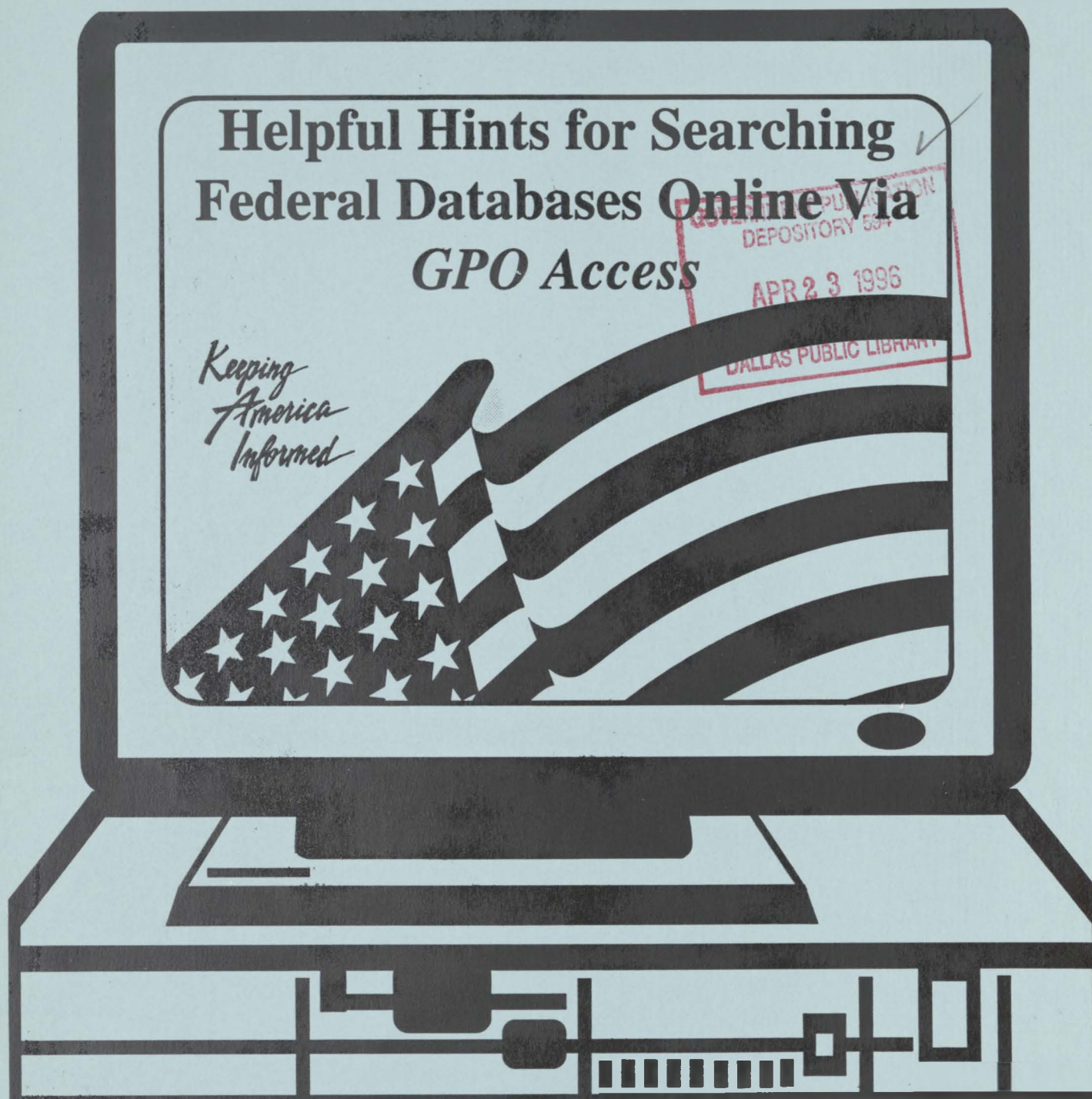


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Office of Electronic Information Dissemination Services

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Helpful Hints for Searching Databases Online via *GPO Access*

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This Training Booklet/Helpful Hints is available in both ASCII text and Adobe Acrobat Portable Document Format (PDF) via:

★ The World Wide Web at http://www.access.gpo.gov/su_docs/aces/aaces002.html

★ The Federal Bulletin Board/FTP site at 202-512-1387 or fedbbs.access.gpo.gov/

FBB directions: From the Main Menu type B for GPO Access; Press #4 for User Documentation. The file names are *guide.txt* and *guide.pdf*.

FTP path: fedbbs.access.gpo.gov/wais.doc

★ WAIS client software. The following information is to help you build your source file:

Database Name: GPO Access User Guide

Host: wais.access.gpo.gov

Database Name: GPO_Access_User_Guide.

Port: 210

What is the *GPO Access* WAIS Server?

GPO Access is a service of the U.S. Government Printing Office (GPO) that offers online access to a variety of official Federal government information through databases on a Wide Area Information Server (WAIS). The service enables you to locate and retrieve government information from the online databases via a computer. It is designed for research and reference purposes and supports searches resulting in the identification and retrieval of individual documents. Databases currently offered online via *GPO Access* are:

- ★ Congressional Bills
- ★ Congressional Calendars
- ★ Congressional Directory
- ★ Congressional Documents and Reports
- ★ Congressional Record
- ★ Congressional Record Index
- ★ Economic Indicators
- ★ Economic Report of the President
- ★ Federal Register and Unified Agenda
- ★ GAO Reports and Comptroller General Decisions
- ★ GILS Records
- ★ Government Manual
- ★ History of Bills & Resolutions
- ★ Privacy Act Notices
- ★ Public Laws
- ★ United States Code

Basic Searching Procedures and Options for the GPO Access Client Software

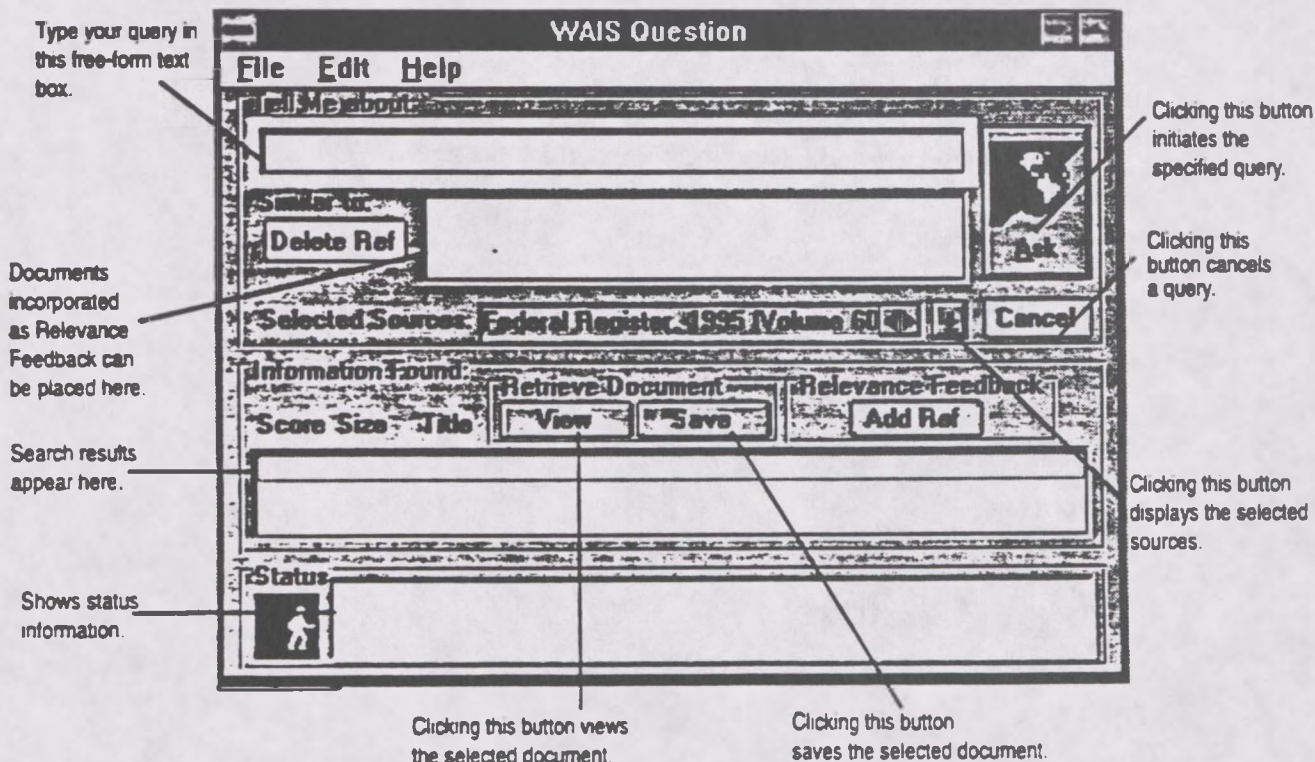
This section teaches you how to use the WinWAIS/MacWAIS interfaces to take full advantage of the GPO Access Service. Performing a search is quite simple. It consists of the following four main steps:

- ★ Selecting Sources
- ★ Developing Search Criteria
- ★ Initiating the Search
- ★ Retrieving Search Results

Note: Both WinWAIS and MacWAIS screens are used in this booklet to illustrate basic searching procedures and options. As a result, not every Window for a particular command will be provided for each interface, however complete directions for each command are provided for both interfaces.

Question Window

The Question Window is the main user interface for the GPO WinWAIS and MacWAIS clients. This interface allows you to specify and direct queries and view documents retrieved. The diagram below represents the WinWAIS client interface which is almost identical to the MacWAIS interface and provides the same functions.

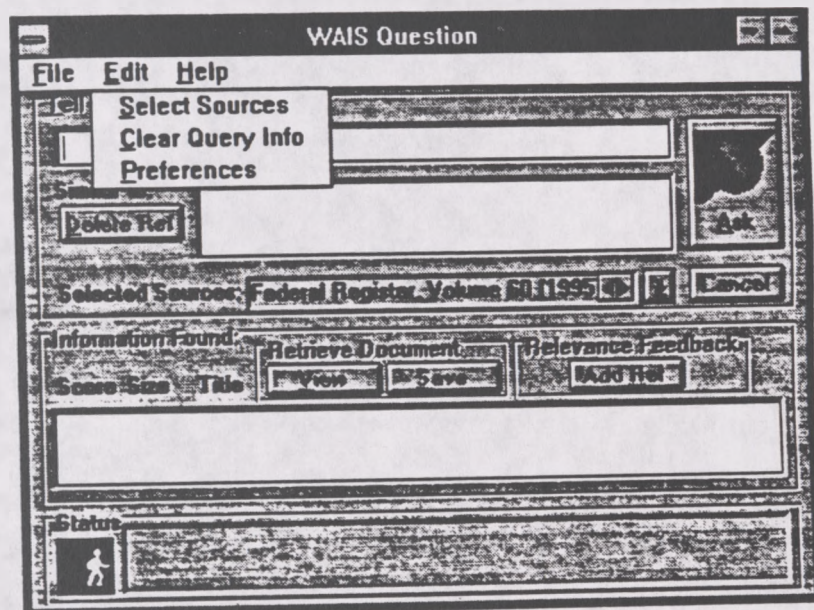


Selecting Sources

You dictate which sources to search for each query. More than one database can be selected at a time. If multiple sources are selected, the search results will be merged and ranked by relevancy. To select sources, execute the following steps:

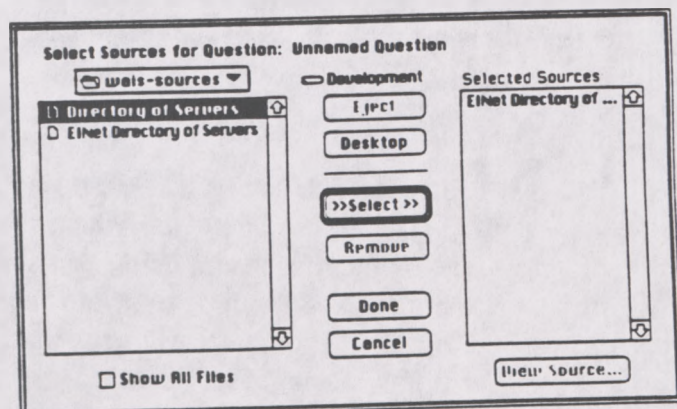
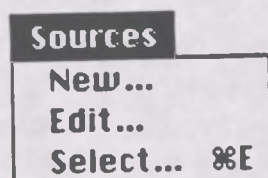
In WinWAIS:

- ★ Press ALT-E or click on the *Edit* pull-down menu.
- ★ Select the "Select Sources" option.
- ★ Highlight the database(s) to be searched.
- ★ Click on the *Select* button.
- ★ Click the *OK* button.



In MacWAIS:

- ★ Click on *Sources* in the pull-down menu.
- ★ Highlight the "Select Sources" option.
- ★ Highlight the source(s) you wish to search.
- ★ Press the *Select* button.
- ★ Click *Done* button.



Developing Search Criteria

The following text provides information on searching the *GPO Access* WAIS databases, and supplies searching information which includes boolean operators, basic search procedures, sample searches, stopwords and search results. The sample searches presented represent common types of searches and are provided to help you understand the *GPO Access* databases and the basic searching options available with the WAIS server.

Boolean Operators

The boolean operators, AND, OR, NOT, and ADJ aid in establishing logical relationships between concepts expressed in a natural language query. The boolean operators are used to make searches more specific.

Note: These words must be capitalized or they are considered stopwords and as a result are treated as the default "OR." For example, a search for lyme and disease will be treated as if it had been entered as lyme and/or disease.

OR - The OR boolean operator is the default operator for the WAIS service. It is often used to join two different phrases of a boolean search. A question such as "transportation OR highway" results in documents containing either the word "transportation," or the word "highway," or both. The relevance ranking feature will give a higher ranking to documents containing all the requested words, but all documents containing any of the words will be retrieved.

AND - The AND operator is helpful in restricting a search when a particular pair of terms is known. For instance, a query such as weather AND aviation returns only those documents that contain both words.

NOT - The NOT operator is used to reject any documents that contain certain words. For instance, the question "education NOT secondary" results in documents containing the word "education," that do not contain the word "secondary."

ADJ - The adjacent operator ADJ is used to ensure that one word is followed by another in the returned document. For example, the search "lead ADJ paint" returns documents with the phrase "lead paint" or documents with the words "lead" and "paint" within 20 characters of each other.

Note: The ADJ operator retrieves not only documents where the words are immediately adjacent, but also those where the words are separated by up to 20 characters. For example, the search lead ADJ paint ("lead paint") results in documents with the phrase lead paint or the words lead-based paint. The documents with the exact phrase "lead paint" will be assigned a higher relevance ranking than those with the phrase "lead-based paint".

The Use of Quotation Marks & Multiple Boolean Operators

Quotation marks can be used instead of the boolean operator ADJ when developing a phrase for the search criteria. For example, you can type "Government Printing Office" instead of Government ADJ Printing ADJ Office. (The boolean operator ADJ is still functional if preferred.)

You can use quotation marks in combination with boolean language. Complex queries can be constructed using multiple boolean operators. For clarity, parentheses should be used to group sections of the query and ensure that the WAIS server parses the query as intended; for example: "Department of Education" AND ("bilingual education" OR "foreign language") AND (Grants OR "cooperative agreements"). Without parentheses, the WAIS server will first process the phrases, then the AND operators and then the OR operators, resulting in a query that would read as follows: ("Department of Education" AND "bilingual education") OR ("foreign language" AND grants) OR "cooperative agreements". A test of these searches in the *Federal Register* database in June 1995, retrieved 39 documents from the first search and 399 from the second search. In this instance, the relevance ranking feature assigned the highest ranking to the same two documents from each search since they contain all of the requested phrases however, it is best not to rely on the relevance ranking to interpret the intention of a query.

Default Stopword List

The following words make up the "default stopwords list". Stopwords are words which occur so frequently that they are not useful for distinguishing one document from another. Since they aren't useful for searching, they are not indexed. Stopwords that are included in queries are ignored, so a search for "department of education" will retrieve the same results as a search for "department education" or "department ADJ education".

| | | | | | | |
|---------|--------|----------|--------|-----------|---------|-------|
| all | e.g. | hereto | our | thereby | viz. | would |
| also | ever | herewith | nor | therefore | was | you |
| an | from | him | she | therein | we | |
| and | had | his | really | thereof | were | |
| any | hardly | however | should | therewith | what | |
| are | has | i.e. | so | these | where | |
| as | have | into | some | they | when | |
| at | having | is | such | this | whereby | |
| be | hence | it | than | those | whether | |
| because | her | its | that | thus | which | |
| been | here | me | the | to | who | |
| could | hereby | not | their | too | whom | |
| did | herein | of | them | unto | whose | |
| do | hereof | on | then | us | why | |
| does | heron | or | there | very | with | |

Sample Searches

The following searches will help you familiarize yourself with various methods of searching for information in the *GPO Access* databases. Each of these searches can be used in more than one database. As a result, the search results presented may differ slightly. These searches serve to guide you when constructing search strings and should not restrict your searching strategies.

NOTE: Some searches may be more appropriate for one database than another. For example, a bill search will be useful when searching in the Congressional Record or Bills database but not the Federal Register.

SUBJECT SEARCH

Query: "lead paint"
Alternative: lead ADJ paint
Result: fr12my Lead-Based Paint Hazard Elimination

This search demonstrates the functionality of the ADJ operator (or use of a phrase in quotation marks) and the value of the relevance ranking feature. Although the search specified the phrase "lead paint" (lead ADJ paint), the results include the documents with the term lead-based paint as well. The ADJ operator retrieves not only documents where the words are immediately adjacent, but also those where the words are separated by up to 20 characters. In the sample search, the document containing the phrase "lead paint" (fr07ap95N) received a much higher ranking than the document with "lead-based paint" (fr16fe95N), although both were considered responsive to the query.

AGENCY NAME SEARCH

Query: "Environmental Protection Agency"
Alternative: Environmental ADJ Protection ADJ Agency
Result: fr01mr96N Cyanazine; Notice of Preliminary Determination to

This search demonstrates how to search by agency name. The agency search can be used with a date or subject to make the search more specific. Thus adding the date field as date= 03/01/96 to the above query would limit the results to EPA documents issued on March 1, 1996.

BILL NUMBER SEARCH

Query: "h.r. 2"
Alternative: "h r 2"
Result: cr02fe95H Line Item Veto Act

This bill search demonstrates how to search by bill number. If punctuation is not used, there must be spaces between h and r and 2.

TRUNCATION OF WORDS SEARCH

Query: librar*
Result: H.R. 2840 (enr) To amend title 17, United States Code, to establish

The asterisk(*) can be used to truncate a word and search for all words with that stem. For example, a search for *librar** will retrieve documents containing the words library, libraries, librarian, etc.

Identification Codes

Each document in the search results list has an identification code which is unique to each database. Identification codes can include, the date and issue where the document appears, the section, bill, report number etc. Identification codes are especially useful when searching multiple databases. Identification codes from three *GPO Access* databases follow.

★ **Federal Register - fr02fe96N**

(In this example, fr stands for Federal Register, 02fe96 stands for the date of February 2, 1996 and N stands for the Notices Section.)

★ **Congressional Record - cr31ja96H**

(In this example, cr stands for the Congressional Record, 31ja96 stands for the date of January 31, 1996 and H stands for House pages.)

★ **Congressional Bills - S. 1578 (is)**

(In this example, S. 1594 is the bill number and (is) stands for introduced in Senate.)

Relevance Ranking & Document Score

The WAIS server automatically displays the results from each search using relevance ranking. The most relevant document will appear first with a rank of 1,000. Other documents will have a lower rank. Relevance is computed based the following:

★ **Word Weight** - Word weight depends on where the word is found in the document. A word is rated highest if it appears in the headline/title, less if the word appears in all capital letters or if the first letter of the word is capitalized, and finally, a word has the least weight if it appears only in the text.

★ **Term Weight** - Based on the frequency of occurrence of a word over all documents in the database. Words that occur frequently throughout the database are not weighted as highly as the words that appear less frequently. Very common words are either ignored or diminished in the scoring.

★ **Phrase Matching** - A higher weight is assigned to a document containing the identical phrase in the query.

- ★ Proximity Relationship - Words in a query that are located close together in a document, are given a higher weight than those found farther apart.
- ★ Word Density - The ratio of the frequency at which a queried word appears in a document to the size of the document.

Query Report

Each search results list includes as the final document a "Query Report". This document can be viewed to determine how a query was parsed, the speed of the retrieval, and the number of words in the database that conformed to the search request and the total number of relevant documents identified.

Structural Enhancements

The system may be taken off-line periodically for upgrades and structural enhancements. When re-indexing occurs in a database you will receive an online message, stating which database is affected and the approximate time it will be back online.

