

Encoded Archival Context—Corporate Bodies, Persons, and Families (EAC-CPF) Tag  
Library

Edition 2012

Prepared and maintained by the

Technical Subcommittee for Encoded Archival Context of the Society of American  
Archivists and the Staatsbibliothek zu Berlin

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## Dedication [\[toc\]](#)

The Encoded Archival Context Working **Group** dedicates the 2010 EAC-CPF Schema and Tag Library to the memory of Per-Gunnar Ottosson. P-G, as he was known to his many friends around the world, played a key role in the development of many international archival standards. He played a critical role in the early development of EAC, but illness and his death in 2008 prevented him from seeing the EAC-CPF work completed. He will be remembered for his keen intelligence, collaborative skills, and wonderful wit. Above all, he will be fondly remembered as a friend.

## Release and Revision Notes [\[toc\]](#)

**While this is the final release of the Tag Library for EAC-CPF 2010, the** EAC-CPF Tag Library should be considered 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 Context (TS-EAC)** 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 Tag Library Editor and co-Chair** of the **TS-EAC**, Katherine M. Wisser ([wisser \[at\] simmons.edu](mailto:wisser[at]simmons.edu)).

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.

A PDF version of the Tag Library will also be **released**.

## Background [\[toc\]](#)

EAC began with a 1998 effort by Richard Szary, Wendy Duff, and Daniel Pitti to envision a standard for encoding and exchanging authoritative information about the context of archival materials. This standard would provide a communication standard for the exchange of authority records based on **the** *International Standard for Archival Authority Records—Corporate Bodies, Persons, Families* (ISAAR(CPF)) and would parallel the standard for encoding archival record finding aids that was found in Encoded Archival Description (EAD). As EAD enabled the practical expression of **the** *General International Standard Archival Description* (ISAD(G)), the new standard would enable the expression of ISAAR(CPF). A parallel standard would preserve and strengthen the essential duality that characterizes archival description when it is presented in archival finding aids.

A separate standard would pave the way to eliminating some practical problems found in the use of EAD, which had been developed as a comprehensive solution for encoding standalone finding aids—the dominant presentation model—which held all forms of descriptive data about archival records. Since materials by or about a single entity might be found in many fonds or many repositories, there is much redundant effort in recording information about the same entity. In addition, these duplicative efforts can result in great inconsistency, which bedevils both users, in finding and interpreting materials, and archivists, in creating accurate and complete references to such entities.

Yale University hosted an international meeting in 1998. The meeting was organized by Richard Szary and funded by the Digital Library Federation. The goals of the meeting were to plan the funding and development of an encoding standard based on ISAAR(CPF).

In 2001, with financial assistance from the Gladys Krieble Delmas Foundation, a second international working group met in Toronto. This meeting produced the Toronto Tenets, the principles that gave shape to the proposed standard. The group also established goals for the standard, mapped out the broader parameters of the Document Type Definition (DTD), and established a working group to create a fully formed syntax. The DTD achieved its Beta distribution in 2004, beginning a long testing phase as it was applied in several European and U.S. projects. Informed by the results that emerged from this testbed, the Society of American Archivists' Encoded Archival Context Working Group was formed in 2007 to carry this work forward to the creation of a standard version and expression in a schema and Tag Library. With the support of the Gladys Krieble Delmas Foundation, the IBC (*Istituto per I beni artistici culturali e naturali*) of the *Regione Emilia-Romagna*, the *Archivio di Stato di Bologna*, OCLC Research, and the National Library of Australia, the EAC Working Group met for three days in Bologna, Italy in May 2008 to lay the foundation of the existing EAC-CPF standard. On-going work via electronic mail and conference calls continued the work started in Bologna. A review period of the final draft was offered between August and November 2009, and the completed schema was released in March 2010. The Working Group is indebted to archivists, librarians and other information professionals throughout the international community for their input, review, and testing of the schema during its development phase. In 2011, the Working Group was disbanded and SAA Council approved a charge to form the Technical Subcommittee for Encoded Archival Context (TS-EAC). The Tag Library and, in collaboration with the Schema Development Team (SDT), the EAC-CPF schema are currently maintained by the Technical Subcommittee.

Archival description includes information about the content, intellectual and physical attributes of the archival material, as well as information about the context of their creation and use. The contextual information of the creation and use of material is often complex and multi-layered and may involve individuals, families, organizations, societies, functions, activities, business processes, geographic places, events, and other entities. Primary among these entities are the corporate bodies, persons and families (CPF entities) responsible for the creation or use of material, usually organizations or persons. With information about these CPF entities, users can understand and interpret the records

more fully since they will know the context within which the **CPF entities** operated and created and/or used the material. **Information** about these **CPF entities** can be used either as a component within descriptive approaches that fully integrate contextual information into descriptive products, as archives have traditionally done, or as an independent system that is linked to other descriptive systems and products that focus on content.

Encoded Archival Context – Corporate Bodies, Persons, and Families (EAC-CPF) primarily addresses the description of individuals, families and corporate bodies that create, preserve, use, and are responsible for and/or associated with records in a variety of ways. Over time, other types of contextual entities may evolve under the larger EAC umbrella, but currently its primary purpose is to standardize the encoding of descriptions about **CPF entities** to enable the sharing, discovery and display of this information in an electronic environment. It supports the linking of information about one **CPF entities** to other **CPF entities** to show/discover the relationships amongst record-creating entities and the linking to descriptions of records and other contextual entities.

EAC-CPF is a communication structure for archival contextual information for individuals, corporate bodies and families **and thereby** supports the exchange of ISAAR(CPF) compliant authority records. ISAAR(CPF) "determines the types of information that could be included in an archival authority record and provides guidance on how such records may be deployed in an archival descriptive system." ISAAR(CPF) also notes that "[s]uccessful automated exchange of archival authority information over computer networks is dependent upon the adoption of a suitable communication format by the repositories involved in the exchange. Encoded Archival Context (EAC) is one such communication format which supports the exchange of ISAAR(CPF) compliant archival authority data over the World Wide Web" (ISAAR(CPF), **2004, p. 12**). EAC-CPF provides a mechanism for enabling the full expression of ISAAR(CPF), however it may also contain some additional elements or technical content not contained within ISAAR(CPF).

Based upon the Toronto Tenets, established in 2001, the following have informed the development of the schema:

### **Definitions and Uses**

1. Archival context information consists of information describing the circumstances under which archival materials have been created, maintained and used. This context includes, but is not limited to, the identification and characteristics of **corporate bodies**, persons, and families (**CPF entities**) who have been the creators, users, or subjects of records, as well as the relationships amongst them.

2. Context information about **CPF entities** is not data that describes other information resources, but rather data that describes entities that are part of the environment in which those information resources (e.g., records) have existed.

3.The recording of context information about **CPF entities** in archival information systems directly supports a more complete description and understanding of records, as well as **a provenance-based** approach to retrieval of these records across time and domains.

4.Context information about **CPF entities** can also have value as an independent information resource, separate from its use in supporting the description, retrieval, and interpretation of records.

5.This model is also intended to support the exchange and sharing of context information about **CPF entities**, especially in those instances where repositories have holdings or interests that have context information in common.

### **Structure and Content**

6.Each instance of context information about **CPF entities** describes a single **corporate body, person or family**.

7.The model provides a framework within which the full range and depth of context information about agents can be recorded **but** suggests a minimum set of elements for describing an **entity**. **The model** defers recommendations for the appropriate use of other elements to **guidelines** developed for specific implementations.

8.The model defines a **set** of elements used to describe **CPF entities** and the structure of **relationships between** those elements. **This** structure supports the discovery, navigation and presentation of context information about **CPF entities** and the linking of that information to descriptions of **resources** or to other contextual entities, **such as** those encoded according to EAD, MARC, and similar standards.

9.The model supports the linking of descriptions of contextual entities to digital or other surrogate representations of those entities.

### **Technical Issues**

10.The model is expressed as an XML language to encourage platform independence and portability of information. The model may also be implemented using other approaches.

### **EAC-CPF Concepts** [\[toc\]](#)

**CPF Entities** are complex. For example, one **CPF entity can represent** multiple identities, or a single identity can be associated with several different **CPF entities**. This fact necessitates the structure of **a** standard to account for the various ways in which **CPF entities** can be expressed. In order to accommodate the variety of **CPF entities**, EAC-CPF has adopted the following definitions:

**SINGLE IDENTITY:** one person (or corporate body or family) with a single identity represented in one EAC-CPF instance. This is the most common identity type.

**MULTIPLE IDENTITY-MANY IN ONE:** two or more identities (including official identities) with each represented by distinct descriptions within one EAC-CPF instance. Can be programmatically converted into Multiple Identity-One in Many.

**MULTIPLE IDENTITY-ONE IN MANY:** two or more identities (including official identities) each represented in two or more interrelated EAC-CPF instances. Can be programmatically converted into Multiple Identity-Many in One.

**COLLABORATIVE IDENTITY:** a single identity shared by two or more persons (e.g. a shared pseudonym used in creation of a collaborative work). Use Multiple Identity-One in Many.

**ALTERNATIVE SET:** derived EAC-CPF instance that is based on and incorporates two or more alternative EAC-CPF instances for the same entity. To be used by a consortia or a utility providing union access to authority records maintained in two or more systems by two or more agencies. Alternative EAC-CPF instances may be in different languages or in the same language.

EAC-CPF has been created to accommodate this variety of identities, and includes a number of ways to express complexities based on individual repository or aggregator preferences. These options reflect a design principle that underscores increased opportunity for repositories or aggregators to customize the standard for specific needs while at the same time ensuring future aggregation. These flexibilities also reflect an acknowledgement that some fundamental philosophical differences with regard to the processing of information related to separate identities of the same CPF entity exist in the international community. EAC-CPF maintains a neutral stance on those philosophical differences and instead has accommodated the various options without precluding aggregation in the future.

For purposes of this tag library, agents refer to repositories or services creating or maintaining EAC-CPF records, while entities refer to those for which the records are about.

## **Glossary**

**Agent:** Within the framework of the EAC-CPF schema and Tag Library, agent refers to a repository where records are managed or to individuals performing maintenance activities in the repositories. For example, <agent> is an element of the EAC-CPF schema within <maintenanceEvent>.

CPF entity: A shortcut within the framework of this Tag Library to generically designate the type of entities that are the object of a description in an EAC-CPF instance. In other words, it stands for “the corporate body, person or family being described in an EAC-CPF instance.”

Grouping: In the EAC-CPF Tag Library, the term “grouping” is used as a specialized type of wrapper for those pluralized description elements, e.g., <legalStatuses>, <functions>, etc.

Identity: Though most commonly individuals are known by their real name (the name they were given at birth), it happens that, in the course of their life, they might acquire names other than their real name. In cases where an individual has separate lines of activity, each under a different name, it might be of interest to distinguish between these names and consider them as distinct identities. From the information management standpoint, according to the policy of the repository, each of these distinct identities, though belonging to the same physical person, might either be described separately in distinct EAC-CPF instances (see EAC-CPF concepts, case of MULTIPLE IDENTITY – ONE IN MANY) or might co-exist in one EAC-CPF instance (see EAC-CPF concepts, case MULTIPLE IDENTITY – MANY IN ONE). Another case is that of a collaborative identity where several individuals chose to make themselves publicly known under a personal name (see EAC-CPF concepts, case COLLABORATIVE IDENTITY), justifying their being described in one single EAC-CPF instance.

Resource: Materials, other than CPF entities and functions’ descriptions, to which CPF instances are related.

Wrapper: In the EAC-CPF Tag Library, the term “wrapper” is used as a descriptive function for elements that can contain other elements only, e.g., <legalStatus>, <function>, and <cpfDescription>, etc.

The sections “Mandatory/Optional” and “Repeatable/Non-repeatable” inform about the conditions of the occurrence of an element within its parent element.

## Overview of EAC-CPF Structure and Semantics [\[toc\]](#)

### Introduction [\[toc\]](#)

Each EAC-CPF instance contains two mandatory elements, the <control> element and either the element <cpfDescription> or <multipleIdentities>. The <control> element contains data used in the management of the EAC-CPF instance by providing administrative metadata for the description it contains. <cpfDescription> contains information on the name structures, descriptive elements, and relationships. <multipleIdentities> is used when there is more than one <cpfDescription>. These two wrapper elements contain specific elements to support the functional intentions of the parent or containing element.

```

    <eac-cpf>
      <control>
        [control elements]
      </control>
      <cpfDescription>
        [description elements]
      </cpfDescription>
    </eac-cpf>

```

OR

```

    <eac-cpf>
      <control>
        [control elements]
      </control>
      <multipleIdentities>
        <cpfDescription>
          [description elements]
        </cpfDescription>
        <cpfDescription>
          [description elements]
        </cpfDescription>
        <cpfDescription>
          [description elements]
        </cpfDescription>
      </multipleIdentities>
    </eac-cpf>

```

<control> [\[toc\]](#)

The <control> element contains the following subelements; they are presented in the prescribed order in the EAC-CPF schema:

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

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

<maintenanceStatus> - **Required**. Contains the current drafting status of the EAC-CPF instance. Values include: new, revised, deleted, cancelled, deletedSplit, or deletedReplaced.

<publicationStatus> - **Optional**. Contains information about the editorial status of 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.

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

**<conventionDeclaration>** - *Optional*. Contains information on the rules used to construct the EAC-CPF instance, in particular the names formed in **<identity>** and the controlled vocabularies and thesauri used in the EAC-CPF instance.

**<localTypeDeclaration>** - *Optional*. An element used to declare local conventions used in the **@localType** attribute.

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

**<maintenanceHistory>** - *Required*. Contains information about the date, type and events within the life cycle of an EAC-CPF instance. Contains one or more **<maintenanceEvent>** elements that document creating, importing, updating, and deletion of the description. Each maintenance event contains an agent, the type of agent (human or machine), the type of event, a description of the event, and the date of the event.

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

## **<cpfDescription>** [\[toc\]](#)

The **<cpfDescription>**-Corporate body, person or family description, comprises the description of the entity. Similar to the **<control>** element, **<cpfDescription>** has **four** complex subelements used to describe different features of the entity:

**<identity>** - *Required*. Complex structure containing the name or names used by the **CPF** entity over the course of the entity's existence. Contains a repeatable **<nameEntry>** element for different names, and a repeatable **<nameEntryParallel>** element for more than one **<nameEntry>** expressed in different languages.

**<description>** - *Optional*. Contains formal description elements parallel to those in ISAAR (CPF) for the description of the **CPF** entity. An additional **<localDescription>** allows for local implementation of additional descriptive information not included in the other **<description>** elements.

**<relations>** - *Optional*. Contains one or more references to or descriptions of related corporate bodies, persons or families **<cpfRelation>**, functions **<functionRelation>**, or resources **<resourceRelation>**.

<alternativeSet> -*Optional*. Contains two or more **descriptions** for the same **CPF** entity derived from two or more **systems**, expressed within a single EAC-CPF instance. The <alternativeSet> consists of two or more <setComponent> elements for the **descriptions**.

### <identity> [\[toc\]](#)

The most complex element in the EAC-CPF schema is the <identity> element. In addition to needing to accommodate one or more names used for or by the **CPF** entity, <identity> must accommodate two or more parallel names in different languages **and/or** scripts. In countries where there is more than one official language, such as Canada, names of corporate bodies have more than one language. The <identity> contains a required <entityType> and one or more <nameEntry> and/or <nameEntryParallel> elements. It also includes an optional <entityId> and <descriptiveNote>. The <nameEntry> element is constructed of one or more <part> elements and contains the attributes @scriptCode, @xml:lang, @transliteration, and @localType to provide precision about the language and script of the names if desired. It includes an optional <useDates> element to identify dates of use of a name. <nameEntryParallel>, which is intended for use when the same name is expressed in different languages, contains one or more <nameEntry> elements and an optional <useDates> element. For example, within the context of the Archive of Ontario, parallel French and English headings can be designated **through** two parallel <nameEntry> elements, with the two different headings being distinguished by the values in the @xml:lang.

Within <identity>, names represented through <nameEntry> or <nameEntryParallel> may be selected as authorized or variant names. The <authorizedForm> and <alternativeForm> elements are available within <nameEntry> and <nameEntryParallel> elements to identify the status of the name according to a particular set of rules. The content of the element is the identification of those rules. Additionally, within <nameEntryParallel>, a single <nameEntry> may be preferred over others. A <preferredForm> element is available in that instance to identify the preferred form of the name according to a particular set of rules. The content of the element identifies those rules.

### <description> [\[toc\]](#)

The <description> accommodates a variety of both controlled and prose descriptions of **CPF** entities. The contained elements closely reflect the descriptive categories outlined in ISAAR (CPF). Descriptive elements generally have a singular and plural form, the latter being used for those cases of multiple instances of a descriptive category or less formal prose description. For example, <function> would be used for a single function term, <functions> will bundle more than one function descriptor or alternatively, it will allow a discursive description. Most elements within <description> include an optional <descriptiveNote> element to provide explanatory text. Elements for description include:

<existDates> — *Optional*. **Dates** of existence of the **CPF** entity being described. Can include actual or approximate dates, using either <date>, <dateRange>, or <dateSet>.

<place> — **Optional**. Includes relevant location information, optionally paired with related date information. Includes elements <placeEntry> and <placeRole> and the range of possibilities with date information: <date>, <dateRange>, <dateSet>.

<localDescription> — **Optional**. An element intended to extend the descriptive categories available in a local system. Includes a <term> element and the range of possibilities with date information: <date>, <dateRange>, <dateSet>.

<legalStatus> — **Optional**. Includes the legal status of a corporate body, typically defined by authorities and granted by either a government or an authorized agency. Includes a <term> element and the range of possibilities with date information: <date>, <dateRange>, <dateSet>.

<function> — **Optional**. Includes relevant functions, processes, activities, tasks, or transactions performed by the **CPF** entity being described. Includes a <term> element and the range of possibilities with date information: <date>, <dateRange>, <dateSet>.

<occupation> — **Optional**. Includes relevant occupations held by the **CPF** entity being described. Includes a <term> element and the range of possibilities with date information: <date>, <dateRange>, <dateSet>.

<mandate> — **Optional**. Includes relevant mandates for corporate bodies being described. Includes a <term> element and the range of possibilities with date information: <date>, <dateRange>, <dateSet>.

<structureOrGenealogy> — **Optional**. Includes information about the structure of a corporate body or the genealogy of a person or family. Includes elements <outline>, <list>, and <p> to assist in structuring the text.

<generalContext> — **Optional**. Includes information about the general social and cultural context of the entity being described. Includes a <term> element and the range of possibilities with date information: <date>, <dateRange>, <dateSet>.

<biogHist> — **Optional**. Includes discursive text providing biographical and/or historical information about the **CPF** entity being described. Includes an <abstract> element for a brief synopsis of the full content; a <chronList> element allows for structured date, event and optional place information. Includes <list>, <outline>, <p> elements to assist in structuring the text.

All elements in <description> provide a @localType attribute to provide semantic specificity to the term being used. With the exception of <existDates>, <structureOrGenealogy>, <generalContext>, and <biogHist>, plural form **grouping** elements are available to bundle multiple occurrences of these elements. These **grouping** elements also include elements <citation>, <list>, <outline>, and <p> to accommodate greater complexity in representing the description being created.

## <relations> [\[toc\]](#)

One of the core design principles of EAC-CPF is to avoid describing relationships in a linear fashion, but instead to leverage a distributed descriptive environment.

As a component of archival description, the description of corporate bodies, persons and families must be brought into relation with the other descriptive components. Such CPF entity descriptions must be dynamically related to the record descriptions for which they provide context, and the functions and activities in which they engage and that the records document. With the exception of unique relations, it is the nature of relations that they take place among entities and not within them. Corporate bodies, persons and families are related to other entities, to functions and activities, and to records. Similarly, functions and activities are related to other functions and activities, to creators, and to records; and records are related to other records, to CPF entities, and to functions and activities. Each CPF entity, record, or function/activity description can thus act as a node in a set of relations.

