Geographic Names Standardization Policy for China

United States Board on Geographic Names – Foreign Names Committee

October 2016

1. Introduction

This geographic names standardization policy has been prepared as an aid to those geographic names experts who are the working staff for the United States Board on Geographic Names (BGN) in the standardization of the geographic names of the People's Republic of China (PRC) for United States Government use. The BGN and its staff work to effect consistent treatment of geographic name spellings in U.S. Government databases, publications, maps, and charts, and are intended to satisfy the statutory requirements levied upon the BGN in Public Law USC 80-242 to develop principles, policies and procedures for geographic names standardization, and to promulgate decisions with respect to the principles of geographic nomenclature and orthography.

2. Languages and Language Policy

a. Demographics

China has a large population made up of 56 ethnic groups. The majority is the Han Chinese who constitutes over 91% of the total population. Of the 55 officially recognized ethnic minority groups, the larger ones in population size are the Zhuang, Man (Manchu), Hui, Miao, Uighur, Tujia, Yi, Mongol, Zang (Tibetan), Bouyei, Dong, Yao, and Chaoxian (Korean).

b. Languages

Chinese belongs to the Sino-Tibetan family of languages and is spoken in a number of varieties traditionally considered as dialects but classified by linguists as separate languages. Mandarin Chinese, called Putonghua, is most widely spoken and is the country's official language. Three regional languages, Mongolian, Tibetan, and Uighur, are also officially recognized by the government.

c. Treatment of Minority Languages

Detailed policy guidance on the treatment of ethnic minority names is provided in Appendix A.

d. Geographic Names Standardization

The Administrative Areas and Geographic Names Division of the Ministry of Civil Affairs' China Institute of Toponymy (CIT) is the national authority for geographic names in China. It is responsible for the establishment and management of the Chinese standardization system for geographic names. Information about its policies and work is posted on its website: http://www.cgn.ac.cn/. Also, CIT maintains a geographic names database: http://www.cgn.ac.cn/OC2A_xianjiyishangliebiao.aspx

3. Toponymic Policies

a.   Orthography

Unlike the varieties of spoken Chinese dialects or languages which for the most part are mutually incomprehensible to their respective speakers, there is only a single form of written Chinese which is based on Chinese characters, also known as Han characters. Han characters are written in traditional (long) or simplified (short) form. In 1956, the government of China approved recommendations from the Calligraphy Commission and the Central Education Commission on the first set of simplified commonly used characters with fewer numbers of strokes as a way to make learning the written language easier.

Mongolian, Tibetan, and Uighur languages are written in the Mongolian, Tibetan, and Perso-Arabic scripts, respectively. However, all published geographic names in China, no matter what their language of provenance, are available in Han characters. A substantial number of those published geographic names are also available in Pinyin romanized form. Additionally, some Mongolian, Tibetan, and Uighur geographic names are available in their respective scripts.

b   Script

Han characters are written in traditional (long) or simplified (short) form. Traditional long form characters are used in Hong Kong and Macau.

c.   Romanization

Hanyu Pinyin, simply Pinyin, is the standard romanization system for Mandarin Chinese. Geographic names are generally adopted as published in official Chinese sources where they are provided in their Pinyin forms. For geographic names in Han characters the Pinyin system should be applied in order to generate an appropriate romanized form. Chinese names in Hong Kong are romanized according to a modified Eitel Dyer-Ball system adopted by the Hong Kong government. A unique situation applies to the rendering of ethnic minority names which is described in the section below.

Unique linguistic situations and linguistic background information
In the China file of the BGN/NGA Geographic Names Database, approved Chinese names are spelled in accordance with the Pinyin system for romanization of Chinese characters. Most approved minority names, however, i.e., Mongolian, Tibetan, and Uighur names are spelled in Pinyin forms that are romanizations of Mongolian, Tibetan, and Uighur Perso-Arabic script, respectively, rather than romanizations of Chinese characters. Some approved minority names are still spelled in the old Survey of India forms in cases where minority Pinyin spellings are not yet available. Also, in cases where minority names are written in Han characters and minority Pinyin spellings are not available, Hanyu Pinyin spellings are approved (see Appendix A).

Diacritics
The following diacritical marks are encountered in the romanized forms of geographic names in China:

Character Name	Character
Lowercase e with circumflex	ê
Uppercase e with circumflex	Ê
Lowercase u with dieresis	ü
Uppercase u with dieresis	Ü

The apostrophe (') is used before all non-initial syllables that begin with a vowel. Tone marks (ā, á, ǎ, and à) are not used.

d.   Generic Terms (Appendix E)

In Pinyin spellings, names that contain both a specific element and a generic element utilize a space to separate the two elements. However, a single modifying adjective is written together with the following noun within each element. Multiple modifying adjectives within the generic element are separated from each other by a space. See Appendix D

A generic term associated with a specific is considered a true generic unless map symbology indicates otherwise.

Generic terms which follow multi-syllable specific elements in Chinese names of populated places are not included in BGN-approved name forms but are retained in variant names (see Appendix C). The populated place name appearing in source material as Zhonghe Zhen, for example, is entered in the database with the approved name Zhonghe along with the variant name Zhonghe Zhen.

e.   Hyphenation and Capitalization

Hyphenation and capitalization conventions are applied to romanized forms. Hyphens are not to be used in the Pinyin system but form an integral part of the modified Wade-Giles system, where they are used to separate all syllables.

f.   Names in Parentheses

Names in parentheses following administrative division names are recognized as seats of those administrative divisions and are entered into the database as approved administrative seat names. For detailed policy guidance on administrative division and administrative seat names, see Appendix C.

g.   Names of Railroads

Names of railroads are romanized from Chinese characters without deviating from Pinyin specifications. Therefore, the specific elements of such names are written as one-word forms without expansion or hyphenation. The name of the railroad between Beijing and Tianjin, for example, is romanized as Jingjin Xian.

h.   Numbers

Cardinal and ordinal numerals are not found in geographic names in China.

i.   Approved Long and Short Forms

Approved long and short forms are provided for names of administrative divisions and railroad stations if the specific element of the name has more than one Chinese character. An approved short form is assigned a name ranking of 1 and an approved long form is assigned a ranking of 2. A native script name linked to either the long or short form does not require name ranking.

j.   Word Segmentation Standards

Word segmentation rules are defined in Appendix D.

