

# Library & Information Services Handbook

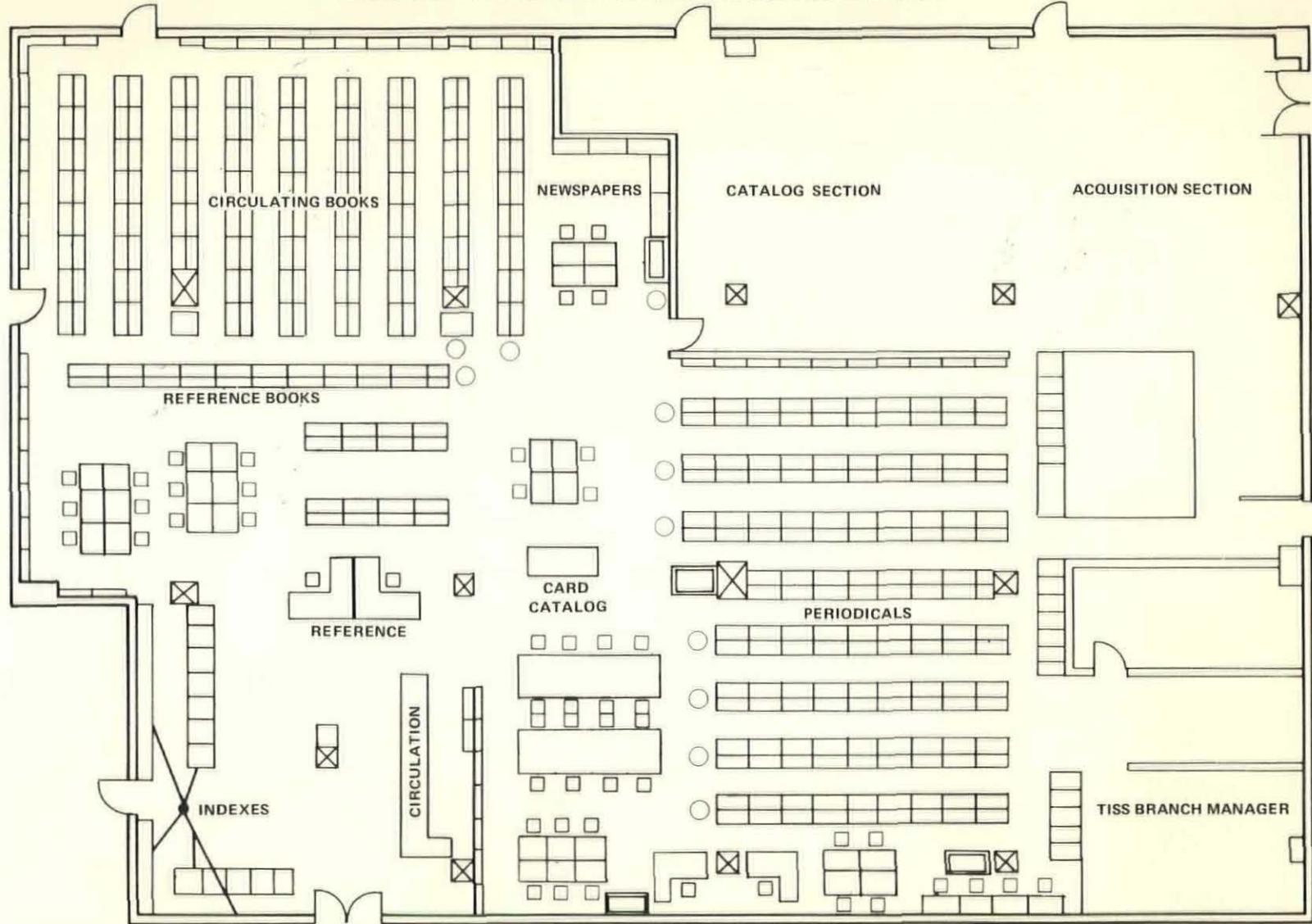
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GAO

United States General Accounting Office

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June 1981

AUDIT REFERENCE SERVICES AND TECHNICAL SERVICES



LIBRARY AND INFORMATION SERVICES HANDBOOK

GENERAL ACCOUNTING OFFICE  
LIBRARY SYSTEM

JUL 29 1981

LAW LIBRARY

TECHNICAL INFORMATION SOURCES AND SERVICES  
OFFICE OF INFORMATION SYSTEMS AND SERVICES  
U.S. GENERAL ACCOUNTING OFFICE

June 1981

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1000 W. 10TH ST.

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TABLE OF CONTENTS

	Page
INTRODUCTION.....	1
TECHNICAL INFORMATION SOURCES AND SERVICES.....	2
LOCATIONS AND HOURS.....	3
COLLECTIONS.....	4
General Collections	
Legal Collections	
Special Collections	
LOCATING LIBRARY INFORMATION.....	6
Reference Librarian	
Document Acquisition Specialist	
Technical Information Specialist in Regional Offices	
Card Catalog	
Indexes and Periodicals	
SERVICES.....	11
Specialized Information Services	
Automated Information Retrieval Services	
Interlibrary Loan	
Acquiring New Library Materials	
Lending GAO Library Materials	
Obtaining GAO Publications	
Photoreproduction of Library Materials	
PUBLICATIONS.....	17
GAO Documents	
GAO Thesaurus	
Literature Limelight	
GAO Research Guides	
Periodicals Received in the GAO Audit Reference and Law Libraries	
INDEX.....	19

WARRIOR CODE

1. Honor  
2. Integrity  
3. Loyalty  
4. Bravery  
5. Self-control  
6. Respect  
7. Perseverance  
8. Teamwork  
9. Leadership  
10. Responsibility

## INTRODUCTION

The Technical Information Sources and Services Branch (TISS) of the Office of Information Systems and Services supports the mission of the General Accounting Office by meeting the information needs of its staff.

