

To: Joint Steering Committee for Development of RDA

From: Bill Leonard, CCC representative

Subject: Capitalization Instructions and RDA

CCC sincerely thanks the Capitalization Working Group for their logical and methodical exploration of the sub-tasks relating to this examination of the RDA capitalization instructions.

Sub-task 1.1

CCC supports organizing instructions following the RDA structure of sections, chapters, and sub-sections.

Sub-task 1.2

CCC agrees with the assumptions outlined on page 4 of the report. CCC agrees that the first category of capitalization instructions is well suited to Appendix A, and that the second category could be added to the Tools tab.

Sub-task 1.3

CCC supports the careful, ongoing review of the validity of the capitalization instructions. We also support development of a common template for presenting the instructions for various languages, or at least for groups of related languages.