**IFLA Cataloguing Section**

**Names of Persons**

**Introduction:**

According to the International Cataloguing Principles (ICP)[[1]](#footnote-1) the **Form of Name for Persons as an authorized access point** should be constructed following a standard: "*When the name of a person consists of several words, the choice of first word for the authorized access point should follow conventions of the country and language most associated with that person, as found in manifestations or reference sources*". Thus, this set of documents summarizes the conventions for each country, established by each national cataloguing agency, to help other cataloguing agencies creating authority data worldwide.

Please access ***IFLA Names of Persons[[2]](#footnote-2)*** to submit updates from your country and to access more information.

**Country name in English: Albania**

**Country name in official language(s): Shqipëra**

**Language in English: Albanian**

**Language name in official language(s): Shqip**

**Last updated: May 2016**

**NAME ELEMENTS**

**Elements normally forming part of a name**

|  |  |  |
| --- | --- | --- |
| *Element* | *Type* | *Examples* |
|  |  |  |
| 1. Forename | simple | Nasho  Tasim |
|  |  |  |
| 2. Surname | simple | Aliaj  Jorgaqi |

**ORDER OF ELEMENTS IN CATALOGUE HEADINGS**

General rule

|  |  |  |
| --- | --- | --- |
| *Type of name* | *Entry element* | *Examples* |
|  |  |  |
| 1. Simple surname | surname | ALIAJ, Tasim  JORGAQI, Nasho |

**National cataloguing code**

*Përshkrimi i materialeve të bibliotekës*. – Tiranë : Biblioteka Kombëtare, 1992.

**National authority file of names**

*Bibliografia Kombëtare e Librit që botohet në Republikën e Shqipërisë*. – Tiranë : Biblioteka Kombëtare, 1990.

**Sources and recommended references**

*Bibliografia Kombëtare e Librit që botohet në Republikën e Shqipërisë*. = National bibliography of books published in R.A.

**Authority for information provided**

Bibliography Department, National Library, Tiranë.

**Checked and approved by: Maksim Gjinaj, Bibliographer, Bibliographiy Department, National Library, Tiranë, May 2016**

1. <http://www.ifla.org/publications/statement-of-international-cataloguing-principles> [↑](#footnote-ref-1)
2. <http://www.ifla.org/node/4953> [↑](#footnote-ref-2)