ENTRY WORDS FOR INDONESIAN NAMES

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1. Rules for construction of names used by Indonesian librarians

For cataloguing purpose, Indonesian librarians used the Peraturan penentuan nama-nama Indonesia (Rules for Indonesian names) published by National Scientific Documentation Centre and recognized as the Indonesian National Standard, first published in 1975 and accepted as one of the Standar Nasional Indonesia or Indonesian National Standard. However it never been revised since its acceptance as a standard although the regulation stated that any standard must be revised every five years. The other cataloguing rule is Peraturan katalogisasi nama-nama Indonesia [Cataloging rules for Indonesian names] published by Pusat Pembinaan Perpustakaan (Center for Library Development) in 1976, later on continued by the Indonesian National Library as Peraturan katalogisasi Indonesia (Indonesian cataloguing rules), the last edition is the 4th edition published in 1996 and also never been revised since then. Owing to the different users, usage and dissemination, the Peraturan penentuan nama-nama Indonesia is widely used among academic and special libraries as well as becoming the cataloguing standards at various library schools and cited by lecturers for entering Indonesian names in their bibliographies. The Peraturan katalogisasi nama-nama Indonesia and latter on Peraturan katalogisasi Indonesia are usually used at community, school and public libraries and becoming the standard manual at the National Library and its branches all over Indonesian proviences.

Basically there is no difference between both cataloguing rules, however, there is a different treatment on spelling. While the Peraturan penentuan nama-nama Indonesia treated Indonesian names as written in the works, the Peraturan katalogisasi nama-nama Indonesia and Peraturan kataklogisasi Indonesia tend to write the author names according to the 1972-new Indonesian spelling system. For example author name such Koentjaraningrat in the catalogue was written as Kuncaraningrat. Some authors have complained about these changes to National Library However, lately the National Library decided to accept the existing spelling as appeared in the authors’ works. This attitude changes have been voiced by librarians from the National Library in various occasions, the latest one in the national seminar in June 2003.

2. Romanization manual

Regarding romanization manual, there is one romanization guide from Arabic character to Latin, that is Pedoman transliterasi Arab-Latin [Arab-Latin transliteration]

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1 Presentation for CONSAL XII Preconference Workshop: Cataloguing: Construction and Control of Southeast Asian Names
2 Speaking on behalf of The National Library of Indonesia
guide], a joint work between the Department of Education and Culture and the Department of Religious Affairs in 1987. The other spelling guide is *Pedoman ejaan bahasa daerah Bali, Jawa dan Sunda yang disempurnakan* [The new spelling guide for local languages i.e. Balinese, Javanese and Sundanese] published by the Pusat Pembinaan dan Pengembangan Bahasa (Centre for Language Development), now known as *Pusat Bahasa* or Language Centre.

3. Rules for Indonesian names

Introduction

Single name is a name which is consist of one name only. Single names are commonly found in Indonesia hence there are many works written by single-name authors. To differentiate between two or more the same names, it is assumed that the librarians needed differentiating element. First the birth date and or the death date. If these differentiating element is not available, then the librarian need to find other differentiating unit such as the honorific titles or other elements. The differentiating element can be used to differentiate two authors with the same names, either single or more than two same names.

The use of single names is not commonly found in European names because the Europeans commonly used family names. In certain cases they used single names such as name of kings, religious leaders and saints.

In forming the personal entry word, parts of the entry words is assigned a comma then followed by other parts of the names. So does with the entry word of Chinese names. In this case the entry word is the first part of the names, followed by other parts of the names separated by a comma.

For entry name followed by authority on certain areas or heredity titles, the part which becomes entry word is separated by a common followed by the notion of the ruler.

**Example:** Hamengkubuwono X, *Sultan Yogyakarta*

Surjaningrat, Suwardi, *Raden Mas*

Djojodipeoro, *Ngabehi*

Rules

A. General

1. For Indonesian authors who use more than one name part in his or her works, then enter under the last element of the name as entry words, followed by other parts of the name. Make references from the known name if needed.

   *Alisjahbana, Sutan Takdir*
   (Name appears as: Sutan Takdir Alisjahbana)

   *Anwar, Dewi Fortuna*
   (Name appears as Dewi Fortuna Anwar)

   *Gunarti, Endang*
   (Name appears as Endang Gunarti)

   *Hartono, Bambang*
   (Name appears as Bambang Hartono)

   *Djiwandono, Sudrajat*
(Name appears as: Sudradjad Djiwandono)

**Djojohadikusumo, Sumitro**
(Name appears as: Sumitro Djojohadikusumo)

**Kartasasmita, Ginandjar**
(name appears as Ginandjar Kartasasmita)

**Lumbantoruan, Magdalena**
(Name appears as Magdalena Lumbantoruan)

**Notoesanto, Noegroho**
(Name appears as Noegroho Notoesanto)

**Papare, Silas**
(Name appears as: Silas Papare)

**Paravansa, Chofifah Indar**
(Name appears as Chofifah Indar Paravansa)

**Parera, Victor Josef**
(Name appears as: Victor Josef Parera)

**Sadli, Saparinah**
(Name appears as Saparinah Sadli)

**Sumekar, Sri**
(Name appears as Sri Sumekar)

**Surjo, Djoko**
(Name appears as Djoko Surjo)

**B. Exception**

(1) For authors whose name include name element such as *di, el, nan* etc., then part of the names that connected by such element are treated as one unit name.

