**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: Japan**

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

**Language in English: Japanese**

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

**Last updated: March 2016**

Most of Japanese names consist of family names and given names. But some of the names are only given names or whole names. The family name is given first in Japanese but persons customarily reverse the order of their names when corresponding or publishing in Western languages. Both of the family names and given names are usually written in two Chinese characters (known as *kanji*)although one or three or more characters may be used. Some given names may be written in the Japanese syllabary (known as *kana*)*.*

It is often very difficult even for Japanese cataloguers to determine the correct reading of a Japanese name because a name in Chinese characters can be read in several ways. Conversely, romanized Japanese names can cause confusion because without the Chinese characters it is impossible to determine the correct original form. Thus, for example, the family name 角田 can be read as Tsunoda, Sumida, Kakuda (sometimes Tsunota, Sumita, Kakuta, etc.). Conversely, the romanized form Kōno can be written with a number of Chinese characters (河野,甲野,河埜 etc. ). Chinese characters are traditionally arranged in order according to their radicals and strokes. However, to enable alphabetic filing of headings, Japanese libraries often transliterate *kanji* into either *kana* or roman letters (known as *rōmaji*)*.* It is essential to retain the original form in *kanji* with other forms so as to ensure correct identification and meaning of headings. All examples in this entry have been romanized according to the Hepburn system.

**NAME ELEMENTS**

**Elements normally forming part of a name**

|  |  |  |  |
| --- | --- | --- | --- |
| *Element* | *Type* | *Examples* | |
| 1. Family name |  | 酒井 or堺  五十嵐 | Sakai  Igarashi |
| 2. Given name | Ma - masculine  男 or雄 or夫 (o);  郎 (rō); 彦 (hiko) | 道夫 or 三千夫  健 | Michio  Takeshi or Ken |
|  | - feminine  子 (ko);  美(mi);  恵or絵or江(e) | フミ子or文子or史子  ひろみ or博美orひろ美 | Fumiko  Hiromi |
| *Note:* Names written in *kanji* may have letters (as shown above) as the last character. | | | |
| 3. Whole name | royal title | 明治天皇  (Emperor of Japan)  長屋王  (A member of royal family) | Meiji Tennō  Nagayaō |
|  | priest’s religious name | 空海 | Kūkai |
|  | name with title of position or office | 清少納言  和泉式部 | Sei Shōnagon  Izumi Shikibu |
|  | nickname, stage name, pen name, etc. | フランキー堺  タモリ | Furankī Sakai  Tamori |

**Additional elements to names**

|  |  |  |  |
| --- | --- | --- | --- |
| *Element* | *Use* | *Examples* | |
| 1. Generation number | after the name | 尾上菊五郎六代目  (*Kabuki* actor) | Onoe Kikugorō  rokudaime |
| *Note:* Generation numbers are added to the hereditary names for *Kabuki* actors or *Iemoto* (headmasters of Japanese arts) in Japan. In the preceding example, “六代目” and “rokudaime” are generation numbers, i.e., Onoe Kikugorō VI. | | | |

**ORDER OF ELEMENTS IN CATALOGUE HEADINGS**

*Note:* Underlined parts are entry elements.

**General rule**

|  |  |  |  |
| --- | --- | --- | --- |
| *Type of name* | *Entry element* | *Examples* | |
| 1. Name consists of family name and given name | family name | 酒井道男  堺三千夫  五十嵐健  神野ひろみ  神野フミ子  東洲斎写楽 | Sakai Michio  Sakai Michio  Igarashi Takeshi  Jinno Hiromi  Kanno Fumiko  Tōshūsai Sharaku |
| *Note:* Tōshūsai Sharaku is a pen name.To be exact, it does not consist of family name and given name, however, it is treated as the name which consists of family name and given name because its form is similar. | | | |
| 2. Given name only (from earlier　periods) | given name | 園 | Sono |
| 3. Whole name | first part of the name | 明治天皇  空海  清少納言  フランキー堺 | Meiji Tennō  Kūkai  Sei Shōnagon  Furankī Sakai |

**Exceptions:**

|  |  |  |  |
| --- | --- | --- | --- |
| *Type of name* | *Entry element* | *Examples* | |
| 1. Compound family name（caused from marriage） | family name | クルム伊達公子  (first part of compound)  メロジーハンザワタカコ  (whole part of compound) | Krumm Date Kimiko  Melosi Hanzawa Takako |
| 2. Name written in exceptional order | family name | アルベルト湯川 | Alberto Yukawa |

**National cataloguing code**

*Nippon cataloging rules*. - 1987 ed. (revised in 2006). - Tōkyō : Japan Library Association, 2006. - ISBN 4-8204-0602-7.

**Transliteration schemes used**

The Hepburn system is widely used but the official system in Japan is the *kunrei* system (or sometimes *kunrei-shiki*).

**National authority file of names**

*National Diet Library authority file for Japanese authors*. - 2nd ed. - Tōkyō : National Diet Library, 1991.

*Japan MARC authority file for authors’ names* [electronic resources]. - Tōkyō : National Diet Library, 1994-

*Web NDL Authorities* [electronic resources].

<http://id.ndl.go.jp/auth/ndla>

**Sources and recommended references**

*Bunka jinmeiroku*. - Tōkyō : Nihon Chosakuken Kyōgikai, 1951-2001.

*Jinji kōshinroku*. - Tōkyō : Kōshin Dēta, 1997-

*Dainihon jinmei jisho*. - Tōkyō : Dainihon Jinmei Jisho Kankōkai, 1937-1938.

*Dai jinmei jiten*. - Tōkyō : Heibonsha, 1953.

*Kenkyūsha kenkyū kadai sōran*. - Tōkyō : Nihon Gakujutsu Shinkōkai, 1979-1997.

*Gendai Nihon jinmeiroku*. - Tōkyō : Nichigai Asoshiētsu, 1987-2002.

Fujimura, Tsukuru. *Nihon bungaku daijiten*. - Rev. ed. - Tōkyō : Shinchōsha, 1950.

Washio, Junkei. *Nihon bukke jinmei jisho*. - Rev. ed. - Tōkyō : Tōkyō Bijutsu, 1966.

*Researchmap* [electronic resources].

<http://researchmap.jp/search/?lang=english>

**Authority for information provided**

Japan Library Association with National Diet Library assistance.

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