lt;placeName&gt;) may be included to further constrain the term's meaning. A &lt;descriptiveNote&gt; may be included if a textual explanation is needed.</p> <p>The prescribed order of all child elements (both required and optional) is:</p> <p style="text-align: center;">&lt;term&gt;</p> <p style="text-align: center;">One of &lt;date&gt;, &lt;dateRange&gt; or &lt;dateSet&gt;</p>	



<placeName>

<descriptiveNote>

**Availability:** Required, repeatable

**Example:**

**<functions> Functions** (Table of Contents)

<b>Summary:</b>	An optional child element of <description> used for grouping together one or more <function> elements.	
<b>May contain:</b>	descriptiveNote (0..1), function (1..n)	
<b>May occur within:</b>	description	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
<b>Description and Usage:</b>	Use the optional <functions> element to group together one or more occurrences of <function>. <functions> must include at least one <function> element.  The prescribed order of all child elements (both required and optional) is: <div>&lt;function&gt;</div> <div>&lt;descriptiveNote&gt;</div>	
<b>Availability:</b>	Optional, not repeatable	
<b>Example:</b>		

**<generalContext> General Context** (Table of Contents)

<b>Summary:</b>	An optional child element of <description> that encodes information about the general social and cultural context of the CPF entity being described.	
<b>May contain:</b>	head (0..1), list (0..n), p (0..n)	
<b>May occur within:</b>	description	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
<b>Description and Usage:</b>	<p>&lt;generalContext&gt; encodes information about the social, cultural, economic, political, and/or historical context in which the CPF entity being described existed. The general context provides wide latitude to record contextual information not specifically accommodated by other elements contained in &lt;description&gt;.</p> <p>The optional &lt;list&gt; element may be used to accommodate greater complexity in expressing or representing the general context being described. The optional &lt;head&gt; element may be used to encode a title or caption. A simpler discursive expression of the general context may be encoded as one or more &lt;p&gt; elements.</p> <p>The prescribed order of all child elements (both required and optional) is:</p> <p style="text-align: center;">&lt;head&gt;</p> <p style="text-align: center;">&lt;list&gt;</p> <p style="text-align: center;">&lt;p&gt;</p>	
<b>Availability:</b>	Optional, repeatable	
<b>Example:</b>		

<geographicCoordinates> Geographic Coordinates

(Table of Contents)

Summary:	An optional child element of <place> that encodes a set of geographic coordinates.	
May contain:	[text]	
May occur within:	place	
Attributes:	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	coordinateSystem	Required
	id	Optional
	languageOfElement	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
Description and Usage:	Use <geographicCoordinates> to express a set of geographic coordinates such as latitude, longitude, and altitude representing a point, line, or area on the surface of the earth.	
Availability:	Optional, repeatable	
Example:		

**<head> Head** (Table of Contents)

<b>Summary:</b>	An element that encodes a title or caption for a section of text.	
<b>May contain:</b>	[text], span (0..n)	
<b>May occur within:</b>	biogHist, generalContext, list, structureOrGenealogy	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
<b>Description and Usage:</b>	<head> is used for supplying title-like statements to a section of text or a list. When <head> is used, it must be the first child element, followed by one or more other elements.	
<b>Availability:</b>	Optional, not repeatable	
<b>Example:</b>		

**<identity> Identity** (Table of Contents)

**Summary:** A required child element of <cpfDescription> used to encode the name or names related to the identity being described within the EAC-CPF instance.

**May contain:** descriptiveNote (0..1), entityType (1..1), identityId (0..n), nameEntry or nameEntrySet (1..n), otherEntityTypes (0..n)

**May occur within:** cpfDescription

<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	base	Optional
	conventionDeclarationReference	Optional
	id	Optional
	identityType	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional

**Description and Usage:** <identity> is a wrapper element used to group the elements necessary to encode the name or names related to the identity of the CPF entity within the <cpfDescription> element.

Within this element the <entityType> element is required and specifies the type of entity (i.e., corporateBody, family, or person). The optional <otherEntityTypes> element can be used to encode other entity types used in the local context. An optional <identityId> is available for any identifiers associated with the CPF entity.

One or more <nameEntry> elements and/or one or more <nameEntrySet> elements must be included. All names by which the identity, being described within one <cpfDescription> element in the EAC-CPF instance is known are provided within <identity>. Each of the names, whether authorized or alternatives, should be recorded in a separate <nameEntry> element.

<identity> may accommodate two or more parallel names in different languages or scripts. In countries where there is more than one official language, such as Canada or Switzerland, names of CPF entities are frequently provided in more than one language. Within <identity>, a

<nameEntrySet> element should be used to group two or more <nameEntry> elements that represent parallel forms of the name of the CPF entity being described.

Within <identity>, a <descriptiveNote> element may be used to record other information in a textual form that assists in the identification of the CPF entity.

In case of multiple identities of the same entity in one EAC-CPF instance, a separate <identity> element is contained in each of the <cpfDescription> elements of the EAC-CPF instance.

The prescribed order of all child elements (both required and optional) is:

<entityType>

<nameEntry> or <nameEntrySet>

<otherEntityTypes>

<identityId>

<descriptiveNote>

**Availability:**

Required, not repeatable

**Example:**

## <identityId> Identity Identifier (Table of Contents)

<b>Summary:</b>	An optional child element of <identity> used to record any identifier associated with the CPF entity being described	
<b>May contain:</b>	[text]	
<b>May occur within:</b>	identity	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
	valueURI	Optional
	vocabularySource	Optional
	vocabularySourceURI	Optional
<b>Description and Usage:</b>	<p>&lt;identityId&gt; may be used to record any identifier associated with the CPF entity being described in the EAC-CPF instance. Identifiers such as legal identifiers, typically assigned by an authoritative agency, may be recorded in this element.</p> <p>Do not confuse with &lt;recordId&gt; within &lt;control&gt;, which refers to an identifier for the EAC-CPF instance rather than the entity it describes.</p>	
<b>Availability:</b>	Optional, repeatable	
<b>Example:</b>		



**<item> Item** (Table of Contents)

<b>Summary:</b>	A child element of <list> that encodes the individual items in a list.	
<b>May contain:</b>	[text], reference (0..n), span (0..n)	
<b>May occur within:</b>	list	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
<b>Description and Usage:</b>	The <item> element is used for general lists within descriptive elements.	
<b>Availability:</b>	Optional, repeatable	
<b>Example:</b>		

## <language> Language (Table of Contents)

<b>Summary:</b>	An optional child element of <languageUsed> that identifies a particular language used in the creative work of the CPF entity being described.	
<b>May contain:</b>	[text]	
<b>May occur within:</b>	languageUsed	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	id	Optional
	languageCode	Optional
	languageOfElement	Optional
	scriptOfElement	Optional
	target	Optional
<b>Description and Usage:</b>	An optional element within <languageUsed> that gives the language or languages used by the CPF entity being described.	
<b>Availability:</b>	Optional, repeatable	
<b>Example:</b>		

## <languageDeclaration> Language Declaration (Table of Contents)

<b>Summary:</b>	An optional child element of <control> that indicates the language and script in which an EAC-CPF instance is written	
<b>May contain:</b>	descriptiveNote (0..1)	
<b>May occur within:</b>	control	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	id	Optional
	languageCode	Required
	languageOfElement	Optional
	scriptCode	Optional
	scriptOfElement	Optional
	target	Optional
<b>Description and Usage:</b>	An optional child element of <control> that declares the languages and scripts in which an EAC-CPF instance is written in the @languageCode and @scriptCode attributes. Any comments about the languages and scripts in which the EAC-CPF instance is written may be included in the optional <descriptiveNote> element.	
<b>Availability:</b>	Optional, repeatable	
<b>Example:</b>		

## <languageUsed> Language Used (Table of Contents)

**Summary:** A required child element of <languagesUsed> describing the language and writing system used by the CPF entity being described.

**May contain:** descriptiveNote (0..1), language (0..n), writingSystem (0..n)

**May occur within:** languageUsed

<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional

**Description and Usage:** <languageUsed> is an element used to indicate the language and writing system, or script, in which the CPF entity being described was creative or productive. Use the <language> element to specify the language and a corresponding <writingSystem> element for the writing system.

The prescribed order of all child elements (both required and optional) is:

<languageUsed>

<writingSystem>

<descriptiveNote>

**Availability:** Required, repeatable

**Example:**

**<languagesUsed> Languages Used** (Table of Contents)

**Summary:** An optional child element of <description> used for grouping together one or more <languageUsed> elements.

**May contain:** descriptiveNote (0..1), languageUsed (1..n)

**May occur within:** description

<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional

**Description and Usage:** Use the optional <languagesUsed> element to group together one or more occurrences of <languageUsed>. <languagesUsed> must include at least one <languageUsed> element.

