

# Labor, Employment, and Human Resources

## Westlaw® Database List

Westlaw provides labor and employment law practitioners and human resources professionals with a comprehensive library of databases that relate to employment in both the private and the public sectors. Case law, statutory law, and administrative law databases cover employment law, labor relations, arbitration and mediation, benefits and compensation, workplace safety, and equal employment opportunity. Public sector employment is covered in federal and state human resources databases.

In addition, the large collection of legal texts and periodicals on Westlaw provides practitioners and managers with expert guidance and practice tips. Westnews™ databases provide news and information about workplace issues.

This database list contains descriptions of the labor, employment, and human resources databases on Westlaw, including the most frequently used databases listed below.

### Frequently Used Databases

Database Name	Identifier
Federal Labor and Employment–National Labor Relations Board– Board and Administrative Law Judge Decisions	FLB-NLRB
Federal Labor and Employment–Cases	FLB-CS
Federal Labor and Employment–Combined Labor Materials	FLB-ALL
Federal Labor and Employment–Merit Systems Protection Board	FLB-MSPB
Federal Labor and Employment–Equal Employment Opportunity Commission Decisions	FLB-EEOC
Federal Labor and Employment–Federal Labor Relations Authority	FLB-FLRA
BNA Combined Labor Arbitration Decisions	LA-COMB
Federal Labor and Employment–Occupational Safety and Health Review Commission	FLB-OSRC
Federal Labor and Employment–Federal Mine Safety and Health Review Commission	FLB-FMSHRC
Labor and Employment–Law Reviews, Texts, and Bar Journals	LB-TP

Westlaw is available on the Web at [www.westlaw.com](http://www.westlaw.com).

For technical assistance, call West Customer & Technical Services at **1-800-WESTLAW** (1-800-937-8529).

For search assistance, call the West Reference Attorneys at **1-800-REF-ATTY** (1-800-733-2889).

If you are a law student, call **1-800-850-WEST** (1-800-850-9378) for assistance.

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## Combined Federal Materials

Database	Identifier
<b>Federal Labor and Employment–Combined Labor Materials</b> Combines the FLB-ADMIN, FLB-CODREG, and FLB-CS databases. Coverage varies by source.	FLB-ALL

## Federal Case Law

Database	Identifier
<b>Federal Labor and Employment–Cases</b> Cases from the U.S. Supreme Court, courts of appeals, district courts, bankruptcy courts, Court of Federal Claims, Tax Court, military courts, and related federal and territorial courts that relate to employment in both the private and the public sectors. Coverage begins with 1789.	FLB-CS
<b>Federal Labor and Employment–Supreme Court Cases</b> Cases from the U.S. Supreme Court that relate to employment in both the private and the public sectors. Coverage begins with 1790.	FLB-SCT
<b>Federal Labor and Employment–Courts of Appeals Cases</b> Cases from the federal appellate courts that relate to employment in both the private and the public sectors. Coverage begins with 1891.	FLB-CTA
<b>Federal Labor and Employment–District Courts Cases</b> Cases from the primary federal courts of original jurisdiction that relate to employment in both the private and the public sectors. Coverage begins with 1789.	FLB-DCT
<b>Americans with Disabilities Cases</b> Cases pertaining to the Americans with Disabilities Act (ADA) and similar acts from the federal courts and the state and local courts of all 50 states and the District of Columbia. Coverage begins with 1945.	AWD-CS
<b>Arbitrators–Court Cases</b> Federal court decisions related to the arbitration of human resources issues for federal government employees. Selected coverage begins with 1978.	ARB-CS
<b>Equal Employment Opportunity Commission Federal Sector–Court Cases</b> Federal court decisions related to decisions by the Equal Employment Opportunity Commission (EEOC) concerning human resources issues involving federal government employees. Selected coverage begins with 1982.	EEOC-CS
<b>Federal Labor Relations Authority–Court Cases</b> Text of federal court decisions on appeal from actions by the Federal Labor Relations Authority (FLRA). Coverage begins with 1980.	FLRA-CS
<b>Merit Systems Protection Board–Court Cases</b> Federal court decisions reviewing decisions of the Merit Systems Protection Board (MSPB) concerning federal civil service employee disciplinary actions and other employment-related issues. Selected coverage begins with 1989.	MSPB-CS
<b>Wage and Hour Cases</b> Cases from federal and state courts that relate to laws (such as the federal Fair Labor Standards Act (FLSA) of 1938) governing minimum wages and maximum working hours for employees in the private and the public sectors. Coverage begins with 1945.	WH-CS

## Federal Statutes and Regulations

Database	Identifier
<b>Federal Labor and Employment–Code and Regulations</b> Combination of the FLB-USCA, FLB-CFR, and FLB-FR databases. Coverage varies by source.	FLB-CODREG
<b>Federal Labor and Employment–U.S. Code Annotated</b> Documents from the <i>United States Code Annotated</i> ® that relate to employment in both the private and the public sectors.	FLB-USCA

<b>Federal Labor and Employment–Final, Temporary, and Proposed Regulations</b> Combination of the FLB-CFR and FLB-FR databases. Coverage varies by source.	FLB-REG
<b>Federal Labor and Employment–Code of Federal Regulations</b> Documents from the <i>Code of Federal Regulations</i> that relate to employment in both the public and the private sectors.	FLB-CFR
<b>Federal Labor and Employment–Federal Register</b> Documents from the <i>Federal Register</i> that relate to employment in both the public and the private sectors. Coverage begins with July 1980.	FLB-FR
<b>Americans with Disabilities Statutes</b> Documents relating to the ADA and similar acts from various state and federal jurisdictions. Coverage varies by jurisdiction.	AWD-ST
<b>Americans with Disabilities Code of Federal Regulations</b> Documents from the <i>Code of Federal Regulations</i> that pertain to the ADA and related acts.	AWD-CFR
<b>Americans with Disabilities Federal Register</b> Documents from the <i>Federal Register</i> pertaining to the ADA and related acts. Coverage begins with July 1980.	AWD-FR
<b>Arnold &amp; Porter Legislative History: Americans with Disabilities Act of 1990</b> Comprehensive legislative history of the ADA, Pub. L. No. 101-336, compiled by Arnold & Porter, including the text of bills, committee reports, transcripts of hearings, and other documents.	ADA-LH
<b>Arnold &amp; Porter Legislative History: Employee Retirement Income Security Act of 1974</b> Comprehensive legislative history of the Employee Retirement Income Security Act (ERISA) of 1974, Pub. L. No. 93-406, compiled by Arnold & Porter, including the text of bills, committee reports, transcripts of hearings, and other documents.	ERISA-LH
<b>Arnold &amp; Porter Legislative History: Family and Medical Leave Act</b> Comprehensive legislative history of the Family and Medical Leave Act (FMLA) of 1993, Pub. L. No. 103-3, compiled by Arnold & Porter, including the text of bills, committee reports, transcripts of hearings, and other documents.	FAMLV-LH
<b>Wage and Hour Regulations</b> Documents from the <i>Code of Federal Regulations</i> , the <i>Federal Register</i> , and state administrative rules and regulations that relate to minimum wages and maximum working hours for employees in the private and the public sectors.	WH-REG
<b>Wage and Hour Statutes</b> Documents from the <i>United States Code Annotated</i> and state statutes, constitutions, and rules of procedure that relate to minimum wages and maximum working hours for employees in the private and the public sectors.	WH-ST
<b>Federal Administrative Materials</b>	
Database	Identifier
<b>Federal Labor and Employment–Federal Labor Administrative Materials</b> Combines documents from the FLB-ARB, FLB-ECAB, FLB-EEOC-ALL, FLB-FLRA, FLB-FMSHRC, FLB-FSIP, FLB-MSPB, FLB-NLRB, FLB-NLRBGC, FLB-NMB, FLB-OSRC, FLB-WHOL, FHR-CPLM, FHR-DSCDO, FHR-FWS, FHR-FWSCLASS, FHR-GPDS, FHR-GPPA, FHR-GSCLASS, FHR-SDRS, and FHR-TRAVREG databases. Coverage varies by source.	FLB-ADMIN
<b>Americans with Disabilities Act Technical Assistance Manuals</b> Current versions of the ADA technical assistance manuals and selected informational booklets issued by the U.S. Department of Justice and the EEOC.	ADA-TAM

<b>Equal Employment Opportunity Commission–Professional Currency</b>	EEOC-PC
Text of selected EEOC guidelines on enforcement and compliance in the federal sector (beginning with 1988); <i>Significant Case Reports</i> by the U.S. Office of Personnel Management (OPM), which report on selected decisions and other actions of the FLRA, the MSPB, and other authorities whose actions affect federal employees and labor-management relations (beginning with 1979); selected sections of the <i>EEOC Compliance Manual: Threshold Issues</i> (section 2, issued May 2, 2000), <i>Employee Benefits</i> (section 3, issued October 3, 2000), <i>Retaliation</i> (section 8, issued May 20, 1998), <i>Compensation Discrimination</i> (section 10, issued December 5, 2000), and <i>Disability</i> (section 902, issued March 15, 1995); and articles on equal opportunity law and summaries of recent developments affecting federal government employees from the <i>Digest of Equal Employment Opportunity Law</i> , published by the EEOC (beginning with 1997).	
<b>Federal Government Contracts–Labor Board of Contract Appeals</b>	FGC-LBCA
Decisions of the Board of Contract Appeals (BCA) and the Board of Service Contract Appeals (BSCA) for the Department of Labor. Coverage for the BCA begins with 1973; coverage for the BSCA begins with 1987. DOD.	
<b>Federal Immigration–Administrative Decisions Combined</b>	FIM-ADMIN
Combines materials from the following databases: Board of Immigration Appeals Decisions (FIM-BIA), Board of Alien Labor Certification Appeals Decisions (FIM-BALCA), and Office of Chief Administrative Hearing Officer (FIM-OCAHO). Coverage varies by source.	
<b>Federal Immigration–Board of Alien Labor Certification Appeals</b>	FIM-BALCA
Decisions of the Board of Alien Labor Certification Appeals, a quasi-judicial body within the U.S. Department of Labor that hears appeals of denials of labor certification arising under section 212(a)(14) of the Immigration and Nationality Act. Coverage begins with November 1987.	
<b>Federal Immigration–Board of Alien Labor Certification Appeals Deskbook</b>	FIM-BALCADB
The second edition of the <i>Board of Alien Labor Certification Appeals Deskbook</i> , which assists in the understanding of labor certification law.	
<b>Federal Labor and Employment–Assistant Secretary of Labor for Labor-Management Relations Decisions</b>	FLB-ASLLMR
Index references (party names and date of decision) to decisions of the Assistant Secretary of Labor for Labor-Management Relations on unfair labor practice charges and representation claims. Coverage begins with 1970.	
<b>Federal Labor and Employment–Department of Labor Administrative Review Board</b>	FLB-ARB
Decisions issued by the Department of Labor Administrative Review Board and by its predecessor agencies: the Wage Appeals Board, BSCA, and Office of Administrative Appeals. Coverage of Administrative Review Board decisions begins with the agency’s inception in 1996. Coverage of the Wage Appeals Board is from 1964 to 1996, coverage of the BSCA is from 1985 to 1995, and coverage of the Office of Administrative Appeals is from 1984 to 1996.	
<b>Federal Labor and Employment–Department of Labor Wage and Hour Opinion Letters</b>	FLB-WHOL
Opinion letters released by the Wage and Hour Division of the Department of Labor responding to an employer’s request for assistance in determining whether a particular employee is covered by an exemption in the FLSA, the FMLA, or other acts such as the Migrant and Seasonal Agricultural Worker Protection Act. Coverage of FLSA opinion letters begins with January 1970; coverage of FMLA opinion letters begins with June 1993.	
<b>Federal Labor and Employment–Employees’ Compensation Appeals Board Decisions</b>	FLB-ECAB
Decisions of the Employees’ Compensation Appeals Board concerning claims under the Federal Employees’ Compensation Act. Coverage begins with October 1976.	
<b>Federal Labor and Employment–Equal Employment Opportunity Commission (EEOC) Multibase</b>	FLB-EEOC-ALL
Federal administrative materials that relate to the EEOC. FLB-EEOC-ALL combines documents from FLB-EEOC, FLB-EEOCCM, FLB-EEOCGUID, and FLB-EEOCMD. Coverage varies by source.	

<b>Federal Labor and Employment–Equal Employment Opportunity Commission (EEOC)–Compliance Manual</b> Text of the <i>Compliance Manual</i> published by the EEOC to provide guidance and instructions for investigating claims under the statutes enforced by the EEOC. Coverage is current and includes sections from the original manual and from the so-called new manual.	FLB-EEOCCM
<b>Federal Labor and Employment–Equal Employment Opportunity Commission Decisions</b> Decisions of the EEOC concerning unlawful employment practices in the private sector under Title VII. The EEOC’s Office of Federal Operations determines whether violations have occurred in the public sector. Coverage begins with July 1969.	FLB-EEOC
<b>Federal Labor and Employment–Equal Employment Opportunity Commission (EEOC)–Enforcement Guidances and Related Documents</b> Enforcement guidances or guidance-related documents, such as guidance question-and-answer documents, released by the EEOC. Coverage begins with 1990.	FLB-EEOCGUID
<b>Federal Labor and Employment–Equal Employment Opportunity Management Bulletins</b> Text of management directives and bulletins issued by the EEOC that relate to human resources issues involving federal government employees. Coverage begins with 1983.	FLB-EEOCMB
<b>Federal Labor and Employment–Federal Labor Relations Authority</b> Decisions of the FLRA or an FLRA administrative law judge concerning collective bargaining disputes and unfair labor practices in the federal sector. Coverage begins with 1979.	FLB-FLRA
<b>Federal Labor and Employment–Federal Labor Relations Authority Negotiability Determinations</b> Text of negotiability determinations by the FLRA as to whether a union’s collective bargaining proposal is within an agency’s statutory duty to bargain. Selected full-text coverage begins with 1999.	FLB-FLRAND
<b>Federal Labor and Employment–Federal Labor Relations Council Decisions</b> Index references to decisions of the Federal Labor Relations Council, including interpretations and rulings on Executive Order 11,491, which established an institutional framework to govern labor-management relations in the federal government; decisions on appeals from the Assistant Secretary of Labor for Labor-Management Relations; and decisions on appeal from negotiability determinations. Coverage begins with 1970.	FLB-FLRC
<b>Federal Labor and Employment–Federal Mine Safety and Health Review Commission</b> Decisions of the Federal Mine Safety and Health Review Commission concerning regulations promulgated and enforced by the Mine Safety and Health Administration. Coverage begins with 1979.	FLB-FMSHRC
<b>Federal Labor and Employment–Federal Service Impasses Panel</b> Decisions of the Federal Service Impasses Panel (FSIP) or an FSIP-appointed fact finder or arbitrator concerning negotiation impasses between federal agencies and labor organizations. Coverage begins with 1970.	FLB-FSIP
<b>Federal Labor and Employment–Labor Agreements</b> Text of selected national labor agreements, including the 1994 agreements between the United States Postal Service and the National Association of Letter Carriers, the National Postal Mail Handlers Union, and the American Postal Workers Union; and the 1997 agreement between the Social Security Administration and the American Federation of Government Employees.	FLB-AGMT
<b>Federal Labor and Employment–Merit Systems Protection Board</b> Decisions of the MSPB concerning civil service employee disciplinary actions. Coverage begins with 1979.	FLB-MSPB
<b>Federal Labor and Employment–Merit Systems Protection Board Initial Decisions</b> Initial adjudicative decisions reached by the MSPB. These decisions have no precedential significance and are not to be cited in submissions to the MSPB or federal courts. Coverage begins with 1997.	FLB-MSPBI

