Official Handbooks and Anthologies of Imperial China: 
A Descriptive and Critical Bibliography

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Introductory Note

The aim of the Bibliography is to provide a descriptive list of the largest possible selection of the extant manuscript and printed works that were composed with a view to instructing the officials and other administrators of imperial China about the technical and ethical aspects of government and to providing them with tools and manuals to help them accomplish their duties. Such works include not only the well-known “official handbooks” (guanzhen 官箴) published since the Song period, but also a whole range of works of a purely technical nature (often called by such names as zhinan 指南, bianlan 便覽, etc., including for example sets of regulations abstracted in the form of tables or rhymed mnemonic aids), collective and especially individual anthologies of administrative documents published to provide examples and models for other administrators (the so-called gongdu 公牘 genre)—many of which are valuable sources for local history by themselves—as well as general discussions of the governmental structure, and more. The detailed criteria followed for inclusion, as well as the various problems raised, will be exposed in a future introductory essay.¹

What follows is the list of works entered in the draft Bibliography at the date indicated above. Several entries waiting to be edited will be added later, and some further titles are still in preparatory lists. More biographical material on handbook authors is also in the process of being collected. The fullest entries in the present draft include a critical account of the work described based on actual examination of one or several editions, plus bibliographical and biographical information and a full listing of all the editions known to exist. The shortest entries include no more than a title located in a library card index or catalogue, in a bibliography, or in some other secondary source, meaning that a copy of the work still has to be inspected, or even located, and that the work may not be retained in the end. In between, a large number of the existing entries remain to be completed and/or checked to a variable extent. Further titles will be identified as the research proceeds.

At one point it was decided that the entries should be arranged by categories of genre and/or content instead of being listed alphabetically as they were in the first drafts. After much soul-searching and examination of comparable bibliographies, we have decided on the following outline, which may still be subjected to changes of detail:

1. WORKS OF A GENERAL NATURE
   1.1. General Admonitions to the Bureaucracy
       1.1.2. Scales of Merits and Demerits
   1.2. Collections of Exemplary Biographies, Anecdotes, and Dicta

¹ For a first overview of the various genres involved, see my article “Ming Qing shiqi de guanzhenshu yu Zhongguo xingzheng wenhua” 明清時期的官箴書與中國行政文化, Qingshi yanjiu, 1999/1, pp. 3-20.
1.3. Anthologies of Quotations from Earlier Handbooks
1.4. Explanations of the Administrative Structure and Overviews of the Government
1.5. Works on the Government of Particular Provinces
1.6. Miscellaneous Works
1.7. Professional Autobiographies

2. HANDBOOKS FOR LOCAL ADMINISTRATORS
   2.1. Handbooks for Generalist Officials
      2.1.0. For Assistant Officials
      2.1.1. For Magistrates
      2.1.2. For Assistant Prefects
      2.1.3. For Prefects
      2.1.4. Others
   2.2. Handbooks for Private Assistants and for Clerks
      2.2.1. For Private Secretaries
         2.2.1.1. General Works
         2.2.1.2. Works for Fiscal Specialists
         2.2.1.3. Works for Law Specialists
      2.2.2. For Private Servants
      2.2.3. For Clerks

3. HANDBOOKS DEALING WITH METROPOLITAN AGENCIES

4. HANDBOOKS SPECIALIZING IN PARTICULAR TECHNIQUES
   4.1. Law and Justice
      4.1.1. Explanations of the Penal Code
      4.1.2. Rearranged and Simplified Presentations of the Code and Regulations
         4.1.2.1. Rearranged Presentations
         4.1.2.2. Rhymes
         4.1.2.3. Synoptic Tables
      4.1.3. Handbooks on Judicial Procedure
      4.1.4. Collections of Leading Cases
      4.1.5. Anthologies of Judicial Sentences and Model Cases
         4.1.5.1. Phrase Models and Handbooks for Examination Candidates
      4.1.6. Forensics
      4.1.7. Miscellaneous
      4.1.8. Handbooks for Litigation Masters
   4.2. Water Conservancy and Irrigation
   4.3. Famine Relief
   4.4. Public Works
   4.5. Schools and Examinations
   4.6. Salt Administration
   4.7. Military Affairs
      4.7.1. General Works
      4.7.2. Local Defense
      4.7.3. Coastal Defense
      4.7.4. Baojia and Militias
4.8. Others