The prescribed order of all child elements (both required and optional) is:

<languageUsed>

<descriptiveNote>

**Availability:** Optional, not repeatable

**Example:**

**<legalStatus> Legal Status** (Table of Contents)

<b>Summary:</b>	A required child element of <legalStatuses> used to encode information about the legal status of a corporate body.	
<b>May contain:</b>	date or dateRange or dateSet (0..1), descriptiveNote (0..1), placeName (0..n), term (1..n)	
<b>May occur within:</b>	legalStatuses	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
	valueURI	Optional
	vocabularySource	Optional
	vocabularySourceURI	Optional
<b>Description and Usage:</b>	<p>The legal status of a corporate body is typically defined and granted by authorities or through authorized agencies. Enter terms in accordance with provisions of the controlling legislation. Terms may be drawn from controlled vocabularies or may be natural language terms.</p> <p>&lt;legalStatus&gt; must include at least one &lt;term&gt; element, where the legal status of the corporate body is encoded. &lt;term&gt; can be repeated within &lt;legalStatus&gt; to include translations of the same term. Use the @languageOfElement attribute to identify the language used in each &lt;term&gt;.</p> <p>Associated date(s) (&lt;date&gt;, &lt;dateRange&gt; or &lt;dateSet&gt;) and place(s) (&lt;placeName&gt;) may be included to further constrain the term's meaning. A &lt;descriptiveNote&gt; element may be included if fuller textual explanation is needed.</p> <p>Multiple &lt;legalStatus&gt; elements may be grouped within a &lt;legalStatuses&gt; element.</p> <p>The prescribed order of all child elements (both required and optional) is:</p>	

&lt;term&gt;

One of <date>, <dateRange> or <dateSet>

<placeName>

<descriptiveNote>

**Availability:**

Required, repeatable

**Example:**

**<legalStatuses> Legal Statuses** (Table of Contents)

<b>Summary:</b>	An optional child element of <description> used to bundle together one or more <legalStatus> element.	
<b>May contain:</b>	descriptiveNote (0..1), legalStatus (1..n)	
<b>May occur within:</b>	description	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
<b>Description and Usage:</b>	<p>&lt;legalStatuses&gt; groups together one or more occurrences of &lt;legalStatus&gt;. &lt;legalStatuses&gt; must include at least one &lt;legalStatus&gt; element.</p> <p>The prescribed order of all child elements (both required and optional) is:</p> <div><p>&lt;legalStatus&gt;</p><p>&lt;descriptiveNote&gt;</p></div>	
<b>Availability:</b>	Optional, not repeatable	
<b>Example:</b>		



**<list> List** (Table of Contents)

**Summary:** A wrapper element to encode a simple list consisting of one or more <item> elements, or a complex list with one or more child <list> elements.

**May contain:** head (0..1), item (0..n), list (0..n)

**May occur within:** biogHist, generalContext, structureOrGenealogy

<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	listType	Optional (values limited to: ordered, unordered)
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	style	Optional
	sourceReference	Optional
	target	Optional

**Description and Usage:** The <list> element is used for general lists that can be embedded with a large number of descriptive elements.

To encode a simple list, include one or more <item> elements within <list>. To encode more complex list, such as hierarchies, additional <list> elements can be included within <list>, with <item> included within the child <list> elements. <head> can be used to encode a title or caption within a <list>.

The prescribed order of all child elements (both required and optional) is:

<head>

<list>

<item>

**Availability:** Optional, repeatable

**Example:**

**<localControl> Local Control** (Table of Contents)

<b>Summary:</b>	An optional child element of <control>, used to specify any control information necessary to accommodate local practice.	
<b>May contain:</b>	date or dateRange (0..1), term (1..n)	
<b>May occur within:</b>	control	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	scriptOfElement	Optional
	target	Optional
	valueURI	Optional
	vocabularySource	Optional
	vocabularySourceURI	Optional
<b>Description and Usage:</b>	An element used to record and define any control information necessary to accommodate local practice, in addition to the elements otherwise made available within <control>.	
	The value of the entry must be given in a child <term> element and an associated date or range of dates can be given as either <date> or <dateRange>.	
	The prescribed order of all child elements (both required and optional) is:	
	<div>&lt;term&gt;</div> <div>&lt;date&gt; or &lt;dateRange&gt;</div>	
<b>Availability:</b>	Optional, repeatable	
<b>Example:</b>		

## <localDescription> Local Description (Table of Contents)

**Summary:** A required child element of <localDescriptions> used to extend the descriptive categories to others available in a local system.

**May contain:** date or dateRange or dateSet (0..1), descriptiveNote (0..1), placeName (0..n), term (1..n)

**May occur within:** localDescriptions

<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
	valueURI	Optional
	vocabularySource	Optional
	vocabularySourceURI	Optional

**Description and Usage:** <localDescription> provides a means to extend the list of description elements specified in the EAC-CPF schema. It should be used to record structured index terms rather than discursive text. The <localDescription> element should be used whenever a separate semantic process of the descriptive information is required in a local system that cannot be accommodated by the existing categories available in EAC-CPF.

<localDescription> must contain at least one <term> child element. Terms may be drawn from controlled vocabularies or may be natural language terms. Associated date(s) (<date>, <dateRange> or <dateSet>) and place(s) (<placeName>) may be included to further constrain the term's meaning. A <descriptiveNote> may be included if a fuller textual explanation is needed.

The prescribed order of all child elements (both required and optional) is:

<term>

One of <date>, <dateRange> or <dateSet>

<placeName>

<descriptiveNote>

**Availability:**

Required, repeatable

**Example:**

## <localDescriptions> Local Descriptions (Table of Contents)

<b>Summary:</b>	An optional child element of <description> used for grouping together one or more <localDescription> elements	
<b>May contain:</b>	descriptiveNote (0..1), localDescription (1..n)	
<b>May occur within:</b>	description	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
<b>Description and Usage:</b>	<p>Use the optional &lt;localDescriptions&gt; element to group together one or more occurrences of &lt;localDescription&gt;. &lt;localDescriptions&gt; must include at least one &lt;localDescription&gt; element.</p> <p>The prescribed order of all child elements (both required and optional) is:</p> <p style="text-align: center;">&lt;localDescription&gt;</p> <p style="text-align: center;">&lt;descriptiveNote&gt;</p>	
<b>Availability:</b>	Optional, not repeatable	
<b>Example:</b>		

## <localTypeDeclaration> Local Type Declaration (Table of Contents)

<b>Summary:</b>	An optional child element of <control> used to declare any local conventions or controlled vocabularies used in @localType in the EAC-CPF instance.	
<b>May contain:</b>	descriptiveNote (0..1), reference (1..1), shortCode (0..1)	
<b>May occur within:</b>	control	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	id	Optional
	languageOfElement	Optional
	scriptOfElement	Optional
	target	Optional
	valueURI	Optional
	vocabularySource	Optional
<b>Description and Usage:</b>	vocabularySourceURI	Optional
	<localTypeDeclaration> specifies the local conventions and controlled vocabularies used in @localType attributes in the EAC-CPF instance.	
	The child <reference> must be used to cite the resource that lists the local rules or controlled terms. Any notes relating to how these rules or conventions have been used may be given in <descriptiveNote>. The child <shortCode> may be used to identify any abbreviation or code representing the local convention or controlled vocabulary.	
	It may not be necessary to include <localTypeDeclaration> if @localType values are documented externally.	
	The prescribed order of all child elements (both required and optional) is:	
	<reference>	
	<shortCode>	
	<descriptiveNote>	
<b>Availability:</b>	Optional, repeatable	
<b>Example:</b>		

## <maintenanceAgency> Maintenance Agency (Table of Contents)

**Summary:** A required child element of <control> that identifies the institution or service responsible for the EAC-CPF instance.

**May contain:** agencyCode (0..1), agencyName (0..n), descriptiveNote (0..1), otherAgencyCode (0..n)

**May occur within:** control

**Attributes:**

audience	Optional (values limited to: external, internal)
countryCode	Optional
id	Optional
languageOfElement	Optional
scriptOfElement	Optional
target	Optional

**Description and Usage:** Information about the institution or service responsible for the creation, maintenance, and/or dissemination of the EAC-CPF instance.

<maintenanceAgency> must include one or both of <agencyCode> or <agencyName> to provide the name of the institution or service. It may also include the optional child element <otherAgencyCode> to provide any additional identifiers. Any general information about the institution in relation to the EAC-CPF instance may be given in <descriptiveNote>.

The prescribed order of all child elements (both required and optional) is:

<agencyCode>

<agencyName>

<otherAgencyCode>

<descriptiveNote>

**Availability:** Required, not Repeatable

**Example:**

## <maintenanceEvent> Maintenance Event (Table of Contents)

**Summary:** A required child element of <maintenanceHistory> used to record information about maintenance activities in the history of the EAC-CPF instance.

**May contain:** agent (1..1), eventDateTime (1..1), eventDescription (0..n)

**May occur within:** maintenanceHistory

<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	id	Optional
	languageOfElement	Optional
	maintenanceEventType	Required (values limited to: cancelled, created, deleted, derived, revised, unknown, updated)
	scriptOfElement	Optional
	target	Optional

**Description and Usage:** A required child element of <maintenanceHistory>, <maintenanceEvent> is used to record an activity in the creation and ongoing maintenance of an EAC-CPF instance, including revisions, updates, and deletions. There will always be at least one maintenance event for each instance, which will typically be its creation.

<maintenanceEvent> must include <agent> and <eventDateTime> child elements to record the agent that carried out the maintenance event, and the date and time the maintenance event occurred.

