

EuroVoc Handbook

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1. Overall objective

The Group Interinstitutional Lex (GIL) EuroVoc Committee requested that the Publications Office provide guidelines for the EuroVoc content development policy.

This handbook sets out the purpose and principles of EuroVoc, the multilingual thesaurus of the European Union, and is to be used as a systematic guide on how to input data and update existing entries.

One of the main challenges when dealing with this handbook was to adapt the previous guidelines, written in 2013, to the new paradigm of linked data. The current interoperability standards led us to implement some changes in modelling the thesaurus.

The development of an RDF/XML vocabulary to represent thesauri means going beyond the model proposed by International Organization for Standardization (ISO) standards for the construction and maintenance of thesauri.

This draft version aims to facilitate interinstitutional collaboration between main EuroVoc stakeholders and to guarantee consistency through the systematic use of a standardised approach on how to build and maintain EuroVoc.

It will be updated as required by a small committee to create the final version.

2. About EuroVoc

EuroVoc is a multilingual thesaurus which was originally created specifically for processing the documentary information produced by EU institutions.

It is a multidisciplinary thesaurus covering domains that are sufficiently wide-ranging as to encompass both EU and national points of view, with a certain emphasis on parliamentary activities.

The original aim of the thesaurus was to provide the information management and dissemination services with a coherent indexing tool for the effective management of their documentary resources.

Today, it enables users to carry out documentary searches using a controlled vocabulary and with the benefit of semantic networks between concepts.

Since Edition 4.4, the EuroVoc thesaurus has been published online in 23 official EU languages, plus Albanian, Macedonian and Serbian.

2.1. Advantages and limitations

The standardisation of indexing vocabularies allows for more accurate documentary searches through:

- search expansion;
- suggestion of alternative search terms;
- guided conceptual analysis of search topics;
- the ability to browse a hierarchy to identify search concepts.

However, EuroVoc does not cover the various national realities in sufficient detail and its users need to accept that there will be a degree of artificiality in the controlled vocabulary.

2.2. EuroVoc as a concept scheme

EuroVoc uses semantic web technologies that reflect World Wide Web Consortium (W3C) recommendations and the latest trends in thesaurus standards.

The EuroVoc thesaurus is based on the Simple Knowledge Organization System ([SKOS](#)) model, including Appendix B, 'SKOS eXtension for Labels (SKOS-XL)'.

The basic elements of a concept scheme are concepts, terms and relations.

Concepts

Concepts are anything we want to represent or discuss in a domain. A concept could also be considered the sum of all the labels/terms used to express it in various languages. All concepts are identified by uniform resource identifiers (URIs).

Terms

A term is a word or phrase used to label a concept in any given language.

For backward compatibility with traditional thesauri, a term is chosen as the preferred one in each language. Preferred labels are traditionally used for library indexing, while in an electronic environment they are used to 'name' the concept when the space is limited and only one term can be displayed.

Relations

EuroVoc's structure lies in the manner in which its concepts are organised using hierarchical and non-hierarchical relations.

In SKOS, hierarchical relations between concepts are expressed by the predicates 'skos:broader' and 'skos:narrower'. These correspond to the classical thesaurus relations 'broader term' (BT) and 'narrower term' (NT), respectively.

For non-hierarchical relations the SKOS relation is 'skos:related' (corresponding to the classical thesaurus relation 'related term' (RT)).

3. Thesaurus terms

The terms selected to represent concepts may be single-word terms or multi-word terms.

3.1. Grammatical forms of terms

A thesaurus term should preferably consist of a noun or a noun phrase. Adjectives and adverbs should be avoided unless they have acquired a special meaning.

Examples

big data

high-definition television

If an initial definite/indefinite article is an integral part of a proper name and needs to be searchable, it should be included in the thesaurus term in direct order.

3.2. Capitalisation, punctuation and special characters

The forms of the terms in each language should be based on the conventions of the language in question.

Apostrophes, hyphens and numerical characters should be avoided.

Example

*supply **and** demand **NOT** supply **&** demand*

However, as they cannot be completely avoided, they should be kept as needed, according to the language usage.

Example (HR)

P2P ekonomija

3.3. Singular or plural forms

Different conventions exist in different natural languages regarding the use of singular and plural forms. While French and German tend to use the singular form, in English and Spanish it is usual to base the choice on whether a particular term is a count noun or a mass noun: count nouns (which can form a plural, e.g. in terms of ‘how many?’) should be expressed in the plural; mass nouns (which normally have no plural, but may sometimes be countable, e.g. in terms of ‘how much?’) should usually be expressed in the singular.