During the period 1950-1971, the GAO Library was located within the structure of the Office of General Counsel and primarily served the needs of the legal staff. Lacking a technical collection for research support, the library was therefore of limited use to evaluators. Plans for expansion of the library in 1972 resulted in the establishment of a centralized library system comprised of a Technical Library and a Law Library, under the Office of Librarian. In 1979, the Office of Librarian merged with the Office of Information Management to form the Office of Information Systems and Services, which is responsible for the management and coordination of internal and external information activities. Library activities and responsibility for a contractor-maintained facility providing research, information, and distribution of GAO reports, decisions, testimony, and related documents, were consolidated under the Technical Information Sources and Services Branch.

This handbook was designed to enhance GAO staff members' awareness of the diverse materials and services available to them, and to help them locate information quickly. TISS invites and encourages GAO personnel to use its information resources in order to improve the quality of the work of the General Accounting Office.

## TECHNICAL INFORMATION SOURCES AND SERVICES

The United States General Accounting Office, an independent nonpolitical agency in the legislative branch, was created by the Budget and Accounting Act of 1921, and is under the control and direction of the Comptroller General of the United States. GAO assists the Congress, its committees and its members in carrying out their legislative and oversight responsibilities, and makes recommendations designed to provide for more efficient and effective government operations.

Technical Information Sources and Services, under the direction of the Manager, is a branch of the Office of Information Systems and Services, which exists within General Services and Controller. Technical Information Sources and Services is responsible for planning and administering the program for library and research services.

TISS is composed of four units: Audit Reference Services Section, Document Services Section, Law Library Services Section, and Technical Services Section.

Audit Reference Services and Law Library Services Sections function as bibliographic and legal information centers, designed to support the GAO staff in their assignments and general need for information. Document Services Section is responsible for a contractor-maintained facility which provides for bibliographic control and distribution of GAO publications, and issues the monthly index and abstract journal, GAO Documents. Technical Services Section is responsible for the acquisition and organization of all information materials for Technical Information Sources and Services and for interlibrary loan, circulation, and collection maintenance for Audit Reference Services.

LOCATIONS AND HOURS

Technical Information Sources and Services is located in the GAO headquarters building. The mailing address is:

Technical Information Sources and Services  
U.S. General Accounting Office  
441 G Street, N.W., Room 6428  
Washington, D.C. 20548

Audit Reference Services

275-5180  
Room 6536  
8:00 a.m. to 4:45 p.m. Monday - Friday  
Open to the general public for in-house use of materials.

Law Library Services

Law Library/Reference	Law Library/Legislative
275-2585	275-5560
Room 7056	Room 7510
8:00 a.m. to 4:45 p.m. Monday - Friday	
Open to the general public for in-house use of materials.	

Document Handling and Information Services Facility

275-6241  
Counter Service: Room 1518, GAO Headquarters Building  
8:00 a.m. to 5:00 p.m. Monday - Friday

Mailing Address: GAO DHISF  
Box 6015  
Gaithersburg, MD. 20760

The Facility serves the U.S. Congress, GAO staff, other Federal agencies, and the general public.

Document Services

275-5042  
Room 4131

Technical Services

275-2555  
Room 6428  
8:00 a.m. to 4:45 p.m. Monday - Friday

## COLLECTIONS

### General Collections

Audit Reference Services collects non-law materials from varied sources in subjects relevant to the issue areas and administrative interests of the General Accounting Office. The collection consists of more than 32,000 volumes, 1000 periodical titles and a sizable collection of microforms, with notable strengths in:

- program evaluation and policy analysis
- public administration, including government organization and staffing
- general management
- accounting and auditing
- energy
- financial management
- international agencies and organizations
- military weaponry and procurement
- automatic data processing
- statistics

### Legal Collections

Law Library Services Section collects materials in statutory law, case law and administrative law, and has several collections unique to GAO. The collections consists of more than 50,000 volumes, 100 legal periodical titles, and additional materials on microform.

Selected materials include:

- current public and private laws
- Statutes at Large (contains copies of all laws passed since 1789)
- United States Code (current and historical editions)
- United States Code Annotated
- United States Code Service
- State codes (50 States, District of Columbia, Guam, the Phillipines, Puerto Rico, Virgin Islands)
- Federal case law materials (such as decisions of U.S. Supreme Court, U.S. Circuit Courts of Appeals, U.S. District Courts, U.S. Court of Claims, U.S. Customs Court, U.S. Tax Court, U.S. Court of Military Appeals)
- State case law materials (contained in West's regional reporters)
- digests and citators
- Congressional Record and its predecessors, retrospective to 1774

- appropriations hearings (retrospective to 1922 and bound in a unique set)
- Congressional reports, hearings, documents, and committee prints (on microfiche, retrospective to 1970)
- Code of Federal Regulations (CFR) and the Federal Register, retrospective to 1935
- treatise and looseleaf services in varied subject areas
- Decisions of the Comptroller General (1921- ), Decisions of the Comptroller of the Treasury (1894-1921), and Digests of the Decisions of the Second Comptroller (1865-1893).