The prescribed order of all child elements (both required and optional) is:

<agent>

<eventDateTime>

<eventDescription>

**Availability:** Required, repeatable

**Example:**



## <maintenanceHistory> Maintenance History (Table of Contents)

<b>Summary:</b>	A required child element of <control> that captures the history of the creation and maintenance of the EAC-CPF instance.	
<b>May contain:</b>	maintenanceEvent (1..n)	
<b>May occur within:</b>	control	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	id	Optional
	languageOfElement	Optional
	scriptOfElement	Optional
	target	Optional
<b>Description and Usage:</b>	<p>A required child element of &lt;control&gt;, &lt;maintenanceHistory&gt; is for recording the history of the creation, revisions, updates, and other modifications to the EAC-CPF instance.</p> <p>There must be at least one child &lt;maintenanceEvent&gt; in &lt;maintenanceHistory&gt;, which usually will be a record of the creation of the instance. There may be many other &lt;maintenanceEvent&gt; elements documenting the milestone changes or activities in the maintenance of the instance.</p>	
<b>Availability:</b>	Required, not repeatable	
<b>Example:</b>		

**<mandate> Mandate** (Table of Contents)

<b>Summary:</b>	A required child element of <mandates> used for identifying the source of authority or mandate for the corporate body in terms of its powers, functions, responsibilities or activities, such as a law, directive or charter.	
<b>May contain:</b>	date or dateRange or dateSet (0..1), descriptiveNote (0..1), placeName (0..n), term (1..n)	
<b>May occur within:</b>	mandates	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
	valueURI	Optional
	vocabularySource	Optional
	vocabularySourceURI	Optional
<b>Description and Usage:</b>	<p>&lt;mandate&gt; is used to identify the source of authority or mandate for the corporate body in terms of its powers, functions, responsibilities or sphere of activities, such as a law, directive or charter. Terms may be drawn from controlled vocabularies or may be natural language terms.</p> <p>&lt;mandate&gt; must include at least one &lt;term&gt; element. &lt;term&gt; can be repeated within &lt;mandate&gt; to include translations of the same mandate. Use the @languageOfElement attribute to identify the language used in each &lt;term&gt;.</p> <p>Associated date or date range (&lt;date&gt;, &lt;dateRange&gt; or &lt;dateSet&gt;) and place(s) (&lt;placeName&gt;) may be included to further constrain the term's meaning. A &lt;descriptiveNote&gt; element may be included if a fuller explanation is needed.</p> <p>Multiple &lt;mandate&gt; elements may be grouped within a &lt;mandates&gt; element.</p> <p>The prescribed order of all child elements (both required and optional) is:</p>	

&lt;term&gt;

One of <date>, <dateRange> or <dateSet>

<placeName>

<descriptiveNote>

**Availability:**

Required, repeatable

**Example:**

## <mandates> Mandates (Table of Contents)

**Summary:** An optional child element of <description> used for grouping together one or more <mandate> elements.

**May contain:** descriptiveNote (0..1), mandate (1..n)

**May occur within:** description

<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional

**Description and Usage:** <mandates> groups together one or more occurrences of <mandate>. <mandates> must include at least one <mandate> element.

The prescribed order of all child elements (both required and optional) is:

<mandate>

<descriptiveNote>

**Availability:** Optional, not repeatable

**Example:**

## <multipleIdentities> Multiple Identities (Table of Contents)

<b>Summary:</b>	A child element of <eac> used to group together more than one <cpfDescription> within a single EAC-CPF instance.	
<b>May contain:</b>	cpfDescription (2..n)	
<b>May occur within:</b>	eac	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	base	Optional
	id	Optional
	target	Optional
<b>Description and Usage:</b>	<p>A grouping element used to encode more than one &lt;cpfDescription&gt; in a single EAC-CPF instance.</p> <p>The use of the &lt;multipleIdentities&gt; element can resolve two identity circumstances. Firstly, it can be used to represent more than one identity (including official identities) of the same CPF entity, each with a separate &lt;cpfDescription&gt;. Secondly, it can be used to represent a collaborative identity that includes multiple individuals operating under a shared identity (such as a shared pseudonym).</p> <p>&lt;multipleIdentities&gt; must include two or more &lt;cpfDescription&gt; elements.</p>	
<b>Availability:</b>	Within <eac>: one of <cpfDescription> or <multipleIdentities> required, not repeatable	
<b>Example:</b>		

**<nameEntry> Name Entry** (Table of Contents)

<b>Summary:</b>	An element containing a name entry for a corporate body, person, or family.	
<b>May contain:</b>	part (1..n), useDates (0..1)	
<b>May occur within:</b>	identity, nameEntrySet	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional (highly recommended when @localType is used)
	maintenanceEventReference	Optional
	preferredForm	Optional (values limited to: true, false)
	scriptOfElement	Optional
	sourceReference	Optional
	status	Optional (values limited to: authorized, alternative)
	target	Optional
	valueURI	Optional
	vocabularySource	Optional
	vocabularySourceURI	Optional
<b>Description and Usage:</b>	Within <identity>, the element <nameEntry> is used to record a name by which the corporate body, person, or family described in the EAC-CPF instance is known.	
	When <nameEntry> occurs within <nameEntrySet> it is used to record two or more parallel forms of a name, for	

example official forms of the name in different languages and/or scripts.

Each form of the name is recorded in a separate `<nameEntry>` element.

Each `<nameEntry>` must contain at least one `<part>` element. Within `<nameEntry>` each of the component parts of a name may be recorded in a separate `<part>` element.

The `<nameEntry>` element may also contain a `<useDates>` element to indicate the dates the name was used.

The prescribed order of all child elements (both required and optional) is:

`<part>`

`<useDates>`

**Availability:**

Within `<identity>`: one of `<nameEntry>` or `<nameEntrySet>` required, repeatable

Within `<nameEntrySet>`: two or more `<nameEntry>` required, repeatable

**Example:**

```
<conventionDeclaration audience="external"
id="cd1" localtype="transliteration">
  <abbreviation>DIN 32708:2014</abbreviation>
  <citation href="https://www.iso.org/
standard/9029.html">Information
and documentation - Romanization of
Japanese</citation>
  <descriptiveNote id="dn1"> Angewendet werden
nur die eigentlichen Umschriftvorgaben,
nicht aber die Regeln zur Wortbildungin der
lateinischen Umschrift. Diese erfolgt analog
der Praxis von NACSIS. </descriptiveNote>
</conventionDeclaration>
[...]
```

```
<nameEntrySet localType="parallel">
  <nameEntry languageOfElement="de"
scriptOfElement="Latn" preferredForm="true"
status="authorized" localType="native">
    <part localType="surname">Arendt</part>
    <part localType="firstname">Hannah</part>
  </nameEntry>
  <nameEntry languageOfElement="ja"
scriptOfElement="Jpan">
```

```

preferredForm="false" status="authorized"
conventionDeclarationReference="#cd1">
  <part localType="surname">?????</part>
  <part localType="firstname">??</part>
</nameEntry>
<nameEntry languageOfElement="en"
scriptOfElement="Latn" preferredForm="false"
status="authorized">
  <part localType="surname">Arendt</part>
  <part localType="firstname">Hannah</part>
</nameEntry>
<useDates>
  <dateRange>
    <fromDate
      standardDate="1906">1906</fromDate>
    <toDate
      standardDate="1975">1975</toDate>
    </dateRange>
  </useDates>
</nameEntrySet>

```



**<nameEntrySet> Name Entry Set** (Table of Contents)

**Summary:** An optional child element of <identity> used as a wrapper element for two or more <nameEntry> elements representing different forms of the same name (e.g. official forms of the name in different languages and/or scripts)

**May contain:** nameEntry (2..n), useDates (0..1)

**May occur within:** identity

<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional

**Description and Usage:** A wrapper element used to group two or more <nameEntry> elements representing parallel forms of the name for the same CPF entity which are used at the same time (e.g., official forms of the name in different languages and/or scripts).

The <nameEntrySet> element may contain a <useDates> element to indicate the dates the set of name forms was used.

The prescribed order of all child elements (both required and optional) is:

<nameEntry>

<useDates>

**Availability:** Within <identity>: one of <nameEntry> or <nameEntrySet> required, repeatable

**Example:**

## <objectXMLWrap> Object XML Wrap (Table of Contents)

<b>Summary:</b>	An optional child element of <relation>, <setComponent> and <source> that allows for the inclusion of an XML element from any XML namespace other than EAC-CPF.	
<b>May contain:</b>	[any element from any namespace]	
<b>May occur within:</b>	relation, setComponent, source	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	id	Optional
	languageOfElement	Optional
	scriptOfElement	Optional
	target	Optional
<b>Description and Usage:</b>	<p>A wrapper element that provides a place to express data in any XML encoding language other than EAC-CPF.</p> <p>While the element is not restricted with respect to namespace, to facilitate interoperability the XML should conform to an open, standard XML schema and a namespace attribute should be present on the root element referencing the namespace of the standard.</p> <p>&lt;objectXMLWrap&gt; may be used to store related XML data locally rather than linking to external resources in order to facilitate processing or in cases where the related data may not be reliably accessible.</p>	
<b>Availability:</b>	Optional, not repeatable	
<b>Example:</b>		

**<occupation> Occupation** (Table of Contents)

<b>Summary:</b>	A required child element of <occupations> that provides information about an occupation the CPF entity being described.	
<b>May contain:</b>	date or dateRange or dataSet (0..1), descriptiveNote (0..1), placeName (0..n), term (1..n)	
<b>May occur within:</b>	occupations	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
	valueURI	Optional
	vocabularySource	Optional
	vocabularySourceURI	Optional
<b>Description and Usage:</b>	<p>An &lt;occupation&gt; element is a wrapper element used to encode an index term, using the element &lt;term&gt;. Terms are used to identify an occupation held by the CPF entity. Terms may be drawn from controlled vocabularies or may be natural language terms.</p> <p>&lt;occupation&gt; must include at least one &lt;term&gt; element. &lt;term&gt; can be repeated within &lt;occupation&gt; to include translations of the same function. Use the @languageOfElement attribute to identify the language used in each &lt;term&gt;.</p> <p>Associated date(s) (&lt;date&gt;, &lt;dateRange&gt; or &lt;dateSet&gt;) and place(s) (&lt;placeName&gt;) may be included to further constrain the term's meaning. A &lt;descriptiveNote&gt; element may be included if a textual explanation needed.</p> <p>The prescribed order of all child elements (both required and optional) is:</p> <p style="text-align: center;">&lt;term&gt;</p> <p style="text-align: center;">One of &lt;date&gt;, &lt;dateRange&gt; or &lt;dateSet&gt;</p>	

<placeName>

<descriptiveNote>

**Availability:**

Required, repeatable

**Example:**

**<occupations> Occupations** (Table of Contents)

**Summary:** An optional child element of <description> used for grouping together one or more <occupation> elements.

**May contain:** descriptiveNote (0..1), occupation (1..n)

**May occur within:** description

<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional

**Description and Usage:** Use the optional <occupations> element to group together one or more occurrences of <occupation>. <occupations> must include at least one <occupation> element.