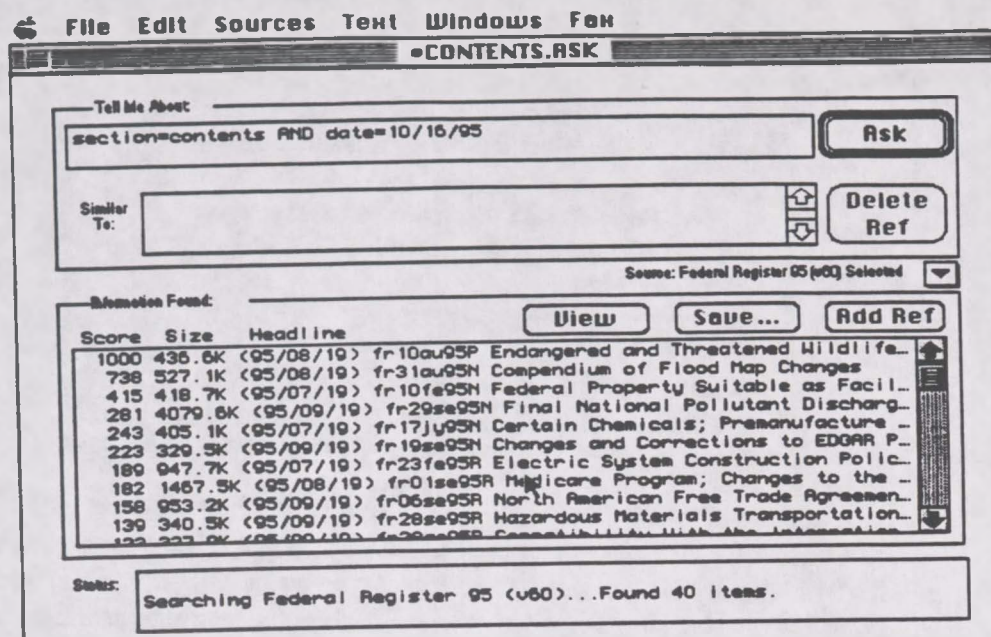
Copyright Information/User Accountability

Neither the Government Printing Office nor the United States Government will be held liable for any damages resulting from the authorized or unauthorized use of the data and information offered through the *GPO Access* WAIS system. In general, information provided online via *GPO Access* is uncopyrighted Government information and there are no restrictions on the republication or other reproduction of the material. When copyrighted material appears in any of the databases a copyright statement will appear in the specific document, and will apply only to the copyrighted material.

The *GPO Access* Service is intended for research and reference purposes ONLY. It supports searches resulting in the identification and retrieval of individual documents. The service is NOT intended for wholesale or systematic downloading.

Saving/Viewing Documents

Once a search has been completed, the *Search Results* will appear in the Window. The *Search Results* list consists of the score, size of text document, the identification code (if any) and the truncated title. At this point you can save or view a document. To save a document use your arrow keys to highlight a candidate document, click the save button and designate the destination directory. To view documents use your arrow keys to highlight the candidate document you wish to view and hit *Enter* or double click the mouse button. The screen should be similar to the following illustration.



All documents on the WAIS server are available in simple ASCII text files, however, there are some TIFF images and PDF files that the client software will retrieve. When a list of search results is displayed, and you choose a document for viewing, various options for retrieving documents may appear. The Summary is an ASCII text file that repeats the initial heading information of the document and approximately the first 25 lines of text. You can view the Summary before viewing or saving a large file to verify you have the right document.

Documents containing graphics can have one or more associated TIFF files. There will be a separate TIFF file for each image, and the files will be sequentially numbered as they appear in the document (TIFF, TIFF1, etc.). Within the text of the document, the location of an image is indicated by reference to the TIFF file:

<GRAPHIC><TIFF><filename.000>

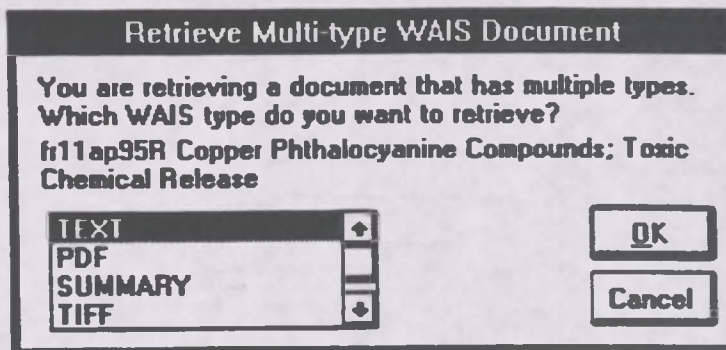
If there is no TIFF file associated with a particular graphic, the location of the image is indicated by reference to the TIFF file, including the filename. For example:

[GRAPHIC][TIFF OMITTED] TR21FE96.002

To view a TIFF file, you must have a graphics viewer associated with the WAIS client, or download a file and then view it with an external graphics viewer. If you are using the GPO Access EInet WAIS client, selecting a TIFF file will automatically invoke the graphics viewer and display the image. You can then save or print the image.

The GPO Access EInet WAIS client has already been customized for the multiple TIFF file names. If you are using another WAIS client, you should customize it to recognize TIF1, TIF2... TIF200 as equivalent to TIFF. The Macintosh client is capable of viewing an infinite number of TIFF images; the Windows client will display a maximum of about 200.

To view PDF files, you must install Adobe Acrobat software, which is available free from GPO and other sources.



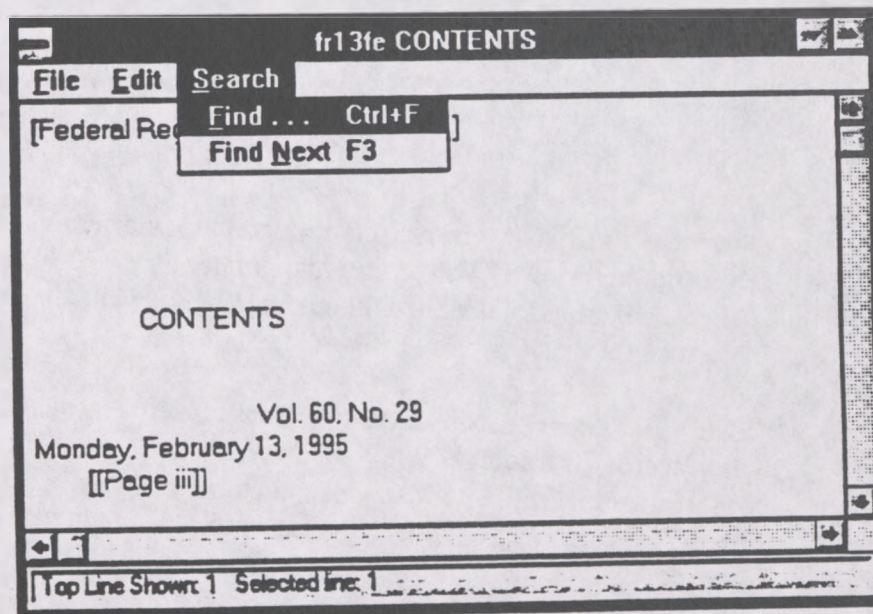
Pick the type of document you'd like to view, double-click on the type or select OK. If you have the necessary additional software, and your client has been configured correctly, the appropriate software will automatically launch (i.e., the graphics viewer or Adobe Acrobat Reader) after a temporary file has been transferred to your system. If you choose not to save the document, the temporary file will be deleted from your system when you exit the WAIS client.

FIND Command

Once the search is complete and the candidate document you wish to view has been retrieved, you can utilize the *Find* command to locate a particular term in a large document. To utilize the *Find* command execute the following steps:

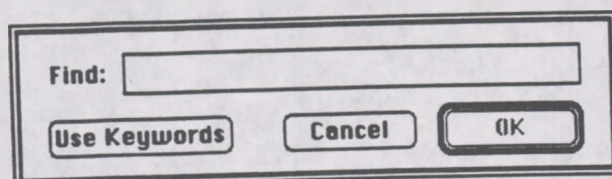
In WinWAIS:

- ★ Press **ALT-S** or click on the *Search* pull-down menu.
- ★ Highlight the *Find* function.
- ★ Type in the word to be searched.
- ★ Hit *Enter* or click *OK*.



In MacWAIS:

- ★ Click on *Edit* in the pull-down menu.
- ★ Highlight the *Find* command.
- ★ Type word(s) to be searched.
- ★ Click *Enter* or click *OK*.



| Edit | |
|--------------|----|
| Undo | ⌘Z |
| Cut | ⌘H |
| Copy | ⌘C |
| Paste | ⌘V |
| Clear | |
| Launchers... | ⌘L |
| Find... | ⌘F |
| Find Again | ⌘G |

To find the next location of the word choose the *Find Next* or *Find Again* option and press *Enter*.

Similarly, to determine where a graphics file is located in a document, use the *Find* command and type in TIF and the corresponding number. For example, if you wanted to know where a graphics file is positioned type TIF and the system would search for TIFF, TIF1, TIF2, etc.

Relevance Ranking/Relevance Feedback

After searching for a particular topic, you will be provided with a list of candidate documents displayed from the most relevant to least relevant. In order to make your search more specific you can utilize the relevance feedback function. The relevance feedback function allows you to select particular documents resulting from a search and mark them as relevant. You will then be able to run the search a second time. The server takes into account the documents marked as relevant and searches for similar documents that share a large number of common words. To operate the relevance feedback function execute the following:

- ★ Highlight a candidate document that meets the search criteria.
- ★ Drag the highlighted document to the box labeled "*Similar to*".
- ★ Click on the "*Ask*" button or press *Enter*.

Protecting Source Files in WinWAIS

It is possible in the WinWAIS client software to delete source files from the *Source Selection* Window. This may happen accidentally, particularly in a public setting. To prevent this, exit Windows and go to the DOS prompt. Navigate to the `inet\wais\sources` directory and type `attrib *.* +r`. This sets the attribute for all files in that directory to read only, which prevents them from being deleted. This will not allow anyone to delete source files from within the client. If a source is accidentally removed from the *Source Selection* screen after changing the file attributes, simply exit WinWAIS and restart the program. The source files will reappear.

You will have to change the attribute back to its original setting to replace source files or delete them from your drive. To do this, go back to the DOS prompt in the `inet\wais\sources` directory and type `attrib *.* -r`. The files may now be deleted or replaced if necessary.

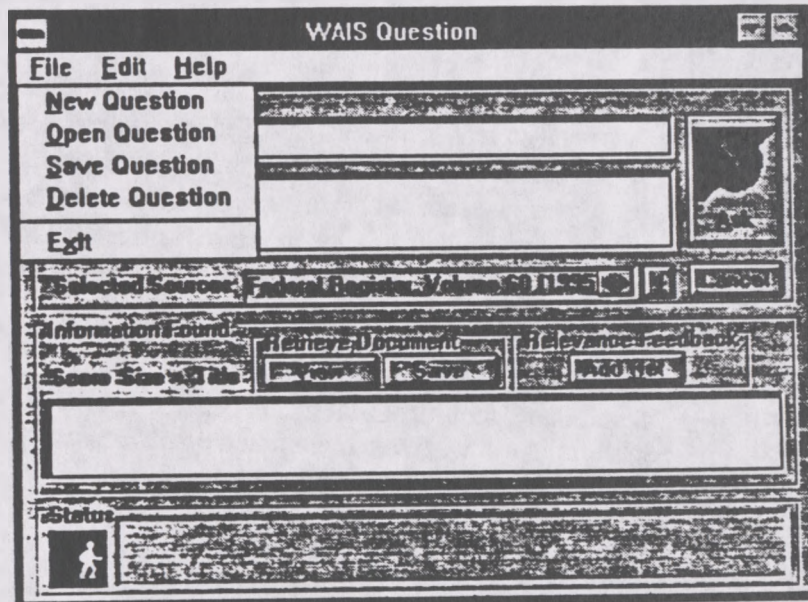
Note: MacWAIS sources may NOT be deleted from within the client, so these security measures are not necessary within MacWAIS.

Maintaining a List of Common Searches in the Client Software

You are able to save and retrieve searches that have been completed by executing the following steps:

In WinWAIS:

- ★ Press ALT-F or click on the *File* pull-down menu.
- ★ Highlight the *Save Question* command.
- ★ Type in the name you want to use to save the search.
- ★ Press *OK*.



In MacWAIS:

- ★ Select *File* from the pull-down menu.
- ★ Highlight the *Save* command.
- ★ Type in the name you want to use to save the search.
- ★ Press *OK*.

In WinWAIS:

- ★ Press ALT-F or click on the *File* pull down menu.
- ★ Highlight the *Open Question* command.
- ★ Highlight the name of the search you wish to retrieve.
- ★ Press *OK*.

In MacWAIS:

- ★ Select *File* from the pull-down menu.
- ★ Highlight the *Open Question* command.
- ★ Highlight the name of the search you wish to retrieve.
- ★ Press *OK*.

| File | |
|------------------|----|
| New Question | ⌘N |
| Clone Question | |
| Open Question... | ⌘O |
| Close | ⌘W |
| Save | ⌘S |
| Save As... | |
| Revert | |
| Page Setup... | |
| Print... | ⌘P |
| Preferences... | |
| Quit | ⌘Q |

Creating and Adding Source Files to the Customized GPO Access Client Software

When new databases are added to the *GPO Access* WAIS Server, you can simply, append the new database to your source file. This can be done in two ways: 1) Connect to the FBB/anonymous FTP site and download the new source(s) into your source directory (202-512-1387 or FTP to fedbbs.access.gpo.gov) or 2) create a new source in the source file by typing in a few pieces of information provided by GPO. When a new database is introduced, you will be given the host address, database name and all pertinent information needed to build a source file or download the information.

On the FBB, new source files are in the same library as the User Guide type /GO GPO_Access at the main menu. On the ftp site, sources are located in the directories d:\gpo\access\info\sources\mac or the d:\gpo\access\info\sources\windows. There is no charge for downloading source files, but with experience you may find it just as easy to type them in yourself.

The following describes the task of creating a new source and provides portions of the screens you will view when adding sources manually.

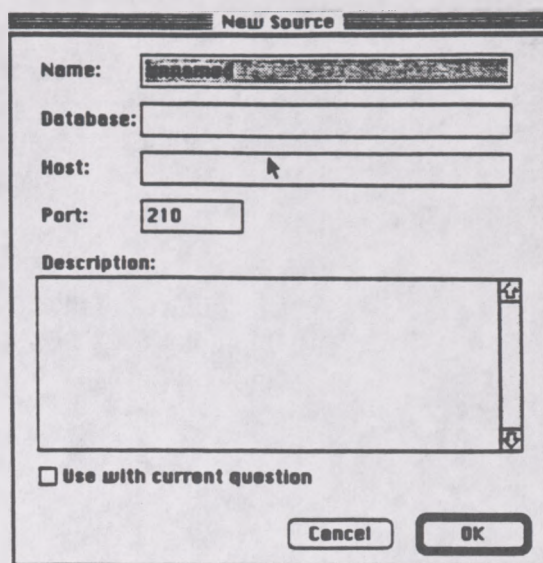
In WinWAIS:

- ★ Press ALT-E or click on the *Edit* pull-down menu.
- ★ Highlight the *Select Sources* Command.
- ★ Highlight the *New* Command.
- ★ Type the Name (Name appears on the Source Sele
- ★ Type the Host Name.
- ★ Type the Database Name.
- ★ Type a Database Description (optional).
- ★ Click *OK*.

| |
|-------------------------|
| Edit |
| Select Sources |
| Clear Query Info |
| Preferences |

In MacWAIS:

- ★ Highlight the *New* command.
- ★ Type in the Source Name (this appears on the Source Selection menu).
- ★ Type in the Database Name.
- ★ Type in the Host Name.
- ★ Type in a Database Description (optional).
- ★ Click *OK*.



The 'New Source' dialog box contains the following fields and controls:

- Name:** A text field with 'Inname' entered.
- Database:** An empty text field.
- Host:** An empty text field.
- Port:** A text field with '210' entered.
- Description:** A large text area for optional description.
- ☐ Use with current question
- Buttons:** 'Cancel' and 'OK' buttons at the bottom right.

User Preferences

The Preferences command allows you to edit MacWAIS's or WinWAIS's User Preferences. The following examines some of the preference settings.

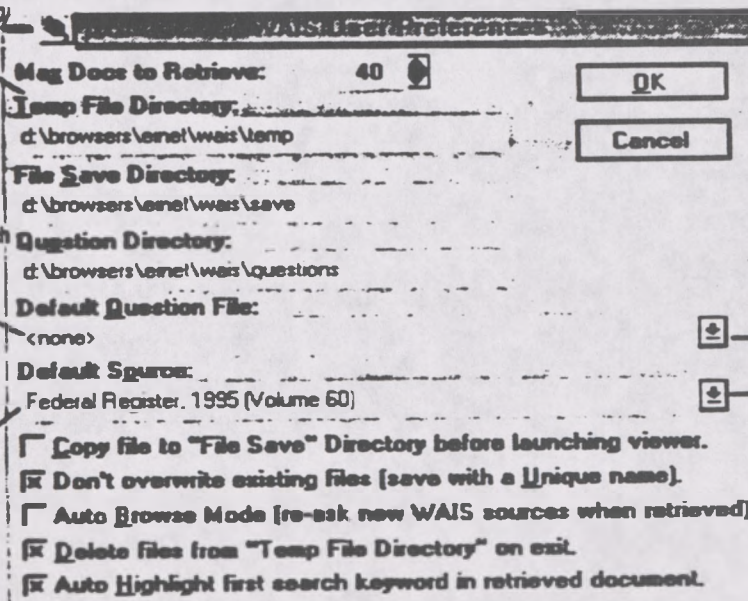
In WinWAIS:

- ★ Press ALT-E or click on the *Edit* pull-down menu.
- ★ Highlight the *Preferences* Command.

Select number of documents to be retrieved after every search.
(Recommended = 40 Max. = 200)

Set a frequently performed search to be your Default Question.

Choose the source you use most often to be your Default Source.



The 'WinWAIS User Preferences' dialog box contains the following settings:

- Max Docs to Retrieve:** 40 (with a spinner control)
- Temp File Directory:** d:\browsers\inet\was\temp
- File Save Directory:** d:\browsers\inet\was\save
- Question Directory:** d:\browsers\inet\was\questions
- Default Question File:** <none>
- Default Source:** Federal Register, 1995 (Volume 60)
- ☐ Copy file to "File Save" Directory before launching viewer.
- ☒ Don't overwrite existing files (save with a Unique name).
- ☐ Auto Browse Mode (re-ask new WAIS sources when retrieved).
- ☒ Delete files from "Temp File Directory" on exit.
- ☒ Auto Highlight first search keyword in retrieved document.

Use Pull down menu's to select Sources & Questions.

In MacWAIS:

- ★ Click on the File pull-down menu.
- ★ Highlight the *Preferences* Command.

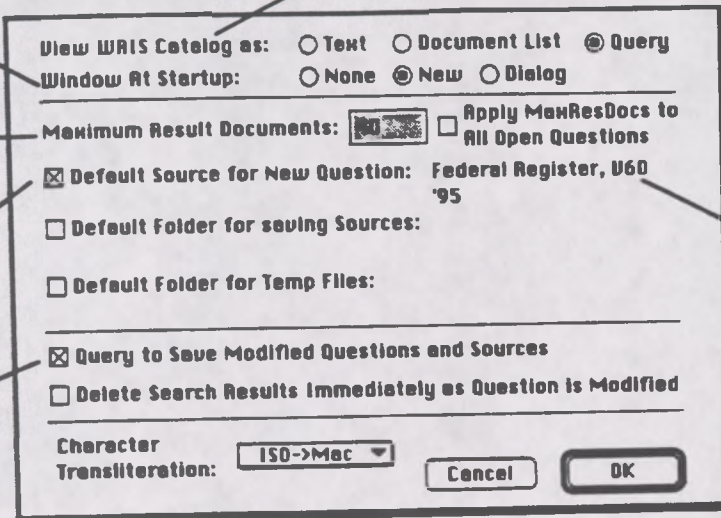
Sets the Question Window that is to be opened when the application is started.

Select number of documents to be retrieved after every search.
"Unlimited number"

Choose the source you use most often to be your Default Source.

Set a frequently performed search to be your Default Question.

Gives you a choice of viewing WAIS catalog documents in variety of formats.



The image shows a 'MacWAIS Preferences' dialog box with several sections. The first section, 'View WAIS Catalog as:', has three radio buttons: 'Text', 'Document List', and 'Query' (which is selected). The second section, 'Window At Startup:', has three radio buttons: 'None', 'New' (which is selected), and 'Dialog'. The third section, 'Maximum Result Documents:', has a numeric field set to '99' and an unchecked checkbox 'Apply MaxResDocs to All Open Questions'. The fourth section, 'Default Source for New Question:', has a checked checkbox and a text field containing 'Federal Register, V60 '95'. The fifth section, 'Default Folder for saving Sources:', has an unchecked checkbox. The sixth section, 'Default Folder for Temp Files:', has an unchecked checkbox. The seventh section has two checked checkboxes: 'Query to Save Modified Questions and Sources' and 'Delete Search Results Immediately as Question is Modified'. The bottom section, 'Character Transliteration:', has a dropdown menu set to 'ISO->Mac', and 'Cancel' and 'OK' buttons.