3.4. Loan terms, neologisms, slang and jargon

Neologisms are often coined in response to emerging technologies or developments in society or politics. They may be adopted as thesaurus terms once they are judged useful for the retrieval of information.

Example

blog (used in EN, ES, CE, DA, etc.)

For neologisms linked to EU policy, the preferred label should be the official term and the neologism should be an alternative label, indicated by ‘UF’ (‘used for’).

Example

withdrawal from the EU

UF: *Brexit*

3.5. Abbreviations

Abbreviations have been avoided as far as possible in order to make the thesaurus easier to understand and use.

Only two exceptions are allowed: acronyms/initialisms of well-known international organisations; and acronyms/initialisms of EU bodies where these are mentioned in their founding regulations.

Examples

Unesco

UF: *United Nations Educational, Scientific and Cultural Organisation*

Frontex

UF: *European Border and Coast Guard Agency*

Acronyms/initialisms of EU or international organisations should only be used if they appear on the organisation’s website. No artificial translation should be provided.

Example

AGP stands for *agreement on government procurement* (in EN; initialism has no translation in other languages)

3.6. Proper names

Proper names mainly only appear in EuroVoc for places.

If commonly used in EU jargon, proper names of persons can be used as non-preferred terms.

Example

Schuman plan

USE: *history of Europe*

For EU countries, regions or institutions and bodies, the preferred term should follow the [Interinstitutional Style Guide](#).

For the preferred term, use the short name (geographical name), and for the non-preferred label, the official name (protocol name).

Example
Preferred term: *Czechia*
Non-preferred term: *Czech Republic*

4. Complex concepts

Concepts range from very simple to very complex and are very often conveyed by compound terms.

The introduction of complex concepts tends to increase the degree of specificity; the decision to include/accept complex concepts can be a difficult and subjective one.

They may be used to describe EU-specific policies.

Examples
deepening of the European Union
EU growth strategy
digital single market

Compound terms may be used to clarify terms that are too generic and could lead to ambiguity.

Example
outbreak
USE: *disease outbreak*

5. Clarification and disambiguation of thesaurus terms

The scope of each term is limited to one meaning within the domain of the thesaurus.

If the context provided by the hierarchy of broader and narrower concepts linked to the concept in question is insufficient to elucidate the intended scope, additional measures should be applied.

5.1. Term identifiers

When homographs are taken as preferred labels or non-preferred labels, their meaning is clarified by adding a qualifier in parentheses.

Example
Land (Germany)

Where the EU complements Member States' actions in accordance with the Treaty on the Functioning of the European Union, EuroVoc uses compound terms ending with '(EU)'.

Examples
Court of Justice (EU)
research expenditure (EU)

5.2. Notes

If the use of a term needs clarification, notes should be created.

Scope notes

A scope note (SN) clarifies the intended use of a term within the thesaurus.

Examples
To be used in combination with market sectors.
Use in connection with the institution concerned.

Where reference is made to other concepts in a scope note, a corresponding scope note should be provided for each of those concepts.

Example
aviation security
SN: Do not confuse with *air safety*.

air safety
SN: Do not confuse with *aviation security*.

Editorial notes

The SKOS model allows for the introduction of editorial notes – non-formal information concerning a concept (e.g. references to IATE or EUR-Lex). These are not published.

History notes

When a thesaurus is updated, changes in terms can affect the retrievability of a concept.

In such cases a history note (HN) must be created.

Example
EU act
HN: With the entry into force of the Treaty of Lisbon on 1 December 2009, the names *European Union* or *EU* have replaced *European Community*, *Community* or *EC*.

5.3. Definitions

While a scope note describes the intended scope of a concept within EuroVoc, a definition clarifies the meaning of the concept.

Additionally, for EU concepts, adding a definition improves the quality of indexing and/or information retrieval.

Example
integrated maritime policy
Definition:
EU policy with the aim to foster coordinated and coherent decision-making to maximise the sustainable development, economic growth and social cohesion of Member States, in particular with regard to coastal, insular and outermost regions in the Union, as well as maritime sectors.

The source of each definition should be recorded alongside the definition itself for the English version but not for the translations.

6. Equivalence relationships

Sometimes more than one term is available in a language to represent a concept. Where multiple terms corresponding to the same concept are included, one should be designated as the preferred label and the others as non-preferred labels.