### Special Collections

#### Legislative Histories

Legislative histories of all congressional bills, including those not enacted into law, are prepared by the Law Library. The legislative history compilations contain the slip law (if any), all prints of the bill, amendments, committee prints, hearings, reports, House and Senate documents, congressional debates, communications of the President, and any prior history. The collection, which includes histories dating back to 1921, is housed in Room 7510.

#### Civilian and Military Regulations

The Law Library maintains an extensive historical collection of civilian and military regulatory material, which is unique in the Federal Government. The collection includes current and superseded regulations covering procurement, personnel, property management, claims and other areas of interest to GAO, such as OMB Circulars, Defense Acquisition Regulations, Federal Procurement Regulations, Federal Property Management Regulations, Joint Travel Regulations, Air Force, Army and Navy Regulations, Department of Defense Directives and Instructions, and the Federal Personnel Manual. The Law Library staff annotates the regulations to indicate revisions or supersedures of the text. Various indexes and checklists to these materials are available.

#### GAO Historical Collection

The Law Library maintains an historical collection of GAO materials, which consists of internal memoranda, regulations and policies, manuals, agency newspapers and periodicals, GAO annual reports, speeches and testimony, and treatises on GAO.

## LOCATING LIBRARY INFORMATION

A library is a collection of materials, organized for use into one or more classification systems. GAO's book collections are classified according to the Library of Congress system. Library materials can also be arranged by form (periodicals), by use (reference books), or by subject.

The descriptions which follow should assist patrons in full utilization of the libraries' resources.

### Reference Librarian

The reference librarian is the first resource for information. The reference desk in each library is staffed at all times during regular service hours by a librarian, who responds to all types of information queries.

Information provided may vary, depending upon the patron's request. The reference librarian may provide an immediate answer or supply the information later, direct the request to the appropriate subject specialist, or refer the patron to another source within GAO or outside the agency.

### Document Acquisition Specialist

Audit Reference Services provides assistance in locating specific books and periodicals in its collection through the document acquisition specialist (DAS). When material is not available in the collection, the DAS provides forms and instructions for purchasing or borrowing from another library. The DAS also supplies information on the status of such purchase or inter-library loan requests.

This service in Law Library Services is provided by the reference staff.

## Technical Information Specialists in Regional Offices

A number of GAO regional offices have technical information specialists on their staffs, who provide library and information research services at the local level. These services are similar to those provided by the Technical Information Sources and Services Section as described in this publication.

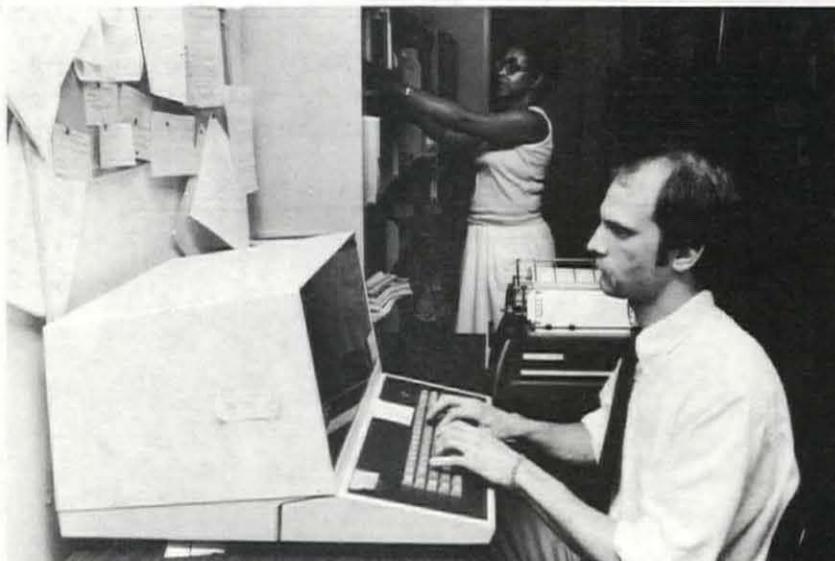
### Card Catalog

A card catalog lists material held in a library and is an important guide to that library's collection. A patron may conduct a search for a book by knowing its author, title, or the subject matter covered.

The GAO card catalog in each library is divided into three separate sections: (1) author, (2) title, (3) subject.

The author section includes names of persons, corporations, government agencies, institutions or series. A U.S. Government publication usually has an entry under "United States," followed by the name of the issuing agency. The title section consists of exact titles. Subject section cards are arranged by terms, found in Library of Congress Subject Headings, which describe the topics of each book, and which are available for use at each card catalog.

In the upper left-hand corner of each card catalog is a letter and number code (call number), which tells where an item will be located on the shelf. A location symbol, such as LAW, REF, GAO, in the call number indicates the physical location of items not in the general circulating collection.



THE TECHNICAL SERVICES STAFF USES ON-LINE AND MANUAL METHODS TO ORGANIZE AND PROCESS LIBRARY MATERIALS.

## Indexes and Periodicals

### Indexes

The Audit Reference Services and Law Library collections include a variety of indexes which provide access to articles in periodicals or newspapers, publications, reports, government documents, and statutory and case law. It is necessary to consult introductory material in each index since subject headings, abbreviations and precise forms of entry differ from one index to another.