Because relations occur between the descriptive nodes, they are most efficiently created and maintained outside of each node. A person, for example, can be related to one or more persons, organizations or families; to one or more archival records, books, journals, and museum objects; and to various functions and activities. To record all of these relations in the description of each node is inefficient, as correction of an error would require updating two or more descriptions.

While maintaining relations independent of descriptions is efficient, when communicating descriptions between systems or to users it will be necessary to assemble or gather and represent the related descriptions using descriptive surrogates. Each surrogate for a related description will optimally include both human- and machine-readable information. The human-readable information provides succinct descriptions of the related CPF entity, records, or function/activity sufficient to enable identification and a relevancy judgment. The machine-readable information supports a traversable link to the related description.

There are three elements for describing relations with other descriptions included in the <relations> element: <cpfRelation>, <functionRelation>, <resourceRelation>. Within each of these relations elements, there are <relationEntry>, <objectXMLWrap>, <objectBinWrap>, <date>, <dateRange>, <dateSet>, <placeEntry> and <descriptiveNote> elements. Individual relations include the following optional attributes related to the type of relation that is being described:

<cpfRelation> — includes an attribute @cpfRelationType; values are identity, hierarchical, hierarchical-parent, hierarchical-child, temporal, temporal-earlier, temporal-later, family, associative.

<functionRelation> — includes an attribute @functionRelationType; values are controls, owns, performs.

<resourceRelation> — includes an attribute @resourceRelationType; values are creatorOf, subjectOf, other.

Other attributes available for the relation elements include @lastDateTimeVerified and the suite of simple XLink attributes.

There are two principal rationales behind the simple typing of relations. First, there is general interest in enabling coherent expression and navigation of relations as well as creation of graphic displays of organizational charts, family trees, and time lines. The simple relationships are an experimental attempt to provide the data necessary to construct such displays. At this point, there has been no attempt to test the utility of the structures with graphic displays. Second, basic information about the nature of relations is necessary in order to make the relationship intelligible to users. Given cultural and institutional differences, the number of possible relation types is, in principle, unlimited. EAC-CPF designers decided, though, that to achieve a minimum level of functionality there needed to be consensus on a set of basic or primitive relation types.

### **Integrating XLink into EAC-CPF** [\[toc\]](#)

The EAC-CPF schema includes support for linking to external resources using a limited subset of the XLink standard, which is defined at <http://www.w3.org/TR/xlink/>. The XLink attributes can be used to create and describe links between resources. In particular they can be used to reference a richer set of relationships than those that are supported by @cpfRelationType, @functionRelationType, and @resourceRelationType. The XLink attributes are available on the following elements: <citation>, <cpfRelation>, <functionRelation>, <resourceRelation>, <setComponent>, and <source>.

A more complete description of these attributes is provided in the attributes section of the tag library, but the following information is intended to summarize how they might be used in conjunction with each other.

#### **XLink Type Attribute**

@xlink:type — This attribute is required if any of the other XLink attributes are used on the parent element. It takes the fixed value of 'simple' since EAC-CPF's implementation of XLink only supports outbound links to one resource. If multiple outbound links are required, each link should be represented in a new parent element.

#### **Locator Attribute**

@xlink:href — This optional element may be used to provide the location of the resource that is being linked to. The link must be a valid URI.

#### **Semantic Attributes**

@xlink:arcrole — This optional **attribute** may be used on <cpfRelation>, <functionRelation>, and <resourceRelation> to provide a precise description of the relationship between the **CPF** entity described in the EAC-CPF **instance** and the **description** to which it is linked. When used on <citation>, <setComponent>, and <source>, it provides an explicit and perhaps more precise description of the relationship that is implied by the context of use. The value must be a valid URI.

@xlink:role — This optional **attribute** is used to provide a reference to the nature of the linked remote resource. It specifically provides a means to specify the nature of a linked resource in <resourceRelation>, as described in ISAAR (CPF) 6.2. The value provided must be a valid URI.

#### Link Behavior Attributes

@xlink:actuate — This optional attribute may be used in conjunction with xlink:show to instruct an external application as to the circumstances under which the linked resource should be resolved. For example, an application can be instructed to load the resource when the parent xml document is loaded or only when the page is requested by a user or application.

@xlink:show — This optional attribute may be used in conjunction with xlink:actuate to instruct an external application as to the manner in which the linked resource should be shown to the user when it is resolved. For example, the application can be instructed to replace the current xml document when loading the resource or to load it in a new window or tab.

@xlink:title — This optional **attribute** may be used to provide a caption or title that an external system or application may use when presenting a link to the user.

**Implementers of EAC-CPF** will need to provide for the full implementation of the XLink attributes using server-side instructions. One implementation example, demonstrating the intended effects of XLink usage, is provided at <http://www.snee.com/xml/xlink/sxlinkdemo.xml>.

The following excerpt provides one example of how XLink might be implemented in reference to an external vocabulary, to indicate that the information at the related URL describes the spouse of the person described in the EAC-CPF record:

```
<cpfRelation cpfRelationType="family" xlink:actuate="onRequest"
xlink:arcrole="http://library.illinois.edu/archives/eac-cpfRelations.html#spouseOf"
xlink:href="http://library.illinois.edu/archives/archon/index.php?p=creators/creator&id=546"
xlink:show="new" xlink:type="simple">
  <relationEntry>Gregory, John Milton</relationEntry>
  <descriptiveNote>
    <p>John Milton Gregory was the husband of Louisa Allen Gregory.</p>
  </descriptiveNote>
</cpfRelation>
```

```

<resourceRelation resourceRelationType="creatorOf"
xlink:role="http://library.illinois.edu/archives/eac-cpfRelations.html#collector"
xlink:type="simple">
  <relationEntry>Collezione Fortunato Depero (Polo culturale e Galleria Museum
Depero, Roverto</relationEntry>
  <descriptiveNote>
    <p>ITA MART, Collezione Depero, Collezione d'arte, 1919-1959, Creatore della
collezione, </p>
  </descriptiveNote>
</resourceRelation>

```

The vocabulary at [purl.org](http://purl.org) **referenced** above is not intended to be normative and is provided for illustrative purposes only. Over time it is hoped that communities will develop and maintain controlled vocabularies to describe the nature of the relationships to the people, families, corporate bodies, resources, and functions that are described in the <cpfRelation>, <resourceRelation>, and <functionRelation> elements. Such vocabularies could be maintained locally, nationally, or even internationally, perhaps as a continuation of the work of the **Technical Subcommittee – Encoded Archival Context (TS-EAC)**.

@localType [\[toc\]](#)

As an international effort, the designers of EAC-CPF are attempting to agree on as much as possible while accommodating cultural and institutional differences. The semantics and structure described above represents the current semantic and structural consensus and is tied closely to ISAAR(CPF).

In addition to the element <localDescription>, described above, many elements may also be qualified with @localType. This attribute is intended to enable EAC-CPF to be adapted for use in national, regional, and local environments where semantics more specific than those provided in EAC-CPF may be necessary, or where descriptive categories not specifically addressed in EAC-CPF are necessary.

---

## Elements

### **<abbreviation>**                      **Abbreviation** [\[toc\]](#)

Summary: The <abbreviation> element contains an abbreviation or code for identifying a **thesaurus**, controlled **vocabulary**, or other standard used in formulating and compiling the EAC-CPF description.

#### Description

The <abbreviation> element contains an abbreviation or code for identifying a **thesaurus**, controlled **vocabulary**, or other standard used in formulating and compiling the EAC-CPF description. It is recommended that the value be selected from an authorized list of codes. An example of such a list may be the MARC Code List (<http://www.loc.gov/marc/sourcelist/>).

May contain:                      [token]

May occur within:                conventionDeclaration, localTypeDeclaration

Attributes:  
[xml:id](#)                              Optional

Mandatory/Optional:            Optional

Repeatable/Non-repeatable:    Non-repeatable

#### Example:

```
<conventionDeclaration>
  <abbreviation>RICA</abbreviation>
  <citation>RICA (Regole italiane di catalogazione per autore)</citation>
</conventionDeclaration>
```

### **<abstract>**                              **Abstract** [\[toc\]](#)

Summary: An element that **contains** a brief summary of the information contained within the <biogHist> as a whole.

#### Description

The <abstract> is a **brief** synopsis of the identity's biography or history that is often **based on** the longer descriptions found in <biogHist>. 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 <nameEntry> data when it appears in a set of search results.

May contain:                      [text], span

May occur within:                biogHist



Attributes:

[localType](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Non-repeatable

Example:

<biogHist>

<abstract>Established in 1961, the United States Peace Corps administered and coordinated Federal international volunteer and related domestic volunteer programs in areas of agricultural assistance, community development, education, environmental protection, and nation assistance.</abstract>

<p>The Peace Corps was established as an operating agency in the Department of State Delegation of Authority 85-11, effective March 3, 1961, pursuant to Executive Order (E.O.) 10924, March 1, 1961. It was recognized legislatively by the Peace Corps Act (75 Stat. 612), approved September 22, 1961. The Peace Corps was reassigned to the newly established ACTION by Reorganization Plan No. 1 of 1971, effective July 1, 1971. It was made autonomous within ACTION by E.O. 12137, May 16, 1979, and was made an independent agency by Title VI of the International Security and Development Corporation Act of 1981 (95 Stat. 1540), February 21, 1982. The Peace Corps administered and coordinated Federal international volunteer and related domestic volunteer programs including the areas of agricultural assistance, community development, education, environmental protection, and nation assistance.</p>

</biogHist>

<address> **Address** [\[toc\]](#)

Summary: A postal or other address.

Description

<address> is a wrapper element within <place>. It contains one or more <addressLine> elements that together comprise full or sufficient information identifying a postal or other address related to the entity being described.

May contain: addressLine

May occur within: place

Attributes:

[localType](#) Optional

[xml:id](#) Optional  
[xml:lang](#) Optional  
References: ISAAR (CPF) 5.2.3

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Repeatable

Example:

```
<place>
  <placeRole>siege social</placeRole>
  <address>
    <addressLine localType="voie">2 rue Corneille</addressLine>
    <addressLine localType="city">Paris</addressLine>
    <addressLine localType="postalcode">75006</addressLine>
    <addressLine>France</addressLine>
  </address>
</place>
```

**<addressLine>** Address Line [\[toc\]](#)

Summary: One line of a postal or other address.

Description

A required element in <address>, the <addressLine> element is used to encode one line of a postal or other address. <addressLine> may be repeated for each line of the address.

May contain: [text]

May occur within: address

Attributes:

[localType](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

References: ISAAR (CPF)

Mandatory/Optional: Mandatory

Repeatable/Non-repeatable: Repeatable

Example:

```

<place>
  <placeRole>siege social</placeRole>
  <address>
    <addressLine localType="voie">2 rue Corneille</addressLine>
    <addressLine localType="city">Paris</addressLine>
    <addressLine localType="postalcode">75006</addressLine>
    <addressLine>France</addressLine>
  </address>
</place>

```

## **<agencyCode>** **Agency Code** [\[toc\]](#)

Summary: The code that represents the institution or service responsible for the creation, maintenance and/or dissemination of the EAC-CPF instance.

### Description

An element of <maintenanceAgency> within <control> providing a code representing the institution or service responsible for the creation, maintenance and/or dissemination of the EAC-CPF instance. The name of the agency is given in <agencyName>. The code is used in combination with the content of the required <recordId> to provide a globally unique identifier for the instance.

The format of the code is constrained to that of the International Standard Identifier for Libraries and Related Organizations (ISIL: ISO 15511): a prefix, a dash, and an identifier. The code is alphanumeric (A-Z, 0-9, solidus, hyphen-minus, and colon only) 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 the <agencyCode> element.

May contain:	[text]
May occur within:	maintenanceAgency
Attributes:	
<a href="#">xml:id</a>	Optional
References:	ISAAR (CPF) 5.4.2

**Mandatory/Optional:** Optional

**Repeatable/Non-repeatable:** Non-repeatable

### Example:

```

<maintenanceAgency>
  <agencyCode>AU-ANL:PEAU</agencyCode>

```

<agencyName>National Library of Australia</agencyName>  
</maintenanceAgency>

**<agencyName>**                      **Agency Name** [\[toc\]](#)

Summary: The name of the institution or service responsible for the creation, maintenance, and/or dissemination of the EAC-CPF instance.

**Description**

A mandatory element of <maintenanceAgency> within <control> that provides the name of the institution or service responsible for the creation, maintenance and/or dissemination of the EAC-CPF instance.

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

May contain:                      [text]

May occur within:                      maintenanceAgency

Attributes:  
[xml:id](#)                                      Optional

[xml:lang](#)                                      Optional

References:                                      ISAAR (CPF) 5.4.2

**Mandatory/Optional:**                      **Mandatory**

**Repeatable/Non-repeatable:**                      **Non-repeatable**

**Example:**

```
<maintenanceAgency>
  <agencyCode>AU-ANL:PEAU</agencyCode>
  <agencyName>National Library of Australia</agencyName>
</maintenanceAgency>
```

**<agent>**                                      **Agent** [\[toc\]](#)

Summary: The agent (human or machine) responsible for an event in the maintenance of the EAC instance.

**Description**

For each maintenance event described in a <maintenanceEvent> element, the name of the agent responsible for the maintenance event must be given. This might be a person or institution, in which case the <agentType> should be set as "human," or the name of a system, in which case the <agentType> should be set to "machine."

May contain: [text]

May occur within: maintenanceEvent

Attributes:

[xml:id](#) Optional

[xml:lang](#) Optional

References: ISAAR (CPF) 5.4.9

**Mandatory/Optional: Mandatory**

**Repeatable/Non-repeatable: Non-repeatable**

Examples:

```
<maintenanceEvent>
  <eventType>created</eventType>
  <eventDateTime>1993-10-20</eventDateTime>
  <agentType>human</agentType>
  <agent>McCarthy, G.J.</agent>
</maintenanceEvent>
<maintenanceEvent>
  <eventType>revised</eventType>
  <eventDateTime>2006-08-01</eventDateTime>
  <agentType>machine</agentType>
  <agent>BSConverta</agent>
</maintenanceEvent>
```

**<agentType>** **Agent Type** [\[toc\]](#)

Summary: The type of agent responsible for a maintenance event of the EAC-CPF instance.

Description

For each maintenance event described in a <maintenanceEvent> element, the type of agent given in the <agent> element must be either "human" or "machine."

May contain: "human" or "machine"

May occur within: maintenanceEvent

Attributes:

[xml:id](#) Optional

References: ISAAR (CPF) 5.4.9

Mandatory/Optional: Mandatory

Repeatable/Non-repeatable: Non-repeatable

Examples:

```
<maintenanceEvent>
  <eventType>created</eventType>
  <eventDateTime>1993-10-20</eventDateTime>
  <agentType>human</agentType>
  <agent>McCarthy, G.J.</agent>
</maintenanceEvent>
<maintenanceEvent>
  <eventType>revised</eventType>
  <eventDateTime>2006-08-01</eventDateTime>
  <agentType>machine</agentType>
  <agent>BSConverta</agent>
</maintenanceEvent>
```

**<alternativeForm>**      **Alternative Form** [\[toc\]](#)

Summary: Qualifies the name contained in <nameEntry> or set of names contained in <nameEntryParallel> as alternative or variant forms.

Description

The name of a CPF entity, as formed within the <nameEntry> or <nameEntryParallel> elements, may be the authorized form of the name according to a particular set of rules or conventions, or it may be an alternative or unauthorized form according to a set of rules. Use this optional element to indicate one or more sets of rules or conventions under which the form of the name expressed in <nameEntry> or <nameEntryParallel> would be regarded as an alternative or unauthorized form.

The eac-cpf schema offers two possibilities:

1. <alternativeForm> is used within <nameEntry> only when <nameEntry> is not included within <nameEntryParallel>. In this case, it qualifies the form of the name recorded within the precise <nameEntry> element as a variant **form of the name**, as compared to other <nameEntry> elements that are deemed as authorized ones.
2. <alternativeForm> may be used within <nameEntryParallel> to indicate that the set of parallel names recorded in separate <nameEntry> elements within <nameEntryParallel> are deemed as variant **forms of the name**.

The content of **<alternativeForm>** is an abbreviation selected from a constrained set of values, each of which represents a set of national, international or other rules that govern the construction of EAC-CPF names in those environments. The abbreviations expressed in <alternativeForm> should be declared within the <conventionDeclaration> element in <control>.

The parallel element <authorizedForm> permits one to indicate rules or conventions according to which the name is the authorized form. The element <preferredForm> permits one to indicate that the name as expressed is the preferred form in the encoder's local context, regardless of its authorized status in any other name authority environment.

<alternativeForm> may be repeated in case a single or a set of <nameEntry> element(s) may conform to more than one rule.

May contain: NMTOKEN

May occur within: nameEntry, nameEntryParallel

Attributes:  
[xml:id](#) Optional

References: ISAAR (CPF) 5.1.5

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Repeatable

Examples:

```
<nameEntry>
  <part>Brown, Bob, 1886-1959</part>
  <authorizedForm>AACR2</authorizedForm>
  <alternativeForm>ncafno</alternativeForm>
</nameEntry>
<nameEntry>
  <part>Brown, Robert Carlton (1886-1959)</part>
  <authorizedForm>ncafno</authorizedForm>
  <alternativeForm>AACR2</alternativeForm>
</nameEntry>
```

**<alternativeSet>**                      **Alternative Set** [\[toc\]](#)

Summary: A container element for two or more authority records derived from two or more authority systems, expressed within a single EAC-CPF instance.

Description

Alternative Set is a container element for two or more authority records derived from two or more authority systems. Alternative authority records are contained within<alternativeSet> in <setComponent> elements. This **approach** allows different descriptions of the same **CPF** entity to be contained within a single EAC-CPF instance.

Authority record aggregation may be used in cooperative or consortial contexts that gather together records describing the same **CPF** entity in different languages, or from

different rules 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 descriptions in Italian, French, German, English, Spanish, and in other European languages.

<alternativeSet> should not be confused with <sources>, wherein authority records referenced are not intended to be displayed as alternative versions.

May contain: setComponent

May occur within: cpfDescription

Attributes:

[xml:base](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Non-repeatable

Example:

```
<alternativeSet>
  <setComponent xlink:href="http://authorities.loc.gov/" xlink:type="simple">
    <componentEntry>Bright Sparcs Record</componentEntry>
  </setComponent>
  <setComponent xlink:href="http://nla.gov.au/anbd.aut-an35335937"
    xlink:type="simple">
    <componentEntry>NLA record.</componentEntry>
  </setComponent>
</alternativeSet>
```

**<authorizedForm>** Authorized Form [\[toc\]](#)

Summary: Qualifies the name contained in <nameEntry> or the set of names contained in <nameEntryParallel> as authorized access points.

Description

The name of an EAC-CPF entity, as formed within the <nameEntry> or <nameEntryParallel> elements, may be the authorized form of the name according to a particular set of rules or conventions, or it may be an alternative or unauthorized form according to a different set of rules. This optional element provides the opportunity to indicate one or more sets of rules or conventions under which the form of the name expressed in <nameEntry> or <nameEntryParallel> would be regarded as an authorized form.



The eac-cpf schema offers two possibilities:

1. <authorizedForm> is used within <nameEntry> only when <nameEntry> is not included within <nameEntryParallel>. In this case, it qualifies the form of the name recorded within the precise <nameEntry> element as an authorized access point.
2. <authorizedForm> may be used within <nameEntryParallel> to indicate that the set of parallel names recorded in separate <nameEntry> elements within <nameEntryParallel> are deemed as authorized access points.