4. Political Geography Policy

a.   Country name

Conventional short form: China
Conventional long form: People's Republic of China
Chinese short form: none
Chinese long form: Zhonghua Renmin Gongheguo

b.   First-order Administrative Divisions

Short-form Name	Generic Element	GEC	GENC
Anhui	Sheng	CH01	CN34
Beijing	Shi	CH22	CN11
Chongqing	Shi	CH33	CN50
Fujian	Sheng	CH07	CN35
Gansu	Sheng	CH15	CN62
Guangdong	Sheng	CH30	CN44
Guangxi	Zhuangzu Zizhiqu	CH16	CN45
Guizhou	Sheng	CH18	CN52
Hainan	Sheng	CH31	CN46
Hebei	Sheng	CH10	CN13
Heilongjiang	Sheng	CH08	CN23
Henan	Sheng	CH09	CN41
Hubei	Sheng	CH12	CN42
Hunan	Sheng	CH11	CN43
Jiangsu	Sheng	CH04	CN32
Jiangxi	Sheng	CH03	CN36
Jilin	Sheng	CH05	CN22
Liaoning	Sheng	CH19	CN21
Nei Mongol	Zizhiqu	CH20	CN15
Ningxia	Huizu Zizhiqu	CH21	CN64

Short-form Name	Generic Element	GEC	GENC
Qinghai	Sheng	CH06	CN63
Shaanxi	Sheng	CH26	CN61
Shandong	Sheng	CH25	CN37
Shanghai	Shi	CH23	CN31
Shanxi	Sheng	CH24	CN14
Sichuan	Sheng	CH32	CN51
Tianjin	Shi	CH28	CN12
Xinjiang	Uygur Zizhiqu	CH13	CN65
Xizang	Zizhiqu	CH14	CN54
Yunnan	Sheng	CH29	CN53
Zhejiang	Sheng	CH02	CN33

c.   Administrative Divisions

Administrative Division (ADM) Order	Administrative Division Level	Administrative Division Units (as of 2013) 行政区划单位 Xingzheng Quhua Danwei
ADM 1	Province level Shengji 省级	• 22 Provinces (Sheng 省) • 5 Autonomous regions (Zizhiqu 自治区) • 4 Municipalities (Zhixiashi 直辖市) • 2 Special administrative regions (Tebie Xingzhengqu 特别行政区)
ADM 2	Prefecture level Diji 地级	• 14 Prefectures (Diqu 地区) • 30 Autonomous prefectures (Zizhizhou 自治州) • 286 Prefecture-level cities (Dijishi 地级市) • 3 Leagues (Meng 盟) Nei Mongol only
ADM 3	County level Xianji 县级	• 1,442 Counties (Xian 县) • 117 Autonomous counties (Zizhixian 自治县) • 368 County-level cities (Xianjishi 县级市) • 872 Districts (Shixiaqu 市辖区 or Qu 区) • 49 Banners (Qi 旗) • 3 Autonomous banners (Zizhiqi 自治旗) • 1 Forestry areas (Linqu 林区) • 1 Special districts (Tequ 特区)

Administrative Division (ADM) Order	Administrative Division Level	Administrative Division Units (as of 2013) 行政区划单位 • Xingzheng Quhua Danwei
ADM 4	Township level Xiangji 乡级	• 11,626 Townships (Xiang 乡) • 1,034 Ethnic townships (Minzuxiang 民族乡) • 20,117 Towns (Zhen 镇) • 7,566 Sub-districts or neighborhood offices (Jiedao 街道 or Jiedao Banshichu 街道办事处) • 2 District public offices (Qugongsuo 区公所) • 151 Sumu (Sumu 苏木) 1 Ethnic sumu (Minzu Sumu 民族苏木)

ADM 5	Village level Cunji 村级	• Neighborhood committees (Shequ Jumin Weiyuanhui 社区居民委员会)
		   o Neighborhoods or communities (Shequ 社区)
		
		• Village committees (Cunmin Weiyuanhui 村民委员会) or Village groups (Cunmin Xiaozu 村民小组)
		      o Administrative villages (Xingzhengcun 行政村)
		      o Natural villages (Zirancun 自然村)

d.   Unique Geopolitical Situations

China claims Taiwan and offshore islands under Taiwan's administration, including Pratas Island. China claims the waters and islands in the South China Seas including the Paracel Islands also claimed by Vietnam and Taiwan, and the Spratly Islands, also claimed in total or in part by Vietnam, Philippines, Malaysia, Brunei, and Taiwan.   China disputes Japan's claims to and administration of the Senkaku Islands (Diaoyutai Qundao), a group of uninhabited islands in the East China Sea. On land, China administers Aksai Chin, which is also claimed by India. In the smaller disputed areas south and east of Aksai Chin to the Nepal tri-point, China and India each occupies a portion of the disputed Demchok region; India occupies the remaining disputed areas where Indian names should prevail as standard names.   Chinese names and the Chinese claim line should never be rendered south of the McMahon Line, which serves as the boundary between eastern India's Arunachal Pradesh and Xizang (Tibet). China and Bhutan dispute much

of their common boundary, though USG maps only depict one disputed area in western Bhutan. Over recent decades China has finalized its land boundaries with all neighbors except Bhutan and India, including with Pakistan in a 1963 treaty awarding sovereignty of the Skaksgam Valley (Trans-Karakoram Tract) to China despite a still-current Indian claim (not shown on USG maps).