Selected indexes in Audit Reference Services include:

- Accountants' Index
- American Statistics Index (ASI), a master guide and index to all the statistical publications of the U.S. Government, complete with abstracts and microfiche copies of each indexed item.
- Annual Department of Defense Bibliography of Logistics Studies and Related Documents
- Business Periodicals Index
- Energy Index
- F & S Index International
- Government Reports Index (NTIS)
- Index to Military Periodicals (Air University)
- International Bibliography, Information, Documentation
- Monthly Catalog of United States Government Publications
- Moody's Industrial Manual
- New York Times Index
- Public Affairs Information Service Bulletin
- Reader's Guide to Periodical Literature
- Standard and Poor's Register of Corporations, Directors and Executives
- Statistical Reference Index (SRI), a guide and index to selected statistical reference material from non-Federal sources, such as trade organizations, research centers, State governments, etc.
- Thomas Register of American Manufacturers
- Wall Street Journal Index
- Washington Post Index

Selected indexes in Law Library Services include:

- A Bibliography and Indexes of United States Congressional Committee Prints, 1911-1969
- CCH Congressional Index, 1969-
- Congressional Information Service (CIS) Index, 1970-  
(Accompanied by bound abstracts and full-text microfiche copy of all congressional reports, hearings, documents and committee prints.)
- Criminal Justice Periodicals Index, 1975-
- Cumulative Index to Congressional Hearings, 1935-1971
- Current Law Index, 1980- (Coverage begins with 1980 imprints of each periodical indexed.)
- The Federal Index, 1977- (Provides coverage of the Congressional Record, Federal Register, CFR and U.S. Code citations, and other material.)
- Index to Federal Tax Articles, 1975- (Retrospective coverage is extensive.)
- Index to Legal Periodicals, 1926-
- Index to Periodical Articles Related to Law, 1958
- United States Serial Set Index, 1789-

## Periodicals

Technical Information Sources and Services maintains a large collection of periodicals reflecting all issue areas, as well as many newspapers and journals of general interest. These periodicals are listed in Periodicals Received in the GAO Audit Reference and Law Libraries, available at the Reference Desk.

Periodicals are arranged on the shelves alphabetically by title, with current issues filed separately in special display racks. Shelf signs direct patrons to retrospective issues on microform.

If a specific periodical cannot be located on the shelf, consult the reference librarian or document acquisition specialist to determine if it has been filed under an alternative title.

To locate periodical articles, the following bibliographic information is useful:

1. The name of the periodical
2. The date the article was published
3. Author and title of the article
4. The page numbers and the volume number where the article appears.

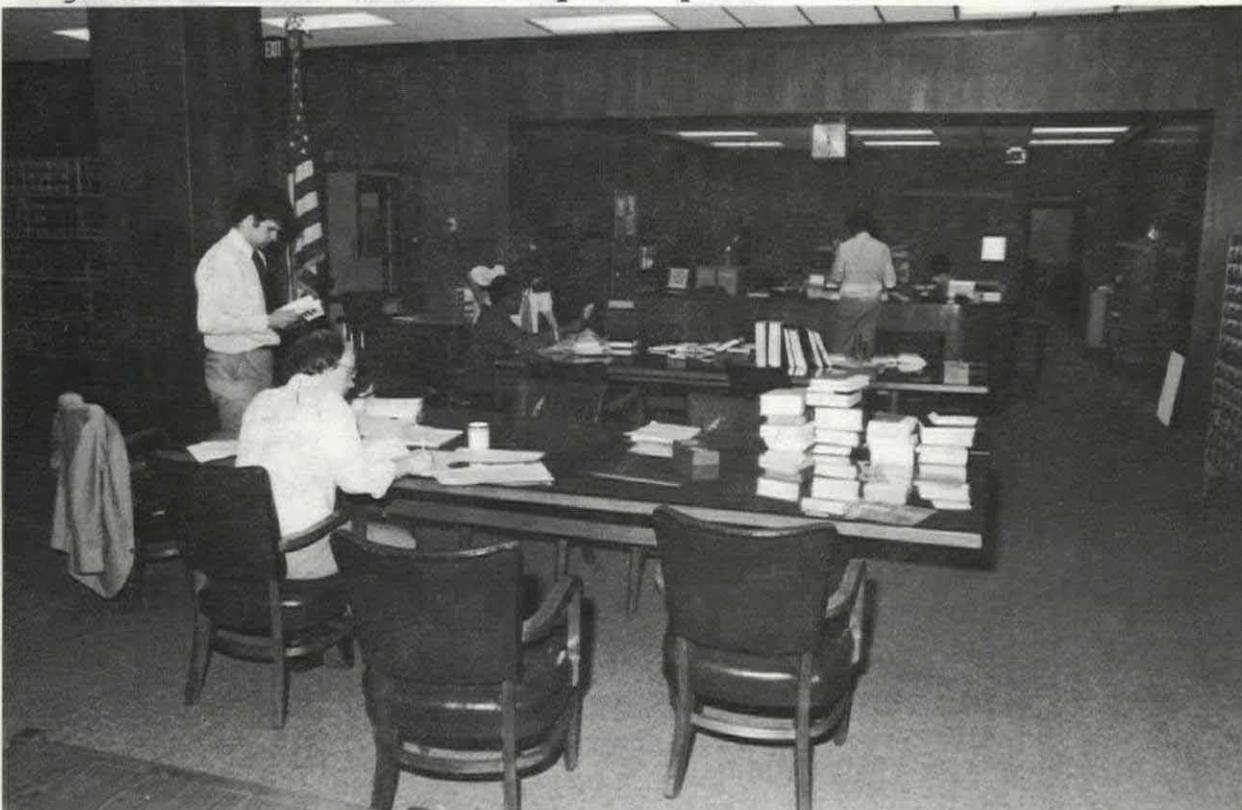
## SERVICES

Technical Information Sources and Services provides research and reference assistance, automated information retrieval services, interlibrary loans; and acquires, organizes, and circulates or distributes information materials. GAO personnel at regional offices may direct information requests to their respective technical information specialists.