**Atmadiredja**
(Name appears as: Atma-di-redja)

**Usman el Muhammady, Muhammad, Tengku**
(Name appears as: Tengku Muhammad Usman el Muhammady)

(2) A name that sometimes written as one word and sometimes as one word then use the one-word form. Make references from separated names if that name forms the last element of the names.

**Djokopranoto**
(Name appears as Djoko Pranoto and Djokopranoto)

**Surjodiputro**
(Name appears as: Surjo-di-putro)

**Kusumaatmadja**
(Name appears as: Kusuma-at-madja)

(3) For authors whose name containing traditional or *adat* titles (sometimes abbreviated as *gl* or *gler* or *gelar* and sometimes not abbreviated) such as *Daeng, Datuk, Sutan* etc in the middle of the name then enter under element introduced by such words. Refer from the name in direct order if necessary

**Daeng Materu, Mohammad Sidhky gelar**
(Name appears as: Mohammad Sidhky gelar Daeng Materu)

**Madjoindo, Aman Datuk**
(Name appears as: Aman Datuk Madjoindo)
**Maharadja, Ahmad Sidi**
(Name appears as: Ahmad Sidi Maharadja)
**Palindih, Rustam Sutan**
(Name appears as: Rustam Sutan Palindih)
**Radjo Endah, Sjamsuddin Sutan**
(Name appears as: Sjamsuddin Sutan Radjo Endah)
**Usman el Muhammady, Muhammad, Tengku**
(Appears as: Tengku Muhammad Usman el Mumammdy)

(4) Names containing an initial or abbreviation as the last element whose complete names could not be found after using reference sources, then enter under the first part of the name without changing the order of the name

- **Abdulhadi W.M.**
  (Name appears as: Abdulhadi W.M.)
- **Marga T**
  (Name appears as: Marga T.)
- **Sukanto S.A.**
  (Name appears as Sukanto S.A.)

(5). Name consist of a given name followed by an element denoting filial relationship such as *bin, binti, binte* etc plus the father’s name

- **Abdullah bin Nuh**
- **Hadijah binti Mahmud**

(6). For authors whose part of the names linked by an hyphen, then enter the hyphenated names as entry names.

- **Abshar-Abdalla, Ulil**
  (Name appears as Ulil Abshar-Abdalla)
- **Donggo-Hutagalung, M. Poppy**
  (Name appears as: M. Poppy Donggo-Hutagalung)
- **Herry-Wiyono, B**
  (Name appears as B. Herry-Wiyono)
- **Ihromi-Simatupang, Tapi Omas**
  (Name appears as Tapi Omas Ihromi-Simatupang)
- **Marzuki-Sudirdjo, Artati**
  (Name appears as: Artati Marzuki-Sudirdjo)
- **Pinajungan-Mahdi, Magdalena**
  (Name appears as : Magdalena Pinajungan-Mahdi)
- **Kuntjoro-Jakti, Dorodjatun**
  (Name appears as Dorodjatun Kuntjoro-Jakti)
- **Purbo-Hadiwidjojo, M.M.**
  (name appears as M.M. Purbo-Hadiwidjojo)
- **Simorangkir-Simandjuntak, Basarah**
  (Name appears as: Basara Simorangkir-Simandjuntak)
- **Suwondo-Surasno, Nani**
  (Name appears as: Nani Suwondo-Surasno)
(7) For authors who prefer the first part of his or her name as entry word, then enter the first part of the name as entry names. Make references from the known name if needed.

Ajip Rosidy
  X Rosidy, Ajip
Aisyah Amini
  X Amini, Aisyah

C. Names of Chinese origin

1. Enter a name of Chinese origin that follows the normal Chinese order (surname first) under the first element of the name. Refer, if necessary, from the last element of the name.

Kwik, Gian Kie
  (Name appears as: Kwik Gian Kie)
Lim, Peng Hoei
  (Name appears as: Lim Peng Hoei)
Oei, Hong Hian
  (Name appears as: Oei Hong Hian)
Yap, Thiam Hien
  (Name appears as: Yap Thiam Hien)

2. Enter a name of Chinese origin that preceded by Western given name according to the normal Chinese order (surname first) under the first element of the name. Make necessary references

Lie, Francisca Maria Yin Yin
  (Name appears as: Francisca Maria Lie Yin Yin)
Kwik, Benny Han Bing
  (Name appears as: Benny Kwik Han Bing)
Lim, Richard
  (Name appears as: Richard Lim)

3. For those who changed into Indonesia names, enter under the last element of the name according to rule of Indonesian names and make necessary references.

