

To: Joint Steering Committee for Development of RDA
From: Bill Leonard, CCC representative
Subject: **Proposed revision to Appendix B.1 General Guideline to explicitly include the usage of units of measure expressed as symbols**

CCC proposes the following revision to the alternative in B.1 General Guideline in Appendix B, Abbreviations.

As currently written this alternative does not explicitly state that guidelines on the use of symbols are allowed. Système international (SI) units of measure are recorded as symbols, not abbreviations. Furthermore, SI usage has expanded to include SI-compatible symbols representing frequently-used non-metric units of measure as seen in ISO 80000-3:2006 *Quantities and units -- Part 3: Space and time*.

Including the explicit statement proposed below will accommodate the in-house guidelines for the usage of SI symbols developed and followed by Library and Archives Canada, and support JSC's intent to advance the internationalization of RDA.

Proposed revisions:

B.1 General Guideline

Use abbreviations prescribed under B.7–B.11 as instructed under B.2–B.6.

Alternative

When recording the attributes of a manifestation or item (see chapters 1–4), if the agency creating the data has established in-house guidelines on the use of abbreviations or of symbols for units of measure, or has designated a published style manual, etc., as its preferred guide, use those guidelines or that style manual in place of the instructions given in this appendix.

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