<p><b>Federal Labor and Employment–National Labor Relations Board–Administrative Law Judge Opinions</b></p> <p>Decisions of the National Labor Relations Board (NLRB) administrative law judges (ALJs) concerning collective bargaining disputes and unfair labor practices in the private sector. Coverage begins with 1990.</p>	FLB-NLRBALJ
<p><b>Federal Labor and Employment–National Labor Relations Board–Board and ALJ Decisions Combined</b></p> <p>Combined decisions of the NLRB and NLRB ALJs concerning collective bargaining disputes and unfair labor practices in the private sector. Coverage of NLRB decisions begins with 1935. Coverage of ALJ opinions begins with 1990.</p>	FLB-NLRB
<p><b>Federal Labor and Employment–National Labor Relations Board–Board Decisions</b></p> <p>Decisions of the NLRB concerning collective bargaining disputes and unfair labor practices in the private sector. Coverage begins with 1935.</p>	FLB-NLRBDEC
<p><b>Federal Labor and Employment–National Labor Relations Board General Counsel Memoranda</b></p> <p>Decisions and advice memoranda of the Office of General Counsel of the NLRB concerning prosecution of unfair labor practices complaints. Coverage begins with October 1980.</p>	FLB-NLRBGC
<p><b>Federal Labor and Employment–National Mediation Board Decisions</b></p> <p>Decisions and opinion letters of the National Mediation Board concerning railway and air-carrier labor disputes. Coverage begins with 1935.</p>	FLB-NMB
<p><b>Federal Labor and Employment–Occupational Safety and Health Review Commission</b></p> <p>Decisions of the Occupational Safety and Health Review Commission concerning regulations promulgated and enforced by the Occupational Safety and Health Administration (OSHA). Coverage begins with 1971.</p>	FLB-OSRC
<p><b>Federal Labor and Employment–U.S. Equal Employment Opportunity Management Directives</b></p> <p>Management directives released by the EEOC that provide federal agencies with EEOC policies, procedures, and guidance relating to the processing of employment discrimination complaints (EEO Management Directive 110, under 29 C.F.R. pt. 1614), as well as the implementation of affirmative-action programs (e.g., EEO Management Directives 713 and 714). Coverage begins with 1983.</p>	FLB-EEOCMD
<p><b>Federal Labor Relations Authority–Administrative Law Judge Decisions</b></p> <p>Text of decisions by ALJs related to actions by the FLRA and other human resources issues that involve federal government employees. Coverage begins with 1981.</p>	FLRA-ALJ
<p><b>Federal Labor Relations Authority Policy Guidance</b></p> <p>Text of FLRA releases responding to requests from the FSIP, from a collective bargaining unit, or from a federal agency for a general statement of policy or guidance policy statement. Selected coverage begins with 1979.</p>	FLRA-PGUID
<p><b>Federal Labor Relations Authority–Professional Currency</b></p> <p>Text of FLRA news releases; articles from the <i>FLRA Bulletin</i>, which announce FLRA policy or summarize FLRA authority, FSIP decisions, court cases, settlements, and advice from FLRA general counsel; and FLRA general counsel advisory opinions and guidance memoranda, which establish standards that govern the processing of cases by regional offices. Coverage of FLRA news releases begins with March 1996; coverage of the <i>FLRA Bulletin</i> begins with January 1998; and coverage of FLRA general counsel advisory opinions and guidance memoranda begins with January 1996.</p>	FLRA-PC

<p><b>Federal Legal Ethics and Professional Responsibility–U.S. Office of Government Ethics Opinions</b></p> <p>Informal advisory letters or memoranda and formal advisory opinions issued by the U.S. Office of Government Ethics (OGE). The OGE provides guidance on executive branch policies related to preventing conflicts of interest on the part of officers and employees of executive agencies. An informal advisory letter or informal advisory memorandum responds to particular inquiries to provide guidance in specific fact situations. A formal advisory opinion is issued after notice and comment concerning matters of general applicability or important matters of first impression. FETH-OGE does not contain analyses of the professional rules governing conduct of attorneys or judges. Coverage begins with 1979.</p>	FETH-OGE
<p><b>Federal Pension and Welfare Benefits Administration Information Letters</b></p> <p>Information letters released by the Department of Labor’s Pension and Welfare Benefits Administration. Selected coverage begins with 1977, and full coverage begins with 1992.</p>	FPEN-PWBAIL
<p><b>Federal Pension and Welfare Benefits Administration Materials</b></p> <p>Combines documents from the FPEN-ERISA and FPEN-PWBAIL databases. Coverage varies by source.</p>	FPEN-PWBA
<p><b>Federal Pension and Retirement Benefits–ERISA Opinion Letters</b></p> <p>Opinion letters released by the Pension and Welfare Benefits Administration of the U.S. Department of Labor that respond to specific inquiries regarding practices under Title I of ERISA. Coverage begins with 1974.</p>	FPEN-ERISA
<p><b>Federal Pension and Retirement Benefits–Pension Benefit Guaranty Corporation</b></p> <p>Opinion letters responding to specific inquiries regarding the effect of Title IV of ERISA on pension programs overseen by the Pension Benefit Guaranty Corporation. Coverage begins with 1974.</p>	FPEN-PBGC
<p><b>Federal Workers’ Compensation–Benefits Review Board</b></p> <p>Adjudicative decisions from the Benefits Review Board, a quasi-judicial body within the U.S. Department of Labor, on appeals from administrative law judges’ decisions in cases arising under the Black Lung Benefits Act and the Longshore and Harbor Workers’ Compensation Act. Coverage of Black Lung Benefits Act decisions begins with January 1986; coverage of Longshore and Harbor Workers’ Compensation Act decisions begins with December 1984.</p>	FWC-BRB
<p><b>Job Qualification System for Trades and Labor Occupations</b></p> <p>Text of selected sections of the 2000 edition of the <i>Job Qualification System for Trades and Labor Occupations</i> issued by the OPM, which sets out job elements considered necessary for success on trades and labor jobs covered by the Federal Wage System, such as skills, knowledge, abilities, and personal characteristics.</p>	JQSTLO
<p><b>Office of Federal Contract Compliance Programs Decisions</b></p> <p>Documents released by the Office of Federal Contract Compliance Programs (OFCCP), including decisions and orders of the secretary of labor or other federal labor authorities in actions filed by the OFCCP. Coverage begins with 1968.</p>	OFCCP
<p><b>OSHA Inspection and Enforcement Reports</b></p> <p>Records compiled by OSHA for individual physical sites. Coverage begins with 1988.</p>	OSHA-INSPECT
<p><b>Position Classification Standards</b></p> <p>Position classification standards and interpretive guidance published by the Workforce Compensation and Performance Service of the OPM for work performed in the federal government by white-collar employees covered by the General Schedule. Selected coverage begins with 1958.</p>	POSCLASS
<p><b>Qualification Standards Handbook for General Schedule Positions</b></p> <p>Text of selected sections of the <i>Operating Manual for Qualification Standards for General Schedule Positions</i>, which contains qualification standards that have been established by the OPM for General Schedule positions in the federal government. These standards are used by human resources specialists to determine whether an applicant meets the minimum requirements for a position being filled. Coverage begins with 1998.</p>	QSHGSP

**Single Agency Qualification Standards**

SAQS

Text of selected agency-specific qualification standards for General Schedule positions in the federal government that supplement the *Handbook of Occupational Groups and Families* issued by the Workforce Compensation and Performance Service of the OPM to aid federal agencies in classifying positions, defining occupations, and grading white-collar jobs covered by the General Schedule. Coverage begins with 1958 and ends with 1992.

**Travel Regulations–Professional Currency**

TRAV-PC

Text of reports issued by federal agencies that update regulations pertaining to travel and transportation allowances, per diem rates, and relocation and other expense allowances. Coverage begins with 2000.

**Wage and Hour Administrative Decisions**

WH-ADMIN

Federal administrative decisions related to minimum wages and maximum working hours for employees in the private and the public sectors, including decisions of the NLRB; EEOC; and Department of Labor, Wage and Hour Division. Coverage begins with 1935.

**Case Law and NLRB Decisions from The Bureau of National Affairs Inc. (BNA)**

Database

Identifier

**BNA Labor Relations Reporter Fair Employment Practice Cases**

BNAFEP-CS

Cases published in BNA's *Labor Relations Reporter: Fair Employment Practice Cases*, including BNA's editorial enhancements. Coverage begins with 1965. Not available to law school subscribers.

**BNA Labor Relations Reporter: Federal and State Case Law**

LRR-CS-ALL

Federal and state cases from the following BNA Labor Relations Reporter databases: Wage and Hour Cases (BNAWH-CS), Fair Employment Practice Cases (BNAFEP-CS), Labor Relations Reference Manual (BNALRRM-CS), Americans with Disabilities Act Cases (BNAAD-CS), and Individual Employment Rights Cases (BNAIER-CS). Not available to law school subscribers.

**BNA Labor Relations Reporter: Federal Case Law**

FLRR-CS

Federal cases from the following BNA Labor Relations Reporter databases: Wage and Hour Cases (BNAWH-CS), Fair Employment Practice Cases (BNAFEP-CS), Labor Relations Reference Manual (BNALRRM-CS), Americans with Disabilities Act Cases (BNAAD-CS), and Individual Employment Rights Cases (BNAIER-CS). Not available to law school subscribers.

**BNA Labor Relations Reporter Individual Employment Rights Cases**

BNAIER-CS

Cases published in BNA's *Labor Relations Reporter: Individual Employment Rights Cases*, including BNA's editorial enhancements. Coverage begins with 1986. Not available to law school subscribers.

**BNA Labor Relations Reporter Wage and Hour Cases**

BNAWH-CS

Cases published in BNA's *Labor Relations Reporter: Wage and Hour Cases*, including BNA's editorial enhancements. Coverage begins with 1969. Not available to law school subscribers.

**BNA's Americans with Disabilities Act Cases**

BNAAD-CS

Cases published in BNA's *Labor Relations Reporter: Americans with Disabilities Act Cases*, including BNA's editorial enhancements. Coverage begins with 1977. Not available to law school subscribers.

**BNA's Labor Relations Reference Manual–Cases**

BNALRRM-CS

Cases published in BNA's *Labor Relations Reference Manual*, including editorial enhancements. Coverage begins with 1970. Not available to law school subscribers.

**BNA's Labor Relations Reference Manual–NLRB Decisions**

BNA-NLRB

Adjudicative decisions, orders, advisory opinions, and other materials released by the NLRB, as republished in the *Labor Relations Reference Manual* by BNA along with BNA's editorial enhancements. Many of the decisions that result from the contesting of an ALJ's decision include the earlier findings and recommendations of the ALJ (uncontested ALJ decisions are not included). Coverage begins with March 2002. Not available to law school subscribers.

## State Materials

Database	Identifier
<b>Multistate Labor and Employment Cases</b>	MLB-CS
<b>Individual State Labor and Employment Cases</b> Cases from the state courts of all 50 states and the District of Columbia that relate to employment in both the private and the public sectors. Coverage varies by state. Individual state cases are found in databases with the identifier XMLB-CS, where XX is the state's two-letter postal abbreviation.	XMLB-CS
<b>BNA Labor Relations Reporter: Multistate Case Law</b> Decisions of state courts, with editorial enhancements prepared by the editorial staff of BNA, published in the <i>Labor Relations Reporter</i> . Not available to law school subscribers.	MLRR-CS
<b>State Statutes—Annotated</b>	ST-ANN-ALL
<b>State Statutes—Unannotated</b>	STAT-ALL
<b>Individual State Statutes—Annotated</b>	XX-ST-ANN
<b>Individual State Statutes—Unannotated</b> Statutes from all 50 states, the District of Columbia, Guam, Puerto Rico, and the Virgin Islands, plus annotations. Statutes for individual jurisdictions are found in databases with the identifier XX-ST-ANN or XX-ST, where XX is a jurisdiction's two-letter postal abbreviation.	XX-ST
<b>Multistate Legislative Service</b>	LEGIS-ALL
<b>Individual State Legislative Service</b> Documents passed by the legislatures of all 50 states, the District of Columbia, Guam, Puerto Rico, and the Virgin Islands and selected documents proposing legislation by initiative or proposition. Coverage varies by jurisdiction. Information from individual jurisdictions is found in databases with the identifier XX-LEGIS, where XX is a jurisdiction's two-letter abbreviation.	XX-LEGIS
<b>State Administrative Code Multibase</b>	ADC-ALL
<b>Individual State Administrative Code</b> Administrative codes from all 50 states, the District of Columbia, and Puerto Rico. Coverage varies by state. Administrative codes from individual states are found in databases with the identifier XX-ADC, where XX is a state's two-letter postal abbreviation.	XX-ADC
<b>Bills—All States—Summaries and Full Text Combined</b>	ST-BILLS
<b>Bills—Individual State</b> Summary bill tracking materials (summary of bill and status information) as well as the full text of bills from all 50 states. Combines the ST-BILLTRK and ST-BILLTXT databases. Bills from individual states are found in databases with the identifier XX-BILLS, where XX is a state's two-letter postal abbreviation.	XX-BILLS
<b>Bill Tracking—All States—Summaries and Status</b>	ST-BILLTRK
<b>Bill Tracking—Individual State</b> Summaries and status information concerning current legislation from all 50 states. Bills are tracked from their introduction throughout the legislative process. Bill summaries from individual states are found in databases with the identifier XX-BILLTRK, where XX is a state's two-letter postal abbreviation.	XX-BILLTRK
<b>Bill Text—All Fifty States—Full Text</b>	ST-BILLTXT
<b>Bill Text—Individual State</b> Full text of all available bills (introduced, amended, and enacted versions) from current and recently ended sessions of legislatures from all 50 states. The text of bills from individual states is found in databases with the identifier XX-BILLTXT, where XX is a state's two-letter postal abbreviation.	XX-BILLTXT