5. RECORDS OF ADMINISTRATION (ZHENGSHU) AND CELEBRATORY COMPILATIONS

6. ANTHOLOGIES OF ADMINISTRATIVE DOCUMENTS (GONGDU)
   6.1. By Capital Officials
   6.2. By Provincial Officials
   6.3. By Prefects and Magistrates
   6.4. Miscellaneous
   6.5. Anthologies of Documents by Several Authors

7. SPECIALIZED CONGSHU
   7.1. Works by Individual Authors
   7.2. Works by Several Authors

Within each section or subsection the works are arranged roughly by chronological order, with subdivisions by dynasties (the Qing are split into A and B for before and after 1800).

Each entry will eventually feature part or all of the following fields:
- Title and no. of juan, English translation of title
- Author, when known (with courtesy and pen names when known, dates when available, and place of origin)
- Date of text (i.e., original preface) when available.
- Dynasty (QingA and QingB stand for before and after 1800, respectively)
- (Ed.) Edition(s) known to exist, with name of publisher and date of printing when available, and dates and authors’ names of all the prefaces and postfaces. Editions which have been actually seen are marked with an asterisk. The name of the library (or libraries) where a certain edition has been examined, or where it is planned to be examined, is indicated between brackets (see list of abbreviations below). Reprints and modern editions are included for reference. Important note: The libraries indicated are by no means all the libraries where the work in question is available, only those where it has (or will) been examined.
- (Rem.) Remarks on contents, organization, style, circumstances of composition, circulation and notoriety, and so forth (this may be called the tiyao 提要)
- (Bio.) Biographical information on the author, especially in relation with the work concerned
- (Studies) Secondary studies where the work concerned is discussed. (Complete citations are found in the end bibliography)
- (Ref.) References found in existing lists and bibliographies. A list of the principal bibliographies, library catalogues, and reference works consulted is given below, with abbreviations.
- (Cat.) Mention in published library catalogues (see list of abbreviations below)
- [Initials of entry contributor] (see list below)
- Remarks and abbreviations inserted in French between brackets are memoranda for the compilers.

In its present draft form, the Bibliography organized this way can be browsed, but to look for an individual author or title one has to use the “search” function in the electronic file. At a further stage indexes of titles, authors, preface authors, and place-names will be provided.
At the present date, everything in the text presented below, including the very selection of titles to be included, is open to revision and improvement. We therefore welcome comments, criticisms and suggestions gratefully.

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ABBREVIATIONS:

[Reference works and other abbreviations]

Beida shanben: Beijing daxue tushuguan cang guji shanben shumu 北京大學圖書館藏古籍善本目錄, Beijing, Beijing daxue chubanshe, 1999
Beijing shanben: Guoli Zhongyang tushuguan Guoli Beijing tushuguan shanben shumu 國立中央圖書館國立北平圖書館善本目錄, Taipei, 1969
Beitu shanben: Beijing tushuguan guji shanben shumu 北京圖書館古籍善本書目, Beijing, 1987
Bingshu zhijianlu: Xu Baolin 許保林, Zhongguo bingshu zhijianlu 中國兵書知見錄, Beijing, Jiefangjun chubanshe, 1988
Bingshu zongmu: Liu Shenning 劉申寧, Zhongguo bingshu zongmu 中國兵書總目, Beijing, Guofang daxue chubanshe, 1990
BTGZC: Beijing tushuguan guji zhenben congkan 北京圖書館古籍珍本叢刊, Beijing: Shumu wenxian chubanshe, 1988-
Ch’en Fu-mei: Ch’en Fu-mei (Chang), “Private Code Commentaries in the Development of Ch’ing Law”, Ph.D. Diss, Harvard University, 1970
“Faxue suo shanben”: Xu Lizhi 徐立志, Su Yigong 蘇亦工 et al., “Zhongguo shekeyuan faxue suo tushuguan shanben shu tiyao (shang)” 中國社科院法學所圖書館善本書提要 (上), Zhongwai falü wenxian yanjiu, 2, 2008
Franke: Wolfgang Franke, An introduction to the sources of Ming history, Kuala Lumpur, University of Malaya Press, 1968
Gao & Ma: Gao Chao 高潮 and Ma Jianshi 馬建石 (eds.), Zhongguo gudai faxue cidian 中國古代法學辭典, Tianjin, Nankai daxue chubanshe, 1989
Gugong shanben: Guoli gugong bowuyuan, comp., Guoli gugong bowuyuan shanben jiujji zongmu 國立故宮博物院善本舊籍總目, Taipei: Guoli gugong bowuyuan, 1983
Guji shanben: Zhongguo guji shanben shumu 中國古籍善本書目, Shanghai: Shanghai guji chubanshe, 1991