View WAIS Catalog as: ☐ Text ☐ Document List ☒ Query

Window At Startup: ☐ None ☒ New ☐ Dialog

Maximum Result Documents: ☐ Apply MaxResDocs to All Open Questions

☒ Default Source for New Question: Federal Register, V60 '95

☐ Default Folder for saving Sources:

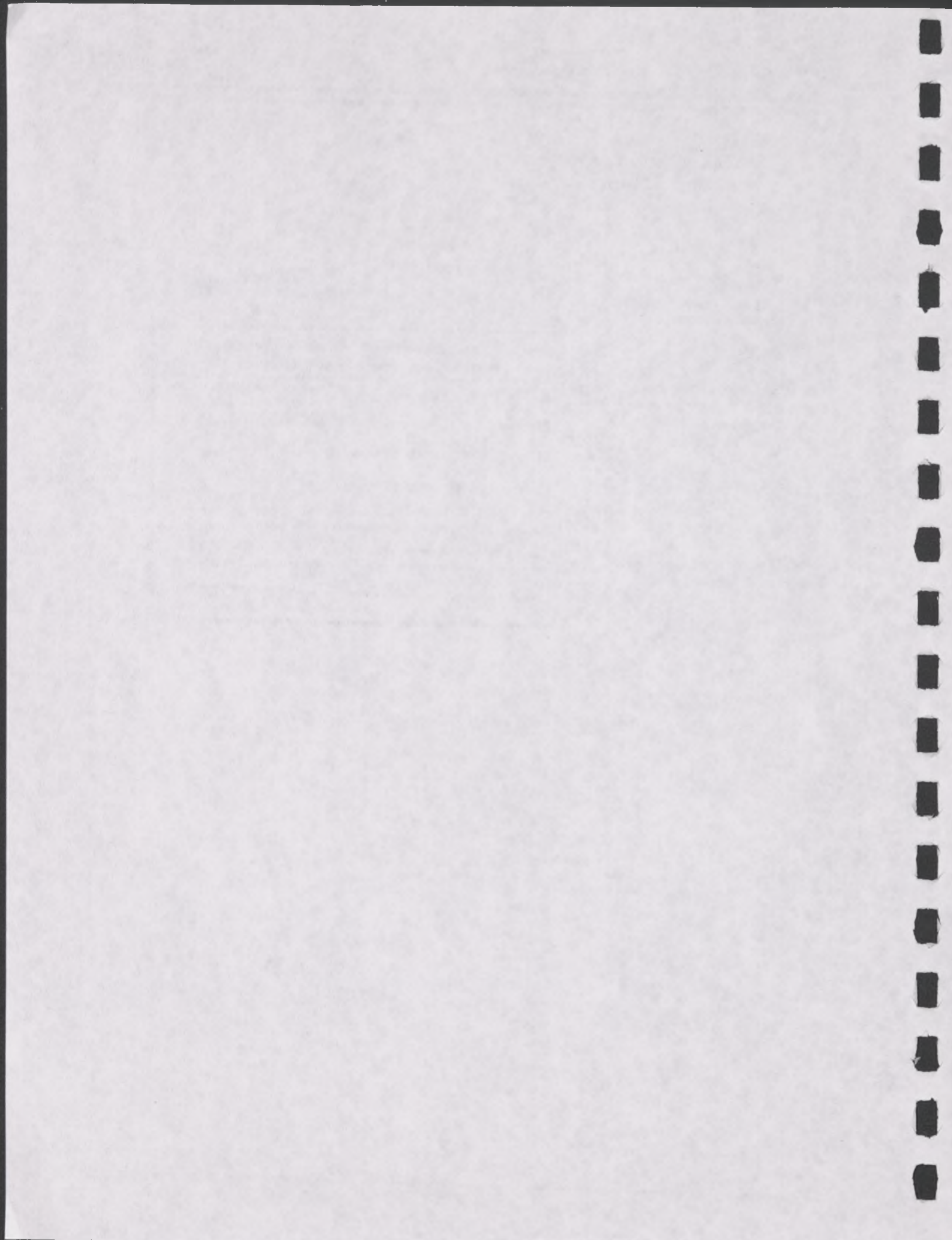
☐ Default Folder for Temp Files:

☒ Query to Save Modified Questions and Sources

☒ Delete Search Results Immediately as Question is Modified

Character Transliteration:

Listing of current Default Source.



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Helpful Hints For Searching Congressional Bills Online Via GPO Access

Content and file format: The Congressional Bills database contains all published versions of each bill from the specified Congress. The database for the 104th Congress is updated daily when Congress authorizes publication of a new version of a bill. Bills are available as ASCII text and as Adobe Acrobat Portable Document Format (PDF) files.¹

Identification Code: Each bill in the *Congressional Bills* databases online via GPO Access will be displayed in the results list with the bill number and the initial words of the title. The specific version of each bill is identified by the initials in parentheses following the bill number. For example: H.R. 5 (ih) To curb the practice of imposing unfunded Federal mandates. In this example, H.R. 5 is the bill number and (ih) is the code that indicates the version of the bill as introduced in the House. A list of the abbreviations used to identify different versions of the same bill is included at the end of this document.

Maximum Responses: The default settings for SWAIS and for the WAIS and Web client software is to return a maximum of 40 responses to a query. To locate a larger number of documents, you will need to change the setting. In SWAIS type a lower case o at the *Source Selection* menu to change your options. In WinWAIS, select *Edit* and then *Preferences* from the pull-down menu. In MacWAIS, select *File* and then *Preferences* from the pull-down menu. On the GPO Access Web Searching Pages a box is provided in which you may change the number of documents returned.

Good sample searches for the *Congressional Bills* database online via GPO Access are²:

Subject [UNFUNDED.ASK]³

| | |
|----------|---|
| Query: | "unfunded mandates" AND ("local government" OR "tribal government") |
| Query 2: | unfunded ADJ mandates AND (local ADJ government OR tribal ADJ government) |
| Result: | S. 1 (enr) To curb the practice of imposing unfunded Federal mandates on H.R. 5 (eh) To curb the practice of imposing unfunded Federal mandates on |

This search demonstrates the use of multiple boolean operators (AND, OR, NOT, ADJ) in a single query. This query retrieves bills that include the phrase "unfunded mandates" (which can also be

entered as unfunded ADJ mandates) AND also either the phrase "local government" (local ADJ government) OR the phrase "tribal government" (tribal ADJ government). A phrase may be entered surrounded by quotation marks (" ") or with each searchable word separated by the ADJ operator.

Bill Number [HR2.ASK]

Query: "h.r. 2"

Query 2: "h r 2"

Result: H.Res. 55 (rh) Providing for the consideration of the bill (H.R. 2) to

H.R. 2 (eh) To give the President line item veto authority over appropriation

This search demonstrates the correct phrasing to retrieve a Congressional Bill by number. The bill number may be typed with or without the punctuation; however, a bill number such as H.R. 2 must be entered with a space between H and R, i.e. "h r 2", if no punctuation is used. (NOTE: The results list presents the bills in relevance ranked order, not chronological order. Relevance is computed based on several factors, including the occurrence of the search terms in the document title, the frequency of the terms as a percentage of the total document size and conformance with the exact search phrasing.)

Tagging for Deleted Text [CHANNEL.ASK]

Query: "channel islands"

Result: H.J.Res. 50 (rh) To designate the visitors center at the Channel Islands

S.J.Res. 10 (is) To designate the visitors center at the Channel Islands

This search retrieves the version of H.J.Res. 50 that was reported by the House (rh) and includes deleted text. The Acrobat PDF files for both the 103rd and the 104th Congress display and print the typeset bills, including cancelled type for deleted text, exactly as they appear in the printed form. In the ASCII text files for the 104th Congress, cancelled type is identified with the tag <DELETED> preceding the deleted text and the tag </DELETED> following the deleted text. When multiple paragraphs have been deleted, the tags will appear at the beginning and end of each deleted paragraph. In the ASCII text files for the 103rd Congress, cancelled type is identified by the insertion of a dash (-) before each cancelled character.

HISTORY OF BILLS

The *Congressional Bills* databases contain only the text of the published bills. Additional useful information that does not appear in the text of the bill itself may be found in the *History of Bills* databases. The *History of Bills* is part of the *Congressional Record Index*. As such it covers only actions on a bill that are reported in the *Congressional Record*. The databases are cumulative from the beginning of each session. The 1996 *History of Bills* is updated usually the day after publication of the *Congressional Record*. A typical entry includes the bill number, title, summary, sponsors and co-sponsors, and a chronological list of actions on the bill, each referencing the CR page number and date when the action is reported.

Identification Code: Each entry will display in the results list with an identification code followed by the bill number and the initial words of the title. For example: hob96 H.R. 449—A bill to amend the Public Health Service Act with respect... In this example, hob stands for *History of Bills*, 96 is the year of publication, and H.R. 449 is the bill number.

Good sample searches for the *History of Bills* database are:

Subject and Sponsor [SOLOMON.ASK]

Query: "anti-drug abuse" AND solomon

Result: hob96 H.R. 141 —A bill to amend the Anti-Drug Abuse Act of 1988

This search retrieves the 1996 *History of Bills* entry for the anti-drug abuse bill introduced by Mr. Solomon. It summarizes the purpose of the bill and identifies additional sponsors and cosponsors. It also reports actions taken on the bill as reported in the *Congressional Record*. All references are to the *Congressional Record* page number and date when the action was reported.

Bill Number [HR3600.ASK]

Query: "H.R. 449"

Query 2: "h r 449"

Result: hob96 H.R. 449—A bill to amend the Public Health Service Act....

This search retrieves the 1996 *History of Bills* entries for H.R. 449. The bill number may be typed with or without punctuation, but a query without punctuation must include a space between h & r.

House Report Number [HREPT.ASK]

Query: "h. rept. 104-127"

Query 2: "h rept 104 127"

Result: hob95 H.R. 1062—A bill to enhance competition in the financial services.

This search retrieves the 1995 *History of Bills* entry for the "financial services bill" introduced by Mr. Leach and reported out of committee as House Report 104-127. The report number may be typed with or without the punctuation. [NOTE: The abbreviation for House Report in this database is H. Rept.]

Public Law Number [103-191.ASK]

Query: "public law 103-191"

Result: hob94 S. 1716—A bill to amend the Thomas Jefferson Commemoration
hob94 PUBLIC LAWS FOR THE 1ST SESSION OF THE 103RD

This search retrieves the 1994 *History of Bills* entries for Public Law 103-191. The results include the entry for S. 1716, the bill that became Public Law 103-191, and the list of Public Laws for the 1st Session of the 103rd Congress. Since the bill was signed into law during the recess between the 1st and 2nd Sessions, it was reported in the *Congressional Record* at the beginning of the 2nd Session and therefore appears in the 1994 *History of Bills* database. Not every public law is reported

by number in the *Congressional Record*, so a separate listing of all public laws is added to the database as a finding aid. [NOTE: The phrase Public Law is not abbreviated in this database.]

ABBREVIATIONS:

Abbreviations for the different types of documents in the Bills databases include:

| Sample Entry | Document Type |
|--------------|------------------------------|
| H.R. 1234 | House Bill |
| S. 1234 | Senate Bill |
| H.J.Res. 123 | House Joint Resolution |
| S.J.Res.123 | Senate Joint Resolution |
| H.Con.Res. | House Concurrent Resolution |
| S.Con.Res. | Senate Concurrent Resolution |
| H. Res. | House Simple Resolution |
| S. Res. | Senate Simple Resolution |

Abbreviations on the following page represent different versions of the same bill in the Bills databases.

| Code | Document Status (Version) | Code | Document Status (Version) |
|---------|--------------------------------------|---------|---------------------------------------|
| (ash) | Additional Sponsors House | (ath) | Agreed to House |
| (ats) | Agreed to Senate | (cdh) | Committee Discharged House |
| (cds) | Committee Discharged Senate | (cph) | Considered and Passed House |
| (cps) | Considered and Passed Senate | (eah) | Engrossed Amendment House |
| (eas) | Engrossed Amendment Senate | (eh) | Engrossed in House |
| (ehr) | Engrossed in House—Reprint | (eh_s) | Engrossed in House (No.) Star Print |
| (enr) | Enrolled bill | (es) | Engrossed in Senate |
| (esr) | Engrossed in Senate—Reprint | (es_s) | Engrossed in Senate (No.) Star Print |
| (fah) | Failed Amendment House | (fps) | Failed Passage Senate |
| (hah) | Held at Desk House | (hds) | Held at Desk Senate |
| (ih) | Introduced in House | (ihr) | Introduced in House—Reprint |
| (ih_s) | Introduced in House (No.) Star Print | (iph) | Indefinitely Postponed in House |
| (ips) | Indefinitely Postponed in Senate | (is) | Introduced in Senate |
| (isr) | Introduced in Senate—Reprint | (is_s) | Introduced in Senate (No.) Star Print |
| (lth) | Laid on Table in House | (lts) | Laid on Table in Senate |
| (oph) | Ordered to be Printed House | (ops) | Ordered to be Printed Senate |
| (pch) | Placed on Calendar House | (pcs) | Placed on Calendar Senate |
| (pp) | Public Print | (rah) | Referred w/Amendments House |
| (ras) | Referred w/Amendments Senate | (rch) | Reference Change House |
| (rcs) | Reference Change Senate | (rdh) | Received in the House |
| (rds) | Received in the Senate | (re) | Reprint of an Amendment |
| (reah) | Re-engrossed Amendment House | (renr) | Re-enrolled |
| (res) | Re-engrossed Amendment Senate | (rfh) | Referred in House |
| (rfhr) | Referred in House—Reprint | (rfh_s) | Referred in House (No.) Star Print |
| (rfs) | Referred in Senate | (rfsr) | Referred in Senate—Reprint |
| (rfs_s) | Referred in Senate (No.)Star Print | (rh) | Reported in House |
| (rhr) | Reported in House—Reprint | (rh_s) | Reported in House (No.) Star Print |
| (rih) | Referral Instructions House | (ris) | Referral Instructions Senate |
| (rs) | Reported in Senate | (rsr) | Reported in Senate—Reprint |
| (rs_s) | Reported in Senate (No.) Star Print | (rth) | Referred to Committee House |
| (ris) | Referred to Committee Senate | (sas) | Additional Sponsors Senate |
| (sc) | Sponsor Change House | (s_p) | Star (No.) Print of an Amendment |

ENDNOTES:

¹ Users with SWAIS access will not be able to retrieve PDF files. Users with WAIS or Web access and the free Adobe Acrobat Reader software can view and print and typeset bill.

² The results of these sample searches are described as they will appear using SWAIS or the WAIS or Web client software customized for use with *GPO Access*. The searches can be performed with other WAIS client software, but the display of the results may vary.

³ When a filename, such as UNFUNDED.ASK appears in brackets at the beginning of a sample search, there is a saved search with that filename distributed with the *GPO Access* WinWAIS and MacWAIS client software. The saved searches are also available on the Federal Bulletin Board/FTP site via fedbbs.access.gpo.gov/win.ask or [mac.ask](http://fedbbs.access.gpo.gov/mac.ask).

1 OTHER BILATERAL ECONOMIC ASSISTANCE

2 ECONOMIC SUPPORT FUND

3 MIDDLE EAST FUND

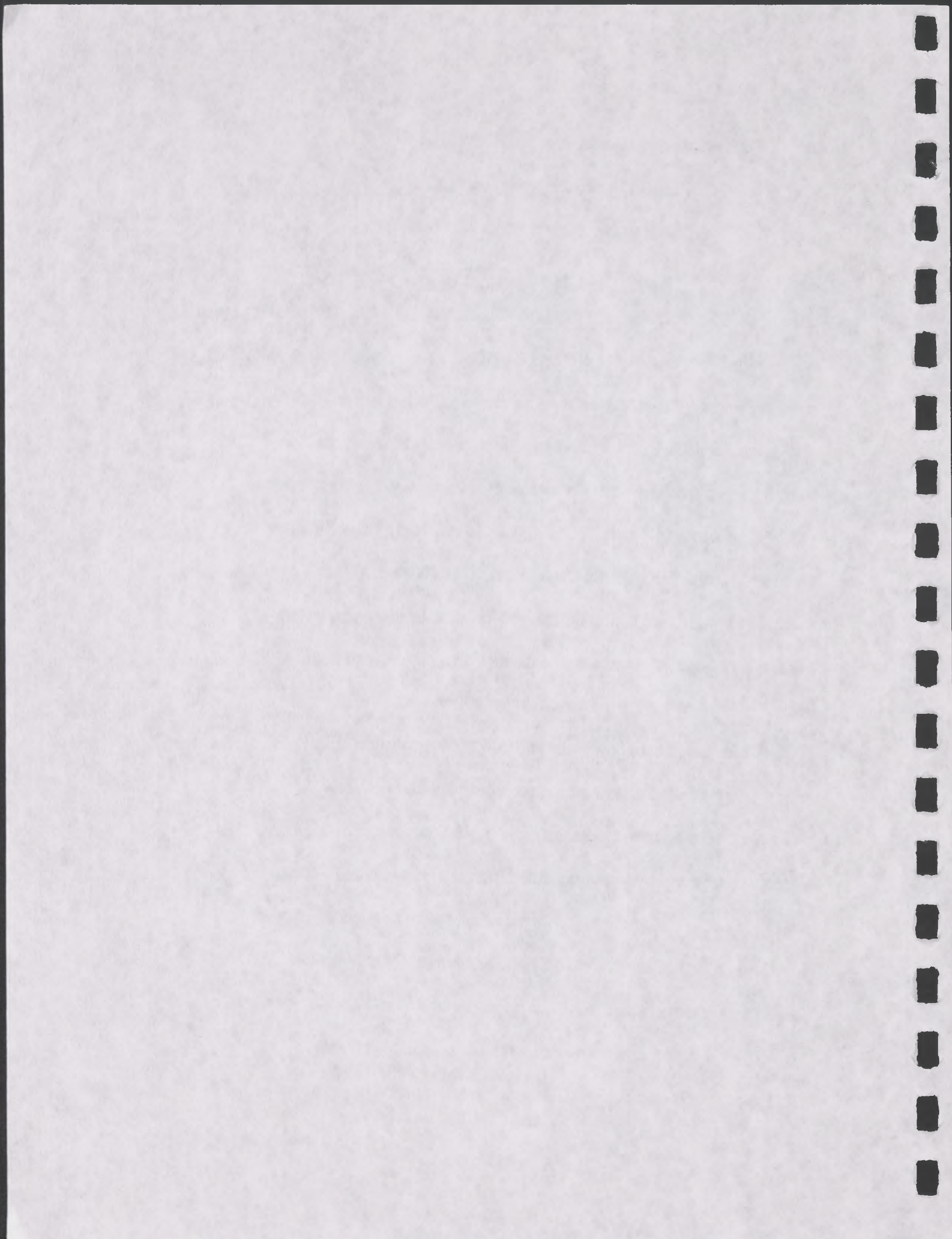
4 For necessary expenses to carry out the provisions
5 of chapter 4 of part II, ~~\$2,300,000,000~~ \$2,015,000,000,
6 to remain available until September 30, 1997: ~~Provided,~~
7 ~~That any funds appropriated under this heading that are~~
8 ~~made available for Israel shall be made available on a~~
9 ~~grant basis as a cash transfer and shall be disbursed with-~~
10 ~~in thirty days of enactment of this Act or by October 31,~~
11 ~~1995, whichever is later: Provided, That of the funds ap-~~
12 ~~propriated under this heading, not less than \$1,200,000,000~~
13 ~~shall be available only for Israel, which sum shall be avail-~~
14 ~~able on a grant basis as a cash transfer and shall be dis-~~
15 ~~bursed within thirty days of enactment of this Act or by~~
16 ~~October 31, 1995, whichever is later: Provided further, That~~
17 ~~not less than \$815,000,000 shall be available only for~~
18 ~~Egypt, which sum shall be provided on a grant basis, and~~
19 ~~of which sum cash transfer assistance may be provided,~~
20 ~~with the understanding that Egypt will undertake signifi-~~
21 ~~cant economic reforms which are additional to those which~~
22 ~~were undertaken in previous fiscal years, and of which not~~
23 ~~less than \$200,000,000 shall be provided as Commodity Im-~~
24 ~~port Program assistance: Provided further, That in exercis-~~
25 ~~ing the authority to provide cash transfer assistance for Is-~~
26 ~~rael and Egypt, the President shall ensure that the level~~

Other Bilateral Economic Assistance

< DELETED > economic support fund < /DELETED >

middle east fund

For necessary expenses to carry out the provisions of chapter 4 of part II, < DELETED > \$2,300,000,000 < /DELETED > \$2,015,000,000, to remain available until September 30, 1997 < DELETED > :-Provided, That any funds appropriated under this heading that are made available for Israel shall be made available on a grant basis as a cash transfer and shall be disbursed within thirty days of enactment of this Act or by October 31, 1995, whichever is later < /DELETED > : Provided, That of the funds appropriated under this heading, not less than \$1,200,000,000 shall be available only for Israel, which sum shall be available on a grant basis as a cash transfer and shall be disbursed within thirty days of enactment of this Act or by October 31, 1995, whichever is later: Provided further, That not less than \$815,000,000 shall be available only for Egypt, which sum shall be provided on a grant basis, and of which sum cash transfer assistance may be provided, with the understanding that Egypt will undertake significant economic reforms which are additional to those which were undertaken in previous fiscal years, and of which not less than \$200,000,000 shall be provided as Commodity Import Program assistance: Provided further, That in exercising the authority to provide cash transfer assistance for Israel and Egypt, the President shall ensure that the level of such assistance





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Helpful Hints For Searching Congressional Calendars Online Via GPO Access

Content and file format: The House and Senate Calendars are separate databases. The *Senate Calendar* database contains the current issue of the *Senate Calendar* for the 104th Congress (1995-1996). The *Senate Calendar* is published daily when the Senate is in session. It contains a listing of daily Senate activities only. The *House Calendar* is cumulative and contains a history of House and Senate bills and resolutions that have been reported or considered by either house. Every Monday issue of the *House Calendar* contains a Subject Index. (If Congress is not in session on a Monday, the Index will be printed either the Friday before or the next day the House is in session.) Documents are available as ASCII text and Adobe Acrobat Portable Document Format (PDF) files.¹ The *Senate Calendar* and *House Calendar* databases are updated each time the corresponding Calendar is published.