<b>Regulation Tracking--All States</b>	ST-REGTRK
<b>Regulation Tracking--Individual State</b> Summaries and status information concerning pending and recently adopted regulations from all states. Information on regulations from individual states is found in databases with the identifier XX-REGTRK, where XX is a state's two-letter postal abbreviation.	XX-REGTRK
<b>California Fair Employment and Housing Commission Decisions</b> Opinions and orders released by the California Fair Employment and Housing Commission concerning charges of discrimination in employment, housing, public accommodation, contract compliance, and licensing and testing. Coverage begins with 1978.	CA-FEHC
<b>California Fair Political Practices Commission</b> Opinions and advice letters issued by the California Fair Political Practices Commission concerning compliance with California's Political Reform Act by public officials and lobbyists. Coverage of advice letters begins with 1985. Coverage of opinions begins with 1975.	CA-ETH
<b>California Occupational Safety and Health Appeals Board Decisions</b> Decisions released by the California Occupational Safety and Health Appeals Board. Coverage begins with 1974.	CA-OSHA
<b>City of New York Conflicts of Interest Board</b> Advisory opinions issued by the City of New York Conflicts of Interest Board concerning the ethical conduct of the New York City mayor, city council members, and other public officials of New York City, and sections of Title 53 of the Rules of the City of New York as they pertain to the board. Coverage of advisory opinions begins with 1990; coverage of decisions begins with 1993. The rules are current through August 1995.	NYC-ETH
<b>ENFLEX State Environmental, Health, and Safety Regulations</b> <b>Individual State Environmental, Health, and Safety Regulations</b> Environmental, health, and safety regulations currently available in the ENFLEX® databases for all 50 states, the District of Columbia, and Puerto Rico. Materials from individual states are found in databases with the identifier ENFLEX-XX, where XX is the state's two-letter postal abbreviation.	ENFLEX-STATE ENFLEX-XX
<b>Hawaii Department of Labor and Industrial Relations, Occupational Safety and Health Decisions</b> Decisions released by the Hawaii Labor and Industrial Appeals Board regarding occupational safety and health issues. Coverage begins with 1994.	HI-OSHA
<b>Minnesota Ethical Practices Board Advisory Opinions</b> Advisory opinions issued by the Minnesota Ethical Practices Board concerning the ethical conduct of public officials during elections, campaigns, and the course of their official duties. Coverage begins with May 1974.	MN-ETH
<b>New York State Ethics Commission Advisory Opinions</b> Advisory opinions released by the New York State Ethics Commission that deal with the ethical conduct and campaigns of public officials. Coverage begins with 1988.	NY-ETH
<b>Ohio Ethics Commission Advisory Opinions</b> Opinions released by the Ohio Ethics Commission concerning ethics, conflicts of interest, and financial disclosure involving public officials and employees. Coverage begins with 1977.	OH-ETH
<b>Oklahoma Ethics Commission Interpretations</b> Interpretations of the rules of Oklahoma's Ethics Commission Act with respect to the ethical conduct of state officers and employees. Coverage begins with September 1988.	OK-ETH
<b>Public Employee Reporters--Combined</b> <b>Individual State Public Employee Reporter</b> Decisions of labor relations boards from California, Florida, Illinois, Indiana, Michigan, New Jersey, New York, Ohio, and Pennsylvania concerning public-sector labor relations. Coverage varies by state. Documents from individual states are found in databases with the identifier XX-PER, where XX is the state's two-letter postal abbreviation.	PER XX-PER

<b>Seattle Ethics and Elections Commission Advisory Opinions</b>	SEA-ETH
Advisory opinions released by the Seattle Ethics and Elections Commission concerning the Seattle Elections Code, Code of Ethics, Election Pamphlet Code, and Whistleblower Protection Code. Coverage begins with 1992.	
<b>Texas Ethics Commission Advisory Opinions</b>	TX-ETH
Advisory opinions that deal with ethical conduct of elections and campaigns of public officials. Includes Texas Ethics Commission opinions from 1992 to present and opinions of its predecessor, the State Ethics Advisory Commission, from 1984 to 1986.	
<b>Wage and Hour Cases</b>	WH-CS
Cases from federal and state courts that relate to laws (such as the FLSA of 1938) governing minimum wages and maximum working hours for employees in the private and the public sectors. Coverage begins with 1945.	
<b>Wage and Hour Regulations</b>	WH-REG
Documents from the <i>Code of Federal Regulations</i> , the <i>Federal Register</i> , and state administrative rules and regulations that relate to minimum wages and maximum working hours for employees in the private and the public sectors.	
<b>Wage and Hour Statutes</b>	WH-ST
Documents from the <i>United States Code Annotated</i> and state statutes, constitutions, and rules of procedure that relate to minimum wages and maximum working hours for employees in the private and the public sectors.	
<b>Washington Public Employment Relations Commission Decisions</b>	WALB-ADMIN
Orders and decisions issued by the Washington Public Employment Relations Commission concerning public employment labor disputes. Coverage begins with 1976.	
<b>West Virginia Education and State Employees Grievance Board Decisions</b>	WVLB-ADMIN
Orders and decisions issued by the West Virginia Education and State Employees Grievance Board concerning employment-related grievance claims made by education or state employees. Coverage begins with 1994.	
<b>Public Sector Employment Federal Materials</b>	
Database	Identifier
<b>Arbitrators' Decisions</b>	ARB-DEC
Decisions of arbitrators in proceedings related to human resources issues involving federal government employees. Coverage of selected full-text decisions begins with 1973.	
<b>Arbitrators' Statistics</b>	ARB-STAT
Statistical information listing the frequency of arbitrators' decisions favoring management or labor in proceedings related to human resources issues involving federal government employees.	
<b>Federal Human Resources—Federal Administrative Materials</b>	FHR-ADMIN
Federal administrative materials that relate to human resources issues within the federal government. FHR-ADMIN combines documents from FHR-CPLM, FHR-DSCDO, FHR-FWS, FHR-GPDS, FHR-GPPA, FHR-GSCLASS, FHR-FWSCLASS, FHR-SDRS, and FHR-TRAVREG. Coverage varies by source.	
<b>Federal Human Resources—Administrative Procedures Handbook</b>	FHR-APHB
Text of selected releases of the U.S. Department of Justice that describe positions within the U.S. Attorneys Office and the Executive Office for United States Attorneys. These releases supplement or supersede sections of the <i>Administrative Procedures Handbook</i> , which provides personnel policies covering employees within the Department of Justice. Coverage begins with 1993.	
<b>Federal Human Resources—Air Force Supplement to Joint Travel Regulations</b>	FHR-TRAVAFS
Text of selected regulations pertaining to travel and transportation allowances; shipment and storage of household goods; and other relocation expense allowances issued by the Department of the Air Force to supplement the <i>Joint Travel Regulations</i> issued by the Department of Defense to establish uniform reimbursement of civilian personnel.	

<b>Federal Human Resources–Center for Partnership and Labor-Management Relations</b>	FHR-CPLMR
Text of advisories issued by the Center for Partnership and Labor-Management Relations of the OPM designed to help government agencies negotiate with federal labor organizations. Selected coverage begins with 1997.	
<b>Federal Human Resources–Civilian Personnel Law Manual</b>	FHR-CPLM
Documents from the <i>Civilian Personnel Law Manual</i> , prepared by the Office of General Counsel of the U.S. General Accounting Office, covering leave (Title II of the manual) and travel (Title III of the manual) for federal employees. Coverage is current.	
<b>Federal Human Resources–Classification Materials</b>	FHR-CLASS
Position classification standards and interpretive guidance releases published by the Workforce Compensation and Performance Service of the OPM for work performed in the federal government by white-collar employees covered by the General Schedule and blue-collar employees covered by the Federal Wage System. Selected coverage begins with 1957.	
<b>Federal Human Resources–Code of Federal Regulations</b>	FHR-CFR
Documents from the <i>Code of Federal Regulations</i> that relate to human resources issues in the federal government.	
<b>Federal Human Resources–Commissioned Corps Personnel Manual</b>	FHR-CCPM
Text of the <i>Commissioned Corps Personnel Manual</i> , issued by the Department of Health and Human Services, which contains policies, procedures, standards, and other information for the administration of the human resources system of the Commissioned Corps of the Public Health Service. Updating pamphlets and circulars are also included. Selected coverage begins with 1964.	
<b>Federal Human Resources–Comptroller General Decisions</b>	FHR-CG
Adjudicative decisions reached by the comptroller general regarding a claim by or against the United States that involves civilian human resources issues. Coverage begins with 1921.	
<b>Federal Human Resources–Defense Logistics Agency Materials</b>	FHR-DLA
Selected text from the <i>Defense Logistics Agency Manual</i> , agency directives, and other materials issued by the Defense Logistics Agency relating to internal personnel issues. Selected coverage begins with 1965.	
<b>Federal Human Resources–Department of State Standardized Regulations</b>	FHR-DOSSR
Text of selected sections of the 2000 edition of the <i>Department of State Standardized Regulations</i> , which regulates travel and transportation allowances, per diem rates, living quarters, and other cost-of-living allowances for Department of State civilian employees in foreign areas.	
<b>Federal Human Resources–Department of Veterans Affairs Materials</b>	FHR-VA
Text of selected sections of handbooks and other materials, such as directives, transmittal sheets, and reports issued by the Department of Veterans Affairs that relate to internal human resources issues. Selected coverage begins with 1969.	
<b>Federal Human Resources–Federal Employee Retirement System Materials</b>	FHR-FERI
Text of pamphlets, handbooks, and other materials released by the OPM relating to the Federal Employees Retirement System or the Civil Service Retirement System. Selected coverage begins with 1988.	
<b>Federal Human Resources–Federal Register</b>	FHR-FR
Documents from the <i>Federal Register</i> that relate to human resources issues involving federal government employees. Coverage begins with July 1980	
<b>Federal Human Resources–Federal Wage System Job Grading Standards</b>	FHR-FWSCLASS
Text of the standards published by the OPM that are used to determine the occupational series, title, grade, and pay system of specific trades and labor occupations in the Federal Wage System of the federal government. Coverage is current.	

<b>Federal Human Resources–Federal Wage System Manuals</b>	FHR-FWS
Documents from the Federal Wage System operating manuals, prepared by the Office of Compensation Administration of the OPM, that provide uniform policies, pay-setting systems, practices, and job-grading standards covering federal blue-collar employees who are paid by the hour. The database includes both the <i>Appropriated Fund Operating Manual</i> and the supplement for nonappropriated funds employees. Coverage is current.	
<b>Federal Human Resources–Field Advisory Services Reference Guide</b>	FHR-FASRG
Selected guidance releases issued by the Defense Civilian Personnel Management Service and related personnel management systems within the Department of Defense that discuss common classification issues. Selected coverage begins with 1994.	
<b>Federal Human Resources–Foreign Service Grievance Board</b>	FHR-FSGB
Text of decisions of the Foreign Service Grievance Board regarding employment grievances filed by Foreign Service officers. Selected coverage begins with 1978.	
<b>Federal Human Resources–Foreign Service Labor Relations Board Decisions</b>	FHR-FSLRB
Text of decisions of the Foreign Service Labor Relations Board, which hears appeals from the Foreign Service Grievance Board regarding grievances filed by Foreign Service officers employed pursuant to the Foreign Service Act of 1980. Selected coverage begins with 1998.	
<b>Federal Human Resources–General Schedule Job Grading Standards</b>	FHR-GSCLASS
Text of the current version of the <i>General Schedule Position Classification Standards</i> from the OPM.	
<b>Federal Human Resources–Guide to Personnel Data Standards</b>	FHR-GPDS
Text of the <i>Guide to Personnel Data Standards</i> , published by the OPM, which defines data standards and gives instructions to federal agencies on how to collect, code, and edit data on the federal work force.	
<b>Federal Human Resources–Guide to Processing Personnel Actions</b>	FHR-GPPA
Text of the <i>Guide to Processing Personnel Actions</i> , a manual published by the OPM that covers the preparation and documentation of personnel actions by federal agencies, including issues such as appointments in the competitive service; promotions and reassignments; placement in nonpay status; and changes in employee benefits, work schedule, or tenure.	
<b>Federal Human Resources–Joint Federal Travel Regulations and Joint Travel Regulations</b>	FHR-TRAVREG
Text of regulations pertaining to travel and transportation allowances, per diem rates, relocation, and other expense allowances issued by the Department of Defense (DOD) to establish uniform reimbursement of uniformed and civilian personnel. The <i>Joint Federal Travel Regulations</i> covers members of the uniformed services; the <i>Joint Travel Regulations</i> covers civilian employees of the DOD.	
<b>Federal Human Resources–National Guard Bureau Materials</b>	FHR-NGB
Text of regulations and other releases from the National Guard Bureau of the U.S. Department of Defense that relate to human resources issues pertaining to technician personnel within the National Guard. Selected coverage begins with 1972.	
<b>Federal Human Resources–Office of Compliance Decisions</b>	FHR-OOC
Text of decisions of the Board of Directors of the Office of Compliance concerning human resources issues involving federal government employees that arise under the Congressional Accountability Act of 1995 and similar legislation. Coverage begins with 1997.	
<b>Federal Human Resources–Office of Personnel Management–Digest of Significant Classification Decisions</b>	FHR-DSCDO
Summaries of decisions and opinions with government-wide applicability that are published in the <i>Digest of Significant Classification Decisions and Opinions</i> by the OPM. The decisions discuss classification and job-grading standards and guides for federal employment. Coverage begins with 1981.	
<b>Federal Human Resources–Office of Personnel Management Operating Manual</b>	FHR-OPMOM
Text of selected sections of operating manuals (such as the <i>Guide to Processing Personnel Actions</i> or the <i>Guide to Personnel Recordkeeping</i> ) and other releases from the OPM relating to human resources issues within the federal government.	

<b>Federal Human Resources–OPM Compensation and Leave Decisions</b>	FHR-OPMCLD
Decisions of the OPM's Office of the General Counsel or the Office of Merit Systems Oversight and Effectiveness relating to employee compensation and leave. Coverage begins with January 1996.	
<b>Federal Human Resources–Payroll/Personnel Manual Materials</b>	FHR-PPM
Text of selected sections of payroll/personnel manuals issued by the U.S. Department of Agriculture and other federal government agencies, as well as selected notices from the OPM and other agencies that update personnel polices in the federal government.	
<b>Federal Human Resources–Public Laws</b>	FHR-PL
Enrolled bills passed by both houses of Congress that relate to human resources issues within the federal government, whether or not they have been classified to the <i>United States Code</i> . Coverage begins with the first session of the 93d Congress in 1973.	
<b>Federal Human Resources–Qualification Materials</b>	FHR-QUAL
Text of materials issued by the OPM and various other federal agencies that relate to qualification standards for work performed by federal government employees, including sections of qualification standards handbooks and other documents that identify job elements necessary for success on the job. Selected coverage begins with 1958.	
<b>Federal Human Resources–Standard Form 113 Summary Data Reporting System</b>	FHR-SDRS
Text of <i>The Standard Form 113 Summary Data Reporting System Operating Manual</i> published by the OPM to provide data standards and instructions to federal agencies on how to collect, code, and edit data on federal civilian employees. The manual covers Standard Form (SF) 113-A (the monthly report of federal civilian employment) and SF 113-G (the monthly report of full-time equivalency and work-years of federal civilian employees).	
<b>Federal Human Resources–Tennessee Valley Authority Materials</b>	FHR-TVA
Text of selected sections of the Tennessee Valley Authority's <i>Principles and Practice Manual</i> , which covers human resources issues within the agency.	
<b>Federal Human Resources–Thrift Savings Plan Bulletin</b>	FHR-TSPB
Text of selected articles from the <i>Thrift Savings Plan Bulletin</i> , which updates the <i>Guide to TSP Investments</i> for thrift savings plan representatives employed by the Federal Retirement Thrift Investment Board; the <i>Thrift Savings Plan Highlights</i> newsletter, which keeps federal government employees up-to-date on changes in the retirement savings plan for employees of the federal government; and bulletins from other government agencies (e.g., the Department of Agriculture) regarding participation of government agency employees in the retirement savings plan. Selected coverage begins with 1986.	
<b>Federal Human Resources–U.S. Air Force Materials</b>	FHR-USAF
Text of air force regulations, instructions, and other documents issued by the Department of the Air Force relating to civilian personnel issues. Selected coverage begins with 1969.	
<b>Federal Human Resources–U.S. Army Materials</b>	FHR-ARMY
Text of army regulations and other materials issued by the Department of the Army relating to internal military or Army civilian personnel issues. Selected coverage begins with 1966.	
<b>Federal Human Resources–U.S. Code Annotated</b>	FHR-USCA
Documents from the <i>United States Code Annotated</i> that relate to human resources issues in the federal government.	
<b>Federal Human Resources–U.S. Department of Agriculture Materials</b>	FHR-USDA
Text of selected sections of manuals and handbooks issued by the Forest Service and other materials issued by the Department of Agriculture relating to internal human resources issues, such as personnel bulletins and guidelines. Selected coverage begins with 1964.	
<b>Federal Human Resources–U.S. Department of Commerce Materials</b>	FHR-DOC
Text of handbooks, guides, and other materials issued by the Department of Commerce relating to internal personnel issues. Selected coverage begins with 1962.	