The content of the element is an abbreviation selected from a constrained set of values, each of which represents a set of national, international or other rules that govern the construction of EAC-CPF names in those environments. The abbreviations expressed in <authorizedForm> must be declared within the <conventionDeclaration> element in <control>.

The parallel element <alternativeForm> permits one to indicate rules or conventions according to which the name is the alternative form. The element <preferredForm> permits one to indicate that the name as expressed is the preferred form in the encoder's local context, regardless of its authorized status in any other name authority environment.

<authorizedForm> may be repeated in case a single or a set of <nameEntry> element(s) may conform to more than one rule.

May contain: NMTOKEN

May occur within: nameEntry, nameEntryParallel

Attributes:  
[xml:id](#) Optional

**Mandatory/Optional: Optional**

**Repeatable/Non-repeatable: Repeatable**

Examples:

```
<nameEntry>
  <part>Brown, Bob, 1886-1959</part>
  <authorizedForm>AACR2</authorizedForm>
  <alternativeForm>ncafnor</alternativeForm>
</nameEntry>
<nameEntry>
  <part>Brown, Robert Carlton (1886-1959)</part>
  <authorizedForm>ncafnor</authorizedForm>
  <alternativeForm>AACR2</alternativeForm>
```

</nameEntry>

## <biogHist>

## Biography or History[\[toc\]](#)

Summary: A concise essay and/or chronology that provides biographical or historical information about the CPF entity.

### Description

The <biogHist> includes significant details about the life of an individual or family, or the administrative history of a corporate body. The <biogHist> 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 <citation>, <list>, and <outline> elements are 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.

May contain: abstract, chronList, citation, list, outline, p

May occur within: description

### Attributes:

[localType](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

References: ISAAR 5.2.2

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Repeatable

### Examples:

<biogHist>

<abstract>Established in 1961, the United States Peace Corps administered and coordinated Federal international volunteer and related domestic volunteer programs in areas of agricultural assistance, community development, education, environmental protection, and nation assistance.</abstract>

<p>The Peace Corps was established as an operating agency in the Department of State Delegation of Authority 85-11, effective March 3, 1961, pursuant to Executive Order (E.O.) 10924, March 1, 1961. It was recognized legislatively by the Peace Corps Act (75 Stat. 612), approved September 22, 1961. The Peace

Corps was reassigned to the newly established ACTION by Reorganization Plan No. 1 of 1971, effective July 1, 1971. It was made autonomous within ACTION by E.O. 12137, May 16, 1979, and was made an independent agency by Title VI of the International Security and Development Corporation Act of 1981 (95 Stat. 1540), February 21, 1982. The Peace Corps administered and coordinated Federal international volunteer and related domestic volunteer programs including the areas of agricultural assistance, community development, education, environmental protection, and nation assistance.</p>

</biogHist>

<biogHist>

<p>Ilma Mary Brewer, nee Pidgeon, was Lecturer in Botany/Biology, University of Sydney 1963-70 and Senior Lecturer in Biological Sciences 1970-78. She developed new methods of teaching based on the recognition that a student learnt more by working at his/her own place and instruction him/her self. Her findings were published as a book, "Learning More and Teaching Less."</p>

<chronList>

<chronItem>

<date standardDate="1936">1936</date>

<event>Bachelor of Science (BSc) completed at the University of Sydney</event>

</chronItem>

<chronItem>

<date standardDate="1937">1937</date>

<event>Master of Science (MSc) completed at the University of Sydney</event>

</chronItem>

<chronItem>

<dateRange>

<fromDate standardDate="1937">1937</fromDate>

<toDate standardDate="1941">1941</toDate>

</dateRange>

<event>Linnean Macleay Fellow</event>

</chronItem>

</chronList>

</biogHist>

<chronItem>

**Chronology List Item** [\[toc\]](#)

Summary: A container element that keeps a date or a date range paired with an associated event and an optional place within a Chronology List <chronList>.

Description

Each <chronItem> contains a <date> (a single date) or a <dateRange> (an inclusive date span) coupled with an <event>. A <placeEntry> element is optionally available to ground the event in a particular location.

May contain:

date, dateRange, event, placeEntry

May occur within: chronList

Attributes:

[localType](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

References: ISAAR (CPF) 5.2.2

**Mandatory/Optional: Mandatory**

**Repeatable/Non-repeatable: Repeatable**

Examples:

```
<chronItem>
  <date standardDate="1957">1957</date>
  <event>Left Mer and moved to the mainland. Worked at various jobs including
  canecutter and railway labourer.</event>
</chronItem>
<chronItem>
  <dateRange>
    <fromDate standardDate="1960">1960</fromDate>
    <toDate standardDate="1961">1961</toDate>
  </dateRange>
  <event>Union representative, Townsville-Mount Isa rail construction
  project.</event>
</chronItem>
```

**<chronList>** **Chronology List** [\[toc\]](#)

Summary: A structured chronological list of events, dates, and (optionally) places that may be used within the <biogHist> element.

Description

Chronology **List** 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 a series of <chronItem> elements, each associating a <date> or <dateRange> with an <event> and an optional <placeEntry>.

May contain: chronItem

May occur within: biogHist

Attributes:

<a href="#">localType</a>	Optional
<a href="#">xml:id</a>	Optional
<a href="#">xml:lang</a>	Optional
References:	ISAAR (CPF) 5.2.2

**Mandatory/Optional:** Optional

**Repeatable/Non-repeatable:** Repeatable

Example:

```
<chronList>
  <chronItem>
    <date standardDate="1936">1936</date>
    <event>Bachelor of Science (BSc) completed at the University of
    Sydney</event>
  </chronItem>
  <chronItem>
    <date standardDate="1937">1937</date>
    <event>Master of Science (MSc) completed at the University of Sydney</event>
  </chronItem>
  <chronItem>
    <dateRange>
      <fromDate standardDate="1937">1937</fromDate>
      <toDate standardDate="1941">1941</toDate>
    </dateRange>
    <event>Linnean Macleay Fellow</event>
  </chronItem>
  <chronItem>
    <dateRange>
      <fromDate standardDate="1939">c. 1939</fromDate>
      <toDate standardDate="1945">c. 1945</toDate>
    </dateRange>
    <event>Worked with Army Intelligence to map the vegetation (trees and
    undergrowth) in the coastal regions of New South Wales</event>
  </chronItem>
</chronList>
```

**<citation>** **Citation** [\[toc\]](#)

Summary: An element that cites an external resource.

Description

<citation> is a generic element available within a number of descriptive elements that cites an external resource in machine and / or human readable form. The purpose of the

<citation> element is to point to a resource that provides descriptive data which is not otherwise given in the EAC-CPF instance, such as an original document that sets out the mandate for a corporate body; it should not be confused with the <source> element which is used to declare a particular resource used in the composition of the EAC-CPF instance. In most contexts it is optional, but a <citation> element must be given within <conventionDeclaration> and <localTypeDeclaration> elements in <control>. Provide the formal title or name of the resource, using the <span> element to indicate any formatting (such as italic or bold, etc.) thought necessary. The user experience can be controlled by use of the available XML linking Language (XLink) attributes for which consult the specification at <http://www.w3.org/TR/xlink/>.

May contain: [text], span

May occur within: biogHist, conventionDeclaration, function, legalStatus, localDescription, localTypeDeclaration, mandate, occupation, place

Attributes:

<a href="#">lastDateTimeVerified</a>	Optional
<a href="#">xlink:actuate</a>	Optional
<a href="#">xlink:arcrole</a>	Optional
<a href="#">xlink:href</a>	Optional
<a href="#">xlink:role</a>	Optional
<a href="#">xlink:show</a>	Optional
<a href="#">xlink:title</a>	Optional
<a href="#">xlink:type</a>	Required (if any XLINK attributes used)
<a href="#">xml:id</a>	Optional
<a href="#">xml:lang</a>	Optional

Within conventionDeclaration:

Mandatory/Optional: Mandatory

Repeatable/Non-repeatable: Repeatable

Other elements:

Mandatory/Optional: Optional

## Repeatable/Non-repeatable: Repeatable

Examples:

```
<conventionDeclaration>
  <abbreviation>AFNOR</abbreviation>
  <citation>Indexation conforme à la norme AFNOR NF Z44-060 (decembre 1996)
  Documentation - Catalogue d'auteurs et d'anonymes-formes et structures des
  vedettes de collectivites - auteurs</citation>
</conventionDeclaration>
```

```
<conventionDeclaration>
  <abbreviation>USNARA-LDRG</abbreviation>
  <citation>U.S. National Archives and Records Administration, Lifecycle Data
  Requirements Guide (for creating the authorized form of the name).</citation>
</conventionDeclaration>
```

```
<mandate>
  <citation>FR ANOM COL C11D 1 Fo 179-179vo : concession de peche en
  Acadie par le Roi à Bergier, Gaultier, Boucher et autres date du 3 mars
  1684.</citation>
</mandate>
```

### **<componentEntry>**      **Component Entry** [\[toc\]](#)

Summary: A caption that can be used to provide identification and access to a linked resource.

#### Description

A <componentEntry> always occurs 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 alternate records for a given EAC-CPF entity may be in different languages or may come from different authority systems. The bundling allows them to be transmitted or stored together. The <componentEntry> element provides a place where a particular alternate record can be described or explained in relation to the other authority records.

May contain:                      [text]

May occur within:                setComponent

Attributes:

[localType](#)                      Optional

[scriptCode](#)                    Optional

[transliteration](#)                Optional

[xml:id](#) Optional

[xml:lang](#) Optional

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Repeatable

Example:

```
<alternativeSet>
  <setComponent xlink:href=http://nla.gov.au/anbd.aut-an35335937
    xlink:type="simple">
    <componentEntry>Bright Sparcs Record</componentEntry>
  </setComponent>
  <setComponentlastDateTimeVerified="2009-08-02"
    xlink:href="mawsonBS.xml" xlink:type="simple">
  <objectXMLWrap>
    <eac-cpf> [...] </eac-cpf>
  </objectXMLWrap>
</setComponent>
</alternativeSet>
```

<control> Control [\[toc\]](#)

Summary: The **element** of the instance that contains control information about its identity, creation, maintenance, status, and the rules and authorities used in the composition of the description.

#### Description

This required wrapper element within <eac-cpf> contains the information necessary to **manage** the instance. This includes information about its identity, creation, maintenance, and status as well the languages, rules and authorities used in the composition of the description.

It must contain a unique identifier for the instance within the <recordId> element. **Other** associated identifiers may be given in <otherRecordId>. There must be a description of the agency responsible for its creation and maintenance in <maintenanceAgency> as well as statements about its current drafting status in <maintenanceStatus> and the creation, maintenance, and disposition of the instance in <maintenanceHistory>.

Three elements are available to declare languages, rules and conventions used in the EAC-CPF instance. The <languageDeclaration> element provides information on the language and script used in the description. The <conventionDeclaration> element provides information on the authorities or controlled vocabularies used in the instance. <localTypeDeclaration> **declares** the local conventions and controlled vocabularies used within the **@localType**.



Other optional elements available in <control> include a <sources> element to provide information about the documentary sources used in the composition of the description and a <publicationStatus> element to indicate the editorial status of the **EAC-CPF** instance.

Other control elements considered necessary but not otherwise included may be given in **the** <localControl> element.

May contain: conventionDeclaration, languageDeclaration, localControl, localTypeDeclaration, maintenanceAgency, maintenanceHistory, maintenanceStatus, otherRecordId, publicationStatus, recordId, sources

May occur within: eac-cpf

Attributes:  
[xml:base](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

References: ISAAR (CPF) 5.4

**Mandatory/Optional: Mandatory**

**Repeatable/Non-repeatable: Non-repeatable**

Example:

```
<control>
  <recordId>nla.party-521122</recordId>
  <maintenanceStatus>revised</maintenanceStatus>
  <publicationStatus>approved</publicationStatus>
  <maintenanceAgency>
    <agencyCode>AU-ANL:PEAU</agencyCode>
    <agencyName>National Library of Australia</agencyName>
  </maintenanceAgency>
  <languageDeclaration>
    <language languageCode="eng"></language>
    <script scriptCode="Latn"></script>
  </languageDeclaration>
  <conventionDeclaration>
    <abbreviation>AACR2</abbreviation>
    <citation>Anglo-American Cataloging Rules, Revised</citation>
  </conventionDeclaration>
  <maintenanceHistory>
    <maintenanceEvent>
```

```

<eventType>created</eventType>
<eventDateTime standardDateTime="2009-06-26T05:33:41Z">2009-06-
26T05:33:41Z</eventDateTime>
<agentType>human</agentType>
<agent>bdewhurs</agent>
</maintenanceEvent>
</maintenanceHistory>
<sources>
<source xlink:href=http://www.icacds.org.uk/eng/ISAAR\(CPF\)2ed.pdf
xlink:type="simple">
<sourceEntry>ISAAR(CPF)</sourceEntry>
<descriptiveNote>
<p>Record created based on ISAAR(CPF) 2nd ed Example 5 - Person
description</p>
</descriptiveNote>
</source>
</sources>
</control>

```

### <conventionDeclaration>

### Convention Declaration [\[toc\]](#)

Summary: A declaration of the rules or conventions, including authorized controlled vocabularies and thesauri, applied in creating the EAC-CPF instance.

#### Description

An optional element of <control>, **used** for declaring references in the <citation> element to any rules and conventions, including authorized controlled vocabularies or thesauri, applied in the construction of the description. For example, <conventionDeclaration> should be used to identify any controlled vocabularies **the terms of which appear as values of the attribute @vocabularySource for <term>**, <placeEntry>, and <placeRole> elements. Any notes relating to how these rules or conventions have been used may be given within a <descriptiveNote> element. The <abbreviation> element may be used to identify the standard or controlled vocabulary in a coded structure. **Each new rule / set of rules should be contained in a separate <conventionDeclaration> element.**

May contain: abbreviation, citation, descriptiveNote

May occur within: control

#### Attributes:

[xml:id](#) Optional

[xml:lang](#) Optional

References: ISAAR (CPF) 5.4.3

**Mandatory/Optional:** Optional

## Repeatable/Non-repeatable: Repeatable

Examples:

```
<conventionDeclaration>
  <abbreviation>AFNOR</abbreviation>
  <citation>AFNOR NFZ 44-060 (decembre 1986)</citation>
  <descriptiveNote>
    <p>Indexation conforme à la norme AFNOR NFZ 44-060 (decembre 1986)
    Catalogage : forme et structure des vedettes de collectivites-auteurs Notice
    encodee conformement à la norme internationale de description archivistique
    contextuelle informatisee EAC 2004</p>
  </descriptiveNote>
</conventionDeclaration>
```

```
<conventionDeclaration>
  <citation>ISO 8601 - Data elements and interchange formats - Information
  interchange - Representation of dates and times, 2nd ed., Geneva: International
  Standards Organization, 2000</citation>
</conventionDeclaration>
```

### <cpfDescription> Corporate Body, Person, or Family Description [\[toc\]](#)

Summary: The <cpfDescription> contains the description of one identity. Commonly, one **CPF** entity has one identity, but when it has more than one, use either <multipleIdentities> or multiple interrelated EAC-CPF instances.

#### Description

The <cpfDescription> contains the description of one identity. Each description contains the name or names by which the identity is known, and optionally may contain a **description of historical context** to facilitate understanding of the 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 @xml:id attribute allows individual <cpfDescription> elements to be individually identified when using the <multipleIdentities> structure.

May contain: alternativeSet, description, identity, relations

May occur within: eac-cpf, multipleIdentities

Attributes:

[xml:base](#)

Optional

<a href="#">xml:id</a>	Optional
<a href="#">xml:lang</a>	Optional
References:	ISAAR (CPF) 5.1, 5.2, 5.3

Within eac-cpf:

Mandatory/Optional: Mandatory

Repeatable/Non-repeatable: Non-repeatable

Within multipleIdentities:

Mandatory/Optional: Mandatory

Repeatable/Non-repeatable: Repeatable

Example:

```
<cpfDescription>
  <identity>[...] </identity>
  <description>[...] </description>
  <relations>[...]</relations>
</cpfDescription>
```

**<cpfRelation>**

**Corporate Body, Person, or Family**

**Relation** [\[toc\]](#)

Summary: An element designed to encode a relationship between a corporate body, person, or family and the CPF entity described in the EAC-CPF instance.

Description

The <cpfRelation> element contains the description of a corporate body, person, or family related to the described **CPF** entity. Such related entities are typically described in another EAC-CPF instance or other encoding language such as MARC. Use the <objectXMLWrap> to incorporate XML elements from any XML namespace or <objectBinWrap> for base64-encoded binary data. A <relationEntry> element is provided for textual identification of the related entity.

Use the <date>, <dateRange>, or <dateSet> elements for specifying the time period of the relationship and the <placeEntry> element for recording relevant location information. A <descriptiveNote> element may be included for a more detailed explanation of the relationship.

The @cpfRelationType attribute may be used to specify the nature of the <cpfRelation> entity's relationship to the entity described in the **EAC-CPF** instance. Values are chosen from a closed list.

May contain:

date, dateRange, dateSet, descriptiveNote, objectBinWrap, objectXMLWrap, placeEntry, relationEntry

May occur within: relations

Attributes:

[cpfRelationType](#) Optional

[lastDateTimeVerified](#) Optional

[xlink:actuate](#) Optional

[xlink:arcrole](#) Optional

[xlink:href](#) Optional

[xlink:role](#) Optional

[xlink:show](#) Optional

[xlink:title](#) Optional

[xlink:type](#) Required (if any XLINK attributes used)

[xml:id](#) Optional

[xml:lang](#) Optional

References: ISAAR (CPF) 5.3

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Repeatable

Example:

```
<cpfRelation cpfRelationType="hierarchical-parent"
xlink:href="FRDAFANCH00MC_NAETUDE_110" xlink:type="simple">
  <relationEntry>Etude notariale CX</relationEntry>
  <dateRange>
    <fromDate standardDate="1609-07-04">4 juillet 1609</fromDate>
    <toDate standardDate="1640-07-07">7 juillet 1640</toDate>
  </dateRange>
</cpfRelation>
```

<date> Date [\[toc\]](#)

Summary: The single date of an event in the history of, or a relationship with, the person, family, or corporate body being described in the EAC-CPF instance.

#### Description

A generic element expressing the single date of an event in the history of, or a relationship with, the person, family, or corporate body being described in the EAC-CPF instance. 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>.

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. Other attributes include @notBefore and @notAfter for dates of uncertainty. The @localType attribute can be used to supply a more specific characterization of the date.

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.

May contain: [text]

May occur within: chronItem, cpfRelation, dateSet, existDates, function, functionRelation, legalStatus, localControl, localDescription, mandate, occupation, place, resourceRelation, useDates

#### Attributes:

[localType](#) Optional

[notAfter](#) Optional

[notBefore](#) Optional

[standardDate](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

**Mandatory/Optional: Optional**

**Repeatable/Non-repeatable: Repeatable**

Example:

&lt;date standardDate="1765-09-18"&gt;September 18, 1765&lt;/date&gt;

<dateRange>      Date Range [\[toc\]](#)

Summary: The date range of an event in the history of, or a relationship with, the person, family, or corporate body being described in the EAC-CPF instance. It contains <fromDate> and <toDate> child elements.

### Description

A generic 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. <dateRange> contains mandatory <fromDate> and <toDate> child elements. If the event or relationship has a single date, use the <date> element, while more complex dates (combining single dates and date ranges) can be expressed in <dateSet>.

The @localType attribute can be used to supply a more specific characterization of the date.

Dates of existence for the identity being described in the EAC-CPF instance are encoded with the <existDates> element, while the dates of use of a particular name of an identity 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.

