



<b>FIRMS Technical Working Group Meeting</b>
<b>First Session</b>
<b>Rome, Italy, 05-08 December 2005</b>
<b>FIRMS INFORMATION MANAGEMENT POLICY: CITATION STANDARDS AND PROPOSED AMENDMENTS (modified from FSC2)</b>
<b>Author: FSC Secretariat</b>

*Standards were presented to FSC2 for citations of FIRMS fact sheets, and were accepted as guidelines after some amendments to the proposals were made. The guidelines as endorsed by FSC2 are attached in Annex 1.*

*Further discussions took place in FAO with regard the application of FAO wide harmonised standards for citations in electronic publications. These [non completed] discussions indicate the need for changing some elements of the current guidelines.*

*The following text describes where changes would be expected.*

**Date created:** this is the date of creation of the intellectual content. It follows the personal author(s), or corporate author, on the same line, and is separated from the author by a ".". It is presented in the form of year, preceded by "c" (for copyright date), and followed by a "-" in the case of an electronic resource constantly updated.

**Contributors:** if any (Editors, compilers translators), would come after Title.

**Publisher:** since FIGIS doesn't in fact perform the conventional functions of a publisher, i.e. it does not have the rights and duties of a publisher, Publisher should be "FAO" only, not "FAO – FIGIS".

**Publisher location:** FSC2 decided to leave it (ie "Rome") out, but according to ISO 690-2 on bibliographic references for electronic documents, the place of publication and publisher are required elements. Indicating the town means the location of the publisher, i.e. FAO, not the location of the server.

When the publisher is the same as the corporate author, there is no need to repeat it, therefore it is sufficient to mention the location. If it is true that FAO/FI has always repeated the name of the publisher so far in citations, it is now in the process of reviewing the Fisheries citational style in order to conform to the FAO House Style and to main international standards.

- 
- **Update Date:** should be presented in an easy and unequivocal format: “Updated Nov 21 2005”
  - **Available from:** instead of in Publication, the role of FIGIS as the server should be mentioned in the available statement: “available via FIGIS from <http://www.fao.org/> etc...”

An example of FIRMS marine resource fact sheet citation is provided below, according to the above mentioned modifications:

<b>Bibliographic citation</b> <input checked="" type="checkbox"/> <input type="button" value="Export"/>
International Council for the Exploration of the Sea (ICES). c2004- . <b>Stocks status reports: Herring - North Sea, Eastern Channel and Skagerrak, 2003.</b> <i>FIRMS Reports.</i> FAO - Rome. Updated Apr 26 2005. Available via FIGIS from <a href="http://www.xyz/abc.xml">http://www.xyz/abc.xml</a> [Accessed Friday, December 02 2005].

---

## **Annex 1 : Guidelines for bibliographic citations concerning FIRMS fact sheets as accepted by FSC2**

Each FIRMS fact sheet needs to be univocally identified by a Bibliographic Citation.

This citation is composed by the following elements:

**Author/Compiler/Editor as appropriate**

**Title, including subtitle**

**Series title**

**Publisher. Upload date.**

**URL**

### **Author**

The author can be a “personal author”, a “corporate author” or a “conference body”. The personal author(s) has always to be displayed first. The Corporate Author, if available, should also be cited in a new field. Personal authors should be cited as follows: “Surname in full, followed by a comma and the initials of both the first and middle names. If more than one author is given, they should all be cited, separating one from the other by a semicolon and a space.

If a document has an editor, compiler or a translator, the names should be followed by: (ed.), (comp.) (transl.).

e.g. Author: Adams, L.; Smith, F.J.; Taconet, M. (ed.); Arian, K. (transl.)

e.g. Corporate Author: Species Identification and Data Programme (SIDP), Rome (Italy)

### **Title**

The title includes the main title, the subtitle and eventually additional information such as volume number, part number, etc. The language of the title corresponds to the language of the content of the document.

e.g.: Status of stocks of Northwest Atlantic. NAFO area

### **Series title**

The series title according to the FAO house style should be cited italics.

e.g.: *FIRMS Reports*

**Publisher**

The name of the Publisher can be entered in full or as an acronym if it exists.

FAO – FIGIS is the default publisher for a FIRMS fact sheet.

e.g.: FAO – FIGIS.

**Upload date**

The date the document was uploaded or updated in the system should be cited in ISO format, i.e. year + month + day (when available)

e.g.: 20030919 or 2004

**URL**

The URL of all the language versions should be cited if available.

e.g.: URL (English version): <http://www.fao.org/figis/servlet/species?fid=2795> ; French version:..

Examples of Citation in FIGIS:**Species Identification and Data Programme (SIDP)**

**A world overview of species of interest to fisheries. *Alopias superciliosus*.**

**FIGIS Species Fact Sheets**

**FAO – FIGIS. 20040603.**

**URL (English version): <http://www.fao.org/figis/servlet/species?fid=2795>**

**Lloris, D.****Species Identification and Data Programme (SIDP)**

**A world overview of species of interest to fisheries. *Dicentrarchus labrax*.**

**FIGIS Species Fact Sheets**

**FAO – FIGIS. 2002.**

**URL (English version): <http://www.fao.org/figis/servlet/species?fid=2291>**