The prescribed order of all child elements (both required and optional) is:

<occupation>

<descriptiveNote>

**Availability:** Optional, not repeatable

**Example:**

## <otherAgencyCode> Other Agency Code (Table of Contents)

<b>Summary:</b>	An optional child element of <maintenanceAgency> that provides an alternative code for the institution or service responsible for the EAC-CPF instance.	
<b>May contain:</b>	[text]	
<b>May occur within:</b>	maintenanceAgency	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	scriptOfElement	Optional
	status	Optional (values limited to: authorized, alternative)
	target	Optional
	valueURI	Optional
	vocabularySource	Optional
	vocabularySourceURI	Optional
<b>Description and Usage:</b>	Use <otherAgencyCode> to provide alternative and/or local institution code that represents the institution or service responsible for the creation, maintenance, and/or dissemination of the EAC-CPF instance. Any code other than that given in <agencyCode> may be provided in <otherAgencyCode>. The addition of an ISO 3166-1 alpha-2 country code as the prefix to a local code is recommended to ensure international uniqueness.	
<b>Availability:</b>	Optional, repeatable	
<b>Example:</b>		

**<otherEntityType> Other Entity Type** (Table of Contents)

**Summary:** A required and repeatable child element of <otherEntityTypes> used to encode additional or alternative entity types.

**May contain:** date or dateRange or dataSet (0..1), descriptiveNote (0..1), placeName (0..n), term (1..n)

**May occur within:** otherEntityTypes

<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
	valueURI	Optional
	vocabularySource	Optional
	vocabularySourceURI	Optional

**Description and Usage:** <otherEntityType> is a required child element of <otherEntityTypes> used to encode any additional or alternative entity types used for the CPF instance in addition to the required <entityType> element with values of corporateBody, person or family. For example in a local context 'organization' might be used as an entity type instead of 'corporateBody'. <otherEntityType> allows 'organization' to be encoded.

<otherEntityType> must include one <term> element containing the term for the other entity type.

Each CPF instance may include more than one <otherEntityType> elements within the <otherEntityTypes> wrapper element.

The prescribed order of all child elements (both required and optional) is:

<term>

One of <date>, <dateRange> or <dateSet>

<placeName>

<descriptiveNote>

**Availability:** Required, repeatable

**Example:**



**<otherEntityTypes> Other Entity Types** (Table of Contents)

**Summary:** An optional child element of <identity> used as a wrapper for one or more <otherEntityType> elements.

**May contain:** descriptiveNote (0..1), otherEntityType (1..n)

**May occur within:** identity

<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional

**Description and Usage:** An optional child element of <identity> used as a wrapper for one or more <otherEntityType> elements. These elements are used to encode any additional or alternative entity types used for the CPF instance in addition to the required <entityType> element with values of corporateBody, person or family.

<otherEntityTypes> must include at least one <otherEntityType> element.

<descriptiveNote> can be used to add any additional descriptive information to the <otherEntityTypes>.

The prescribed order of all child elements (both required and optional) is:

<otherEntityType>

<descriptiveNote>

**Availability:** Optional, not repeatable

**Example:**

## <otherRecordId> Other Record Identifier (Table of Contents)

<b>Summary:</b>	An optional child element of <control> that encodes any local identifier for the EAC-CPF instance.	
<b>May contain:</b>	[text]	
<b>May occur within:</b>	control	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	scriptOfElement	Optional
	target	Optional
	valueURI	Optional
	vocabularySource	Optional
	vocabularySourceURI	Optional
<b>Description and Usage:</b>	<otherRecordId> can be used to record an identifier that is an alternative to the mandatory identifier provided in <recordId>. These might include the identifiers of merged EAC-CPF instances representing the same CPF entity or those of records that are no longer current but had some part in the history and maintenance of the EAC-CPF instance.	
<b>Availability:</b>	Optional, repeatable	
<b>Example:</b>		

## <p> Paragraph (Table of Contents)

<b>Summary:</b>	A general purpose element used to encode blocks of text.	
<b>May contain:</b>	[text], span (0..n), reference (0..n)	
<b>May occur within:</b>	biogHist, descriptiveNote, generalContext, structureOrGenealogy	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
<b>Description and Usage:</b>	Use <p> for bounding blocks of text. A paragraph may be a subdivision of a larger composition or it may exist alone. It is usually typographically distinguished: A line space is often left blank before it; the text begins on a new line; and the first letter of the first word may be indented, enlarged, or both.	
<b>Availability:</b>	Within <descriptiveNote>: required, repeatable. Within all other parents: optional, repeatable.	
<b>Example:</b>		

**<part> Part** (Table of Contents)

<b>Summary:</b>	A required and repeatable child of <nameEntry> and <targetEntity> used to distinguish components of the name of the CPF entity's name, or the name of a related entity.	
<b>May contain:</b>	[text]	
<b>May occur within:</b>	nameEntry, targetEntity	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
<b>Description and Usage:</b>	Within <nameEntry> each of the component part of a name, such as forename, surname or honorific title, may be recorded in a separate <part> element. <part> may also contain the full name of the entity when it is not possible to distinguish the different component parts of the name.  Within <targetEntity> the name or term for the related entity is encoded within <part> elements.	
<b>Availability:</b>	Required, repeatable	
<b>Example:</b>		

**<place> Place** (Table of Contents)

<b>Summary:</b>	An element that provides information about a place or jurisdiction, including places where the CPF entity was based, lived, or with which it had some other significant connection.	
<b>May contain:</b>	address (0..n), contact (0..n), date or dateRange or dateSet (0..1), descriptiveNote (0..1), geographicCoordinates (0..n), placeName (0..n), placeRole (0..n)	
<b>May occur within:</b>	chronItem, chronItemSet, places, relation	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
	valueURI	Optional
	vocabularySource	Optional
	vocabularySourceURI	Optional
<b>Description and Usage:</b>	<p>A &lt;place&gt; element is a wrapper element used to encode information about a place or jurisdiction. This includes identifying the places or jurisdictions where the CPF entity was based, lived, or with which it had some other significant connection. It can also be used to encode address and contact information.</p> <p>&lt;place&gt; must include at least one of &lt;address&gt;, &lt;contact&gt;, &lt;geographicCoordinates&gt;, &lt;placeName&gt; or &lt;placeRole&gt;.</p> <p>&lt;placeName&gt; may be used to encode the name of a place that is related to the CPF entity described. The &lt;placeRole&gt; element is available to specify the nature of the connection of the place with the CPF entity being described, and its use is strongly recommended. Terms in &lt;placeName&gt; and &lt;placeRole&gt; may be drawn from controlled vocabularies or</p>	

may be natural language terms. These controlled vocabularies can be identified with the @vocabularySource attribute.

The <address> element is available for specifying a postal or other address. The <contact> element is available for specifying a digital address or other contact information.

Associated date or date range (<date>, <dateRange> or <dateSet>) information may be included to further constrain the term's meaning. A <descriptiveNote> may be included if a fuller explanation of the relation between the values is needed.

The prescribed order of all child elements (both required and optional) is:

<placeName>

<placeRole>

<geographicCoordinates>

<address>

<contact>

One of <date>, <dateRange> or <dateSet>

<descriptiveNote>

**Availability:**

Within <chronItem>, <chronItemSet>, <relation>: optional, repeatable

Within <places>: required, repeatable.

**Example:**

**<placeName> Place Name** (Table of Contents)

**Summary:** An optional child element of <place> used to encode the name of a place that is related to the CPF entity described in the EAC-CPF instance.

**May contain:** [text]

**May occur within:** function, legalStatus, localDescription, mandate, occupation, otherEntityType, place

<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	countryCode	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
	valueURI	Optional
	vocabularySource	Optional
	vocabularySourceURI	Optional

**Description and Usage:** <placeName> should be identified by the proper noun that commonly designates the place, natural feature, or political jurisdiction. It is recommended that place names be taken from authorized vocabularies. Within <place>, a companion <placeRole> is strongly recommended to describe the nature of the association of the <placeName> to the entity.

The <placeName> element is repeatable. It is strongly recommended that within <place>, the <placeName> element be repeated only to represent the same place name in various languages, with an accompanying @languageOfElement attribute.