The equivalence relationship between preferred and non-preferred labels is shown by the following signifiers.

‘UF’, placed in front of the non-preferred label.

Example
technology park
UF: *science park*

‘USE’, placed in front of the preferred label.

Example
science park

USE: *technology park*

6.1. Non-preferred labels

In EuroVoc, reciprocity between preferred labels and non-preferred labels applies to general situations where terms are synonyms, quasi-synonyms or where a term is regarded as unnecessarily specific and is represented by another term with a broader scope.

Various types of synonyms can be found, and the most common classes of synonyms are the following.

Terms of different linguistic origins.

Example (FR)

lobby

USE: *groupe d'intérêt*

Variant forms of a concept.

Example

aged person

USE: *elderly person*

Variant names for emergent concepts.

Example

collaborative economy

UF: *collaborative consumption; on-demand economy; peer-to-peer economy; sharing economy*

Near-synonyms or terms considered different in ordinary use but treated as synonyms for indexing purposes.

Example

slaughter of livestock

USE: *slaughter of animals*

Current terms versus outdated or deprecated terms.

Example

invalid

USE: *physically disabled*

Abbreviations or acronyms/initialisms and full names.

Example

United Nations Educational, Scientific and Cultural Organisation

USE: *Unesco*

Common terms and EU jargon (EU programmes, directives, etc.).

Example

Registration, Evaluation, Authorisation and Restriction of Chemicals; REACH

USE: *chemicals legislation*

Finally, for some terms, antonyms – i.e. words opposite in meaning to one another – are provided.

Example

technological dependence

USE: *technological independence*

6.2. Equivalence across languages

All languages have equal status in EuroVoc and each concept should be represented in all languages with exact or semi-equivalence.

Exact equivalence. A concept is represented in all languages and it is possible to identify preferred labels that are semantically and culturally equivalent.

Example

rail network (EN) / *réseau ferroviaire* (FR) / *Schiennetz* (DE)

Inexact or near-equivalence. The terms found in different languages sometimes carry a small difference in scope, perhaps due to differences of culture, connotation or appreciation (similar to the case of quasi-synonyms within a single language).

Example

marital status (EN) / *situation de famille* (FR)

Partial equivalence. One language has no term that accurately represents the concept for which a label is needed.

Example

gender equality (EN) / *égalité homme-femme* (FR)

When the source term does not have an equivalent in all official EU languages, the following solutions are recommended.

In the source language, transform the preferred label that does not have an equivalent in the target language into a non-preferred label. This non-preferred label can then be linked to a more general preferred label.

Example

lustration does not have an exact equivalent in all official EU languages. It will be added to the entry for *transitional justice*.

Create an equivalent term.

Example

Обществена поръчка is the BG term for both *public contract* and *public procurement*.
Обществена поръчка will be used for the concept of *public procurement*.
договор за обществена поръчка will be created for the concept of *public contract*.

7. Hierarchical relationships between concepts

Hierarchical relationships should be established between two concepts when the scope of one falls completely within the scope of the other.

In hierarchical relations the broader concept represents a class and narrower concepts refer to its members or parts.

The hierarchical relationship clarifies the meaning of the concept in its context.

It allows for more accurate documentary searches, search expansion, guided conceptual analysis of a search topic or the option of browsing a conceptual hierarchy to identify search terms.

The hierarchical relationship is indicated by the following abbreviations.

'BT' ('broader term' or generic term). Used to indicate the relationship of the specific concept to a more generic one, together with an indication of the number of hierarchical steps between the specific term and each broader term.

Example

standard

BT1: *standardisation*

BT2: *technical regulations*

'NT' ('narrower term' or specific term). Used to indicate the relationship of the generic concept to a more specific one, together with an indication of the number of hierarchical steps between the broader term and each narrower term.

Example

standardisation

NT1: *approval*

NT2: *Community certification*

The hierarchical relationship may be one of three types, corresponding to three logically different situations as follows.

7.1. Generic relationship

The generic relationship identifies the link between a class/category (broader term or top term) and its members.

Example

protected area

NT: *national park*

NT: *nature reserve*

7.2. Partitive relationship

The partitive relationship concerns a limited number of situations in which the name of a part indicates the name of the whole, regardless of the context. The name of the whole represents the generic concept and the name of the part the specific term(s) of the concept. In EuroVoc, it applies mainly to the following classes of terms.