### Specialized Information Services

Audit Reference Services librarians work with specific GAO divisions as subject specialists in order to provide specialized research assistance in the issue areas of each division. A list of librarians and their respective division assignments is available in the Audit Reference Services Library.

The Law Library reference staff provides legal and legislative reference and research assistance to attorneys, evaluators, administrative personnel, and other GAO staff members. Each law librarian, working in conjunction with a legislative technician, prepares legislative histories on all bills referred to specific House and Senate committees. As subject specialists, the law librarians are thus able to provide additional legislative research assistance in their areas of specialization. The Law Library's congressional committee assignment list is available upon request.



PUBLIC AREA OF THE LAW LIBRARY.

## Automated Information Retrieval Services

### Audit Reference Services

Audit Reference Services librarians have direct access to several commercial and government data base systems for the compilation of bibliographies in response to information requests from GAO staff. The bibliographies contain citations to newspaper and journal articles, books, reports, and government documents. GAO Order 0650.2., Library Computer Services, describes various files within the data bases.

To request automated information retrieval services, a patron may submit a Computer-Assisted Bibliography Request Form to the appropriate division librarian. The forms are available at the Reference Desk; telephone requests are accepted from staff members located outside the GAO building.

Additional computer search services, which are important resources in specific subject areas, are available indirectly to GAO staff. These include the data bases of Defense Technical Information Center and Defense Logistics Scientific Information Exchange. Requests can be directed to division librarians.



A LIBRARIAN PROVIDES RESEARCH ASSISTANCE BY ACCESSING A COMPUTERIZED DATA BASE.

## Law Library Services

Law librarians have direct access to legal data bases to provide research assistance to GAO staff. The data bases contain information on case and statutory law, the status of public bills, the Congressional Record, and journal articles concerning law and public policy. Individual files within the data bases are described in GAO Order 0650.2, Library Computer Services.

To obtain automated research assistance, a patron may submit a request to a law librarian. The forms are available at the Reference Desk. Telephone requests are accepted.

## Document Handling and Information Services Facility

The Document Handling and Information Services Facility (DHISF) maintains the GAO Documents Data Base, which contains indexes and bibliographic citations to restricted and unrestricted GAO reports, staff studies, speeches, testimonies, and decisions beginning with fiscal year 1977. Many of the earlier reports, testimonies, and decisions also have been added to the data base. This material, though not complete, allows retrospective searching of the data base from 1970-71.

The DHISF provides assistance in obtaining copies of, or information on GAO publications. Reference analysts at DHISF are able to locate specific documents or to generate bibliographies of GAO publications in various topical areas by accessing the GAO Documents Data Base.

To request a search of this data base, call the DHISF.

## Interlibrary Loan

Technical Information Sources and Services frequently borrows work-related materials from other libraries to supplement its own collection in meeting the information needs of GAO staff. Interlibrary loan service, provided for staff in the headquarters building or at audit sites, is used to obtain work-related documents and journal articles not immediately accessible in Technical Information Sources and Services.

A patron can determine the in-house availability of needed material by searching the Technical Information Sources and Services collections, or requesting search assistance from the reference librarian or the document acquisition specialist.

To initiate an interlibrary loan, patrons may request forms and instructions from the document acquisition specialist in Audit Reference Services, and the reference librarian in the Law Library. Interlibrary loan requests must be processed by Technical Information Sources and Services to assure GAO's compliance with the copyright law.

All interlibrary loan material is subject to immediate recall by the lending library, and for this reason may not be taken home and must remain in the possession of the requestor. The requestor is responsible for replacement or reimbursement when interlibrary loan material is lost or damaged while in the requestor's possession.

#### Acquiring New Library Materials

Audit Reference Services and Law Library Services accept recommendations for additions to their collections from GAO staff members, with final approval authority reserved by the respective library. Patrons may make such acquisition requests through the document acquisition specialist or reference librarian.

Documents, including classified documents, from the Defense Technical Information Center and Defense Logistics Scientific Information Exchange may be obtained through the Technical Services Section.

Donations of library materials from patrons become the property of the Branch to be disposed of according to its needs and policies (see GAO Order 0650.3). Unneeded materials are given to other libraries.

Acquired materials are the property of Technical Information Sources and Services and are subject to its lending policies.