**Availability:** Optional, repeatable

**Example:**

## <placeRole> Place Role (Table of Contents)

<b>Summary:</b>	An optional child element of <place> used to identify the contextual role the place or jurisdiction has in relation to the CPF entity described in the EAC-CPF instance.	
<b>May contain:</b>	[text]	
<b>May occur within:</b>	place	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
	valueURI	Optional
	vocabularySource	Optional
	vocabularySourceURI	Optional
<b>Description and Usage:</b>	<placeRole> provides a contextual role for a <placeName> within <place>. Places should be identified in <placeName> by the proper noun that commonly designates the place, natural feature, or political jurisdiction. It is strongly recommended that each place name is accompanied by a <placeRole> element in order to describe the nature of the association of the place to the CPF entity.	
<b>Availability:</b>	Optional, not repeatable	
<b>Example:</b>		



**<places> Places** (Table of Contents)

<b>Summary:</b>	An optional child element of <description> used for grouping together one or more <place> elements.	
<b>May contain:</b>	descriptiveNote (0..1), place (1..n)	
<b>May occur within:</b>	description	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
<b>Description and Usage:</b>	<p>Use the optional &lt;places&gt; element to group together one or more occurrences of &lt;place&gt;. &lt;places&gt; must include at least one &lt;place&gt; element. A &lt;descriptiveNote&gt; element may be included if fuller textual explanation is needed.</p> <p>The prescribed order of all child elements (both required and optional) is:</p> <div style="text-align: center;"> <p>&lt;place&gt;</p> <p>&lt;descriptiveNote&gt;</p> </div>	
<b>Availability:</b>	Optional, not repeatable	
<b>Example:</b>		

<recordId>

**<recordId> Record Identifier** (Table of Contents)

<b>Summary:</b>	A required child element of <control> that designates a unique identifier for the EAC-CPF instance.	
<b>May contain:</b>	[text]	
<b>May occur within:</b>	control	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	id	Optional
	languageOfElement	Optional
	scriptOfElement	Optional
	target	Optional
<b>Description and Usage:</b>	<p>&lt;recordId&gt; is used for recording a unique identifier for the EAC-CPF instance. The institution assigning the identifier ensures uniqueness of the &lt;recordId&gt; value within the archival descriptions under its control. A globally unique identifier may be constructed within &lt;recordId&gt; according various external protocols (i.e. HTTP URI, DOI, PURL, or UUID), or in combination with &lt;agencyCode&gt;, which is an optional element within &lt;maintenanceAgency&gt;.</p> <p>Any alternative or additional record identifiers may be recorded in &lt;otherRecordId&gt;.</p>	
<b>Availability:</b>	Required, not repeatable	
<b>Example:</b>		

**<reference> Reference** (Table of Contents)

<b>Summary:</b>	An element that cites an external resource.	
<b>May contain:</b>	[text], span	
<b>May occur within:</b>	abstract, chronItem, chronItemSet, conventionDeclaration, event, eventDescription, item, localTypeDeclaration, p, rightsDeclaration, source	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	href	Optional
	id	Optional
	languageOfElement	Optional
	lastDateTimeVerified	Optional
	linkRole	Optional
	linkTitle	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
<b>Description and Usage:</b>	<p>An element used for referencing external resources that have been used to compile the EAC-CPF instance, or that identify rules or conventions that have been applied.</p> <p>&lt;reference&gt; is a required child element of &lt;conventionDeclaration&gt;, &lt;localTypeDeclaration&gt;, and &lt;rightsDeclaration&gt; for identifying any rules and conventions applied in the compilation of the description. It is also a required child element of &lt;source&gt;, used to identify any sources used in compiling the description. &lt;source&gt; may include multiple child &lt;reference&gt; elements.</p> <p>&lt;reference&gt; is an optional child element of &lt;abstract&gt;, &lt;chronItem&gt;, &lt;chronItemSet&gt;, &lt;event&gt;, &lt;eventDescription&gt;, &lt;item&gt;, and &lt;p&gt; where it is used to reference any external resources that have been used in compiling the content of that element.</p>	
<b>Availability:</b>	Within <conventionDeclaration>, <localTypeDeclaration>, <rightsDeclaration>: required, not repeatable	
	Within <source>: required, repeatable	
	Within <abstract>, <chronItem>, <chronItemSet>, <event>, <eventDescription>, <item>, <p>: optional, repeatable	
<b>Example:</b>		

## <relation> Relation (Table of Contents)

<b>Summary:</b>	A required child element of <relations> for describing a relationship between the entity described in the EAC-CPF instance and a related entity.	
<b>May contain:</b>	date or dateRange or dateSet (0..1), descriptiveNote (0..1), objectXMLWrap (0..1), place (0..n), relationType (0..n), targetEntity (1..1), targetRole (0..n)	
<b>May occur within:</b>	relations	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
<b>Description and Usage:</b>	<p>&lt;relation&gt; records descriptive information about a relationship between the entity being described and a related entity, such as: a corporate body, person, or family; a function; or an archival, bibliographic, or other resource.</p> <p>Use the required child element &lt;targetEntity&gt; to provide a textual description of the related entity. Use the optional child element &lt;relationType&gt; to specify the type of relation. Use the optional child element &lt;targetRole&gt; to specify the role of the related entity.</p> <p>Use &lt;objectXMLWrap&gt; to embed XML documenting the related entity from any namespace other than EAC-CPF. Use &lt;date&gt;, &lt;dateRange&gt;, or &lt;dateSet&gt; for specifying the time period of the relationship and &lt;place&gt; for relevant location information. &lt;descriptiveNote&gt; may be included for more detailed specifications or explanations of the relationship.</p> <p>The prescribed order of all child elements (both required and optional) is:</p>	

<targetEntity>

One of <date>, <dateRange> or <dateSet>

<place>

<relationType>

<targetRole>

<descriptiveNote>

<objectXMLWrap>

**Availability:**

Required, repeatable

**Example:**

**<relations> Relations** (Table of Contents)

<b>Summary:</b>	An optional child element of <cpfDescription> that groups one or more <relation> elements, which identify external entities and characterize the nature of their relationships to the entity being described.	
<b>May contain:</b>	descriptiveNote (0..1), relation (1..n)	
<b>May occur within:</b>	cpfDescription	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	base	Optional
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
<b>Description and Usage:</b>	A wrapper element that groups together one or more <relation> elements, each of which encodes a specific relationship.	
	The prescribed order of all child elements (both required and optional) is: <div>&lt;relation&gt;</div> <div>&lt;descriptiveNote&gt;</div>	
<b>Availability:</b>	Optional, not repeatable	
<b>Example:</b>		

**<relationType> RelationType** (Table of Contents)

<b>Summary:</b>	A child element of <relation> used to specify the type of relation that the <targetEntity> has to the entity being described.	
<b>May contain:</b>	[text]	
<b>May occur within:</b>	relation	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
	valueURI	Optional
	vocabularySource	Optional
	vocabularySourceURI	Optional
<b>Description and Usage:</b>	Use <relationType> within <relation> to specify the type of relation that the <targetEntity> has to the entity being described.  The <relationType>element contains a textual description of the relation. Examples of relations between the entity being described and a corporate body, person or family include "identity, hierarchical, temporal, family or associative. Relations between the entity being described and a resource could be "creatorOf", "subjectOf" or "other". Relations between the entity being described and a function could be "controls", "owns" or "performs".	
<b>Availability:</b>	Optional, repeatable	
<b>Example:</b>		

## <representation> Representation (Table of Contents)

<b>Summary:</b>	An optional child element of <control> for recording a link to a deliverable version of the EAC-CPF instance.	
<b>May contain:</b>	[text]	
<b>May occur within:</b>	control	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	href	Optional
	id	Optional
	languageOfElement	Optional
	lastDateTimeVerified	Optional
	linkRole	Optional
	linkTitle	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	scriptOfElement	Optional
	target	Optional
<b>Description and Usage:</b>	Use <representation> to record a link to a deliverable version of an EAC-CPF instance, for example an HTML or PDF version.	
<b>Availability:</b>	Optional, repeatable	
<b>Example:</b>		



## <rightsDeclaration> Rights Declaration (Table of Contents)

<b>Summary:</b>	An optional child element of <control> that indicates a standard rights statement associated with the EAC-CPF instance.	
<b>May contain:</b>	descriptiveNote (0..1), reference (1..1), shortCode (0..1)	
<b>May occur within:</b>	control	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	id	Optional
	languageOfElement	Optional
	scriptOfElement	Optional
	target	Optional
	valueURI	Optional
	vocabularySource	Optional
	vocabularySourceURI	Optional
<b>Description and Usage:</b>	<p>Use &lt;rightsDeclaration&gt; to provide structured information about the usage rights of the EAC-CPF instance.</p> <p>&lt;rightsDeclaration&gt; should only be used to reference shared published licenses, such as Creative Commons, RightsStatements.org, and published locally-defined licenses.</p> <p>&lt;shortCode&gt; may be used to provide the abbreviated name for the rights statement. The value of &lt;shortCode&gt; should align with the rights statements referenced by &lt;reference&gt; and &lt;descriptiveNote&gt;.</p> <p>&lt;reference&gt; must be used to provide a machine-readable reference to a license statement (for example, a dereferenceable URI).</p> <p>&lt;descriptiveNote&gt; may be used to provide a human-readable description of the license statement.</p> <p>The prescribed order of all child elements (both required and optional) is:</p> <div style="text-align: center;"> <p>&lt;reference&gt;</p> <p>&lt;shortCode&gt;</p> <p>&lt;descriptiveNote&gt;</p> </div>	
<b>Availability:</b>	Optional, repeatable	
<b>Example:</b>		

**<setComponent> Set Component** (Table of Contents)

<b>Summary:</b>	A required child element of <alternativeSet> that contains the EAC-CPF encoding for one entire authority record, thereby permitting the bundling of authority records from multiple authority systems within <cpfDescription>.	
<b>May contain:</b>	componentEntry (0..n), descriptiveNote (0..1), objectXMLWrap (0..1)	
<b>May occur within:</b>	alternativeSet	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	href	Optional
	id	Optional
	languageOfElement	Optional
	lastDateTimeVerified	Optional
	linkRole	Optional
	linkTitle	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
<b>Description and Usage:</b>	<p>&lt;setComponent&gt; provides a wrapper to contain an entire authority record, so that multiple records for the same identity from separate authority systems, or in different languages, may be combined together within a single EAC-CPF instance.</p> <p>The &lt;componentEntry&gt; child element encodes the link to the authority record in the external system. An optional &lt;descriptiveNote&gt; may be used for a textual note providing further information about the record referenced in &lt;setComponent&gt;.</p>	
<b>Availability:</b>	Required, repeatable	
<b>Example:</b>		