5. Source Material

The following list of sources is recommended for use in geographic name selection.

a. Province atlases of China, Cartographic Publishing House, 1982-2008.

b. Administrative handbooks of China, Cartographic Publishing House, Beijing, 1980-2009.

c. Zhonghua Renmin Gongheguo Xingzheng Quhua Tuji [Administrative Atlas of the People's Republic of China], Cartographic Publishing House, Beijing, 2005

d. Province maps of China, various scales, Cartographic Publishing House, 1987-2004.

e. Zhonghua Diminglu [Gazetteer of China], Cartographic Publishing House, Beijing, 1997.

f. Atlas of the People's Republic of China, Cartographic Publishing House, Beijing, 1994.

g. Zhongguo Dituji [Atlas of China], Cartographic Publishing House, Beijing, 1994.

h. Zhonghua Renmin Gongheguo Diminglu [Place Name Listing of the People's Republic of China], Beijing, 1994.

i. Zhonghua Renmin Gongheguo Dituji [Atlas of .the People's Republic of China], Cartographic Publishing House, Beijing, 1996.

j. Navigation charts of China, various scales, China Navigation Press, 1976-2005.

Appendix A

Geographic Names Standardization Policy for China
Date: 20 February 2009
Subject: Treatment of Ethnic Minority Names

Overview

1.1. This document provides detailed policy guidance on the treatment of geographic names in China, and this guidance supersedes previous policies and practices applied on the names issues specified below.

1.2. Discussions concerning the treatment of these specific names issues were held with the Secretary and members of the Permanent Committee on Geographical Names (PCGN) in London, UK on 10-12 February 2009, and an agreement was reached to accept the recommended policy changes.

1.3. The issue of minority names in China was addressed at the 20th BGN/PCGN Conference held at Washington D.C. in October-November 2000. Paragraphs one and two of the Agenda Item 6.5 paper entitled "China: Han Pinyin forms of Minority Pinyin toponyms" state the following:

1.3.1. The Pinyin method of romanization in the People's Republic of China comprises four different Romanization systems. These are systems for:
(a) simplified Han-character Chinese language names throughout the PRC
(b) Mongol script names of the Mongolian language in Inner Mongolia, Gansu, Qinghai and Xinjiang
(c) Tibetan script names of the Tibetan language in Tibet and Qinghai
(d) Perso-Arabic script names of the Uighur language in Xinjiang and Qinghai (this script is also utilized to record names of the Kazakh and Kirghiz languages within the PRC)

1.3.2. Given that the Pinyin system demands direct romanization from each of these four categories as appropriate, it follows that names written in the original scripts are required. But for categories (b), (c) and (d), these are not available outside PRC official circles, so BGN and PCGN are dependent on the romanized forms of these names as they appear in PRC atlases, maps, and gazetteers. Obviously, these amount to only a small fraction of the total number of minority names which must exist.

1.4. The authoritative source for the official spelling of minority names is the China Gazetteer (ZHONGGUO DIMINGLU), published by the China Cartographic Publishing House; 1st ed., 1983; 2nd ed., 1995, and 3rd ed., 1997.

Ethnic Minority Groups in China

1.5. The 56 officially recognized ethnic groups in China are listed in Appendix 2 of the ZHONGGUO DIMINGLU.   The Han Chinese (Hanzu) group is the majority and ethnic minorities refer to the non-Han Chinese population.

附录二

民族名称拼写表

汉语拼音字母顺序排列

拼 式	汉字族称				
Achang	阿昌	Hezhen	赫哲	Primi	普米
Baizu	白族	Huizu	回族	Qiangzu	羌族
Benglong	崩龙	Jingpo	景颇	Russ	俄罗斯
Blang	布朗	Jino	基诺	Salar	撒拉
Bonan	保安	Kazak	哈萨克	Shezu	畲族
Bouyei	布依	Kirgiz	柯尔克孜	Suizu	水族
Chaoxian	朝鲜	Lahu	拉祜	Tajik	塔吉克
Daizu	傣族	Lhoba	珞巴	Tatar	塔塔尔
Daur	达斡尔	Lisu	傈僳	Tujia	土家
Derung	独龙	Lizu	族黎	Tuzu	土族
Dongxiang	东乡	Manzu	满族	Uygur	维吾尔
Dongzu	侗族	Maonan	毛难	Uzbek	乌孜别克
Ewenki	鄂温克	Miaozu	苗族	Vazu	佤族
Gaoshan	高山	Monba	门巴	Xibe	锡伯
Gelao	仡佬	Mongol	蒙古	Yaozu	瑶族
Ginzu	京族	Mulam	仫佬	Yizu	彝族
Hani	哈尼	Naxi	纳西	Yugur	裕固
Hanzu	汉族	Nuzu	怒族	Zangzu	藏族
		Oroqen	鄂伦春	Zhuangzu	壮族

Treatment of Han-Character Minority Names with Minority Spellings Verified in Diminglu or Other Official Sources

1.6. Minority names written in Han characters on Chinese sources are collected as dual language names. BGN-approved name in minority spelling is the preferred name and should always take the Name Rank 1 position.

   1.6.1. Collect one BGN-approved (N) name in Hanyu Pinyin

   1.6.2. Enter the Han characters as BGN-approved script (NS)

   1.6.3. Link the NS name to the Hanyu Pinyin N name by entering the Unique Name Identifier (UNI) of the Hanyu Pinyin N name in the NAME_LINK field of the NS name

   1.6.4. Enter the language code Chinese (zho) in the LANGUAGE_CODE field for both the N and NS names

   1.6.5. Enter value in the GENERIC field as required

   1.6.6. Enter a second N name for the minority spelling as verified in DIMINGLU or official sources such as the Xizang Gazetteer

   1.6.7. Enter the number 1 in the Name Rank field

   1.6.8. Enter the language code of the minority language if available (e.g. bod for Tibetan; uig for Uighur) in the LANGUAGE_CODE field

   1.6.9. If available, enter minority script as NS and link the UNI of the minority N name to it

   1.6.10. Enter value in the GENERIC field as required

   1.6.11. Enter all variations of minority spellings found in other sources as Variant (V) names (official Internet websites could be used to obtain variant names)