Guo Tingxun: Guo Tingxun 郭廷訓, Benchao fensheng renwu kao 本朝分省人物考, Beijing: Zhongguo fazhi chubanshe, 1622


Hôsa Bunko: Nagoya shi Hôsa Bunko kanseki bunrui mokuroku 名古屋市蓬左文庫漢籍分類目錄


Jimbun: Kyôto daigaku Jimbun kagaku kenkyûjo kanseki mokuroku 京都大學人文科學研究所漢籍目錄, Kyoto, 1979

Kanshin mokuji: Kyôdai Tôyôshi kenkyûshitsu [Saeki Tomi 佐伯富 and Araki Toshikazu 荒木敏一], comp., Kanshin mokuji sógô sakuin 官箴目次綜合索引, Kyoto, 1950 (mimeo), list of indexed works at the head of the volume.

Kokkai: Kokuritsu kokkai toshokan kanseki mokuroku 國立國會圖書館漢籍目錄, Tokyo: Kokkai toshokan, 1987


Li: Li Qiao 李喬, Qingdai guanchang baitai 清代官場百態, Beijing: Zhongguo renmin daxue chubanshe, 1990


Ma: Ma Fengchen 馬奉琛, Qingdai xingzheng zhidu yanjiu cankao shumu 清代行政制度研究參考數目, 1935 (Beiping daxue shenhui kexue jikan, V:3-4). Reprint Taipei, 1974

Ming Qing fazhi: Guojia tushuguan chubanshe yingyin shi 國家圖書館出版社影印室, comp., Ming Qing fazhi shiliao jikan 明清法制史料輯刊, first series, Beijing: Guojia tushuguan chubanshe, 2008, 37 vols.

Mingshi yiwenzhi bubian, Mingshi yiwenzhi, Mingshi yiwenzhi bubian, Mingshi yiwenzhi fubian 明史藝文志，明史藝文志補編，明史藝文志附編


Naikaku: Naikaku Bunko kanseki bunrui mokuroku 内閣文庫漢籍分類目録, Tokyo: Naikaku Bunko, 1956

Nimick: Thomas G. Nimick, “The county, the Magistrate, and the Yamen in Late Ming China”, Ph.D. Diss., Princeton University, 1993, pp. 193 sqq.: “Appendix A: Ming Handbooks for Magistrates”


Qingdai lüxue mingzhu: Zhang Jinfan 張晉藩, Qingdai lüxue mingzhu xuanjie 清代律學名著, Beijing, Zhongguo zhengfa daxue, 2009

Shiga: Shiga Shūzō 滋賀秀三, Shindai Chūgoku no hō to saiban 清代中日の法と裁判, Tokyo: Sōbunsha, 1984, Appendix pp. 7-10: “Shindai handoku mokuroku” 清代判牘目録


Siku weishou: Siku weishou shu jikan 四庫未收書輯刊, 10 series, Beijing: Beijing chubanshe, 2000


SKCMCS: Siku quanshu cunmu congshu 四庫全書存目叢書

Sō Gen kanshin: Akagi Ryūji 赤木隆城 and Satake Yasuhiko 佐竹靖彦, ed., Sō Gen kanshin sōgō sakun 宋元官箴總合索引, Tokyo, Kyūko shoin, 1983

Songdai renwu: Shen Zhihong 沈治宏 and Wang Ronggui 王蓉貴, comps., Zhongguo difangzhi Songdai renwu ziliao suoyin 中國地方志宋代人物資料索引, 4 vols., Chengdu, Sichuan chubanshe, 1997;
xubian 續編, 2002 [pas consulté]

Songren: Chang Bide 昌彼得 et al. (comp.), suppl. by Wang Deyi 王德毅, Songren zhuangzhi ziliao suoyin 宋人傳記資料索引, 6 vols., Taipei, Dinging shuju, 1977

Songren: Li Guoling 李國玲, comp., Songren zhuanji ziliao suoyin bubian 宋人傳記資料索引補編, 3 vols., Chengdu, Sichuan daxue chubanshe, 1994