<b>Federal Human Resources—U.S. Department of Defense Materials</b>	<b>FHR-DOD</b>
Text of field advisories, operations manuals, instructions, and other materials issued by the Department of Defense relating to internal personnel issues. Selected coverage begins with 1965.	
<b>Federal Human Resources—U.S. Department of Health and Human Services Materials</b>	<b>FHR-HHS</b>
Text of personnel instructions, policies and procedures, and other documents issued by the Department of Health and Human Services relating to internal human resources issues, including policy manuals and other materials from the National Institutes of Health. Selected coverage begins with 1964.	
<b>Federal Human Resources—U.S. Department of Justice Materials</b>	<b>FHR-DOJ</b>
Text of selected sections of the <i>United States Attorneys' Administrative Procedures Handbook</i> , handbook issuances, department regulations and orders, and other materials issued by the Department of Justice relating to internal human resources issues. Selected coverage begins with 1986.	
<b>Federal Human Resources—U.S. Department of Labor Materials</b>	<b>FHR-DOL</b>
Text of regulation memoranda and other materials issued by the Department of Labor relating to internal human resources issues. Selected coverage begins with 1976.	
<b>Federal Human Resources—U.S. Department of State Materials</b>	<b>FHR-DOS</b>
Text of selected sections of the <i>Personnel Operations Handbook</i> , policy statements, and other materials issued by the Department of State relating to issues affecting civil service and Foreign Service employees, Foreign Service nationals, and other internal personnel. Selected coverage begins with 1992.	
<b>Federal Human Resources—U.S. Department of the Interior Materials</b>	<b>FHR-DOI</b>
Text of personnel bulletins, department manuals, and other materials issued by the Department of the Interior relating to internal human resources issues. Selected coverage begins with 1963.	
<b>Federal Human Resources—U.S. Department of Transportation Materials</b>	<b>FHR-DOT</b>
Text of regulations, department letters and bulletins, articles from <i>DOT Link</i> , the employee newsletter, and other materials issued by the Department of Transportation relating to internal human resources issues. Selected coverage begins with 1968.	
<b>Federal Human Resources—U.S. Department of Treasury Materials</b>	<b>FHR-TRES</b>
Text of selected sections of personnel manuals (e.g., the <i>Treasury Personnel Management Manual</i> or the <i>Human Resources Directorate Manual</i> ) and department directives and orders issued by the U.S. Department of the Treasury that relate to internal human resources issues. Coverage begins with 1964.	
<b>Federal Human Resources—U.S. Marine Corps Materials</b>	<b>FHR-USMC</b>
Text of Marine Corps orders and other documents issued by the U.S. Department of the Navy relating to Marine Corps civilian personnel issues. Selected coverage begins with 1985.	
<b>Federal Human Resources—U.S. Navy Materials</b>	<b>FHR-NAVY</b>
Text of navy regulations, training materials, and other documents issued by the Department of the Navy relating to civilian personnel issues. Selected coverage begins with 1967.	
<b>Federal Human Resources—U.S. Office of Personnel Management Materials</b>	<b>FHR-OPM</b>
Text of guidelines, pamphlets, and other informational releases from the OPM relating to human resources issues within the federal government such as compensation policy memoranda, labor-management relations advisories, and benefits administration notices. Selected coverage begins with 1988.	
<b>Federal Human Resources—U.S. Small Business Administration Materials</b>	<b>FHR-SBA</b>
Text of standard operating procedures for the Small Business Administration relating to internal human resources issues. Selected coverage begins with 1975.	
<b>Federal Human Resources—U.S. Social Security Administration Materials</b>	<b>FHR-SSA</b>
Text of selected sections of the personnel policy manual and other documents issued by the Social Security Administration relating to internal human resources issues. Selected coverage begins with 1964.	

<b>PersonNet–Combined Materials</b>	<b>PNET-ALL</b>
Combination of PersonNet® materials covering human resources issues within the federal government. PNET-ALL combines documents from PNET-ARB, PNET-CG, PNET-CQS, PNET-CQS-HIST, PNET-EEOC, PNET-FLRA, PNET-GUIDES, PNET-LAW, PNET-LAW-HIST, PNET-MSPB, PNET-TRAV, and FHR-OPMCLD. Coverage varies by source.	
<b>PersonNet Classification/Qualification Historical Multibase</b>	<b>PNET-CQS-HIST</b>
Historical, superseded versions of materials related to employment classification and qualification standards for federal government employees. Selected coverage begins with 1949.	
<b>PersonNet Classification/Qualification Multibase</b>	<b>PNET-CQS</b>
Materials related to employment classification and qualification standards for federal government employees. PNET-CQS combines documents from FHR-APHB, FHR-CLASS, FHR-FASRG, FHR-QUAL, HOGSC, JQSTLO, POSCLASS, QSHGSP, and SAQS. Coverage varies by source.	
<b>PersonNet Comptroller General Multibase</b>	<b>PNET-CG</b>
Materials related to decisions by the U.S. Comptroller General concerning human resources issues that involve civilian government employees. PNET-CG combines documents from CG-CS, CG-PC, and FHR-CG. Coverage varies by source.	
<b>PersonNet EEOC Multibase</b>	<b>PNET-EEOC</b>
Materials related to decisions by the EEOC concerning human resources issues that involve federal government employees. PNET-EEOC combines documents from EEOC-CS, EEOC-PC, FHR-FR, FHR-OOC, FLB-EEOCMB, and FSEEG. Coverage varies by source.	
<b>PersonNet FLRA Multibase</b>	<b>PNET-FLRA</b>
Materials related to decisions by the FLRA concerning human resources issues that involve federal government employees. PNET-FLRA combines documents from FHR-CPLMR, FHR-FSLRB, FLB-AGMT, FLB-ASLLMR, FLB-FLRAND, FLB-FLRC, FLRA-ALJ, FLRA-CS, FLRA-PC, and FLRA-PGUID. Coverage varies by source.	
<b>PersonNet Law/Regulations Historical Multibase</b>	<b>PNET-LAW-HIST</b>
Historical, superseded versions of regulations, internal rules, and other materials issued by federal agencies that relate to human resources issues involving federal government employees. Selected coverage begins with 1949.	
<b>PersonNet Law/Regulations Multibase</b>	<b>PNET-LAW</b>
Legislation, regulations, internal rules, and other materials issued by federal agencies that relate to human resources issues involving federal government employees. PNET-LAW combines documents from FHR-ARMY, FHR-CCPM, FHR-DLA, FHR-DOC, FHR-DOD, FHR-DOI, FHR-DOJ, FHR-DOL, FHR-DOS, FHR-DOT, FHR-FERI, FHR-HHS, FHR-NAVY, FHR-NGB, FHR-OPM, FHR-OPMOM, FHR-PL, FHR-PPM, FHR-SBA, FHR-SSA, FHR-TRES, FHR-TSPB, FHR-TVA, FHR-USAF, FHR-USDA, FHR-USMC, FHR-VA, and LAW-PC. Coverage varies by source.	
<b>PersonNet MSPB Multibase</b>	<b>PNET-MSPB</b>
Materials related to decisions by the MSPB concerning human resources issues that involve federal government employees. PNET-MSPB combines documents from FHR-FSGB, MSPB-CS, and MSPB-PC. Coverage varies by source.	
<b>PersonNet Professional Currency Multibase</b>	<b>PNET-PC</b>
Documents from PersonNet databases that update the federal human resources databases on Westlaw. PNET-PC combines documents from CG-PC, EEOC-PC, FLRA-PC, LAW-PC, MSPB-PC, and TRAV-PC. Coverage varies by source.	
<b>PersonNet Travel Regulation Multibase</b>	<b>TRAV-PC</b>
Materials related to travel and transportation allowances, per diem rates, relocation, and other expense allowances for federal government employees. PNET-TRAV combines documents from FHR-DOSSR, FHR-TRAVAFS, and TRAV-PC. Coverage varies by source.	

## Public Sector Employment State Materials

Database	Identifier
<b>PersonNet California Multibase</b> Materials that relate to human resources issues within the California state government. PNET-CA combines documents from CAHR-REG and CAHR-ST.	PNET-CA
<b>PersonNet New York Multibase</b> Materials that relate to human resources issues within the New York state government. PNET-NY combines documents from NYHR-REG and NYHR-ST.	PNET-NY
<b>PersonNet Ohio Multibase</b> Materials that relate to human resources issues within the Ohio state government. PNET-OH combines documents from OHHR-REG and OHHR-ST.	PNET-OH
<b>California Human Resources Cases</b> Cases from California state courts that relate to human resources issues for state public employees. Coverage begins with 1850.	CAHR-CS
<b>California Human Resources Regulations</b> Selected sections of <i>Barclays Official California Code of Regulations</i> related to human resources issues for California state public employees.	CAHR-REG
<b>California Human Resources Statutes</b> Selected sections of <i>West's Annotated California Code</i> related to human resources issues for California state public employees.	CAHR-ST
<b>New York Human Resources Cases</b> Cases from New York state courts that relate to human resources issues for state public employees. Coverage begins with 1799.	NYHR-CS
<b>New York Human Resources Regulations</b> Selected sections of <i>Official Compilation of Codes, Rules, and Regulations of the State of New York</i> related to human resources issues for New York state public employees.	NYHR-REG
<b>New York Human Resources Statutes</b> Selected sections of <i>McKinney's Consolidated Laws of New York Annotated</i> <sup>®</sup> related to human resources issues for New York state public employees.	NYHR-ST
<b>Ohio Human Resources Cases</b> Cases from Ohio state courts that relate to human resources issues for state public employees. Coverage begins with 1821.	OHHR-CS
<b>Ohio Human Resources Regulations</b> Selected sections of <i>Baldwin's Ohio Administrative Code</i> related to human resources issues for Ohio state public employees.	OHHR-REG
<b>Ohio Human Resources Statutes</b> Selected sections of <i>Baldwin's Ohio Revised Code Annotated</i> related to human resources issues for Ohio state public employees.	OHHR-ST

## International Materials

Database	Identifier
<b>British Journal of Industrial Relations</b> <sup>*</sup> Abstracts and bibliographic entries for material published in the <i>British Journal of Industrial Relations</i> , a quarterly journal sponsored by the London School of Economics and Political Science, which covers labor relations, trade unions, wages, and unemployment worldwide, but especially in Great Britain. Coverage begins with March 1997.	BRITJINDUSR

\* Contains information from Dow Jones Interactive<sup>®</sup>.

<b>Canadian Cases on Employment Law</b>	CCEL-RPTS
Federal and provincial decisions in employment law published in Carswell's <i>Canadian Cases on Employment Law</i> , including cases on wrongful dismissal, dismissal for cause, constructive dismissal, demotion, employment contracts, employment standards, mandatory retirement policies, wages and remuneration, pensions, and profit sharing. Coverage begins with 1979.	
<b>Canadian Labour and Employment Case Law</b>	CANLAB-CS
Canadian federal and provincial court decisions relating to labor and employment law that are selected from Carswell case law reporters. Documents are in English and French. Coverage begins with 1841.	
<b>ENFLEX International Environmental, Health, and Safety Regulations</b>	ENFLEX-INT
All environmental, health, and safety regulations currently available in the ENFLEX databases for Brazil, the European Union, France, Indonesia, Italy, Mexico, Spain, and the United Kingdom. The following is a list of the databases included in ENFLEX-INT:	
ENFLEX Brazil Environmental, Health, and Safety Regulations	ENFLEX-BR
ENFLEX European Union Environmental, Health, and Safety Regulations	ENFLEX-EU
ENFLEX France Environmental, Health, and Safety Regulations	ENFLEX-FR
ENFLEX Indonesia Environmental, Health, and Safety Regulations	ENFLEX-IO
ENFLEX Italy Environmental, Health, and Safety Regulations	ENFLEX-IT
ENFLEX Mexico Environmental, Health, and Safety Regulations	ENFLEX-MX
ENFLEX Spain Environmental, Health, and Safety Regulations	ENFLEX-SP
ENFLEX United Kingdom Environmental, Health, and Safety Regulations	ENFLEX-UK
<b>Industrial Relations (Canadian)*</b>	INDREL-CAN
A quarterly journal published by the Department of Industrial Relations at Laval University in Montreal, Quebec. Coverage begins with January 1994.	
<b>Ireland Current Awareness Employment</b>	IECA-EMPL
Current awareness documents covering employment law and occupational health and safety in the Republic of Ireland. Coverage begins with October 2001.	
<b>United Kingdom Current Awareness Employment</b>	UKCA-EMPL
Current awareness documents covering employment law in the United Kingdom. Coverage includes the most recent 90 days.	
<b>Jury Verdicts and Arbitration Materials</b>	
<b>Database</b>	<b>Identifier</b>
<b>American Arbitration Association Publications</b>	AAA-PUBS
Selected publications from the American Arbitration Association, including arbitration and mediation rules, procedures, and informational publications on various topics.	
<b>ARBIT Private Database</b>	ARBIT
Gregory J. Kamer, Ltd. Arbitration Awards. ARBIT is a database containing work product and legal research information relating to arbitration. Coverage begins with 1963.	
<b>BNA Combined Labor Arbitration Decisions</b>	LA-COMB
Arbitrators' decisions and recommendations. Combination of the LA-UNP and LRR-LA databases. Coverage varies by source. Not available to law school subscribers.	
<b>BNA Labor Relations Reporter: Labor Arbitration Reports</b>	LRR-LA
Decisions and recommendations of labor arbitrators, fact-finding bodies, and other agencies as they appear in <i>Labor Arbitration Reports</i> , including editorial enhancements. Coverage begins with 1979. Not available to law school subscribers.	

\* Contains information from Dow Jones Interactive.