Disciplines or areas of knowledge

Example

chemistry

NT1: *analytical chemistry*

NT1: *biochemistry*

NT1: *electrochemistry*

NT1: *photochemistry*

Hierarchised social structures

Example

bureau of parliament

NT1: *Deputy Speaker of Parliament*

NT1: *Speaker of Parliament*

NT1: *treasurer*

7.3. Instance relationship

The instance relationship links a general concept, such as a class of things or events, and an individual instance of that class, which is often represented by a proper name.

Example

ocean (class)

NT1: *Antarctic Ocean*

NT1: *Arctic Ocean*

NT1: *Atlantic Ocean*

NT1: *Indian Ocean*

NT1: *Pacific Ocean*

7.4. Polyhierarchical relationship

Some concepts can belong to several domains at once for logical reasons.

One of EuroVoc's distinctive features is its limitation of polyhierarchy. Concepts which could fit into a number of subject fields are generally assigned only to the field that seems the most logical for users.

For example, the concepts connected to the various EU policies, which could logically belong to the domain 'EUROPEAN UNION', are actually found in the domain to which they directly relate.

Examples

common agricultural policy belongs to domain 56, 'AGRICULTURE, FORESTRY AND FISHERIES'.

EU research policy belongs to domain 64, 'PRODUCTION, TECHNOLOGY AND RESEARCH'.

Concepts connected to the industrial sector that could logically belong to the domain 'INDUSTRY' are mainly found in the domain to which they directly relate.

Examples

food industry belongs to microthesaurus (MT) 6031, 'agri-foodstuffs'.

energy industry belongs to MT 6606, 'energy policy'.

However, polyhierarchy is accepted in the thesaurus for domain 72, 'GEOGRAPHY'. Concepts which belong to this domain can be subordinated to a number of broader terms and can belong to multiple microthesauri.

Example

Panama belongs to:

MT 7216, 'America'

MT 7231, 'economic geography'

MT 7236, 'political geography'

8. Associative relationship

The associative relationship refers to the association between two concepts that are not hierarchically related, but are semantically or conceptually associated.

The associative relationship between concepts must be made explicit because it suggests to the indexer concepts with connected or similar meanings that could be used for indexing or searching.

It is shown by the abbreviation 'RT' ('related term'), placed before associated concepts.

Example

standardisation

RT: *European standardisation body*

RT: *industrial cooperation*

RT: *labelling*

RT: *mutual recognition principle*

RT: *quality label*

RT: *technical barrier*

The associative relationship between two concepts is reciprocal.

Example

credit guarantee

RT: *financial solvency*

financial solvency

RT: *credit guarantee*

There is no associative relationship between concepts under the same top term. For instance, there is no associative relationship between 'gaming' and 'sport', concepts which are subordinated to the same top term: 'leisure' (in microthesaurus 2826, 'social affairs').

Possible cases of associative linkage include the following.

A discipline or field of study and the objects or phenomena studied.

Example

sea fish

RT: *sea fishing*

An operation or process and its agent or instrument.

Examples

frontier

RT: *border control*

identity document

RT: *police checks*

harvest

RT: *harvester*

An action and the product of the action.

Example

food processing

RT: *agri-foodstuffs*

An action and its recipient or target.

Example

integration of migrants

RT: *migrant worker*

Objects or materials and their defining properties.

Example

explosive

RT: *dangerous substance*

Concepts linked by causal dependence.

Example

motherhood

RT: *maternity leave*

An object or process and its counteragent.

Example

insect

RT: *insecticide*

A compound term and the noun that is its focus, if the two do not have a true hierarchical relationship.

Example

central bank

RT: *bank*

9. EuroVoc maintenance

9.1. EuroVoc governance

The EuroVoc thesaurus is adapted continually to reflect developments in the fields in which the EU institutions are active, and the changes in its language arrangements.

EuroVoc's value lies in its aim to meet the needs expressed by all of its users while keeping in mind the objective of covering the fields of activity of the EU in a homogeneous fashion.

A maintenance system was established to deal with the administration and maintenance of the thesaurus.

The maintenance team at the Publications Office collects and examines the proposals made by EuroVoc users. The team coordinates the work of the GIL EuroVoc Maintenance Committee and is responsible for IT and technical developments, and for monitoring translations.

The GIL EuroVoc Maintenance Committee, which is made up of representatives of the different EU institutions, evaluates and votes on the proposals and decides on the amendments to be made.

The GIL Steering Committee supervises the project and officially adopts the new versions.