Pangestu
  X Pang, Lay Kim
  Iskandar, Nathanael
  X Tan, Goan Tiang

D. Phrase names

(1) Enter in direct order a name that consists of a phrase or appellation that does not contain a forename.

Ibu Rumah Tangga
  Mang Kompas

(2) If the phrase name consist of personal name then treated the personal name according to the rule
Soed, Ibu
X Ibu Soed

E. Honoric titles

Add titles and honorific words to an Indonesian name commonly appears with the name in the works by the person.

- Wedyodiningrat, Radjiman, *Kanjeng Raden Mas Tumenggung*
  (Name appears as: Kanjeng Raden Mas Tumenggung Radjiman Wedyodiningrat)
- Rifai, Bachtiar, *Tubagus*
  (Name appears as: Tubagus Bachtiar Rifai)

Element such as Hj for Hajah, H for Haji is not included in the names.

4. Treatment of names based on spelling

Authors who write his or her names in the old spelling (before the new spelling was introduced in 1972) are treated as the name written in old spelling with cross references from the new spelling if needed.

Achmad Soebardjo
Djawoto
Harjati Soebadio
Koentjaraningrat
Tjokoroamidjojo

Appendix 1  Example of person who used different name forms.

A. W. Salayan
A. Wahid Salayan
Abdul Wahid Salayan

Sutarno
Soetarno
Soetarno B.S.
Soetarno B.S.
Sutarno Budisusetya
Soetarno Boedisoesetya

A. Datuk Madjoindo
Aman D. Madjoindo
Aman Dt. Madjoindo
Aman Datuk Madjoindo

M. Taib A. Muin
K.H.M.T. Thohir Abd. Muin
M. Taib Thahir Abdul Muin
M. Thaib Thahir Abdul Muin
K.H.M. Taib Thahir Abd. Muin
K.H.M. Taib Thahir Abdul Muin
M. T. Thahir Abdul Muin
M. Taib Thohir Abdulmuin
M. Thaib Thohir A. Muin

Eddy Djunaedi Karnasudirdja
Eddy Junaedi Karnasudirdja
Haji Eddy djuanedi Karnasudirdja

Tuti Alawiyah A.S.
Hajah Tutty Alawiyah
Tutty Alawiyah Abdullah Syafi’ie

Moein M. G.
Andi Moein M. G.
M. Moein G
Moein M.G.
A. Moein M.G.

Edi Sedyawati
Edi Sedyawati binti Imam Sudjahri
Edi Sedyawati binti Imam Sujahri
Edy Sedyawati
Edi Sedyawati Hadimulyo

Hamka
Abdul Malik Karim Amrullah
Abdulmalik bin Abdul Karim Amrullah
A.M.K. Amrullah
Abdulmalik Karim Amrullah
Abdulmalik Karim Amrullah gelar Datuk Indomo
Abdulmalik bin Abdul Karim Amrullah
Buya Hamka

Doctor Hamka
Hadjji Abdul Malik Karim Amrullah
A.S. Hamid
Maha Indra

J. Y. Panglaykim
Yusuf Pangestu
Jusuf Panglaykim
Jusuf Elka Pangestu
J. E. Panglaykim-Pangestu
Appendix 2  Indonesian title and honorific words (for example)

<table>
<thead>
<tr>
<th>Adipati</th>
<th>Ada Bagus</th>
<th>Raden Panji</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anak Agung</td>
<td>Imam</td>
<td>Raja</td>
</tr>
<tr>
<td>Anak Agung Ayu</td>
<td>Kanjeng Gusti</td>
<td>Ratu</td>
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<tr>
<td>Anak Agung Istri</td>
<td>Kanjeng Mas</td>
<td>Sidi</td>
</tr>
<tr>
<td>Andi</td>
<td>Kanjeng PangeranHaryo</td>
<td>Sultan</td>
</tr>
<tr>
<td>Aryo (aria, arja,)</td>
<td>Marah</td>
<td>Susuhunan</td>
</tr>
<tr>
<td>Datuk</td>
<td>Mas</td>
<td>Sutan</td>
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<tr>
<td>Desak</td>
<td>Mas Ngabehi</td>
<td>Tengku</td>
</tr>
<tr>
<td>Dewa Gede</td>
<td>Nganten</td>
<td>Tjokorde (Cokorde)</td>
</tr>
<tr>
<td>Gusti</td>
<td>Pangeran</td>
<td>Tjokorde Gede</td>
</tr>
<tr>
<td>Gusti Ayu</td>
<td>Pangeran Haryo</td>
<td>Tjokorde Istri</td>
</tr>
<tr>
<td>Gusti gede</td>
<td>Raden</td>
<td>Tuanku</td>
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<tr>
<td>Hajah</td>
<td>Raden Ajeng</td>
<td>Tubagus</td>
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<td>Haji</td>
<td>Raden Ayu</td>
<td>Tumenggung</td>
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<tr>
<td>Ida</td>
<td>Raden Mas</td>
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<td>Ide</td>
<td>Raden Nganten</td>
<td></td>
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<tr>
<td>Ida Ayu</td>
<td>Raden Rara</td>
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