<b>BNA Unpublished Arbitration Decisions</b>	LA-UNP
Full text of decisions and recommendations of labor arbitrators, fact-finding bodies, and other agencies submitted to BNA but not published in <i>Labor Arbitration Reports</i> . These decisions contain no headnotes or other editorial enhancements. Coverage begins with 1988. Not available to law school subscribers.	
<b>Employment Law Jury Verdicts</b>	JV-EMPL
Jury verdict and settlement summaries relating to employment law. The summaries consist of information such as case type; geographic area where a case was tried or settled; names of the parties, attorneys, and expert witnesses; factual information about the case; and verdict or settlement amount. Coverage begins with 1990.	
<b>Labor Arbitration Information System</b>	LAIS
Biographical records of arbitrators and arbitration summaries consisting of information such as parties' names, arbitrator's name, factual information about an arbitration, prevailing party, and type of arbitration. Coverage begins with 1960.	
<b>PersonNet Arbitration Multibase</b>	PNET-ARB
Materials that relate to the arbitration of human resources issues within the federal government. PNET-ARB combines documents from ARB-BIO, ARB-CS, ARB-DEC, and ARB-STAT. Coverage varies by source.	
<b>Occupational Safety and Health Information</b>	
Database	Identifier
<b>Chemical Safety Newsbase 1981 to Present<sup>†</sup></b>	CHEMSAFETY
Produced by the Royal Society of Chemistry, Chemical Safety NewsBase corresponds to the print publications <i>Chemical Hazards in Industry</i> , <i>Laboratory Hazards Bulletin</i> , and <i>Hazards in the Office</i> . It provides information on the hazardous and potentially hazardous effects of chemicals and processes encountered by workers in industries and laboratories. It also covers microbiological and radiation hazards encountered in the workplace and information on health and safety issues in the office.	
<b>CHEMTOX Online<sup>†</sup></b>	CHEMTOX
A comprehensive collection of environmental, health, and safety data for chemical substances that are identified and regulated by the Environmental Protection Agency, under the Resource Conservation and Recovery Act, the Clean Air Act, the Clean Water Act, the Toxic Substances Control Act (TSCA), the Superfund Amendments and Reauthorization Act, and the Federal Insecticide, Fungicide and Rodenticide Act (FIFRA); the U.S. Department of Transportation, under the Hazardous Materials Transportation Act; and OSHA, under the Occupational Safety and Health Act. In addition, chemicals listed by the U.S. National Institute for Occupational Safety and Health (NIOSH) as workplace safety hazards and chemicals in the NIOSH Registry of Toxic Effects of Chemical Substances are included, as well as the carcinogens listed by the U.S. National Toxicology Program, the International Agency for Research on Cancer, and state lists provided by New Jersey, Pennsylvania, and California. Chemicals listed under Canada's Workplace Hazardous Materials Information System are also included in CHEMTOX. Coverage is current.	
<b>Industrial Health and Hazards Update<sup>*</sup></b>	INDHHU
A monthly newsletter covering occupational safety, health, illness, hazards, and disease; fire and explosions; mitigation and control of hazardous situations; hazardous wastes; recycling and treatment; and regulations and standards. Coverage begins with January 1992 and ends with December 2001.	
<b>Material Safety Data Sheets–OHS<sup>†</sup></b>	MSDS-OHS
A comprehensive collection of material safety data sheets (MSDS), which provide toxicity and chemical property data, instructions on handling and storage, and other information for more than 54,500 chemicals, including pure substances and mixtures. Coverage is current. Not available to law school subscribers.	
<b>Material Safety Label Data–OHS<sup>†</sup></b>	MSLD-OHS
Labeling information (extracted from the MSDS-OHS database) that simplifies the creation of fully compliant container labels. Coverage is current. Not available to law school subscribers.	

\* Contains information from Dow Jones Interactive.

† Contains information from Dialog®.

<b>Material Safety Summary Sheets–OHS<sup>†</sup></b>	MSSS-OHS
Concise summaries of MSDS on more than 54,000 chemicals. Summary sheets provide easy-to-read, less technical versions of the chemical safety and hazard information contained in the full MSDS found in the MSDS-OHS database. Coverage is current. Not available to law school subscribers.	
<b>Occupational Safety and Health<sup>†</sup></b>	OSH
Citations to literature covering all aspects of occupational safety and health, from ergonomics to epidemiology and from hazardous agents to unsafe workplace environments. Produced by the Clearinghouse for Occupational Safety and Health, a division of NIOSH. Coverage begins with 1973.	
<b>Occupational Safety and Health Law</b>	OSHL
Text of the treatise <i>Occupational Safety and Health Law</i> , Fourth Edition, by Mark A. Rothstein.	
<b>Registry of Toxic Effects of Chemical Substances<sup>†</sup></b>	RTECS
Comprehensive database of basic toxicity information and toxic-effects data on more than 100,000 chemical substances, including drugs, food additives, pesticides, fungicides, herbicides, solvents, diluents, chemical wastes, reaction products of chemical waste, and substances used in both industrial and household situations. The database is prepared by NIOSH. Coverage begins with June 1971.	
<b>News and Analysis from BNA</b>	
Database	Identifier
<b>BNA Employment Policy and Law Daily</b>	BNA-EPLD
Reports on developments in employment law issues, including such areas as fair employment practices, individual employment rights, wages and hours, employees with disabilities, AIDS in the workplace, affirmative action, pre-employment testing, and sexual harassment. Coverage begins with June 1993. Not available to law school subscribers.	
<b>BNA Labor Relations Reporter: Analysis/News and Background Information</b>	LRR-NEWS
A weekly publication covering legislative, judicial, and administrative activities that affect labor-management relations, including reports on key labor actions and decisions, analyses of their significant and practical effects, and background material on legal, legislative, and economic aspects of labor relations. Coverage begins with July 1991. Not available to law school subscribers.	
<b>BNA Labor Relations Reporter: Individual Employment Rights Newsletter</b>	LRR-IERN
Reports and analyses concerning legislative, judicial, and administrative activities that affect the rights of employees, including coverage of employment at will, privacy, drug and alcohol testing, polygraph testing, defamation, and other employment rights issues. Coverage begins with September 1986. Not available to law school subscribers.	
<b>BNA Occupational Safety and Health Daily</b>	BNA-OSHD
Reports and analyses concerning legislative, judicial, and administrative activities that affect occupational safety and health issues. Coverage begins with September 1988. Not available to law school subscribers.	
<b>BNA Pension and Benefits Reporter</b>	BNA-PEN
Documents published in the <i>BNA Pension and Benefits Reporter</i> that contain reports and analyses concerning legislative, judicial, and administrative activities that affect pensions and employee benefit plans. Coverage begins with January 1986. Not available to law school subscribers.	
<b>BNA Pensions and Benefits Daily</b>	BNA-PBD
Documents published in BNA's <i>Pension and Benefits Reporter</i> , <i>Benefits Today</i> , and <i>Employee Benefit Cases</i> that contain reports and analyses concerning legislative, judicial, administrative, and executive activities that affect pensions and employee benefits. Coverage begins with March 1987. Not available to law school subscribers.	
<b>BNA's Labor Database</b>	BNA-LB
Reports and analyses concerning legislative, judicial, and administrative activities that affect labor. Includes summaries of current developments, digests of court and administrative agency decisions, and the full text of selected regulatory and legislative materials and important court rulings. Combines the following databases: BNA-CHEM, BNA-DLR, BNA-GERR, and BNA-PEN. Coverage varies by source. Not available to law school subscribers.	

<sup>†</sup>Contains information from Dialog.

**BNA Tax Conferences and Meetings**

BNA-TXCONF

Documents from BNA and Tax Management publications providing information about upcoming professional meetings and conferences in the areas of taxation, pensions, and employee benefits. Coverage begins with January 1988. Not available to law school subscribers.

**BNA Washington Insider**

BNA-BWI

Reports and analyses concerning legislative, judicial, administrative, and executive activities that affect topics such as labor, the budget, banking, trade regulation, and pensions. Coverage begins with September 1987. Not available to law school subscribers.

**Chemical Regulation Reporter**

BNA-CHEM

Reports and analyses concerning legislative, judicial, and administrative activities that affect chemical manufacturers and users, including right-to-know regulations and biotechnology controls, with summaries of current developments; digests of court and administrative agency decisions; and the full text of proposed and final rules, notices, and other materials, emphasizing actions by the EPA to enforce the TSCA and the FIFRA. Coverage begins with January 1986. Not available to law school subscribers.

**Daily Labor Report**

BNA-DLR

Reports and analyses from BNA's *Daily Labor Report* covering legislative, judicial, and administrative activities that affect the practice of labor law, including developments in affirmative action, arbitration awards, collective bargaining, employment at will, equal employment opportunity law, fair employment practices, immigration law, occupational safety and health, pension regulation, and Social Security reform. Coverage begins with January 1986. Not available to law school subscribers.

**Government Employee Relations Report**

BNA-GERR

Reports and analyses concerning legislative, judicial, and administrative activities at the federal, state, and local levels of government that affect labor relations in the public sector, including collective bargaining agreements and union activities. Includes summaries of current developments and digests of court decisions. Coverage begins with January 1986. Not available to law school subscribers.

**News and Information**

Database

Identifier

**Labor News\***

LBNEWS

News and information about labor-related topics from newspapers, magazines, journals, newsletters, transcripts, and wires as provided by Dow Jones Interactive. Topics include labor and personnel issues, management issues, the Labor Department, the NLRB, and OSHA. Coverage varies by source. The following is a selected list of databases included in LBNEWS:

<b>American Review of Public Administration</b>	ARPUADM
<b>Bank Personnel News</b>	BNKPERNEWS
<b>Drug Detection Report</b>	DRUGDR
<b>Employee Benefit News</b>	EMPBENEWS
<b>Employee Benefit Plan Review</b>	EMPBENPR
<b>Employee Benefits Journal</b>	EMPBUSJ
<b>Employee Relations Law Journal</b>	EMRELLJ
<b>HR Focus</b>	HRFOCUS
<b>HRMagazine</b>	HRMAG
<b>Human Relations</b>	HUMRELS
<b>Human Resource Planning</b>	HUMRESPLN
<b>Industrial Health and Hazards Update</b>	INDHHU
<b>Industrial Relations</b>	INDUSREL
<b>Industrial Relations (Canadian)</b>	INDREL-CAN
<b>Industrial Relations Journal</b>	INDUSRELJ
<b>International Labour Review</b>	ILBR

\* Contains information from Dow Jones Interactive.

Journal of Compensation and Benefits–Abstracts	JCOMPBEN-ABS
Journal of Occupational and Organizational Psychology	JOOPSYCH
Journal of Organizational Behavior	JORGBEHAV
Monthly Labor Review	MNTHLABREV
National Productivity Review	NATPRODREV
National Underwriter Property and Casualty–Risk and Benefits Management	NATUNDRBM
New Zealand Journal of Industrial Relations	NZJINDREL
Occupational Hazards	OCCHZD
Occupational Health and Safety	OCHEALTHSF
Occupational Outlook Quarterly	OCCOUTQ
OH&S Canada	OH&SCAN
Personnel Journal	PRSNLJNL
Public Management	PUBMGT
Public Personnel Management	PUBPSNLMGT
Review of Public Personnel Administration	REVPPEADM
Risk Management	RISKMGMT
Signs: Journal of Women in Culture and Society	SJWMCULS
Supervision	SPRVISION
T&D	TRAINDEV
Work and Occupations	WORKOCCUP
Worklife Report	WORKLIFER
Works Management	WORKSMGMT
<b>M. Lee Smith Publishers Newsletters Multibase</b>	<b>SMITH</b>
Combination database containing documents from all the M. Lee Smith Publishers newsletters on Westlaw, covering the latest developments in state employment, environmental, and health law. Coverage varies by publication. The following is a selected list of databases included in SMITH:	
Alabama Employment Law Letter	SMALEMPLL
Alaska Employment Law Letter	SMAKEMPLL
Arizona Employment Law Letter	SMAZEMPLL
Arkansas Employment Law Letter	SMAREMPLL
California Employment Law Letter	SMCAEMPLL
California Workplace Monitor	SMCAWKPLM
Canadian Employment Law for U.S. Companies	SMCANEMPL
Colorado Employment Law Letter	SMCOEMPLL
Connecticut Employment Law Letter	SMCTEMPLL
Delaware Employment Law Letter	SMDEEMPLL
Florida Employment Law Letter	SMFLEMPLL
Georgia Employment Law Letter	SMGAEMPLL
Idaho Employment Law Letter	SMIDEMPLL
Illinois Employment Law Letter	SMILEMPLL
Indiana Employment Law Letter	SMINEMPLL
Iowa Employment Law Letter	SMIAEMPLL
Kansas Employment Law Letter	SMKSEMPLL
Kentucky Employment Law Letter	SMKYEMPLL
Louisiana Employment Law Letter	SMLAEMPLL
Maine Employment Law Letter	SMMEEMPLL
Maryland Employment Law Letter	SMMDEMPLL

Massachusetts Employment Law Letter	SMMAEMPLL
Michigan Employment Law Letter	SMMIEMPLL
Minnesota Employment Law Letter	SMMNEMPLL
Mississippi Employment Law Letter	SMMSEEMPLL
Missouri Employment Law Letter	SMMOEMPLL
Montana Employment Law Letter	SMMTEEMPLL
Nebraska Employment Law Letter	SMNEEMPLL
Nevada Employment Law Letter	SMNVEMPLL
New Hampshire Employment Law Letter	SMNHEEMPLL
New Jersey Employment Law Letter	SMNJEMPLL
New Mexico Employment Law Letter	SMNMEMPLL
New York Employment Law Letter	SMNYEMPLL
North Carolina Employment Law Letter	SMNCEEMPLL
North Dakota Employment Law Letter	SMNDEEMPLL
Ohio Employment Law Letter	SMOHEEMPLL
Oklahoma Employment Law Letter	SMOKEMPLL
Oregon Employment Law Letter	SMOREEMPLL
Pacific Employment Law Letter	SMPACEEMPLL
Pennsylvania Employment Law Letter	SMPAEMPLL
Rhode Island Employment Law Letter	SMRIEMPLL
South Carolina Employment Law Letter	SMSCEEMPLL
South Dakota Employment Law Letter	SMSDEEMPLL
Tennessee Employment Law Letter	SMTNEMPLL
Texas Employment Law Letter	SMTXEMPLL
Utah Employment Law Letter	SMUTEEMPLL
Vermont Employment Law Letter	SMVTEEMPLL
Virginia Employment Law Letter	SMVAEMPLL
Washington Employment Law Letter	SMWAEMPLL
Washington D.C. Employment Law Letter	SMDCEEMPLL
West Virginia Employment Law Letter	SMWVEMPLL
Wisconsin Employment Law Letter	SMWIEEMPLL
Wyoming Employment Law Letter	SMWYEEMPLL
<b>Compensation and Benefits Update</b>	<b>CB-UPDATE</b>
Full text of <i>Compensation and Benefits Update</i> , a biweekly newsletter that focuses on the latest trends and developments in employment and equal opportunity law for the human resources professional. It covers compliance with tax and benefits rules and strategies for avoiding skyrocketing benefit costs. Coverage begins with April 2000.	
<b>Compensation and Working Conditions*</b>	<b>COMPWRKCON</b>
Bibliographic records for articles and data tables from a quarterly publication from the U.S. Bureau of Labor Statistics that covers occupational pay, employer benefits, employer costs for employee compensation, occupational injuries, and illnesses. Coverage begins with April 1997.	
<b>Dictionary of Occupational Titles</b>	<b>DICOT</b>
Online version of the <i>Dictionary of Occupational Titles</i> , Fourth Edition Revised (1991), a comprehensive classification of highly detailed job descriptions developed by the U.S. Department of Labor in response to the demand for standard occupational information to support job placement activities. This information is used for job matching applications, employment counseling, occupational and career guidance, and labor market information services. For current job descriptions, see the ONET database (ONET).	

\* Contains information from Dow Jones Interactive.