Identification Code: Each *Congressional Calendar* document online via GPO Access will display in the results list with an identification code followed by the initial words of the title. For example, H.Cal. (January 5) House Resolutions or S.Cal. (January 5) Senate Joint Resolutions. In these examples H.Cal stands for *House Calendar* and S.Cal. stands for *Senate Calendar*. The date (January 5) follows the calendar type and is followed by the truncated title of the document.

Maximum Responses: The default settings for SWAIS and for the WAIS and Web client software is to return a maximum of 40 responses to a query. To locate a larger number of documents, you will need to change the setting. In SWAIS type a lower case o at the *Source Selection* menu to change your options. In WinWAIS, select *Edit* and then *Preferences* from the pull-down menu. In MacWAIS, select *File* and then *Preferences* from the pull-down menu. On the GPO Access Web Searching Pages a box is provided in which you may change the number of documents returned.

Congressional Calendar Sample Searches:²

| | |
|-----------------|----------------------------|
| Bill/Resolution | (HR1225.ASK) |
| Query: | "H.R. 1225" |
| Query 2: | "H R 1225" |
| Result: | H. Cal. (date) Public Laws |
| | H. Cal. (date) House Bills |

This search demonstrates how to search by report number. The report number may be typed with or without the punctuation, however a report number must be entered with a space between H and Res, i.e. "H Res 1225", if no punctuation is used. Note: If the bill has become a law, it will also be listed as a public law.

Subject (LAW.ASK)³

Query: "law enforcement"
Result: S. Cal (date) General Orders
S. Cal (date) Entire Senate Calendar

The above search illustrates how to search by phrase in the *Senate Calendar*.

Bill by Popular Title (PRODUCT.ASK)

Query: "product liability"
Result: H.Cal. (date) Index of Short Titles
H.Cal. (date) House Bills

The above search demonstrates how to find the index of short titles in the *House Calendar* database. The index of short titles lists the popular name of an act and its bill number. This index can be very useful to users who do not know a bill number but know the popular name of a bill. *Note: The Index of Short Titles appears once a week.*

Bill in Conference (CONFER.ASK)

Query: "Bills in Conference"
Result: H.Cal. (Date) Bills in Conference
S. Cal. (Date) Bills in Conference

This search demonstrates how to determine which bills are in conference in both houses. In order to determine which bills are in conference for both houses, select both databases.

ENDNOTES:

1. Users with SWAIS access will be unable to retrieve PDF files. Users with WAIS or Web access and the free Adobe Acrobat Reader software can view reports as they appear in the printed version.
2. The results of these sample searches are described as they will appear using SWAIS, WAIS or Web client software customized for use with *GPO Access*. The searches can be performed with other WAIS client software, but the display of the results may vary.
3. When a file name, such as LAW.ASK appears in brackets at the beginning of a sample search, there is a saved search with that file name distributed with the *GPO Access* WinWAIS and MacWAIS software. The saved searches are available on the Federal Bulletin Board/FTP site from fedbbs.access.gpo.gov/win.ask or mac.ask.



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Helpful Hints For Searching the Congressional Directory Online Via GPO Access

Content and file format: The *Congressional Directory, 1995-1996* (Senate Publication 104-14, revised) is prepared by the Joint Committee on Printing (JCP). Documents are available as ASCII text and Adobe Acrobat Portable Document Format (PDF) files.¹ Graphics are omitted from the ASCII text version. The database is updated irregularly as changes are provided by the JCP.

Identification Code: Each document in the *Congressional Directory* database online via GPO Access displays an identification code followed by the initial words of the title. For example: Congressional Directory: Boards. In this example the source *Congressional Directory* is listed as the source and Boards is the title.

Maximum Responses: The default settings for SWAIS and for the WAIS and Web client software is to return a maximum of 40 responses to a query. To locate a larger number of documents, you will need to change the setting. In SWAIS type a lower case o at the *Source Selection* menu to change your options. In WinWAIS, select *Edit* and then *Preferences* from the pull-down menu. In MacWAIS, select *File* and then *Preferences* from the pull-down menu. On the GPO Access Web Searching Pages a box is provided in which you may change the number of documents returned.

Good sample searches for the *Congressional Directory* database are:²

Member (MEMBER.ASK)³

Query: "Bill Thomas" OR "William Thomas"
Result: Congressional Directory: Joint Committees of the Congress
Congressional Directory: Standing Committees of the House

This search shows how to search by member name. A member's name may not appear in the same manner throughout the directory. In this example, William Thomas appears in the Joint Committees of the Congress and Bill Thomas appears in the Standing Committees of the House. You can also search for senior staff members or senior agency officials. If you want to search by member and committee name see the search below.

Member and Committee (COMM.ASK)

Query: feinstein AND "foreign relations"
Result 2: Congressional Directory: Standing Committee
Congressional Directory: Assignments to Committee

This search results in two documents which list committees and members. The Standing Committee (of the house or senate) is an alphabetical listing of each committee and its members. The assignments to Committee is an alphabetical list by member (for either the House or the Senate), and the committees to which he or she belongs.

State (STATE.ASK)

Query: Florida

Result: Congressional Directory: Florida

Congressional Directory: Standing Committee

This search provides the entire entry for the state of Florida printed in the *Congressional Directory*. Full bibliographies of each senator and representative for each district are provided, as well as office listings.

District (DISTRICT.ASK)

Query: Florida AND "Congressional Districts"

Result: Congressional Directory: Florida—Congressional Districts, Counties and
Congressional Directory: United State Court of International Trade

A map of every state is provided in the directory. Each map provides Congressional Districts, County lines, shorelines etc.. Note: In the above search, the word "districts" must be plural. This particular search retrieves the map of Florida.

Agency (AGENCY.ASK)

Query: "Department of Defense"

Result: Congressional Directory: Department of Defense

This search provides results in the "Department of Defense" entry in the *Directory*. This entry includes the names of all the officials associated with the agency, their location and office telephone numbers.

ENDNOTES:

1. Users with SWAIS access will not be able to retrieve the PDF files. Users with WAIS or Web access and the free Adobe Acrobat Reader software can view and print the typeset copy.

2. The results of these sample searches are described as they will appear using SWAIS, WAIS or Web client software customized for use with *GPO Access*. The searches can be performed with other WAIS client software, but the display of the results may vary.

3. When a file name, such as MEMBER.ASK, appears in brackets at the beginning of a sample search, there is a saved search with that file name distributed with the *GPO Access* WinWAIS and MacWAIS client software. The saved searches are also available on the Federal Bulletin Board/FTP site at fedbbs.access.gpo.gov/win.ask or [mac.ask](http://fedbbs.access.gpo.gov/mac.ask).

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Helpful Hints For Searching Congressional Documents Online Via GPO Access

Content and file format: The Congressional Documents database contains selected House, Senate and Treaty Documents for the 104th Congress (1995-1996). Documents are available as ASCII text and Adobe Acrobat Portable Document Format (PDF) files.¹ Graphics, including scanned images of camera ready copy are omitted from the ASCII text version but are contained in the PDF files. When documents are printed entirely from camera copy, the text is not searchable. Approximately, 85% of Congressional Documents are produced from camera copy. Since this database contains only documents printed at the GPO, a "Catalog of Available Documents" is provided online which lists all documents currently available via GPO Access. Documents are listed by report number. The database will be updated irregularly as electronic versions become available.

Fields: The FIELD "reptype" can be used to limit your search to a particular type of document.

When searching via SWAIS (dial-in or telnet session) or a WAIS client, a field can be searched by typing the field name (reptype), followed by an equals sign (=), followed by the type of document (Senate, House or Treaty). All queries that do not specify a field search the entire database.

Identification Code: Each document in the Congressional Documents database online via GPO Access will be displayed in the results list with an identification code followed by the initial words of the title. For example: H.Doc 104-20 95th National Convention of the American Legion. In this example, H stands for House (S stands for Senate and T stands for Treaty) and Doc.104-20 is the document number.

Maximum Responses: The default settings for SWAIS and for the WAIS and Web client software is to return a maximum of 40 responses to a query. To locate a larger number of documents, you will need to change the setting. In SWAIS type a lower case o at the Source Selection menu to change your options. In WinWAIS, select Edit and then Preferences from the pull-down menu. In MacWAIS, select File and then Preferences from the pull-down menu. On the GPO Access Web Searching Pages a box is provided in which you may change the number of documents returned.

Good sample searches for the Congressional Documents database are: ²

Subject (DEFERRAL.ASK)³

| | |
|---------|--|
| Query: | (recissions OR deferrals) AND "September 1995" |
| Result: | H.Doc. 104-112 Cumulative Rpt. on Recissions and Referrals Aug. 1, 1995 |
| | H.Doc. 104-115 Cumulative Rpt. on Recissions and Referrals Sept. 1, 1995 |

This search demonstrates how to search by topic in the *Congressional Documents* database. This search retrieves Congressional documents mentioning the terms recissions or deferrals during the month of September 1995. It also demonstrates the use of multiple boolean operators (ADJ, AND or NOT) in a single query. Also, this search demonstrates the use of parenthesis. The WAIS server will process the information in parenthesis first.

Document Number (DOCNO.ASK)**Query:** "104-11"**Result:** T.Doc. 104-11 Exchange of Notes relating to tax convention
H.Doc. 104-11 Status of Iraq

This search illustrates how to search by document number. You may limit your search to a specific type of document by using the reptype field. For example, to search for a treaty document type the following: reptype= treaty AND sweden. The search below illustrates a fielded search.

Fielded Search (NUCLEAR.ASK)**Query:** retype=treaty AND "nuclear safety"**Result:** T.Doc. 104-6 Convention, Nuclear Safety
T.Doc. 104-14 Investment Treaty with Trinidad

This search demonstrates how to use a field as well as boolean operators in a single search.

Treaty Document and Corresponding Executive Report (JORDAN.ASK)**Query:** jordan**Result:** T. Doc. 104-3 Extradition Treaty with Jordan
E. Rpt. 104-2 Extradition Treaty with Jordan

The above search illustrates how to find a treaty document and the corresponding executive report. To search for a treaty document and its corresponding executive report, choose both the *Congressional Documents* and *Congressional Reports* databases and search by topic.

A Senate Treaty Document contains the text of a treaty as submitted to the Senate by the President of the United States for ratification. The corresponding Executive Report from the Committee on Foreign Relations provides the committee's recommendations on the treaty.

ENDNOTES:

1 Users with SWAIS access will not be able to retrieve the PDF files. Users with WAIS or Web access and the free Adobe Acrobat Reader software can view and print the typeset copy.

2 The results of these sample searches are described as they will appear using SWAIS, WAIS or Web client software customized for *GPO Access*. The searches can be performed with other WAIS client software, but the display of the results may vary.

3. When a file name, such as DEFERRAL.ASK, appears in brackets at the beginning of a sample search, there is a saved search with that file name available for use with the *GPO Access* WinWAIS and MacWAIS client software. The saved searches are available on The Federal Bulletin Board /FTP site at fedbbs.access.gpo.gov/win.ask or mac.ask.

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Helpful Hints For Searching The Congressional Record Online Via GPO Access

Content and file format: The *Congressional Record* is the official record of the proceedings and debates of the United States Congress. It is published daily when Congress is in session. The 1996 *Congressional Record* database is usually updated by 11 a.m., except when a late adjournment delays production of the daily issue. Each *Congressional Record* document is available as an ASCII text file and as an Adobe Acrobat Portable (PDF) file.¹

Fields: The fields in the *Congressional Record* database are:²

| | | | |
|---------------------|--------|------------------------------|------------|
| Issue Date: | date | Section Name: | section |
| Daily Digest Pages: | digest | House Pages: | house |
| Senate Pages: | senate | Extensions of Remarks Pages: | extensions |

When searching via SWAIS (dial-in or telnet session) or a WAIS client, a field can be searched by typing the field name, followed by an equals sign (=), followed by the term or terms that are sought. Numeric fields, such as the date field, can use the greater than (>) and less than (<) symbols to search a range of numbers. Similarly, when searching via the World Wide Web, you may type in the field name, followed by an equals sign (=), followed by the term(s) sought or link to the **ADVANCED** searching pages which contain established fields. All queries that do not specify a field search the entire database.

Identification Code: Each document in the *Congressional Record* databases online via GPO Access will display in the results list with an identification code followed by the initial words of the title. For example: cr28fe96H the Shadow over Crime in America. In this example, cr stands for *Congressional Record*, 28fe96 is the issue date, and H indicates that the document is from the House section. Other section identifiers are D for Daily Digest; E for Extensions of Remarks; and S for Senate. There are no section identifiers in the 1994 *Congressional Record* database.

Maximum Responses: The default settings for SWAIS and for the WAIS and Web client software is to return a maximum of 40 responses to a query. To locate a larger number of documents, you will need to change the setting. In SWAIS type a lower case o at the *Source Selection* menu to change your options. In WinWAIS, select *Edit* and then *Preferences* from the pull-down menu. In MacWAIS, select *File* and then *Preferences* from the pull-down menu. On the GPO Access Web Searching Pages a box is provided in which you may change the number of documents returned.

The sample searches on the following pages represent common *Congressional Record* searches.³

Senator By Name [SENATOR.ASK]⁴

Query: "Mrs Kassebaum" AND ("child pornography" OR "child abuse")
Result: cr01fe96S Unanimous-Consent Agreement

This search retrieves 1996 *Congressional Record* documents mentioning a senator by name and demonstrates the use of multiple boolean operators (ADJ, AND or NOT) in a single query. The list of documents in the search results does not differentiate if the senator spoke or was spoken about. To identify a senator when speaking, after retrieving a document, search for the senator's name in all capital letters. If viewing with the WinWAIS or MacWAIS client software, use the FIND command in the text viewer to search for the name (KASSEBAUM). If using SWAIS, use a slash followed by the name (/KASSEBAUM) to skip to the line containing the name. (NOTE: In the *Congressional Record*, a Senator is identified as Mr., Mrs. or Ms., not as Senator. The name will always appear all in capital letters and flush left when the Senator is speaking.)

Bill Number [HR497.ASK]

Query: "h.r. 497"
Query 2: "h r 497"
Result: cr05mr96H National Gambling Impact and Policy Commission Act

This search retrieves 1996 *Congressional Record* documents referencing the bill H.R. 497. The bill number may be typed with or without the punctuation; however, a bill number such as H.R. 497 must be entered with a space between H and R, i.e. "h r 497", if no punctuation is used. (NOTE: The results list presents the documents in relevance ranked order, not chronological order. Relevance is computed based on several factors, including the occurrence of the search terms in the document title, the frequency of the terms as a percentage of the total document size and conformance with the exact search phrasing.)

Date [VETO.ASK]

Query: "Land disposal" AND date=1/30/96
Result: cr30ja96H Land Disposal Program Flexibility Act of 1995
cr30ja96H Reports of Committees on Public Bills and Resolutions

This search retrieves 1996 *Congressional Record* documents mentioning "land disposal" published on a specific date. If a date is used by itself, the database will list all documents with that date, even if the documents vary in subject matter. The software also supports date ranging. The query "land disposal" AND date>1/30/96 will retrieve all documents mentioning "land disposal" published after January 30. The query "land disposal" AND date=1/30/96 TO 2/28/96 will retrieve all documents mentioning "land disposal" published between January 30 and February 28, 1996. [NOTE: There is no date field in the 1994 *Congressional Record* database. To retrieve a document published on February 6, 1994, add the phrase AND "record february 6" to the query.]

Section Name (GPO.ASK)

Query: section=senate AND "government printing office"
Query 2: senate="government printing office"
Result: cr23fe96S The University of New Mexico Opens An Online Gateway
cr05ja96S Executive and other Communications

This search demonstrates two ways to use a field to limit a search to a specific section of the *Congressional Record*. The first uses the section field to restrict the results of documents in the Senate pages (section=senate). The second uses the senate field and specifies the terms to appear within that field. These two search strings produce identical search results.

Daily Digest [DDIGEST.ASK]

Query: section=digest AND date=2/6/95
Result: cr06fe96D New Public Laws
cr06fe96D House of Representatives
cr06fe96D Daily Digest

This search retrieves the Daily Digest documents for a specific date. The Daily Digest provides a summary of chamber actions and other activities of the Congress. When both chambers are in session, the Daily Digest is presented in two parts, one for the House and one for the Senate. The Senate part is entitled Daily Digest. The House part is entitled House of Representatives. Additional information, including front matter and meeting schedules, will appear as separate documents.

Rollcall Vote [ROLLCALL.ASK]

Query: "rollcall vote no" AND "balanced budget" AND date=1/2/96 TO 2/28/96
Result: cr07fe96H Agricultural Market Transition Act
cr07fe96S Agricultural Market Transition Act

This search retrieves *Congressional Record* documents from February 1996 that include a rollcall vote and mention the phrase "balanced budget." If a specific rollcall vote number is known, you can search for it with the phrase "rollcall vote no 7," omitting the subject and date.

Lobby List [LOBBYLST.ASK]

Query: "lobby list" AND date<3/1/96
Result: l129fe96H [Lobby List: Late Reports, 3d Qtr 1995]
l129fe96H [Lobby List: Registrations, 4th Qtr 1995]
l129fe96H [Lobby List: Reports, 4th Qtr 1995]

This search retrieves the Lobby List documents published prior to March 1, 1996. The list identifies individuals and organizations who lobby the Congress and the clientele that they represent. It is based on disclosure forms filed with the Clerk of the House and Secretary of the Senate and is published in the *Congressional Record* quarterly, usually in February, May, August and November. The three sections are the Registrations, Quarterly Reports for the most recent quarter and the Quarterly Reports from the prior quarter that were received too late for inclusion in the earlier Lobby List.

Phrases [UNION.ASK]

Query: "state of the union" AND date=1/24/96
Query 2: "state union address" AND date=1/24/96
Result: cr22ja96S Message from the House
cr22ja96H State of the Union

This search demonstrates the retrieval of documents that include the phrase "state of the union address" and the date January 22, 1996. The stop words *of* and *the* may be omitted from the phrase "state of the union address" without affecting the search results.
Congressional Record Citation (Page Number and Date)

The sample search provided below demonstrates searching the *1996 Congressional Record* database with a page number.

Senate Page Number [H757.ASK]

Query: "page H757 "

Result: cr23ja96H Announcement By the Speaker Pro Tempore
cr23ja96H Report of Committee to Notify the President
cr23ja96H Constructed Water Conveyances Reform Act of 1995
cr23ja96H Awarding Congressional Gold Medal To Ruth

The above search retrieves the *Congressional Record* documents with the citation **H757 (January 23, 1996)**. Page numbers appear in the document header in the format [Page H757-H759] and in the text in the format [[Page H757]]. Individual page numbers are placed between the last word from the previous page and the first word from the specified page, even if that places the page number in the middle of a sentence. Page numbers do not appear in the *1994 Congressional Record* database.

ENDNOTES:

1. Users with SWAIS access will not be able to retrieve the PDF files. Users with WAIS or Web access and the free Adobe Acrobat Reader software can view and print the typeset copy. (PDF files are not available for the 1994 *Congressional Record*.)
2. There are no fields in the 1994 *Congressional Record* database online via *GPO Access*.
3. The results of these sample searches are described as they will appear using SWAIS or the WAIS or Web client software customized for use with *GPO Access*. The searches can be performed with other WAIS client software, but the display of the results may vary.
4. When a file name, such as SENATOR.ASK, appears in brackets at the beginning of a sample search, there is a saved search with that file name distributed with the *GPO Access* WinWAIS and MacWAIS client software. The saved searches are also available on The Federal Bulletin Board /FTP site via fedbbs.access.gpo.gov/win.ask or mac.ask.



United States
of America

Congressional Record

PROCEEDINGS AND DEBATES OF THE 104th CONGRESS, SECOND SESSION

Vol. 142

WASHINGTON, THURSDAY, FEBRUARY 1, 1996

No. 14

Senate

The Senate met at 10:30 a.m. and was called to order by the President pro tempore [Mr. THURMOND].

PRAYER

The Chaplain, Dr. Lloyd John Ogilvie, offered the following prayer:

Dear God, our Father, we thank You for the blessings You release when Your people pray. The President and Vice President and their families, the Justices of the Supreme Court, the Members of the House of Representatives, and the men and women of this Senate, along with those of us who are privileged to work with them, are recipients of the impact of the prayers of intercession prayed by millions of Americans around the clock. Help us to remember that You are seeking to answer these prayers as we receive Your wisdom and guidance. May we never feel alone or only dependent on our own strength. Your mighty power is impinging on us here as a result of people's prayers. An unlimited supply of supernatural strength, wisdom, and vision from You is ready to be released.

Also, remind us that our ability to receive is dependent on our willingness to pray for each other here as we work together in the Senate. We recommit ourselves to be channels of prayer power not only to our friends and those with whom we agree, but also for those with whom we disagree, those we consider our political adversaries, and especially those who test our patience, or those we need to forgive. So, lift our life together from a battle zone of combative words to a caring community of leaders who pray for and communicate esteem for one another. Thank You for giving us unity in spirit as we deal with diversity of ideas. In our Lord's name. Amen.

RECOGNITION OF THE ACTING MAJORITY LEADER

The PRESIDENT pro tempore. The able acting majority leader, Senator LOTT, is recognized.

Mr. LOTT. I thank the Chair.

THANKING THE SENATE CHAPLAIN

Mr. LOTT. Mr. President, we thank our Chaplain for his assistance and his daily prayers and for his efforts this very morning with the Congressional Prayer Breakfast. We assure him of our prayers for him and his loved ones. We know it is a difficult circumstance he is dealing with at this time.