May contain: fromDate, toDate

May occur within: chronItem, cpfRelation, dateSet, existDates, function, functionRelation, legalStatus, localControl, localDescription, mandate, occupation, place, resourceRelation, useDates

Attributes:

<u>localType</u>	Optional
------------------	----------

<u>xml:id</u>	Optional
---------------	----------

<u>xml:lang</u>	Optional
-----------------	----------

Mandatory/Optional:	Optional
<p>1. <b>Introduction</b></p> <p>2. <b>Background</b></p> <p>3. <b>Methodology</b></p> <p>4. <b>Results</b></p> <p>5. <b>Conclusion</b></p>	<p>6. <b>References</b></p> <p>7. <b>Appendix</b></p> <p>8. <b>Notes</b></p> <p>9. <b>Abstract</b></p> <p>10. <b>Keywords</b></p>

Repeatability/Non-repeatability: Repeatability

Example:

```
<dateRange>
  <fromDate standardDate="1765-09-18">September 18, 1765</fromDate>
  <toDate standardDate="1846-06-01">June 1, 1846</toDate>
</dateRange>
```

<dateSet> Date Set [\[toc\]](#)

Summary: A grouping element that facilitates complex date expressions by being able to combine single dates and date ranges, multiple single dates, or multiple date ranges.

#### Description

A grouping element used for combining single dates and date ranges, multiple single dates, or multiple date ranges. The <dateSet> element 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> elements.

May contain: date, dateRange

May occur within: cpfRelation, existDates, function, functionRelation, legalStatus, localDescription, mandate, occupation, place, resourceRelation, useDates

#### Attributes:

[localType](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Repeatable

#### Example:

```
<dateSet>
  <dateRange>
    <fromDate standardDate="1928-09">1928 settembre</fromDate>
    <toDate standardDate="1930-08">1930 autunno</toDate>
  </dateRange>
  <dateRange>
    <fromDate standardDate="1947">1947</fromDate>
    <toDate standardDate="1949">1949</toDate>
  </dateRange>
</dateSet>
```

#### <description> **Description** [\[toc\]](#)

Summary: A wrapper for all of the content elements comprising description of the CPF entity described in the EAC-CPF instance.

#### Description

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.

May contain: biogHist, existDates, function, functions, generalContext, languageUsed, languagesUsed, legalStatus, legalStatuses, localDescription, localDescriptions, mandate, mandates, occupation, occupations, place, places, structureOrGenealogy

May occur within: cpfDescription

Attributes:

[xml:base](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

References: ISAAR (CPF) 5.2

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Non-repeatable

Example:

```
<description>
  <existDates>
    <dateRange>
      <fromDate standardDate="1765-09-18">September 18, 1765</fromDate>
      <toDate standardDate="1846-06-01">June 1, 1846</toDate>
    </dateRange>
  </existDates>
  <place>
    <placeEntry altitude="389" latitude="46.140833"
      longitude="12.215556">Belluno</placeEntry>
    <placeRole>Birthplace</placeRole>
    <date standardDate="1765-09-18">September 18, 1765</date>
  </place>
  <biogHist>
    <p>Cappellari was born at Belluno on 18 September 1765 to a noble family. At an early age he joined the order of the Camaldolese (part of the Benedictine monastic family) and entered the Monastery of San Michele di Murano, near Venice. As a Camaldolese monk, Cappellari rapidly gained distinction for his theological and linguistic skills. His first appearance before a wider public was in 1799, when he published against the Italian Jansenists a controversial work
```

entitled II Trionfo della Santa Sede, which besides passing through several editions in Italy, has been translated into several European languages. In 1800, he became a member of the Academy of the Catholic Religion, founded by Pope Pius VII (1800-1823), to which he contributed a number of memoirs on theological and philosophical questions, and in 1805 was made abbot of San Gregorio on the Caelian Hill.

## <descriptiveNote> Descriptive Note [\[toc\]](#)

Summary: A generic element that provides additional information and specifications, in textual form, concerning the descriptive element in which it is contained.

### Description

A generic element available in a number of descriptive elements **that** can be used to provide any additional descriptive notes that might be appropriate. Notes must be contained in paragraphs (<p>) and any necessary formatting may be indicated by use of the <span> element within <p>.

May contain: p

May occur within: conventionDeclaration, cpfRelation, existDates, function, functionRelation, functions, identity, languageDeclaration, languageUsed, languagesUsed, legalStatus, legalStatuses, localDescription, localDescriptions, localTypeDeclaration, maintenanceAgency, mandate, mandates, occupation, occupations, place, places, resourceRelation, setComponent, source

Attributes: [xml:id](#) Optional

[xml:lang](#) Optional

**Mandatory/Optional:** Optional

**Repeatable/Non-repeatable:** Non-repeatable

### Example:

```
<source xlink:href="http://www.icacds.org.uk/eng/ISAAR(CPF)2ed.pdf"
xlink:type="simple">
  <sourceEntry>ISAAR(CPF)</sourceEntry>
  <descriptiveNote>
    <p>Record created based on ISAAR(CPF) 2nd ed Example 5 - Person
description</p>
  </descriptiveNote>
```

</source>

## **<eac-cpf>** **Encoded Archival Context - Corporate Bodies, Persons, and Families** [\[toc\]](#)

Summary: The <eac-cpf> is the root element and as such contains the entire EAC-CPF description of the person, corporate body, or family. It contains a required <control> followed by either a <cpfDescription> or a <multipleIdentities> element.

### Description

The outermost wrapper element that defines a particular instance of an archival authority record encoded with the EAC-CPF XML Schema. It contains a required <control> and either a <cpfDescription> or a <multipleIdentities> element.

May contain: control, cpfDescription, multipleIdentities

### Attributes:

[xml:base](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

**Mandatory/Optional:** Mandatory

**Repeatable/Non-repeatable:** Non-repeatable

### Examples:

```
<eac-cpf>
  <control>[...]</control>
  <cpfDescription>[...]</cpfDescription>
</eac-cpf>
```

```
<eac-cpf>
  <control>[...]</control>
  <multipleIdentities>
    <cpfDescription>[...]</cpfDescription>
    <cpfDescription>[...]</cpfDescription>
  </multipleIdentities>
</eac-cpf>
```

## **<entityId>** **Entity Identifier** [\[toc\]](#)

Summary: Any formal identifier used to designate the **CPF** entity being described.

### Description

An optional element of <identity>, **that** may be used to record any identifier associated with the 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.

Do not confuse with <recordId> within <control>, which refers to an identifier for the EAC-CPF instance rather than the entity it describes.

May contain: [text]

May occur within: identity

Attributes:  
[localType](#) Optional

[xml:id](#) Optional

References: ISAAR (CPF) 5.1.6

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Repeatable

Example:

```
<identity>
  <entityId>CLU-SC-000008</entityId>
  <entityType>person</entityType>
  <nameEntry>
    <part>Brown, Bob, 1886-1959</part>
    <authorizedForm>AACR2</authorizedForm>
    <alternativeForm>ncafnor</alternativeForm>
  </nameEntry>
  <nameEntry>
    <part>Brown, Robert Carlton (1886-1959)</part>
    <authorizedForm>ncafnor</authorizedForm>
    <alternativeForm>AACR2</alternativeForm>
  </nameEntry>
</identity>
```

**<entityType>** Entity Type [\[toc\]](#)

Summary: The type of **CPF** entity being described. Values available are: person, corporateBody, or family.

Description

Within <identity> this mandatory element specifies the type of **CPF** entity being described in the EAC-CPF instance. Values available are: person, corporateBody, or family.

May contain: "person" or "corporateBody" or "family"

May occur within: identity

Attributes:  
[xml:id](#) Optional

References: ISAAR (CPF) 5.1.1

Mandatory/Optional: Mandatory

Repeatable/Non-repeatable: Non-repeatable

Examples:  
<entityType>corporateBody</entityType>

<entityType>person</entityType>

<entityType>family</entityType>

#### **<event>** **Event** [\[toc\]](#)

Summary: An element used to encode an event associated with a date and, optionally, a place within a structured chronology.

#### Description

The element contains discursive text identifying the event described by the <chronItem>. Every <event> must have an associated <date> element, and it may also have an optional <placeEntry> element.

May contain: [text]

May occur within: chronItem

Attributes:  
[localType](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

Mandatory/Optional: Mandatory

Repeatable/Non-repeatable: Non-repeatable

Example:

```

<chronList>
  <chronItem>
    <dateRange>
      <fromDate standardDate="1944">1944</fromDate>
      <toDate standardDate="1947">1947</toDate>
    </dateRange>
    <event>Summer employment at Minnesota Valley Canning Co.</event>
    <placeEntry>Blue Earth (Minn.)</placeEntry>
  </chronItem>
  <chronItem>
    <dateRange>
      <fromDate standardDate="1946">1946</fromDate>
      <toDate standardDate="1948">1948</toDate>
    </dateRange>
    <event>Macalester College</event>
    <placeEntry>St. Paul (Minn.)</placeEntry>
  </chronItem>
  <chronItem>
    <date standardDate="1948">1948</date>
    <event>Campaign Manager, 2nd District, State Democratic-Farmer-Labor
      Central Committee. Report to Orville Freeman.</event>
  </chronItem>
</chronList>

```

## **<eventDateTime>** Maintenance Event Date and Time [\[toc\]](#)

Summary: The date and time of a maintenance event for the EAC-CPF instance.

### Description

A required element within the <maintenanceEvent>, <eventDateTime> gives the date and time of a maintenance event for the EAC-CPF instance. The date and time may be recorded manually or machine generated in natural language as well as in machine-readable format by use of the @standardDateTime attribute.

May contain:	[text]
May occur within:	maintenanceEvent
Attributes:	
<a href="#">standardDateTime</a>	Optional
<a href="#">xml:id</a>	Optional
<a href="#">xml:lang</a>	Optional
References:	ISAAR (CPF) 5.4.6

Mandatory/Optional: Mandatory

Repeatable/Non-repeatable: Non-repeatable

Example:

```
<maintenanceEvent>
  <eventType>created</eventType>
  <eventDateTime standardDateTime="2009-11-30"></eventDateTime>
  <agentType>human</agentType>
  <agent>Bill Stocking</agent>
  <eventDescription>Created from original in ISAAR (CPF), 2nd edition: example
  10</eventDescription></maintenanceEvent>
```

**<eventDescription>** Maintenance Event Description [\[toc\]](#)

Summary: The description of a maintenance event in the life of the EAC-CPF instance.

Description

An element of **<maintenanceEvent>** used for describing the maintenance event. The element allows a full description of the maintenance event to be given alongside the basic definition of the event in the **<eventType>** element.

May contain: [text]

May occur within: maintenanceEvent

Attributes:

[xml:id](#) Optional

[xml:lang](#) Optional

References: ISAAR (CPF) 5.4.9

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Non-repeatable

Example:

```
<maintenanceEvent>
  <eventType>created</eventType>
  <eventDateTime standardDateTime="2009-11-30"></eventDateTime>
  <agentType>human</agentType>
  <agent>Bill Stocking</agent>
  <eventDescription>Created from original in ISAAR (CPF), 2nd edition: example
  10</eventDescription>
</maintenanceEvent>
```

## **<eventType>**

### **Maintenance Event Type** [\[toc\]](#)

Summary: The type of maintenance event for the EAC-CPF instance.

#### Description

A required element within <maintenanceEvent> that identifies the type of maintenance event. The available values are: "created", "revised", "updated", "deleted", "derived", or "cancelled". A discursive description of the event may be given in the optional <eventDescription> element.

On first creation, the event type would be "created". A "derived" event type is available to indicate that the record was derived from another descriptive system. If revisions were made to an existing EAC-CPF instance, the event type would be "revised". Updating a record, as a specific type of revision, may be indicated with the value "updated". Because it is important to be clear what has happened to records particularly when sharing and making links between them, other event types include "deleted" for records that are deleted from a system or "cancelled" for records that are marked as not current (obsolete or rejected) but kept for reference.

May contain: "cancelled" or "created" or "deleted" or "derived" or "revised" or "updated"

May occur within: maintenanceEvent

#### Attributes:

[xml:id](#) Optional

References: ISAAR (CPF) 5.4.9

Mandatory/Optional: Mandatory

Repeatable/Non-repeatable: Non-repeatable

#### Example:

```
<maintenanceEvent>
  <eventType>created</eventType>
  <eventDateTime standardDateTime="2009-11-30"></eventDateTime>
  <agentType>human</agentType>
  <agent>Bill Stocking</agent>
  <eventDescription>Created from original in ISAAR (CPF), 2nd edition: example
  10</eventDescription>
</maintenanceEvent>
```

## **<existDates>**

### **Dates of Existence** [\[toc\]](#)

Summary: 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 flourish for persons.



### Description

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 flourish for persons. <existDates> may contain actual or approximate dates expressed through its elements <date>, <dateRange>, or <dateSet>. A <descriptiveNote> may be included if a fuller explanation of the dates of existence is needed.

Use the <date> element to record the date of a single event, such as a date of birth or date of incorporation. Use <dateRange> to encode a pair of inclusive dates. Use <dateSet> to encode more complex date expressions that intermix <date> and <dateRange> elements.

Do not confuse with <useDates>, which is a child element of <nameEntry> or <nameEntryParallel> and represents the dates of use for a particular name or set of names.

May contain: date, dateRange, dateSet, descriptiveNote

May occur within: description

### Attributes:

[localType](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

References: ISAAR (CPF) 5.2.1

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Non-repeatable

### Example:

```
<existDates>
  <dateRange>
    <fromDate standardDate="1868">1868</fromDate>
    <toDate standardDate="1936">1936</toDate>
  </dateRange>
</existDates>
```

**<fromDate>** From Date [\[toc\]](#)

Summary: The beginning date in a date range.

### Description

The beginning date in a date range, <fromDate> may contain actual or approximate dates expressed as a month, day, or year in any format. A standard numerical form of the date (YYYYMMDD, etc.) may be specified with the @standardDate attribute. The @notBefore and @notAfter attributes may be used to indicate uncertainty.

May contain:	[text]
May occur within:	dateRange
Attributes:	
<a href="#">notAfter</a>	Optional
<a href="#">notBefore</a>	Optional
<a href="#">standardDate</a>	Optional
<a href="#">xml:id</a>	Optional
<a href="#">xml:lang</a>	Optional

Mandatory/Optional: Mandatory

Repeatable/Non-repeatable: Non-repeatable

Example:

```
<existDates>
  <dateRange>
    <fromDate standardDate="1868">1868</fromDate>
    <toDate standardDate="1936">1936</toDate>
  </dateRange>
</existDates>
```

**<function>** **Function** [\[toc\]](#)

Summary: An element that provides information about a function, activity, role, or purpose performed or manifested by the CPF entity being described.

Description

A <function> element is a wrapper element used to encode an index term, using the child element <term>. 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. Associated date or date range (<date>, <dateRange> or <dateSet>) and place(s) (<placeEntry>) may be included to further constrain the term's meaning. A <descriptiveNote> may be included if a textual explanation is needed.

A single <function> element may be encoded directly within <description>. Alternatively, multiple <function> elements may be grouped within a <functions> **element** that facilitates manipulating them as a group.

Functions may alternatively be described in discursive **form in <biogHist>**. The <function> element should be used whenever separate semantic processing of information about functions is required.

As a further alternative, descriptions of functions may form discrete components in an archival descriptive system. Such descriptions should be compiled in accordance with the International Standard for Describing Functions (ISDF) and will typically be described in another encoding language. In such a system, use <functionRelation> to point from the EAC-CPF entity **to the related function description**.

May contain: citation, date, dateRange, dateSet, descriptiveNote, placeEntry, term

May occur within: description, functions

Attributes:  
[localType](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

References: ISAAR (CPF) 5.2.5

**Mandatory/Optional: Optional**

**Repeatable/Non-repeatable: Repeatable**

Example:

```
<function>
  <term>Estate ownership</term>
  <descriptiveNote>Social, political, and cultural role typical of landed aristocracy
in England. The first Viscount Campden amassed a large fortune in trade in
London and purchased extensive estates, including Exton (Rutland), and Chipping
Campden (Gloucestershire). The Barham Court (Kent) estate was the acquisition
of the first Baron Barham, a successful admiral and naval administrator (First
Lord of the Admiralty 1805).</descriptiveNote>
</function>
```

**<functionRelation> Function Relation** [\[toc\]](#)

Summary: **An element designed to encode a relationship between a function and the CPF entity described in the EAC-CPF instance.**

## Description

The <functionRelation> element contains the description of a function related to the described CPF entity. Such related functions are typically described in another encoding language. Use <objectXMLWrap> to incorporate XML elements from any XML namespace or <objectBinWrap> for base64-encoded binary data. A <relationEntry> element is provided for textual identification of the related function.

Use the <date>, <dateRange>, or <dateSet> elements for specifying when the relation applied and the <placeEntry> element for relevant location information. A <descriptiveNote> element may be included for a more detailed explanation of the relationship.

The @functionRelationType attribute is used to specify the nature of the relationship that exists between the function and the CPF entity described in the EAC-CPF instance. Values are chosen from a closed list.

May contain: date, dateRange, dateSet, descriptiveNote, objectBinWrap, objectXMLWrap, placeEntry, relationEntry

May occur within: relations

## Attributes:

<a href="#">functionRelationType</a>	Optional
<a href="#">lastDateTimeVerified</a>	Optional
<a href="#">xlink:actuate</a>	Optional
<a href="#">xlink:arcrole</a>	Optional
<a href="#">xlink:href</a>	Optional
<a href="#">xlink:role</a>	Optional
<a href="#">xlink:show</a>	Optional
<a href="#">xlink:title</a>	Optional
<a href="#">xlink:type</a>	Required (if any XLINK attributes used)
<a href="#">xml:id</a>	Optional
<a href="#">xml:lang</a>	Optional

References: ISDF Chapter 6

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Repeatable

Example:

```
<functionRelation functionRelationType="performs">
  <relationEntry>Alumni communication management, University of
  Glasgow</relationEntry>
  <descriptiveNote>
    <p>The management of the University's communication with its alumni.</p>
  </descriptiveNote>
</functionRelation>
```

**<functions>** **Functions** [\[toc\]](#)

Summary: A grouping element used to bundle together individual <function> elements.

Description

Use the optional <functions> element to group together one or more occurrences of <function> so that they can be manipulated as a package. A single <function>**element** may stand alone or may be wrapped within <functions>.

The optional <citation>, <list>, and <outline> elements are used to accommodate greater complexity in expressing or representing the functions, processes, activities, tasks, or transactions being described. A simpler discursive expression of the functions may be encoded **in** one or more <p> elements.

May contain: citation, descriptiveNote, function, list, outline, p

May occur within: description

Attributes:

[localType](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

References: ISAAR (CPF) 5.2.5

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Repeatable

Example:

```
<functions>
```

```

    <function>
    <term>Indigenous land rights plaintiff</term>
  </function>
  <function>
    <term>Indigenous arts administrator</term>
  </function>
</functions>

```

<generalContext>                      General Context [\[toc\]](#)  
 Summary: An element that encodes information about the general social and cultural context of the **CPF** entity being described.

#### Description

The element <generalContext> may contain a <list>, <outline>, or <p> element to format information about the social, cultural, economic, political, and/or historical milieu in which the **CPF** entity being described existed. The general context provides wide latitude to record contextual information not **specifically accommodated by other elements container in <description>.**

The optional <citation>, <list>, and <outline> elements are used to accommodate greater complexity in expressing or representing the general context being described. A simpler discursive expression of the general context may be encoded as one or more <p> elements.