UFI	PREFERRED_NAME	DESIG_CD	COUNTRY_CD	ADM1	LAT	LON
-1918956	Moirigkawagarbo	MTS	CH	00	28.433333	98.666667

DESIG_CD	UFI	UNI	RC	NT	NAME_RANK	FULL_NAME	NAME_LINK	GENERIC	LANG_CD
MTS	-1918956	-2661047	5	N	1	Moirigkawagarbo			bod
MTS	-1918956	10946197	5	N		Meili Xueshan		Shan	zho
MTS	-1918956	10946196	5	NS		梅里雪山	10946197	山	zho
MTS	-1918956	10946198	5	V		Mainri Xueshan			
MTS	-1918956	10946199	5	V		Moirig Xueshan			

Treatment of Existing Database Names with Minority Spellings

1.7.　Minority names in the geographic names database (GNDB) that have a single N name entry with minority spelling should get an N name entry in Hanyu Pinyin if the Han characters can be verified from sources. If Han characters are not available to derive a Hanyu Pinyin spelling, the existing database minority name remains the single N name entry. The rule is the same as described in section 1.6. above.

    1.7.1.　Collect a second N name in Hanyu Pinyin

    1.7.2.　Enter the Han characters as NS name

    1.7.3.　Link the NS name to the Hanyu Pinyin N name by entering the UNI of the Hanyu Pinyin N name in the NAME_LINK field of the NS name

    1.7.4.　Enter the language code Chinese (zho) in the LANGUAGE_CODE field for both the N and NS names

    1.7.5.　Enter the language code for the minority language (bod) in the LANGUAGE_CODE field of the minority N name

    1.7.6.　Enter the number 1 in the Name Rank field

    1.7.7.　Enter value in the GENERIC field as required

UFI	PREFERRED_NAME	DESIG_CD	COUNTRY_CD	ADM1	LAT	LON
-1934662	Xordang	PPL	CH	29	28.433333	98.816667

DESIG_CD	UFI	UNI	RC	NT	NAME_RANK	FULL_NAME	NAME_LINK	GENERIC	LANG_CD
PPL	-1934662	10946209	5	N		Xidang			zho
PPL	-1934662	-2698784	5	N	1	Xordang			bod
PPL	-1934662	10946210	5	NS		西当	10946209		zho

Treatment of Han-character Minority Names without Diminglu or Other Official Source Verification of Minority Spellings

1.8. Han-character minority names that do not have DIMINGLU or other official source verification of minority spelling are collected as names with a single N name entry in Hanyu Pinyin. (Note: it is permissible to use official or reliable Internet websites to obtain minority name spellings. Some websites show Han characters and their minority spelling for names of administrative divisions and major geographic features.)

    1.8.1. Collect N name in Hanyu Pinyin

    1.8.2. Enter the Han characters as NS name

    1.8.3. Link the NS name to the Hanyu Pinyin N name by entering the UNI of the Hanyu Pinyin N name in the NAME_LINK field of the NS name (this is optional but could be done in case another N name in the minority spelling is later added)

    1.8.4. Enter the language code Chinese (zho) in the LANGUAGE_CODE field for both the N and NS names

    1.8.5. Enter value in the GENERIC field as required

UFI	PREFERRED_NAME	DESIG_CD	COUNTRY_CD	ADM1	LAT	LON
10439151	Mingyong	PPL	CH	29	28.459614	98.79174

UFI	UNI	RC	NT	FULL_NAME	NAME_LINK	GENERIC	LANG_CD
10439151	10946212	5	N	Mingyong			zho
10439151	10946213	5	NS	明永			zho

Appendix B

Geographic Names Standardization Policy for China
Date: 21 September 2015
Subject: Treatment of Hong Kong and Macau Names

1.0 Overview

1.1. This document provides detailed policy guidance on the treatment of geographic names in China, and this guidance supersedes previous policies and practices applied on the names issues specified below.

1.2. Discussions concerning the treatment of these specific names issues were held with the Secretary and members of the Permanent Committee on Geographical Names (PCGN) in London, UK on 21-25 September 2015, and an agreement was reached to accept the recommended policy changes.

1.3. Chinese names in Hong Kong are romanized according to a modified Eitel Dyer-Ball system adopted by the Hong Kong government. Official geographic names are collected as found in the Hong Kong Guide: Gazetteer of Street and Place Names. The Survey & Mapping Office, Lands Department of The Government of the Hong Kong Special Administrative Region (HKSAR) publishes the Guide annually. Geographic names contained therein represent the official toponyms for Hong Kong

1.4. Chinese and Portuguese are both official languages in Macau, and a dual-language policy is approved for rendering names in Macau.

Treatment of Hong Kong Names

1.5. Both official China and Hong Kong sources use a modified Eitel Dyer-Ball system to romanize Han-character names in Hong Kong. Among linguists, this system is also known as the Hong Kong Government Cantonese Romanization System. The difference, however, is that China sources use simplified Han characters and Hong Kong sources use traditional (long-form) Han characters.