**<shortCode> Short Code** (Table of Contents)

<b>Summary:</b>	An optional element for encoding the shortened form of a word or phrase.	
<b>May contain:</b>	[text]	
<b>May occur within:</b>	conventionDeclaration, localTypeDeclaration, rightsDeclaration	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	id	Optional
	languageOfElement	Optional
	scriptOfElement	Optional
	target	Optional
<b>Description and Usage:</b>	<p>Used to record the shortened form of a word or phrase, for example, an acronym.</p> <p>Use &lt;shortCode&gt; within &lt;conventionDeclaration&gt; or &lt;localTypeDeclaration&gt; to identify the code for a thesaurus, controlled vocabulary, or another standard used in creating the EAC-CPF description. Use within &lt;rightsDeclaration&gt; to provide an abbreviated name for the rights statement.</p> <p>To improve interoperability, it is recommended that the value be selected from an authorized list of codes such as the MARC Code List (<a href="http://www.loc.gov/marc/sourcelist/">http://www.loc.gov/marc/sourcelist/</a>).</p>	
<b>Availability:</b>	Optional, not repeatable	
<b>Example:</b>		

## <source> Source (Table of Contents)

<b>Summary:</b>	A required child element of <sources> used to identify a particular source of evidence used for the establishment of the description of the CPF entity in the EAC-CPF instance.	
<b>May contain:</b>	citedRange (0..n), descriptiveNote (0..1), objectXMLWrap (0..1), reference (1..n)	
<b>May occur within:</b>	sources	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	id	Optional
	href	Optional
	languageOfElement	Optional
	lastDateTimeVerified	Optional
	linkRole	Optional
	linkTitle	Optional
	scriptOfElement	Optional
	target	Optional
	valueURI	Optional
	vocabularySource	Optional
	vocabularySourceURI	Optional
<b>Description and Usage:</b>	<p>Use &lt;source&gt; to cite a published resource used in describing the CPF entity. Though not required, a reference for the source should be included as a textual description in the child &lt;reference&gt;.</p> <p>Use the optional &lt;descriptiveNote&gt; for any additional notes about the source. Use the optional &lt;objectXMLWrap&gt; to embed XML documenting the source from any namespace other than EAC-CPF.</p> <p>The prescribed order of all child elements (both required and optional) is:</p> <p style="text-align: center;">&lt;reference&gt;</p> <p style="text-align: center;">&lt;citedRange&gt;</p> <p style="text-align: center;">&lt;descriptiveNote&gt;</p> <p style="text-align: center;">&lt;objectXMLWrap&gt;</p>	
<b>Availability:</b>	Required, repeatable	
<b>Example:</b>		

**<sources> Sources** (Table of Contents)

<b>Summary:</b>	An optional child element of <control> that groups one or more <source>s of evidence used in description of the CPF entity in the EAC-CPF instance.	
<b>May contain:</b>	descriptiveNote (0..1), source (1..n)	
<b>May occur within:</b>	control	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	base	Optional
	id	Optional
	languageOfElement	Optional
	scriptOfElement	Optional
	target	Optional
<b>Description and Usage:</b>	Use <sources> to bind together one or more <source> elements.	
	The prescribed order of all child elements (both required and optional) is:	
	<source>	
	<descriptiveNote>	
<b>Availability:</b>	Optional, not repeatable	
<b>Example:</b>		

**<span> span** (Table of Contents)

<b>Summary:</b>	Specifies the beginning and the end of a span of text.	
<b>May contain:</b>	[text]	
<b>May occur within:</b>	abstract, event, eventDescription, head, item, reference, p	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	style	Optional
<b>Description and Usage:</b>	target	Optional
	<span> is an optional formatting element for distinguishing words or phrases that are intentionally stressed or emphasized for linguistic effect or identifying some qualities of the words or phrases.	
<b>Availability:</b>	Optional, repeatable	
<b>Example:</b>		

## <structureOrGenealogy> Structure or Genealogy (Table of Contents)

**Summary:** An optional child element of <description> used to describe internal administrative structure(s) of a corporate body or the genealogy of a family.

**May contain:** head (0..1), list (0..n), p (0..n)

**May occur within:** description

<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional

**Description and Usage:** <structureOrGenealogy> encodes information expressing the internal administrative structure(s) of a corporate body and the dates of any changes to that structure that are significant to understanding the way that corporate body conducted affairs (such as dated organization charts), or the genealogy of a family (such as a family tree) in a way that demonstrates the interrelationships of its members with relevant dates.

The optional <list> element may be used to accommodate greater complexity in expressing or representing the structure(s) or genealogy being described. <head> may be used to encode a title or caption. A simpler discursive expression of the structure(s) or genealogy may be encoded as one or more <p> elements.

The prescribed order of all child elements (both required and optional) is:

<head>

<list>

<p>

**Availability:** Optional, repeatable

**Example:**



**<targetEntity> Target Entity** (Table of Contents)

<b>Summary:</b>	A required child element of <relation> used to identify the entity that is being targeted by the relation.	
<b>May contain:</b>	part (1..n)	
<b>May occur within:</b>	relation	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
	targetType	Required (values limited to: agent, corporateBody, person, family, resource, function)
	valueURI	Optional
	vocabularySource	Optional
	vocabularySourceURI	Optional
<b>Description and Usage:</b>	<targetEntity> is used within <relation> to identify an entity that is related to the subject of the EAC-CPF instance.  <targetEntity> must include at least one <part> element, encoding the name or term for the related entity.	
<b>Availability:</b>	Required, not repeatable	
<b>Example:</b>		

## <targetRole> Target Role (Table of Contents)

<b>Summary:</b>	An optional child element of <relation> used to specify the role of a related entity.	
<b>May contain:</b>	[text]	
<b>May occur within:</b>	relation	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
	valueURI	Optional
	vocabularySource	Optional
	vocabularySourceURI	Optional
<b>Description and Usage:</b>	<targetRole> is used with <relation> to specify the role of a related entity.	
	The <targetRole> element contains a textual description of the relation.	
<b>Availability:</b>	Optional, repeatable	
<b>Example:</b>		

**<term> Term** (Table of Contents)

**Summary:** An element used to specify a descriptive term in accordance with local rules.

**May contain:** [text]

**May occur within:** function, legalStatus, localControl, localDescription, mandate, occupation, otherEntityType

<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional

**Description and Usage:** <term> is a required child element of <function>, <legalStatus>, <localControl>, <localDescription>, <mandate>, <occupation> and <otherEntityType>, used to specify a descriptive term in accordance with local rules.

<term> can be repeated within its parent element to include translations of the same term. Use the @languageOfElement attribute to identify the language used in each <term> grouped within a single parent element.

**Availability:** Required, repeatable

**Example:**

**<toDate> To Date** (Table of Contents)

<b>Summary:</b>	A child element of <dateRange> that records the end point in a range of dates.	
<b>May contain:</b>	[text]	
<b>May occur within:</b>	dateRange	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	calendar	Optional
	certainty	Optional
	conventionDeclarationReference	Optional
	era	Optional
	id	Optional
	languageOfElement	Optional
	localType	Optional
	localTypeDeclarationReference	Optional
	maintenanceEventReference	Optional
	notAfter	Optional
	notBefore	Optional
	scriptOfElement	Optional
	standardDate	Optional
	status	Optional (values limited to: ongoing, unknown)
	sourceReference	Optional
	target	Optional
<b>Description and Usage:</b>	Use <toDate> to record the end date in a range of dates, whether they be known or approximate. The content of the element is intended to be a human-readable, natural language expression of the date. If, however, indexing or other machine process of dates is desired, the @standardDate should be used to record the date in machine-processable form as well. <toDate> may be omitted from <dateRange>, or the @status attribute used, if the date span is ongoing or the <toDate> is unknown.	
<b>Availability:</b>	Optional, not repeatable	
<b>Example:</b>		

**<useDates> Date of Use** (Table of Contents)

<b>Summary:</b>	An optional child element of <nameEntry> and <nameEntrySet> that provides the dates when the name or names were used for or by the CPF entity being described.	
<b>May contain:</b>	date or dateRange or dateSet (1..1)	
<b>May occur within:</b>	nameEntry, nameEntrySet	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	conventionDeclarationReference	Optional
	id	Optional
	languageOfElement	Optional
	maintenanceEventReference	Optional
	scriptOfElement	Optional
	sourceReference	Optional
	target	Optional
<b>Description and Usage:</b>	Within <nameEntry>, <useDates> provides the dates during which the name was used for or by the CPF entity. For parallel names (e.g., official forms of the name in different languages and/or scripts), <useDates> may occur in <nameEntrySet> rather than in the individual <nameEntry> elements contained in <nameEntrySet>.	
<b>Availability:</b>	Optional, repeatable	
<b>Example:</b>		

## <writingSystem> Writing System (Table of Contents)

<b>Summary:</b>	An optional child element of <languageUsed> that identifies the writing script for a language in which the CPF entity being described was creative or productive.	
<b>May contain:</b>	[text]	
<b>May occur within:</b>	languageUsed	
<b>Attributes:</b>	audience	Optional (values limited to: external, internal)
	id	Optional
	languageOfElement	Optional
	scriptCode	Optional
	scriptOfElement	Optional
	target	Optional
<b>Description and Usage:</b>	An optional element within <languageUsed> that gives the main script used by the CPF entity being described in his/her creative or productive work.	
<b>Availability:</b>	Optional, repeatable	
<b>Example:</b>		