9.2. EuroVoc updates

Continuous maintenance of EuroVoc should be carried out throughout its lifetime. It is essential for adapting to changes both in the natural evolution of terminology and in the scope of the databases or other resources that use EuroVoc.

EuroVoc users are invited to submit their proposals and suggestions for amendments via the 'CONTRIBUTE' form available on the EuroVoc section of the Publications Office website ⁽¹⁾.

The EuroVoc team decides whether or not a new term or concept should be a candidate to be submitted for approval to the GIL EuroVoc Maintenance Committee, which meets twice a year.

The EuroVoc team should evaluate each proposal before its submission to the GIL EuroVoc Maintenance Committee.

If a term is too specific for EuroVoc, it should not be retained as a preferred label.

Example

global value chain

This term is too specific for EuroVoc. The user will be guided to use the more generic term *value chain*.

While the main focus of updates tends to be adding new terms, other changes include:

- adding or changing a scope note, definition, history note or editorial note;
- amending a preferred label or non-preferred label (due to a lexical change or correction of a discrepancy in a cross-language environment);
- deleting a non-preferred label;
- reversing the preference between a preferred and a non-preferred label;
- adding or removing associative relationships.

When a term is amended or deprecated, the change should be reflected everywhere that term appears (i.e. anywhere it is given as a broader term, narrower term or related term and anywhere it is preceded by 'USE' or 'UF').

The impact of the proposed change to a concept should be carefully considered and the proposal submitted for approval to the GIL EuroVoc Maintenance Committee.

⁽¹⁾ <https://op.europa.eu/en/web/eu-vocabularies/th-dataset/-/resource/dataset/eurovoc>

9.3. Rules for deprecated concepts

In EuroVoc concepts are never deleted. Instead, concepts become 'deprecated', for one of two reasons, explained below.

An active concept may be deprecated for historical reasons.

Example

EC category B staff is replaced by *assistant*.

As a rule, since Edition 4.10, if a corporate body changes, the previous name should be deprecated and linked to the current one by the 'isReplacedBy' property and a history note should be added.

A concept may be deprecated for terminological reasons.

Example

atomic bomb is replaced by *nuclear weapon*.

10. Appendix

10.1. Thesaurus standards

Initially, the EuroVoc thesaurus was compiled in accordance with ISO standards, specifically ISO 25964, *Thesauri and interoperability with other vocabularies*, in two parts.

- *Part 1: Thesauri for information retrieval*, covering monolingual and multilingual thesauri, was issued as a draft international standard in October 2009.
- *Part 2: Interoperability with other vocabularies* is in development.

Modelling approach

The EuroVoc ontology is an extension of the W3C recommendation SKOS, including SKOS-XL.

10.2. Glossary of terms

- **Alignment.** Establishment of a variable degree of correspondence at the concept level between two data sets (controlled vocabularies).
- **Associative relationship.** Relationship between two concepts that are not related hierarchically but share a strong semantic connection. See also Related term.
- **Broader term (BT).** Preferred label for a concept that is broader than the one in question. See also Hierarchical relationship.
- **Coined term.** New term created to express a concept for which no suitable term exists in the required language.
- **Compound equivalence.** Relationship or mapping in which a term or concept in one context is represented by two or more terms or concepts in another.
- **Compound term.** Term that can be split morphologically into separate components.
- **Concept.** Unit of thought or abstract entity independent of terms used to express it.
- **Controlled vocabulary.** Prescribed list of terms, headings or codes, each representing a concept.
- **Cross-language equivalence.** Relationship between terms that represent the same concept in different languages.
- **Editorial note.** Bibliographical references used during the creation of a concept but not published.
- **Entry term.** Term provided in a controlled vocabulary, not for direct use in metadata, but for the purpose of guiding the user to another term that can be used as a category label, subject heading or preferred label. See also Non-preferred label.
- **Equivalence mapping.** Mapping that states that the concept in the target vocabulary is considered identical in scope to the concept in the source vocabulary. See also Equivalence relationship.
- **Equivalence relationship.** Relationship between two terms in a thesaurus that both represent the same concept.
- **Generic term.** See Broader term.
- **Hierarchical relationship.** Relationship between two concepts where the scope of one falls completely within the scope of the other. See also Broader term, Narrower term.
- **History note (HN).** A short note on the history and evolution of the concept: if it has changed over time, if it has replaced any other term, etc.
- **Homograph.** One of two or more words that have the same spelling but different meanings.
- **Index term.** Term assigned to a document in the process of indexing.