1.5.1. Collect BGN-approved (N) name in modified Eitel Dyer-Ball romanized spelling, and enter 1 in the NAME_RANK field

1.5.2. Collect names entirely in English or combined with modified Eitel Dyer-Ball romanization as BGN-approved (N) name, and enter 1 in the NAME_RANK field

1.5.3. Enter Chinese Cantonese dialect code (yue) for N name in the DIALECT_CODE field

1.5.4. Enter traditional Han characters as BGN-approved script (NS) name

1.5.5. Enter Hanyu Pinyin spelling as BGN-approved (N) name and enter 2 in the NAME_RANK field (if there is a Conventional name for a feature, Hanyu Pinyin romanization would be ranked 3 after Conventional name and Cantonese romanization)

1.5.6. Enter Chinese Hanyu Pinyin 1979 System in the TRANSL_CD field

1.5.7. Enter simplified Han characters if they differ from the traditional form as BGN-approved script (NS) name

1.5.8. Enter Chinese (zho) language code for Chinese names and English (eng) language code for English names

1.5.9. Enter Han traditional script code (Hant) for NS name in the SCRIPT_CODE field

1.5.10. Enter Han simplified script code (Hans) for VS name in the SCRIPT_CODE field

1.5.11. Enter Chinese Mandarin dialect code (cmn) for Pinyin N name in the DIALECT_CODE field

1.5.12. Enter value in the GENERIC field as required

Hong Kong source

China source

UFI	PREFERRED_NAME	DESIG_CD	COUNTRY_CD	ADM1	LAT	LON
-1353270	Kowloon	PPL	HK	00	22.316667	114.183333

UFI	UNI	RC	NT	FULL_NAME	LANG_CD	SCRIPT_CD	DIALECT_CD
-1353270	-1948606	5	N	Kowloon	zho		yue
-1353270	10946582	5	NS	九龍	zho	Hant	
-1353270	10946581	5	V	Jiulong	zho		cmn
-1353270	-1948050	5	V	Chiu-lung			
-1353270	10946583	5	VS	九龙	zho	Hans	

Treatment of Macau Names

1.6. Dual-language policy applies for collecting names in Macau. China sources use simplified Han characters and Macau sources use traditional long form characters.

1.6.1. Collect one N name in Portuguese (English names also accepted where there is no Portuguese name)

1.6.2. Enter the Portuguese language code (por) in the LANGUAGE_CODE field or English (eng) language code for English names

1.6.3. Enter value in the GENERIC field as required

1.6.4. Enter a second N name in Hanyu Pinyin

1.6.5. Enter the Han characters as NS name

1.6.6. Link the NS name to the Hanyu Pinyin N name by entering the Unique Name Identifier (UNI) of the Hanyu Pinyin N name in the NAME_LINK field of the NS name

1.6.7. Enter the language code Chinese (zho) in the LANGUAGE_CODE field for both the Chinese N and NS names

1.6.8. Enter value in the GENERIC field as required

UFI	PREFERRED_NAME	DESIG_CD	COUNTRY_CD	ADM1	LAT	LON
-1204077	Ilha de Coloane	ISL	MC	00	22.12611	113.566913

UFI	UNI	RC	NT	FULL_NAME	NAME_LINK	GENERIC	LANG_CD
-1204077	-1769592	1	N	Coloane, Ilha de		Ilha	por
-1204077	9353476	1	N	Luhuan Dao		Dao	zho
-1204077	9353469	1	NS	路环岛	9353476	岛	zho
-1204077	-1769583	1	V	Chiu-ao			
-1204077	-1769623	1	V	Koho Tao			
-1204077	-1769621	1	V	Ko Ho Island			
-1204077	-1769595	1	V	Colowan Island			
-1204077	-1769594	1	V	Colowan			
-1204077	-1769590	1	V	Coloane			
-1204077	-1769584	1	V	Chiu-ao Tao			
-1204077	-1769593	1	V	Colovane			

Appendix C

Geographic Names Standardization Policy for China
Date: 17 February 2009
` Subject: Treatment of Administrative Division and Administrative Seat Names

1.0 Overview

1.1. This document provides detailed policy guidance on the treatment of geographic names in China, and this guidance supersedes previous policies and practices applied on the names issues specified below.

1.2. Discussions concerning the treatment of these specific names issues were held with the Secretary and members of the Permanent Committee on Geographical Names (PCGN) in London, UK on 10-12 February 2009, and an agreement was reached to accept the recommended policy changes.

1.3. The general recommended policy change for the treatment of administrative seat names submitted in FNC paper 265 on 16 June 1982 had been approved by the Board on Geographic Names (BGN) Foreign Names Committee. Detailed guidance on this policy is spelled out in this document.

1.4. In order to resolve the problem of collecting and identifying administrative seat names beyond first-order administrative division level (ADM1), feature designation codes have been expanded beyond first-order administrative seats (PPLA) to include all five administrative division levels. This document provides guidance on a seat of third-order administrative division (PPLA3) and a seat of fourth-order administrative division (PPLA4).

Treatment of Third-order Administrative Division Names and Administrative Seat Names

1.5. Third-order administrative division (ADM3) name with administrative seat name shown in parenthesis. ADM3 in China are the following county level administrative division units:

Counties (Xian 县)

- Autonomous counties (Zizhixian 自治县)
- County-level cities (Xianjishi 县级市)
- Districts (Qu 区)
- Banners (Qi 旗)
- Autonomous banners (Zizhiqi 自治旗)
- Forestry areas (Linqu 林区)

- Special districts (Tequ 特区)

1.5.1. Collect county level administrative division unit as an ADM3 feature with the specific name and administrative generic element as a BGN-approved name (N); e.g. Taishan Shi.

1.5.2. Enter 2 in the NAME_RANK field

1.5.3. Enter generic element (Shi) in the GENERIC field

1.5.4. Enter specific name (Taishan) in the SHORT_NAME field

1.5.5. Enter specific name (Taishan) as a short form BGN-approved (N) name with a Name_Rank 1 (Note: A short form minority administrative name gets a name ranking of 1; long form minority name gets a name ranking of 2; and Hanyu Pinyin name gets a name ranking of 3)

1.5.6. Locate coordinates at the center of county extent if boundaries are available

1.5.7. Locate coordinates at populated place symbol if boundaries are not available

UFI	PREFERRED_NAME	DESIG_CD	COUNTRY_CD	ADM1	LAT	LON
-1927795	Taishan Shi	ADM3	CH	30	22.142616	112.74642

UFI	UNI	DESIG_CD	RC	NAME_RANK	NT	FULL_NAME	NAME_LINK	GENERIC	SHORT_NM
-1927795	6024559	ADM3	5	2	N	Taishan Shi	6722044	Shi	Taishan
-1927795	10941173	ADM3	5	1	N	Taishan	14231736		
-1927795	6722044	ADM3	5		NS	台山市	6024559	市	台山
-1927795	14231736	ADM3	5		NS	台山			
-1927795	-2682721	ADM3	5		V	T'ai-shan Hsien			
-1927795	-2682733	ADM3	5		V	Taishan Xian			