# Attributes

## **@addressLineType Address Line Type** (Table of Contents)

<b>Summary:</b>	Used to specify the type of address line encoded in <addressLine>.
<b>Description and Usage:</b>	Use one of the set values to specify the type of address line encoded in <addressLine>. Use the attribute @localType in order to encode a local type of an address line.
<b>Values:</b>	city, county, country, district, municipality, postBox, postalCode, region, street
<b>Example:</b>	



## @agentType Agent Type (Table of Contents)

<b>Summary:</b>	A required attribute of <agent> that indicates the type of agent responsible for the creation, modification, or deletion of an EAC-CPF instance
<b>Description and Usage:</b>	The attributes value must be set to "human," "machine," or "unknown," and should correspond to the information recorded in . For example, if the is Jane Marshall, the value of @agentType should be set to "human." If the is a database, style sheet, or other system, the value of @agentType should be set to "machine." The value of @agentType may also be set to "unknown" if the agent and/or type of agent cannot be determined.
<b>Values:</b>	human, machine, unknown
<b>Example:</b>	

## **@audience Audience** (Table of Contents)

**Summary:** An attribute that helps control whether the information contained in the element should be available to all viewers or only to repository staff. Available as global attribute for all elements. The attribute can be set to "external" in <cpfDescription> to allow access to all the information about the entity being described, but specific elements within <cpfDescription> can be set to "internal" to reserve that information for repository access only. This feature is intended to assist application software in restricting access to particular information by explicitly identifying data that is potentially sensitive or may otherwise have a limited audience. Special software capability may be needed, however, to prevent the display or export of an element marked "internal" when a whole finding aid is displayed in a networked environment.

**Values:** external, internal

**Example:**

## @base Base (Table of Contents)

**Summary:** Used to specify a base URI that is different than the base URI of the EAC-CPF instance. This allows any relative URIs provided on attributes of a specific element or its descendants to be resolved using the URI provided in that element's base. Available on <alternativeSet>, <control>, <cpfDescription>, <description>, <eac>, <identity>, <multipleIdentities>, <relations>, and <sources>.

**Data Type:** anyURI

**Example:**

## **@calendar Calendar** (Table of Contents)

<b>Summary:</b>	System of reckoning time, such as Gregorian calendar or Julian calendar. Suggested values include, but are not limited to, "gregorian" and "julian". Available in <date>, <fromDate> and <toDate>.
<b>Values:</b>	NMTOKEN
<b>Example:</b>	

## @certainty **Certainty** (Table of Contents)

<b>Summary:</b>	The level of confidence for the information given in <date>, <fromDate>, or <toDate>, e.g., approximate or circa.
<b>Data Type:</b>	NMTOKEN
<b>Example:</b>	

## **@contactLineType Contact Line Type** (Table of Contents)

<b>Summary:</b>	Used to specify the type of contact line encoded in <contactLine>.
<b>Description and Usage:</b>	Use one of the set values to specify the type of contact line encoded in <contactLine>. Use the attribute @localType in order to encode a local type of a contact line.
<b>Values:</b>	email, fax, homepage, mobileNumber, phoneNumber
<b>Example:</b>	

## **@conventionDeclarationReference Convention Declaration Reference** (Table of Contents)

<b>Summary:</b>	Use @conventionDeclarationReference to provide a direct link to a <conventionDeclaration> element within control/conventionDeclaration from any non-empty elements in the EAC-CPF instance. The attribute can be used to link to a convention or rule that prescribes a method for converting one script into another script (transliteration). It also can be used to link to a national, international or other rule that governs the construction of an EAC-CPF name.
<b>Data Type:</b>	IDREFS
<b>Example:</b>	

## **@coordinateSystem** **Coordinate System** (Table of Contents)

**Summary:** A code for a system used to express geographic coordinates, for example WGS84, (World Geodetic System), OSGB36 (Ordnance Survey Great Britain), or ED50 (European Datum). Required in <geographicCoordinates>.

**Data Type:** token

**Example:**



## **@countryCode Country Code** (Table of Contents)

**Summary:** Content of the attribute should be a code taken from ISO 3166-1 Codes for the Representation of Names of Countries and their Subdivisions, column A2, or another controlled list, as specified in the @countryEncoding attribute in <control>. Available in <maintenanceAgency>, <placeName> and <address>.

**Data Type:** NMTOKEN

**Example:**

## **@countryEncoding Country Encoding** (Table of Contents)

**Summary:** The authoritative source or rules for values supplied in @countryCode in <maintenanceAgency> and <placeName>. If the value "otherCountryEncoding" is selected an alternate code list should be specified in <conventionDeclaration>. Available only in <control>.

**Values:** iso3166-1, otherCountryEncoding

**Example:**

## **@dateEncoding Date Encoding** (Table of Contents)

**Summary:** The authoritative source or rules for values provided in @standardDate in <date>, <fromDate> and <toDate>. If the value "otherDateEncoding" is selected an alternate code list should be specified in <conventionDeclaration>.

**Values:** iso8601, otherDateEncoding

**Example:**

**@era Era** (Table of Contents)

<b>Summary:</b>	Period during which years are numbered and dated reckoned, such as CE (Common Era) or BCE (Before Common Era). Suggested values include "ce" and "bce". Available in <date>, <fromDate> and <toDate>.
<b>Values:</b>	NMTOKEN
<b>Example:</b>	

## **@href hypertext Reference** (Table of Contents)

**Summary:** The address for a remote resource. @href takes the form of a Uniform Resource Identifier (URI).

**Data Type:** anyURI

**Example:**

## **@id ID** (Table of Contents)

<b>Summary:</b>	An identifier that must be unique within the current document and is used to name the element so that it can be referred to, or referenced from, somewhere else. This facilitates building links between the element and other resources.
<b>Data Type:</b>	anyURI
<b>Example:</b>	

## @identityType Identity Type (Table of Contents)

<b>Summary:</b>	Indicates whether the identity is given or acquired. May be useful for processing when multiple identities are described in the same instance.
<b>Description and Usage:</b>	The @identityType may occur on <identity>. Though optional, it is recommended that it be used when multiple identities are described in the same EAC-CPF instance using <multipleIdentities>. It will enable processors to distinguish between the description of a person and one or more personae.
<b>Values:</b>	given, acquired
<b>Example:</b>	

## **@languageCode Language Code** (Table of Contents)

**Summary:** The code for the language used in the EAC-CPF instance or in the creative work of the CPF entity being described. Content of the attribute should be a code taken from ISO 639-1, ISO 639-2b, ISO 639-3, or another controlled list, as specified in the @languageEncoding attribute in <control>. Mandatory in <languageDeclaration> and optional available in <language>.

**Data Type:** NMTOKEN

**Example:**



## **@languageEncoding Language Encoding** (Table of Contents)

**Summary:** Specifies which standard list of codes is used to identify the language of the EAC-CPF instance and languages represented in the materials. The codes themselves are specified in @languageCode in <language> and <languageOfElement> in all non-empty elements. Available in <control>. If the value "otherLangEncoding" is selected an alternate code list should be specified in <conventionDeclaration>.

**Values:** iso639-1, iso639-2b, iso639-3, otherLangEncoding

**Example:**

**@languageOfElement Language of Element** (Table of Contents)

<b>Summary:</b>	Indicates the language of the content of an element. Content of the attribute should be a code taken from ISO 639-1, ISO 639-2b, ISO 639-3, or another controlled list, as specified in the @languageEncoding attribute in <control>. May be used consistently in a multi-lingual entity description to specify which elements are written in which language. Available on all non-empty elements.
<b>Data Type:</b>	NMTOKEN
<b>Example:</b>	

## @lastDateTimeVerified Last Date and Time Verified

(Table of Contents)

<b>Summary:</b>	Last date or last date and time the linked resource was verified. Verification may include link resolution as well as verification of the version of the linked object. Available in <contactLine>, <reference>, <representation> and <source>.
<b>Data Type:</b>	Constrained to the following patterns: YYYY-MM-DD, YYYY-MM, YYYY, or YYYY-MM-DDThh:mm:ss [with optional timezone offset from UTC in the form of [+ -] [hh:mm], or "Z" to indicate the dateTime is UTC. No timezone implies the dateTime is UTC.]
<b>Example:</b>	

## **@linkRole Link Role** (Table of Contents)

<b>Summary:</b>	A URI that characterizes the nature of the remote resource to which a linking element refers.
<b>Data Type:</b>	anyURI
<b>Example:</b>	

## **@linkTitle Link Title** (Table of Contents)

**Summary:** Information that serves as a viewable caption which explains to users the part that a resource plays in a link. May be useful for meeting accessibility requirements when rendering finding aids in a web browser. Available in <contactLine>, <reference>, <representation>, and <source>.