<b>Employee Benefits Infosource<sup>†</sup></b>	EB-INFO
Comprehensive information on all facets of employee benefit plans with an emphasis on the United States and Canada. Coverage begins with January 1986.	
<b>Employment and Earnings<sup>*</sup></b>	EMPLYMTERN
Monthly business journal published by the Bureau of Labor Statistics, U.S. Department of Labor, containing detailed household survey data on the labor force; employment and unemployment data by sex, age, race, and other factors; and business establishment data on employment, hours, and earnings. Coverage begins with January 1997.	
<b>ERISA Litigation Reporter</b>	GLERISALR
Text of <i>ERISA Litigation Reporter</i> , a bimonthly newsletter that covers developments related to ERISA, including benefits claims, class actions, preemption, fiduciary responsibility, taxation, multi-employer plans, cash balance plans, disability and ADA claims, and health plan litigation. Coverage begins with April 2000 (Vol. 8).	
<b>Federal and State Guide to Employee Medical Leave, Benefits, and Disabilities Laws</b>	FSGEML
Text of <i>Federal and State Guide to Employee Medical Leave, Benefits, and Disabilities Laws</i> , a treatise by David G. Evans that covers federal and state medical benefit laws, disability compensation laws, family medical leave laws, and disability discrimination laws; the interaction of laws covering medical benefits, medical leave, and disability; and benefits such as cafeteria plans, flexible spending accounts, medical savings accounts, and other employee assistance programs.	
<b>Federal Labor and Employment—Federal Employees Compensation Act Practice Guide</b>	FLB-ECAPG
Full text of <i>Federal Employees Compensation Act Practice Guide</i> , by Howard L. Graham, which provides attorneys with the information, practice tips, and skills they need to challenge and win federal workers' compensation claims that have historically been denied. The database includes practice checklists, forms, letters, sample briefs, and Office of Workers' Compensation Programs information.	
<b>Federal Labor and Employment—News Releases</b>	FLB-NR
News releases issued by several federal agencies that oversee labor and employment policies. Coverage varies by agency.	
<b>Federal Sector HR Newsletters</b>	FHRNEWSL
Full text of monthly electronic newsletters published by PersonNet that report on federal-sector human resources issues. FHRNEWSL combines documents from EEOC Compliance Newsletter (EEOCCOMPL), FLRA Compliance Newsletter (FLRACOMPL), Law and Regulatory Compliance Newsletter (LREGCOMPL), and MSPB Compliance Newsletter (MSPBCOMPL). Coverage varies by source.	
<b>EEOC Compliance Newsletter</b>	EEOCCOMPL
Full text of the <i>EEOC Compliance Newsletter</i> , a monthly electronic newsletter that reports on significant developments related to the EEOC, including news of EEOC activities and summaries of decisions by the federal courts and the EEOC. Coverage begins with March 2002.	
<b>FLRA Compliance Newsletter</b>	FLRACOMPL
Full text of the <i>FLRA Compliance Newsletter</i> , a monthly electronic newsletter that reports on significant developments related to the FLRA, including news of FLRA activities and summaries of decisions by the federal courts and the FLRA. Coverage begins with February 2002.	
<b>Law and Regulatory Compliance Newsletter</b>	LREGCOMPL
Full text of the <i>Law and Regulatory Compliance Newsletter</i> , a monthly electronic newsletter that covers developments related to federal-sector human resources issues, including federal agency activities and decisions, legislative initiatives, and significant court decisions. Coverage begins with May 2002.	
<b>MSPB Compliance Newsletter</b>	MSPBCOMPL
Full text of the <i>MSPB Compliance Newsletter</i> , a monthly electronic newsletter that reports on significant developments related to the MSPB and federal-sector human resources issues, including news of MSPB activities and summaries of decisions by the federal courts and the MSPB. Coverage begins with February 2002.	

\* Contains information from Dow Jones Interactive.

† Contains information from Dialog.

<b>HR Advisor: Legal and Practical Guidance</b>	HR-ADV
Articles from <i>HR Advisor: Legal and Practical Guidance</i> , a bimonthly journal that examines current employment issues and offers practical guidance for human resources (HR) professionals. Regular columns include "The Policy Corner" (discussion of model policies); "The ADA" (discussion of topics relating to the ADA); "Termination of Employment" (explanation of areas of liability); "Training" (employee and supervisor training on legal compliance issues); "The HR Troubleshooter" (practical preventive guidance); and "Recent Decisions" (brief legal summaries). Coverage begins with November/December 2001.	
<b>HR Policies and Practices Update</b>	HRPP-UPDATE
Biweekly newsletter that provides up-to-date information on major legal cases, rules, and regulations affecting human resources. Coverage begins with March 1997.	
<b>HR Wire</b>	HR-WIRE
Newsletter that provides the latest news of interest to human resources personnel, including legislative developments, actions and policies of executive branch agencies, federal regulatory and rulemaking initiatives, federal and state court rulings, best practices, case studies, and surveys. Coverage begins with June 1997.	
<b>Human Resource Management*</b>	HUMRESMGMT
Abstracts of articles from a quarterly journal that covers a broad spectrum of contemporary human resources management, from training and motivation of individual employees to societal and organizational issues. Coverage begins with April 1997.	
<b>Human Resource Management Journal*</b>	HRMGMTJ
A quarterly journal covering topics in human resources management for practitioners and academics. Coverage begins with January 1997.	
<b>Journal for Quality and Participation*</b>	JQUALPART
Articles from the <i>Journal for Quality and Participation</i> , a bimonthly journal published by the Association for Quality and Participation, which covers employee involvement and quality-circle programs, self-managing teams, statistical process control methods, total-quality improvement, employee stock ownership, and labor-management cooperation. Selected coverage begins with January 1997.	
<b>Law/Regulation Library–Professional Currency</b>	LAW-PC
Text of selected articles from the <i>Workforce Performance</i> newsletter and sections of handbooks and guidelines published by the Workforce Compensation and Performance Service of the OPM, as well as other guides, newsletters, and other materials issued by the OPM related to performance management and other human resources issues in the federal government. Coverage begins with 1998.	
<b>Managing Human Resource Information Systems*</b>	HRINFOSYSMS
Articles from <i>Managing HR Information Systems</i> , a monthly newsletter published by the Institute of Management and Administration that covers issues critical to the building and maintenance of human resources information systems, including controlling costs, selecting software and hardware, using Internet technology, and managing staff effectively. Coverage begins with January 2000 and ends with August 2002.	
<b>Merit Systems Protection Board–Professional Currency</b>	MSPB-PC
Text of selected articles from <i>Issues of Merit</i> , a newsletter published by the Office of Policy and Evaluation of the MSPB that reviews human resources issues that have recently been examined by the board, including human resources management of poorly performing employees, employee retention, promotion, and work force diversity. Selected coverage begins with February 1998.	
<b>Occupational Employment Statistics</b>	OES
National occupational employment and wage estimates for more than 700 occupations calculated with data collected from employers in all industry divisions in metropolitan and nonmetropolitan areas in every state and the District of Columbia. This information is used in conjunction with information in the Dictionary of Occupational Titles (DICOT), Occupational Outlook Handbook (OCO-HBK), and Occupational Information Network (ONET) databases in a variety of ways. Coverage is from 1998 to 2000.	

\* Contains information from Dow Jones Interactive.

<b>ONET</b>	ONET
Text of O*NET, the Occupational Information Network database sponsored by the U.S. Department of Labor. O*NET is a comprehensive classification of highly detailed job descriptions developed in response to the demand for standard occupational information to support job placement activities. This information is used for job matching applications, employment counseling, occupational and career guidance, and labor market information services. Coverage is current.	
<b>Personnel Psychology*</b>	<b>PERSONPSY</b>
Articles from the quarterly journal <i>Personnel Psychology</i> covering applied research in the field of industrial-organizational psychology, as well as reviewing the literature published on industrial psychology, human resources, and the workplace. Coverage begins with April 1997.	
<b>Report on Hourly Compensation*</b>	<b>HOURLYCOMP</b>
Articles from <i>Report on Hourly Compensation</i> , a monthly newsletter published by the Institute of Management and Administration that provides wage data to help human resources departments compare hourly pay rates, contain compensation costs, budget labor costs, and track wage trends. Coverage begins with February 2000 and ends with February 2002.	
<b>Technical Training*</b>	<b>TECTRANING</b>
Articles from a bimonthly magazine that covers issues related to training and workplace development, including best practices, theories, and emerging trends. Coverage begins with January 1999.	
<b>United Kingdom Current Awareness Employment</b>	<b>UKCA-EMPL</b>
Current awareness documents covering employment law in the United Kingdom. Coverage includes the most recent 90 days.	
<b>Westlaw Topical Highlights–Labor and Employment</b>	<b>WTH-LB</b>
Documents prepared by the West editorial staff that summarize recent developments in labor and employment law.	
<b>WorldAtWork Journal*</b>	<b>ACAJOURNAL</b>
Selected articles from the <i>WorldAtWork Journal</i> (formerly <i>ACA Journal</i> ), a quarterly journal of the American Compensation Association that covers the design and management of employee compensation and benefit programs. Coverage begins with January 1997	
<b>Workspan*</b>	<b>ACANEWS</b>
Articles from <i>Workspan</i> (formerly <i>ACA News</i> ), the monthly membership magazine of WorldAtWork, the Professional Association for Compensation, Benefits, and Total Awards, that includes features, news, and career opportunity information for compensation, benefits, and global remuneration professionals. Coverage begins with January 1997.	

## Legal Texts and Periodicals

Database	Identifier
<b>Labor and Employment–Law Reviews, Texts, and Bar Journals</b>	<b>LB-TP</b>
Documents from law reviews, texts, <i>American Jurisprudence 2d</i> , bar journals, and legal practice-oriented periodicals that relate to employment in both the private and the public sectors. Coverage varies by publication. The following is a selected list of databases included in LB-TP:	
ADA Update	ADAUP
Americans with Disabilities Act Handbook	JW-ADA
Andrews Employment Litigation Reporter	ANEMPLR
Andrews Repetitive Stress Injury Litigation Reporter	ANRSILR
Andrews Sexual Harassment Litigation Reporter	ANSEXHLR
Berkeley Journal of Employment and Labor Law	BERKJELL
Comparative Labor Law and Policy Journal	CLLPJ
Disability Discrimination in Employment	DISDE
Discrimination Law Update	DISCRIMLU
Dispute Resolution Journal	DRJ

\* Contains information from Dow Jones Interactive.

Employee Dismissal Law and Practice	JW-EMPDIS
Employee Rights and Employment Policy Journal	EREPJ
Employment Law	EMPLOYLAW
Employment Law Strategist	EMPLST
Employment Law Update	EMLUP
ERISA Litigation Reporter	ERISALR
Guide to Federal Labor Relations Authority Law and Practice	FLRAG
Guide to Federal Sector Equal Employment Law and Practice	FSEEG
Guide to Merit Systems Protection Board Law and Practice	MSPBG
Hofstra Labor and Employment Law Journal	HOFLEJ
Immigration Employment Compliance Handbook	IMECH
Industrial and Labor Relations Review	INDLRR
Labor Lawyer	LABLAW
LERC Monograph Series	LERCMS
Occupational Medical Digest	OCCMEDDI
Occupational Safety and Health Law	OSHL
Pattern Discovery: Employment Discrimination	PDED
Public Employment Law Notes	PEMLN
Sex-Based Employment Discrimination	SBEDIS
Sexual Harassment: Federal Law	SEXHARASS
University of Pennsylvania Journal of Labor and Employment Law	UPAJLEL
White-Collar Crime Reporter	ANWCCR
<b>Combined American Bar Association Disability Law Texts</b>	<b>ABA-DIS</b>
The full text of the following five disability law texts and one periodical published by the American Bar Association Commission on Mental and Physical Disability Law:	
ADA and People with Mental Illness: A Resource Manual for Employers	ABA-DISMAN
Into the Jury Box: A Disability Accommodation Guide for State Courts	ABA-DISJURY
Mental and Physical Disability Law Reporter	MPHYDLR
Mental Disabilities and the Americans with Disabilities Act: A Practitioner's Guide to Employment, Insurance, Treatment, Public Access, and Housing	ABA-DISGUIDE
Mental Disability Law: A Primer	ABA-DISPRIME
Regulation, Litigation, and Dispute Resolution Under the Americans with Disabilities Act: A Practitioner's Guide to Implementation	ABA-DISIMPL
<b>Americans with Disabilities Texts and Periodicals</b>	<b>AWD-TP</b>
All documents from the Americans with Disabilities Act Technical Assistance Manuals (ADA-TAM), ADA Update (ADAUP), and Americans with Disabilities: Practice and Compliance Manual (AMDISPCM) databases, plus selected documents from American Law Reports (ALR), Causes of Action (COA), American Jurisprudence Proof of Facts (AMJUR-POF), and American Jurisprudence Trials (AMJUR-TRIALS) databases. Coverage varies by source.	
<b>Americans with Disabilities: Practice and Compliance Manual</b>	<b>AMDISPCM</b>
Full text of Americans with Disabilities: Practice and Compliance Manual, a comprehensive treatise covering the Americans with Disabilities Act of 1990, as well as related federal statutes dealing with discrimination, such as the Architectural Barriers Act of 1968, the Rehabilitation Act of 1973, the Individuals with Disabilities Education Act, and the Fair Housing Amendments Act of 1988	

<b>Avoiding and Defending Wrongful Discharge Claims</b>	ADWDC
Text of <i>Avoiding and Defending Wrongful Discharge Claims</i> by Scott H. Dunham and Stephen P. Pepe, which covers preventive measures employers can implement—hiring considerations, performance evaluations, written work rules, dispute resolution, record keeping, periodic review of personnel policies and procedures—and strategies for handling threatened or pending litigation, including internal investigations, alternate dispute mechanisms, limiting damages, settlement, defenses and counterclaims, discovery, motion practice, examining expert witnesses, and trial tactics.	
<b>California Civil Practice–Employment Litigation</b>	CCP-EMP
A forms book that focuses on employment litigation in California. The text is presented in a practical, how-to style and provides analysis of relevant statutes, rules, regulations, and reported decisions.	
<b>Cal-OSHA Reporter</b>	CA-COR
Text of the <i>Cal-OSHA Reporter</i> , a weekly newsletter that covers issues and developments in the area of occupational safety and health in California, including reports on new legislation, rules, and regulations, as well as summaries of decisions by the California Occupational Safety and Health Appeals Board. Coverage begins with August 1974.	
<b>Cal-OSHA Reporter Decision Summaries</b>	CA-CORSUM
Text of summaries of decisions by the California Occupational Safety and Health Appeals Board from the <i>Cal-OSHA Reporter</i> , a weekly newsletter that covers developments in the area of occupational safety and health in California. Coverage begins with August 1974.	
<b>Cal-OSHA Reporter (newsletter portions)</b>	CA-CORNL
Text of news articles from the <i>Cal-OSHA Reporter</i> , a weekly newsletter that covers issues and developments in the area of occupational safety and health in California, including reports on new legislation, rules and regulations, and activities of the California Occupational Safety and Health Standards Board and the Occupational Safety and Health Appeals Board. Coverage begins with January 1994.	
<b>Corporate Compliance Series: Combined Employment Titles</b>	CORPC-EMP
Combined text of the Corporate Compliance series employment titles on Westlaw, edited by Joseph E. Murphy and J. Paul H. Dawes, which includes the implementation of drug-free workplace compliance programs, equal employment opportunity compliance programs, fair hiring and termination programs, compliance programs under the Occupational Safety and Health Act of 1970, and corporate records retention programs.	
<b>Corporate Compliance Series: Designing an Effective Drug-Free Workplace Compliance Program</b>	CORPC-DRUG
Text of <i>Designing an Effective Drug-Free Workplace Compliance Program</i> , by David G. Evans, a volume of the Corporate Compliance series edited by Joseph E. Murphy and J. Paul H. Dawes, which covers the establishment and monitoring of a drug-free workplace compliance program, including implementation of employee assistance programs, drug testing programs, issues of confidentiality, and effective internal communications.	
<b>Corporate Compliance Series: Designing an Effective Equal Employment Opportunity Compliance Program</b>	CORPC-EEO
Text of <i>Designing an Effective Equal Employment Opportunity Compliance Program</i> , by M. Elaine Jacoby, a volume of the Corporate Compliance series edited by Joseph E. Murphy and J. Paul H. Dawes, which covers the establishment and monitoring of equal employment opportunity compliance programs under the Equal Pay Act of 1963, Title 7 of the Civil Rights Act of 1964, the Age Discrimination in Employment Act of 1967, the ADA, and the FMLA of 1993, including policies and procedures, compliance review processes, corporate policy manuals and employee handbooks, and affirmative-action programs.	
<b>Corporate Compliance Series: Designing an Effective ERISA Compliance Program</b>	CORPC-ERISA
Text of <i>Designing an Effective ERISA Compliance Program</i> , a volume of the Corporate Compliance series edited by Joseph E. Murphy and J. Paul H. Dawes, which covers the establishment and monitoring of compliance programs required by ERISA and related Internal Revenue Code provisions, including the components of ERISA compliance programs such as auditing and document review, employee communications, and dealing with government investigations.	