May contain:                              citation, list, outline, p

May occur within:                        description

Attributes:  
[localType](#)                                Optional

[xml:id](#)                                      Optional

[xml:lang](#)                                Optional

References:                                ISAAR (CPF) 5.2.8

**Mandatory/Optional:                  Optional**

**Repeatable/Non-repeatable:    Repeatable**

#### Example:

```

<generalContext>
  <p>Edward Koiko Mabo was born in 1936 on the island of Mer, one of the
  Murray Islands, which are located at the eastern extremity of Torres Strait. In
  June 1992, six months after his death, Mabo achieved national prominence as the

```

successful principal plaintiff in the landmark High Court ruling on native land title. The High Court ruling, for the first time, gave legal recognition to the fact that indigenous land ownership existed in Australia before European settlement and that, in some cases, this land tenure was not subsequently extinguished by the Crown.

</generalContext>

## <identity> Identity [\[toc\]](#)

**Summary:** A wrapper element for the name or names related to the identity being described within the <cpfDescription> element in the EAC-CPF instance. In case of multiple identities, a separate <identity> element is contained in each of the <cpfDescription> elements of instance.

### Description

<identity> is a container 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). One or more <nameEntry> elements and / or one or more <nameEntryParallel> elements specifying names by which the identity is known is also required. An optional <entityId> is available for any identifiers associated with the CPF entity.

All names by which the identity, being described within one <cpfDescription> element in the EAC-CPF instance is known are provided within this element. Within <identity>, each of the names, whether authorized or alternatives, should be recorded in a separate <nameEntry> element.

In addition to needing to accommodate one or more names used for or by the CPF entity, <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 entities are frequently provided in more than one language. Within <identity>, a <nameEntryParallel> 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.

May contain: descriptiveNote, entityId, entityType, nameEntry, nameEntryParallel

May occur within: cpfDescription

Attributes:

[identityType](#) Optional

[localType](#) Optional

[xml:base](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

References: ISAAR (CPF) 5.1

Mandatory/Optional: Mandatory

Repeatable/Non-repeatable: Non-repeatable

Example:

```
<identity>
  <entityId>CLU-SC-000008</entityId>
  <entityType>person</entityType>
  <nameEntry>
    <part>Brown, Bob</part>
    <useDates>
      <dateRange>
        <fromDate standardDate="1886">1886</fromDate>
        <toDate standardDate="1959">1959</toDate>
      </dateRange>
    </useDates>
    <authorizedForm>AACR2</authorizedForm>
  </nameEntry>
  <nameEntry>
    <part>Brown, Robert Carlton</part>
    <useDates>
      <dateRange>
        <fromDate standardDate="1886">1886</fromDate>
        <toDate standardDate="1959">1959</toDate>
      </dateRange>
    </useDates>
    <alternativeForm>AACR2</alternativeForm>
  </nameEntry>
</identity>
```

**<item>** **Item** [\[toc\]](#)

Summary: A formatting element that encodes the individual entries in a <list>.



## Description

The <item> element is used for general lists within descriptive elements and within levels in an outline. Do not confuse with <chronItem>, which encodes entries within a structured chronology, <chronList>.

May contain: [text], span

May occur within: level, list

## Attributes:

[localType](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

## Within level:

Mandatory/Optional: Mandatory

Repeatable/Non-repeatable: Non-repeatable

## Within list:

Mandatory/Optional: Mandatory

Repeatable/Non-repeatable: Repeatable

## Examples:

```
<list>
  <item>
    <span style="font-style:italic">1450-1950</span>
    (1929)</item>
  <item>
    <span style="font-style:italic">Globe Gliding</span>
    (1930)</item>
  <item>
    <span style="font-style:italic">Gems</span>
    (1931) </item>
  <item>
    <span style="font-style:italic">Words</span>
    (1931)</item>
  <item>
    <span style="font-style:italic">Demonics</span>
    (1931)</item>
  <item>
    <span style="font-style:italic">Can We Co-operate</span>
```

```

(1942)</item>
<item>
<span style="font-style:italic">Amazing Amazon</span>
(1942) </item>
</list>
<outline>
<level>
<item>I.</item>
</level>
<level>
<item>II.</item>
<level>
<item>A.</item>
</level>
<level>
<item>B.</item>
<level>
<item>1.</item>
</level>
<level>
<item>2.</item>
</level>
</level>
</level>
</outline>

```

## <language> [Language \[toc\]](#)

Summary: The specification of a particular language used in the EAC-CPF instance or in the creative work of the **CPF** entity being described.

### Description

A required element within <languageDeclaration> that gives the main language in which the EAC-CPF instance is written.

A required element within <languageUsed> that gives the language or languages used by the **CPF** entity being described.

The content of the @languageCode attribute must be given in the form of valid code from ISO 639-2b.

May contain: [text]

May occur within: languageDeclaration, languageUsed

Attributes:  
[languageCode](#) Required

[xml:id](#) Optional

[xml:lang](#) Optional

References: ISAAR (CPF) 5.4.7

Mandatory/Optional: Mandatory

Repeatable/Non-repeatable: Non-repeatable

Example:

```
<languageDeclaration>  
  <language languageCode="eng">English</language>  
  <script scriptCode="Latn">Latin</script>  
</languageDeclaration>
```

**<languageDeclaration>**      **Language Declaration** [\[toc\]](#)

Summary: The declaration of the predominant language and script used in the EAC-CPF instance.

Description

A wrapper element within <control> that declares the primary language and script in which an EAC-CPF instance is written in the required <language> and <script> elements. Any comments about the languages and scripts in which the EAC-CPF instance is written may be included in the optional <descriptiveNote> element.

May contain: descriptiveNote, language, script

May occur within: control

Attributes:

[xml:id](#) Optional

[xml:lang](#) Optional

References: ISAAR (CPF) 5.4.7

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Non-repeatable

Example:

```
<languageDeclaration>  
  <language languageCode="eng">English</language>  
  <script scriptCode="Latn">Latin</script>
```

</languageDeclaration>

### **<languageUsed>**                      **Language Used** [\[toc\]](#)

Summary: The language and script used by the **CPF** entity being described.

#### Description

<languageUsed> is an element within <description> used to indicate the language and script in which the **CPF** entity being described was creative or productive. **Use the <language> element to specify** the language and a corresponding <script> element for the script.

Do not confuse with <languageDeclaration>, which refers to the language and script of the EAC-CPF instance.

May contain:                      descriptiveNote, language, script

May occur within:                description, languagesUsed

#### Attributes:

[localType](#)                      Optional

[xml:id](#)                          Optional

[xml:lang](#)                      Optional

**Mandatory/Optional:**        **Optional**

**Repeatable/Non-repeatable:** **Non-repeatable**

#### Example:

```
<languageUsed>
  <language languageCode="eng">English</language>
  <script scriptCode="Latn">Latin</script>
</languageUsed>
```

### **<languagesUsed>**                      **Languages Used** [\[toc\]](#)

Summary: A grouping element used to bundle together individual <languageUsed> elements.

#### Description

Use the optional <languagesUsed> element to group together one or more occurrences of <languageUsed> so that they can be manipulated as a package. A single <languageUsed> may be alone or may be wrapped within <languagesUsed>.

May contain:                      descriptiveNote, languageUsed

May occur within: description

Attributes:

[localType](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Non-repeatable

Example:

```
<languagesUsed>
  <languageUsed>
    <language languageCode="eng">English</language>
    <script scriptCode="Latn">Latin</script>
  </languageUsed>
  <languageUsed>
    <language languageCode="spa">Spanish</language>
    <script scriptCode="Latn">Latin</script>
  </languageUsed>
  <descriptiveNote>
    <p>Published works in English and Spanish.</p>
  </descriptiveNote>
</languagesUsed>
```

**<legalStatus>**                      **Legal Status** [\[toc\]](#)

Summary: An element used to encode information about the legal status of a corporate body.

Description

A <legalStatus> element is a wrapper element used to encode an index term, **using the element <term>**. 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.

Associated date or date range (<date>, <dateRange> or <dateSet>) and place(s)

(<placeEntry>) may be included to further constrain the term's meaning. A

<descriptiveNote> element may be included if fuller textual explanation is needed.

A single <legalStatus> may be encoded directly within <description>. Alternatively, multiple <legalStatus> elements may be grouped within a <legalStatuses> **element** that facilitates manipulating them as a group.

Legal statuses may alternatively be described in discursive form in **the <biogHist>**. The <legalStatus> element should be used whenever separate semantic processing of information about legal statuses is required.

May contain: citation, date, dateRange, dateSet, descriptiveNote, placeEntry, term

May occur within: description, legalStatuses

Attributes:  
[localType](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

References: ISAAR (CPF) 5.2.4

**Mandatory/Optional: Optional**

**Repeatable/Non-repeatable: Repeatable**

Examples:

```
<legalStatus>
  <term>Department of State</term>
</legalStatus>
```

```
<legalStatus>
  <term>Organismo de la Administracion Central del Estado</term>
  <date standardDate="1769">1769</date>
</legalStatus>
```

**<legalStatuses>**                      **Legal Statuses** [\[toc\]](#)

Summary: A grouping element used to bundle together individual <legalStatus> elements.

Description

Use the optional <legalStatuses> to group together one or more occurrences of <legalStatus> so that they can be manipulated as a package. A single <legalStatus> may stand alone or may be wrapped within <legalStatuses>.

The optional <citation>, <list>, and <outline> elements are used to accommodate greater complexity in expressing or representing the legal statuses being described. A simpler discursive expression of the legal statuses may be encoded as one or more <p> elements.

May contain: citation, descriptiveNote, legalStatus, list, outline, p

May occur within: description

Attributes:

[localType](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

References: ISAAR (CPF) 5.2.4

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Repeatable

Examples:

```
<legalStatuses>
  <legalStatus>
    <term>Private limited liability company</term>
    <dateRange>
      <fromDate standardDate="1941">1941</fromDate>
      <toDate standardDate="1948">1948</toDate>
    </dateRange>
  </legalStatus>
  <legalStatus>
    <term>Public limited liability company</term>
    <dateRange>
      <fromDate standardDate="1948">1948</fromDate>
      <toDate standardDate="2006">2006</toDate>
    </dateRange>
  </legalStatus>
  <legalStatus>
    <term>Private limited liability company</term>
    <dateRange>
      <fromDate standardDate="2006">2006</fromDate>
      <toDate standardDate="2008">2008</toDate>
    </dateRange>
  </legalStatus>
</legalStatuses>
```

**<level>** Level [\[toc\]](#)

Summary: A required element **within** <outline> **that** delineates the outline format.

Description

Within an <outline>, multiple <level> elements are used to indicate the hierarchical levels of information that comprise the outline. When more than one hierarchical level exists, successive <level> elements are nested recursively to identify the layers of content. Each <level>, in turn, contains **one <item> element** that conveys the information content of the outline.

May contain: item, level

May occur within: level, outline

Attributes:  
[localType](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

**Mandatory/Optional: Mandatory**

**Repeatable/Non-repeatable: Repeatable**

Example:

```
<outline>
  <level>
    <item>I.</item>
  </level>
  <level>
    <item>II.</item>
  </level>
  <level>
    <item>A.</item>
  </level>
  <level>
    <item>B.</item>
  </level>
  <level>
    <item>1.</item>
  </level>
  <level>
    <item>2.</item>
  </level>
</outline>
```

**<list>** List [\[toc\]](#)

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



## Description

The <list> element is used for general lists that can be embedded with a large number of descriptive elements. Lists are comprised of one or more <item> elements. Do not confuse with <chronList>, which encodes a structured chronology.

May contain: item

May occur within: biogHist, functions, generalContext, legalStatuses, localDescriptions, mandates, occupations, places, structureOrGenealogy

## Attributes:

[localType](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

**Mandatory/Optional: Optional**

**Repeatable/Non-repeatable: Repeatable**

## Example:

```
<list>
  <item>
    <span style="font-style:italic">1450-1950</span>
    (1929)</item>
  <item>
    <span style="font-style:italic">Globe Gliding</span>
    (1930)</item>
  <item>
    <span style="font-style:italic">Gems</span>
    (1931) </item>
  <item>
    <span style="font-style:italic">Words</span>
    (1931)</item>
  <item>
    <span style="font-style:italic">Demonics</span>
    (1931)</item>
  <item>
    <span style="font-style:italic">Can We Co-operate</span>
    (1942)</item>
  <item>
    <span style="font-style:italic">Amazing Amazon</span>
    (1942) </item>
</list>
```

## **<localControl>**                      **Local Control** [\[toc\]](#)

Summary: Any additional control entry necessary to accommodate local practice.

### Description

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 **should** be given in a <term> element and an associated date can be given either as a single date (<date>) or a date range (<dateRange>).

The type of entry may be defined using the @localType attribute.

May contain:                      date, dateRange, term

May occur within:                control

Attributes:  
[localType](#)                      Optional

[xml:id](#)                              Optional

[xml:lang](#)                          Optional

Mandatory/Optional:            Optional

Repeatable/Non-repeatable:    Repeatable

### Example:

```
<localControl localType="detailLevel">
  <term>minimal</term>
</localControl>
```

## **<localDescription>**                      **Local Description** [\[toc\]](#)

Summary: **Used** to extend the descriptive categories **to others** available in a local system. Its meaning will depend on the context in which it occurs.

### Description

<localDescription> provides a means to extend the list of description elements defined by ISAAR (CPF) and specified in the EAC-CPF schema. It should be used to record structured index terms rather than discursive text. It contains a child element <term>, which may be drawn from controlled vocabularies or may be natural language terms. Associate date or date range (<date>, <dateRange> or <dateSet>) and place(s) (<placeEntry>) may be included to further constrain the term's meaning. A <descriptiveNote> may be included if a fuller textual explanation is needed.

The <localDescription> element should be used whenever in a local system a separate semantic process of the descriptive information is required that cannot be accommodated by the existing categories available in EAC-CPF.

May contain: citation, date, dateRange, dateSet, descriptiveNote, placeEntry, term

May occur within: description, localDescriptions

Attributes:  
[localType](#) Required

[xml:id](#) Optional

[xml:lang](#) Optional

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Repeatable

Example:

```
<localDescription localType="http://....fr/eac-cpf/localType/nationalité">
  <term vocabularySource="http://....fr/eac-cpf/localType/nationalité#French">French</term>
  <placeEntry countryCode="FR"
    vocabularySource="http://....fr/registerOfFrenchPlaceNames#France">France</placeEntry>
</localDescription>
```

### <localDescriptions> Local Descriptions [\[toc\]](#)

Summary: A grouping element used to bundle together individual <localDescription> elements.

#### Description

Use the optional <localDescriptions> element to group together one or more occurrences of <localDescription> so that they can be manipulated as a package. A single <localDescription> may stand alone or may be wrapped within <localDescriptions>.

The optional <citation>, <list>, and <outline> elements are used to accommodate greater complexity in expressing or representing the information being described. A simpler discursive may be encoded as one or more <p> elements.

May contain: citation, list, localDescription, outline, p

May occur within: description

Attributes:

[localType](#) Required

[xml:id](#) Optional

[xml:lang](#) Optional

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Repeatable

Example:

```
<localDescriptions>
  <localDescription localType="http://....fr/eac-cpf/localType/nationalité">
    <term vocabularySource="http://....fr/eac-cpf/localType/nationalité#French">French</term>
    <placeEntry countryCode="FR"
      vocabularySource="http://....fr/registerOfFrenchPlaceNames#France">France</placeEntry>
  </localDescription>
  <localDescription localType="http://....fr/eac-cpf/localType/citoyenneté">
    <term vocabularySource="http://....fr/eac-cpf/localType/citoyenneté#French">French</term>
    <placeEntry countryCode="FR"
      vocabularySource="http://....fr/registerOfFrenchPlaceNames#France">France</placeEntry>
  </localDescription>
  <localDescription localType="http://....fr/eac-cpf/localType/citoyenneté">
    <term vocabularySource="http://....fr/eac-cpf/localType/citoyenneté#Brazil">Brazil</term>
    <placeEntry countryCode="BR"
      vocabularySource="http://....fr/registerOfFrenchPlaceNames#France">Brazil</placeEntry>
  </localDescription>
</localDescriptions>
```

### **<localTypeDeclaration>**      Local Type Declaration [\[toc\]](#)

Summary: <localTypeDeclaration> is used to declare any local conventions used in @localType in the EAC-CPF instance.

#### Description

The <localTypeDeclaration> is available to declare the local conventions and controlled vocabularies used in @localType in the EAC-CPF instance. The <citation> element must be used to **cite** the resource that lists the used values (semantic scope and intention). Any notes relating to how rules or conventions **that** have been used may be given within a

<descriptiveNote> element. The <abbreviation> element may be used to identify the standard or controlled vocabulary in a coded structure.

May contain: abbreviation, citation, descriptiveNote

May occur within: control

Attributes:

[xml:id](#) Optional

[xml:lang](#) Optional

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Repeatable

Example:

```
<localTypeDeclaration>
  <abbreviation>Categorycodes</abbreviation>
  <citation xlink:href=http://nad.ra.se/static/termlistor/Kategorikoder.htm
    xlink:type="simple">The categorycodes used in Swedish NAD (http://nad.ra.se).
    Used in element function</citation>
  <descriptiveNote>
    <p>Codes for categorizing different types of authority records through
    organizational form, operation, function, archivalorganization, etcetera. </p>
  </descriptiveNote>
</localTypeDeclaration>
```

**<maintenanceAgency>** Maintenance Agency [\[toc\]](#)

Summary: The institution or service responsible for the creation, maintenance, and/or dissemination of the EAC-CPF instance.

Description

A required element within <control> for wrapping information about the institution or service responsible for the creation, maintenance, and/or dissemination of the EAC-CPF instance.

This must include the <agencyName> element and it is recommended to include the optional <agencyCode> and / or <otherAgencyCode> elements as well to unambiguously identify the institution or service. Additional local institutional codes are given in <otherAgencyCode>. Any general information about the institution in relation to the EAC-CPF instance may also be given in a <descriptiveNote> element.

May contain: agencyCode, agencyName, descriptiveNote,  
otherAgencyCode

May occur within: control

Attributes:  
[xml:id](#) Optional

References: ISAAR (CPF) 5.4.2

Mandatory/Optional: Mandatory

Repeatable/Non-repeatable: Non-repeatable

Examples:

```
<maintenanceAgency>
  <agencyCode>FR-DAF</agencyCode>
  <agencyName>Archives nationales (Paris)</agencyName>
</maintenanceAgency>
```

```
<maintenanceAgency>
  <otherAgencyCode>GB-058</otherAgencyCode>
  <agencyName>The British Library: Manuscript Collections</agencyName>
</maintenanceAgency>
```

**<maintenanceEvent>** Maintenance Event [\[toc\]](#)

Summary: A maintenance event in the life of the EAC-CPF instance.

Description

An element within <maintenanceHistory> to record information about particular maintenance events in the history of the EAC-CPF instance. There will always be at least one maintenance event for each instance, usually its creation, and the type of each event must be defined in the <eventType> element. Information must also be given about who or what carried out, or was otherwise responsible for, the work on the EAC-CPF instance in the <agent> and <agentType> elements and when the event took place in the <eventDateTime> element. The event may also be described in the <eventDescription> element.

May contain: agent, agentType, eventDateTime, eventDescription, eventType

May occur within: maintenanceHistory

Attributes:  
[xml:id](#) Optional

[xml:lang](#) Optional

References: ISAAR (CPF) 5.4.6 and 5.4.9

**Mandatory/Optional:** Mandatory

**Repeatable/Non-repeatable:** Repeatable

Examples:

```
<maintenanceEvent>
  <eventType>derived</eventType>
  <eventDateTime standardDateTime="2009-06-30T09:37:17.029-04:00"></eventDateTime>
  <agentType>machine</agentType>
  <agent>XSLT ead2cpf.xml/Saxon B9</agent>
  <eventDescription>Derived from EAD instance.</eventDescription>
</maintenanceEvent>
```

```
<maintenanceEvent>
  <eventType>revised</eventType>
  <eventDateTime standardDateTime="2009-07-08">2009-07-08</eventDateTime>
  <agentType>human</agentType>
  <agent>Claire Sibille</agent>
  <eventDescription>Notice convertie en EAC-CPF avec l'editeur oXygen</eventDescription>
</maintenanceEvent>
```

```
<maintenanceEvent>
  <eventType>created</eventType>
  <eventDateTime standardDateTime="2001-11-03">2001-11/03</eventDateTime>
  <agentType>human</agentType>
  <agent>Lina Bountouri</agent>
</maintenanceEvent>
```

**<maintenanceHistory>** Maintenance History [\[toc\]](#)

Summary: The history of the creation and maintenance of the EAC-CPF instance.