- **Indexing.** Intellectual analysis of the subject matter of a document to identify the concepts represented in it, and allocation of the corresponding index terms to allow the information to be retrieved.
- **Information retrieval.** All the techniques and processes used to identify documents from a collection or network of information resources that are relevant to a need for information.
- **Loan term.** Term borrowed from another language that has become accepted in the borrowing language.
- **Mapping.** Typed relation between two concepts belonging to two different data sets (controlled vocabularies).
- **Metadata.** Data that identify attributes of a document typically used to support functions such as location, discovery, documentation, evaluation and/or selection.
- **Microthesaurus (MT).** Subset of a thesaurus, usually containing terms from a subject area narrower than the scope of the whole thesaurus.
- **Narrower term (NT).** Preferred label for a concept that is narrower than the one in question.
- **Non-preferred label.** Term that is not assigned to a document but is provided as an entry point in the thesaurus.
- **Ontology.** Specification of a conceptual model in which concepts, properties, relationships, functions, constraints and axioms are all explicitly defined.
- **Preferred label.** Term used to represent a concept when indexing.
- **Quasi-synonym.** One of two or more terms whose meanings are generally regarded as different in ordinary usage but which may be treated as labels for the same concept in a given controlled vocabulary.
- **Related term (RT).** Preferred label for a concept that has an associative relationship with the one in question.
- **Scope note (SN).** Note that defines or clarifies the semantic boundaries of a concept as it is used in the structured vocabulary.
- **Sibling term.** One of two or more preferred labels with the same immediate broader term.
- **Specificity.** Capability of a structured vocabulary to express a subject in depth and in detail.
- **Synonym.** One of two or more terms denoting the same concept.
- **Synonym ring.** Controlled vocabulary with synonyms or near-synonyms for each concept. There is no designated preferred term or label. All terms are equal and point to each other, as in a ring. A synonym ring connects a set of terms that are considered semantically equivalent for the purposes of information/document retrieval. Through the use of a synonym ring, a concept can be described by multiple synonymous or quasi-synonymous terms. Thus, a concept and any piece of information tagged with it will be retrieved if any of the terms included in a synonym ring is used in a search request. While concept labels are displayed to end-users, synonym rings are not, even if automatically involved every time a search is run.
- **Taxonomy.** A set of controlled vocabulary terms organised into a hierarchical structure. Each term in a taxonomy has one or more parent/child relationships to other terms in the taxonomy.
- **Term.** Word or phrase used to label a concept. Thesaurus terms can be either preferred labels or non-preferred labels.
- **Top term.** Preferred label representing a concept that has no broader concept in the thesaurus.

10.1. Publications

[Stellato, A., Fiorelli, M., Lorenzetti, T., Turbati, A., Keizer, J., van Gemert, W., Dechandon, D., Laaboudi-Spoiden, C., Gerencsér, A., Waniart, A. and Costetchi, E.](#), 'VocBench 3: a Collaborative Semantic Web Editor for Ontologies, Thesauri and Lexicons', *Semantic Web Journal*, 2019.

[Dechandon, D., Costetchi, E., Gerencsér, A. and Waniart, A.](#), 'When terminology work and semantic web meet: Ways to help to improve the discoverability of data and their re-use, to provide terminologists with new technological solutions and to contribute to the creation of linguistic assets for linguists', *Translating and the Computer Conference*, 2018.

[Strohmeiher, R. W., van Gemert, W., Laaboudi, C. and Waniart, A.](#), 'Optimizing subject access to legal resources: EuroVoc and VocBench. Benefits of using multilingual controlled vocabularies and an open source collaborative tool for their maintenance', paper presented at the International Federation of Library Associations and Institutions World Library and Information Congress, 2017.

[Stellato, A., Turbati, A., Fiorelli, M., Lorenzetti, T., Costetchi, E., Laaboudi, C., van Gemert, W. and Keizer, J.](#), 'Towards VocBench 3: Pushing collaborative development of thesauri and ontologies further beyond', proceedings of the 17th European Networked Knowledge Organization Systems Workshop co-located with the 21st International Conference on Theory and Practice of Digital Libraries, *CEUR Workshop Proceedings*, 2017, Vol. 1937, pp. 39–52.

[More publications](#)

11. List of EuroVoc domains and microthesauri

A domain is the field of knowledge to which a concept belongs.

In EuroVoc ⁽²⁾, domains are represented by two-digit codes; their microthesauri are represented by four-digit codes comprising the domain code followed by a further two digits.