<b>Corporate Compliance Series: Designing an Effective Fair Hiring and Termination Compliance Program</b>	<b>CORPC-FHT</b>
Text of <i>Designing an Effective Fair Hiring and Termination Compliance Program</i> , a volume of the Corporate Compliance series edited by Joseph E. Murphy and J. Paul H. Dawes, which covers the design and implementation of fair hiring and termination programs under federal and state laws, including the assessment of current policies and procedures, establishing and monitoring a compliance program, and drafting human resources materials.	
<b>Corporate Compliance Series: Designing an Effective OSHA Compliance Program</b>	<b>CORPC-OSHA</b>
Text of <i>Designing an Effective OSHA Compliance Program</i> , a volume of the Corporate Compliance series edited by Joseph E. Murphy and J. Paul H. Dawes, which covers the establishing and monitoring of compliance programs under the Occupational Safety and Health Act of 1970 and related federal and state laws, including incentives for compliance, internal audits, risk assessment, and record-keeping requirements.	
<b>Corporate Compliance Series: Designing an Effective Records Retention Compliance Program</b>	<b>CORPC-RECR</b>
Text of <i>Designing an Effective Records Retention Compliance Program</i> , by J. Edwin Dietel, a volume of the Corporate Compliance series edited by Joseph E. Murphy and J. Paul H. Dawes, which covers the establishment and monitoring of corporate records retention programs needed to comply with statutory requirements in the areas of occupational safety and health, products liability, ERISA, environmental regulations, equal employment opportunity and other labor regulations, intellectual property, and securities.	
<b>Defense of Equal Employment Claims</b>	<b>DEFEECL</b>
Full text of <i>Defense of Equal Employment Claims 2d</i> , which is designed to provide a broad overview of equal opportunity law along with detailed information on those aspects of the law most important to counsel who advise and defend employers of any size. Because this treatise is aimed at providing background information for evaluating actual or potential litigation, the discussion is grouped around specific statutes.	
<b>Disability Discrimination in the Workplace</b>	<b>DISDW</b>
The full text of <i>Disability Discrimination in the Workplace</i> , by Gary Phelan and Janet Bond Arterton and various contributing authors, which is organized into four parts: Federal Discrimination Laws, State Discrimination Laws, Litigation of Claims, and Management and Compliance.	
<b>Disability Law Compliance Manual</b>	<b>DLCM</b>
Text of the <i>Disability Law Compliance Manual</i> by Gary S. Marx, which covers legal and compliance issues related to the ADA, especially ADA provisions covering employment and public accommodations. The manual examines statutory language, administrative regulations, common liabilities issues, means of accommodation, and the overlap of the ADA with workers' compensation laws and the FMLA.	
<b>Disability Law Deskbook: The Americans with Disabilities Act in the Workplace</b>	<b>PLIREF-DISLAW</b>
Text of PLI's <i>Disability Law Deskbook: The Americans with Disabilities Act in the Workplace</i> by Michael A. Faillace, which discusses the ADA and its impact on business, including what constitutes a disability and whether a disabled individual is qualified for hiring, promotion, or reassignment; advice on reasonable accommodation; and information on burden of proof, defenses to charges of discrimination, determining undue hardship, drug addiction and alcoholism, and the effect of similar state laws.	
<b>Drug Testing Law, Technology, and Practice</b>	<b>DRUGTEST</b>
Full text of the treatise <i>Drug Testing Law, Technology, and Practice</i> , by David G. Evans, which summarizes the federal and state laws relating to drug testing; analyzes U.S. Supreme Court cases; and discusses model acts, collective bargaining and labor law issues, wrongful discharge considerations, and federal legislation in the private sector. The treatise also explains how to start and audit a drug testing program, including policy development, confidentiality, due process rights, and transportation drug testing.	
<b>Drugs in the Workplace</b>	<b>DRUGSWP</b>
Text of the monthly newsletter <i>Drugs in the Workplace</i> , which discusses the detection and resolution of substance abuse problems in the workplace and academic institutions, including drug-testing protocols and procedures, trends in the treatment of drug and alcohol abuse, drug-usage patterns, and employer-sponsored programs that address substance abuse. Coverage begins with March 2002.	

<b>Employee Fringe and Welfare Benefit Plans</b>	EMPFRINGE
Text of the treatise <i>Employee Fringe and Welfare Benefit Plans</i> , 2001 Edition, by Michael J. Canan and William D. Mitchell.	
<b>Employee Privacy Law</b>	EMPLL
Text of <i>Employee Privacy Law</i> , a treatise by L. Camille Hébert that covers employee privacy issues, including substance abuse in the workplace and testing for drugs, polygraph testing, psychological testing, electronic monitoring, searching of employees, sexual and reproductive privacy issues, medical screening in the workplace, and regulation of employee lifestyle and off-duty conduct.	
<b>Employment Compliance Current Awareness Multibase</b>	EMPLCCA
A multibase containing the following newsletters: <i>Disability Law Compliance Report</i> , <i>EEO Update</i> , <i>Employment Alert</i> , <i>Employment Practices Update</i> , and <i>Termination of Employment Bulletin</i> . Coverage varies by source.	
<b>Disability Law Compliance Report</b>	DLCR
Text of <i>Disability Law Compliance Report</i> , a monthly newsletter written by Gary S. Marx that analyzes cases and agency decisions that affect compliance with the ADA and related laws, including guidelines established by the Department of Labor, the EEOC, and the Access Board. Coverage begins with January 2000 (vol. 8).	
<b>EEO Update</b>	EEO-UPDATE
A newsletter for the human resources professional that focuses on the latest trends and developments in employment law, covering equal opportunity developments from both a federal and a state perspective. Coverage is from March 1997 to June 2002.	
<b>Employment Alert</b>	EMPALERT
A newsletter containing practical advice on how to reduce liability risks when dealing with employees, explanations of benefits, and human resources trends. It regularly features articles on the latest legal developments in the areas of union relations, wrongful discharge, wage and hour regulation, disability discrimination and accommodation, medical leaves, occupational safety, race and sex discrimination, drug testing, and employee benefits. Coverage begins with July 1999.	
<b>Employment Practices Update</b>	EMPPU
Text of <i>Employment Practices Update</i> , a monthly newsletter that covers the practical implementation of equal employment opportunity laws in the workplace, including the effect equal employment opportunity laws have on seniority, promotions, transfers and discharges, equal pay and comparative worth, drug and alcohol testing, privacy, affirmative action, and record-keeping requirements. Full coverage begins with January 2001 (vol. 24).	
<b>Employment Coordinator</b>	EMPC
The full text of the <i>Employment Coordinator</i> , a 17-volume publication that provides authoritative information for employment practices in the areas of benefits, compensation, labor relations, personnel administration, and workplace safety.	
<b>Employment Coordinator Employment Practices</b>	EMPC-EMP
Text of the employment practices sections of the <i>Employment Coordinator</i> (volumes 7, 8, 9, and 9A), which cover equal employment opportunity laws, employment terms and conditions, immigration issues, labor relations, the hiring process, discharge, administrative sanctions, and court proceedings.	
<b>Employment Discrimination Coordinator</b>	EDC
Full text of <i>Employment Discrimination Coordinator</i> (EDC), an eight-volume publication that provides essential information for handling employment discrimination issues in the areas of selection and hiring, affirmative action, discharge and discipline, union and employment agency practices, and administrative and court proceedings. EDC covers employment issues from the perspective of both state and federal law, as well as from the perspective of personnel administration.	
<b>Employment Discrimination Coordinator and Employment Coordinator Combined</b>	EMPCOORD
The full text of the <i>Employment Discrimination Coordinator</i> , <i>Employment Coordinator</i> , and <i>Employment Alert</i> .	

<b>Employment Discrimination Law and Litigation</b>	EMPLL
<p>The full text of <i>Employment Discrimination Law and Litigation</i>, which analyzes federal employment discrimination law from the plaintiff's perspective with an emphasis on Title VII. The treatise discusses the categories of discrimination, such as disparate treatment and disparate impact; the employment process from initial entry into the workforce through discharge; the litigation of employment discrimination cases; and other legislation protecting against discrimination, such as the Equal Pay Act, and related legislation, such as the FMLA.</p>	
<b>Employment Law Bulletin</b>	EMPLB
<p>Articles from <i>Employment Law Bulletin</i>, a periodical that covers legal issues affecting both employers and employees in the United Kingdom, including benefits, termination of employment, and discrimination in the workplace, as well as commentary on recent cases and legislation affecting employment issues. Coverage begins with 1994 (vol. 1).</p>	
<b>Employment Law Checklists and Forms</b>	EMPL-CF
<p>Full text of <i>Employment Law Checklists and Forms</i>, by Andrew J. Ruzicho and Louis A. Jacobs, which provides checklists and forms dealing with issues such as sexual harassment, wrongful termination, health and safety, wage and hour laws, and litigation. Includes material on recently enacted statutes, cases, and past rulings that remain the focus of Supreme Court decisions.</p>	
<b>Employment Law Deskbook for Human Resource Professionals</b>	EMPDESK
<p>Full text of the <i>Employment Law Deskbook for Human Resource Professionals</i> edited by Merrick T. Rossein. This handbook covers the legal boundaries of the employment relationship, including hiring and training new employees; regulation of pay, work hours, and leave; equal opportunity laws; privacy issues; monitoring employee performance and conduct; labor relations issues; medical benefits and disability compensation; retirement benefits; and terminating the employment relationship.</p>	
<b>Employment Law Report</b>	OAKELR
<p>A newsletter covering court decisions, legislation, and regulations affecting employment. Topics include the EEOC, the NLRB, the OSHA, dealing with discrimination, harassment, nepotism practices, liability claims, employment benefits, pension plans, 401(k) plans, and Social Security. Coverage begins with October 2001.</p>	
<b>Employment Law Yearbook</b>	PLIREF-EMPL
<p>Text of PLI's <i>Employment Law Yearbook 2001</i> by the employment law department of Orrick, Herrington &amp; Sutcliffe LLP, which covers key issues affecting the employment relationship, including wage and hour issues; wrongful termination; equal employment opportunity, age discrimination, sexual harassment, and developments under the ADA; privacy in the workplace; workplace violence; and guarding trade secrets.</p>	
<b>Employment Practices Manual</b>	EMPPM
<p>Full text of <i>Employment Practices Manual</i>, which focuses on the actions that employers must take to be in compliance with laws that protect employees. The first part summarizes the relevant federal statutes and contains model management plans, procedures, policies, and forms used successfully by employers around the nation. Examples include policy statements for employment interviews, termination letters, and sexual harassment and AIDS management policies. The second section examines the application of these model policies and procedures. Examples include investigating criminal records, conducting polygraph examinations, regulating smoking, downsizing a workforce, and disciplining or terminating employees</p>	
<b>Executive Compensation</b>	EXECCOMP
<p>Complete text of <i>Executive Compensation</i> by Michael S. Sirkin and Lawrence K. Cagney, which provides an overview of the law related to policies and programs for the compensation of corporate executives.</p>	
<b>Federal Employees Compensation Act Practice Guide</b>	FLB-ECAPG
<p>Full text of <i>Federal Employees Compensation Act Practice Guide</i>, by Howard L. Graham, which provides attorneys with the information, practice tips, and skills they need to challenge and win federal workers' compensation claims that have historically been denied. The database includes practice checklists, forms, letters, sample briefs and Office of Workers' Compensation Programs information.</p>	

**Fragomen and Bell Immigration Handbooks Combined**

IM-HNDBK

Combination database containing Fragomen and Bell's *H-1B Handbook*, *Immigration Employment Compliance Handbook*, *Immigration Legislation Handbook*, *Immigration Procedures Handbook*, and *Labor Certification Handbook*.

**Guide to Employee Handbooks**

GTEH

The full text of the treatise *Guide to Employee Handbooks*, by Robert J. Nobile, which provides guidance on preparing an employee handbook and covers such topics as employment at will, employment policies, compensation policies, time-off benefits, group health and related benefits, and employee conduct.

**Guide to Employment Law and Regulation**

GELR

Full text of the treatise portion (volumes 1 and 2) of *Guide to Employment Law and Regulation*, which provides expert explanations and updates in all areas of employment law and thorough analyses of federal and state topics.

**H-1B Handbook**

HIB

Full text of the *H-1B Handbook*, which is a complete guide through the H-1B approval process from start to finish. The H-1B category allows foreign workers in "speciality occupations," such as computer professionals, physical therapists, and university professors, as well as fashion models "of distinguished merit and ability," to enter the United States for temporary employment.

**HR Series Compensation and Benefits**

HRS-CB

Selected text from *Compensation and Benefits*, a comprehensive text in West's HR Series that covers employee compensation and benefits for the human resources professional, including the design and administration of compensation and benefits plans, incentive compensation, payroll issues, workers' compensation, unemployment benefits, retirement and pension benefits, disability insurance, and health care options.

**HR Series Fair Employment Practices**

HRS-FEP

Selected text from *Fair Employment Practices*, a comprehensive text in West's HR Series that covers employment practices under the civil rights and equal employment opportunity laws for the human resources professional, including recruiting, hiring, promoting, and terminating employees, working conditions, compensation and fringe benefits, affirmative-action plans, compliance reviews, the handling of bias charges, and a review of state and federal laws and regulations.

**HR Series Policies and Practices**

HRS-PP

Selected text from *Policies and Practices*, a comprehensive text in West's HR Series that covers human resources management, including record-keeping requirements, hiring and termination, fair employment practices, performance appraisal, training issues, work rules, discipline and grievance procedures, labor relations, compensation, benefits, safety and occupational health, and security issues.

**Human Resources Guide**

HRGD

The full text of *Human Resources Guide*, which is designed to provide human resources professionals, business managers, and attorneys with practical solutions to the most pressing problems facing employers. The treatise covers the full range of human resources subject areas, including hiring and compensation, key benefits, safety and health, work rules and discipline, privacy, union-management relations, and employee terminations.

**Immigration Law and Business**

IMLB

Full text of *Immigration Law and Business* by Austin J. Fragomen Jr., Alfred J. Del Rey Jr., and Sam Bernsen, which covers immigration law from an employer's perspective, including nonimmigrant categories and permanent resident status, labor certification, naturalization, the removal of aliens, refugees and asylum, rights of aliens, the tax aspects of immigration law, administrative procedures and judicial review, and the employment of aliens.

**Immigration Law Service**

IMMLS

Full text of *Immigration Law Service*, which provides guidance for handling virtually any immigration or naturalization situation. The treatise includes analysis of the current law, sample forms, research references, and practice and finding aids. Some federal statutes and regulations included in the print version have been omitted from the database because they are available elsewhere on Westlaw.

