



IACA Indexing Standards Workgroup Report to the 2007 IACA Conference

Business Organizations

Organization Names Survey

- 2a – Best Practice Recommendation
- Review names only for characteristics that are specifically referenced in statute
- Action should be to reject, not modify and accept

Business Organizations

Organization Names Survey

- 3a – Best Practice Recommendation
- Leave Names Alone



Business Organizations

Organization Names Survey

- 4b – Best Practice Recommendation
- Leave Names Alone



Secured Transactions Organization Names Survey

- 2a & 2b
- Finding – more jurisdictions don't review organization's names in STS than in BOS
- This is appropriate – no need to check for reserved words like “bank”, etc. in STS arena

Secured Transactions Organization Names Survey

- 3a – Best Practice Recommendation
- Leave Names Alone



Secured Transactions Individual Names Survey

- 2c – Best Practice Recommendation
- Re-parse names when moving from one scheme to another



All Surveys

- Best Practice Recommendation
- Leave Names Alone



All Surveys

- Best Practice Recommendation
- Fresh Look when changes are made
- Publish notice of changes **before they occur**



All Surveys

- Best Practice Recommendation
- Uniform practices for organization name practices across these areas



All Surveys

- Best Practice Recommendation
- Communicate, Communicate, Communicate!!



All Surveys

- Best Practice Discussion – FUTURE WORK NEEDED
- Special Characters – if you can't type it in, don't try to find an approximation – Ignore it, use a space instead
 - Ä, Á, Â, Ã
 - Manual and Electronic

All Surveys

- Best Practice Recommendation
- Ending Noise Words
 - Tyringham case in Virginia supports a clear standard search logic that requires filers get the name right
 - Does it provide certainty for searchers?
 - Clear presentation of normalized search string on search reports makes expectations more clear

All Surveys

- Areas for future work
- Talk to your section chairs