04 POLITICS

- 0406 political framework
- 0411 political party
- 0416 electoral procedure and voting
- 0421 parliament
- 0426 parliamentary proceedings
- 0431 politics and public safety
- 0436 executive power and public service

08 INTERNATIONAL RELATIONS

- 0806 international affairs
- 0811 cooperation policy
- 0816 international balance
- 0821 defence

10 EUROPEAN UNION

- 1006 EU institutions and European civil service
- 1011 European Union law
- 1016 European construction
- 1021 EU finance

12 LAW

- 1206 sources and branches of the law
- 1211 civil law
- 1216 criminal law
- 1221 justice
- 1226 organisation of the legal system
- 1231 international law
- 1236 rights and freedoms

16 ECONOMICS

- 1606 economic policy
- 1611 economic growth

⁽²⁾ Latest edition: June 2020.

1616 regions and regional policy

1621 economic structure

1626 national accounts

1631 economic analysis

20 TRADE

2006 trade policy

2011 tariff policy

2016 trade

2021 international trade

2026 consumption

2031 marketing

2036 distributive trades

24 FINANCE

2406 monetary relations

2411 monetary economics

2416 financial institutions and credit

2421 free movement of capital

2426 financing and investment

2431 insurance

2436 public finance and budget policy

2441 budget

2446 taxation

2451 prices

28 SOCIAL QUESTIONS

2806 family

2811 migration

2816 demography and population

2821 social framework

2826 social affairs

2831 culture and religion

2836 social protection

2841 health

2846 construction and town planning

32 EDUCATION AND COMMUNICATIONS

- 3206 education
- 3211 teaching
- 3216 organisation of teaching
- 3221 documentation
- 3226 communications
- 3231 information and information processing
- 3236 information technology and data processing

36 SCIENCE

- 3606 natural and applied sciences
- 3611 humanities

40 BUSINESS AND COMPETITION

- 4006 business organisation
- 4011 business classification
- 4016 legal form of organisations
- 4021 management
- 4026 accounting
- 4031 competition

44 EMPLOYMENT AND WORKING CONDITIONS

- 4406 employment
- 4411 labour market
- 4416 organisation of work and working conditions
- 4421 personnel management and staff remuneration
- 4426 labour law and labour relations

48 TRANSPORT

- 4806 transport policy
- 4811 organisation of transport
- 4816 land transport
- 4821 maritime and inland waterway transport
- 4826 air and space transport

52 ENVIRONMENT

- 5206 environmental policy
- 5211 natural environment
- 5216 deterioration of the environment

56 AGRICULTURE, FORESTRY AND FISHERIES

- 5606 agricultural policy
- 5611 agricultural structures and production
- 5616 farming systems
- 5621 cultivation of agricultural land
- 5626 means of agricultural production
- 5631 agricultural activity
- 5636 forestry
- 5641 fisheries

60 AGRI-FOODSTUFFS

- 6006 plant product
- 6011 animal product
- 6016 processed agricultural produce
- 6021 beverages and sugar
- 6026 foodstuff
- 6031 agri-foodstuffs
- 6036 food technology

64 PRODUCTION, TECHNOLOGY AND RESEARCH

- 6406 production
- 6411 technology and technical regulations
- 6416 research and intellectual property

66 ENERGY

- 6606 energy policy
- 6611 coal and mining industries
- 6616 oil industry
- 6621 electrical and nuclear industries
- 6626 soft energy

68 INDUSTRY

- 6806 industrial structures and policy
- 6811 chemistry
- 6816 iron, steel and other metal industries
- 6821 mechanical engineering
- 6826 electronics and electrical engineering
- 6831 building and public works
- 6836 wood industry

6841 leather and textile industries

6846 miscellaneous industries

72 GEOGRAPHY

7206 Europe

7211 regions of EU Member States

7216 America

7221 Africa

7226 Asia and Oceania

7231 economic geography

7236 political geography

7241 overseas countries and territories

76 INTERNATIONAL ORGANISATIONS

7606 United Nations

7611 European organisations

7616 extra-European organisations

7621 world organisations

7626 non-governmental organisations

12. How to use the EuroVoc thesaurus for indexing EU information

The aim of EuroVoc is to provide the information management and dissemination services with a coherent indexing tool for the effective management of their documentary resources, and to enable users to carry out documentary searches using a controlled vocabulary.

EuroVoc is used as an indexing tool for the EUR-Lex documentary collection, as a search tool on the EUR-Lex website and as subject metadata for notices.