SCHEDULE

Mr. LOTT. Mr. President, today, the Senate will resume consideration of S. 1541, the farm bill. Under the previous order, all Senators should be aware that there will be two cloture votes today beginning at 1:30 p.m. Additional rollcall votes can be expected in order to complete action on the farm bill today.

Also as a reminder, Senators have until 12 noon today to file first-degree amendments to the pending substitute and until 1 p.m. to file second-degree amendments.

Today, there will be a joint meeting of Congress at 11:45 a.m. to hear an address by the President of France, President Chirac. Members should be in the Chamber at 11:25 in order to proceed to the House of Representatives for the address.

Mr. President, I would like to also this morning make some brief remarks with regard to the need for truth in packaging on welfare reform. I observe the Senator from Indiana, the chairman of the Agriculture Committee is here. There may be a need for the others that are involved in the agriculture bill to come to the floor. So, if the Sen-

ator will indulge me just a couple minutes, I would like to talk with regard to what is happening with welfare reform.

WELFARE REFORM

Mr. LOTT. Mr. President, someday, perhaps a year from now, we will finally achieve genuine welfare reform to change welfare from the way we have known it, but it will not happen today. Indeed, it may not happen this year, not while President Clinton continues to brandish his veto pen against all efforts to clean up the welfare mess, to encourage work, and to help people who need assistance to get off welfare and get a job.

His first veto of welfare reform received little notice because it was part of our larger Balanced Budget Act. That legislation was long and complicated, touching upon many different programs. So the President was able to block welfare reform in the process of opposing other provisions in the bill.

His second veto of welfare reform likewise received scant attention because much of the country was distracted by the blizzard of 1996. It was vetoed late at night, and there was not much press coverage because most of official Washington was not paying attention. They were still concentrating on the overall budget agreement.

Now the President has promised a third veto of welfare reform, and he has done so in a way that blatantly violates his previous pledges on this issue. In an interview that appeared in yesterday's, that is Wednesday's, Washington Post, the President made clear that his earlier endorsement of the welfare reform bill that passed the Senate last fall is no longer operative.

The bill that passed the Senate was H.R. 4, which this body approved on September 19, 1995, by a strongly bipartisan vote of 87 to 12. It sailed through

• This "bullet" symbol identifies statements or insertions which are not spoken by a Member of the Senate on the floor.



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[Congressional Record: February 1, 1996 (Senate)]

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From the Congressional Record Online via GPO Access [wais.access.gpo.gov]

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Also, remind us that our ability to receive is dependent on our willingness to pray for each other here as we work together in the Senate. We recommit ourselves to be channels of prayer power not only to our friends and those with whom we agree, but also for those with whom we disagree, those we consider our political adversaries, and especially those who test our patience, or those we need to forgive.

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Helpful Hints for Searching the Congressional Record Index & History of Bills Online via GPO Access

Content and file format: The *Congressional Record Index* is a publication of the Joint Committee on Printing, Congress of the United States. It is published biweekly when Congress is in session and indexes the daily issues of the *Congressional Record*. Each *Index* entry refers to a *Congressional Record* page number and the date of the daily issue in the format S1234 [19JA]. Each issue of the *Index* has two parts: the *Index* proper which lists individuals, organizations and other topics mentioned in the *Congressional Record*, and the *History of Bills*, which lists legislative actions reported in the *Congressional Record*. The two parts are available online as separate databases. Both the 1996 *Congressional Record Index* and *History of Bills* databases are usually updated the day after publication of the *Congressional Record*.

Identification Code: Each document in the CRI database online via *GPO Access* will display in the results list with an identification code followed by the initial words of the title. For example: cri 96 NUCLEAR WEAPONS related term(s) International Atomic Energy Agency. In this example, cri stands for *Congressional Record Index* and 96 is the year of publication.

Maximum Responses: The default settings for SWAIS and for the WAIS and Web client software is to return a maximum of 40 responses to a query. To locate a larger number of documents, you will need to change the setting. In SWAIS type a lower case o at the *Source Selection* menu to change your options. In WinWAIS, select *Edit* and then *Preferences* from the pull-down menu. In MacWAIS, select *File* and then *Preferences* from the pull-down menu. On the *GPO Access* Web Searching Pages a box is provided in which you may change the number of documents returned.

Good sample searches for the *Congressional Record Index* databases are: 1

Senator By Name [DOLE.ASK]²

Query: dole ADJ bob OR dole ADJ robert
Query 2: "dole bob" OR "dole robert"
Result: cri96 DOLE, BOB [a Senator from Kansas]

This search demonstrates the correct phrasing for retrieving a *Congressional Record Index* document using a Senator's name. Both Bob and Robert should be used if the preferred form of Senator Dole's first name is not known. A phrase may be entered surrounded by quotation marks (" ") or with each searchable word separated by the ADJ operator. [NOTE: The *Index* entry arranges the name with the last name first, so a search for "bob dole" will retrieve no results.]

The President and Other Prominent Individuals by Title [PRESIDENT.ASK]; [SPEAKER.ASK]

Query: president AND clinton
Result: cri93 PRESIDENT OF THE UNITED STATES (Bill Clinton)
cri94 PRESIDENT OF THE UNITED STATES (Bill Clinton)

This search demonstrates the correct phrasing for retrieving *Congressional Record Index* documents about Bill Clinton in the 1993 and 1994 *Congressional Record Index*. Unlike other personal name entries, the President and Vice president are listed by title, with the names appearing parenthetically, so a search for clinton ADJ (william OR bill) would not retrieve these entries. Former Presidents can be retrieved by name, so "reagan ronald" will retrieve the entries for REAGAN, RONALD (40th President of the United States). However, a search for "christopher warren" will retrieve a cross reference to SECRETARY OF STATE (Warren M. Christopher).

Query 2: gingrich AND "speaker of the house"
Query 3: gingrich AND "speaker house"
Result: cri95 GINGRICH, NEWT (a Congressman from Georgia)
cri95 SPEAKER OF THE HOUSE

If an individual has a title, and you are uncertain how it is treated in the *Index*, it is best to search for both the name and the title. For example, the search gingrich AND "speaker of the house" in the 1995 *Index* will retrieve the entries for GINGRICH, NEWT (a Congressman from Georgia) and SPEAKER OF THE HOUSE. The stop words of and the may be omitted from the phrase "speaker of the house" without affecting the search results. [NOTE: The complete list of stop words is published in the *User Guide for Database Online via GPO Access*.]

Subject [CHINA.ASK]

Query: "human rights" AND China
Query 2: human ADJ rights AND China
Result: cri92 HUMAN RIGHTS related term(s) Civil Liberties; Civil Rights;
cri93 HUMAN RIGHTS related term(s) Civil Liberties; Civil Rights;
cri94 HUMAN RIGHTS related term(s) Civil Liberties; Civil Rights;
cri95 HUMAN RIGHTS related term(s) Civil Liberties; Civil Rights;
cri96 HUMAN RIGHTS related term(s) Civil Liberties; Civil Rights;

This search demonstrates the use of boolean operators (AND, OR, NOT, ADJ) in a query. This query retrieves documents that include the phrase "human rights" (human ADJ rights) AND the word China. This search also demonstrates the value of the relevance ranking feature. Since the search requested information from five separate databases (1992- 1996), the results from each database are sorted and reported together in a single ranked list. Relevance is computed based on several factors, including the occurrence of the search terms in the document title, the frequency of the terms as a percentage of the total document size and conformance with the exact search phrasing.

Executive Communications [EXECOMM.ASK]

Query: "executive communications"
Result: cri96 EXECUTIVE COMMUNICATIONS

This search demonstrates the correct phrasing for retrieving the *Congressional Record Index* document listing all Executive Communications to the Congress. Each transmittal is listed by the issuing agency and includes the report title or description, followed by the *Congressional Record* page number, executive communication number and date in the format H1223 (EC2010) [1FE].

HISTORY OF BILLS

Content and file format: The *Congressional Bills* databases contain only the text of the published bills. Additional useful information that does not appear in the text of the bill itself may be found in the *History of Bills* databases. The *History of Bills* is part of the *Congressional Record Index*. As such it covers only actions on a bill that are reported in the *Congressional Record*. The databases are cumulative from the beginning of each session. The 1996 *History of Bills* is usually updated the day after publication of the *Congressional Record*. A typical entry includes the bill number, title, summary, sponsors and co-sponsors, and a chronological list of actions on the bill, each referencing the CR page number and date when the action is reported.

Identification Code: Each entry will display in the results list with an identification code followed by the bill number and the initial words of the title. For example: hob96 H.R. 449—A bill to amend the Public Health Service Act with respect... In this example, hob stands for History of Bills, 96 is the year of publication, and H.R. 449 is the bill number.

Good sample searches for the *History of Bills* database are:

Subject and Sponsor [SOLOMON.ASK]

Query: "anti-drug abuse" AND solomon
Result: hob96 H.R. 141 —A bill to amend the Anti-Drug Abuse Act of 1988

This search retrieves the 1996 *History of Bills* entry for the anti-drug abuse bill introduced by Mr. Solomon. It summarizes the purpose of the bill and identifies additional sponsors and cosponsors. It also reports actions taken on the bill as reported in the *Congressional Record*. All references are to the *Congressional Record* page number and date when the action was reported.

Bill Number [HR3600.ASK]

Query: "H.R. 449"
Query 2: "h r 449"
Result: hob96 H.R. 449—A bill to amend the Public Health Service Act....

This search retrieves the 1996 *History of Bills* entries for H.R. 449. The bill number may be typed with or without punctuation, but a query without punctuation must include a space between h & r.

House Report Number [HREPT.ASK]

Query: "h. rept. 104-127"
Query 2: "h rept 104 127"
Result: hob95 H.R. 1062—A bill to enhance competition in the financial services.

This search retrieves the 1995 *History of Bills* entry for the "financial services bill" introduced by Mr. Leach and reported out of committee as House Report 104-127. The report number may be typed with or without the punctuation. [NOTE: The abbreviation for House Report in this database is H. Rept.]

Public Law Number [103-191.ASK]

Query: "public law 103-191"
Result: hob94 S. 1716—A bill to amend the Thomas Jefferson Commemoration
hob94 PUBLIC LAWS FOR THE 1ST SESSION OF THE 103RD

This search retrieves the 1994 *History of Bills* entries for Public Law 103-191. The results include the entry for S. 1716, the bill that became Public Law 103-191, and the list of Public Laws for the 1st Session of the 103rd Congress. Since the bill was signed into law during the recess between the 1st and 2nd Sessions, it was reported in the *Congressional Record* at the beginning of the 2nd Session and therefore appears in the 1994 *History of Bills* database. Not every public law is reported by number in the *Congressional Record*, so a separate listing of all public laws is added to the database as a finding aid. [NOTE: The phrase Public Law is not abbreviated in this database.]

ENDNOTES:

1. The results of these sample searches are described as they will appear using SWAIS, WAIS or the Web client software customized for use with *GPO Access*. The searches can be performed with other WAIS client software, but the display of the results may vary.
2. When a file name, such as DOLE.ASK, appears in brackets at the beginning of a sample search, there is a saved search with that file name distributed with the *GPO Access* WinWAIS and MacWAIS client software. The saved searches are also available on The Federal Bulletin Board/FTP at fedbbs.access.gpo.gov/win.ask or [mac.ask](http://fedbbs.access.gpo.gov/mac.ask).



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Helpful Hints For Searching Congressional Reports Online Via GPO Access

Content and file format: The *Congressional Reports* database contains all House, Senate and Executive Reports for the 104th Congress (1995-1996). Reports are available as ASCII text and Adobe Acrobat Portable Document Format (PDF) files.¹ Graphics, including scanned images of camera ready copy are omitted from the ASCII text version but are contained in the PDF files. When reports are printed entirely from camera copy, the text is not searchable, except for words on the cover page. Approximately, 15% of the *Congressional Reports* are produced from camera copy. A "Catalog of Available Reports" is provided online which lists all reports currently available via GPO Access by number. This database is updated irregularly as electronic versions become available.

Fields: The FIELD "reptype" can be used to limit your search to a particular type of report.

When searching via SWAIS (dial-in or telnet session) or a WAIS client, a field can be searched by typing the field name (reptype), followed by an equals sign (=), followed by the type of report (Executive, House or Senate). For example, `reptype=senate AND terrorism` will retrieve only Senate reports dealing with terrorism. All queries that do not specify a field search the entire database.

Identification Code: Each report in the *Congressional Reports* database online via GPO Access will display in the results list with an identification code followed by the initial words of the title. For example: S.Rpt. 104-23 Telecommunications Competition and Deregulation Act of 1995. In this example, S stands for Senate (H stands for House and E stands for Executive) and Rpt.104-23 is the report number.

Maximum Responses: The default settings for SWAIS and for the WAIS and Web client software is to return a maximum of 40 responses to a query. To locate a larger number of documents, you will need to change the setting. In SWAIS type a lower case o at the *Source Selection* menu to change your options. In WinWAIS, select *Edit* and then *Preferences* from the pull-down menu. In MacWAIS, select *File* and then *Preferences* from the pull-down menu. On the GPO Access Web Searching Pages a box is provided in which you may change the number of documents returned.

Good sample searches for the *Congressional Reports* database follows:²

Bill Number (ALASKA.ASK)³

Query: "H.R. 402"

Query 2: "H R 402"

Result: HRept. 104-73 Alaska Native Claims Settlement Act Amendments

This search demonstrates the correct phrasing to retrieve a *Congressional Report* by bill number. The bill number may be typed with or without the punctuation; however, a bill number such as H.R. 402 must be entered with a space between H and R , i.e. "h r 402", if no punctuation is used.

Report Number (RPTNO.ASK)

Query: "104-23"

Query 2: 104 ADJ 23

Result: S. Rpt. 104-23 Telecommunications Competition and Deregulation Act of
H. Rpt. 104-23 Effective Death Penalty Act of 1995

This search demonstrates how to search by report number. You may limit your search to a specific type of report by using the reptype field. The search below illustrates a fielded search.

Fielded Search for Executive Reports (EXEC.ASK)

Query: reptype=executive AND Sweden

Result: E.Rpt. 104-4 Income Tax Convention with Sweden

E.Rpt. 104-9 Revised Protocol Amending the Tax Convention with Canada

This search illustrates how to limit your search results to executive reports. Senate Committees issue Executive Reports to provide their recommendations on a treaty submitted by the President for ratification by the Senate or nominations submitted by the President for confirmation by the Senate.

Executive Report and Corresponding Treaty Document (JORDAN.ASK)

Query: jordan

Result: E. Rpt. 104-2 Extradition Treaty with Jordan

T.Doc. 104-3 Extradition Treaty with Jordan

The above search illustrates how to find an executive report and the corresponding treaty document. To search for a treaty document and its corresponding executive report, choose both the *Congressional Documents* and *Congressional Reports* databases and search by topic.

A Senate Treaty Document contains the text of a treaty as submitted to the Senate by the President of the United States for ratification. The corresponding Executive Report from the Committee on Foreign Relations provides the committee's recommendations on the treaty.

Subject (ABUSE.ASK)

Query: "child pornography" OR "child abuse"

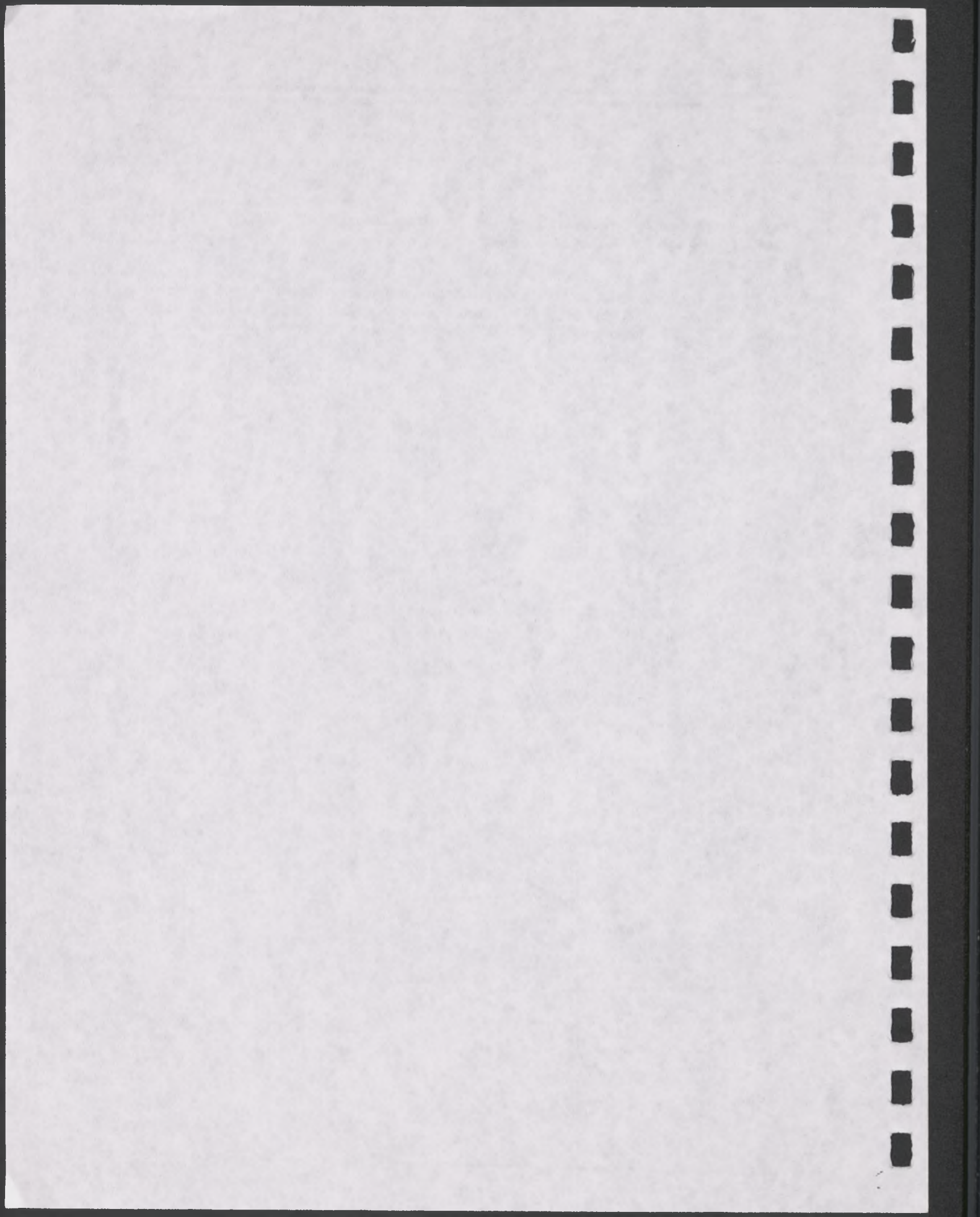
Query 2: child ADJ pornography OR child ADJ abuse

Result: H.Rpt. 104-90 Sexual Crimes Against Children Prevention Act of 1995

This query retrieves *Congressional Reports* which mention child pornography or child abuse. It is advisable that you make your search as specific as possible to avoid retrieving a large number of extraneous documents.

ENDNOTES:

1. Users with SWAIS access will not be able to retrieve the PDF files. Users with WAIS and Web access and the free Adobe Acrobat Reader software can view and print the typeset copy.
2. The results of these sample searches are described as they will appear using SWAIS, WAIS or Web client software customized for use with *GPO Access*. The searches can be performed with other WAIS client software, but the display of the results may vary.
3. When a file name, such as ALASKA.ASK, appears in brackets at the beginning of a sample search, there is a saved search with that file name available for use with the GPO Access WinWAIS and MacWAIS client software. The saved searches are available on the Federal Bulletin Board/FTP site at fedbbs.access.gpo.gov/win.ask or [mac.ask](http://fedbbs.access.gpo.gov/mac.ask).



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Helpful Hints For Searching Economic Indicators Online Via GPO Access

Content and file format: The Economic Indicators database contains the Economic Indicators from April 1995 forward. The *Economic Indicators* are prepared for the Joint Economic Committee by the Council of Economic Advisors and is published monthly. Documents are available as ASCII text and Adobe Acrobat Portable Document Format (PDF) files.¹ Charts and graphs are omitted from the ASCII text version. The database is updated monthly.

Identification Code: Each document in the *Economic Indicators* database online via GPO Access will be displayed in the results list with an identification code followed by the initial words of the title. For example, in the identification code, "Econ. Ind. (April p. 2) PRODUCER PRICES", Econ.Ind. stands for the source and (April p.2), represents the issue and page number.

Maximum Responses: The default settings for SWAIS and for the WAIS and Web client software is to return a maximum of 40 responses to a query. To locate a larger number of documents, you will need to change the setting. In SWAIS type a lower case o at the *Source Selection* menu to change your options. In WinWAIS, select *Edit* and then *Preferences* from the pull-down menu. In MacWAIS, select *File* and then *Preferences* from the pull-down menu. On the GPO Access Web Searching Pages a box is provided in which you may change the number of documents returned.

Good sample searches for the *Economic Indicators* database are:²

Subject (FINANCE~~ASK~~)³

| | |
|-----------------|---|
| Query: | "federal finance" |
| Query 2: | federal ADJ finance |
| Result: | Econ. Ind.(April p. 32) Federal Finance |
| | Econ. Ind.(May p. 32) Federal Finance |

This search retrieves tables under the topic of Federal Finance. If you are unsure of the exact table title, you can search by subject. All phrases should be placed in quotes, or the boolean operator ADJ (adjacent) should be placed in between all words in a phrase. The above search illustrates both searching options.