## Lending GAO Library Materials

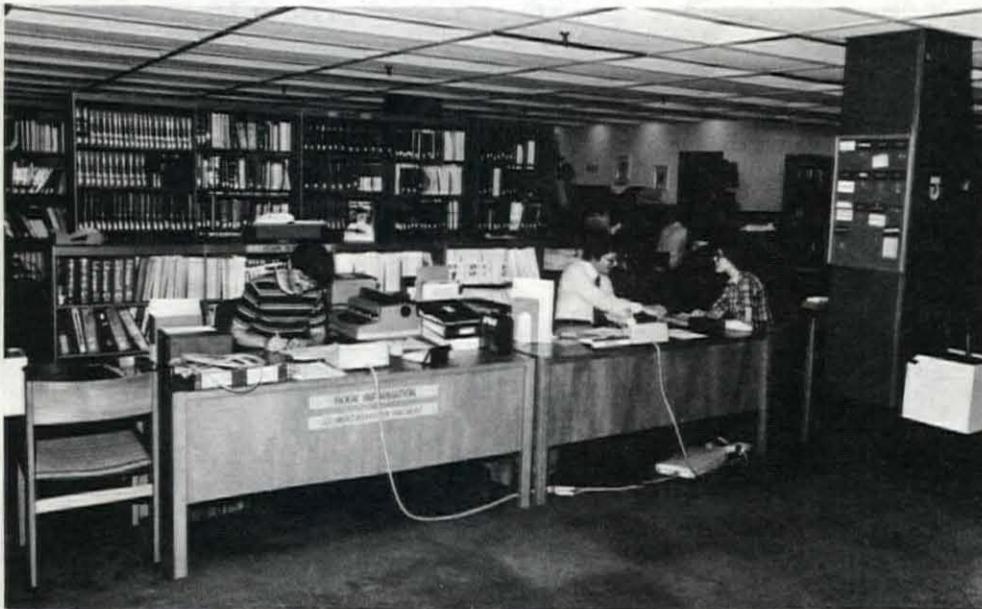
### Audit Reference Services

Audit Reference Services will lend its own circulating material to all GAO employees. Indexes, newspapers, special reference materials, microforms, GAO reports, and the current issue of each periodical title do not circulate. Material is also lent to other agencies and the general public through interlibrary loans. A patron may request that a reserve be placed on currently circulating library material.

The lending periods are 1 week for periodicals and 4 weeks for books. The lending period for a book is reduced to 2 weeks when there is a reserve waiting list.

Library material may be renewed for the same length of time as the original lending period, providing there is no reserve request pending. Renewals may be requested in person, by telephone, or by mail.

The check-out system is self-service with instructions provided at the circulation desk. Any material which is damaged or lost must be replaced or paid for by the borrower.



THE PUBLIC AREA OF THE AUDIT REFERENCE SERVICES LIBRARY.

### Law Library Services

Law Library Services will lend its own circulating material to all GAO employees. Reference material, microforms, and indexes do not circulate. Material is also lent to other agencies and the general public in the Washington metropolitan area through interlibrary loans. A patron may request that a reserve be placed on currently circulating library material.

The lending periods are 2 weeks for books and 1 week for periodicals. Material may be renewed for the same length of time as the original lending period, providing there is no reserve request pending. Renewals may be requested in person, by telephone, or by mail.

The check-out system is self-service with instructions provided at the circulation counter. Any material which is damaged or lost must be replaced or paid for by the borrower.

#### Obtaining GAO Publications

The Document Handling and Information Services Facility is the central location for obtaining copies of GAO publications, which include restricted and unrestricted reports, staff studies, speeches, testimonies, decisions, and special publications of various offices.

#### Photoreproduction of Library Materials

Audit Reference Services and Law Library Services provide machines for photocopying library material, and reader/printers which enable the patron to read documents in the microform collections. Photocopying and paper copy reproduction from microforms are self-service; however, the staffs will provide instruction in the use of the equipment.

Patrons must comply with the copyright law. Copyright statements, posted by each reader/printer and photocopier, read:

"The copyright law of the United States (title 17, U.S. Code) governs the making of photocopies of copyrighted material. The person using this equipment is liable for any infringement."

Technical Information Sources and Services provides a service for reproducing paper copies from lengthy documents on microfiche. Forms and instructions are provided upon request from both libraries.



THE DOCUMENT HANDLING AND INFORMATION SERVICES FACILITY PROVIDES COUNTER SERVICE IN THE GAO BUILDING.

## PUBLICATIONS

### GAO Documents

GAO Documents is a monthly index and abstract journal which provides a record of current GAO publications and documents, including unrestricted GAO reports, staff studies, memoranda, opinions, speeches, testimonies, and Comptroller General Decisions. GAO Documents is a product of the GAO Documents Data Base.

The journal, organized into index and citation sections, is issued in order to help the GAO staff and members of Congress increase their awareness of and access to GAO publications. Copies of GAO Documents are available for use in both libraries.

### GAO Thesaurus

The GAO Thesaurus lists the terms which constitute the GAO indexing vocabulary. It is used to index all GAO documents and to store and retrieve information from the GAO Documents Data Base. Copies of the GAO Thesaurus are available from the Document Handling and Information Services Facility.

### Literature Limelight

Literature Limelight is a listing of newly acquired materials entered into the Audit Reference Services and Law Library Services collections. Issued monthly, the listing is arranged by library, by collection, and by subject. Copies of Literature Limelight are available in both libraries.

### GAO Library Bibliographies

The librarians and technical information specialists prepare special bibliographies on subjects of particular interest to GAO staff in carrying out the agency's activities. Available through the Document Handling and Information Services Facility, some bibliographies that have been published include the following:

- Basic Sources of International Petroleum Statistics
- Federal Government Information Guide
- Federal Grants-in-Aid Programs
- A Guide to Sources for Identifying General Accounting Office Reports
- Information Sources on Foreign Countries: An Annotated Listing

Social Program Evaluation: A Guide to the Monographic Literature

GAO Research Guides

GAO Research Guides, a series of publications prepared by Audit Reference Services librarians, are issued periodically to assist patrons in locating GAO library materials on a particular subject. Each guide is an instructional aid which progresses from general to specific materials for the initial stages of research on a topic. Available through the Document Handling and Information Services Facility, published guides include:

- Defense/Military Topics
- Law Enforcement
- Postal Service

Periodicals Received in the GAO Audit Reference and Law Libraries

This list of titles represents the periodical holdings of the Audit Reference Services and the Law Library Services collections. The listing contains information on inclusive holdings, location, frequency, and retention policy.