Description

A required wrapper element within <control> to record the history of the creation and maintenance of the EAC-CPF instance. There must be at least one <maintenanceEvent> element, usually recording the creation of the instance, but there may be many other <maintenanceEvent> elements documenting the milestone events or activities in the maintenance of the instance.

May contain: maintenanceEvent

May occur within: control

Attributes:

[xml:id](#) Optional

[xml:lang](#) Optional

References: ISAAR (CPF) 5.4.6, 5.4.9

Mandatory/Optional: Mandatory

Repeatable/Non-repeatable: Non-repeatable

Example:

```
<maintenanceHistory>
  <maintenanceEvent>
    <eventType>created</eventType>
    <eventDateTime standardDateTime="2009-06-29T00:20:00.000-00:00">29
    giugno 2009</eventDateTime>
    <agentType>human</agentType>
    <agent>Salvatore Vassallo</agent>
    <eventDescription>Prima codifica dell'esempio in italiano presente nelle
    ISAAR(CPF)</eventDescription>
  </maintenanceEvent>
  <maintenanceEvent>
    <eventType>revised</eventType>
    <eventDateTime standardDateTime="2009-06-29T17:16:00.000-00:00">29
    giugno 2009</eventDateTime>
    <agentType>human</agentType>
    <agent>Salvatore Vassallo</agent>
    <eventDescription>Aggiunte fonti, regole usate e campi di
    controllo</eventDescription>
  </maintenanceEvent>
</maintenanceHistory>
```

**<maintenanceStatus>** Maintenance Status [\[toc\]](#)

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

Description

A required element within <control> that records the current drafting status of an EAC-CPF instance: as an EAC-CPF instance is modified or other events happen to it (as recorded in the <maintenanceHistory> element), the maintenance status should also be **updated** to reflect the current drafting status.

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. A "derived" status value is available to indicate that the record was derived from another descriptive system.

May contain: "cancelled" or "deleted" or "deletedReplaced" or "deletedSplit" or "derived" or "new" or "revised"

May occur within: control

Attributes:  
[xml:id](#) Optional

References: ISAAR (CPF) 5.4.4

**Mandatory/Optional: Mandatory**

**Repeatable/Non-repeatable: Non-repeatable**

Example:  
<maintenanceStatus>new</maintenanceStatus>

**<mandate> Mandate** [\[toc\]](#)

Summary: 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.

Description

A <mandate> element is a wrapper element used to encode an index term, using **the element**, <term>. Terms are 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. Associated date or date range (<date>, <dateRange> or <dateSet>) and place(s) (<placeEntry>) may be included to further constrain the term's meaning. A <descriptiveNote> element may be included if a **fuller explanation** is needed.

A single <mandate> element may be encoded directly within <description>.  
Alternatively, multiple <mandate> elements may be grouped within <mandates>.

May contain: citation, date, dateRange, dateSet, descriptiveNote, placeEntry, term

May occur within: description, mandates

Attributes:

[localType](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

References: ISAAR (CPF) 5.2.6

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Repeatable

Example:

```
<mandate>
  <dateRange>
    <fromDate standardDate="1919">1919</fromDate>
    <toDate standardDate="1952">1925</toDate>
  </dateRange>
  <citation>Minnesota. Executive Session Laws 1919 c49</citation>
  <descriptiveNote>
    <p>Board created in 1919 to receive and examine applications for bonuses from
    Minnesota soldiers.</p>
  </descriptiveNote>
</mandate>
```

**<mandates>** Mandates [\[toc\]](#)

Summary: A grouping element used to bundle together individual <mandate> elements.

Description

Use the optional <mandates> element to group together one or more occurrences of <mandate> so that they can be manipulated as a package. A single <mandate> may stand alone or may be wrapped within <mandates>.

The optional <citation>, <list>, and <outline> elements are used to accommodate greater complexity in expressing or representing the mandates being described. A simpler discursive expression of the mandates may be encoded as one or more <p> elements.

May contain: citation, descriptiveNote, list, mandate, outline, p

May occur within: description

Attributes:

[localType](#) Optional

[xml:id](#) Optional  
[xml:lang](#) Optional  
References: ISAAR (CPF) 5.2.6

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Repeatable

Example:

```
<mandates>
  <mandate>
    <term>Instrucciones de 13-VI-1586 por las que se crean y definen las secretarias
    de Tierra y Mar.</term>
  </mandate>
  <mandate>
    <term>Real Decreto de Nueva Planta para el consejo de Guerra de 23-IV-
    1714.</term>
  </mandate>
  <mandate>
    <term>Real Decreto de Nueva Planta para el consejo de Guerra de 23-VIII-
    1715.</term>
  </mandate>
</mandates>
```

**<multipleIdentities>** Multiple Identities [\[toc\]](#)

Summary: A **grouping** element used to **encode** more than one <cpfDescription> within a single EAC-CPF instance.

Description

A **grouping** element used to encode more than one <cpfDescription> in a single EAC-CPF instance. The use of the <multipleIdentities> element can resolve two identity circumstances. First, it can be used to represent more than one identity (including official identities) of the same **CPF** entity each with a separate <cpfDescription>. Second, it can be used to represent a collaborative identity **that** includes multiple individuals operating under a shared identity (such as a shared pseudonym).

May contain: cpfDescription

May occur within: eac-cpf

Attributes:

[xml:base](#) Optional

[xml:id](#) Optional

[xml:lang](#)

Optional

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Non-repeatable

Example:

```
<multipleIdentities>
  <cpfDescription>
    <identity identityType="acquired" localType="pseudonyme">
      <entityType>person</entityType>
      <nameEntry xml:lang="ru" scriptCode="Latn" transliteration="ISO9:1995">
        <part localType="élément d'entrée">Gorki</part>
        <part localType="autre élément">Maksim</part>
      </nameEntry>
      <useDates>
        <dateRange>
          <fromDate standardDate="1892">1892</fromDate>
          <toDate standardDate="1936">1936</toDate>
        </dateRange>
      </useDates>
    </identity>
    <description>
      <existDates>
        <dateRange>
          <fromDate standardDate="1868">1868</fromDate>
          <toDate standardDate="1936">1936</toDate>
        </dateRange>
      </existDates>
      <function>
        <term>Romancier</term>
      </function>
      <languageUsed>
        <language languageCode="rus">russe</language>
        <script scriptCode="Cyril"></script>
      </languageUsed>
    </description>
  </cpfDescription>
  <cpfDescription>
    <identity identityType="given" localType="état civil">
      <entityType>person</entityType>
      <nameEntry xml:lang="rus" scriptCode="Latn" transliteration="ISO9:1995">
        <part localType="élément d'entrée">Peškov</part>
        <part localType="autre élément">Aleksej Maksimovič</part>
      </nameEntry>
    </identity>
  </cpfDescription>
</multipleIdentities>
```

```

</identity>
<description>
<existDates>
<dateRange>
<fromDate standardDate="1868-03-28">28 mars 1868</fromDate>
<toDate standardDate="1936-06-18">18 juin 1936</toDate>
</dateRange>
</existDates>
<places>
<place>
<placeRole>naissance</placeRole>
<placeEntry>Nijni-Novgorod (Russie)</placeEntry>
</place>
<place>
<placeRole>déces</placeRole>
<placeEntry>Gorki (Russie)</placeEntry>
</place>
<place>
<placeRole>nationalité</placeRole>
<placeEntry countryCode="SU">Union Soviétique</placeEntry>
</place>
</places>
<biogHist>
<p>Élevé par son oncle maternel à Nijni-Novgorod. S'installe à Kazan en 1884.
Autodidacte. Premiers contacts avec les milieux marxistes et populistes. Retour à
Nijni-Novgorod en 1889 et première arrestation. Entame un premier voyage dans
le sud de la Russie en 1891 et s'installe à Tiflis (1891-1892), avant de revenir à
Nijni-Novgorod (1893-1895 puis 1898). Arrêté un deuxième fois à Tiflis en 1898.
Il se rend pour la première fois à Saint-Pétersbourg en 1899. Arrêté une 3e fois à
Nijni-Novgorod en 1901, ce qui provoque une campagne de protestations.
Entretient des liens d'amitié avec Cehov et Tol'stoj. Il apporte son soutien
financier au Parti social-démocrate et se rapproche des Bolcheviks après 1905. Il
s'exile à Capri de 1906 à 1913. Rentré en Russie en 1913, il s'exile de nouveau en
1921 en Allemagne puis en Italie en 1923. Il retourne définitivement en URSS en
1932.</p>
</biogHist>
</description>
</cpfDescription>
</multipleIdentities>

```

## <nameEntry>

## Name Entry [\[toc\]](#)

Summary: An element containing a name entry for a corporate body, person, or family.

<nameEntry> is made up of one or more <part> elements so that the **CPF** entity can be identified with certainty and distinguished from others bearing the same or similar names.

## Description

Within <identity>, the element <nameEntry> is used to record a name by which the corporate body, the person, or the family described in the EAC-CPF instance is known.

When <nameEntry> occurs within <nameEntryParallel> it is used to record two or more parallel forms (e.g., official forms of the name in different languages and/or scripts **or** transliterated forms of the name). When <nameEntry> is not included within <nameEntryParallel>, it is used to record the authorized or alternative forms, whether standardized or not.

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

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

When <nameEntry> does not occur within <nameEntryParallel>, it may include two optional elements, <authorizedForm> and <alternativeForm>, to account more precisely for the status of the form of the name contained in the <nameEntry> element, as compared to other possible forms of the name contained in other <nameEntry> elements.

The <nameEntry> element may also contain a <useDates> element **to indicate the dates the name was used but** only when <nameEntry> is not included within <nameEntryParallel>.

The attributes @scriptCode and @xml:lang are used to specify the script and the language of each of the names recorded in <nameEntry>.

If the form of the name recorded in <nameEntry> is a transliterated one, the attribute @transliteration is used to record the conventions or rules applied to transliterate this form of the name.

May contain:	alternativeForm, authorizedForm, part, preferredForm, useDates
--------------	--

May occur within:	identity, nameEntryParallel
-------------------	-----------------------------

Attributes:	
<a href="#">localType</a>	Optional
<a href="#">scriptCode</a>	Optional
<a href="#">transliteration</a>	Optional
<a href="#">xml:id</a>	Optional
<a href="#">xml:lang</a>	Optional

References: ISAAR (CPF) 5.1.2, 5.1.3, 5.1.4, 5.1.5

Mandatory/Optional: Mandatory

Repeatable/Non-repeatable: Repeatable

Examples:

```
<nameEntry>
  <part localType="surname">Lemoyne</part>
  <part localType="forename">Francois</part>
  <authorizedForm>AFNOR</authorizedForm>
</nameEntry>
<nameEntry>
  <part localType="surname">Lemoine</part>
  <part localType="forename">Francois</part>
  <alternativeForm>AFNOR</alternativeForm>
</nameEntry>

<nameEntry>
  <part>Brown, Bob</part>
  <useDates>
    <dateRange>
      <fromDate standardDate="1886">1886</fromDate>
      <toDate standardDate="1959">1959</toDate>
    </dateRange>
  </useDates>
  <authorizedForm>AACR2</authorizedForm>
</nameEntry>
```

**<nameEntryParallel>**      **Name Entry Parallel** [\[toc\]](#)

Summary: A wrapper element for two or more <nameEntry> elements that represent parallel forms of the name.

Description

A **wrapper** element used to group two or more <nameEntry> elements representing parallel forms of the name for the same **CPF** entity (e.g., official forms of the name in different languages and/or scripts, transliterated forms of the name). All those forms should have the same status, either authorized or alternative. Two optional elements, <authorizedForm> or <alternativeForm>, may be used to account more precisely for the status of the set of parallel name forms contained in <nameEntryParallel>. Do not use for pairing authorized and unauthorized forms of the same name (e.g., an authorized form with see references).

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

May contain: alternativeForm, authorizedForm, nameEntry, useDates

May occur within: identity

Attributes:  
[localType](#) Optional

[xml:id](#) Optional

References: ISAAR (CPF) 5.1.3

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Repeatable

Example:

```
<nameEntryParallel>
  <nameEntry xml:lang="fr" scriptCode="Latn">
    <part>Institut international des droits de l'homme</part>
    <preferredForm>AFNOR_Z44-060</preferredForm>
  </nameEntry>
  <nameEntry xml:lang="en" scriptCode="Latn">International institute of human
rights</nameEntry>
  <nameEntry xml:lang="sp" scriptCode="Latn">
    <part>Instituto internacional de derechos humanos</part>
  </nameEntry>
  <authorizedForm>AFNOR_Z44-060</authorizedForm>
</nameEntryParallel>
```

**<objectBinWrap>**      **Object Bin Wrap** [\[toc\]](#)

Summary: This element provides a place for a base64-encoded binary representation of a resource.

Description

This element provides a place for a base64-encoded binary representation of a resource. The datatype of base64-encoded binary is based on the W3C Schema Part 2: Datatypes (for which consult the specification at <http://www.w3.org/TR/xmlschema-2/>)

May contain: base64Binary

May occur within: cpfRelation, functionRelation, resourceRelation,  
setComponent, source

Attributes:  
[xml:id](#) Optional



Mandatory/Optional: Optional

Repeatable/Non-repeatable: Non-repeatable

Example:

```
<objectBinWrap> [Base64 Binary code] </objectBinWrap>
```

**<objectXMLWrap>**      **Object XML Wrap** [\[toc\]](#)

Summary: A place for incorporating XML elements from any XML namespace.

Description

This element provides a place to express data in another XML encoding language. 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.

May contain: any element from any namespace

May occur within: cpfRelation, functionRelation, resourceRelation,  
setComponent, source

Attributes:

[xml:id](#) Optional

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Non-repeatable

Example:

```
<objectXMLWrap>
  <tei:bibl>
    <tei:title>
      <tei:emph rend="italic">Paris d'hier et d'aujourd'hui</tei:emph>
    </tei:title>
    <tei:respStmt>
      <tei:resp>photographes</tei:resp>
      <tei:name>Roger Henrard</tei:name>
      <tei:name>Yann Arthus-Bertrand</tei:name>
    </tei:respStmt>
  </tei:bibl>
</objectXMLWrap>
```

**<occupation>**      **Occupation** [\[toc\]](#)

Summary: An element that provides information about the occupation of the **CPF** entity being described.

## Description

An <occupation> element is a wrapper element used to encode an index term, using **the element** <term>. 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. Associated date or date range (<date>, <dateRange> or <dateSet>) and place(s) (<placeEntry>) may be included to further constrain the term's meaning. A <descriptiveNote> element may be included **if a textual explanation is needed**.

A single <occupation> element may be encoded directly within <description>. Alternatively, multiple <occupation> elements may be grouped within an <occupations> wrapper that facilitates manipulating them as a group.

Occupations may alternatively be described in discursive form in **<biogHist>**. The <occupation> element should be used whenever separate semantic processing of information about occupations is required.

May contain: citation, date, dateRange, dateSet, descriptiveNote, placeEntry, term

May occur within: description, occupations

## Attributes:

[localType](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

References: ISAAR (CPF) 5.2.5

**Mandatory/Optional:** Optional

**Repeatable/Non-repeatable:** Repeatable

## Example:

```
<occupation>
  <term>Teacher</term>
</occupation>
```

**<occupations>** Occupations [\[toc\]](#)

Summary: A grouping element used to bundle together individual <occupation> elements.

## Description

Use the optional <occupations> element to group together one or more occurrences of <occupation> so that they can be manipulated as a package. A single <occupation> may stand alone or may be wrapped within <occupations>.

The optional <citation>, <list>, and <outline> elements are used to accommodate greater complexity in expressing or representing the occupations being described. A simpler discursive expression of the occupations may be encoded as one or more <p> elements.

May contain: citation, descriptiveNote, list, occupation, outline, p

May occur within: description

Attributes:

[localType](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

References: ISAAR (CPF) 5.2.5

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Repeatable

Example:

```
<occupations>
  <occupation>
    <term>Teacher</term>
  </occupation>
  <occupation>
    <term>Railway labourer</term>
  </occupation>
</occupations>
```

**<otherAgencyCode>** Other Agency Code [\[toc\]](#)

Summary: Alternate code representing the institution or service responsible for the creation, maintenance, and/or dissemination of the EAC-CPF instance.

Description

An element of <maintenanceAgency> within <control> providing an alternative and/or local institution code representing the institution or service responsible for the creation, maintenance, and/or dissemination of the EAC-CPF instance to that given in the <agencyCode> element in the format of the International Standard identifier for Libraries and Related Organizations (ISIL: ISO 15511). The name of the agency is given in

<agencyName>. The addition of an ISO 3166-1 alpha-2 country code as the prefix is recommended to ensure international uniqueness.

May contain: NMTOKEN

May occur within: maintenanceAgency

Attributes:

[localType](#) Optional

[xml:id](#) Optional

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Repeatable

Example:

```
<maintenanceAgency>
  <otherAgencyCode>GB-058</otherAgencyCode>
  <agencyName>The British Library: Manuscript Collections</agencyName>
</maintenanceAgency>
```

**<otherRecordId>** Other Record Identifier [\[toc\]](#)

Summary: Alternative record identifiers that may be associated with the EAC-CPF instance.

Description

An element in <control>used to encode record identifiers that are alternatives to the mandatory identifier 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.

The @localType attribute can be used to identify the kind of institution or service responsible for each associated record identifier if not the same as that given in the <maintenanceAgency> element for this EAC-CPF instance.

May contain: [text]

May occur within: control

Attributes:

[localType](#) Optional

[xml:id](#) Optional

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Repeatable

Example:

<otherRecordId>ARC-ID-976172</otherRecordId>

**<outline>** **Outline** [\[toc\]](#)

Summary: An element used within other elements of <description> to encode information in an outline format.

Description

<outline> contains one or more <level> elements, which contain either an <item> element or further <level> elements in a hierarchical fashion.

May contain: level

May occur within: biogHist, functions, generalContext, legalStatuses, localDescriptions, mandates, occupations, places, structureOrGenealogy

Attributes:

[localType](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Repeatable

Example:

```
<outline>
  <level>
    <item>I.</item>
  </level>
  <level>
    <item>II.</item>
  </level>
  <level>
    <item>A.</item>
  </level>
  <level>
    <item>B.</item>
  </level>
  <level>
    <item>1.</item>
  </level>
```

```
<level>
<item>2.</item>
</level>
</level>
</level>
</outline>
```

**<p>**

### Paragraph [\[toc\]](#)

Summary: A generic element **used within other elements of <description>that marks** one or more sentences that form a logical prose passage.

### **Description**

The <p> element is an important textual feature, which must be used as part of any general description within a <descriptiveNote> element and may be used inside many of the descriptive elements within **<description>**. While it generally contains discursive text, it may also contain a <span> element to further stress or style specific character strings by particular formatting (such as italic or bold, etc.).