1.6. County level administrative seat name shown in parenthesis or in smaller font type below an ADM3 name.

    1.6.1. Collect county seat as a PPLA3 feature with the specific name only as an N name, omitting the administrative generic element; e.g. Taicheng (note: where the specific part of a name is only one syllable, the generic element is retained and is attached to the specific name)

    1.6.2. Locate coordinates at the populated place symbol

GND1.GEONAME	UFI	PREFERRED_NAME	DESIG_CD	COUNTRY_CD	ADM1	LAT	LON
...	-1927582	Taicheng	PPLA3	CH	30	22.251347	112.779904

UFI	UNI	RC	NT	FULL_NAME	NAME_LINK	GENERIC	SHORT_NM
-1927582	-2682186	5	N	Taicheng			
-1927582	10917824	5	NS	台城			
-1927582	10941241	5	V	Taishan Shi	10904161		
-1927582	-2681132	5	V	Sunning			
-1927582	-2682723	5	V	T'ai-shan-hsien			
-1927582	-2682189	5	V	T'ai-ch'eng-chen			
-1927582	-2638067	5	V	Hsin-ning			
-1927582	-2682711	5	V	Taishan			
-1927582	-2687096	5	V	Toishan			
-1927582	-2687702	5	V	Toyshan			
-1927582	-2681133	5	V	Sünninghsien			
-1927582	10904161	5	VS	台山市			

1.7. An ADM3 name without a seat name shown in parenthesis or small font type could appear on sources, particularly on small scale maps. In this case, an analyst should search for the seat name on other sources including larger scale maps, the China Administrative Divisions Handbook (行政区划简册 XINGZHENG QUHUA JIANCE), the China Atlas of Administrative Divisions (行政区划图集 XINGZHENG QUHUA TUJI)，and Internet websites. If an exhaustive research results in an unsuccessful identification of a seat name, then an ADM3 name is collected without an administrative seat name.

1.7.1. Collect county level administrative division unit as an ADM3 feature with the specific name and administrative generic element as a (N); e.g. Tianhe Qu with a Name_Rank 2

1.7.2. Enter generic element (Qu) in the GENERIC field

1.7.3. Enter specific name (Tianhe) in the SHORT_NAME field

1.7.4. Enter specific name (Tianhe) as a short form N name with a Name_Rank 1

1.7.5. Locate coordinates at the center of county extent if boundaries are available

1.7.6. Locate coordinates at populated place symbol if boundaries are not available

Treatment of Fourth-order Administrative Division Names and Administrative Seat Names

1.8. The collection of fourth-order administrative division (ADM4) features follows the method for collecting ADM3 features with the following caveats.

1.8.1. The large numbers of administrative division units

1.8.2. ADM4 boundaries are not available

1.8.3. More frequency of administrative changes

1.8.4. ADM4 seat names in parenthesis are seldom shown on maps

1.9. In light of the above stated factors, many ADM4 features might not have a corresponding administrative seat (PPLA4) feature. Placement of ADM4 features without administrative boundaries will be approximate near the map symbol.

1.10. ADM4 name with administrative seat name shown in parenthesis. ADM4 in China are the following township level administrative division units:
Towns (Zhen 镇)
- Townships (Xiang 乡)
- Ethnic townships (Minzuxiang 民族乡)
- Neighborhoods (Jiedao 街道)
- Sum (Sumu 苏木)
- Ethnic Sum (Minzu Sumu 民族苏木)

1.10.1. Collect the administrative seat name in parenthesis as an N name of a PPLA4 feature

1.10.2. Locate the coordinates at the populated place symbol

1.10.3. Collect the ADM4 feature using the same guidance for ADM3 feature described above

**1.10.4.** If boundaries are not available, locate the ADM4 feature near the PPLA4 feature.

UFI	PREFERRED_NAME	DESIG_CD	COUNTRY_CD	ADM1	LAT	LON
-1933387	Dashan	PPLA4	CH	19	40.103889	123.133611

UFI	UNI	RC	NT	FULL_NAME
-1933387	10942243	5	N	Dashan
-1933387	10942244	5	NS	大山
-1933387	10942246	5	V	Xindian Zhen
-1933387	-2697432	5	V	Xindian
-1933387	10942245	5	VS	新甸镇

UFI	UNI	DESIG_CD	RC	NAME_RANK	NT	FULL_NAME	NAME_LINK	GENERIC	SHORT_NM
-1933387	10942246	ADM4	5	2	N	Xindian Zhen	10942245	Zhen	Xindian
-1933387	-2697432	ADM4	5	1	N	Xindian	13062882		
-1933387	13062882	ADM4	5		NS	新甸	-2697432		
-1933387	10942245	ADM4	5		NS	新甸镇	10942246	镇	新甸
-1933387	13079609	ADM4	5		V	Xindian Manzu Zhen			
-1933387	13079610	ADM4	5		VS	新甸满族镇	13079609		

1.11. ADM4 name without seat name in parenthesis

1.11.1. Collect the ADM4 feature without a PPLA4 feature

1.11.2. If no boundaries are available, locate the ADM4 feature on the map symbol
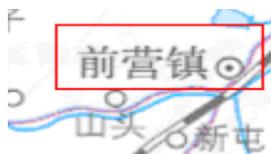
1.12. ADM4 name without a generic element shown on map source.

    1.12.1. Identify the missing administrative generic element in the China Atlas of Administrative Divisions (行政区划图集 XINGZHENG QUHUA TUJI)

    1.12.2. Map symbols for administrative features could be different on map sources. China's provincial atlases generally use a circle with a black or red dot to identify administrative units (shown on the left below)

1.13. The ADM4 unit Neighborhood (Jiedao 街道) is treated like other ADM4 units and should be distinguished from Neighborhood Office (Jiedao Banshichu 街道办事处) or its abbreviated form (Jieban 街办). The latter is an administrative building location of an ADM4 Neighborhood unit and should be collected as a spot feature, administrative facility (ADMF designating a government building).