I N D E X

Acquisition Requests: 14

ARS

see Audit Reference Services Section

Audit Reference Services Section (ARS): 2

- Automated Information Retrieval Services: 12
- Circulation: 15
- Collection: 4
- Hours: 3
- Indexes: 8
- Interlibrary Loan: 13-14
- Location: 3
- Services: 11-16

Audit Reports

see GAO Reports

Automated Information Retrieval Services

- Audit Reference Service Section: 12
- Document Handling and Information Services  
Facility: 13
- Law Library Services Section: 13

Book Information Specialist

see Document Acquisition Specialist

Borrowing

see: Circulation  
Interlibrary Loan

Card Catalog: 7

Catalog

see Card Catalog

Circulation

- Audit Reference Services Section: 15
- Law Library Services Section: 15-16

Civilian and Military Regulations: 5

Collections: 4-5

Comptroller General Decisions: 5,13,16,17

Computer Searches

see Automated Information Retrieval Services

Copying: 16

Copyright Law: 16

DAS  
    see Document Acquisition Specialist

Data Base Searches  
    see Automated Information Retrieval Services

Decisions  
    see Comptroller General Decisions

DHISF  
    see Document Handling and Information Services Facility

Document Acquisition Specialist (DAS): 6,13

Document Handling and Information Services Facility (DHISF)  
    -- Automated Information Retrieval Services: 13  
    -- Hours: 3  
    -- Location: 3  
    -- Services: 13,16

Document Services Section (DSS): 2-3

Donations: 14

DSS  
    see Document Services Section

Floor Plans  
    -- Audit Reference Services Section      Inside Front Cover  
    -- Law Library Services Section         Inside Back Cover

GAO Historical Collection: 5

GAO Publications: 13,16,17

GAO Reports: 13,16,17,

GAO Room  
    see GAO Historical Collection

Historical Collection  
    see GAO Historical Collection

Hours: 3

ILL  
    see Interlibrary Loan

Indexes: 8-9

Information Services: 11-16

Interlibrary Loan: 6,13-14

Law Library Services Section (LLS): 2

- Automated Information Retrieval Services: 13
- Circulation: 15-16
- Collection: 4-5
- Hours: 3
- Indexes: 9
- Interlibrary Loan: 13-14
- Location: 3
- Services: 11,13-16

Legal Collections: 4-5

Legislative Digest  
see Law Library Services Section

Legislative Histories: 5

Library

- see: Audit Reference Services Section
- Law Library Services Section

Literature Searches

- see Automated Information Retrieval Services

LLS

- see Law Library Services Section

Locations: 3

Loan Policies

- see: Circulation
- Interlibrary Loan

Ordering Materials

- see Acquisition Requests

Periodicals: 10

Publications of Technical Information Sources and  
Services: 17-18

Reference Librarian: 6

Reference Services

- see Information Services

Regional Offices: 7,11

Regulations  
    see Civilian and Military Regulations

Reproductions: 16

Research Services  
    see Information Services

Subject Specialists: 11

Technical Information Sources and Services  
    (TISS): 1,2,11

Technical Information Specialists in Regional  
    Offices: 7,11

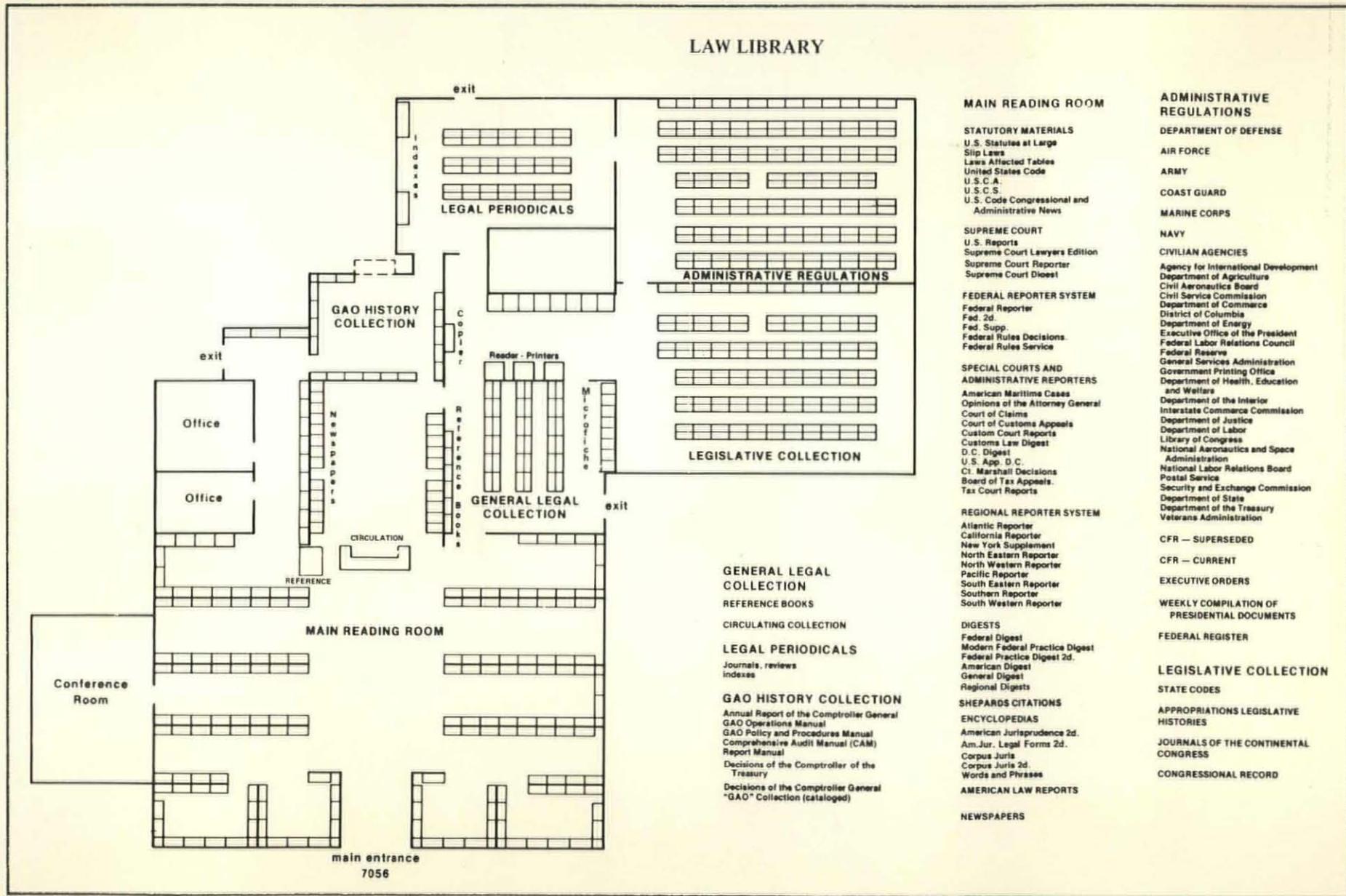
Technical Library  
    see Audit Reference Services