May contain: [text], span

May occur within: biogHist, descriptiveNote, functions, generalContext, legalStatuses, localDescriptions, mandates, occupations, places, structureOrGenealogy

Attributes:

[xml:id](#) Optional

[xml:lang](#) Optional

**Mandatory/Optional:** Optional

**Repeatable/Non-repeatable:** Repeatable

Example:

<biogHist>

<p>Robert Carlton Brown (1886-1959) was a writer, editor, publisher, and traveler. From 1908 to 1917, he wrote poetry and prose for numerous magazines and newspapers in New York City, publishing two pulp novels, <span style="font-style:italic">What Happened to Mary</span>and <span style="font-style:italic">The Remarkable Adventures of Christopher Poe</span> (1913), and one volume of poetry, <span style="font-style:italic">My Marjonary</span> (1916).</p>

<p>During 1918, he traveled extensively in Mexico and Central America, writing for the U.S. Committee of Public Information in Santiago de Chile. In 1919, he moved with his wife, Rose Brown, to Rio de Janeiro, where they founded <span style="font-style:italic">Brazilian American</span>, a weekly magazine that ran

until 1929. With Brown's mother, Cora, the Browns also established magazines in Mexico City and London: Mexican American(1924-1929) and British American(1926-1929).</p></biogHist>

## <part> **Part** [\[toc\]](#)

Summary: <part> is used to distinguish components of the CPF entity's name within <nameEntry>.

### Description

Within <nameEntry> each of the component parts 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. The <useDates> element should be used for any date information related to the use of the name.

The designation of the information contained in the <part> can be specified by the attribute @localType.

May contain: [text]

May occur within: nameEntry

### Attributes:

[localType](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

### Occurrence:

Mandatory/Optional: Mandatory

Repeatable/Non-repeatable: Repeatable

### Example:

```
<nameEntry>
  <part localType="surname">Lemoyne</part>
  <part localType="forename">Francois</part>
  <authorizedForm>AFNOR</authorizedForm>
</nameEntry>
```

## <place> **Place** [\[toc\]](#)

Summary: An element that provides information about a place or jurisdiction where the CPF entity was based, lived, or with which it had some other significant connection.

## Description

A `<place>` element is a wrapper element used to encode an index term placed within the element `<placeEntry>`. Terms are used to identify the places or jurisdictions where the CPF entity was based, lived, or with which it had some other significant connection. The `<placeRole>` 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 `<placeEntry>` and `<placeRole>` may be drawn from controlled vocabularies or may be natural language terms. These controlled vocabularies can be identified with the `@vocabularySource` attribute. 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. An `<address>` element is also available for specifying a postal or other address.

A single `<place>` element may be encoded directly within `<description>`. Alternatively, multiple `<place>` elements may be grouped within a `<places>` wrapper that facilitates manipulating them as a group.

Places may alternatively be described in discursive form in `<biogHist>`. The `<place>` element should be used whenever separate semantic processing of information about places is required.

May contain: address, citation, date, dateRange, dateSet, descriptiveNote, placeEntry, placeRole

May occur within: description, places

## Attributes:

[localType](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

References: ISAAR (CPF) 5.2.3

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Repeatable

## Example:

```
<place>
  <placeEntry>Paris, France</placeEntry>
  <placeRole>Residence</placeRole>
</place>
```



## **<placeEntry>**

## **Place Entry** [\[toc\]](#)

Summary: An element used to encode information about the place or jurisdiction where the CPF entity described in the EAC-CPF instance was based, lived, or with which it had some other significant connection.

### Description

Places 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 place to the entity.

@latitude, @longitude, and @altitude attributes are available for specific geographical data. The @accuracy attribute may be used to indicate uncertainty. The @vocabularySource attribute may be used to indicate the controlled vocabulary from which the <placeEntry> term is derived.

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

May contain: [text]

May occur within: chronItem, cpfRelation, function, functionRelation, legalStatus, localDescription, mandate, occupation, place, resourceRelation

### Attributes:

[accuracy](#) Optional

[altitude](#) Optional

[countryCode](#) Optional

[latitude](#) Optional

[localType](#) Optional

[longitude](#) Optional

[scriptCode](#) Optional

[transliteration](#) Optional

[vocabularySource](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Repeatable

Example:

```
<place>
  <placeEntry>Paris, France</placeEntry>
  <placeRole>Residence</placeRole>
</place>
```

```
<place>
  <placeRole>family seat</placeRole>
  <placeEntry vocabularySource="lcs" latitude="55.4667"
    longitude="4.3000">Auchinleck (Scotland)</placeEntry>
  <dateRange>
    <fromDate standardDate="1504">1504</fromDate>
    <toDate standardDate="1986">1986</toDate>
  </dateRange>
</place>
```

**<placeRole>** **Place Role** [\[toc\]](#)

Summary: An element to identify the contextual role a place or jurisdiction **encoded in** **<place > elements** has in relation to the **CPF entity**.

Description

<placeRole> provides a contextual role for a <placeEntry> within <place>. Places should be identified **in <placeEntry>** 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.

The @vocabularySource attribute may be used to indicate the controlled vocabulary from which the <placeRole> term is derived.

May contain: [text]

May occur within: place

Attributes:

[lastDateTimeVerified](#) Optional

[scriptCode](#) Optional

[transliteration](#) Optional

[vocabularySource](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Non-repeatable

Example:

```
<place>
  <placeEntry>Paris, France</placeEntry>
  <placeRole>Residence</placeRole>
</place>
```

**<places>** **Places** [\[toc\]](#)

Summary: A grouping element used to bundle together individual <place> elements.

Description

Use the optional <places> element to group together one or more occurrences of <place> so that they can be manipulated as a package. A single <place> may stand alone or may be wrapped within <places>.

The optional <citation>, <list>, and <outline> elements are used to accommodate greater complexity in expressing or representing the places and dates being described. A simpler discursive expression of the places may be encoded as one or more <p> elements.

May contain: citation, descriptiveNote, list, outline, p, place

May occur within: description

Attributes:

[localType](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

References: ISAAR (CPF) 5.2.3

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Repeatable

Examples:

```
<places>
  <place>
    <placeEntry>Paris, France</placeEntry>
    <placeRole>Residence</placeRole>
  </place>
  <place>
    <placeEntry>New York, N.Y.</placeEntry>
    <placeRole>Residence</placeRole>
  </place>
  <place>
    <placeEntry>Riode Janeiro, Brazil</placeEntry>
    <placeRole>Residence</placeRole>
  </place>
</places>
<places>
  <place>
    <placeRole>naissance</placeRole>
    <placeEntry>Nijni-Novgorod (Russie)</placeEntry>
  </place>
  <place>
    <placeRole>déces</placeRole>
    <placeEntry>Gorki (Russie)</placeEntry>
  </place>
  <place>
    <placeRole>nationalité</placeRole>
    <placeEntry countryCode="SU">Union Soviétique</placeEntry>
  </place>
</places>
```

### **<preferredForm>** Preferred Form of Name [\[toc\]](#)

Summary: An element used to indicate which of the parallel names recorded within <nameEntryParallel>, is the preferred one for display purposes in a given context.

#### Description

In cases where parallel names are encoded as multiple <nameEntry> elements within <nameEntryParallel>, a <nameEntry> may be chosen as preferred in a given context. The <preferredForm> element is used only when <nameEntry> occurs within <nameEntryParallel>. It is used only to distinguish the preferred form of the name to be displayed, as compared to the other authorized parallel names recorded in other <nameEntry> elements.

The <preferredForm> element contains an abbreviation of the relevant national, international or other convention or rule applied by a given agency and according to which the name thus qualified is deemed as preferred to the others. The abbreviations

expressed in <preferredForm> must be declared within the <conventionDeclaration> element in <control>.

Within <nameEntryParallel>, <preferredForm> may occur simultaneously with <authorizedForm> elements. While the <authorizedForm>, when used within <nameEntryParallel>, qualifies collectively the set of the parallel forms recorded in the separate <nameEntry> elements, the <preferredForm> element is used specifically within the <nameEntry> elements to qualify the preferred form(s) of the name that an agency chooses to display.

May contain: NMToken

May occur within: nameEntry (only when it occurs within nameEntryParallel)

Attributes:  
[xml:id](#) Optional

References: ISAAR (CPF) 5.1.3

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Repeatable

Example:

```
<nameEntryParallel>
  <nameEntry xml:lang="fr" scriptCode="Latn">
    <part>Institut international des droits de l'homme</part>
    <preferredForm>AFNOR_Z44-060</preferredForm>
  </nameEntry>
  <nameEntry xml:lang="en" scriptCode="Latn">International institute of human
rights</nameEntry>
  <nameEntry xml:lang="sp" scriptCode="Latn">
    <part>Instituto internacional de derechos humanos</part>
  </nameEntry>
  <authorizedForm>AFNOR_Z44-060</authorizedForm>
</nameEntryParallel>
```

**<publicationStatus>** **Publication Status** [\[toc\]](#)

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

Description

The current publication status of the EAC-CPF instance may be specified in the <publicationStatus> element. If according to local practice the instance is still in the process of being approved for publication, the value should be "inProcess," while if approved for publication, the value should be "approved."

May contain: "inProcess" or "approved"

May occur within: control

Attributes:  
[xml:id](#) Optional

References: ISAAR (CPF) 5.4.4

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Non-repeatable

Example:  
<publicationStatus>inProcess</publicationStatus>

**<recordId>** **Record Identifier** [\[toc\]](#)

Summary: The unique identifier for a particular instance.

#### Description

A required element within <control> that designates a unique identifier for the EAC-CPF instance. The assigning owner ensures the uniqueness of the value of <recordId> within the EAC-CPF descriptive system under its control. The <recordId>, when used in combination with the content of the required <agencyCode> element within <maintenanceAgency>, will provide a globally unique identifier.

Record alternate record identifiers if desired in <otherRecordId>.

May contain: NMTOKEN

May occur within: control

Attributes:  
[xml:id](#) Optional

References: ISAAR (CPF) 5.4.1

Mandatory/Optional: Mandatory

Repeatable/Non-repeatable: Non-repeatable

Example:  
<recordId>F10219</recordId>

**<relationEntry>** **Relation Entry** [\[toc\]](#)

Summary: A descriptive element for relations that identifies the relationship in a textual form.

#### Description

A descriptive element for relations that provides discursive text identifying a related CPF entity, a resource created by or otherwise related to the named CPF entity (e.g., archival records), or the name of a related function.

May contain: [text]

May occur within: cpfRelation, functionRelation, resourceRelation

#### Attributes:

[localType](#) Optional

[scriptCode](#) Optional

[transliteration](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Repeatable

#### Example:

```
<functionRelation functionRelationType="performs">
  <relationEntry>Alumni communication management, University of
    Glasgow</relationEntry>
  <descriptiveNote>
    <p>The management of the University's communication with its alumni.</p>
  </descriptiveNote>
</functionRelation>
```

#### <relations> Relations [\[toc\]](#)

Summary: A wrapper element for grouping one or more specific relations, each of them expressed by <cpfRelation>, <resourceRelation>, or <functionRelation>.

#### Description

A wrapper element that groups together one or more relation elements, each of which encodes a specific relationship. CPF entities may have relationships with other corporate bodies, persons or families, which may be expressed using <cpfRelation>; functions, which may be expressed using <functionRelation>; or resources such as archival

collections, bibliographic resources, or artifacts, which may be expressed using `<resourceRelation>`.

May contain: `cpfRelation`, `functionRelation`, `resourceRelation`

May occur within: `cpfDescription`

Attributes:

[xml:base](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

References:

The general concept of providing connections from archival authority records to other related resources is stated in ISAAR(CPF) 6.0: "Archival authority records are created primarily to document the context of records creation. To make this documentation useful it is necessary to link the authority records to descriptions of records. Archival authority records can also be linked to other relevant information resources."

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Non-repeatable

Example:

```
<relations>
  <cpfRelation>[...]</cpfRelation>
  <functionRelation>[...]</functionRelation>
  <resourceRelation>[...]</resourceRelation>
</relations>
```

**<resourceRelation>**      **Resource Relation** [\[toc\]](#)

Summary: An element for encoding a relation between a resource and the CPF entity.

Description

The `<resourceRelation>` element contains the description of a resource related to the described entity. Use `<objectXMLWrap>` to incorporate XML elements from any XML namespaces or `<objectBinWrap>` for base64-encoded binary data. A `<relationEntry>` element is provided for a textual description of the related resource.

Use the `<date>`, `<dateRange>`, or `<dateSet>` elements for specifying the time period of the relationship and the `<placeEntry>` element for relevant location information. A `<descriptiveNote>` element may be included for a more detailed specifications or explanations of the relationship.



The @resourceRelationType attribute is used to specify the nature of the relationship between the resource and the entity described in the EAC-CPF instance.

May contain: date, dateRange, dateSet, descriptiveNote, objectBinWrap, objectXMLWrap, placeEntry, relationEntry

May occur within: relations

Attributes:

[lastDateTimeVerified](#) Optional

[resourceRelationType](#) Optional

[xlink:actuate](#) Optional

[xlink:arcrole](#) Optional

[xlink:href](#) Optional

[xlink:role](#) Optional

[xlink:show](#) Optional

[xlink:title](#) Optional

[xlink:type](#) Required (if any XLINK attributes used)

[xml:id](#) Optional

[xml:lang](#) Optional

References: ISAAR (CPF) 6

Example:

```
<resourceRelation resourceRelationType="creatorOf" xml:id="UA013">
  <relationEntry>Department of Romance Languages records</relationEntry>
  <objectXMLWrap>
    <ead>
      <archdesc level="collection">
        <did>
          <unittitle>Department of Romance Languages
            records</unittitle>
          <unitid>UA013</unitid>
        </did>
      </archdesc>
    </ead>
```

</objectXMLWrap>  
</resourceRelation>

### <script> **Script** [\[toc\]](#)

Summary: The specification of a particular script used in the EAC-CPF instance or in the creative work of the **CPF** entity being described.

#### Description

A required element within <languageDeclaration> that gives the main script in which the EAC-CPF instance is written.

A required element within <languageUsed> that gives the main script used by the **CPF** entity being described in **his/her** creative or productive work.

The content of the @scriptCode attribute must be given in the form of a valid code from ISO 15924.

May contain: [text]

May occur within: languageDeclaration, languageUsed

#### Attributes:

[scriptCode](#) Required

[xml:id](#) Optional

[xml:lang](#) Optional

References: ISAAR (CPF) 5.4.7

Mandatory/Optional: Mandatory

Repeatable/Non-repeatable: Non-repeatable

#### Example:

```
<languageDeclaration>  
  <language languageCode="eng">English</language>  
  <script scriptCode="Latn">Latin</script>  
</languageDeclaration>
```

### <setComponent> **Set Component** [\[toc\]](#)

Summary: A wrapper element within <alternativeSet> that contains the EAC-CPF encoding for one entire authority record, thereby permitting the bundling of authority records from multiple authority systems within a single <cpfDescription>.

#### Description

<setComponent> 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. The mandatory <componentEntry> element encodes the link to the authority record in the external authority system. An optional <descriptiveNote> may be used for a textual note providing further information about the record referenced in <setComponent>.

May contain: componentEntry, descriptiveNote, objectBinWrap,  
objectXMLWrap  
May occur within: alternativeSet

Attributes:

[lastDateTimeVerified](#) Optional

[xlink:actuate](#) Optional

[xlink:arcrole](#) Optional

[xlink:href](#) Optional

[xlink:role](#) Optional

[xlink:show](#) Optional

[xlink:title](#) Optional

[xlink:type](#) Required (if any XLINK attributes used)

[xml:id](#) Optional

[xml:lang](#) Optional

Mandatory/Optional: Mandatory

Repeatable/Non-repeatable: Repeatable

Example:

```
<alternativeSet>
  <setComponent xlink:href="http://authorities.loc.gov" xlink:type="simple">
    <componentEntry>Bright Sparcs Record</componentEntry>
  </setComponent>
  <setComponent xlink:href=http://nla.gov.au/anbd.aut-an35335937
    xlink:type="simple">
    <componentEntry>NLA record.</componentEntry>
  </setComponent>
</alternativeSet>
```

**<source>** Source [\[toc\]](#)

Summary: A source used for the establishment of the description of the CPF entity in the EAC-CPF instance.

Description

An element for identifying a particular source of evidence used in describing the CPF entity. A record for the source must be included in either <objectXMLWrap> or <objectBinWrap>; or as a textual description in the <sourceEntry> element. Use the optional <descriptiveNote> for any additional notes about the source. A <source> in this context should not be confused with the <citation> element which is used in a number of descriptive elements to point to a resource that provides descriptive data which is not otherwise given in the EAC-CPF instance.

A link to the source may be made using the XML Linking Language (XLink) attributes (consult the specification at <http://www.w3.org/TR/xlink/>) and the last date and time that the source was verified can be given in the @lastDateTimeVerified attribute.

May contain: descriptiveNote, objectBinWrap, objectXMLWrap,  
sourceEntry

May occur within: sources

Attributes:

[lastDateTimeVerified](#) Optional

[xlink:actuate](#) Optional

[xlink:arcrole](#) Optional

[xlink:href](#) Optional

[xlink:role](#) Optional

[xlink:show](#) Optional

[xlink:title](#) Optional

[xlink:type](#) Required (if any XLINK attributes used)

[xml:id](#) Optional

References: ISAAR (CPF) 5.4.8

Mandatory/Optional: Mandatory

Repeatable/Non-repeatable: Repeatable

Example:

```
<sources>
  <source>
    <sourceEntry>HMC, Principal Family and Estate Collections: Family Names L-
    W, 1999</sourceEntry>
  </source>
  <source>
    <sourceEntry>HMC, Complete Peerage, 1936</sourceEntry>
  </source>
</sources>
```

**<sourceEntry>**                      **Source Entry** [\[toc\]](#)

Summary: A textual identification, such as a title, for a particular source of evidence used to establish the description of the CPF entity in the EAC-CPF instance.

Description

The <sourceEntry> element may be used within the <source> element to identify a source used in the construction of the EAC-CPF instance directly rather than using other content in <objectBinWrap> or <objectXMLWrap>. The <sourceEntry> element generally contains **free** text.

May contain:                      [text]

May occur within:                source

Attributes:                        [scriptCode](#)                      Optional

[transliteration](#)                      Optional

[xml:id](#)                                Optional

[xml:lang](#)                            Optional

References:                        ISAAR (CPF) 5.4.8

Mandatory/Optional:            Optional

Repeatable/Non-repeatable: Non-repeatable

Example:

```
<sources>
  <source>
```

```

    <sourceEntry>HMC, Principal Family and Estate Collections: Family Names L-
    W, 1999</sourceEntry>
  </source>
  <source>
    <sourceEntry>HMC, Complete Peerage, 1936</sourceEntry>
  </source>
</sources>

```

## **<sources>** **Sources** [\[toc\]](#)

Summary: A **grouping element** to record of the sources used for the description of the **CPF entity** in the EAC-CPF instance.

### Description

A **grouping** element within <control> used to **group** one or more sources consulted in creating the description of the **CPF entity** in the EAC-CPF instance.

May contain: source

May occur within: control

### Attributes:

[xml:base](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

References: ISAAR (CPF) 5.4.8

**Mandatory/Optional:** Optional

**Repeatable/Non-repeatable:** Non-repeatable

### Example:

```

<sources>
  <source>
    <sourceEntry>HMC, Principal Family and Estate Collections: Family Names L-
    W, 1999</sourceEntry>
  </source>
  <source>
    <sourceEntry>HMC, Complete Peerage, 1936</sourceEntry>
  </source>
</sources>

```

## **<span>** **Span** [\[toc\]](#)

Summary: Specifies the beginning and the end of a span of text.

## Description

A 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. Use the @style attribute to affect an arbitrary stylistic difference. Use the @localType attribute to assign other characteristics.