United States Board on Geographic Names
Word Segmentation Standard for Chinese Geographic Names
Approved by 325 FNC, July 10 2007

Scope

The following policy applies to all geographic names in the Chinese language, including the names of geographic features in the People's Republic of China, including Taiwan, Macau, Hong Kong, as well as Chinese-language names from other regions of the world. The policy describes how to segment strings of Chinese characters into separate words during romanization. For the purposes of this document, only simplified Chinese characters are shown, even though traditional Chinese characters are used in certain areas. This policy shall not be taken to imply that the modified Wade-Giles system of romanization is no longer approved for Taiwan by the BGN.

Related Documents

The document *Romanization Systems and Roman Script Spelling Conventions* (Defense Mapping Agency, 1994, republished 2006) describes general rules for Chinese Romanization.

For each of the countries and territories mentioned above, a Geographic Names Standardization Policy (GNSP), available from the United States Board on Geographic Names (BGN), describes country-specific aspects of romanization, capitalization, hyphenation, and other technical treatment.

For each of the countries and territories mentioned above, a country-specific generic terms glossary lists generic terms recognized by the BGN.

Policy

1. For all Chinese-language geographical names, regardless of country of origin, the BGN approved forms follow the rules for word segmentation found in the document "Basic Rules for Hanyu Pinyin Orthography," sections 4.1 and 4.2. This document represents the national word-segmentation standard of the People's Republic of China (ICS 01.140.10), numbered GB/T 16159-1996, effective July 1, 1996.

2. Summary of Rules

    a. When a geographic name consists of a generic element and a specific element, the generic and specific elements shall be separated by a space in romanization, except as amended by rule 2.b and note 1 below; for example:

        Xiping Mountain

        西平山   Xiping Shan (HY)[1]

                                        Hsi-p'ing Shan (WG)

    The first letter of the generic and the specific element shall be capitalized in romanization.

    b. For names of populated places (PPL, PPLX, PPLA, etc.) or less, the generic and specific elements are written together as one word. This rule includes such terms as *cun, keng, zhen,* etc.; for example:

        泉州坑   Quanzhoukeng (HY)

                            Ch'uan-chou-k'eng (WG)

    c. Monosyllabic[2] adjuncts[3] to the generic term are written together as one word with the generic element; for example:

        Baigou South Mountain

        白狗南山   Baigou Nanshan (HY)

                          Pai-kou Nan-shan (WG)

    d. Monosyllabic adjuncts to the specific element are written together as one word with the specific element; for example:

        South Street inside Chaoyangmen Gate

        朝阳门内南小街   Chaoyangmennei Nanxiaojie (HY)

                      Ch'ao-yang-men-nei Nan-hsiao-chieh (WG)

    e. If the generic or specific element of a geographic name consists of more than one integral concept (cí 词), it shall be further segmented on the basis of word boundaries or juncture. If this is not possible, then the term should be written as one word.

        i. Example structures of two or three syllables that express an integral concept that is to be written together as one word:

---

[1] HY = Hanyu pinyin romanization; WG = Wade-Giles romanization.
[2] i.e. one syllable.
[3] i.e. modifiers.

Appendix D
Word Segmentation Standard for Chinese Geographic Names

College, University

大学   Daxue (HY), Ta-hsüeh (WG)

Museum

博物馆   Bowuguan (HY), Po-wu-kuan (WG),

Farm

农场   Nongchang (HY), Nung-ch'ang (WG),

ii. Example structures of four or more syllables where word segmentation is necessary:

Agricultural Improvement Farm

农业改良场   Nongye Gailiangchang (HY)

                           Nung-ye Kai-liang-ch'ang (WG)

Chinese Academy of Social Sciences

中国社会科学院   Zhongguo Shehui Kexueyuan (HY)

                           Chung-kuo She-hui K'o-hsüeh-yüan (WG)

iii. Example where word segmentation is not possible without changing meaning or ungrammaticality:

Graduate School

研究生院   Yanjiushengyuan(HY)

                           Yen-chiu-sheng-yüan (WG)

For the purposes of this policy, if a sequence of characters is listed as a separate entry in the dictionary *Xīnhuā Zìdiān* (2004) or in the current country-specific geographic glossary, and is not a one-syllable adjunct as in rules 2.c and 2.d, it is considered an integral concept. This statement shall not be construed as negating any of the other rules contained in this policy.

f. If the specific element of a geographical name itself contains the name of another geographical feature, the specific name is segmented in the same way that the embedded feature's name would be. For example:

Chaoyang District Agricultural Improvement Farm

朝阳区农业改良场   Chaoyang Qu Nongye Gailiangchang (HY)

                           Ch'ao-yang Ch'u Nung-ye Kai-liang-ch'ang (WG)

Qingdao Harbor Industrial Area

青岛港关连工业区   Qingdao Gang Guanlian Gongyequ (HY)

Ch'ing-tao Kang Kuan-lien Kung-yeh-ch'ü (WG)

Shuilian South Stream Bridge

水琏南溪侨   Shuilian Nanxi Qiao (HY)

Shui-lien Nan-hsi Ch'iao (WG)

Notes:

1. Occasionally the generic element is embedded between two parts of a split specific element. In this case, a space shall be inserted in romanization on either side of the generic element; for example:

Guangdong Provincial Xinying **Hospital,** *Beimen Branch*
广东省立新营医院北门分院
Guangdong Shengli Xinying **Yiyuan** *Beimen Fenyuan* (HY)