<b>Immigration Law Service 2d</b>	IMMLS2D
The first chapter of <i>Immigration Law Service 2d</i> , by Anna Marie Gallagher, which provides guidance for handling virtually any immigration or naturalization situation. Other chapters will be added to this database as they are written.	
<b>Immigration Legislation Handbook</b>	IMLH
Full text of <i>Immigration Legislation Handbook</i> , which covers the important provisions of the Illegal Immigration Reform and Immigrant Responsibility Act, the Antiterrorism and Effective Death Penalty Act, and the Personal Responsibility and Work Opportunity Reconciliation Act.	
<b>Immigration Official Forms</b>	IMMOF
Full text of official Immigration and Naturalization Service forms in Portable Document Format, along with instructions on the use of the forms.	
<b>Immigration Practice Library</b>	IM-PRACLIB
All documents from the Immigration Law and Business (IMLB), Immigration Law and Crimes (IMLC), Immigration Law and Defense (IMLD), Immigration Law and the Family (IMLF), Immigration Law and Health (IMLHTH), and Immigration Act of 1990 Today (IMACT) databases.	
<b>Immigration Procedures Handbook</b>	IMPH
Full text of <i>Immigration Procedures Handbook</i> (2002 ed.), by Austin T. Fragomen Jr., Alfred J. Del Rey Jr., and Steven C. Bell, which contains explanations of how, where, and why to present specific types of petitions and applications under current immigration laws, assisting practitioners to determine the most effective method of proceeding with a case.	
<b>International HR Journal</b>	INTLHRJ
Articles from the <i>International HR Journal</i> , which looks at human resources issues and how they affect global corporations, including hiring practices, employee benefits, and how other countries handle similar issues with U.S. residents. Full coverage begins with 1995 (vol. 4–SUM).	
<b>International Human Resources Guide</b>	IHRGD
The full text of the <i>International Human Resources Guide</i> , which provides an overview of the international human resources function and its role in the globalization of business, covers a broad range of related subjects and issues, and includes actual examples of issues and policies from selected countries.	
<b>Investigating Employee Conduct</b>	IEMPC
Full text of <i>Investigating Employee Conduct</i> , which offers guidance to employers on the use of searches, eavesdropping, medical exams, credit reports, interviews, arrest and conviction records, polygraphs, fingerprints, surveillance, wiretaps, and more. Discussions of the ADA, FMLA, Employee Polygraph Protection Act, National Labor Relations Act, Rehabilitation Act of 1973, Privacy Act of 1974, and other employment statutes (as well as constitutional issues) are included.	
<b>Labor Certification Handbook</b>	LABCERT
Full text of the <i>Labor Certification Handbook</i> , by Austin T. Fragomen Jr. and Steven C. Bell, which contains practical guidance on how to handle a labor certification, from the initial client interview through the approval or denial of the certification application. The database contains current regulations, decisions of the Board of Alien Labor Certification Appeals, annotated forms, and other materials.	
<b>Legal Guide to Human Resources</b>	LGHR
Text of the treatise <i>Legal Guide to Human Resources</i> , by Steven C. Kahn, Barbara Berish Brown, and Michael Lanzarone, which provides an overview of the laws that affect human resources, covering issues such as sexual harassment, discrimination, employment at will, and privacy.	
<b>Litigating Age Discrimination Cases</b>	LITADCS
Full text of <i>Litigating Age Discrimination Cases</i> , by Andrew J. Ruzicho and Louis A. Jacobs, which lays out the procedures for investigating age discrimination charges, including the initial interview with the client and other witnesses, and provides tips on how to effectively evaluate a case. The treatise discusses and provides samples of pleadings, motions, and jury instructions; clarifies EEOC procedures; and makes clear the kinds of evidence necessary to both support and respond to a prima facie case.	

<b>Litigating Wrongful Discharge Claims</b>	LITWDCS
Full text of <i>Litigating Wrongful Discharge Claims</i> by Paul H. Tobias, which covers the substantive law, as well as trial procedures and strategies for a claim of wrongful termination from employment, including litigation forms (e.g., prelitigation documents, sample complaints, voir dire and discovery forms, affidavits, and requests for jury instructions).	
<b>Managing a Global Work Force: A Cross-Cultural Guide</b>	MGWF
The full text of <i>Managing a Global Work Force: A Cross-Cultural Guide</i> , which addresses the core issues related to the cultural concerns of expatriates and other employees moving across borders, both physically and technologically.	
<b>Manual on Employment Discrimination and Civil Rights Actions in the Federal Courts</b>	MEDCRA
Text of the <i>Manual on Employment Discrimination and Civil Rights Actions in the Federal Courts</i> , a treatise by Charles R. Richey that analyzes federal employment and civil rights statutes, including elements of the action, standing, notice requirements, class actions, the use of statistical evidence, and remedies under each statute.	
<b>Modern Workers Compensation</b>	MWC
Full text of <i>Modern Workers Compensation</i> , a statute-oriented guide to workers' compensation. The treatise examines the relevant statutes and the cases construing them, pulling together all the law of interest. Topics discussed include remedies against third persons, covered employers and employees, travel and commuting, off-duty injuries, vocational rehabilitation, burden of proof presumptions, weight and sufficiency of evidence, retaliation, jurisdiction and venue, and hearing and determination.	
<b>Occupational Outlook Handbook</b>	OCO-HBK
Documents from the <i>Occupational Outlook Handbook</i> , a nationally recognized source of career information. Revised every two years, the <i>Handbook</i> describes what workers do on the job, working conditions, the training and education needed, earnings, and expected job prospects in a wide range of occupations.	
<b>Ohio Employment Practices Law</b>	OHEMPL
The full text of the treatise <i>Ohio Employment Practices Law</i> , 2001 Edition, by Bradd N. Siegel and John M. Stephen, which is a practical guide to employment law, including Ohio's interpretation of the employment-at-will doctrine. Also includes a discussion of the substantive and procedural law related to defending wrongful discharge actions and similar claims.	
<b>PersonNet Reference Guides</b>	PNET-GUIDES
Concise, easy-to-understand guidance on a number of federal human resources issues relating to the EEOC, MSPB, and labor.	
<b>Public Employment Law Report</b>	OAKPEMLR
A newsletter covering court decisions, legislation, and regulations affecting public employment. Topics include the FMLA, the EEOC, the ADA, harassment, discrimination, and benefits. Coverage begins with October 2001.	
<b>Qualified Retirement Plans</b>	QRP
Full text of the treatise <i>Qualified Retirement Plans</i> , 2002 Edition, by Michael J. Canan and David Rhett Baker, which covers selection, qualification, administration, and termination of qualified retirement plans with an emphasis on drafting plans that comply with Internal Revenue Service regulations.	
<b>RIA Benefits Analysis</b>	RIA-BENAN
Comprehensive discussion of employer-provided benefits, including health care and disability insurance; post-employment health care continuation and conversion under the Consolidated Omnibus Budget Reconciliation Act (COBRA); life insurance and death benefits; dependent care; education benefits; legal services; time off (vacations, holiday pay, leaves of absence, sick leave, family medical leave under the FMLA, pay while in military service, and jury duty); and other employee benefits from airplane use by employees to working condition fringe benefits, as well as welfare benefit funds and prefunding of plans, and tax, ERISA, and other laws governing benefits. Both federal and state law are covered.	

<b>RIA Benefits Plan Documents and Clauses</b>	RIA-BENDOCS
Sample employee-benefit plans and clauses that illustrate some of the more common benefits provisions, including uninsured medical and dental expense reimbursement plans; health plans; supplemental long-term disability plans; tuition reimbursement plans; deferred compensation plans; severance pay; and cafeteria plan benefits, as well as policies for pregnancy leave; vacation pay; holiday time off; personal leave; bereavement, family, and medical leave; military leave; time off for jury duty and voting; and employee discounts.	
<b>RIA Benefits Planning</b>	RIA-BENPLAN
Practical tips for developing effective employee benefit plans that are tailored to a client's situation, including tax advantages and disadvantages for employees and employers of various benefits and the effect of a benefit on employees (e.g., effect of below-market-rate-loan tax rules) and employers (e.g., effect of Medicare on employers' health care benefits costs). Each document focuses on a narrow, benefit-related issue, discussing the implementation, cost, advantages or disadvantages, long-term implications, or legal ramifications of the benefit.	
<b>RIA Benefits Practice Aids</b>	RIA-BENPRAC
Information to aid practitioners in the planning, drafting, and implementation of employee benefits, including directories of key government personnel and associations affecting employee benefit plans; sample corporate resolutions and notices to employees; COBRA compliance requirements; and samples of other practical forms for use in the setting up, administration, and termination of various benefit plans.	
<b>RIA Executive Compensation Analysis</b>	RIA-EXCOMPAN
Comprehensive discussion of executive compensation plans, including deferred compensation plans (e.g., rabbi trusts and other nonqualified trusts), performance-based compensation, golden parachute payments, stock options, and limits on compensation deductions for publicly held companies. Tips for retirement planning are included, as well as sample executive compensation policies and elements of a compensation package.	
<b>RIA Pension and Benefits Library</b>	RIA-PENBEN
A combination of the following pension and benefits databases from RIA, which analyze pension and benefits issues and provide practitioners with planning, drafting, and implementation tips: Benefits Analysis (RIA-BENAN), Benefits Planning (RIA-BENPLAN), Benefits Plan Documents and Clauses (RIA-BENDOCS), Benefits Practice Aids (RIA-BENPRAC), Executive Compensation Analysis (RIA-EXCOMPAN), Pension Analysis (RIA-PENAN), Pension Planning (RIA-PENPLAN), Pension Plan Documents and Clauses (RIA-PENDOCS), and Pension Practice Aids (RIA-PENPRAC).	
<b>RIA Pension and Benefits Library Table of Contents</b>	RIA-PENBENTOC
The table of contents to the RIA Pension and Benefits Library, with links to documents in the RIA Pension and Benefits Library database (RIA-PENBEN).	
<b>RIA Pension Plan Documents and Clauses</b>	RIA-PENDOCS
Sample employee pension plans that illustrate some of the more common plans such as money purchase plans, 401(k) plans, defined-benefits plans, employee stock ownership plans, profit-sharing plans, target-benefit plans, nonqualified deferred compensation plans, statutory incentive stock option plans, stock appreciation rights plans, voluntary employee beneficiary association trust agreements, and cafeteria plans.	
<b>RIA Pension Planning</b>	RIA-PENPLAN
Practical tips for developing retirement plans tailored to a client's situation, including advantages and disadvantages of various plans, choosing a plan's contributions, allocation formula, vesting schedule, actuarial assumptions, and funding method, as well as dealing with issues such as plan loans, length of service credits, plan amendments, terminating a plan, employer's liability for insufficiently funded plans, the merging of plans, structuring benefit payments, separations before retirement, and tax	

\* Contains information from Dow Jones Interactive.

**RIA Pension Practice Aids**

RIA-PENPRAC

Information to aid practitioners in the planning, drafting, and implementation of pension plans, including directories of key government personnel and associations affecting pension plans; interest rate tables for employee pension plans; applicable federal rates for minimum funding calculations; dealing with retirement plan determination letters; adopting plan amendments, including so-called minor plan amendments; sample opinion letters, notification letters, and advisory letters; voluntary compliance resolution (VCR) programs and standardized VCR procedures; and model language for minimum distribution rules, plan amendments, and other communications with government agencies and plan beneficiaries.

**The Rutter Group–California Practice Guide: Employment Litigation**

TRG-CAEMPL

Full text of *California Practice Guide: Employment Litigation*, 2001 Edition, by Ming W. Chin, David A. Cathcart, Alan B. Exelrod, and Rebecca A. Wiseman, which provides concise, reliable answers to the issues most commonly encountered in employment litigation.

**School Employment Legal Alert**

OAKSELA

A newsletter covering court decisions, legislation, and regulations affecting school employees. Topics include employment discrimination, labor relations and employee rights, defamation claims, and instructional and behavioral strategies for educators. Coverage begins with October 2001.

**Statistics of Discrimination**

STATDIS

The full text of *Statistics of Discrimination: Using Statistical Evidence in Discrimination Cases*, which introduces statistical reasoning and discusses how statistical analysis is used to prove discrimination, citing hundreds of cases to demonstrate this method of proof.

**Termination of Employment Bulletin**

TERMEMPB

A monthly newsletter providing a full array of protective strategies to block employee lawsuits before they start. It contains up-to-date changes in and interpretations of state and federal case law and confirms the absence of regulations in a state on a particular area of employment law. Topics include the FMLA, COBRA, ERISA, Title VII cases, health care cost management, age discrimination, at-will status of employees, and discriminatory and disciplinary discharge. Coverage begins with February 2001.

**Wage and Hour Law: Compliance and Practice**

WHLCP

Full text of *Wage and Hour Law: Compliance and Practice*, which provides essential information on the federal wage and hour laws. Includes discussion of topics such as the FLSA, independent contractors, coverage provisions, compensable time, forms of remuneration, overtime, whistle-blowing, and record keeping, along with forms, examples, and practice tips.

**Wage-Hour Compliance Report<sup>\*</sup>**

WAGEHOURPT

Text from the *Wage-Hour Compliance Report*, a monthly newsletter published by the Institute of Management and Administration, which covers federal and state wage and hour compliance issues, including the minimum wage, overtime rules, white-collar exemptions, paying employees for meal and rest periods, posting requirements, and other employer responsibilities under the FLSA. Coverage begins with October 2001 and ends with August 2002.

**Workers' Compensation Guide**

WCGD

Full text of *Workers' Compensation Guide*, which provides practical solutions for workers' compensation issues covering topics such as cost control, injury prevention, return to work, state laws, and state and federal reforms.

**Directories**

Database

Identifier

**Arbitrators' Biographies**

ARB-BIO

Profiles of selected arbitrators who have participated in arbitration proceedings related to human resources issues involving federal government employees.

<sup>\*</sup> Contains information from Dow Jones Interactive.

**BNA Labor Relations Reporter: Directory of Arbitrators**

LRR-DIR

Biographical information on arbitrators whose decisions appear in *BNA Labor Arbitration Reports*. Information is included under the following categories: Occupation, Year of Birth, Education, Experience, Professional Affiliations, Rosters, Published Works, Contract Arbitration, and Industries Arbitrated. Not available to law school subscribers.

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**West Legal Directory®–ADR Professionals**

WLD-ADRP

Profiles of individuals and organizations from across the United States that engage in alternative dispute resolution. Each profile contains the individual's or organization's name, address, and phone number and a list of states in which services are provided. Additional information, such as areas of expertise, may be included.

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**West Legal Directory–Alternative Dispute Resolution**

WLD-ADR

Profiles of law firms and branch offices and biographical records of attorneys who practice alternative dispute resolution in any of the 50 states, the District of Columbia, Puerto Rico, the Virgin Islands, and Canada. Coverage is current.

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**West Legal Directory–Employment Law/Employee**

WLD-EMPLE

Profiles of law firms and branch offices and biographical records of attorneys who practice employment law with a focus on employees in any of the 50 states, the District of Columbia, Puerto Rico, the Virgin Islands, and Canada. Coverage is current.

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**West Legal Directory–Employment Law/Employer**

WLD-EMPLR

Profiles of law firms and branch offices and biographical records of attorneys who practice employment law with a focus on employers in any of the 50 states, the District of Columbia, Puerto Rico, the Virgin Islands, and Canada. Coverage is current.

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**West Legal Directory–Labor Law**

WLD-LAB

Profiles of law firms and branch offices and biographical records of attorneys who practice labor law in any of the 50 states, the District of Columbia, Puerto Rico, the Virgin Islands, and Canada. Coverage is current.

Printed 10/02. Material #40125577. Replaces Material #40056954.  
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