May contain: [text]

May occur within: abstract, citation, componentEntry, item, p, sourceEntry

## Attributes:

[localType](#) Optional

[style](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

**Mandatory/Optional:** Optional

**Repeatable/Non-repeatable:** Repeatable

## Example:

<biogHist>

<p>Robert Carlton Brown (1886-1959) was a writer, editor, publisher, and traveler. From 1908 to 1917, he wrote poetry and prose for numerous magazines and newspapers in New York City, publishing two pulp novels, <span style="font-style:italic">What Happened to Mary</span> and <span style="font-style:italic">The Remarkable Adventures of Christopher Poe</span> (1913), and one volume of poetry, <span style="font-style:italic">My Marjonary</span> (1916).</p>

<p>During 1918, he traveled extensively in Mexico and Central America, writing for the U.S. Committee of Public Information in Santiago de Chile. In 1919, he moved with his wife, Rose Brown, to Rio de Janeiro, where they founded <span style="font-style:italic">Brazilian American</span>, a weekly magazine that ran until 1929. With Brown's mother, Cora, the Browns also established magazines in Mexico City and London: <span style="font-style:italic">Mexican American</span>(1924-1929) and <span style="font-style:italic">British American</span>(1926-1929).</p>

</biogHist>

**<structureOrGenealogy> Structure or Genealogy** [\[toc\]](#)

Summary: A description of the internal administrative structure(s) of a corporate body or the genealogy of a family.

## Description

<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> and <outline> elements are used to accommodate greater complexity in expressing or representing the activities being described. <citation> may be used to provide a link to external documents like organizational charts and family trees. A simpler discursive expression of the activities may be encoded as one or more <p> elements.

Genealogical and administrative structure information may alternatively be described in discursive form in the <biogHist> element (ISAAR (CPF) 5.2.2 History) and/or with <cpfRelation> elements (ISAAR (CPF) 5.3). The <structureOrGenealogy> element should be used whenever separate semantic processing of information about structure or genealogies is required.

May contain: citation, list, outline, p

May occur within: description

## Attributes:

[localType](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

References: ISAAR (CPF) 5.2.7

**Mandatory/Optional: Optional**

**Repeatable/Non-repeatable: Repeatable**

## Example:

<structureOrGenealogy>

<p>Sir Edward Noel (d 1643) married Julian, daughter and co-heir of Baptists Hicks (d 1629), Viscount Campden, and succeeded to the viscountcy of Campden and a portion of his father-in-law's estates. The third Viscount Campden (1612-82) married Hester Wotton, daughter of the second Baron Wotton. The fourth Viscount Campden (1641-1689, created Earl of Gainsborough, 1682) married Elizabeth Wriothesley, elder daughter of the fourth Earl of Southampton. Jane Noel (d 1811), sister of the fifth and sixth Earls of Gainsborough, married Gerard Anne Edwards of Welham Grove (Leicestershire) and had issue Gerard Noel



Edwards (1759-1838). He married in 1780 Diana Middleton (1762-1823 suo jure Baroness Barham), daughter of Charles Middleton (1726-1813), created first Baronet of Barham Court (Kent) in 1781 and first Baron Barham in 1805. GN Edwards assumed the surname Noel in 1798 on inheriting the sixth Earl of Gainborough's Rutland and Gloucestershire estates (though not the Earl's honours, which were extinguished); and he later inherited his father-in-law's baronetcy. His eldest son John Noel (1781-1866) succeeded to the estates of his mother and his father, to his mother's barony and his father's baronetcy, and was created Viscount Campden and Earl of Gainsborough in 1841.</p>
</structureOrGenealogy>

**<term>** **Term** [\[toc\]](#)

Summary: A generic element used to encode a descriptive term in accordance with local descriptive rules.

Description

A generic element used to encode a descriptive term in accordance with local descriptive rules. The local authority – thesaurus or local controlled vocabulary – should be declared in the <localTypeDeclaration> element within the <control> section.

May contain: [text]

May occur within: function, legalStatus, localControl, localDescription, mandate, occupation, place

Attributes:

[lastDateTimeVerified](#) Optional

[scriptCode](#) Optional

[transliteration](#) Optional

[vocabularySource](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Repeatable

Examples:

```
<function>
  <term>Estate ownership</term>
```

```

    <descriptiveNote>Social, political, and cultural role typical of landed aristocracy
    in England. The first Viscount Campden amassed a large fortune in trade in
    London and purchased extensive estates, including Exton (Rutland), and Chipping
    Campden (Gloucestershire). The Barham Court (Kent) estate was the acquisition
    of the first Baron Barham, a successful admiral and naval administrator (First
    Lord of the Admiralty 1805).</descriptiveNote>
</function>

<legalStatus>
    <term>Organismo de la Administracion Central del Estado</term>
    <date standardDate="1769">1769</date>
</legalStatus>

<mandate>
    <term>Minnesota. Executive Session Laws 1919 c49</term>
    <dateRange>
        <fromDate>1919</fromDate>
        <toDate>1925</toDate>
    </dateRange>
    <descriptiveNote>
        <p>Board created in 1919 to receive and examine applications for bonuses from
        Minnesota soldiers.</p>
    </descriptiveNote>
</mandate>

<occupation>
    <term>Teacher</term>
</occupation>

<localControl localType="detailLevel">
    <term>minimal</term>
</localControl>

```

**<toDate>**                      **To Date** [\[toc\]](#)  
 Summary: The ending date in a date range.

#### Description

May contain actual or approximate dates expressed as a month, day, or year in any format. A standard numerical form of the date (YYYYMMDD, etc.) can be specified with the @standardDate attribute. The @notBefore and @notAfter attributes may be used to indicate uncertainty.

May contain:                      [text]

May occur within:                dateRange

Attributes:

[notAfter](#) Optional

[notBefore](#) Optional

[standardDate](#) Optional

[xml:id](#) Optional

[xml:lang](#) Optional

Mandatory/Optional: Mandatory

Repeatable/Non-repeatable: Non-repeatable

Example:

```
<existDates>
  <dateRange>
    <fromDate standardDate="1868">1868</fromDate>
    <toDate standardDate="1936">1936</toDate>
  </dateRange>
</existDates>
```

**<useDates>** **Dates of Use** [\[toc\]](#)

Summary: The dates when the name or names were used for or by the CPF entity being described.

Description

Within <nameEntry>, <useDates> provides the dates during which the name was used for or by the CPF entity. For parallel names, <useDates> may occur in <nameEntryParallel> rather than in the individual <nameEntry> elements contained in <nameEntryParallel>.

May contain: date, dateRange, dateSet

May occur within: nameEntry, nameEntryParallel

Attributes:

[xml:id](#) Optional

[xml:lang](#) Optional

References:

ISAAR (CPF) 5.1.2 and 5.1.3

Mandatory/Optional: Optional

Repeatable/Non-repeatable: Non-repeatable

Example:

```
<nameEntry>
  <part>Brown, Bob</part>
  <useDates>
    <dateRange>
      <fromDate standardDate="1886">1886</fromDate>
      <toDate standardDate="1959">1959</toDate>
    </dateRange>
  </useDates>
  <authorizedForm>AACR2</authorizedForm>
</nameEntry>
```

[\[toc\]](#)

## Attributes

**@accuracy**                      **Accuracy** [\[toc\]](#)

Summary: The accuracy specification for a place statement.

Description

Within the <placeEntry> element, this attribute allows for an accuracy specification.

Data Type:                      **string**

**@altitude**                      **Altitude** [\[toc\]](#)

Summary: The altitude or elevation of the geographic place.

Description

The @altitude may occur on <place>. The value of the attribute is the altitude or elevation of the geographic place named. @altitude should be used in conjunction with @longitude and @latitude.

Data Type:                      NMTOKEN

**@countryCode**                      **Country Code** [\[toc\]](#)

Summary: Two letter ISO 3166-1 standard code representing a country.

Description

The @countryCode may occur on <placeEntry> or <address>. The @countryCode attribute may be used to provide the ISO 3166-1 standard code designating **a country**. The values are to be taken from the list of ISO 3166-1 Codes for the Representation of Names of **Countries, which** can be downloaded from the website of ISO 3166 Maintenance Agency [http://www.iso.org/iso/country\\_codes/iso\\_3166\\_code\\_lists.htm](http://www.iso.org/iso/country_codes/iso_3166_code_lists.htm)

Data Type:                      ISO 3166-1 Codes for the Representation of Names of Countries, column A2.

**@cpfRelationType**      **Corporate Body, Person, or Family Relation Type** [\[toc\]](#)

Summary: The type of relation that the corporate body, person, or family has to the entity being described.

Description

The @cpfRelationType may occur on <cpfRelation>. The value designates the type of relation that a corporate body, person, or family has to the entity being described in the EAC-CPF instance. If the nature of the relation is more specific than one of the values given below, the XLink attributes can be used in addition to @cpfRelationType.

Data Type:                      "identity" or "hierarchical" or "hierarchical-parent" or  
   "hierarchical-child" or "temporal" or "temporal-earlier" or  
   "temporal-later" or "family" or "associative"

**@functionRelationType**      **Function Relation Type** [\[toc\]](#)

Summary: The type of relation that the entity being described has to the related function.

Description

The @functionRelationType may occur on <functionRelation>. The value designates the type of relation that the entity being described has to the related function. If the type of relation is more specific than one of the values given below, XLink attributes may be used in addition to @functionRelationType.

Data Type:                      "controls" or "owns" or "performs"

**@identityType**                      **Identity Type** [\[toc\]](#)

Summary: Indicates whether the identity is given or acquired. May be useful for processing when multiple identities are described in the same instance.

Description

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.

Data Type:                      "given" or "acquired"

**@languageCode**                      **Language Code** [\[toc\]](#)

Summary: Three-letter ISO 639-2 language code. Must occur on <language>.

Description

The @languageCode must occur on <language>. The Language Code is used to provide the ISO 639-2 standard code representing the language of the EAC-CPF instance. The values are to be taken from the list of ISO 639-2 Codes for the representation of Names of **Languages, which** can be downloaded from the website of the Library of Congress

which is the registration agency of the standard (<http://www.loc.gov/standards/iso639-2/langhome.html>).

Data Type: ISO 639-2 Codes for the Representation of Names of Languages

**@lastDateTimeVerified**      **Last Date and Time Verified** [\[toc\]](#)

Summary: Last date or date and time the linked resource was verified.

#### Description

The @lastDateTimeVerified may occur on <citation>, <cpfRelation>, <functionRelation>, <resourceRelation>, <setComponent>, or <term>. The value of the attribute provides the last date or last date and time when a related (or linked) object was verified. Verification may include link resolution as well as verification of the version of the linked object.

Data Type: Union of the XML Schema Datatypes date, gYear, gYearMonth, and dateTime. The following are all valid patterns: 2009-12-31, 2009, 2009-12, 2009-12-31T23:59:59.

**@latitude**      **Latitude** [\[toc\]](#)

Summary: The geographic latitude of the place.

#### Description

The @latitude may occur on <place>. The value of the attribute is the geographic latitude of the place named. @latitude should be used in conjunction with @longitude and @altitude.

Data Type: NMTOKEN

**@localType**      **Local Type** [\[toc\]](#)

Summary: Used to make the semantics of the element more specific or to provide semantic specificity to elements that are semantically weak. Value should be an absolute URI.

#### Description

The @localType is broadly available on many descriptive and a few control elements. It is intended to provide a means to narrow the semantics of some elements or provide semantics for elements that are primarily structural or that are semantically weak. The value of the @localType must conform to W3C Schema Part 2: Datatypes, anyURI. To facilitate exchange of EAC-CPF instances, it is highly recommend that the URI be absolute and resolvable to a local resource that describes the semantic scope and use of the value.

Data Type: anyURI

Summary: The longitude of the place.

The @longitude may occur on <place>. The value of the attribute is the geographic longitude of the place named. @longitude should be used in conjunction with @latitude and @altitude.

**@notAfter**                      **Not After** [\[toc\]](#)

The @notAfter may occur on <date>, <fromDate>, and <toDate>. For uncertain dates, used in conjunction with @standardDate, the value of @notAfter is the latest date possible. See also @notBefore.

**@notBefore**                      **Not Before** [\[toc\]](#)

The @notBefore may occur on <date>, <fromDate>, and <toDate>. For uncertain dates, used in conjunction with @standardDate, the value of @notBefore is the earliest date possible. See also @notAfter.

## @resourceRelationType Resource Relation Type [\[toc\]](#)

The @resourceRelationType may occur on <resourceRelation>. The value designates the type of relation that the entity described in the EAC-CPF instance has to the resource. If the nature of the relation is more specific than one of the available values, the XLink attributes may be used in addition to @resourceRelationType.

Data Type: "creatorOf" or "subjectOf" or "other"

**@scriptCode****Script Code** [\[toc\]](#)

Summary: The ISO 15924 four-letter code for the writing script used.

**Description**

A standard four-letter code for the writing script used with a given language. The @scriptCode attribute is required for the <script> element, and is available on other elements where language designations may be used.

Data Type:  
Scripts

ISO 15924 Code for the Representation of Names and

**@standardDate****Standard Date** [\[toc\]](#)

Summary: The date represented in a standard form for computer processing.

**Description**

The @standardDate may occur on <date>, <fromDate>, and <toDate>. The value of @standardDate provides a standard form of the date expressed in <date>, <fromDate>, or <toDate> that can be used in computer processing, such as searching.

Data Type:

Union of the XML Schema Datatypes date, gYear, and gYearMonth. The following are all valid patterns: 2009-12-31, 2009, 2009-12.

**@standardDateTimeStandard Date and Time** [\[toc\]](#)

Summary: The date or date and time represented in a standard form for computer processing.

**Description**

The @standardDateTime may occur on <eventDateTime>. The value of @standardDateTime provides a standard form of the date or date and time expressed in the <eventDateTime> that can be used in computer processing. For example, using both the value in <eventType> and @standardDateTime, all EAC-CPF instances "revised" on a particular date can be identified.

Data Type:

Union of the XML Schema Datatypes date, gYear, gYearMonth, and dateTime. The following are all valid patterns: 2009-12-31, 2009, 2009-12, 2009-12-31T23:59:59.

**@style****Style** [\[toc\]](#)

Summary: Used to specify a rendering style for string. It is recommended that the value conforms to W3C CSS.

**Description**

The @style may occur on <span>. 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. It is highly recommended that the value of @style be expressed as a W3C CSS style to facilitate interoperability.

Data Type: string

**@transliteration**                      **Transliteration** [\[toc\]](#)

Summary: A value designating the transliteration scheme used in representing converting one script into another script.

**Description**

The conventions or rules that prescribe a method for converting one script into another script.

Data Type: NMTOKEN

**@vocabularySource**                      **Source of Vocabulary** [\[toc\]](#)

Summary: A value designating the source of the vocabulary from which terms are derived.

**Description**

The controlled vocabulary used to derive terms for the <term>, <placeEntry>, and <placeRole> elements. Controlled vocabularies should be declared in the <conventionDeclaration> element within <control>.

Data Type: anyURI

**@xlink:actuate**                      **XLink: Actuate** [\[toc\]](#)

Summary: Used to signal intended behavior with respect to whether the remote resource link is resolved when the containing resource is rendered, or when the user requests the resource.

**Description**

The @xlink:actuate should be used with the @xlink:show to indicate intended behavior. The @xlink:actuate is used to signal intended behavior with respect to when the remote resource is to appear. The values indicate whether the resource is to appear automatically when the containing resource is rendered ("onLoad"), or only after the user requests the resource ("onRequest"). "None" or "other" are also valid values.

Data Type: "onLoad" or "onRequest" or "other" or "none"

**@xlink:arcrole**                      **XLink: Arc role** [\[toc\]](#)

Summary: URI defining the purpose of the link.

**Description**

An absolute URI that describes the nature of the relation between the entity being described in the EAC-CPF instance and a remote resource (<cpfRelation>,

<resourceRelation>, or <functionRelation>) or the nature of the relation between the EAC-CPF instance description (or component of description) and the remote resource (<citation>, <setComponent>, and <source>). The value of the attribute should indicate the direction of the relation. It is recommended that the direction of the relation be from local resource to remote resource.

Data Type: string

**@xlink:href** **XLink: HREF** [\[toc\]](#)

Summary: Contains a URI, possibly relative, pointing to the related resource

Description

The address for a remote resource. The @xlink:href takes the form of a Uniform Resource Identifier (URI). While it is permissible to use a relative URI, and an absolute URI is recommended.

Data Type: anyURI

**@xlink:role** **XLink: Role** [\[toc\]](#)

Summary: Identifies the type or nature of the remote resource with an absolute URI.

Description

Identifies the type or nature of the remote resource with an absolute URI.

Data Type: string

**@xlink:show** **XLink: Show** [\[toc\]](#)

Summary: Used to signal intended behavior with respect to where the remote resource is to appear when the link is resolved.

Description

The @xlink:show should be used with the @xlink:actuate to indicate intended behavior. The @xlink:show is used to signal intended behavior with respect to where the remote resource is to appear when the link is resolved. The values indicate whether the resource is to appear embedded at the point of the link ("embed"), replace the resource in which it appears ("replace"), or in a new window ("new"). "None" or "other" are also valid values.

Data Type: "embed" or "new" or "replace" or "none" or "other"

**@xlink:title** **XLink: Title** [\[toc\]](#)

Summary: Information that may be used as a viewable caption for the remote resource.

Description

Information that serves as a viewable caption that indicates the name or type of the linked remote source.

Data Type: string

**@xlink:type** **XLink: Type** [\[toc\]](#)

Summary: A fixed value that identifies an XLink compliant element of a particular type.

#### Description

A fixed value that identifies an XLink compliant element of a particular type. Only one XLink type is used in EAC-CPF, "simple." While the attribute is optional in instances validated against the W3C Schema version of EAC-CPF, the Relax NG version of EAC-CPF requires it. To support exchange of EAC-CPF instances, it is recommended that the @xlink:type be present in the instance whenever any of the other XLink attributes are used.

Data Type: Fixed value: "simple"

**@xml:base** **XML Base** [\[toc\]](#)

Summary: Used to specify a base URI other than the base URI of the EAC-CPF instance.

#### Description

@xml:base is used to specify the base URI other than the base URI of the EAC-CPF instance, for the purpose of resolving any relative URIs used with elements that contain one or more descendants that use an attribute of type anyURI. @xml:base makes it possible to declare an absolute base URI to facilitate the use of relative URIs on the descendants.

Data Type: NMTOKEN

**@xml:id** **XML Identifier** [\[toc\]](#)

Summary: A unique identifier available on most elements that can be used to name specific elements in the EAC-CPF instance.

#### Description

An identifier used to name the element so that it can be referred to, or referenced from, somewhere else. Each @xml:id within a document must have a unique value. The @xml:id attribute regularizes the naming of the element and thus facilitates building links between it and other resources. For example, the @xml:id may be used to uniquely identify two or more <cpfDescription> within <multipleIdentities>. Uniquely identifying or distinguishing two or more <cpfDescription> may be essential or useful in maintenance environments when relating resources, functions, or corporate bodies, persons, or families to one among two or more identities represented in one EAC-CPF instance.

Data Type: NMTOKEN

**@xml:lang** **XML Language** [\[toc\]](#)

Summary: Two-letter language code from the IANA registry as dictated by the W3C specification.

#### Description

The @xml:lang may occur on any element intended to contain natural language content whenever information about the language of the content of this element and its children are needed. @xml:lang should be used when the language of the element differs from the Language Code declared in the @languageCode attribute on the element <language> within the <control> element. The values in the list are taken from the IANA Registry (<http://www.iana.org/assignments/language-subtag-registry>). The use of the IANA Registry code for languages in this context is outlined in the W3C specification. The syntax is specified at: <http://www.w3.org/International/articles/language-tags/>.

Data Type: IANA Registry for language codes.

[\[toc\]](#)

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#### Appendix

ISAAR(CPF) Crosswalk [\[toc\]](#)