

Government Officials' Biographies, Speeches, and Papers F 605

1. *Biography.*

a. Heads of state. Class individual and collective biographies of heads of state and governors with the appropriate country, state, etc., in the history schedules.

b. Legislators. Class individual biographies of legislators with the appropriate country, state, etc., in the history schedules. Also class collective biographies of legislators in the history schedules unless the focus of the work is on the legislative body. In the latter case, class the work in JK-JQ with the legislative body.

2. *Speeches.*

a. Heads of state. Class individual and collected speeches by heads of state and governors delivered in their official capacity and not limited to a single specific topic in the appropriate numbers for legislative and executive papers in J. Follow this provision even if entry is not under the corporate body heading for the office.

b. Legislators. Class legislative addresses, i.e., those delivered on the floor of a legislative chamber and not limited to a single specific topic, by one legislator or several legislators, with the legislative body in J.

c. Unofficial speeches. Class individual and collected speeches by heads of state, governors, legislators, etc., delivered in a non-official capacity and dealing with general topics such as the politics, history, foreign relations, etc., of the period in which the person lived, in the biography number for the individual person.

Follow this provision also for compilations that contain a mix of official and unofficial speeches.

d. Speeches on specific topics. Class speeches on specific topics other than those described above, with the topic.

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3. Archives.

a. Texts. Class the texts of the archives and papers of an individual head of state, governor, or legislator in the person's biography number in the history schedules.

b. Catalogs and inventories.

(1) Individual. Class catalogs or inventories of the archives and papers of an *individual* head of state, governor, or legislator in Z6616.

(2) Collective. Class catalogs or inventories of the archives and papers of heads of state, governors, or legislators *treated collectively*, with the appropriate country, state, etc. in CD.