Table Title (TABLE.ASK)

Query: "gross domestic product" OR GDP
Query 2: gross ADJ domestic ADJ product
Result: Econ. Ind.(April p. 2) GROSS DOMESTIC PRODUCT IN 1987 DOLLARS

This search retrieves tables with titles specifically containing the words Gross Domestic Product. When looking at the ASCII text version of a table, set the font to a non-proportional font, such as courier so that the columns will align properly. You can change your font while in the text editor of the *GPO Access* client software.

Contents (INDICATOR.ASK)

Query: contents
Result: Econ. Ind.(August p. 38) Contents
Econ. Ind.(June p. 38) Contents

This search retrieves the table of contents for every issue of *Economic Indicators* for the year. You cannot search by month for one specific table of contents.

ENDNOTES:

1. Users with SWAIS access will not be able to retrieve the PDF files. Users with WAIS or Web access and the free Adobe Acrobat Reader Software can view and print typeset copies.
2. The results of these sample searches are described as they will appear using SWAIS, WAIS or Web client software customized for use with *GPO Access*. The searches can be performed with other WAIS client software, but the display of the results may vary.
3. When a file name, such as FINANCE.ASK, appears in brackets at the beginning of a sample search, there is a saved search with that file name distributed with the *GPO Access* WinWAIS and MacWAIS client software. The saved searches are also available on the Federal Bulletin Board/FTP site at fedbbs.access.gpo.gov/win.ask or [mac.ask](http://fedbbs.access.gpo.gov/mac.ask).



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Modem: 202-512-1661

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Email: gpoaccess@gpo.gov

Helpful Hints For Searching The Economic Report Of The President Online Via GPO Access

Content and file format: The Economic Report of the President includes; 1) current and foreseeable trends and annual numerical goals concerning topics such as employment, production, real income and Federal budget outlays; 2) employment objectives for significant groups of the labor force; 3) annual numeric goals; and 4) a program for carrying out program objectives. This report is transmitted to Congress no later than ten days after the submission of the budget. Supplementary reports can be issued to the Congress which contain additional and/or revised recommendations. Documents are available as ASCII text and as Adobe Acrobat Portable Document Format (PDF) files.¹ This database will not be updated.

Identification Code: Each record from the *Economic Report of the President* database online via GPO Access will display in the results list with the database code, followed by the initial words of the title. For example: `erp_p1 Contents`. In this example, `erp_p1` stands for the *Economic Report of the President* preliminary pages and contents is the title of the document.

Maximum Responses: The default settings for SWAIS and for the WAIS and Web client software is to return a maximum of 40 responses to a query. To locate a larger number of documents, you will need to change the setting. In SWAIS type a lower case `o` at the *Source Selection* menu to change your options. In WinWAIS, select *Edit* and then *Preferences* from the pull-down menu. In MacWAIS, select *File* and then *Preferences* from the pull-down menu. On the GPO Access Web Searching Pages a box is provided in which you may change the number of documents returned.

Sample searches for the *Economic Report of the President* database are:²

Contents: (ERPCONT.ASK)

| | |
|---------|-------------------------|
| Query: | contents |
| Result: | erp_p1_ Economic Report |
| | erp_p5_ CONTENTS |

This search demonstrates how to search for the Table of Contents in order to locate different chapters within the *Economic Report of the President*

Subject: (RATE.ASK)

| | |
|----------|---|
| Query: | "unemployment rate" |
| Query 2: | unemployment ADJ rate |
| Result: | erp_c2_ CHAPTER 2 |
| | erp_b105 Table B-105.— Civilian unemployment rate, and hourly.. |

This search demonstrates how to search for a subject in the *Economic Report of the President*. Quotation marks around a phrase act as the Boolean operator ADJ. Either quotation marks or ADJ will produce the same result.

Table: (TABLE.ASK)

Query: "u.s. exports" AND table

Result: erp_b101 Table B-101.— U.S. merchandise exports and imports by area,
erp_b100 Table B-100.—U.S. merchandise exports and imports by principle

This search demonstrates how to search for a table concerning a certain subject. This search will retrieve all tables that reference U.S. exports.

Chart (CHART.ASK)

Query: inflation AND chart

Result: erp_c2_CHAPTER 2
erp_c3_CHAPTER 3

This search demonstrates how to search for a chart concerning a certain subject. Charts are not listed as separate documents within the database, but are imbedded within chapters. Therefore, once you view the chapter, you can search for the word "chart" in order to locate it.

ENDNOTES:

1. Users with SWAIS access will not be able to retrieve the PDF files. Users with WAIS or Web access and the free Adobe Acrobat Reader software can view and print the typeset files.
2. The results of these sample searches are described as they will appear using SWAIS, WAIS or Web client software customized for use with *GPO Access*. The searches can be performed with other WAIS client software, but the display of the results may vary.
3. When a file name, such as CHART.ASK, appears in brackets at the beginning of a sample search, there is a saved search with that file name distributed with the *GPO Access* WinWAIS and MacWAIS client software. The saved searches are also available on the Federal Bulletin Board/FTP site at fedbbs.access.gpo.gov/win.ask or [mac.ask](http://fedbbs.access.gpo.gov/mac.ask).



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Helpful Hints For Searching The Federal Register Online Via GPO Access

Content and file format: The Federal Register is published by the Office of the Federal Register (OFR), U.S. National Archives and Records Administration (NARA). It is the official publication for Presidential Documents and Executive Orders, as well as Notices, Rules and Proposed Rules from Federal agencies and organizations. The *Federal Register* is published Monday through Friday, except Federal holidays. The 1996 *Federal Register* database is updated daily by 6 a.m.. *Federal Register* documents are available as ASCII text and Adobe Acrobat Portable Document Format (PDF) files.¹ The Unified Agenda is maintained as a separate database. Information on the *Unified Agenda* database is at the end of this document.

Fields: Fields in the *Federal Register* databases online via GPO Access are:²

| | | | |
|------------------------|----------|-------------------------|--------------|
| Issue Date: | date | Sunshine Act Meetings: | sunshine |
| Section Name: | section | Presidential Documents: | presidential |
| Rules and Regulations: | rules | Contents: | contents |
| Proposed Rules: | proposed | Reader Aids: | reader |
| Notices: | notices | Corrections: | corrections |

When searching via SWAIS (dial-in or telnet session) or a WAIS client, a field can be searched by typing the field name, followed by an equals sign (=), followed by the term or terms that are sought. Numeric fields, such as the date field, can use the greater than (>) and less than (<) symbols to search a range of numbers. Similarly, when searching via the World Wide Web, you may type in the field name, followed by an equals sign (=), followed by the term(s) sought or link to the **ADVANCED** searching pages which contain established fields. All queries that do not specify a field search the entire database.

Identification Codes: Each document in the *Federal Register* databases online via GPO Access will be displayed in the results list with an identification code followed by the initial words of the title. For example: *fr17ja96R*. In this example, *fr* stands for *Federal Register*, *17ja96* is the issue date, and *R* indicates that the document is from the Rules and Regulations section. Other section identifiers are *A* for Reader Aids; *C* for Contents; *E* for Presidential Documents; *P* for Proposed Rules; *N* for Notices; *S* for Sunshine Act Meetings; and *X* for Corrections.³

Maximum Responses: The default settings for SWAIS and for the WAIS and Web client software is to return a maximum of 40 responses to a query. To locate a larger number of documents, you will need to change the setting. In SWAIS type a lower case *o* at the *Source Selection* menu to change your options. In WinWAIS, select *Edit* and then *Preferences* from the pull-down menu. In MacWAIS, select *File* and then *Preferences* from the pull-down menu. On the GPO Access Web Searching Pages a box is provided in which you may change the number of documents returned.

Good sample searches for the *Federal Register* databases online via GPO Access are:⁴

Table of Contents by Date [CONTENTS.ASK]⁵

Query: section=contents AND date=1/1/96
Result: fr02ja96C CONTENTS

This search retrieves the *Federal Register* Table of Contents for a specific date. The date can be changed as needed. This query will retrieve documents from the contents section that were published in the *Register* for January 2, 1996. If a date is used by itself, the database will list all documents with that date, regardless of subject matter.

Agency Name [ENVIRMNT.ASK]

Query: "environmental protection agency" AND superfund
Query 2: environmental ADJ protection ADJ agency AND superfund
Result: fr29ja96N Notice of Proposed Administrative Settlement Pursuant to Section
fr31ja96P National Oil and Hazardous Substances Pollution Contingency Plan

This search retrieves documents based on the name of the issuing agency. Usually the agency name should be modified by a date or a subject to make the search more specific.

Subject [LEAD.ASK]

Query: "lead paint"
Query 2: lead ADJ paint
Result: fr09fe96N Federal Property Suitable for Facilities to Assist the Homeless
fr16fe95N Dialog group on Identification of Lead-Based Paint Hazards

This search demonstrates the functioning of the ADJ operator (or use of a phrase in quotation marks) and the value of the relevance ranking feature. Although the search specified the phrase "lead paint" (lead ADJ paint), the results include the documents with the term lead-based paint as well. The ADJ operator retrieves not only document where words are immediately adjacent, but also those where the words are separated by up to 20 characters. Relevance is computed based on several factors, including the occurrence of the search terms in the document title, the frequency of the terms as a percentage of the total document size and conformance with the exact search phrasing. In the sample search, the document containing the phrase "lead paint" (fr07ap95N) received a much higher ranking than the document with "lead-based paint" (fr16fe95N), although both were considered responsive to the query.

Final/Proposed Rules [FINAL.ASK]

Query: rules="prisoners of war"
Result: fr14fe95R Army National Cemeteries

This search retrieves final rules on a specific subject in the 1995 *Federal Register* database online via GPO Access. This query will retrieve documents that are in the Rules and Regulations section of the *Federal Register* that include the phrase "prisoners of war". The stop word of may be omitted from the phrase "prisoners of war" without affecting the search results. Substituting the field "proposed" for "rules" would limit the search to Proposed Rules on that subject. The query section=rules AND date= 2/14/95 will retrieve both final and proposed rules on that date, regardless of the subject.⁶

Code of Federal Regulations (CFR) Part Number [40CFR55.ASK]

Query: "40 cfr part 55"

Result: fr29ja96P Outer Continental Shelf Air Regulations; Consistency Update for

This search retrieves a *Federal Register* document based on the CFR Part affected by the rule or proposed rule. It is necessary to include the word "part" in order to limit the query to the introductory material in each document that references the affected parts. (NOTE: The Summary can be viewed to determine the relevance of the retrieved documents before viewing or saving the full document. This is particularly useful for large documents. Summary files are not accessible with SWAIS.)

List of Parts Affected [PARTSAFF.ASK]

Query: "parts affected" AND date=2/26/96

Result: fr26fe96C CFR PARTS AFFECTED IN THIS ISSUE
fr26fe96A Reader Aids

This search retrieves the lists of CFR parts affected that appear in each issue of the *Federal Register*. The first entry is the list that identifies only the CFR parts affected by the issue of February 26. The second entry includes the cumulative list of parts affected during the entire month of February. [NOTE: The List of Sections Affected (LSA) is a separate publication and is not available online.]

Graphics [MOJAVE.ASK]

Query: mojave

Result: fr08fe94 Endangered and Threatened Wildlife and Plants; Determination of

This search retrieves a 1994 *Federal Register* document with multiple TIFF (scanned image) files. Images are scanned at 300 dots per inch (DPI). Retrieving the ASCII text file and searching for TIFF will display the tag <GRAPHIC><TIFF> at the location where the graphic designated as TIFF appears in the printed *Federal Register* page. PDF files are not available for the 1994 *Federal Register* database, as a result, the images are available as TIFF files. Retrieving the PDF file from the 1995-1996 *Federal Register* databases will invoke the Adobe Acrobat Reader and display the typeset *Federal Register* document, with the graphics displayed in place on the appropriate page. If there is no TIFF file associated with a particular graphic, the location of the image is indicated by reference to the TIFF file, including the filename. For example:

[GRAPHIC][TIFF OMITTED] TR21FE96.002

Federal Register Citation (Page Number and Date)

The sample search provided below demonstrates searching the 1996 *Federal Register* database by page number.

Page Number [PAGE5777.ASK]

Query: "page 5777"

Result: fr14fe96N Granting of Request for Early Termination of the Waiting Period
fr14fe96N Criteria for Fixed Price Service Standards
fr14fe96N Runaway and Homeless youth Program: Fiscal year (FY) 1996

This search retrieves notices that appear, in whole or in part, on page 5777 and can be identified with the legal citation 61 FR 5777 (February 14, 1996). The inclusive page numbers for each document

are included in the heading at the top of each document. For documents that include a page break, the page numbers appear in the text in the format [[Page 5777]]. The page number is placed between the last word from the previous page and the first word from the specified page, even if that places the page number in the middle of a sentence.

Note: Page numbers do not appear in the 1994 *Federal Register* database, except in the Contents and List of CFR Parts Affected. Instructions for searching by page number in the 1994 database remain as follows:

If you have a *Federal Register* citation from 1994, you must perform a two step search. First search by date and/or page number and retrieve the Contents. From the Contents you can identify the article and select significant words for a second search. For example, if you have a citation for **59 FR 37929 (July 26, 1994)**, search the 1994 *Federal Register* database for contents AND "register July 26" to retrieve the Contents for July 26, 1994. View or print the text of the Contents. If viewing with the WinWAIS/MacWAIS client software, use the FIND command in the text viewer to search for the page number (37929). If using SWAIS, use a slash followed by the page number (/37929) to skip to the line containing that number. The Contents entry is:

Animal and Plant Health Inspection Service

RULES

Plant-related quarantine, domestic:

Oriental fruit fly, 37929-37930.

Read the entry, select key words, and modify the initial search to "fruit fly" AND date=7/26/95. This will retrieve the specific document (as well as the table of contents).

Alternatively, you can do an initial search for the page number, 37929. This will retrieve the Contents and List of CFR Parts Affected for July 26. Viewing the list of CFR parts shows that page 37929 modifies 7 CFR Part 301. You can then do a search for "7 cfr part 301". You can add the date if you wish to limit the search, or merely select the article with the prefix fr26jy94 from the search results.

Unified Agenda

Content and file format: The Unified Agenda, also known as the Semi-Annual Regulatory Agenda, is published in the *Federal Register* twice a year, usually in April and October. It summarizes the rules and proposed rules that each agency expects to issue during the following six months. Because of its unique schedule and content, it is maintained as a separate database. Documents are available as ASCII text files.

Identification Codes: Each document in the *Unified Agenda* databases online via *GPO Access* will be displayed in the results list with an identification code. For example: ua28no95 Department of Health and Human Services. In this example, ua stands for the Unified Agenda, 28no95 is the issue date and Department of Health and Human Services is the title.

Good sample searches for the *Unified Agenda* databases online via *GPO Access* are on the following pages.

Agency Name [HUD.ASK]

Query: "housing urban development"
Query 2: "housing and urban development"
Result: ua08my95 Department of Housing and Urban Development
 ua08my95 1517. HUD ACQUISITION REGULATION [FR-3887]

This search retrieves all *Unified Agenda* entries for the Department of Housing and Urban Development (HUD), including the summary list pending actions under the agency name and an individual summary for each regulatory action announced by HUD. The lower case "and" in the alternate query is a stop word (unlike the boolean operator AND), so its presence will have no effect on the query results.

Subject Search [PAINT.ASK]

Query: "lead paint"
Result: ua08my95 1380. LEAD-BASED PAINT POISONING PREVENTION
 ua08my95 3581. EVALUATION OF PRODUCTS FOR LEAD-BASED
 ua08my95 Environmental Protection Agency

This subject search retrieves *Unified Agenda* documents that reference regulatory actions planned for lead-based paint. It is not agency specific, and retrieves both HUD and EPA documents.

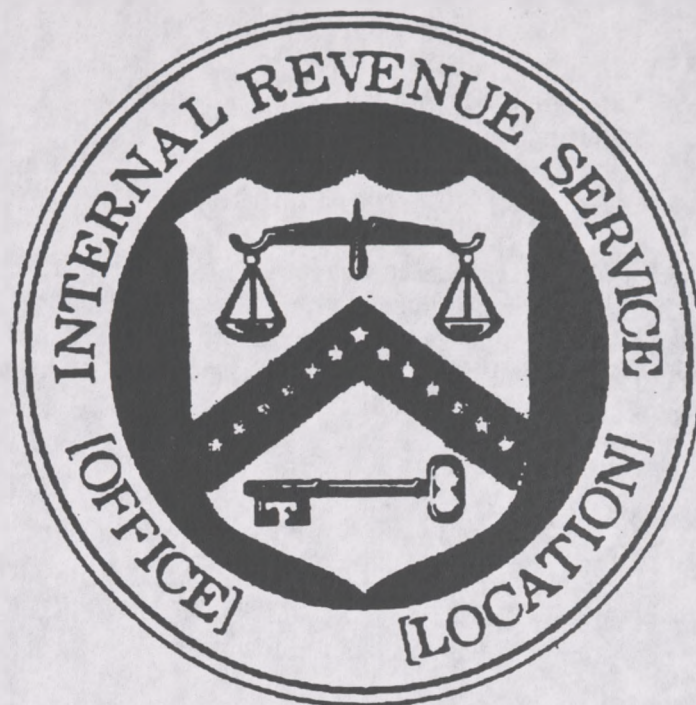
CFR Part Search [40CFR745.ASK]

Query: "40 CFR 745"
Result: ua08my95 3587. REGULATORY INVESTIGATION UNDER THE TOXIC
 ua08my95 3596. LEAD-BASED PAINT DISCLOSURE REQUIREMENTS

This search retrieves *Unified Agenda* documents that reference regulatory actions affecting 40 CFR 745. [NOTE: In the *Federal Register* database, it is necessary to search for "40 cfr part 745" to retrieve information on this CFR part.]

ENDNOTES:

- 1 Users with SWAIS access will not be able to retrieve the PDF files. Users with WAIS and Web access and the free Adobe Acrobat Reader software can view and print the typeset copy.
- 2 There are no fields or section identifiers in the 1994 *Federal Register* database.
- 3 Effective March 1, 1996, the Sunshine Act notices section in the *Federal Register* will be eliminated. These notices will appear in the Notices section of the *Federal Register* but will continue to be referred to as Sunshine Act Notices in the Table of Contents. The field "sunshine" will still be useful for Jan. 1995 - Feb. 1996 documents.
- 4 The results of these sample searches are described as they will appear using SWAIS or the WinWAIS and MacWAIS client software customized for use with GPO Access. The searches can be performed with other WAIS client software, but the display of the results may vary.
- 5 When a file name, such as CONTENTS.ASK, appears in brackets at the beginning of a sample search, there is a saved search with that file name available for use with the GPO Access WinWAIS and MacWAIS client software. The saved searches are available on The Federal Bulletin Board /FTP site at fedbbs.access.gpo.gov/win.ask or mac.ask.
- 6 The word "regulations" can be used with the section field (section=regulations) to limit search results to final rules. The word "proposed" can be used with the section field (section=proposed) to limit search results to proposed rules. The word "rules" will retrieve both proposed and final rules, but not notices, contents, etc.



BILLING CODE 4830-01-C

(ii) The uniform seal may be used by any office of internal revenue set forth in paragraphs (a) (3) through (8) of this section, and any other office designated by the Commissioner to use a seal, including the following internal revenue offices resulting from a reorganization of the IRS that will be implemented beginning October 1, 1995:

Office of Regional Commissioner for:

Midstates Region (Dallas)
Northeast Region (Manhattan)
Southeast Region (Atlanta)
Western Region (San Francisco)

Office of District Director for:

Arkansas-Oklahoma District (Oklahoma City)

Brooklyn District

Central California District (San Jose)

Connecticut-Rhode Island District (Hartford)

Delaware-Maryland District (Baltimore)

Georgia District (Atlanta)

Gulf Coast District (New Orleans)

Houston District

Illinois District (Chicago)

Indiana District (Indianapolis)

Kansas-Missouri District (St. Louis)

Kentucky-Tennessee District (Nashville)

Los Angeles District

Manhattan District

Michigan District (Detroit)

Midwest District (Milwaukee)

New Jersey District (Newark)

New England District (Boston)

North Central District (St. Paul)

North Florida District (Jacksonville)

North-South Carolina District (Greensboro)

North Texas District (Dallas)

Northern California District (Oakland)

Ohio District (Cincinnati)

Pacific-Northwest District (Seattle)

Pennsylvania District (Philadelphia)

Rocky Mountain District (Denver)

South Florida District (Fort Lauderdale)

South Texas District (Austin)

Southern California District (Laguna Niguel)

Southwest District (Phoenix)

Upstate New York District (Buffalo)

Virginia-West Virginia District (Richmond)

Office of Director of Computing Centers in:

Detroit

Memphis

Martinsburg

Office of Director of Submission Processing

Centers in:

Austin

Cincinnati

Memphis

Kansas City

Ogden

Office of Director of Customer Service

Centers in:

Andover

Atlanta

Austin

Baltimore

Brookhaven

Buffalo

Cincinnati

Cleveland

Dallas

Denver

Fresno

Indianapolis

Jacksonville

Kansas City

Memphis

Nashville

Ogden

Philadelphia

Pittsburgh

Portland, OR

Richmond

St. Louis

Seattle.

Margaret Milner Richardson,
Commissioner of Internal Revenue.

