



Tab Delimited Format for Contribution of Data in Bulk for ISNI Assignment for Organisations

This data format is made available for submission of data in bulk for ISNI assignment. It is designed to facilitate the easy extraction of data from databases.

The data must be in text format with Unicode UTF-8 encoding. All elements are technically optional, but those that are particularly important and should be included if available, are **shaded** in the list below.

It is recommended to submit multiple lines for an organisation with as many titles of associated works as are known to maximise the effectiveness of the matching.

Conformant to ISNI-IA policy, there is no guarantee that an ISNI will be assigned for every record that is submitted in bulk. ISNIs will only be definitely assigned where there is a high level of confidence in the data itself, in the completeness of the metadata and contingent on matching with existing database data. The ISNI Data Policy can be found on the ISNI website www.isni.org.

- Field 00: **Local name Identifier (M21 035 \$0)**
The identifier used in the contributing database to identify the organisation. The file should be sorted by this element such that multiple lines for the same organisation are grouped together. Please contact OCLC if you cannot supply a unique identifier.
- Field 01: **Other name ID (M21 090 \$a)**
- Other identifier for the same organisation. If you have an identifier that isn't just local, then it can be helpful for matching data from other sources. The identifier itself goes in this field and the type in the following field.
- Field 02: **Other name ID type (M21 090 \$b)**
- Field 03: Blank
- Field 04: Blank
- Field 05: **Organisation type (M21 710 \$q)**
- Refer to list of values under Organisation Type in the document ISNI Data element values.
- Field 06: **Main name of organisation (M21 710 \$a)**
- Field 07: **Subdivision name (M21 710 \$b)**
- Field 08: **Alternative name (M21 410 \$a)**
- Include a name variation, e.g. organisation initials. Do not include hierarchical relations here. To include more than one name variation, create follow up lines for the organisation.
- Field 09: **Date use of the name commenced, use ISO 8601, YYYY-MM-DD preferred (see data element values) (M21 970 \$a)**
- Field 10: **Date use of the name terminated (format as above) (M21 970 \$b)**
- Field 11: **Title identifier (M21 901 \$a (if Field 12 ISBN) or 902 \$a (if Field 12 ISSN) or 904 \$a (for all other identifiers in Field 12))**
- Field 12: **Title identifier type, e.g. ISBN, ISRC, ISSN, ISAN, OcoLC.**
- Field 13: **Title (of publications of the organisation) (M21 910 \$a)**
- If you wish to convey multiple titles, then multiple complete lines should be included in your file. Please include initial articles at the front of titles, if possible within pointed brackets e.g. "<The> Library Journal".
- Field 14: **Subtitle (M21 910 \$b)**
- If your database separates subtitle and title, then include subtitle in this field, otherwise, it is also acceptable to include the subtitle with the title and to leave this field blank
- Field 15: Blank

- Field 16: Year of Publication (M21 **943 \$a**)
- Field 17: Creation Class (M21 **944 \$a**), e.g. text (books, novels, textbooks, published articles), music, audio-visual (films, videos, plays), maps, art works, database or computer system.
- Field 18: Creation role (M21 **941 \$a**), see table in the document ISNI Data element Values for valid values. (M21 **921 \$a**),
- Field 19: Include a publisher of titles of the organisation, e.g. journals, if applicable
- To include more than one publisher, create multiple lines.
- Field 20: Organisation relationship type (M21 **951 \$T**),
- See table in the document ISNI Data element for valid values for relations from organisation to organisation, e.g. isMemberOf, supersedes, isSupersededBy
- Field 21: Affiliated organisation (M21 **951 \$T**),
- Include the name of a related institution, bands, universities, clubs, etc. here.
 - Or include your local identifier of the affiliated organisation
 - To include more than one affiliated institution, create multiple lines.
- Field 22: Related person (M21 **950 \$a**)
- Include the name of a person related to the organisation, e.g. employee, director, contact. Include in the format Surname, Forename, e.g. Smith, John D.; Meegeren, H. van; Peterson, .
 - Or include your local identifier of the related person
 - To include more than one related person, create multiple lines.
- Field 23: Person relationship type (M21 **950 \$T**)
- See table in the document ISNI Data element values for valid values for relations from a person to the organisation, e.g. colleague / collaborator
- Field 24: Country (M21 **370 \$a**)
- Use ISO 3166-1 2-character codes: http://en.wikipedia.org/wiki/ISO_3166-1_alpha-2
- Field 25: Region or state (M21 **370 \$y**)
- Use ISO 3166-2 http://en.wikipedia.org/wiki/ISO_3166-2
- Field 26: City (M21 **370 \$z**)
- Use UN/LOCODE (M21 **370 \$t**) whenever available; <http://www.unece.org/cefact/locode/service/location.htm>
- Field 27: URL to Organisation's main web page

Do not omit a field. Make sure you that have the right number of tabs before each data field.

A	BCDE	F	G	H	I	J	K	LM	N	OP	Q	R	S	T	U	V	W	X	Y	Z	AA	AB
71		University or College	Gotham City University														Clarke, Kenneth		GB	GB	GTM	www.gotham.a
OR-191919		Library	Public Library Gotham	Gotham Library	1-6-1916				Guide for our patrons	1916	text	aut	Gotham House						US	Gotham		www.gotham.u
OR-191919		Library	Public Library Gotham	Gotham Library	1-6-1916				100 years	2016	film	aut	Gotham House						US	Gotham		www.gotham.u
BB1010101		Musical group or band	Swiss Alps Yodling Group	<d>Schwiizer Alpe Juuchzer					Uuu schöni Högerli			music	cre						CH	CH	HOL	www.uesimusi
BB1010101		Musical group or band	Swiss Alps Yodling Group	<d>Schwiizer Alpe Juuchzer					D'chatze jaged d'müüsl			music	cre						CH	CH	HOL	www.eusimusi
BB1010101		Musical group or band	Swiss Alps Yodling Group	<d>Schwiizer Alpe Juuchzer								music	cre				Jaeggi, Joggeli	hasMember	CH	CH	HOL	www.eusimusi
BB1010101		Musical group or band	Swiss Alps Yodling Group	<d>Schwiizer Alpe Juuchzer								music	cre				Ballmer, Ursli	hasMember	CH	CH	HOL	www.eusimusi
AQ12-12		Publisher	Gotham Publishing House		1-1-2016				Batman never twitters	2016	text	org		isMemberOf	Z-Publishers				US	New York		
ZZ-12-12		Publisher	Gothic Publishers		1-1-1954	31-12-2015			Robin will survive	1955	text	org		isSupersededBy	Gotham House				US	New York		