Technical Services Section: 2  
    -- Hours: 3  
    -- Location: 3

TISS  
    see Technical Information Sources and Services

TSS  
    see Technical Services Section

# LAW LIBRARY



## MAIN READING ROOM

### STATUTORY MATERIALS

U.S. Statutes at Large  
Slip Laws  
Laws Affected Tables  
United States Code  
U.S.C.A.  
U.S.C.S.  
U.S. Code Congressional and Administrative News

### SUPREME COURT

U.S. Reports  
Supreme Court Lawyers Edition  
Supreme Court Reporter  
Supreme Court Digest

### FEDERAL REPORTER SYSTEM

Federal Reporter  
Fed. 2d.  
Fed. Supp.  
Federal Rules Decisions  
Federal Rules Service

### SPECIAL COURTS AND ADMINISTRATIVE REPORTERS

American Maritime Cases  
Opinions of the Attorney General  
Court of Claims  
Court of Customs Appeals  
Custom Court Reports  
Customs Law Digest  
D.C. Digest  
U.S. App. D.C.  
Ct. Marshall Decisions  
Board of Tax Appeals  
Tax Court Reports

### REGIONAL REPORTER SYSTEM

Atlantic Reporter  
California Reporter  
New York Supplement  
North Eastern Reporter  
North Western Reporter  
Pacific Reporter  
South Eastern Reporter  
Southern Reporter  
South Western Reporter

### DIGESTS

Federal Digest  
Modern Federal Practice Digest  
Federal Practice Digest 2d.  
American Digest  
General Digest  
Regional Digests

### SHEPARD'S CITATIONS

### ENCYCLOPEDIAS

American Jurisprudence 2d.  
Am. Jur. Legal Forms 2d.  
Corpus Juris  
Corpus Juris 2d.  
Words and Phrases

### AMERICAN LAW REPORTS

### NEWSPAPERS

## ADMINISTRATIVE REGULATIONS

### DEPARTMENT OF DEFENSE

### AIR FORCE

### ARMY

### COAST GUARD

### MARINE CORPS

### NAVY

### CIVILIAN AGENCIES

Agency for International Development  
Department of Agriculture  
Civil Aeronautics Board  
Civil Service Commission  
Department of Commerce  
District of Columbia  
Department of Energy  
Executive Office of the President  
Federal Labor Relations Council  
Federal Reserve  
General Services Administration  
Government Printing Office  
Department of Health, Education and Welfare  
Department of the Interior  
Interstate Commerce Commission  
Department of Justice  
Department of Labor  
Library of Congress  
National Aeronautics and Space Administration  
National Labor Relations Board  
Postal Service  
Security and Exchange Commission  
Department of State  
Department of the Treasury  
Veterans Administration

### CFR - SUPERSEDED

### CFR - CURRENT

### EXECUTIVE ORDERS

### WEEKLY COMPILATION OF PRESIDENTIAL DOCUMENTS

### FEDERAL REGISTER

## LEGISLATIVE COLLECTION

### STATE CODES

### APPROPRIATIONS LEGISLATIVE HISTORIES

### JOURNALS OF THE CONTINENTAL CONGRESS

### CONGRESSIONAL RECORD

## GENERAL LEGAL COLLECTION

### REFERENCE BOOKS

### CIRCULATING COLLECTION

### LEGAL PERIODICALS

Journals, reviews  
indexes

### GAO HISTORY COLLECTION

Annual Report of the Comptroller General  
GAO Operations Manual  
GAO Policy and Procedures Manual  
Comprehensive Audit Manual (CAM)  
Report Manual  
Decisions of the Comptroller of the Treasury  
Decisions of the Comptroller General  
"GAO" Collection (cataloged)

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