**Data Type:** token

**Example:**

**@listType   List Type** (Table of Contents)

<b>Summary:</b>	Specifies the type of list: an ordered list is a numbered or lettered list; an unordered list is one in which sequence is not critical (e.g., a bulleted list). Available only on <list>.
<b>Values:</b>	ordered, unordered
<b>Example:</b>	

## @localType Local Type (Table of Contents)

<b>Summary:</b>	This optional attribute provides a means to narrow the semantics of an element, or provide semantics for elements that are primarily structural or semantically weak.
<b>Description and Usage:</b>	The value of @localType may be from a local or generally used external vocabulary. While the value of @localType may be any string, to facilitate exchange of data, it is recommended that the value be either the URI or the preferred label for a term defined in a formal vocabulary (e.g., SKOS), which is identified by an absolute URI, and is resolvable to a web resource that describes the semantic scope and use of the value. Local conventions or controlled vocabularies used in @localType may be declared in <localTypeDeclaration> within <control>. @localTypeDeclarationReference should always be used alongside @localType to provide a direct link to the <localTypeDeclarationReference>.
<b>Data Type:</b>	token
<b>Example:</b>	

# @localTypeDeclarationReference Local Type Declaration Reference (Table of Contents)

Summary:	Use @localTypeDeclarationReference to provide a direct link to a <localTypeDeclaration> element within <control> from another element using @localType within the EAC-CPF instance. @localTypeDeclarationReference should always be used when @localType is used, in order to link to the local type definition.
Data Type:	IDREFS
Example:	



## **@maintenanceEventReference Maintenance Event Reference** (Table of Contents)

**Summary:** Use @maintenanceEventReference to provide a direct link to a <maintenanceEvent> element within control/maintenanceHistory from any non-empty element in the EAC-CPF instance. Thus any detailed information about the described entity can be referenced with a maintenance event.

**Data Type:** IDREFS

**Example:**

# @maintenanceEventType Maintenance Event Type

(Table of Contents)

**Summary:** A required attribute of <maintenanceEvent> that provides a controlled list of values for recording the type of maintenance activity.

**Description and Usage:**

- cancelled: marks an instance as not current (obsolete or rejected), but retained for reference
- created: the initial creation of the EAC-CPF instance
- deleted: indication that the instance has been deleted from the system
- derived: indicates that the instance was derived from another descriptive system
- revised: any type of general modification to the EAC-CPF instance
- unknown: when the type of event is not known
- updated: when an instance has been brought up to date with significant changes to the materials being described or to the version of EAC-CPF used

**Values:** cancelled, created, deleted, derived, revised, unknown, updated

**Example:**

## @maintenanceStatus Maintenance Status (Table of Contents)

<b>Summary:</b>	The current drafting status of the EAC-CPF instance.
<b>Description and Usage:</b>	<p>The maintenance status must occur on &lt;control&gt;. As an EAC-CPF instance is modified or other events happen to it (as recorded in the &lt;maintenanceHistory&gt; element), the maintenance status should also be updated to reflect the current drafting status.</p> <p>On first creation the status would be "new", which on revision can be changed to "revised". Because it is important to be clear about what has happened to records particularly when sharing and making links between them, a number of status values are available for records that are no longer current. A record that is simply deleted from a system can be given the status "deleted", but in cases where a record is marked as not current (obsolete or rejected) but kept for reference then it should be given the status "cancelled". If a record is deleted because it has become superseded by two or more records then its status should be given as "deletedSplit", while if it has simply been replaced by a new record then "deletedReplaced" is the appropriate status value. If a record is deleted because it has been merged with another record, its status should be given as "deletedMerged". A "derived" status value is available to indicate that the record was derived from another descriptive system.</p>
<b>Values:</b>	cancelled, deleted, deletedMerged, deletedReplaced, deletedSplit, derived, new, revised
<b>Example:</b>	

**@notAfter Not After** (Table of Contents)

<b>Summary:</b>	A standard numerical form of an approximate date for which a latest possible date is known. Available in <date>, <fromDate>, and <toDate>. It is recommended that @notAfter values follow ISO 8601 or another standard date format as specified in @dateEncoding.
<b>Data Type:</b>	token
<b>Example:</b>	

## **@notBefore Not Before** (Table of Contents)

**Summary:** A standard numerical form of an approximate date for which an earliest possible date is known. Available in <date>, <fromDate>, and <toDate>. It is recommended that @notBefore values follow ISO 8601 or another standard date format as specified in @dateEncoding.

**Data Type:** token

**Example:**

**@preferredForm Preferred Form** (Table of Contents)

<b>Summary:</b>	Attribute that specifies whether or not a <nameEntry> provides the preferred form of the name of the EAC-CPF entity.
<b>Values:</b>	false, true
<b>Example:</b>	

## **@publicationStatus Publication Status** (Table of Contents)

**Summary:** The current publication status of the EAC-CPF instance.

**Values:** approved, inProcess, published

**Example:**

## **@repositoryEncoding Repository Encoding** (Table of Contents)

**Summary:** The authoritative source or rules for values supplied in <agencyCode>. If the value "otherRepositoryEncoding" is selected an alternate code list should be specified in <conventionDeclaration>. Available only in <control>.

**Values:** iso15511, otherRepositoryEncoding

**Example:**



## **@scriptCode Script Code** (Table of Contents)

**Summary:** The code for the writing script for a language used in the EAC-CPF instance or in which the CPF entity being described was creative or productive. Content of the attribute should be a code taken from ISO 639-1, ISO 639-2b, ISO 639-3, or another controlled list, as specified in the @scriptEncoding attribute in <control>. Available in <languageDeclaration> and <writingSystem>.

**Data Type:** NMTOKEN

**Example:**

## **@scriptEncoding Script Encoding** (Table of Contents)

**Summary:** The authoritative source or rules for values supplied in @scriptOfElement and @scriptCode. If the value "otherScriptEncoding" is selected, an alternate code list should be specified in <conventionDeclaration>. Available only in <control>

**Values:** iso15924, otherScriptEncoding

**Example:**

## **@scriptOfElement Script of Element** (Table of Contents)

**Summary:** Indicates the writing script of the content of an element (e.g., Cyrillic, Katakana). Content should be taken from ISO 15924 Codes for the Representation of Names of Scripts, or another controlled list, as specified in the @scriptEncoding attribute in <control>. May be used consistently in a multi-lingual finding aid to specify which elements are written in which script. Available on all non-empty elements.

**Data Type:** NMTOKEN

**Example:**

**@sourceReference Source Reference** (Table of Contents)

<b>Summary:</b>	Use @sourceReference to provide a direct link to a <source> element within control/sources from an element within the EAC-CPF instance that uses the source. Thus any detailed information about the described entity can be referenced with a source.
<b>Data Type:</b>	IDREFS
<b>Example:</b>	

## **@standardDate Standard Date** (Table of Contents)

**Summary:** The standardized form of date expressed in <date>, <fromDate>, and <toDate>. It is recommended that @standardDate values follow ISO 8601, for example, 2011-07-22, 1963, or 1912-11, or another standard date format as specified in @dateEncoding.

**Data Type:** token

**Example:**

**@standardDateTime Standard Date and Time** (Table of Contents)

<b>Summary:</b>	An ISO 8601-compliant form of the date or date and time of a specific maintenance event expressed in <eventDateTime>. For example, 2009-12-31, 2009, 2009-12, 2009-12-31T23:59:59. Available only in <eventDateTime>.
<b>Data Type:</b>	Constrained to the following patterns: YYYY-MM-DD, YYYY-MM, YYYY, or YYYY-MM-DDThh:mm:ss [with optional timezone offset from UTC in the form of [+ -] [hh:mm], or "Z" to indicate the dateTime is UTC. No timezone implies the dateTime is UTC.]
<b>Example:</b>	

## **@status Status** (Table of Contents)

**Summary:** Attribute that provides controlled terminology detailing the status of elements. Available in <agencyCode>, <fromDate>, <nameEntry>, <otherAgencyCode> and <toDate>. The terms available for @status are defined in closed lists that vary by element.

**Values:** Values in <fromDate>: unknown  
Values in <agencyCode>, <nameEntry>, <otherAgencyCode>: alternative, authorized  
Values in <toDate>: unknown, ongoing

**Example:**

## @style Style (Table of Contents)

<b>Summary:</b>	Used to specify a rendering style for a string. It is recommended that the value conforms to W3C CSS.
<b>Description and Usage:</b>	The @style attribute may occur on <span> and <list>. In a limited number of contexts that accommodate discursive description, <span> with @style may be used to identify an arbitrary string that is intended to be rendered in a specific style. @style may be used within <list> to specify the style of a list. It is highly recommended that the value of @style be expressed as a W3C CSS style to facilitate interoperability.
<b>Data Type:</b>	token
<b>Example:</b>	



## **@target Target** (Table of Contents)

<b>Summary:</b>	A pointer to the ID of another element. Used to create internal links within an XML instance. Available in all elements except <eac>.
<b>Data Type:</b>	IDREFS
<b>Example:</b>	

**@targetType Target Type** (Table of Contents)

<b>Summary:</b>	Required attribute within <targetEntity> which identifies the type of entity that is related to the CPF entity being described. Use the value "agent" only for migration from EAC-CPF 2010 to EAC 2.x
<b>Values:</b>	agent, corporateBody, family, function, person, resource
<b>Example:</b>	

## @unit Unit (Table of Contents)

<b>Summary:</b>	Use @unit to document the format or unit that is specified in <citedRange>, for example page number ("pagenumber") or volume number ("volumenumber").
<b>Data Type:</b>	token
<b>Example:</b>	

**@value Value** (Table of Contents)

<b>Summary:</b>	Required attribute within the <entityType> element that defines the type of entity described in the EAC-CPF instance.
<b>Values:</b>	corporateBody, family, person
<b>Example:</b>	

## **@vocabularySource Vocabulary Source** (Table of Contents)

**Summary:** An optional attribute for identifying a vocabulary that is the source of the element's value.

**Data Type:** token

**Example:**

**@vocabularySourceURI Vocabulary Source URI** (Table of Contents)

<b>Summary:</b>	An optional attribute for including a URI identifying the vocabulary source for the element's value.
<b>Data Type:</b>	anyURI
<b>Example:</b>	

## **@valueURI Value URI** (Table of Contents)

**Summary:** An optional attribute for including a URI identifying the resource to be used as the element's value.

**Data Type:** anyURI

**Example:**

# **Appendix :**

## **Title**

Contents of the appendix; this can also include lists