Data Standard

Person name

Purpose of a Data Standard

Data Standards provide a reliable and consistent basis for New Zealand data system organisations to share the same expectations about a data concept to:

- *maximise the value of data*
- *create a more complete view to inform government policy and investment decisions*
- *enable information sharing and reconciling the data faster and more efficiently.*

The purpose of this document is to:

> Mandate the NZ Government OASIS CIQ Name Profile, to be used to **format and exchange** person name.

This Data Standard applies to data being shared between organisations.

This Data Standard does not mandate the collection or storage of person name. These may vary depending on the needs of the organisation.

Definition

Person name is the name of a natural person. Person name generally consist of a Family Name (Surname) and one or more Given Names. It can include other name elements such as Title or Suffix.

This standard applies to all person name types. There are two main name types which a person can use when interacting with organisations; 'official name' and 'known as'.
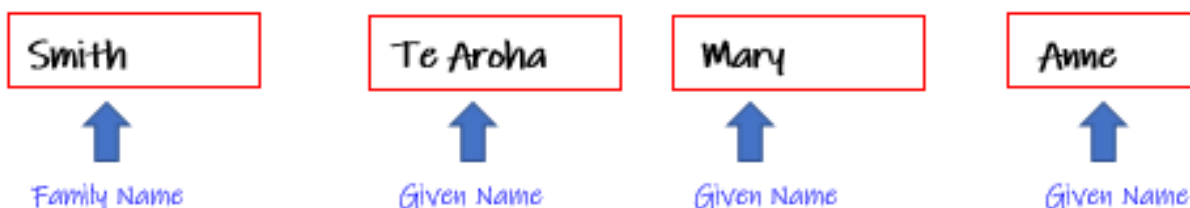
'Official name' refers to a name that can be verified against New Zealand Government approved authoritative data sources, such as birth, citizenship, passports and immigration records and the documents associated with them.

'Known as' refers to all other names that people are entitled to use through marriage/civil union, common use or preference.
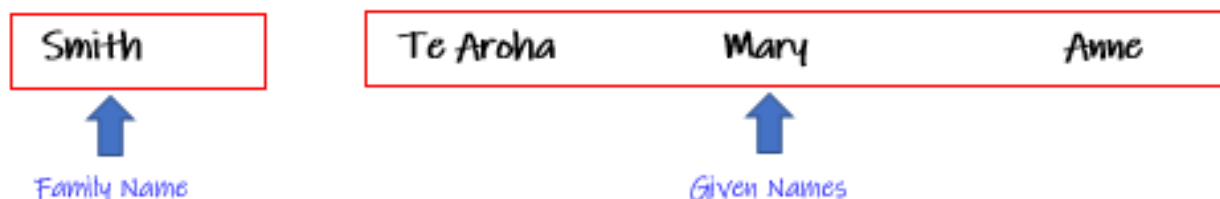
Compliance

The NZ Government OASIS CIQ Name Profile contains three compliant formats for Given Name.

The preferred format for compliance with this requirement is a Family Name field and a separate field for each Given Name:

The second compliant format is a Family Name field and a single field containing all Given Names. Note, this format may only be suitable for matching names of people across organisations:

The third and least preferred compliant format is a Family Name field and two or more Given Name fields:

Further information

There is no preference in order between Family Name field and Given Name field(s).

Where a person only has a single name, it should be recorded as a Family Name.

While this Standard outlines the minimum compliant format, it is also compliant if you wish to provide more information with your data such as 'Title' or 'Suffix'. Where other name elements are shared, these should be recorded in separate fields.

For further details on composite names and other details please see the full NZ Government OASIS CIQ Name Profile.

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Attribution and use

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