This handbook encompasses non-exhaustive information. New examples and concrete rules will be added as needed.

12.1. EU institutions and activities

| Concept in EuroVoc | Microthesaurus | Definition and scope note | Examples from EU publications |
|------------------------------------------------------------|--------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <i>operation of the Institutions</i> | 1006 EU institutions and European civil service | The way in which the European Union functions, with its own legislature and executive, as well as an independent judiciary and a central bank. Use also for EU bodies. | <ul style="list-style-type: none"> • The European Union – What it is and what it does • EFCA Programming Document – Multiannual work programme 2019–2020 and annual work programme 2019 • More publications |
| <i>EU strategy</i> | 1016 European construction | Political directions and priority areas for longer-term EU actions used as a basis for the European Commission’s Work Programme and for legislative and non-legislative initiatives. | |
| <i>EU activity</i> | 1016 European construction | The EU’s overall political strategy is developed jointly by the European Council, the European Council President and the President of the Commission. The Commission proposes policies and laws to implement that strategy. | |
| <i>EU programme</i> | 1016 European construction | Scheme that identifies the detailed actions necessary to implement a strategy. | |
| <i>EU financial instrument</i> | 1021 EU finance | European Union measures of financial support provided on a complementary basis from the budget in order to address one or more specific policy objectives of the Union. | |
| <i>activity report (EU)</i> USE: <i>activity report</i> | 3221 documentation | Report prepared by a delegated authorising officer outlining the performance of his duties, and financial and management information. | <ul style="list-style-type: none"> • Eurojust Annual Report 2018 • 2017 Annual Activity Report – Directorate-General for Trade |

| | | | |
|--|--|---------------------------------------------------|-------------------------------------------------------------------------------------------|
| | | Use in connection with the institution concerned. | <ul style="list-style-type: none">• Annual activity reports |
|--|--|---------------------------------------------------|-------------------------------------------------------------------------------------------|

12.2. EU policies

Concepts are classified by relevant domain/microthesaurus.

Examples

common agricultural policy is placed in MT 5606, 'agricultural policy'.

EU competition policy is placed in MT 4031, 'competition'.

If a concept could be used in either a national or an EU context but is recommended to be used only in the context of the EU, it is followed by '(EU)'.

Example

interinstitutional relations (EU) is only used for describing relations between EU institutions, while *interinstitutional relations* describes relations between the institutions in a Member State.

12.3. EU programmes and legislation

For the indexing of EU legislative acts (directives, regulations and decisions), which derive from the treaties, the descriptions will combine a concept from that domain and one from the domain of the subject matter of the act.

EU policies are implemented through a wide range of programmes and funds which provide financial support to hundreds of thousands of beneficiaries. The programmes are indexed with [EU programme](#) and/or [EU financial instrument](#) and their [respective policy areas](#).

For example, the LIFE programme is the EU's financial instrument for supporting environmental, nature conservation and climate action projects throughout the EU. Documents on the programme will be indexed with two concepts: EU programme + EU environmental policy.

The names of EU programmes should be harmonised with the EU programme authority table (see: <https://op.europa.eu/en/web/eu-vocabularies/at-dataset/-/resource/dataset/eu-programme>).

Example

REACH

USE: *chemicals legislation* as the preferred label and *REACH*, the name of regulation, as an alternative label.

Example of a directive

Bolkestein Directive

USE: *Services Directive* as the preferred label and *Bolkestein Directive*, the name of the directive, as an alternative label.

12.4. EU institutions and bodies

For EU institutions and bodies, the preferred label should conform to the *Interinstitutional Style Guide*.

If an institution's acronym/initialism is mentioned in its founding regulation, it is to be used as the preferred label.

Example

PrefLabel: *Frontex*

AltLabel: *European Border and Coast Guard Agency*

12.5. Use pre-coordinated terms for EU activities

EuroVoc, originally created specifically for processing the documentary collection of the EU institutions, contains a large number of pre-coordinated terms in the field of EU activities. These pre-coordinated terms (e.g. 'import (EU)') exist in parallel with 'simple' terms (e.g. 'import'), either with a

hierarchical relationship between them (on the same hierarchical line) or as related terms, belonging to different top terms or microthesauri.

In EUR-Lex, a significant number of documents require pre-coordinated terms. If EuroVoc does not contain the necessary pre-coordinated term, proposals can be sent to the Publications Office via the 'CONTRIBUTE' form on the EuroVoc section of the website.