

866 Field in MARC Holdings Records – Textual Summary Holdings

The MARC 866 holding field is a textual summary holding field. Therefore, the information within must be a *textual description of the holdings* of a bibliographic item or items in the collections. This field may not be used to describe processing procedures, item history or routing information.

The following is a list of textual holding information that is used in the 866 fields for UBC Library. Please follow the examples provided. If you cannot find an example that is appropriate see the accompanying list of DO NOT USE in 866 holding fields and instructions on what you should do. If you still cannot find an example of what you need please contact Technical Services - Periodicals & Binding for further instruction.

*****Inappropriate 866s may be deleted and/or not transferred in system migrations.*****

MARC 866 Holding Field - Order of Application for UBC Library

Usage of any of the following 866 Holding Fields should appear in the following order:

1. Library has:..... (or Limited Retention information)
2. Missing:.....
3. Claimed:.....
4. Other notes that affect location information (i.e. Storage)
5. Unbound issues in:..... (use only if unbound issues are shelved in a separate sublocation)
6. Special Serial Record information (i.e. Subscription information)
7. IN BINDERY:.....

For further information, instructions and handouts
please contact Technical Services – Periodicals & Binding.
<http://www.library.ubc.ca/staff/proc/>

MARC 866 Holding Field - Examples for UBC Library

Topic	Wanting to describe	Example	
Accompanying material	CDs supplements located	AER-1037	866; ;8 1 \$a CD supplements kept at Circulation Desk.
Also has	Library also has microfilm	AEU-2261	866; 0;8 1 \$a Library also has V.1 1933 - on microfilm (AW1.R5132).
		AEW-5764	866; ;8 1 \$a Library also has American edition on microfilm (AW 1.R3372).
Binding	Bindery lot information		866; ;8 1 \$a IN BINDERY (LOT 10/5jun98): V.31-32 1995-96 \$z grey/ew \$ 866; ;8 1 \$a IN BINDERY (LOT11/9oct97): V.1 1986 to V.10 1996 \$z blue/dgc \$
Bound with (title change)	Earlier & Later titles - holding with item records	BBS-7873	more current holding record 866; ;8 1 \$a V.21 1996 bound with earlier title.
		AEV-1606	earlier holding record 863; ;8 1.11 \$a 20-21 \$b 1995-96 \$p 39424004429673 \$t 1 \$z Incl.V.21 of later title \$
	Earlier & Later titles - holding with no item records	AWE-1447	more current holding record 866; ;8 1 \$a V.19-24 bound with earlier title.
		AEV-0646	earlier holding record 866; ;8 1 \$a V.16-24 includes V.19-24 of later title.
Claiming	Use handout <i>Using the NETCAT serial holding record to provide information about claiming and backfiles</i> - June 30, 2000		866; ;8 1 \$a Claimed: V.5 (17my2000). \$x kat 866; ;8 1 \$a Claimed: V.21-22, 24 (12my2000). \$x smp For further instructions and handout please contact your cataloguing liaison.
Library has	Holdings summary note	AEW-1609	866; 0;8 1 \$a Library has: V.5 1995 - \$
		AXY-8298	866; ;8 1 \$a Library has: V.13 N.2 1993 - V.19 1997.
Limited Retention	Library keeps latest 2 years only	AET-3039	866; ;8 1 \$a Library keeps latest two years only.
	Microfilm replacement	AHI-8962	866; ;8 1 \$a Library keeps unbound issues until replaced by microfilm (AW1.R-477).
Missing	Missing <i>issues</i> use \$z in 863.	AEW-1898	863; ;8 1.24 \$a 24-25 \$b 1999-2000 \$p 39424044240932 \$t 1 \$z Msg: V.25 N. 1-2 \$
	Missing entire <i>volume(s)</i>	AES-6453	866; 0;8 1 \$a Missing: V.55 1985; V.57 1987. \$
	Missing <i>several issues</i> for a single item use 866 and corresponding 863 \$z Incomplete.	AEV-5584	866; ;8 1 \$a Missing: V.4 N.8; V.5 N.5; V.6 N.1,4-6; V.7 N.2-3,6; V.8. \$ 863; ;8 1.1 \$a 4-9 N.1 \$b 1989-94 \$p 39424044240924 \$t 1 \$z Incomplete
Monograph volumes	Volumes treated as monographs	AHI-3980	866; ;8 1 \$a Individual volumes are listed by author and title in the catalogue. \$x M319509-0 \$z Currently received. \$ 866; ;8 1 \$a From V.23 – individual volumes are listed by author and title in the catalogue. \$