(Generic in **bold***, specific in italic)*

Feature Designation Code	Feature Designation Name	Generic
ADM1	first-order administrative division	Sheng, Shi, Zizhiqu, 市, 省, 自治区
ADM2	second-order administrative division	Diqu, Meng, Shi, Zizhizhou, 地区, 市, 盟, 自治州
ADM3	third-order administrative division	Linqu, Qi, Qu, Shi, Tequ, Xian, Zizhiqi, Zizhixian, 区, 县, 市, 旗, 林区, 特区, 自治县, 自治旗
ADM4	fourth-order administrative division	Jiedao, Xiang, Zhen, 乡, 街道, 镇
ADMF	administrative facility	Jieban, Jiedao Banshichu, 街办, 街道办事处
AIRP	airport	Jichang, 机场
ANCH	anchorage	Maodi
ANS	ancient site	Yizhi
BAR	bar	Jiao, Sha
BAY	bay	Ao, Gang, Hai, Hu, Kou, Men, Pu, Wan, Yang, 海, 港, 湖, 湾, 澳, 门
BDG	bridge	Ch'iao, Qiao, 桥
BNK	bank(s)	Sha
CAPE	cape	Jiao, Tou
CAVE	cave(s)	Dong
CHN	channel	Gang, Men, Shuidao, 水道
CHNL	lake channel(s)	Gang
CHNM	marine channel	Gang, Gangdao, Hangdao, Hangmen, Jiang, Kou, Men, Shuidao, Yang, 水道, 洋, 港, 港道, 航门, 门

Appendix E
Glossary of Generic Terms

CLF	cliff(s)	Yan, 岩
CNL	canal	Gang, Ganqu, He, Qu, Tang, Yunhe, 干渠, 渠, 运河
CNLD	drainage canal	Gang, He, Pu, Qu, Tang, Yunhe, 浦
CNLI	irrigation canal	Gang, He, Qu
CNLX	section of canal	Yunhe
COVE	cove(s)	Ao
DAM	dam	Ba
DPR	depression(s)	Pendi, P'en-ti
DSRT	desert	Shamo
DTCH	ditch	Gang, Qu
DTCHD	drainage ditch	He, Paishuiqu, Qu
DTCHM	ditch mouth(s)	Gang
ESTT	tea plantation	Chachang, 茶场
ESTY	estuary	Gang, Jiang, Kou, Yang, 口, 洋
FCL	facility	Chu, Suo, 处, 所
FLLS	waterfall(s)	Pu
FLTT	tidal flat(s)	Qiantan, Sha, Tan, 沙
FRM	farm	Nongchang, 农场
GATE	gate	Men, Zha, 门, 闸
GRAZ	grazing area	Muchang
GRGE	gorge(s)	Xia, yen

Appendix E
Glossary of Generic Terms

HBR	harbor(s)	Gang, Gangkou, kang, Wan, 港, 港口, 湾
HDLD	headland	Tou
HLL	hill	Ding, Feng, Gang, Jian, Ling, Shan, 山, 岗, 岭, 顶,
HLLS	hills	Ling, Shan, 岭
HSP	hospital	Yiyuan, 医院
HSTS	historical site	Dian, Ling, Ta, Yizhi, 塔, 殿, 遗址, 陵
INLT	inlet	Gang, Kou, Men, Wan, 港
ISL	island	Dao, Jiao, Sha, Shan, Yan, Yu, Zhou, 山, 屿, 岛, 洲, 礁
ISLS	islands	Dao, Liedao, Qundao, Shan, Yu, 列岛, 山, 岛, 群岛
ISLT	land-tied island	Dao, Shan
ITTR	research institute	Yanjiusuo, 研究所
LBED	lake bed(s)	Hu
LK	lake	Chi, Co, Dang, Dian, Hai, Hu, Nur, Ozero, Pao, Yang, 池, 泡, 海, 湖
LKI	intermittent lake	Hu
LKN	salt lake	Co, Hu, Nur, Yanchi, 湖
LKX	section of lake	Dang, Hu
LOCK	lock(s)	Shuizha, Zha, 闸
MFG	factory	Chang, 厂
MFGN	salt evaporation ponds	Yanchang

Appendix E
Glossary of Generic Terms

MFGPH	phosphate works	Feichang, 肥厂
MFGSG	sugar refinery	Tangchang, 糖厂
MN	mine(s)	Kuang, 矿
MNA	mining area	Kuangchang, 矿场
MNAU	gold mine(s)	Jinkuang, 金矿
MNC	coal mine(s)	Kuang, Meikuang, 煤矿, 矿
MNCU	copper mine(s)	Tongkuang, 铜矿
MNFE	iron mine(s)	Tiekuang, 铁矿
MNPB	lead mine(s)	Qianxinkuang, 铅锌矿
MNQR	quarry(-ies)	Shikuang, 石矿
MT	mountain	Ding, Feng, Gang, Jian, Ling, Shan, Tou, Yan, 头, 尖, 山, 岗, 岭, 峰, 顶, -san, Shan, 山, Feng, Pik, Shan
MTS	mountains	Ling, Shan, Zhang, Zhotasy, 山, 岭, 嶂
MUS	museum	Bowuguan
OCH	orchard(s)	Guoyuan, 果园
OILT	tank farm	Youku, 油库
PASS	pass	Ai
STMX	section of stream	Gang, He, Jiang, Shui, 江
STNE	experiment station	Shiyanzhan, 试验站
STNI	inspection station	Jianchazhan, 检查站

STNM	meteorological station	Qixiangzhan, 气象站
STRT	strait	Haixia, Xia
TMB	tomb(s)	Ling, Mu, 墓, 陵
TMPL	temple(s)	An, Gong, Miao, Si, Ta, 寺, 庙
TNL	tunnel	Suidao, 隧道
TNLRR	railroad tunnel	Suidao, 隧道
TOWR	tower	Ta, 塔
TRANT	transit terminal	Chezhan, Zhan, 站, 车站
WALL	wall	Qiang, 墙
WHRF	wharf(-ves)	Matou
WTLD	wetland	Wa
ZOO	zoo	Dongwuyuan, 动物园