Approved: October 10, 1995.

Leslie Samuels,

Assistant Secretary of the Treasury.

[FR Doc. 95-26630 Filed 10-26-95; 8:45 am]

BILLING CODE 4830-01-U

ENVIRONMENTAL PROTECTION AGENCY

40 CFR Part 52

[OH70-1-6780a; FRL-5302-6]

Approval and Promulgation of Implementation Plans; Ohio

AGENCY: Environmental Protection Agency (EPA).

ACTION: Direct final rule.

SUMMARY: USEPA is approving the plan revision that Ohio submitted to address high lead concentrations measured near the Master Metals secondary lead smelter in central Cleveland. This revision subjects this smelter to strict emissions limits and operating restrictions and will ensure that lead concentrations in this area are reduced sufficiently to meet the health-based air quality standard.

DATES: This action is effective December 26, 1995 unless adverse or critical comments are received by November 27, 1995. If the effective date is delayed,

[Example of a Federal Register document online via GPO Access. Intermediate text has been omitted to show TIFF example and header on one page.]

[Federal Register: October 27, 1995 (Volume 60, Number 208)]
[Rules and Regulations]
[Page 54944-54946]
From the Federal Register Online via GPO Access [wais.access.gpo.gov]

DEPARTMENT OF THE TREASURY
26 CFR Part 301

[TD 8625]
RIN 1545-AS61

Seals of Office

AGENCY: Internal Revenue Service (IRS), Treasury.

ACTION: Final regulations.

SUMMARY: This document contains final regulations relating to the authority contained within section 7514 of the Internal Revenue Code to prescribe or modify seals of office. These regulations provide an additional or alternative uniform seal for use by internal revenue offices throughout the country. In addition this regulation publishes what will be the newly reorganized regional and district offices, computing centers, submission processing centers, and customer service centers of the IRS.

EFFECTIVE DATE: October 27, 1995.

FOR FURTHER INFORMATION CONTACT: Robert A. Walker, (202) 622-3640 (not a toll-free call).

SUPPLEMENTARY INFORMATION:

Background

[[Page 54945]]
Drafting Information

The principal author of these regulations is Robert A. Walker of , a uniform seal for use by any office of internal revenue is established. The uniform seal is described as follows, and is illustrated in this paragraph (a)(2)(i). A circle as follows:

BILLING CODE 4830-01-U

[[Page 54946]]
<GRAPHIC><TIFF>TR27OC95.015

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Helpful Hints For Searching GAO Comptroller General Decisions Online Via GPO Access

Content and file format: The GAO Comptroller General Decisions database, sponsored by the U.S. General Accounting Office (GAO), contains decisions made by the Comptroller General in the areas of Federal law such as appropriations; bid protests; civilian or military personnel pay and allowances; household goods and freight loss damage and transportation rates. The database includes decisions from October 1995 forward and is updated within two business days after decisions are released. Decisions are available as ASCII text and as Adobe Acrobat Portable Document Format (PDF) files.¹

Fields: The fields in the *GAO Comptroller General Decisions* database online via *GPO Access* are:

| bnumber - Decision Number | date - Decision Date | title - Decision Title |
|---------------------------|----------------------|------------------------|
|---------------------------|----------------------|------------------------|

When searching via SWAIS (dial-in or telnet session) or a WAIS client, a field can be searched by typing the field name, followed by an equals sign (=), followed by the term or terms that are sought. Numeric fields, such as the date field, can use the greater than (>) and less than (<) symbols to search a range of numbers. Similarly, when searching via the World Wide Web, you may type in the field name, followed by an equals sign (=), followed by the term(s) sought or link to the **ADVANCED** searching pages which contain established fields. All queries that do not specify a field search the entire database.

Identification Code: Each record in the *GAO Comptroller General Decisions* database online via *GPO Access* will be displayed in the results list with the database identification code followed by the initial words of the title. For example: [B-260748] Tri-State Motor Transit Company. In this example, B-260748 is the Decision Number and **Tri-State Motor Transit Company** is the title.

Maximum Responses: The default settings for SWAIS and for the WAIS and Web client software is to return a maximum of 40 responses to a query. To locate a larger number of documents, you will need to change the setting. In SWAIS type a lower case o at the *Source Selection* menu to change your options. In WinWAIS, select *Edit* and then *Preferences* from the pull-down menu. In MacWAIS, select *File* and then *Preferences* from the pull-down menu. On the *GPO Access* Web Searching Pages a box is provided in which you may change the number of documents returned.

The following sample searches demonstrate the most common searches and searching techniques used to find *GAO Comptroller General Decisions* online via *GPO Access*.²

Subject (TICKET.ASK)³

Query: "southwest airlines" AND "companion ticket"
Query 2: southwest ADJ airlines AND companion ADJ ticket
Result: [B-254858] Southwest Airlines - Free Companion Ticket

This search demonstrates how to search by topic. In this particular search two phrases were connected with the boolean operator AND which must appear in all capital letters.

Decision Number (B262009.ask)

Query: "b-262009"
Query 2: bnumber="b-262009"
Result: [B-262009] Gail Braten

This search demonstrates how to search by decision number. An alternative to this search would be to use the field for decision number. In order to make your search as specific as possible, the decision number should be surrounded by quotation marks.

Date - Fielded Search (VENTURE.ASK)

Query: date=01/26/96
Query 2: date= 1/26/96
Result: [B-265609] Specialist Michael Crocco - Claim for Travel
[B-265937]CRK-JVC/Shockley Joint Venture

The above search demonstrates how to search for a specific decision date. The single digit months do not do not have to begin with a zero for the search to function properly. To make the search more specific, a subject could be added. For example, date=01/26/96 AND travel.

Title (CLAIM.ASK)

Query: title= "overtime pay"
Result: [B-256938.2] Marvin B. Atkinson - FLSA Overtime Pay Claim

This search demonstrates how to limit your search to the title field for the words "overtime pay". If you searched for the words "overtime pay" without using the title field it would search all documents which mention the words "overtime pay" in the entire text of the document. As a result, you would receive a larger amount of documents in the search results list.

ENDNOTES:

¹ Users with SWAIS access will not be able to retrieve the PDF files. Users with WAIS and access and the free Adobe Acrobat Reader software can view and print the typeset copy.

² The results of these sample searches are described as they will appear using SWAIS, WAIS or Web client software customized for use with GPO Access. The searches can be performed with other WAIS client software, but the display of the results may vary.

³ When a file name, such as TICKET.ASK, appears in brackets at the beginning of a sample search, there is a saved search with that file name available for use with the GPO Access WinWAIS and MacWAIS client software. The saved searches are available on The Federal Bulletin Board /FTP site at fedbbs.access.gpo.gov/win.ask or mac.ask

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Helpful Hints For Searching GAO Reports Online Via GPO Access

Content and file format: The GAO Reports are published by the General Accounting Office (GAO). The GAO conducts audits, surveys, investigations and evaluations of Federal programs. Their findings and recommendations are published as reports to members of Congress or delivered as testimony to Congressional committees. The *GAO Reports* database contains all published reports, except correspondence and reports that are restricted or classified. The database from FY 1995 forward is updated within two business days after reports are released. Each GAO Report is available as an ASCII text file and as an Adobe Acrobat Portable Document Format (PDF) file.¹ The report series are identified by the initials in the report number. A list of these initials is available at the end of this document.

Fields: The fields in the *GAO Reports* database online via *GPO Access* are:

| | | | |
|---------------------------|------------|----------------|---------|
| Report Number: | reportnum | Report Title: | title |
| Report Issue Date: | date | Subject Terms: | subject |
| Identifiers: ² | identifier | | |

When searching via SWAIS (dial-in or telnet session) or a WAIS client, a field can be searched by typing the field name, followed by an equals sign (=), followed by the term or terms that are sought. Numeric fields, such as the date field, can use the greater than (>) and less than (<) symbols to search a range of numbers. Similarly, when searching via the World Wide Web, you may type in the field name, followed by an equals sign (=), followed by the term(s) sought or link to the ADVANCED searching page which contains established fields. All queries that do not specify a field search the entire database.

Identification Code: Each report from the *GAO Reports* database online via *GPO Access* will be displayed in the results list with an identification code. For example: [HEHS-95-42] Charter Schools: New Model for Public Schools Provides Opportunities. In this example, [HEHS-95-42] is the report number and Charter Schools: New Model for Public Schools Provides Opportunities is the title.

Maximum Responses: The default settings for SWAIS and for the WAIS and Web client software is to return a maximum of 40 responses to a query. To locate a larger number of documents, you will need to change the setting. In SWAIS type a lower case o at the *Source Selection* menu to change your options. In WinWAIS, select *Edit* and then *Preferences* from the pull-down menu. In MacWAIS, select *File* and then *Preferences* from the pull-down menu. On the *GPO Access* Web Searching Pages a box is provided in which you may change the number of documents returned.

Good sample searches for the *GAO Reports* database online via *GPO Access* are:³

Report Number [HEHS9542.ASK]⁴

Query: "HEHS-95-42"
Query 2: reportnum="HEHS 95 42"
Result: [HEHS-95-42] Charter Schools: New Model for Public Schools Provides

This search demonstrates the correct phrasing to retrieve a *GAO Report* by number. The report number may be typed with or without the punctuation; however, spaces must be inserted between segments if no punctuation is used. To identify all reports in the HEHS series, search for reportnum=hehs. (NOTE: The GAO control number is not in the report number field. It does appear in the cover letter accompanying each report and can be searched using a query like "b-256567".)

Subject [CHILD.ASK]

Query: child* ADJ health OR child* ADJ care OR child* ADJ abuse
Query 2: "child* health" OR "child* care" OR "child* abuse"
Result: [HEHS-95-20] Child Care: Child Care Subsidies Increase Likelihood That
[HEHS-95-35] Health Care: School-Based Health Centers Can Expand Access

This search demonstrates the use of multiple boolean operators (AND, OR, NOT, ADJ) in a single query. This query will retrieve *GAO Reports* that include the phrase "child health" (child ADJ health) OR "child care" (child ADJ care) OR "child abuse" (child ADJ abuse) somewhere in the report. A phrase may be entered surrounded by quotation marks (" ") or with each searchable word separated by the ADJ operator. Use of the asterisk (*) after the word child retrieves phrases including the word children or other words with the root child.

Title Field (CHILDCAR.ASK)

Query: title="child care"
Result: [HEHS-95-20] Child Care: Child Care Subsidies Increase Likelihood That

This search retrieves *GAO Reports* that include the phrase "child care" in the report title.

Subject Field (NAFTA.ASK)

Query: subject="unemployment compensation" AND NAFTA
Result: [HEHS-95-31] Dislocated Workers: An Early Look at the NAFTA Transitional

This search retrieves *GAO Reports* that includes the phrase "unemployment compensation" in the subject field and mention NAFTA somewhere in the document.

Identifier Field (CANADA.ASK)

Query: identifier=canada
Result: [HEHS-95-31] Dislocated Workers: An Early Look at the NAFTA

The search retrieves *GAO Reports* that include Canada in the identifier field.

Date Range (TRADE.ASK)³

Query: date=1/1/95 TO 1/31/95 AND trade
Query 2: "january 1995" AND trade
Result: [GGD-95-61] U.S.-China Trade: Implementation of Agreements on Market

This search uses the date field and the operator TO in order to find reports on trade published between January 1 and January 31, 1995.⁵ The alternate search uses the narrative date that appears on the report cover to identify a report; the use of the date January 1995 is less accurate than the use of the date field since a report may refer to an event that occurred in January 1995 when that is not the publication date. If a date (or date range) is used by itself, the database will list all documents with that date, regardless of subject matter. When a report has no specific day of issue, the date field will contain the dates for the first and last days of the month. (NOTE: The results list presents the reports in relevance ranked order, not chronological order. Relevance is computed based on several factors, including the occurrence of the search terms in the document title, the frequency of the terms as a percentage of the total document size and conformance with the exact search phrasing.)

ABBREVIATIONS:

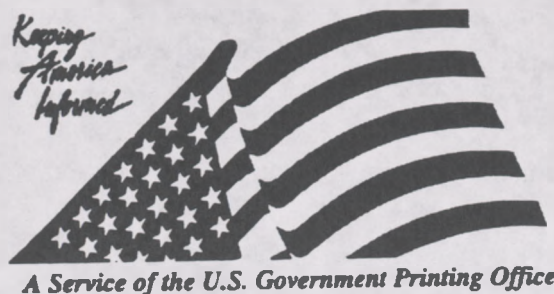
Abbreviations for the report series are based on the division or office performing the analysis and include:

Abbreviation Division or Office

| | |
|-------|--|
| AIMD | Accounting and Information Management Division |
| GGD | General Government Division |
| HEHS | Health, Education, and Human Services Division |
| HRD | Human Resources Division |
| NSIAD | National Security and International Affairs Division |
| OCG | Office of the Comptroller General |
| OGC | Office of the General Counsel |
| OIMC | Office of Information Management and Communications |
| OP | Office of Policy |
| OPP | Office of Program Planning |
| OSI | Office of Special Investigations |
| PEMD | Program Evaluation and Methodology Division |
| RCED | Resources, Community and Economic Development Division |

ENDNOTES:

1. User with SWAIS access will not be able to retrieve the PDF files. Users with WAIS or Web access and the free Adobe Acrobat Reader software can view and print the typeset copy.
2. Identifiers are additional terms for countries, states, organizations, treaties or other named things that are relevant to the subject of the report.
3. The results of these sample searches are described as they will appear using SWAIS, WAIS or Web client software customized for use with *GPO Access*. The searches can be performed with other WAIS client software, but the display of the results may vary.
4. When a file name, such as HEHS.ASK, appears in brackets at the beginning of a sample search, there is a saved search with that file name distributed with the *GPO Access* WinWAIS and MacWAIS client software. The saved searches are also available on The Federal Bulletin Board/FTP site from fedbbs.access.gpo.gov/win.ask or mac.ask.
- 5 The available operators for the date field and other numeric fields include equal to (=), greater than (>), less than, greater than or equal to (>=), and (<), less than or equal to (<=). When the equal sign (=) is used, the range may be specified using TO between the beginning and ending date, as shown in the sample search.



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Helpful Hints For Searching The Government Information Locator Service (GILS) Online Via GPO Access

Content and file format: The Government Information Locator Service (GILS) databases contain records to identify public information resources throughout the Federal government, describe information available in those sources, and provide assistance in obtaining information on those sources. GILS core records describe the GILS record holdings of a particular agency. Pathway GILS records are provided as a service for Federal Depository Libraries and the public to identify, describe, and link to other government information, emphasizing the subject content and publications of an agency. The GILS database will be updated irregularly. Each GILS document is available as an ASCII text file.

Fields: The fields in the GILS databases are:

title: Title
 abstract: Abstract
 availablelinkagetype: Available Linkage Type
 accessconstraints: Access Constraints
 crossreference: Cross Reference
 dateoflastmodification: Date of Last modification
 originator: Originator
 geographicname: Geographic Name
 timeperiodofcontent: Time Period of Content
 supplementalinformation: Supplemental Info.
 pointofcontactforfurtherinformation: Point of Contact for further information

localsubjectindex: Local Subject Index
 purpose: Purpose
 agencyprogram: Agency Program
 useconstraints: Use Constraints
 controlidentifier: Control Identifier
 recordsource: Record Source
 thesaurus: Thesaurus
 sourcesofdata: Sources of data
 methodology: Methodology
 schedulenummer: Schedule Number

When searching via SWAIS (dial-in or telnet session) or a WAIS client, a field can be searched by typing the field name, followed by an equals sign (=), followed by the term or terms that are sought. Similarly, when searching via the World Wide Web, type in the field name, followed by an equals sign (=), followed by the term(s) sought or link to the **ADVANCED** searching pages which contain established fields. All queries that do not specify a field search the entire database.

Identification Code: Each record in the GILS database online via GPO Access will be displayed in the results list with the database identification code followed by the initial words of the title. (ex: GILS: FCC Internet Site)

Maximum Responses: The default settings for SWAIS and for the WAIS and Web client software is to return a maximum of 40 responses to a query. To locate a larger number of documents, you will need to change the setting. In SWAIS type a lower case o at the *Source Selection* menu to change

your options. In WinWAIS, select *Edit* and then *Preferences* from the pull-down menu. In MacWAIS, select *File* and then *Preferences* from the pull-down menu. On the *GPO Access Web Searching Pages* a box is provided in which you may change the number of documents returned.

The sample searches on the following pages demonstrate the most common searches and searching techniques used to find GILS records online via *GPO Access*.

Good sample searches for the GILS database are listed below ¹.

Subject (PENSION.ASK)²

Query: Abstract=pension
Result: GILS: PBGC Annual Premium Filings

This search demonstrates the use of the field "abstract". The abstract field contains a narrative description of the information resource. This query will only retrieve records with the word "pension" in the abstract.

Title (FEDREG.ASK)

Query: title="federal register"
Query2: title=federal ADJ register
Result: GILS: The Federal Register Online via GPO Access

This search demonstrates how to search on the "title" field. It also demonstrates the functioning of the ADJ operator (or use of a phrase in quotation marks). This query will only retrieve records with the words "federal register" in the title. The title field conveys the most significant information available about the resource, including the general topic area and specific reference to the subject.

Originator (OPMLASK)

Query: originator="office personnel management"
Query 2: originator="office of personnel management"
Result: GILS: Federal Job Information Center (FJIC) Touch System

This search demonstrates how to search on the "originator" field. It is helpful to use this if you want only resources that originate from a specific agency. The lower case "of" in the alternate query is a stop word (unlike a boolean operator such as AND), so its presence will have no effect on the search results.

Full Record Search (FULL.ASK)

Query: internet OR web
Result: GILS: Superintendent of Documents Homepage on the World Wide Web
GILS: FCC Internet Site

This search demonstrates how to search the full text of a GILS record. It also demonstrates the functioning of the OR operator. Records with the word "internet" or "web" located in *any* field will appear in the results list.

Links to the World Wide Web:

Many records are provided in both text and html format. The html format records contain hot links to the World Wide Web. For example, when the results of the above query come back, you may choose to view the 1st record in html format. The title of the record "The Superintendent of Documents Homepage on the World Wide Web" is a hot link. Click on the title and you will automatically be linked to the site. This is only possible if you have a Web Browser.

ENDNOTES:

1. The results of these sample searches are described as they will appear using SWAIS, WAIS or Web client software customized for use with *GPO Access*. The searches can be performed with other WAIS client software, but the display of the results may vary.
2. When a file name, such as PENSION.ASK, appears in brackets at the beginning of a sample search, there is a saved search with that file name distributed with the *GPO Access* WinWAIS and MacWAIS client software. The saved searches are also available on the Federal Bulletin Board/FTP site at fedbbs.access.gpo.gov/win.ask or [mac.ask](http://fedbbs.access.gpo.gov/mac.ask).

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Helpful Hints for Searching the United States Government Manual Online via GPO Access

Content and file format: The United States Government Manual is published by the Office of the Federal Register (OFR). This database contains comprehensive information on the agencies of the legislative, judicial and executive branches. The *Manual* also includes information on quasi-official agencies; international organizations in which the United States participates; and boards, commissions and committees. Documents are available as ASCII text and as Adobe Acrobat Portable Document Format (PDF) files.¹ The *United States Government Manual* is updated annually.

Identification Code: Each record will display in the results list with the database code, followed by the initial words of the title. The identification code for the *United States Government Manual* is Government Manual (ex: Government Manual: Department of State).

Maximum Responses: The default settings for SWAIS and for the WAIS and Web client software is to return a maximum of 40 responses to a query. To locate a larger number of documents, you will need to change the setting. In SWAIS type a lower case o at the *Source Selection* menu to change your options. In WinWAIS, select *Edit* and then *Preferences* from the pull-down menu. In MacWAIS, select *File* and then *Preferences* from the pull-down menu. On the GPO Access Web Searching Pages a box is provided in which you may change the number of documents returned.

The sample searches on the following pages demonstrate the most common searches and searching techniques used to find files from the *United States Government Manual* online via GPO Access.

Good sample searches for the *Government Manual* database are:

Agency: (HEALTH.ASK)

Query: "department of health and human services"

Query 2: "department health human services"

Query 3: "department ADJ health human services"

Result: Government Manual: Department of Health and Human Services

This search demonstrates how to search for an agency. It also demonstrates the use of boolean operators (AND, OR, NOT, ADJ) in a query. When a phrase is placed in quotation marks, the same results will appear as when the operator "ADJ" is used. The "of" and "and" in the query are stopwords and do not affect the search.

Name: (CISNEROS.ASK)

Query: "Henry Cisneros"

Query 2: Henry ADJ Cisneros

Result: Government Manual: Federal Housing Finance Board

Government Manual: Department of Housing and Urban Development

This search demonstrates how to search for someone's name in the Government Manual. Quotation marks around a phrase act as the Boolean operator ADJ. Either quotation marks or ADJ will produce the same result.

Subject: (DEFENSE.ASK)

Query: defense

Result: Government Manual: Defense Agencies

Government Manual: Department of Defense

This search demonstrates how to search for a specific subject in the *Government Manual*. This subject will retrieve all documents that reference defense.

ENDNOTES:

1. Users with SWAIS access will not be able to retrieve the PDF files. Users with WAIS or Web access and the free Adobe Acrobat Reader software can view and print the typeset copy.

2. The results of these sample searches are described as they will appear using SWAIS, WAIS or Web client software customized for use with *GPO Access*. The searches can be performed with other WAIS client software, but the display of the results may vary.