MARC 866 Holding Field - Examples for UBC Library (continued)

Topic	Wanting to describe	Example	
Shelving <i>non</i> DRA location	Shelving location information – which assist public users.	AET-1269	866; ;8 1 \$a Bound volumes in theses room. \$
Sliding	Sliding location Titles should make only one slide whenever possible. For titles that make more than one slide, contact Technical Services – Periodicals & Binding	AEU-9000	currently received holding 866; 0;8 1 \$a Latest in Koerner Reference; others in Koerner Library. \$z Currently received. \$ earlier holding – where title slides to 866; 0;8 1 \$a Library has: 1985/86 - \$x M9719824-0 866; ;8 1 \$a Latest in Koerner Reference.
Storage	Items housed in storage. Use <i>earlier/later</i> NOT <i>earliest/latest</i> Items housed in storage: multiple storage locations or incomplete runs in storage.	AET-9715 AEQ-3526	current holding record \$866; ;8 1 \$a Earlier volumes in storage. storage holding record 866; ;8 1 \$a Later volumes in Koerner journals. current holding record 866; ;8 1 \$a Other volumes in storage. storage holding records 866; ;8 1 \$a Other volumes in Education Library.
Unbound volumes location	Unbound volumes shelved in a different location from bound.	AET-4579	866; 0;8 1 \$a Unbound issues in Koerner current journals.
Vertical files	Filing information for vertical files	AXJ-5592	866; ;8 1 \$a Filed under: UCLA Asian American Studies Center. \$
Work-station	Access restricted to UBC Used for legal requirement only, very seldom required.	AYY-0007	866; ;8 1 \$a Access restricted to UBC students, faculty and staff.

Please note UBC Library does **NOT** include any **ABBREVIATIONS** in **866** serial holding fields.

****DO NOT USE** IN MARC 866 Holding Field - Examples for UBC Library**

Topic	Wanting to describe...	Use...
Action	Cancelled Discard Keep until bound arrives... Give to professor... etc.	Use holding 583 Action field
Binding (Special Info)	Specific details on binding locations e.g. Bind for DLAM LUO Binding colour information Binding routing information e.g. Route unbound issues to XXX	Check-in record Binding profile Check-in record Binding profile Follow instructions for Action .
Cataloguing	Specific cataloguing information e.g. Issues entitled "Bibliographie de la Littérature" "See also" information or statements	Contact Cataloguing Liaison for your branch. Do not use
Memberships Groups Comes with Discards Gifts Exchanges	Any information on special subscription types e.g. claiming, receipt info.	Require special treatment - contact Tech Services – Periodicals & Binding.
Missing (details)	Specific details about missing issues information	Special notes should be in check-in record – follow instructions for Missing .
Missing (on order)	Msg: V.67 N.1-5 (on order)	Follow instructions for Claims .
Multiple Holdings	Records with many items requiring multiple holding records E.g. Statutes of Canada (AEP-5491)	Use Holding 583 Action field.
Not Yet Published	Issues not yet published	Use Holding 583 Action field.
On-line (Web info)	Available on-line statements "Users documentation kept at..."	Requires Cold Fusion treatment - contact Electronic Resources Librarian. Do not use
Out of Print	Issues/items no longer in print	Use Holding 583 Action field.
Pub Info	Information on why a volume/issue has not been published e.g. only available electronically, never published, etc.	There should be a note in bib record – contact your Cataloguing Liaison.
Shelving (detailed info)	Filed at... "Tell person in circ library keeps in..."	Shelving notes should be in check-in record.