Sonkeikaku Bunko: Sonkeikaku kanseki bunrui mokuroku 尊經閣文書漢籍分類目録

Tianyi ge shumu: Luo Zaoping 駱兆平, Xinbian Tianyi ge shumu 新編天一閣書目, Beijing, Zhonghua shuju, 1996

Tōyō Bunko: Tōyō bunka kenkyūjo kanseki bunrui mokuroku 東京大學東洋文化研究所漢籍分類目録, Tokyo, 1975

Tōyō Bunko: Tōyō Bunko shozō kanseki bunrui mokuroku 東洋文庫所藏漢籍分類目録, shibu 史部, Tokyo, Tōyō Bunko, 1986

TYG: Ruan Yuan 阮元 (comp.), Tianyi ge shumu 天一閣書目, 1808.
TYGXC: Tianyi ge xiancun shumu 天一閣見存書目, ed. 薛福成, 1889
UCLA: Tian Tao 田濤 (comp.), UCLA Dong Ya guan zang Zhongguo fazhi shi cankao (beifen) shumu UCLA 東亞館藏中國法制史參考（備份）書目, manuscript copy

Xuxiu SKQS
Yamamoto: Yamamoto Eishi, “Shindai no kōtoku to sono riyō” (see end bibliography)

ZGBSJC: Zhongguo bingshu jicheng 中國兵書集成, Beijing: Jiefangjun chubanshe. 50 vols.

Zhongyang shanben: Guoli Zhongyang tushuguan shanben shumu 中國國家圖書館善本書目, Beijing: Guoli zhongyang tushuguan, 1996

[Institutions]
Beida: Beijing daxue tushuguan 北京大學圖書館
Beitu: New Peking Library 北京圖書館新館, Rare Books Department
Beitu fenguan: Peking Library Annex 北京圖書館分館
BN: Bibliothèque Nationale de France, Département des Manuscrits Orientaux, Paris
Bodleian: Bodleian Library, Oxford
Chicago: University of Chicago Joseph Regenstein Library, Far Eastern Library
Columbia: C.V. Starr East Asian Library, Columbia University, New York
Congress/LL: Library of Congress, Law Library (collection of the former Far Eastern Law Department)
Faxue suo: Zhongguo kexue yuan faxue yanjiu suo 中國科學院法學研究所 (National Institute of Law, Chinese Academy of Social Sciences, Beijing)
Fu Sinian: Fu Sinian Library, Institute of History and Philology, Academia Sinica, Taipei
Gugong: Gugong bowuyuan tushuguan 故宮博物院圖書館, Taipei
Harvard: Harvard-Yenching Library, Cambridge (Mass.)
HKU: Hong Kong University Library
Hunan: Hunan Provincial Library 湖南省圖書館
IHEC: Institut des Hautes Études Chinoises, Collège de France, Paris
JJS: Chinese Academy of Social Science, Beijing, Institute of Economics 中国社会科学院经济研究所
Leiden: Sinologisch Instituut, Leiden University
LSS: Chinese Academy of Social Sciences, Beijing, Institute of History 中国社会科学院历史研究所
Nanjing: Nanjing tushuguan 南京图书馆
Öki: Ōki Collection 大木文庫, Tōyō Bunka Kenkyūjo 東洋文化研究所, Tokyo University
Princeton: Gest Library, Princeton University, Princeton
Shanghai: Shanghai tushuguan 上海图书馆
Shoudu: Shoudu tushuguan 首都图书馆, Beijing
SOAS: School of Oriental and African Studies Library, London
Tōyō Bunka: Tōkyō daigaku Tōyō bunka kenkyūjo 東京大学東洋文化研究所
Tōyō Bunko: Tōyō Bunko 東洋文庫 Library, Tokyo
Tian Tao: Tian Tao 田涛 private collection, Beijing
Tianyi ge: Tianyi ge 天一阁 library, Ningpo
Zhejiang: Zhejiang Tushuguan, Hangzhou
Zheng: Zhengfa daxue tushuguan, gujishu cangku 政法大学图书馆古籍书藏库, Beijing
Zhongyang: Taiwan Zhongyang tushuguan 臺灣中央圖書館, Taipei (now Guojia tushuguan 国家图书馆)
ZKT: Zhongguo kexueyuan tushuguan 中國科學院圖書館, Beijing

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