3. When a file name, such as DEFENSE.ASK, appears in brackets at the beginning of a sample search, there is a saved search with that file name available for use with the *GPO Access* WinWAIS and MacWAIS client software. The saved searches are available on The Federal Bulletin Board /FTP site at fedbbs.access.gpo.gov/win.ask or [mac.ask](http://fedbbs.access.gpo.gov/mac.ask)

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Helpful Hints For Searching The Privacy Act Issuances, 1993 Compilation Online Via GPO Access

Content and file format: The Privacy Act database contains the Privacy Act Issuances, 1993 Compilation. The Privacy Act Issuances 1993 Compilation Online Database contains descriptions of Federal agency systems of records maintained on individuals and procedures Federal agencies follow to assist individuals who request information about their records. The three main categories of documents in this database are; individual Privacy Act system descriptions; multiple descriptions of Privacy Act systems; and agency record keeping policies and practices. The database is not updated. Documents are available as ASCII text files. There are two sources of Privacy Act Notices: the Privacy Act Issuances, 1993 Compilation and the *Federal Register* which has updates to the 1993 Compilation.

Fields: The fields in the *Privacy Act Issuances, 1993 Compilation* database online via GPO Access are:

agency: Searches for a specific Agency Name

name: Searches for a specific System Name

system: Searches for a specific System Number

When searching via SWAIS (dial-in or telnet session) or a WAIS client, a field can be searched by typing the field name, followed by an equals sign (=), followed by the term or terms that are sought. Similarly, when searching via the World Wide Web, you may type in the field name, followed by an equals sign (=), followed by the term(s) sought or link to the **ADVANCED** searching pages which contain established fields. All queries that do not specify a field search the entire database.

Identification Code: Each document in the *Privacy Act* database online via GPO Access will be displayed in the results list with an identification code followed by the initial words of the title. The identification code for the Privacy Act database lists the database name (**Privacy Act**) the system number (if any) and the truncated words in the title. For example, **Privacy Act [OJP-005] Financial Management or Privacy Act: Under the Privacy Act of 1974.**

Maximum Responses: The default settings for SWAIS and for the WAIS and Web client software is to return a maximum of 40 responses to a query. To locate a larger number of documents, you will need to change the setting. In SWAIS type a lower case o at the *Source Selection* menu to change your options. In WinWAIS, select *Edit* and then *Preferences* from the pull-down menu. In MacWAIS, select *File* and then *Preferences* from the pull-down menu. On the GPO Access Web Searching Pages a box is provided in which you may change the number of documents returned.

The sample searches on the following pages demonstrate the most common searches and searching techniques used to find *Privacy Act* information online via *GPO Access*.

Good sample searches for the *Privacy Act* database are: 1

Subject (TAX.ASK)²

Query: "payroll records"
Query 2: payroll ADJ records
Result: Privacy Act: [PADC —5] Payroll records — PADC
Privacy Act: [Table of Contents]

This search demonstrates how to search by subject matter. It also demonstrates the ADJ operator function (or use of a phrase in quotation marks). This particular search retrieves all documents which mention the phrase "payroll records".

Agency (ARCHIVES.ASK)

Query: "national archives and records administration" AND "researcher*"
Query 2: agency="national archives records administration" AND "researcher*"
Result: Privacy Act: [NARA1]Researcher Application Files
Privacy Act: [NARA2]Reference Request Files

This search retrieves documents based on agency. This search was modified and made more specific with the addition of the word "researcher". This modification makes the search much more specific than if you searched for simply the phrase "national archives and records administration". As an alternative, you can use the agency field in conjunction with the subject. The * will pick up the word researchers (plural) as well as researcher.

System Name (NAME.ASK)

Query: name="Security Records System"
Result: Privacy Act: [Sec. 1212.50] Record Systems determined to be exempt
Privacy Act: [NASA 10SECR] Security Records System - NASA

This search demonstrates how to search by system name using the field "name". This query will only retrieve documents that have the phrase "Security Records System" as the system name.

System Number (NUMBER.ASK)

Query: system= "MMC—3"
Query 2: system= MMC—3
Result: Privacy Act: [MMC—3] Research Proposals Contracts
Privacy Act: [MMC—4] General Financial Records

This search demonstrates how to search by system number using the field name "systemnumber". This search will retrieve documents that are only in the system number field. The numbering scheme varies by agency and as a result, system numbers can look very different. The following are some examples of system numbers;MMC—3;G-174;justice/atr-003;USPS 050.005 etc. Note: It is best to place quotes around the system number but it is not required. If you do not to use the quotes the document may be given a lower relevance ranking.

Searching for Privacy Acts in the *Federal Register* Database

The *Federal Register* databases contain updates to the Privacy Act Issuances 1993 Compilation. If you are searching the databases via the World Wide Web, you will have the option to automatically search the *Federal Register* databases for updates. The following searches demonstrate how to search in the *Federal Register* database online via GPO Access for Privacy Act information.

Updates (UPDATE.ASK)

Query: "privacy act" AND "postal service"
Query 2: privacy ADJ act AND postal ADJ Service
Result: fr18ap94 Amendment to Bylaws of the Board of Governors
fr15fe95P Demands for Testimony or Records in Certain Legal Proceedings

This search demonstrates how to search the *Federal Register* database for updates to the Privacy Act Issuances 1993 Compilation as well as new systems or rules. This phrasing will result in all three types of Privacy Act documents in the *Federal Register* databases, including, individual Privacy Act system descriptions; multiple descriptions of Privacy Act systems; and agency record keeping policies and practices. If you want to search for those documents in the *Federal Register* that deal with specific system descriptions or system number perform the following searches.

System Descriptions (DESC.ASK)

Query: "privacy Act Systems of Records" AND "postal service"
Result: fr22de94 Privacy Act of 1974; System of Records
fr25jy95N Privacy Act of 1974; System of Records

System Number in the *Federal Register* (USPS.ASK)

Query: "USPS 050.005"
Result: fr22de94 Privacy Act of 1974; System of Records
fr07de95N Privacy Act of 1974; System of Records

ENDNOTES:

1. The results of these sample searches are described as they will appear using SWAIS, WAIS or Web client software customized for use with GPO Access. The searches can be performed with other WAIS client software, but the display of the results may vary.
2. When a file name, such as TAX.ASK, appears in brackets at the beginning of a sample search, there is a saved search with that file name distributed with the GPO Access WinWAIS and MacWAIS client software. The saved searches are also available on the Federal Bulletin Board/FTP site at fedbbs.access.gpo.gov/win.ask or [mac.ask](http://fedbbs.access.gpo.gov/mac.ask).

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Helpful Hints For Searching Public Laws Of The 104th Congress Online Via GPO Access

Content and File Format: The Public Laws of the 104th Congress are prepared and published by the Office of the Federal Register (OFR), National Archives and Records Administration (NARA). Each law is first published as a slip law and then later compiled into a volume of the Statutes-at-Large. The *Public Laws* database contains the text of each law enacted during the 104th Congress. The database will be updated whenever the publication of a slip law is authorized by the OFR. Each law is available as an ASCII text file and as an Adobe Acrobat Portable Document Format (PDF) file.¹

Identification Code: Each law in the database will display in the results list with an identification code. The identification code of this database contains the public law number followed by the initial words of the title. For example: Pub.L. 104-4 To curb the practice of imposing unfunded Federal mandates on State. In this example, Pub. L 104-4 is the public law number and the phrase To curb the practice of imposing unfunded Federal mandates on State is part of the title.

Maximum Responses: The default settings for SWAIS and for the WAIS and Web client software is to return a maximum of 40 responses to a query. To locate a larger number of documents, you will need to change the setting. In SWAIS type a lower case o at the *Source Selection* menu to change your options. In WinWAIS, select *Edit* and then *Preferences* from the pull-down menu. In MacWAIS, select *File* and then *Preferences* from the pull-down menu. On the GPO Access Web Searching Pages a box is provided in which you may change the number of documents returned.

Good sample searches for the *Public Laws* database are:²

Public Law Number [104-4.ASK]³

Query: "public law 104-4"

Query 2: public ADJ law ADJ 104 ADJ 4

Result: Pub.L. 104-4 To curb the practice of imposing unfunded Federal mandates on

This search retrieves a Public Law by number (104-4). A phrase may be entered surrounded by quotation marks (" ") or with each searchable word separated by the ADJ operator. [NOTE: In this database the words Public Law are not abbreviated.]

US Code Citation [40USC166.ASK]**Query:** "40 USC 166*"**Result:** Pub.L. 104-1 To make certain laws applicable to the Legislative Branch of the

This search retrieves a Public Law by U.S. Code citation (40 USC 166). Use of the asterisk (*) retrieves citations that include a subsection designation as well.

Statutes-at-Large Citation [109STAT3.ASK]**Query:** "109 stat 3"**Result:** Pub.L. 104-1 To make certain laws applicable to the Legislative Branch of the

This search retrieves a Public Law by Statutes-at-Large citation (109 Stat 3).

Congressional Bill Number [S2.ASK]**Query:** "s. 2"**Query 2:** "s 2"**Result:** Pub.L. 104-1 To make certain laws applicable to the Legislative Branch of the

This search retrieves a Public Law by Congressional Bill number (S. 2). The bill number may be typed with or without the punctuation; however, a bill number such as H.R. 2 must be entered with a space between H and R, i.e. "h r 2", if no punctuation is used.

Subject [MEDICAL.ASK]**Query:** "medical leave" AND (congress OR house OR senate OR legislative)**Result:** Pub.L. 104-1 To make certain laws applicable to the Legislative Branch of the

This search demonstrates the use of multiple boolean operators (AND, OR, NOT, ADJ) in a single query. This query will retrieve documents that include the phrase "medical leave" (medical ADJ leave) AND either the word Congress OR the word House OR the word Senate OR the word legislative.

Side Notes in the Public Laws Database

The Acrobat PDF files display and print the typeset slip laws, including all side notes and legislative histories, exactly as they appear in the printed form. In the ASCII text files side notes appear in the text within double angle brackets. For example, in Public Law 104-1, the short title appears as a side note in the right margin adjacent to the end of the "Be it enacted" clause. In the ASCII text file it will appear immediately following the "Be it enacted" clause, in the following format:

<<NOTE: Congressional Accountability Act of 1995.>>

ENDNOTES:

1. Users with SWAIS access will not be able to retrieve the PDF files. Users with WAIS or Web access and the free Adobe Acrobat Reader software can view and print the typeset copy.
2. The results of these sample searches are described as they will appear using SWAIS, WAIS or Web client software customized for use with *GPO Access*. The searches can be performed with other WAIS client software, but the display of the results may vary.
3. When a file name, such as 104-1.ASK, appears in brackets at the beginning of a sample search, there is a saved search with that file name available for use with the *GPO Access* WinWAIS and MacWAIS client software. The saved searches are available on The Federal Bulletin Board/FTP site from fedbbs.access.gpo.gov/win.ask or [mac.ask](http://fedbbs.access.gpo.gov/mac.ask).

Public Law 104-73
104th Congress

An Act

To amend the Public Health Service Act to permanently extend and clarify malpractice coverage for health centers, and for other purposes.

Dec. 26, 1995
[H.R. 1747]

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled,

Federally
Supported
Health Centers
Assistance Act of
1995.
42 USC 201 note.

SECTION 1. SHORT TITLE; REFERENCES.

(a) **SHORT TITLE.**—This Act may be cited as the “Federally Supported Health Centers Assistance Act of 1995”.

(b) **REFERENCES.**—Except as otherwise expressly provided, whenever in this Act an amendment or repeal is expressed in terms of an amendment to, or repeal of, a section or other provision, the reference shall be considered to be made to a section or other provision of the Public Health Service Act.

SEC. 2. PERMANENT EXTENSION OF PROGRAM.

(a) **IN GENERAL.**—Section 224(g)(3) (42 U.S.C. 233(g)(3)) is amended by striking the last sentence.

(b) **CONFORMING AMENDMENTS.**—Section 224(k) (42 U.S.C. 233(k)) is amended—

(1) in paragraph (1)(A)—

(A) by striking “For each of the fiscal years 1993, 1994, and 1995” and inserting “For each fiscal year”; and

(B) by striking “(except” and all that follows through “thereafter”; and

(2) in paragraph (2), by striking “for each of the fiscal years 1993, 1994, and 1995” and inserting “for each fiscal year”.

SEC. 3. CLARIFICATION OF COVERAGE.

Section 224 (42 U.S.C. 233) is amended—

(1) in subsection (g)(1), by striking “an entity described in paragraph (4)” in the first sentence and all that follows through “contractor” in the second sentence and inserting the following: “an entity described in paragraph (4), and any officer, governing board member, or employee of such an entity, and any contractor of such an entity who is a physician or other licensed or certified health care practitioner (subject to paragraph (5)), shall be deemed to be an employee of the Public Health Service for a calendar year that begins during a fiscal year for which a transfer was made under subsection (k)(3) (subject to paragraph (3)). The remedy against the United States for an entity described in paragraph (4) and any officer, governing board member, employee, or contractor”; and

[[Page 109 STAT. 777]]

Public Law 104-73
104th Congress

An Act

To amend the Public Health Service Act to permanently extend and clarify malpractice coverage for health centers, and for other purposes. <<NOTE: Dec. 26, 1995 - [H.R. 1747]>>

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, <<NOTE: Federally Supported Health Centers Assistance Act of 1995.>>

SECTION 1. SHORT TITLE; REFERENCES.

(a) <<NOTE: 42 USC 201 note.>> Short Title.—This Act may be cited as the ``Federally Supported Health Centers Assistance Act of 1995''.

(b) References.—Except as otherwise expressly provided, whenever in this Act an amendment or repeal is expressed in terms of an amendment to, or repeal of, a section or other provision, the reference shall be considered to be made to a section or other provision of the Public Health Service Act.

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(A) by striking ``For each of the fiscal years 1993, 1994, and 1995'' and inserting ``For each fiscal year'';

and

(B) by striking ``(except'' and all that follows through ``thereafter''; and

(2) in paragraph (2), by striking ``for each of the fiscal years 1993, 1994, and 1995'' and inserting ``for each fiscal year''.

SEC. 3. CLARIFICATION OF COVERAGE.

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Helpful Hints For Searching The United States Code Online Via GPO Access

Content and file format: The United States Code is prepared and published by the Office of the Law Revision Counsel, U.S. House of Representatives. It is the codification of the general and permanent laws of the United States. The *U.S. Code* database online via *GPO Access* contains the text of laws in effect as of January 24, 1994. However, any section that has been affected by laws passed during the 2d Session of the 103d Congress includes a note identifying the public law that affected that section. Similarly, as laws are passed during the 104th Congress, a note will be added to any affected section within five days after the law is enacted. Each U.S. Code document is available as an ASCII text file.

Identification Code: Each code section in the database will be displayed in the results list with the identification code followed by the initial words of the title. For example: 2USC Sec. 661a. Definitions. In this example, 2USC Sec. 661a. Is the code citation and Definitions is the title.

Maximum Responses: The default settings for SWAIS and for the WAIS and Web client software is to return a maximum of 40 responses to a query. To locate a larger number of documents, you will need to change the setting. In SWAIS type a lower case o at the *Source Selection* menu to change your options. In WinWAIS, select *Edit* and then *Preferences* from the pull-down menu. In MacWAIS, select *File* and then *Preferences* from the pull-down menu. On the *GPO Access Web Searching Pages* a box is provided in which you may change the number of documents returned.

Good sample searches¹ for the *U.S. Code* database are:

U.S. Code Citation [2USC661.ASK]²

Query: : 2USC661*
Result: 2USC Sec. 661. Purpose
2USC Sec. 661a. Definitions

This search retrieves a U.S. Code section by citation (2 USC 661). There are no spaces in the citation. Use of the asterisk (*) retrieves subsections as well. [Note: The subsections do not appear in alphanumeric order due to the relevance ranking feature of the WAIS server software. Relevance is computed based on several factors, including the occurrence of the search terms in the document title, the frequency of the terms as a percentage of the total document size and conformance with the

exact search phrasing.]

Public Law Number [103-40.ASK]

Query: "pub l 103-40"

Query 2: pub ADJ l ADJ 103 ADJ 40

Result: 44USC Sec. 4101. Electronic directory; online access to publications;
POPNAM Government Printing Office Electronic Information Access ...

This search retrieves a U.S. Code section by Public Law number (P.L. 103-40). It also retrieves the Table of Popular Names entry referencing that Public Law number. A phrase may be entered surrounded by quotation marks (" ") or with each searchable word separated by the ADJ operator. [NOTE: In this database the correct abbreviation for Public Law is Pub. L.]

Statutes-at-Large Citation [107STAT.ASK]

Query: "107 stat 112"

Result: 44USC Sec. 4101. Electronic directory; online access to publications;
POPNAM Government Printing Office Electronic Information Access ...

This search retrieves a U.S. Code section by Statutes-at-Large citation (107 Stat 112). It also retrieves the Table of Popular Names entry referencing that Statute citation.

Section Amended by Subsequent Legislation [GAO.ASK]

Query: "General Accounting Office" AND "Personnel Appeals"

Result: 31USC Sec. 751. Organization

This search retrieves a Code section (31 USC 751) that was affected by a law passed during the 2d Session of the 103d Congress (P.L. 103-283) and again by a law passed in the 1st Session of the 104th Congress (P.L. 104-1). This document shows the notation used to identify sections amended subsequent to the compilation of the database.

To determine the actual text of the changes, retrieve Public Law 104-1 from the *Public Laws* database using the search "public law 104-1". Since there is no database of public laws from the 103d Congress, retrieve the enrolled bill for Public Law 103-283 from the *Congressional Bills* database using the following steps:

★ Once the Public Law number is identified, a search for "public law 103-283" in the 1994 *History of Bills* database will identify the Congressional Bill number (H.R. 4454). [NOTE: In this database the words Public Law are not abbreviated.]

★ Once the Congressional Bill number is known, a search for "H.R. 4454" in the *Bills of the 103d Congress* database can be used to retrieve the enrolled version of the bill (enr). The enrolled bill is the text that was sent to the President for signature and became law.

Images; Wide Tables [FLAG.ASK]

Query: : stars AND stripes

Result: 4USC Sec. 1. Flag; stripes and stars on

This search retrieves a Code section (4 USC 1) with an image in a TIFF (scanned image) file and a wide table reformatted for screen display in the ASCII text file. TIFF files are created by scanning images at 300 dots per inch (DPI). Retrieving the TIFF will invoke the WinWAIS/MacWAIS graphics viewer and display a map of the area subject to the regulations. Retrieving the ASCII text file and searching for TIFF will display the tag <GRAPHIC><TIFF> at the location where the graphic designated as TIFF appears in the printed U.S. Code page. [NOTE: TIFF files are not accessible with SWAIS.]

A wide table appears in the text file just below the tag for the TIFF file. The WinWAIS/MacWAIS text viewer permits the user to scroll across the width of the table. Columns and headings will align properly if the text viewer is set to use a non-proportional font, such as courier. Select (E)dit and (F)ont Preferences from the text viewer pull down menus to change the font.

ENDNOTES:

1. The results of these sample searches are described as they will appear using SWAIS, WAIS or the client software customized for use with *GPO Access*. The searches can be performed with other WAIS client software, but the display of the results may vary.

2. When a file name, such as 2USC661.ASK, appears in brackets at the beginning of a sample search, there is a saved search with that file name available for use with the *GPO Access* WinWAIS and MacWAIS client software. The saved searches are available on The Federal Bulletin Board /FTP site at fedbbs.access.gpo.gov/win.ask or [mac.ask](http://fedbbs.access.gpo.gov/mac.ask).

[Example of a U.S. Code document online via GPO Access. Intermediate text has been omitted to show table example and header on one page.]

From the U.S. Code Online via GPO Access

[wais.access.gpo.gov]

[Laws in effect as of January 3, 1995]

[Document not affected by Public Laws enacted between

January 3, 1995 and January 2, 1996]

[CITE: 4USC1]

TITLE 4—FLAG AND SEAL, SEAT OF GOVERNMENT, AND THE STATES

CHAPTER 1—THE FLAG

Sec. 1. Flag; stripes and stars on

The flag of the United States shall be thirteen horizontal stripes, alternate red and white; and the union of the flag shall be forty-eight stars, white in a blue field.

(July 30, 1947, ch. 389, 61 Stat. 642.)

Executive Order No. 10798

Ex. Ord. No. 10798, Jan. 3, 1959, 24 F.R. 79, which prescribed proportions and sizes of flags until July 4, 1960, was revoked by section 33 of Ex. Ord. No. 10834, set out as a note under this section.

Ex. Ord. No. 10834. Proportions and Sizes of Flags and Position of Stars

Section 1. The flag of the United States shall have thirteen horizontal stripes, alternate red and white, and a union consisting of white stars on a field of blue.

Sec. 21. The following sizes of flags are authorized for executive agencies:

| Size | Dimensions of Flag | |
|-----------|--------------------|-----------------|
| | Hoist (width) | Fly (length) |
| | Feet | Feet |
| (1)..... | 20.00 | 38.00 |
| (2)..... | 10.00 | 19.00 |
| (3)..... | 8.95 | 17.00 |
| (4)..... | 7.00 | 11.00 |
| (5)..... | 5.00 | 9.50 |
| (6)..... | 4.33 | 5.50 |
| (7)..... | 3.50 | 6.65 |
| (8)..... | 3.00 | 4.00 |
| (9)..... | 3.00 | 5.70 |
| (10)..... | 2.37 | 4.50 |
| (11)..... | 1.32 | 2.50 |



